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# ATTACHMENTS

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## **Ordinary Meeting of Council**

**Tuesday 23 May 2017**

6.00pm

City of Albany Council Chambers

ORDINARY COUNCIL MEETING  
ATTACHMENTS – 23/05/2017

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**City of Albany**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 31st March 2017**

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City of Albany  
Compilation Report  
For the Period Ended 31st March 2017

**Report Purpose**

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

**Overview**

No matters of significance are noted.

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

Is presented on page 3 and shows a surplus For the Period Ended 31st March 2017 of \$22,247,770.

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  
Reviewed by: D Olde  
Date prepared: 27/04/2017



REPORT ITEM CCCS 024 REFERS

City of Albany  
**STATEMENT OF FINANCIAL ACTIVITY**  
 (Nature or Type)  
 For the Period Ended 31st March 2017

|  | Note | Original Annual Budget | Revised Annual Budget | YTD Budget (a)      | YTD Actual (b)      | Var. \$ (b)-(a)  | Var. % (b)-(a)/(b) |   |
|--|------|------------------------|-----------------------|---------------------|---------------------|------------------|--------------------|---|
| <b>Operating Revenues</b>                          |      |                        |                       |                     |                     |                  |                    |   |
| Rate Revenue                                       |      | 34,118,692             | 34,233,692            | 34,073,897          | 34,139,371          | 65,474           | 0.2%               | ▲ |
| Grants & Subsidies                                 | 8    | 4,559,247              | 4,849,377             | 3,793,632           | 3,909,139           | 115,507          | 3.0%               | ▲ |
| Contributions, Donations & Reimbursements          |      | 504,935                | 1,139,438             | 1,088,998           | 1,139,616           | 50,618           | 4.4%               | ▲ |
| Profit on Asset Disposal                           | 10   | 108,584                | 108,584               | 71,631              | 50,243              | (21,388)         | (42.6%)            | ▼ |
| Fees and Charges                                   |      | 16,401,086             | 16,557,379            | 14,209,521          | 14,648,938          | 439,417          | 3.0%               | ▲ |
| Service Charges                                    |      | 0                      | 0                     | 0                   | 0                   | 0                |                    |   |
| Interest Earnings                                  |      | 1,042,690              | 1,042,690             | 840,231             | 964,460             | 124,229          | 12.9%              | ▲ |
| Other Revenue                                      |      | 370,960                | 1,009,001             | 917,838             | 937,115             | 19,277           | 2.1%               | ▲ |
| <b>Total</b>                                       |      | <b>57,106,194</b>      | <b>58,940,161</b>     | <b>54,995,748</b>   | <b>55,788,882</b>   | <b>727,660</b>   |                    |   |
| <b>Operating Expense</b>                           |      |                        |                       |                     |                     |                  |                    |   |
| Employee Costs                                     |      | (25,036,655)           | (25,037,655)          | (18,437,352)        | (18,430,734)        | 6,618            | 0.0%               | ▼ |
| Materials and Contracts                            |      | (18,193,633)           | (19,180,351)          | (12,112,868)        | (11,633,077)        | 479,791          | 4.1%               | ▼ |
| Utilities Charges                                  |      | (1,791,020)            | (1,791,020)           | (1,278,396)         | (1,230,689)         | 47,707           | 3.9%               | ▼ |
| Depreciation (Non-Current Assets)                  |      | (15,912,428)           | (16,957,336)          | (12,718,008)        | (12,402,258)        | 315,750          | 2.5%               | ▼ |
| Interest Expenses                                  |      | (938,708)              | (938,708)             | (517,662)           | (487,761)           | 29,901           | 6.1%               | ▼ |
| Insurance Expenses                                 |      | (820,550)              | (820,550)             | (793,809)           | (748,858)           | 44,951           | 6.0%               | ▼ |
| Loss on Asset Disposal                             | 10   | (48,372)               | (48,372)              | 0                   | (854,813)           | (854,813)        | (100.0%)           | ▲ |
| Other Expenditure                                  |      | (2,494,649)            | (2,782,707)           | (2,023,246)         | (1,998,788)         | 24,458           | 1.2%               | ▼ |
| Less Allocated to Infrastructure                   |      | 809,491                | 809,491               | 607,652             | 1,073,841           | 466,189          | 43.4%              | ▲ |
| <b>Total</b>                                       |      | <b>(64,426,524)</b>    | <b>(66,747,209)</b>   | <b>(47,273,689)</b> | <b>(46,713,138)</b> | <b>560,551</b>   |                    |   |
| <b>Contributions for the Development of Assets</b> |      |                        |                       |                     |                     |                  |                    |   |
| Grants & Subsidies                                 | 8    | 21,040,875             | 20,382,206            | 14,315,187          | 14,395,578          | 80,391           | 0.6%               | ▲ |
| Contributions, Donations & Reimbursements          |      | 620,000                | 724,993               | 74,274              | 538,539             | 464,265          | 86.2%              | ▲ |
| <b>Net Operating Result</b>                        |      | <b>14,340,545</b>      | <b>13,300,151</b>     | <b>22,111,520</b>   | <b>24,009,861</b>   | <b>1,368,602</b> |                    |   |
| <b>Funding Balance Adjustment</b>                  |      |                        |                       |                     |                     |                  |                    |   |
| Add Back Depreciation                              |      | 15,912,428             | 16,957,336            | 12,718,008          | 12,402,258          | (315,750)        | (2.5%)             | ▼ |
| Adjust (Profit)/Loss on Asset Disposal             | 10   | (60,212)               | (60,212)              | (71,631)            | 804,570             | (876,201)        | 108.9%             | ▼ |
| Movement From Current to Non-Current               |      | 0                      | 0                     | 0                   | 0                   | 0                |                    |   |
| Add back Carrying Value of Investment Land         |      | 0                      | 74,341                | 74,341              | 74,341              | (0)              |                    |   |
| <b>Funds Demanded From Operations</b>              |      | <b>30,192,761</b>      | <b>30,271,616</b>     | <b>34,832,238</b>   | <b>37,291,030</b>   | <b>2,458,792</b> |                    |   |
| <b>Capital Revenues</b>                            |      |                        |                       |                     |                     |                  |                    |   |
| Proceeds from Disposal of Assets                   | 10   | 544,219                | 620,583               | 514,361             | 734,867             | 220,506          | 30.0%              | ▲ |
| <b>Total</b>                                       |      | <b>544,219</b>         | <b>620,583</b>        | <b>514,361</b>      | <b>734,867</b>      | <b>220,506</b>   |                    |   |
| <b>Acquisition of Fixed Assets</b>                 |      |                        |                       |                     |                     |                  |                    |   |
| Land and Buildings                                 | 5    | (14,261,125)           | (14,276,377)          | (7,527,906)         | (7,141,710)         | 386,196          | 5.4%               | ▼ |
| Plant and Equipment                                | 5    | (2,858,500)            | (2,877,500)           | (1,271,624)         | (1,275,645)         | (4,021)          | (0.3%)             | ▼ |
| Furniture and Equipment                            | 5    | (647,028)              | (647,028)             | (449,516)           | (436,967)           | 12,549           | 2.9%               | ▼ |
| Infrastructure Assets - Roads                      | 5    | (7,446,182)            | (7,006,750)           | (3,092,283)         | (2,941,298)         | 150,985          | 5.1%               | ▼ |
| Infrastructure Assets - Other                      | 5    | (12,181,788)           | (12,122,817)          | (5,870,324)         | (4,937,374)         | 932,950          | 18.9%              | ▼ |
| <b>Total</b>                                       |      | <b>(37,394,623)</b>    | <b>(36,930,472)</b>   | <b>(18,211,653)</b> | <b>(16,732,995)</b> | <b>1,478,658</b> |                    |   |
| <b>Financing/Borrowing</b>                         |      |                        |                       |                     |                     |                  |                    |   |
| Debt Redemption                                    |      | (2,018,571)            | (2,018,571)           | (1,117,728)         | (1,123,240)         | (5,512)          | (0.5%)             | ▼ |
| Loan Drawn Down                                    |      | 1,500,000              | 1,500,000             | 0                   | 0                   | 0                |                    |   |
| Profit on Sale of Investments                      |      | 0                      | 0                     | 0                   | 0                   | 0                |                    |   |
| Self-Supporting Loan Principal                     |      | 0                      | 0                     | 0                   | 0                   | 0                |                    |   |
| Self Supporting Loan Issued                        |      | 0                      | 0                     | 0                   | 0                   | 0                |                    |   |
| <b>Total</b>                                       |      | <b>(518,571)</b>       | <b>(518,571)</b>      | <b>(1,117,728)</b>  | <b>(1,123,240)</b>  | <b>(5,512)</b>   |                    |   |
| <b>Demand for Resources</b>                        |      | <b>(7,176,214)</b>     | <b>(6,556,844)</b>    | <b>16,017,218</b>   | <b>20,169,662</b>   | <b>4,152,444</b> |                    |   |
| <b>Restricted Funding Movements</b>                |      |                        |                       |                     |                     |                  |                    |   |
| Opening Funding Surplus(Deficit)                   |      | 1,725,566              | 2,075,384             | 2,075,384           | 2,078,108           | 2,724            | 0.1%               |   |
| Transfer to Reserves                               | 9    | (11,501,252)           | (12,576,337)          | 0                   | 0                   | 0                |                    |   |
| Transfer from Reserves                             | 9    | 16,951,900             | 17,085,429            | 0                   | 0                   | 0                |                    |   |
| <b>Closing Funding Surplus(Deficit)</b>            | 2    | <b>0</b>               | <b>27,633</b>         | <b>18,092,602</b>   | <b>22,247,770</b>   | <b>4,155,168</b> |                    |   |

# REPORT ITEM CCCS 024 REFERS

**City of Albany**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st March 2017**

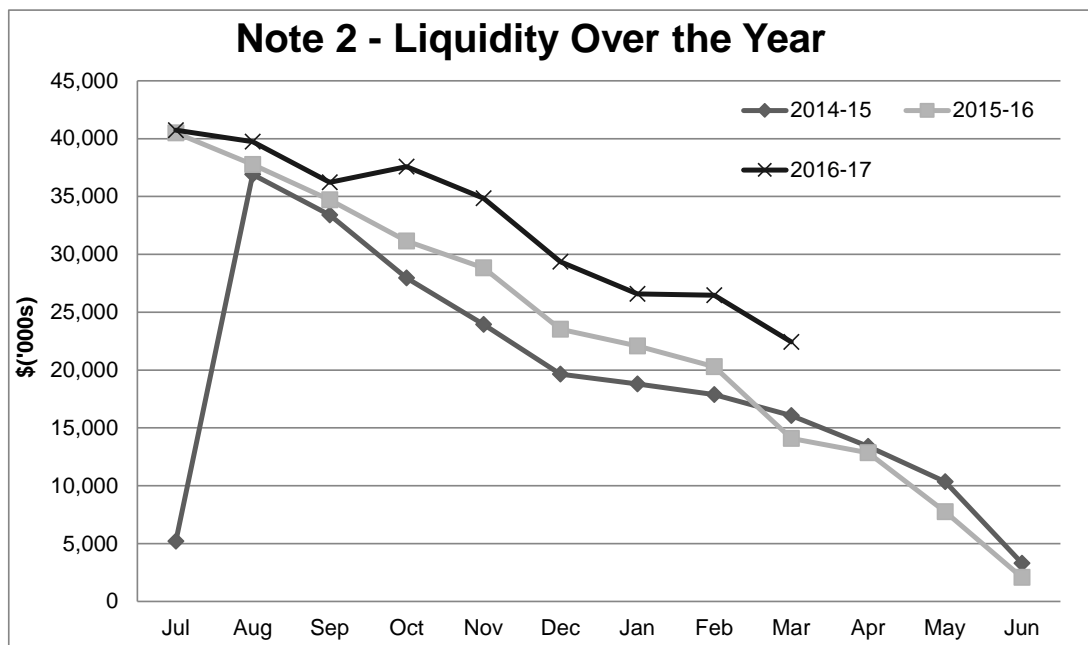
**Note 1: EXPLANATION OF MATERIAL VARIANCES IN EXCESS OF \$50,000**

|  | Var.      | Var. | Timing/<br>Permanent | Explanation of Variance   |
|--|-----------|------|----------------------|---|
| <b>1.1 Operating Revenues</b>                          | \$        |      |                      |   |
| Rate Revenue   | 65,474    | ▲    | Timing               | Interim rates over budget. Interim rates are raised when the valuation for a specific property changes during the year, generally after a significant change or improvement. Over the course of the year this may be to budget, as it is difficult to know the increases or decreases in valuations that will occur during the year.  |
| Grants & Subsidies                                     | 115,507   | ▲    | Permanent            | Silversport grant received, not budgeted for.   |
| Contributions, Donations & Reimbursements              | 50,618    | ▲    | Permanent            | After budget review items now allowed for, no one single major item. Sundry minor sponsorships, donations and insurance recovery.   |
| Profit on Asset Disposal                               | (21,388)  |      |                      | No material variance.   |
| Fees and Charges                                       | 439,417   | ▲    | Timing               | Variations previously noted have largely been taken up in the budget review. Current variance due to waste fees exceeding budget, and continued strong NAC retail store sales.  |
| Interest Earnings                                      | 124,229   | ▲    | Timing               | No one interest class. Small amounts over budget for instalment, penalty and investment interest. Interest on investment is budgeted conservatively due to the predicted low interest rates for the next year.  |
| Other Revenue  | 19,277    |      |                      | No material variance.   |
| <b>1.2 Operating Expense</b>                           |           |      |                      |   |
| Employee Costs   | 6,618     |      | Timing               |   |
| Materials and Contracts                                | 479,791   | ▼    | Timing               | Primarily timing delay in invoicing of waste and recyclable collection fees (\$256 000).  |
| Utilities Charges                                      | 47,707    |      |                      | No material variance.   |
| Depreciation (Non-Current Assets)                      | 315,750   | ▼    | Permanent            | Budget amendment put through in the mid-year budget review to allow for new infrastructure to begin to be depreciated. Time delay in final completion of assets, and thus less depreciation to be allocated to the 2016/17 year.  |
| Interest Expenses                                      | 29,901    |      |                      | No material variance.   |
| Insurance Expenses                                     | 44,951    |      |                      | No material variance.   |
| Loss on Asset Disposal                                 | (854,813) | ▲    | Permanent            | Non-cash loss. Accounting loss on sale of Chesterpass Rd lots, and loss on sale of Isuzu prime mover. Both of these assets had substantial non-cash income under 'revaluation increments' previously recorded, therefore the loss on sale is largely a reversal of these increases. For the Isuzu prime over, lower proceeds from sale due to quiet market, however, replacement asset cost approx.\$25 000 under budget.   |
| Other Expenditure                                      | 24,458    |      |                      | No material variance.   |
| Less Allocated to Infrastructure                       | 466,189   | ▲    | Timing               | Reflects the recent focus on capital projects, and costing of employees to those projects.  |
| <b>1.3 Contributions for the Development of Assets</b> |           |      |                      |   |
| Grants & Subsidies                                     | 80,391    | ▲    | Timing               | Primarily timing of budgeted receipt of roads and bridge grants, offset by actual receipt of DSR pool grant and CCTV grant, and other smaller capital grants.   |
| Contributions, Donations & Reimbursements              | 464,265   | ▲    | Permanent            | Receipt of developer contribution, budgeted later in the year.  |
| <b>1.4 Funding Balance Adjustment</b>                  |           |      |                      |   |
| Add Back Depreciation                                  | (315,750) | ▼    | Permanent            | Budget amendment put through in the mid-year budget review to allow for new infrastructure to begin to be depreciated. Time delay in final completion of assets, and thus less depreciation to be allocated to the 2016/17 year.  |
| Adjust (Profit)/Loss on Asset Disposal                 | (876,201) |      | Permanent            | Non-cash loss. Accounting loss on sale of Chesterpass Rd lots, and loss on sale of Isuzu prime mover. Both of these assets had substantial non-cash income under 'revaluation increments' previously recorded, therefore the loss on sale is largely a reversal of these increases. For the Isuzu prime over, lower proceeds from sale due to quiet market, however, replacement asset cost approx.\$25 000 under budget. Also includes the variance for the lower profit on sale to budget variance. |
| <b>1.5 Capital Revenues</b>                            |           |      |                      |   |
| Proceeds from Disposal of Assets                       | 220,506   | ▲    | Permanent            | Sale of a block of land in the Cull Road subdivision, plus minor plant and equipment.   |
| <b>1.6 Acquisition of Fixed Assets</b>                 |           |      |                      |   |
| Land and Buildings                                     | 386,196   | ▼    | Timing               | Awaiting final completion and invoicing for new Stadium. Expect a timing difference until April/May as project is completed.  |
| Plant and Equipment                                    | (4,021)   |      |                      | No material variance.   |
| Furniture and Equipment                                | 12,549    |      |                      | No material variance.   |
| Infrastructure Assets - Roads                          | 150,985   | ▼    | Timing               | Timing in the commencement of road projects. Many minor projects begun, with purchase orders issued, but minimal invoices received to date.   |
| Infrastructure Assets - Other                          | 932,950   | ▼    | Timing               | Continuing timing difference on CPSP (non-building components), difference reducing as project reaches a conclusion (approx. \$700 000 in timing differences). Timing difference on the Albany Ag Society (AAS) construction (\$70 000 under budget YTD),   |
| <b>1.7 Financing/Borrowing</b>                         |           |      |                      |   |
| Debt Redemption  | (5,512)   |      |                      | No material variance.   |
| Loan Drawn Down  | 0         |      |                      | No material variance.   |
| <b>1.8 Restricted Funding Movements</b>                |           |      |                      |   |
| Opening Funding Surplus(Deficit)                       | 2,724     |      |                      | No material variance.   |
| Transfer to Reserves                                   | 0         |      |                      | No material variance.   |
| Transfer from Reserves                                 | 0         |      |                      | No material variance.   |

**City of Albany**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st March 2017**

**Note 2: NET CURRENT FUNDING POSITION**

|                                     |                    | Positive=Surplus (Negative=Deficit) |                       |  |
|-------------------------------------|--------------------|-------------------------------------|-----------------------|--|
|                                     |                    | 2016-17                             |                       |  |
| Note                                | This Period        | Last Period                         | Same Period Last Year |  |
|                                     | \$                 | \$                                  | \$                    |  |
| <b>Current Assets</b>               |                    |                                     |                       |  |
|                                     | 20,148,726         | 21,418,254                          | 13,811,439            |  |
|                                     | 18,894,435         | 18,852,153                          | 17,024,771            |  |
| 4                                   | 1,935,851          | 4,666,727                           | 1,920,327             |  |
|                                     | 4,296,676          | 5,141,285                           | 1,674,286             |  |
|                                     | 205,605            | 205,605                             | 205,605               |  |
|                                     | 358,292            | 369,057                             | 86,491                |  |
|                                     | 51,479             | 75,525                              | 21,895                |  |
|                                     | 229,609            | 229,609                             | 303,950               |  |
|                                     | 640,804            | 842,266                             | 816,988               |  |
|                                     | <b>46,761,477</b>  | <b>51,800,481</b>                   | <b>35,865,751</b>     |  |
| <b>Less: Current Liabilities</b>    |                    |                                     |                       |  |
|                                     | (2,456,125)        | (3,516,564)                         | (1,294,448)           |  |
|                                     | 0                  | 0                                   | 0                     |  |
|                                     | (9,417)            | (14,669)                            | (67,025)              |  |
|                                     | (4,100,648)        | (3,967,831)                         | (3,874,069)           |  |
|                                     | (223,850)          | (208,157)                           | (191,576)             |  |
|                                     | <b>(6,790,041)</b> | <b>(7,707,221)</b>                  | <b>(5,427,118)</b>    |  |
|                                     | 924,636            | 1,014,621                           | 833,876               |  |
|                                     | (18,213,089)       | (18,213,089)                        | (16,670,358)          |  |
|                                     | 0                  | 0                                   | 0                     |  |
|                                     | (229,609)          | (229,609)                           | (303,950)             |  |
|                                     | (205,605)          | (205,605)                           | (205,605)             |  |
| <b>Net Current Funding Position</b> | <b>22,247,770</b>  | <b>26,459,578</b>                   | <b>14,092,596</b>     |  |

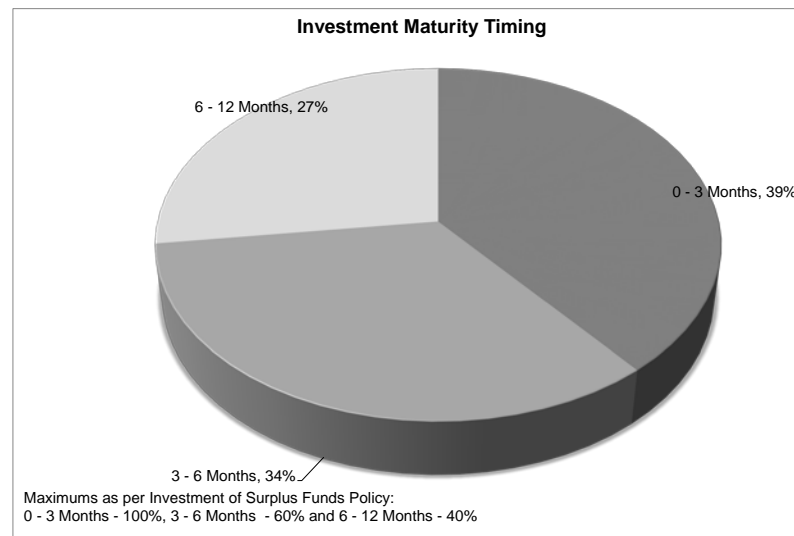
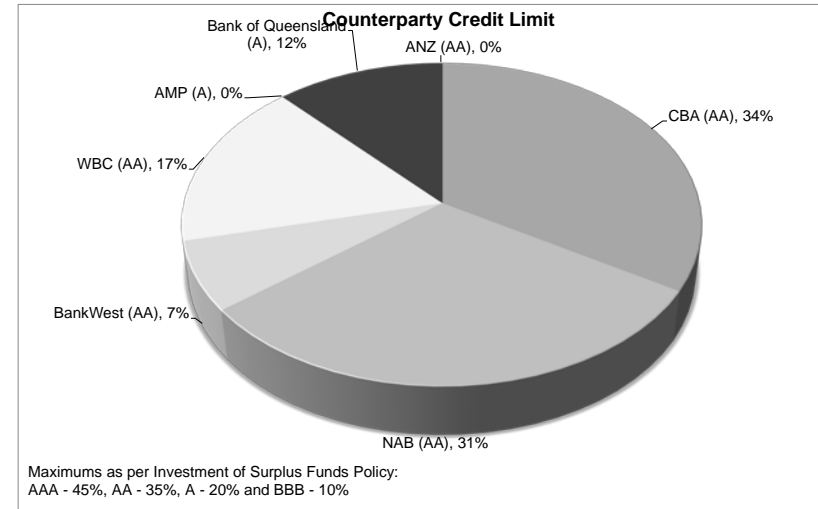
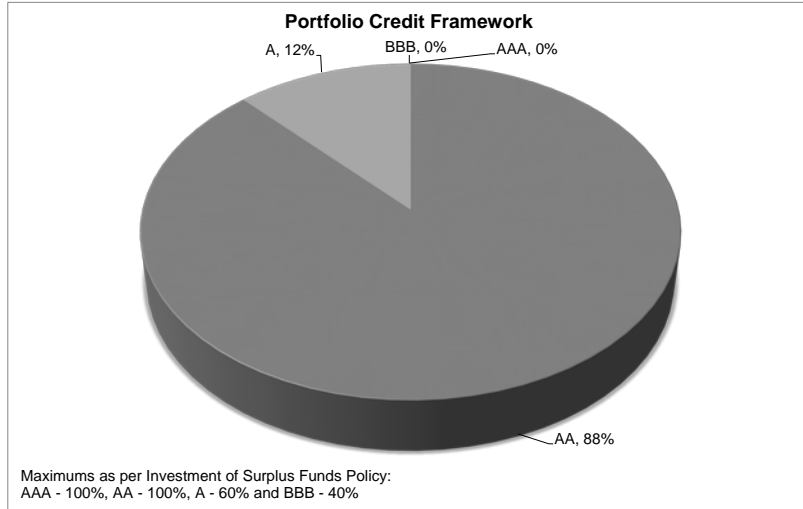


Comments - Net Current Funding Position



City of Albany  
 Monthly Investment Report  
 For the Period Ended 31st March 2017

**Note 3A: GRAPHICAL REPRESENTATION - CASH INVESTMENTS**



**City of Albany**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31st March 2017**

**Note 4: RECEIVABLES**

**Receivables - Rates and Refuse**

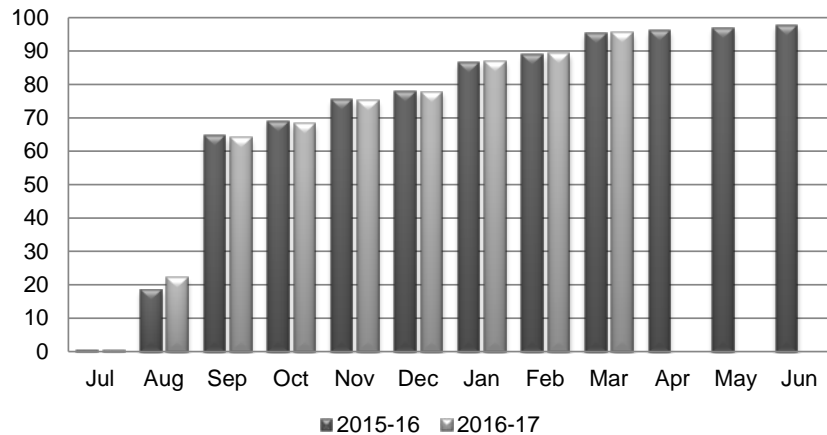
|  | <b>Current<br/>2016-17</b> | <b>Previous<br/>2015-16</b> | <b>Total</b>        |
|--|----------------------------|-----------------------------|---------------------|
|  | \$                         | \$                          | \$                  |
| Opening Arrears Previous Years               |                            | 892,621                     | 892,621             |
| Rates Levied this year                       | 34,139,371                 |                             | 34,139,371          |
| Refuse Levied                                | 5,869,161                  |                             | 5,869,161           |
| ESL Levied                                   | 2,675,174                  |                             | 2,675,174           |
| Other Charges Levied                         | 413,981                    |                             | 413,981             |
| <u>Less</u> Collections to date              | <b>(41,426,116)</b>        | <b>(628,341)</b>            | <b>(42,054,457)</b> |
| <b>Equals Current Outstanding</b>            | <b>1,671,571</b>           | <b>264,280</b>              | <b>1,935,851</b>    |
| <b>Total Rates &amp; Charges Collectable</b> |                            |                             | <b>1,935,851</b>    |
| % Collected                                  |                            |                             | 95.60%              |

**Receivables - General**

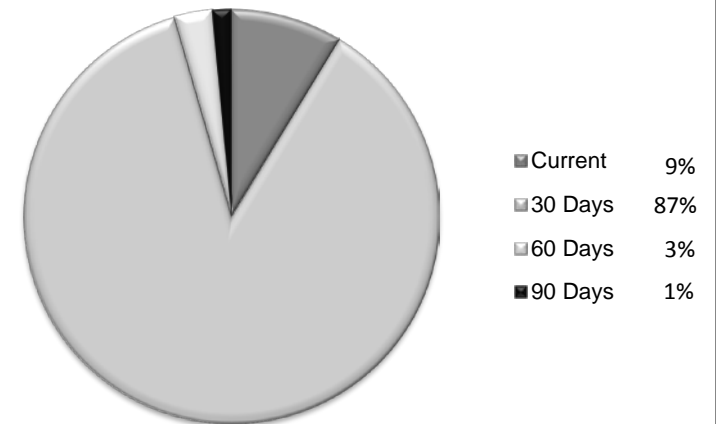
|                          | <b>Current</b> | <b>30 Days</b> | <b>60 Days</b> | <b>90 Days</b>          |
|--------------------------|----------------|----------------|----------------|-------------------------|
|                          | \$             | \$             | \$             | \$                      |
|                          | 343,628        | 3,440,343      | 116,742        | 58,741                  |
| <b>Total Outstanding</b> |                |                |                | <b><u>3,959,453</u></b> |

Amounts shown above include GST (where applicable)

**Note 4 - Rates & Refuse % Collected**



**Note 4 - Accounts Receivable (non-rates)**



Comments/Notes - Receivables Rates and Refuse

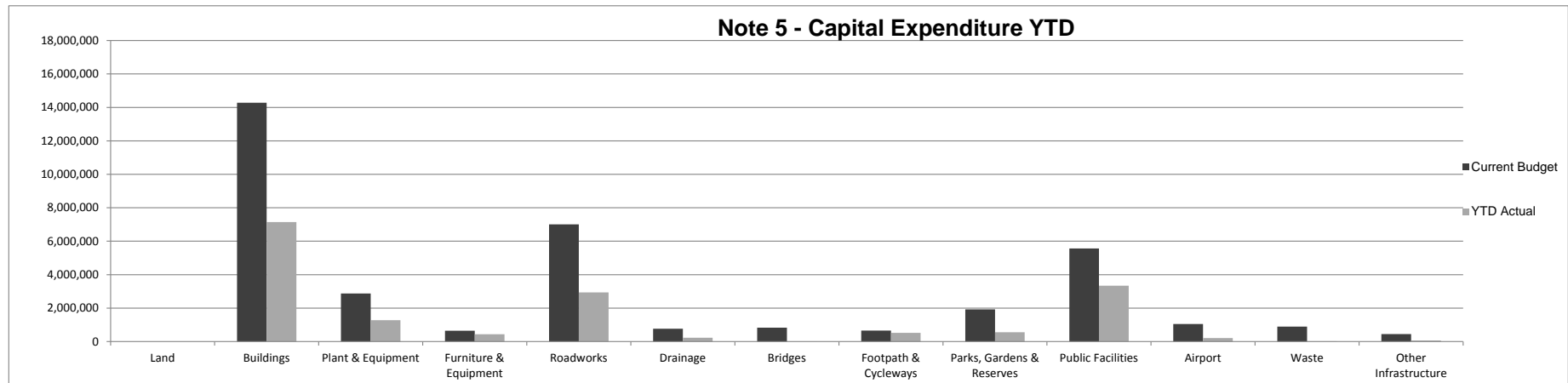
Comments/Notes - Receivables General

City of Albany  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 31st March 2017

Note 5: CAPITAL ACQUISITIONS

| Contributions Information |                  |                  |            |                   | Summary Acquisitions                   | Original Budget   | Current Budget    | YTD Budget        | Actual               | Variance           |
|---------------------------|------------------|------------------|------------|-------------------|--|-------------------|-------------------|-------------------|----------------------|--------------------|
| Grants                    | Reserves         | Borrowing        | Restricted | Total             |  |                   |                   |                   |                      |                    |
| \$                        | \$               | \$               |            | \$                |  | \$                |                   |                   | \$                   | \$                 |
| 0                         | 0                | 0                | 0          | 0                 | <b>Property, Plant &amp; Equipment</b> | 0                 | 0                 | 0                 | 0                    | 0                  |
| 1,327,500                 | 770,000          | 1,000,000        | 0          | 3,097,500         | Land                                   | 14,261,125        | 14,276,377        | 7,527,906         | 7,141,710            | (386,196) ▼        |
| 50,000                    | 0                | 0                | 0          | 50,000            | Buildings                              | 2,858,500         | 2,877,500         | 1,271,624         | 1,275,645            | 4,021 ▲            |
| 0                         | 0                | 0                | 0          | 0                 | Plant & Equipment                      | 647,028           | 647,028           | 449,516           | 436,967              | (12,549) ▼         |
|                           |                  |                  |            |                   | Furniture & Equipment                  |                   |                   |                   |                      |                    |
|                           |                  |                  |            |                   | <b>Infrastructure</b>                  |                   |                   |                   |                      |                    |
| 5,212,583                 | 200,000          | 0                | 0          | 5,412,583         | Roadworks                              | 7,446,182         | 7,006,750         | 3,092,283         | 2,941,298            | (150,985) ▼        |
| 0                         | 175,000          | 0                | 0          | 175,000           | Drainage                               | 669,155           | 769,155           | 311,163           | 229,906              | (81,257) ▼         |
| 825,000                   | 0                | 0                | 0          | 825,000           | Bridges                                | 825,000           | 825,000           | 0                 | 266                  | 266 ▲              |
| 20,000                    | 0                | 0                | 0          | 20,000            | Footpath & Cycleways                   | 664,932           | 652,474           | 542,754           | 523,196              | (19,558) ▼         |
| 605,700                   | 483,300          | 0                | 0          | 1,089,000         | Parks, Gardens & Reserves              | 1,904,042         | 1,927,499         | 816,994           | 553,667              | (263,327) ▼        |
| 13,035,092                | 467,820          | 500,000          | 0          | 14,002,912        | Public Facilities                      | 5,793,664         | 5,563,965         | 3,745,827         | 3,342,057            | (403,770) ▼        |
| 0                         | 0                | 0                | 0          | 0                 | Airport                                | 1,070,000         | 1,049,010         | 207,593           | 210,555              | 2,962 ▲            |
| 0                         | 890,000          | 0                | 0          | 890,000           | Waste                                  | 890,000           | 890,000           | 100,993           | 15,473               | (85,520) ▼         |
| 0                         | 0                | 0                | 0          | 0                 | Other Infrastructure                   | 364,995           | 445,714           | 145,000           | 62,254               | (82,746) ▼         |
| <b>21,075,875</b>         | <b>2,986,120</b> | <b>1,500,000</b> | <b>0</b>   | <b>25,561,995</b> | <b>Totals</b>                          | <b>37,394,623</b> | <b>36,930,472</b> | <b>18,211,653</b> | <b>16,732,994.54</b> | <b>(1,478,658)</b> |

Comments - Capital Acquisitions



REPORT ITEM CCCS 025 REFERS

TRUST CHEQUES AND ELECTRONICS FUNDS TRANSFER PAYMENTS

| EFT/CHQ      | Date | Name | Description | Amount      |
|--------------|------|------|-------------|-------------|
| <b>Total</b> |      |      |             | <b>\$ -</b> |

MASTERCARD TRANSACTIONS - MARCH 2017

| Date         | Payee                   | Description  | Amount              |
|--------------|-------------------------|--|---------------------|
| 02/03/2017   | LINKEDIN                | Position advertising - EA WARCA  | \$ 208.95           |
| 08/03/2017   | REGIONAL EXPRESS        | A Sharpe - WACRA Interviews  | \$ 374.95           |
| 08/03/2017   | IBIS HOTEL              | R Taylor - Accommodation - Contracts Course  | \$ 455.01           |
| 13/03/2017   | FACEBOOK                | City of Albany Site - Social Media Monitoring  | \$ 200.02           |
| 21/03/2017   | REGIONAL EXPRESS        | R Muirhead - NACAC meeting   | \$ 545.81           |
| 21/03/2017   | REGIONAL EXPRESS        | A Coles - NACAC meeting - Flights  | \$ 545.81           |
| 21/03/2017   | REGIONAL EXPRESS        | A Barnard - NACAC meeting - Flights  | \$ 489.61           |
| 24/03/2017   | MANTRA ST KILDA         | P Terry - Accommodation - Conference   | \$ 894.04           |
| 27/03/2017   | REGIONAL EXPRESS        | Material Supply - 3 x Tea Chests   | \$ 279.85           |
| 01/03/2017   | IP AUSTRALIA            | IP Australia - Trademarks New - Part 1 - The Amazing South Coast                                     | \$ 1,200.00         |
| 09/03/2017   | IP AUSTRALIA            | IP Australia - Trademarks New - Part 2 - The Amazing South Coast                                     | \$ 780.00           |
| 15/03/2017   | IP AUSTRALIA            | IP Australia - Trademarks New - Part 3 - The Amazing South Coast                                     | \$ 1,000.00         |
| 20/03/2017   | REGIONAL EXPRESS        | Flights - Perth to Albany Return - Sports Person of the Year Award - Guest Speaker - Mr Brant Garvey | \$ 492.07           |
| 23/03/2017   | REGIONAL EXPRESS        | Flights - Perth to Albany Return - Sports Person of the Year Award - Guest Speaker - Natalie Medwid  | \$ 447.09           |
| 25/02/2017   | PAYPAL - SEWLEXGROUP    | Material Supply - 2 x Courier Bags   | \$ 224.42           |
| 25/02/2017   | SWIFTYPE.COM            | Website Monthly Fee  | \$ 332.64           |
| 25/02/2017   | MICROSOFT               | Refund   | -\$ 119.00          |
| 25/02/2017   | LINKEDIN                | Job Advertisement  | \$ 275.00           |
| 24/03/2017   | SWIFTYPE.COM            | Website Monthly Fee  | \$ 335.61           |
| 07/03/2017   | DOC WORKSAFE            | Refund - Contract Administration Course - K Sutherland   | -\$ 1,320.00        |
| 01/03/2017   | METRO HOTEL SOUTH PERTH | Accommodation - J Van Der Mescht & A Nicoll - BAL Assessor Course                                    | \$ 779.20           |
| 23/03/2017   | QUALITY INN             | Accommodation - S Reitsema - LGPA Conference   | \$ 205.00           |
| Various      | SUNDRY < \$ 200.00      |  | \$ 1,682.03         |
| <b>Total</b> |                         |  | <b>\$ 10,308.11</b> |

PAYROLL 17/03/2017 - 16/04/2017

| Date         | Description    | Amount                 |
|--------------|----------------|------------------------|
| 29/03/2017   | COA Salaries   | 606834.42              |
| 12/04/2017   | COA - Salaries | 613517.45              |
| <b>Total</b> |                | <b>\$ 1,220,351.87</b> |



REPORT ITEM CCCS 025 REFERS

| Chq          | Date       | Name                            | Description                         | Amount               |
|--------------|------------|---------------------------------|-------------------------------------|----------------------|
| 31539        | 15/03/2017 | PETTY CASH                      | Umpire Payments                     | \$ 2,350.00          |
| 31540        | 16/03/2017 | M BERGER                        | Refund                              | \$ 125.10            |
| 31541        | 16/03/2017 | F MULLALLY                      | Refund                              | \$ 111.20            |
| 31543        | 16/03/2017 | T CRIDDLE & K VAUGHAN           | Crossover Subsidy                   | \$ 132.04            |
| 31544        | 16/03/2017 | K & J HILDER                    | Crossover Subsidy                   | \$ 243.95            |
| 31545        | 16/03/2017 | M LONG                          | Crossover Subsidy                   | \$ 182.11            |
| 31546        | 16/03/2017 | F & G CLARKE                    | Crossover Subsidy                   | \$ 107.69            |
| 31547        | 16/03/2017 | HELLOWORLD SERVICE PTY LIMITED  | NAC/ALH Brochure Participation Fees | \$ 1,200.00          |
| 31548        | 16/03/2017 | WA ASSOCIATION OF CARAVAN CLUBS | Advertising                         | \$ 2,500.00          |
| 31549        | 16/03/2017 | DEPARTMENT OF TRANSPORT         | Amazing Albany Number Plates        | \$ 200.00            |
| 31550        | 16/03/2017 | DEPARTMENT OF TRANSPORT         | Vehicle Registration                | \$ 24.75             |
| 31551        | 16/03/2017 | PIVOTEL SATELLITE PTY LIMITED   | Satellite Phone Charges             | \$ 250.00            |
| 31552        | 16/03/2017 | TELSTRA CORPORATION LIMITED     | Telephone Charges                   | \$ 25,899.56         |
| 31553        | 16/03/2017 | WATER CORPORATION               | Water Charges - Various locations   | \$ 31,191.27         |
| 31554        | 23/03/2017 | DEPARTMENT OF TRANSPORT         | Vehicle Registrations               | \$ 358.40            |
| 31555        | 23/03/2017 | WATER CORPORATION               | Water Charges - Various locations   | \$ 5,751.60          |
| 31556        | 30/03/2017 | MARCUS DUNSTER                  | Crossover Subsidy                   | \$ 173.27            |
| 31557        | 30/03/2017 | CASH                            | Cash Float                          | \$ 200.00            |
| 31558        | 30/03/2017 | PETTY CASH                      | Petty Cash Reimbursement            | \$ 88.35             |
| 31559        | 30/03/2017 | PIVOTEL SATELLITE PTY LIMITED   | Satellite Phone Charges             | \$ 124.00            |
| 31560        | 30/03/2017 | WATER CORPORATION               | Water Charges - Various locations   | \$ 7,427.61          |
| 31561        | 30/03/2017 | THE WEST AUSTRALIAN             | Albany Advertiser Subscription      | \$ 371.91            |
| 31563        | 06/04/2017 | N WRIGHT                        | Crossover Subsidy                   | \$ 196.83            |
| 31564        | 06/04/2017 | D OSCHAR                        | Crossover Subsidy                   | \$ 276.34            |
| 31565        | 06/04/2017 | H FIELD                         | Crossover Subsidy                   | \$ 137.93            |
| 31566        | 06/04/2017 | R CATIONS                       | Crossover Subsidy                   | \$ 146.77            |
| 31567        | 06/04/2017 | WA COUNTRY BUILDERS             | Refund                              | \$ 1,166.20          |
| 31568        | 06/04/2017 | PETTY CASH                      | Umpire Payments                     | \$ 1,895.00          |
| 31570        | 06/04/2017 | WATER CORPORATION               | Water Charges - Various locations   | \$ 347.25            |
| 31571        | 13/04/2017 | PETTY CASH                      | Petty Cash Reimbursement            | \$ 55.00             |
| 31572        | 13/04/2017 | PETTY CASH                      | Petty Cash Reimbursement            | \$ 289.05            |
| 31573        | 13/04/2017 | PIVOTEL SATELLITE PTY LIMITED   | Satellite Phone Charges             | \$ 250.00            |
| 31574        | 13/04/2017 | TELSTRA CORPORATION LIMITED     | Telephone Charges                   | \$ 15,038.74         |
| 31575        | 13/04/2017 | WATER CORPORATION               | Water Charges - Various locations   | \$ 14,275.12         |
| <b>Total</b> |            |                                 |                                     | <b>\$ 108,634.95</b> |

REPORT ITEM CCCS 025 REFERS

| EFT       | Date       | Name                                   | Description   | Amount        |
|-----------|------------|--|---|---------------|
| EFT115271 | 16/03/2017 | A & B CANVAS AUSTRALIA                 | Material Supply - Windsock                                    | \$ 503.80     |
| EFT115272 | 16/03/2017 | ABA SECURITY                           | Electrical Services - Alarm System Repairs                    | \$ 473.00     |
| EFT115273 | 16/03/2017 | ABBOTTS LIQUID SALVAGE PTY LTD         | Repairs and Maintenance - Grease Arrestor                     | \$ 258.50     |
| EFT115274 | 16/03/2017 | AD CONTRACTORS PTY LTD                 | Equipment Hire - Tandem Tipper                                | \$ 13,264.80  |
| EFT115275 | 16/03/2017 | ADVERTISER PRINT                       | Stationery Supplies   | \$ 756.00     |
| EFT115276 | 16/03/2017 | AERODROME MANAGEMENT SERVICES PTY LTD  | Design Services - Albany Airport Runway Upgrades              | \$ 18,708.25  |
| EFT115277 | 16/03/2017 | ALBANY CITY LAWN                       | Lawn Mowing Services - Lancaster Park                         | \$ 1,276.00   |
| EFT115278 | 16/03/2017 | ALBANY V-BELT AND RUBBER               | Material Supply - Automotive Components                       | \$ 1,048.99   |
| EFT115279 | 16/03/2017 | ALBANY OFFICE NATIONAL                 | Stationery Supplies   | \$ 63.45      |
| EFT115280 | 16/03/2017 | ALBANY RETRAVISION                     | Material Supply - Bosch Washer                                | \$ 876.00     |
| EFT115281 | 16/03/2017 | ALBANY OFFICE PRODUCTS DEPOT           | Stationery Supplies and Office Furniture                      | \$ 3,968.76   |
| EFT115282 | 16/03/2017 | ALBANY QUALITY LAWNMOWING              | Lawn Mowing   | \$ 110.00     |
| EFT115283 | 16/03/2017 | ALBANY DOMESTIC SERVICES               | Cleaning Services - Animal Waste                              | \$ 320.00     |
| EFT115284 | 16/03/2017 | ALBANY FORD & CHRYSLER JEEP            | Material Supply - Beacon Mounts                               | \$ 132.00     |
| EFT115285 | 16/03/2017 | ALBANY FLOOR SANDING                   | Professional Services - Sand And Seal Jarrah Floor            | \$ 1,000.00   |
| EFT115286 | 16/03/2017 | AMITY PAINTING AND DECORATING          | Painting Services - BOM Buildings                             | \$ 6,776.00   |
| EFT115287 | 16/03/2017 | AMPHIBIAN PLUMBING AND GAS             | Gas Services - Day Care Install                               | \$ 150.00     |
| EFT115288 | 16/03/2017 | ANNETTE DAVIS                          | Professional Services - Submission To Local Government Awards | \$ 200.00     |
| EFT115289 | 16/03/2017 | A CARMICHAEL                           | Staff Reimbursement   | \$ 38.29      |
| EFT115290 | 16/03/2017 | APPRENTICE & TRAINEESHIP COMPANY       | Casual Staff/Apprentice Fees                                  | \$ 2,175.70   |
| EFT115291 | 16/03/2017 | ATC WORK SMART                         | Casual Staff/Apprentice Fees                                  | \$ 24,809.33  |
| EFT115292 | 16/03/2017 | AUSTRALIA POST                         | Postage/Agency Fees   | \$ 3,637.06   |
| EFT115293 | 16/03/2017 | AUSTSWIM LTD                           | Material Supply   | \$ 59.95      |
| EFT115294 | 16/03/2017 | AUSSPORT PTY LTD                       | LED Electronic Scoreboards                                    | \$ 23,189.12  |
| EFT115295 | 16/03/2017 | BADGEMATE                              | Staff Name Badges   | \$ 16.12      |
| EFT115296 | 16/03/2017 | BAREFOOT CLOTHING MANUFACTURERS        | Staff Uniforms  | \$ 2,252.00   |
| EFT115297 | 16/03/2017 | WARREN CHARLES BELLETTE                | Photography - Portrait Of Paul Camins                         | \$ 110.00     |
| EFT115298 | 16/03/2017 | BENARA NURSERIES                       | Nursery Supplies  | \$ 368.50     |
| EFT115299 | 16/03/2017 | BENNETTS BATTERIES                     | Material Supply Batteries                                     | \$ 536.80     |
| EFT115300 | 16/03/2017 | ADVANCED TRAFFIC MANAGEMENT WA PTY LTD | Traffic Management - Various Locations                        | \$ 20,231.13  |
| EFT115301 | 16/03/2017 | BERTOLA HIRE SERVICES ALBANY PTY LTD   | Equipment Hire - Mini Excavator                               | \$ 1,577.40   |
| EFT115302 | 16/03/2017 | BEST OFFICE SYSTEMS                    | Photocopier Supplies  | \$ 460.00     |
| EFT115303 | 16/03/2017 | ALBANY BITUMEN SPRAYING                | Works On Depression In Road Pavement                          | \$ 10,230.00  |
| EFT115304 | 16/03/2017 | BLOOMIN FLOWERS                        | Flower Arrangement For Vanessa Ward                           | \$ 80.00      |
| EFT115305 | 16/03/2017 | BMT OCEANICA PTY LTD                   | Remote Imagery Solutions                                      | \$ 385.00     |
| EFT115306 | 16/03/2017 | ALBANY BOBCAT SERVICES                 | Equipment Hire - Bobcat And Truck                             | \$ 2,454.38   |
| EFT115307 | 16/03/2017 | BOC GASES AUSTRALIA LIMITED            | Gas Cylinder Rentals Feb 2017                                 | \$ 117.87     |
| EFT115308 | 16/03/2017 | BOOKEASY AUSTRALIA PTY LTD             | Commission And Fees - Feb 2017                                | \$ 1,584.48   |
| EFT115309 | 16/03/2017 | AIR BP                                 | AVGAS Purchases   | \$ 322.64     |
| EFT115310 | 16/03/2017 | BUNNINGS GROUP LIMITED                 | Hardware Supplies/Tools                                       | \$ 1,004.16   |
| EFT115311 | 16/03/2017 | CONNECT TECHNOLOGY AUSTRALIA           | Radio Adjustment At Mt Clarence                               | \$ 445.50     |
| EFT115312 | 16/03/2017 | CABCHARGE AUSTRALIA LIMITED            | Cab Charges February 2017                                     | \$ 1,163.58   |
| EFT115313 | 16/03/2017 | CALIBRE CARE                           | Echo Lite Wheelchair Manual Lightweight                       | \$ 468.00     |
| EFT115314 | 16/03/2017 | CALTEX AUSTRALIA PETROLEUM PTY LTD     | Fuel Purchases - February 2017                                | \$ 4,772.94   |
| EFT115315 | 16/03/2017 | CALTEX AUSTRALIA PETROLEUM PTY LTD     | Litres Diesel Fuel For Depot                                  | \$ 12,191.95  |
| EFT115316 | 16/03/2017 | CAMTRANS ALBANY PTY LTD                | Material Supply - Brick Pavers                                | \$ 5,264.00   |
| EFT115317 | 16/03/2017 | J & S CASTLEHOW ELECTRICAL SERVICES    | Electrical Repairs/Maintenance                                | \$ 4,077.48   |
| EFT115318 | 16/03/2017 | CENTIGRADE SERVICES                    | Quarterly Maintenance - ALAC                                  | \$ 1,478.12   |
| EFT115319 | 16/03/2017 | CLEANAWAY PTY LIMITED                  | Rubbish Removal Contract - February 2017                      | \$ 210,623.76 |
| EFT115320 | 16/03/2017 | COLES SUPERMARKETS AUSTRALIA PTY LTD   | Groceries/Gift Cards  | \$ 189.50     |
| EFT115321 | 16/03/2017 | M COLE                                 | Staff Reimbursement   | \$ 1,107.60   |
| EFT115322 | 16/03/2017 | CONSTRUCTION EQUIPMENT AUSTRALIA       | Plant Parts/Materials   | \$ 100.07     |

## REPORT ITEM CCCS 025 REFERS

|           |   |  |    |           |
|-----------|---|--|----|-----------|
| EFT115323 | 16/03/2017 COURIER AUSTRALIA                          | Freight Charges  | \$ | 537.06    |
| EFT115324 | 16/03/2017 HOLCIM (AUSTRALIA) PTY LTD                 | Material Supply - Concrete Footpath Mix                          | \$ | 6,878.74  |
| EFT115325 | 16/03/2017 AL CURNOW HYDRAULICS                       | Material Supply  | \$ | 98.74     |
| EFT115326 | 16/03/2017 BRONWYN CUTLER                             | EAP Counselling Services   | \$ | 165.00    |
| EFT115327 | 16/03/2017 DATA #3 LIMITED                            | Microsoft Renewal - Academic Licenses For Library                | \$ | 6,720.71  |
| EFT115328 | 16/03/2017 DE JONGE MECHANICAL REPAIRS                | Vehicle Servicing - Various                                      | \$ | 1,837.00  |
| EFT115329 | 16/03/2017 LANDGATE                                   | Interim Valuations   | \$ | 4,033.48  |
| EFT115330 | 16/03/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY | Cleaning Supplies and Services                                   | \$ | 4,321.70  |
| EFT115331 | 16/03/2017 EVERTRANS                                  | Repairs and Maintenance - Tail Gate                              | \$ | 143.00    |
| EFT115332 | 16/03/2017 EVENTUATE                                  | Sponsorship Consulting To Railways Football Club                 | \$ | 1,650.00  |
| EFT115333 | 16/03/2017 EVENT & CONFERENCE CO PTY LTD              | PTIE Full Stand  | \$ | 690.00    |
| EFT115334 | 16/03/2017 THE FIXUPPERY                              | Cleaning Services - Windows                                      | \$ | 904.00    |
| EFT115335 | 16/03/2017 IMPERIAL GROUP PTY LTD T/A GARRISONS       | Ni Hao Famil Local Industry Dinner                               | \$ | 1,800.00  |
| EFT115336 | 16/03/2017 JEFFREY ALLAN GIBB                         | Forts Store Merchandise  | \$ | 582.00    |
| EFT115337 | 16/03/2017 GIRL GUIDES WESTERN AUSTRALIA              | Kidsport Vouchers  | \$ | 200.00    |
| EFT115338 | 16/03/2017 GOLD MX & FLY FM                           | Radio Advertising  | \$ | 1,058.20  |
| EFT115339 | 16/03/2017 K GOWER                                    | Refund   | \$ | 25.00     |
| EFT115340 | 16/03/2017 SOUTH REGIONAL TAFE                        | Staff Training - Chainsaw Safety & Maintenance                   | \$ | 582.00    |
| EFT115341 | 16/03/2017 GREAT SOUTHERN PEST & WEED CONTROL         | Pest Control Services - Bee Removal                              | \$ | 115.50    |
| EFT115342 | 16/03/2017 SOUTHERN SHARPENING SERVICES               | Monthly Fire Panel Testing For Town Hall - January 2017 (C14030) | \$ | 360.00    |
| EFT115343 | 16/03/2017 GSP WORKFORCE                              | Casual Staff/Apprentice Fees                                     | \$ | 80.00     |
| EFT115344 | 16/03/2017 GREAT SOUTHERN SUPPLIES                    | Cleaning Supplies  | \$ | 5,485.69  |
| EFT115345 | 16/03/2017 GREAT SOUTHERN TURF                        | Roll-On Lawn CPSP  | \$ | 34,702.80 |
| EFT115346 | 16/03/2017 GREAT SOUTHERN LIQUID WASTE                | Servicing of Ablutions Various Locations                         | \$ | 3,177.20  |
| EFT115347 | 16/03/2017 GREAT SOUTHERN BOUNDARIES                  | Replace Fencing At Albany Day Care                               | \$ | 3,135.00  |
| EFT115348 | 16/03/2017 GSM AUTO ELECTRICAL                        | Material Supply - Radio  | \$ | 299.00    |
| EFT115349 | 16/03/2017 HARVEY NORMAN ALBANY                       | Material Supply - Keyboard And Mouse                             | \$ | 3.00      |
| EFT115350 | 16/03/2017 HIGHWAY WRECKERS                           | Removal And Disposal Of Tyres                                    | \$ | 25.00     |
| EFT115351 | 16/03/2017 HISCONFÉ                                   | CPSP - Kitchen, Bar And Kiosk Equipment Supply                   | \$ | 29,859.50 |
| EFT115352 | 16/03/2017 HUDSON SEWAGE SERVICES                     | Quarterly Service Fee  | \$ | 326.25    |
| EFT115353 | 16/03/2017 ICON ILLUSTRATIONS                         | Design Treatment Of Great Southern Music Sector Study            | \$ | 2,348.50  |
| EFT115354 | 16/03/2017 L JOLLEY                                   | Refund   | \$ | 33.00     |
| EFT115355 | 16/03/2017 KANGAS NETBALL CLUB                        | Kidsport Vouchers  | \$ | 3,860.00  |
| EFT115356 | 16/03/2017 KMART ALBANY                               | Assorted Gym Equipment   | \$ | 125.00    |
| EFT115357 | 16/03/2017 LEASE CHOICE                               | Operating Lease - Photocopiers                                   | \$ | 1,246.83  |
| EFT115358 | 16/03/2017 STATE LIBRARY OF WESTERN AUSTRALIA         | DDS Freight Recoup 2016-17 FIN Year - Albany Public Library      | \$ | 2,371.83  |
| EFT115359 | 16/03/2017 LMW HEGNEY                                 | Property Valuation For Road Widening                             | \$ | 550.00    |
| EFT115360 | 16/03/2017 LOWER KING LIQUOR & GENERAL STORE          | Catering Supplies  | \$ | 394.63    |
| EFT115361 | 16/03/2017 ALBANY CITY MOTORS                         | Vehicle Parts  | \$ | 95.87     |
| EFT115362 | 16/03/2017 MANDALAY TECHNOLOGIES PTY LTD              | Software Subscription  | \$ | 30,248.91 |
| EFT115363 | 16/03/2017 MARWICK BROTHERS MEDIA                     | Documentary - Green Fair On The Square                           | \$ | 1,200.00  |
| EFT115364 | 16/03/2017 S MCALLISTER                               | Rates Refund   | \$ | 650.60    |
| EFT115365 | 16/03/2017 MCB CONSTRUCTION PTY LTD                   | Foundation Park - Establish Earthworks And Slab                  | \$ | 8,690.17  |
| EFT115366 | 16/03/2017 M MCCAFFERY                                | Staff Reimbursement  | \$ | 92.61     |
| EFT115367 | 16/03/2017 MERRIFIELD REAL ESTATE                     | Storage Unit Rental  | \$ | 200.00    |
| EFT115368 | 16/03/2017 MHW INTEGRATION PTY LTD                    | AV Maintenance And Support April - June 2017                     | \$ | 6,875.00  |
| EFT115369 | 16/03/2017 MIDALIA STEEL PTY LTD                      | Duragal Flat Bar And Post Caps Supplies                          | \$ | 58.55     |
| EFT115370 | 16/03/2017 AIRPORT SECURITY PTY LTD                   | Aviation Security Id Card And Clearance Check                    | \$ | 220.00    |
| EFT115371 | 16/03/2017 NURRUNGA COMMUNICATIONS                    | Material Supply  | \$ | 194.28    |
| EFT115372 | 16/03/2017 MULE CREATIVE                              | Web Banners - Amazing Albany                                     | \$ | 180.00    |
| EFT115373 | 16/03/2017 PN & ER NEWMAN QUALITY CONCRETE PRODUCTS   | Concrete Products  | \$ | 8,640.50  |
| EFT115374 | 16/03/2017 NIKANA CONTRACTING PTY LTD                 | Rubbish Removal - Boat Harbour Skip Bin                          | \$ | 781.00    |
| EFT115375 | 16/03/2017 ALBANY COMMUNITY PHARMACY                  | First Aid Supplies   | \$ | 87.18     |
| EFT115376 | 16/03/2017 OFFICEWORKS SUPERSTORES PTY LTD            | Material Supply - Power Adaptors                                 | \$ | 114.00    |

## REPORT ITEM CCCS 025 REFERS

|           |  |  |              |
|-----------|--|--|--------------|
| EFT115377 | 16/03/2017 OKEEFE'S PAINTS                                   | Paint/Painting Supplies                                    | \$ 209.03    |
| EFT115378 | 16/03/2017 D OLDE  | Staff Reimbursement  | \$ 720.00    |
| EFT115379 | 16/03/2017 ORIGIN ENERGY                                     | LP Gas Charges   | \$ 5,789.25  |
| EFT115380 | 16/03/2017 OTIS ELEVATOR COMPANY PTY LTD                     | Lift Maintenance Town Hall                                 | \$ 240.43    |
| EFT115381 | 16/03/2017 PASSMORE CYCLES                                   | Trailer For Library E-Bike                                 | \$ 220.00    |
| EFT115382 | 16/03/2017 AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED | Background Music - ALAC Gym                                | \$ 1,826.43  |
| EFT115383 | 16/03/2017 PERTH EXPOHIRE                                    | Furniture And Lighting Perth Caravan And Camping Show 2017 | \$ 1,704.40  |
| EFT115384 | 16/03/2017 PERTH SAFETY PRODUCTS PTY LTD                     | Artwork For Coastal Information Signage                    | \$ 1,490.50  |
| EFT115385 | 16/03/2017 FULTON HOGAN INDUSTRIES                           | Road Sealing Operations - Various Locations                | \$ 58,624.17 |
| EFT115386 | 16/03/2017 PLASTICS PLUS                                     | Material Supply - Bin for Impounded Stock Food             | \$ 89.00     |
| EFT115387 | 16/03/2017 @THE POOLSIDE                                     | Catering   | \$ 80.00     |
| EFT115388 | 16/03/2017 PRE-EMPTIVE STRIKE PTY LTD                        | Graphic Design Services                                    | \$ 1,320.00  |
| EFT115389 | 16/03/2017 PRINTSYNC BUSINESS SOLUTIONS                      | Photocopier Charges  | \$ 9.27      |
| EFT115390 | 16/03/2017 RAMPED TECHNOLOGY                                 | Professional Services - IT                                 | \$ 12,523.50 |
| EFT115391 | 16/03/2017 REECE PTY LTD                                     | Material Supply - Drainage Products CPSP                   | \$ 19,421.38 |
| EFT115392 | 16/03/2017 RICOH   | Printing Charges   | \$ 14,398.91 |
| EFT115393 | 16/03/2017 ALBANY ALUMINIUM FABRICATION                      | Material Supply  | \$ 200.00    |
| EFT115394 | 16/03/2017 ROYALS SAINTS NETBALL CLUB                        | Kidsport Vouchers  | \$ 1,200.00  |
| EFT115395 | 16/03/2017 E SANDERSON                                       | Refund   | \$ 111.20    |
| EFT115396 | 16/03/2017 SHIRE OF EAST PILBARA                             | Certificate Of Design                                      | \$ 150.00    |
| EFT115397 | 16/03/2017 SOIL SOLUTIONS PTY LTD                            | Material Supply - Soil                                     | \$ 666.72    |
| EFT115398 | 16/03/2017 SOUTHERN TOOL AND FASTENER CO                     | Material Supply - Hardware                                 | \$ 679.97    |
| EFT115399 | 16/03/2017 SOUTH COAST DIVING SUPPLIES                       | Installation - Cape Riche Pontoon                          | \$ 4,763.00  |
| EFT115400 | 16/03/2017 SOUTH COAST ENVIRONMENTAL                         | Installation Of Advanced Trees At CPSP                     | \$ 25,772.00 |
| EFT115401 | 16/03/2017 SOUTHERN CROSS AUSTEREO PTY LTD                   | Advertising  | \$ 82.50     |
| EFT115402 | 16/03/2017 DEPARTMENT OF THE PREMIER & CABINET               | Gazetal Of Local Planning Scheme Amendment No. 19          | \$ 129.60    |
| EFT115403 | 16/03/2017 STATEWIDE BEARINGS                                | Parts Supply   | \$ 201.52    |
| EFT115404 | 16/03/2017 ALBANY LOCK SERVICE                               | Lock Services/Supplies                                     | \$ 263.70    |
| EFT115405 | 16/03/2017 ALBANY IGA  | Groceries  | \$ 33.23     |
| EFT115406 | 16/03/2017 SYNERGY   | Street Lighting Charges                                    | \$ 60,637.15 |
| EFT115407 | 16/03/2017 T4 TECHNOLOGY PTY LTD                             | Insurance Replacement                                      | \$ 929.00    |
| EFT115408 | 16/03/2017 T & C SUPPLIES                                    | Material Supply - Hardware Supplies/Tools                  | \$ 963.81    |
| EFT115409 | 16/03/2017 T & C SUPPLIES                                    | Community Awareness And Resilience Street Meets Prizes     | \$ 723.83    |
| EFT115410 | 16/03/2017 TALIS CONSULTANTS PTY LTD                         | Professional Services                                      | \$ 13,282.50 |
| EFT115411 | 16/03/2017 THE 12 VOLT WORLD                                 | Supply & Installation - Reverse Camera                     | \$ 978.00    |
| EFT115412 | 16/03/2017 THINKWATER ALBANY                                 | Irrigation Supplies  | \$ 3,160.93  |
| EFT115413 | 16/03/2017 TOTAL GREEN RECYCLING                             | E-Waste Recycling  | \$ 1,352.73  |
| EFT115414 | 16/03/2017 TOURISM AUSTRALIA                                 | ATE Australia Tourism Exchange 2017                        | \$ 4,110.00  |
| EFT115415 | 16/03/2017 TRUCKLINE   | Material Supply - Jockey Leg                               | \$ 609.24    |
| EFT115416 | 16/03/2017 UMBRELLA ENTERTAINMENT PTY LTD                    | Forts Store Merchandise                                    | \$ 239.05    |
| EFT115417 | 16/03/2017 UNITED BOOK DISTRIBUTORS                          | Forts Store Merchandise                                    | \$ 136.50    |
| EFT115418 | 16/03/2017 WA NATURALLY PUBLICATIONS                         | Visitors Centre Merchandise                                | \$ 649.41    |
| EFT115419 | 16/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER                 | Advertising  | \$ 652.52    |
| EFT115420 | 16/03/2017 WESTERBERG PANEL BEATERS                          | Vehicle Towing - Chester Pass Road                         | \$ 136.40    |
| EFT115421 | 16/03/2017 WESTRAC EQUIPMENT PTY LTD                         | Material Supply  | \$ 142.97    |
| EFT115422 | 16/03/2017 WALGA   | Position Description Classification                        | \$ 88.00     |
| EFT115423 | 16/03/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED                | Advertising  | \$ 7,016.93  |
| EFT115424 | 16/03/2017 HOLIDAY GUIDE PTY LTD                             | Marketing Fees - Feb 2017                                  | \$ 253.20    |
| EFT115425 | 16/03/2017 WILD EYED PRESS PTY LTD                           | Visitors Centre Merchandise                                | \$ 274.60    |
| EFT115426 | 16/03/2017 WURTH AUSTRALIA PTY LTD                           | Material Supplies  | \$ 90.94     |
| EFT115427 | 16/03/2017 Z-CARD POCKETMEDIA SOLUTIONS                      | Printing Services  | \$ 7,425.00  |
| EFT115428 | 16/03/2017 ZENITH LAUNDRY                                    | Laundry Services/Hire                                      | \$ 46.15     |
| DD24666.1 | 14/03/2017 WA SUPER  | Payroll deductions   | \$ 80,985.44 |
| DD24666.2 | 14/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER   | Superannuation contributions                               | \$ 625.00    |

REPORT ITEM CCCS 025 REFERS

|            |  |                              |    |          |
|------------|--|------------------------------|----|----------|
| DD24666.3  | 14/03/2017 ABUNDANT SPERANNUATION FUND                     | Superannuation contributions | \$ | 431.68   |
| DD24666.4  | 14/03/2017 ASGARD  | Superannuation contributions | \$ | 1,241.55 |
| DD24666.5  | 14/03/2017 LOCAL GOVERNMENT SUPER                          | Superannuation contributions | \$ | 528.37   |
| DD24666.6  | 14/03/2017 DESMO SUPERANNUATION FUND                       | Superannuation contributions | \$ | 636.92   |
| DD24666.7  | 14/03/2017 CBUS  | Superannuation contributions | \$ | 666.90   |
| DD24666.8  | 14/03/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation contributions | \$ | 1,577.92 |
| DD24666.9  | 14/03/2017 HOSTPLUS PTY LTD                                | Superannuation contributions | \$ | 456.87   |
| DD24666.10 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 352.72   |
| DD24666.11 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 149.48   |
| DD24666.12 | 14/03/2017 REST SUPERANNUATION                             | Payroll deductions           | \$ | 1,998.28 |
| DD24666.13 | 14/03/2017 TAL SUPERANNUATION LIMITED                      | Superannuation contributions | \$ | 204.50   |
| DD24666.14 | 14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation contributions | \$ | 100.57   |
| DD24666.15 | 14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation contributions | \$ | 63.52    |
| DD24666.16 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 305.16   |
| DD24666.17 | 14/03/2017 NATIONAL MUTUAL RETIREMENT FUND                 | Superannuation contributions | \$ | 123.99   |
| DD24666.18 | 14/03/2017 PRIME SUPER                                     | Superannuation contributions | \$ | 783.21   |
| DD24666.19 | 14/03/2017 MLC MASTERKEY BUSINESS SUPER                    | Superannuation contributions | \$ | 743.44   |
| DD24666.20 | 14/03/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation contributions | \$ | 409.98   |
| DD24666.21 | 14/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation contributions | \$ | 587.14   |
| DD24666.22 | 14/03/2017 OAK TREE SUPERANNUATION FUND                    | Superannuation contributions | \$ | 216.18   |
| DD24666.23 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 126.45   |
| DD24666.24 | 14/03/2017 FIRST SUPER                                     | Superannuation contributions | \$ | 192.59   |
| DD24666.25 | 14/03/2017 CARE SUPER PTY LTD                              | Superannuation contributions | \$ | 381.23   |
| DD24666.26 | 14/03/2017 FIRST STATE SUPER                               | Superannuation contributions | \$ | 627.57   |
| DD24666.27 | 14/03/2017 SPECTRUM SUPER                                  | Superannuation contributions | \$ | 310.17   |
| DD24666.28 | 14/03/2017 AUSTRALIAN SUPER                                | Payroll deductions           | \$ | 6,681.82 |
| DD24666.29 | 14/03/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation contributions | \$ | 244.15   |
| DD24666.30 | 14/03/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND    | Superannuation contributions | \$ | 202.36   |
| DD24666.31 | 14/03/2017 AJW SUPERANNUATION FUND                         | Superannuation contributions | \$ | 244.50   |
| DD24666.32 | 14/03/2017 AUSTRALIAN CATHOLIC SUPERANNUATION              | Superannuation contributions | \$ | 81.46    |
| DD24666.33 | 14/03/2017 SUNSUPER SUPERANNUATION                         | Superannuation contributions | \$ | 577.64   |
| DD24666.34 | 14/03/2017 MTA SUPERANNUATION FUND                         | Superannuation contributions | \$ | 436.22   |
| DD24666.35 | 14/03/2017 IOOF EMPLOYEE SUPER                             | Superannuation contributions | \$ | 271.25   |
| DD24666.36 | 14/03/2017 RUSSELL SUPERSOLUTION MASTER TRUST              | Superannuation contributions | \$ | 202.34   |
| DD24666.37 | 14/03/2017 ASGARD  | Superannuation contributions | \$ | 86.80    |
| DD24666.38 | 14/03/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND          | Superannuation contributions | \$ | 220.35   |
| DD24666.39 | 14/03/2017 ONEPATH MASTERFUND                              | Superannuation contributions | \$ | 205.82   |
| DD24666.40 | 14/03/2017 MLC MASTERKEY SUPERANNUATION                    | Superannuation contributions | \$ | 428.67   |
| DD24666.41 | 14/03/2017 COMMONWEALTH ESSENTIAL SUPER                    | Superannuation contributions | \$ | 65.51    |
| DD24666.42 | 14/03/2017 UNI SUPER                                       | Superannuation contributions | \$ | 161.06   |
| DD24666.43 | 14/03/2017 THE UNIVERSAL SUPER SCHEME                      | Superannuation contributions | \$ | 194.58   |
| DD24666.44 | 14/03/2017 AMP RETIREMENT TRUST                            | Superannuation contributions | \$ | 197.13   |
| DD24666.45 | 14/03/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation contributions | \$ | 65.84    |
| DD24666.46 | 14/03/2017 MACAULAY SUPER FUND                             | Superannuation contributions | \$ | 218.56   |
| DD24666.47 | 14/03/2017 IOOF GLOBAL ONE                                 | Superannuation contributions | \$ | 105.63   |
| DD24666.48 | 14/03/2017 ANZ SMART CHOICE SUPER                          | Superannuation contributions | \$ | 216.18   |
| DD24666.49 | 14/03/2017 FUTURE SUPER                                    | Superannuation contributions | \$ | 273.12   |
| DD24666.50 | 14/03/2017 COLONIAL SUPER RETIREMENT FUND                  | Superannuation contributions | \$ | 185.31   |
| DD24666.51 | 14/03/2017 BT SUPER  | Superannuation contributions | \$ | 176.38   |
| DD24666.52 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 197.13   |
| DD24666.53 | 14/03/2017 MACQUARIE SUPER CONSOLIDATOR                    | Superannuation contributions | \$ | 161.51   |
| DD24666.54 | 14/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions | \$ | 281.47   |
| DD24666.55 | 14/03/2017 MASON SUPERANNUATION FUND                       | Superannuation contributions | \$ | 196.92   |
| DD24666.56 | 14/03/2017 IOOF INVESTMENT MANAGEMENT LTD                  | Superannuation contributions | \$ | 187.68   |

REPORT ITEM CCCS 025 REFERS

|            |   |  |    |           |
|------------|---|--|----|-----------|
| DD24666.57 | 14/03/2017 AMP SUPERANNUATION SAVINGS                 | Superannuation contributions                       | \$ | 750.04    |
| DD24666.58 | 14/03/2017 HESTA SUPER FUND                           | Superannuation contributions                       | \$ | 789.92    |
| DD24666.59 | 14/03/2017 SUPERANNUATION FUND                        | Superannuation contributions                       | \$ | 273.83    |
| DD24666.60 | 14/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION | Payroll deductions                                 | \$ | 224.85    |
| EFT115429  | 17/03/2017 J. A. BAIRSTOW                             | Rates Refund                                       | \$ | 734.20    |
| EFT115430  | 17/03/2017 M & T BRADLEY                              | Rates Refund                                       | \$ | 2,084.74  |
| EFT115431  | 22/03/2017 TELSTRA CORPORATION LIMITED                | Telephone Charges                                  | \$ | 103.88    |
| EFT115432  | 23/03/2017 JADES @ 14 PEELS PLACE                     | Catering - Alliance Training                       | \$ | 165.00    |
| EFT115433  | 23/03/2017 ABA SECURITY                               | Security Services                                  | \$ | 176.00    |
| EFT115434  | 23/03/2017 ACORN TREES AND STUMPS                     | Arborist Services - Tree Removal And Grinding      | \$ | 2,189.00  |
| EFT115435  | 23/03/2017 ACTIVE PLUMBING PTY LTD                    | Clean And Replace Filters On Fountain              | \$ | 93.50     |
| EFT115436  | 23/03/2017 AD CONTRACTORS PTY LTD                     | Material Supply Turf Sand                          | \$ | 35,270.74 |
| EFT115437  | 23/03/2017 ADVERTISER PRINT                           | Material Supply - Running Books                    | \$ | 891.00    |
| EFT115438  | 23/03/2017 AFL SPORTSREADY LTD                        | Casual Staff/Apprentice Fees                       | \$ | 2,411.55  |
| EFT115439  | 23/03/2017 AIRPORT LIGHTING SPECIALISTS PTY LTD       | Material Supply - Runway Lights                    | \$ | 3,040.51  |
| EFT115440  | 23/03/2017 ALBANY INDUSTRIAL SERVICES PTY LTD         | C16025 Earthworks AAS Pavilions                    | \$ | 71,427.51 |
| EFT115441  | 23/03/2017 ALBANY SOIL AND CONCRETE TESTING           | Site Classification                                | \$ | 1,642.30  |
| EFT115442  | 23/03/2017 ALBANY V-BELT AND RUBBER                   | Material Supply - Filters                          | \$ | 402.11    |
| EFT115443  | 23/03/2017 ALBANY SWEEP CLEAN                         | Cleaning Services - Sweeping Feb 2017              | \$ | 6,072.00  |
| EFT115444  | 23/03/2017 ALBANY ATHLETICS GROUP INCORPORATED        | Sub Lease Rent                                     | \$ | 1,000.00  |
| EFT115445  | 23/03/2017 ALBANY CHAMBER OF COMMERCE AND INDUSTRY    | Meet The Candidate Business Breakfast              | \$ | 275.00    |
| EFT115446  | 23/03/2017 ALBANY SPEEDWAY CLUB INC                   | Grant - Super Sedan National Title                 | \$ | 11,000.00 |
| EFT115447  | 23/03/2017 ALBANY AUTO ONE                            | Material Supply - Bush Kit                         | \$ | 28.00     |
| EFT115448  | 23/03/2017 ALBANY SKIPS AND WASTE SERVICES PTY LTD    | Rubbish Collection - Mercer Road Parks And Gardens | \$ | 452.50    |
| EFT115449  | 23/03/2017 ALBANY OFFICE PRODUCTS DEPOT               | Furniture Supplies - Filing Cabinet                | \$ | 2,016.97  |
| EFT115450  | 23/03/2017 ALBANY CITY CABS AND TRANSPORT             | YAC Taxi Fares                                     | \$ | 53.40     |
| EFT115451  | 23/03/2017 ALBANY IRRIGATION & DRILLING               | Installation of Bores                              | \$ | 2,814.48  |
| EFT115452  | 23/03/2017 ALBANY APPLIANCE REPAIR                    | Repairs And Maintenance - Oven                     | \$ | 383.40    |
| EFT115453  | 23/03/2017 ALINTA                                     | Gas Charges - Day Care                             | \$ | 796.80    |
| EFT115454  | 23/03/2017 AMPHIBIAN PLUMBING AND GAS                 | Plumbing Repairs/Maintenance                       | \$ | 9,949.48  |
| EFT115455  | 23/03/2017 APPRENTICE & TRAINEESHIP COMPANY           | Casual Staff/Apprentice Fees                       | \$ | 1,079.71  |
| EFT115456  | 23/03/2017 ARBORWEST TREE FARM                        | Material Supply - Trees CPSP                       | \$ | 10,560.00 |
| EFT115457  | 23/03/2017 ARDESS NURSERY                             | Nursery Supplies                                   | \$ | 397.35    |
| EFT115458  | 23/03/2017 ATC WORK SMART                             | Casual Staff/Apprentice Fees                       | \$ | 25,889.29 |
| EFT115459  | 23/03/2017 BADGEMATE                                  | Staff Name Badges                                  | \$ | 254.65    |
| EFT115460  | 23/03/2017 BAREFOOT CLOTHING MANUFACTURERS            | Staff Uniforms - ALAC                              | \$ | 172.65    |
| EFT115461  | 23/03/2017 BATTERY WORLD                              | Materials Supply - Batteries                       | \$ | 9.20      |
| EFT115462  | 23/03/2017 PAUL BEACON - BEACON EQUIPMENT             | Supply & Delivery - John Deere 1575 Mower          | \$ | 45,180.00 |
| EFT115463  | 23/03/2017 BENNETTS BATTERIES                         | Material Supply - Grease                           | \$ | 633.60    |
| EFT115464  | 23/03/2017 ADVANCED TRAFFIC MANAGEMENT WA PTY LTD     | Traffic Management - Various Locations             | \$ | 14,071.05 |
| EFT115465  | 23/03/2017 BERTOLA HIRE SERVICES ALBANY PTY LTD       | Equipment Hire - Mini Excavator                    | \$ | 644.49    |
| EFT115466  | 23/03/2017 BEST OFFICE SYSTEMS                        | Photocopier Charges                                | \$ | 779.00    |
| EFT115467  | 23/03/2017 BIBBULMUN CAFE                             | Catering - LGS Alliance                            | \$ | 245.65    |
| EFT115468  | 23/03/2017 J. BLACKWOOD & SON PTY LTD                 | Material Supply - Cement                           | \$ | 913.88    |
| EFT115469  | 23/03/2017 BLOOMING MINDS WA PTY LTD                  | Mental Health Training                             | \$ | 3,025.00  |
| EFT115470  | 23/03/2017 ALBANY BOBCAT SERVICES                     | Equipment Hire - Bobcat and Truck                  | \$ | 2,150.50  |
| EFT115471  | 23/03/2017 BOOKMARKETING - GARY SPELLER               | Material Supply - Literature                       | \$ | 26.00     |
| EFT115472  | 23/03/2017 AIR BP                                     | AVGAS Purchases                                    | \$ | 294.92    |
| EFT115473  | 23/03/2017 COLIN BRINHAM FENCING & RETAINING WALLS    | Post And Rail Bollards - ALAC Carpark              | \$ | 17,957.50 |
| EFT115474  | 23/03/2017 BROCKS                                     | Flooring Supplies - Grout Etc.                     | \$ | 86.50     |
| EFT115475  | 23/03/2017 S BROOKS                                   | Staff Reimbursement                                | \$ | 147.00    |
| EFT115476  | 23/03/2017 BUNNINGS GROUP LIMITED                     | Material Supply - Pine Mouldings                   | \$ | 119.60    |
| EFT115477  | 23/03/2017 BUSY BLUE BUS                              | Charter Of A Small Bus                             | \$ | 1,022.50  |
| EFT115478  | 23/03/2017 C&C MACHINERY CENTRE                       | Material Supply - Noremat Hammers                  | \$ | 2,993.15  |

## REPORT ITEM CCCS 025 REFERS

|           |   |  |    |            |
|-----------|---|--|----|------------|
| EFT115479 | 23/03/2017 CALTEX AUSTRALIA PETROLEUM PTY LTD         | Diesel Fuel For Depot                                  | \$ | 10,928.96  |
| EFT115480 | 23/03/2017 CAMTRANS ALBANY PTY LTD                    | Material Supply - Brick Pavers                         | \$ | 14,212.80  |
| EFT115481 | 23/03/2017 CAMLYN SPRINGS                             | Water Container Refills - All Locations                | \$ | 1,498.00   |
| EFT115482 | 23/03/2017 J & S CASTLEHOW ELECTRICAL SERVICES        | Electrical Repairs/ Maintenance                        | \$ | 3,002.31   |
| EFT115483 | 23/03/2017 CATALYSE RESEARCH & STRATEGY               | Community Perception Survey                            | \$ | 5,500.00   |
| EFT115484 | 23/03/2017 EWAN CATTO                                 | Cleaning Services - VAC                                | \$ | 140.00     |
| EFT115485 | 23/03/2017 WA CLEANING EQUIPMENT REPAIRS              | Cleaning Services - ALAC Equipment                     | \$ | 410.72     |
| EFT115486 | 23/03/2017 COATES HIRE OPERATIONS PTY LIMITED         | Variable Message Board                                 | \$ | 97.39      |
| EFT115487 | 23/03/2017 COLES SUPERMARKETS AUSTRALIA PTY LTD       | Gift Vouchers - Neighbours Day                         | \$ | 366.22     |
| EFT115488 | 23/03/2017 COURIER AUSTRALIA                          | Freight Charges  | \$ | 301.61     |
| EFT115489 | 23/03/2017 CREATIVE PLAYING                           | Forts Store Merchandise                                | \$ | 530.59     |
| EFT115490 | 23/03/2017 DOWNER EDI WORKS PTY LTD                   | Material Supply - Drops Of Hot Mix                     | \$ | 1,370.46   |
| EFT115491 | 23/03/2017 HOLCIM (AUSTRALIA) PTY LTD                 | Material Supply - Concrete Kerb Mix                    | \$ | 412.50     |
| EFT115492 | 23/03/2017 CUBIC PROMOTE ZOOMSTIX                     | USBS With City Logos                                   | \$ | 4,446.75   |
| EFT115493 | 23/03/2017 ROGER HAYWARD CUNNINGTON                   | Forts Store Merchandise                                | \$ | 288.00     |
| EFT115494 | 23/03/2017 CYNERGIC COMMUNICATIONS                    | Managed Server License                                 | \$ | 843.90     |
| EFT115495 | 23/03/2017 D & K ENGINEERING                          | Repairs And Maintenance - Hooklift Bin                 | \$ | 66.00      |
| EFT115496 | 23/03/2017 DATA #3 LIMITED                            | SAP Crystal Reports 2016 - Licence                     | \$ | 1,068.91   |
| EFT115497 | 23/03/2017 DAVID ROBERTS GRAPHICS                     | Bluebeam Licences And Maintenance                      | \$ | 2,935.68   |
| EFT115498 | 23/03/2017 DE JONGE MECHANICAL REPAIRS                | Vehicle Service - Log Book                             | \$ | 1,431.00   |
| EFT115499 | 23/03/2017 CGS QUALITY CLEANING                       | Cleaning Contract                                      | \$ | 1,567.95   |
| EFT115500 | 23/03/2017 DE LAGE LANDEN PTY LIMITED                 | Professional Services                                  | \$ | 6,319.50   |
| EFT115501 | 23/03/2017 DEPARTMENT OF LANDS                        | Lodgement Fees - Drainage Easement                     | \$ | 850.80     |
| EFT115502 | 23/03/2017 DEPARTMENT OF PARKS AND WILDLIFE           | Visitors Centre Merchandise                            | \$ | 1,584.00   |
| EFT115503 | 23/03/2017 DEPARTMENT OF TRANSPORT                    | Vehicle Search Fees                                    | \$ | 201.30     |
| EFT115504 | 23/03/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY | Sanitary Services - Feb 2017                           | \$ | 1,497.98   |
| EFT115505 | 23/03/2017 DOG ROCK MOTEL                             | Accommodation - Consultant - Employee Wellness Program | \$ | 244.40     |
| EFT115506 | 23/03/2017 DYLAN'S ON THE TERRACE                     | Catering   | \$ | 1,265.00   |
| EFT115507 | 23/03/2017 DYMOCKS ALBANY                             | Material Supply - Literature                           | \$ | 50.98      |
| EFT115508 | 23/03/2017 ECOTECH PTY LTD                            | Emu Point Anemometer Reporting                         | \$ | 511.50     |
| EFT115509 | 23/03/2017 ELANDRIAL GAMES                            | Material Supply - Game - Library Youth Services        | \$ | 26.00      |
| EFT115510 | 23/03/2017 ELDERS LIMITED                             | Material Supply - Multigrow                            | \$ | 612.00     |
| EFT115511 | 23/03/2017 LAYTON TECHNOLOGY PTY LTD                  | Subscription Services - Service Desk And Auditwizard   | \$ | 1,639.00   |
| EFT115512 | 23/03/2017 ALBANY FENCING COMPANY                     | Christmas Festival And Pageant - CCB For Roundabout    | \$ | 1,430.00   |
| EFT115513 | 23/03/2017 FRANKS LOADER SERVICE                      | Equipment Hire - Loader And Rake                       | \$ | 852.50     |
| EFT115514 | 23/03/2017 GALLERY 500                                | Material Supply - Paint                                | \$ | 39.10      |
| EFT115515 | 23/03/2017 ALBANY ASPHALT SERVICES                    | Professional Services - CPSP                           | \$ | 174,130.75 |
| EFT115516 | 23/03/2017 GREAT SOUTHERN GROUP TRAINING INC          | Casual Staff/Apprentice Fees                           | \$ | 3,369.02   |
| EFT115517 | 23/03/2017 SOUTH REGIONAL TAFE                        | Traffic Control Training                               | \$ | 993.40     |
| EFT115518 | 23/03/2017 GREEN SKILLS INCORPORATED                  | Reserve Maintenance Services - C16009                  | \$ | 698.34     |
| EFT115519 | 23/03/2017 SOUTHERN SHARPENING SERVICES               | Forts Store Merchandise                                | \$ | 513.00     |
| EFT115520 | 23/03/2017 GREAT SOUTHERN SUPPLIES                    | Cleaning Stock - Bulk                                  | \$ | 2,159.11   |
| EFT115521 | 23/03/2017 GREENMAN TRADING COMPANY                   | Arborist Consultation                                  | \$ | 148.50     |
| EFT115522 | 23/03/2017 GWN GREAT SOUTHERN                         | Advertising - Share The Road                           | \$ | 818.40     |
| EFT115523 | 23/03/2017 M HAMMOND                                  | Staff Reimbursement                                    | \$ | 139.36     |
| EFT115524 | 23/03/2017 HART SPORT                                 | Material Supply - Mouthguards                          | \$ | 77.90      |
| EFT115525 | 23/03/2017 HB DISPLAYS                                | Material Supply - Signage                              | \$ | 400.70     |
| EFT115526 | 23/03/2017 YOGASUN STUDIO                             | Services - Art Classes                                 | \$ | 240.00     |
| EFT115527 | 23/03/2017 HOBBS SMITH AND HOLMES PTY LTD             | Refund - CTF Levy                                      | \$ | 800.00     |
| EFT115528 | 23/03/2017 RATTEN AND SLATER MACHINERY                | Vehicle Parts - Various                                | \$ | 255.29     |
| EFT115529 | 23/03/2017 H AND H ARCHITECTS                         | Preparation Of Documentation - Project                 | \$ | 3,998.50   |
| EFT115530 | 23/03/2017 INTERNATIONAL ART SPACE PTY LTD            | Professional Services - Future Recall Exhibition Tour  | \$ | 1,850.00   |
| EFT115531 | 23/03/2017 ITOMIC WEB SPECIALISTS                     | Development And Integration - Amazing Albany Website   | \$ | 20,956.67  |
| EFT115532 | 23/03/2017 JACK THE CHIPPER                           | Equipment Hire - Truck And Chipper                     | \$ | 2,028.13   |

## REPORT ITEM CCCS 025 REFERS

|           |   |  |    |            |
|-----------|---|--|----|------------|
| EFT115533 | 23/03/2017 ALBANY MAPPING AND SURVEYING SERVICES  | Surveying Services   | \$ | 7,548.75   |
| EFT115534 | 23/03/2017 JASON SIGNMAKERS                       | Material Supply - Traffic Cones                            | \$ | 6,138.00   |
| EFT115535 | 23/03/2017 STUART KILBY                           | Clean Up Day At VAC  | \$ | 175.00     |
| EFT115536 | 23/03/2017 KMART ALBANY                           | Material Supply - Lego Club Products                       | \$ | 300.00     |
| EFT115537 | 23/03/2017 CALTEX ENERGY WA                       | Diesel Fuel Supplies                                       | \$ | 574.00     |
| EFT115538 | 23/03/2017 LOCHNESS LANDSCAPE SERVICES            | Contract Mowing Round February 2017                        | \$ | 8,526.50   |
| EFT115539 | 23/03/2017 K LYALL                                | Staff Reimbursement  | \$ | 64.96      |
| EFT115540 | 23/03/2017 M & A STEEL FABRICATION                | Pipe Cutting Services                                      | \$ | 60.50      |
| EFT115541 | 23/03/2017 M AND B SALES PTY LTD                  | Timber Supplies  | \$ | 4,083.80   |
| EFT115542 | 23/03/2017 ALBANY CITY MOTORS                     | Vehicle Supplies - Hub Cap                                 | \$ | 69.48      |
| EFT115543 | 23/03/2017 MARSHALL MOWERS                        | Mower Repairs  | \$ | 145.20     |
| EFT115544 | 23/03/2017 MCINTOSH AND SON PERTH                 | Purchase of Wessex Proline CRX240 Finishing Mower          | \$ | 9,768.00   |
| EFT115545 | 23/03/2017 DEPARTMENT OF SPORT AND RECREATION     | Recreation Camp & Team Games                               | \$ | 456.00     |
| EFT115546 | 23/03/2017 MISHVISION FILMS                       | After Movie - Colour Run                                   | \$ | 200.00     |
| EFT115547 | 23/03/2017 MOUNT ROMANCE AUSTRALIA PTY LTD        | Forts Store Merchandise                                    | \$ | 119.77     |
| EFT115548 | 23/03/2017 MULE CREATIVE                          | Design Services - Youth Week Poster                        | \$ | 480.00     |
| EFT115549 | 23/03/2017 NEVILLES HARDWARE & BUILDING SUPPLIES  | Hardware Supplies/Tools                                    | \$ | 1,827.75   |
| EFT115550 | 23/03/2017 ALBANY NEWS DELIVERY                   | Newspaper Deliveries                                       | \$ | 220.52     |
| EFT115551 | 23/03/2017 NLC PTY LTD                            | Novated Lease And Associated Costs                         | \$ | 1,351.30   |
| EFT115552 | 23/03/2017 THE DIGITAL IMAGINEERS COMPANY         | Produce Program Segments - Whale Tours And NAC Advertising | \$ | 4,400.00   |
| EFT115553 | 23/03/2017 OCS SERVICES PTY LTD                   | Cleaning Services - VAC                                    | \$ | 428.73     |
| EFT115554 | 23/03/2017 OFFICEWORKS SUPERSTORES PTY LTD        | Material Supply - Computer Equipment                       | \$ | 81.94      |
| EFT115555 | 23/03/2017 OKEEFE'S PAINTS                        | Material Supply - Tip And Seal Paint                       | \$ | 358.14     |
| EFT115556 | 23/03/2017 IXOM                                   | Chlorine Supplies  | \$ | 348.50     |
| EFT115557 | 23/03/2017 ORIGIN ENERGY                          | LP Gas Charges   | \$ | 4,378.95   |
| EFT115558 | 23/03/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES      | Installation Of Trees At CPSP                              | \$ | 11,490.00  |
| EFT115559 | 23/03/2017 PALMER EARTHMOVING (AUSTRALIA) PTY LTD | Equipment Hire - Rotary Hoe                                | \$ | 506.00     |
| EFT115560 | 23/03/2017 PENROSE PROFESSIONAL LAWNCARE          | Lawn Mowing Services - VAC                                 | \$ | 264.00     |
| EFT115561 | 23/03/2017 PERTH SAFETY PRODUCTS PTY LTD          | Material Supply - Signage                                  | \$ | 616.00     |
| EFT115562 | 23/03/2017 FULTON HOGAN INDUSTRIES                | Professional Services - CPSP C16022                        | \$ | 564,200.97 |
| EFT115563 | 23/03/2017 PPCA                                   | License Fee For Music And Sounds In Public - ALAC Gym      | \$ | 155.92     |
| EFT115564 | 23/03/2017 PRDW AUSTRALIA PTY LTD                 | Emu Point Structure Condition Assessment                   | \$ | 2,640.00   |
| EFT115565 | 23/03/2017 PRE-EMPTIVE STRIKE PTY LTD             | Amazing Albany Caravan And Camping Guide Printing          | \$ | 1,100.00   |
| EFT115566 | 23/03/2017 PUBLIC LIBRARIES AUSTRALIA LTD         | PLA Econnect March Subscription                            | \$ | 209.55     |
| EFT115567 | 23/03/2017 RAECO INTERNATIONAL PTY LTD            | Material Supply - Single Fold Mat                          | \$ | 197.05     |
| EFT115568 | 23/03/2017 REEVES AND COMPANY BUTCHERS PTY LTD    | Catering - Staff BBQ                                       | \$ | 385.50     |
| EFT115569 | 23/03/2017 REECE PTY LTD                          | Material Supply - Drainage Products CPSP                   | \$ | 845.02     |
| EFT115570 | 23/03/2017 WR PAVING - WP REID                    | Paving Repair Westrail Building                            | \$ | 300.00     |
| EFT115571 | 23/03/2017 THE ROYAL LIFE SAVING SOCIETY WA INC   | Call Centre Charges - February 2017                        | \$ | 341.99     |
| EFT115572 | 23/03/2017 UNITED TOOLS ALBANY                    | Material Supply - Welding Helmet                           | \$ | 169.00     |
| EFT115573 | 23/03/2017 ALBANY SCAFFOLD HIRE                   | Christmas Pageant 2016 - Hire Of Scaffolding               | \$ | 440.00     |
| EFT115574 | 23/03/2017 SEA DRAGON BOTANICALS PTY LTD          | Visitors Centre Merchandise                                | \$ | 198.00     |
| EFT115575 | 23/03/2017 SEEK LIMITED                           | Advertising - Job Vacancies                                | \$ | 891.00     |
| EFT115576 | 23/03/2017 G & L SHEETMETAL                       | Material Supply - Roof Flashings                           | \$ | 412.20     |
| EFT115577 | 23/03/2017 SKILL HIRE WA PTY LTD                  | Casual Staff/Apprentice Fees                               | \$ | 6,849.12   |
| EFT115578 | 23/03/2017 SKIPPER TRANSPORT PARTS                | Material Supply - Parts                                    | \$ | 719.73     |
| EFT115579 | 23/03/2017 SMITHS ALUMINIUM AND 4WD CENTRE        | Construct Aluminium Treadplate Ramp                        | \$ | 1,037.00   |
| EFT115580 | 23/03/2017 SMITH CONSTRUCTIONS BUNBURY            | CPSP Construction C15033                                   | \$ | 427,450.39 |
| EFT115581 | 23/03/2017 SOIL SOLUTIONS PTY LTD                 | Bulk Green Waste February 2017                             | \$ | 25,168.52  |
| EFT115582 | 23/03/2017 SOUTHERN TOOL AND FASTENER CO          | Material Supply - Bar And Cutter Lube                      | \$ | 399.20     |
| EFT115583 | 23/03/2017 SOUTHERN CROSS AUSTEREO PTY LTD        | Advertising - Share The Road                               | \$ | 1,478.40   |
| EFT115584 | 23/03/2017 GARY OWEN SPENCE                       | Lawn Mowing Services - Day Care March 2017                 | \$ | 115.00     |
| EFT115585 | 23/03/2017 SPOT-ON RADIATOR SERVICE               | Repairs and Maintenance - Radiator                         | \$ | 124.00     |
| EFT115586 | 23/03/2017 SPUR OF THE MOMENT DESIGN              | Graphic Design - Maps                                      | \$ | 2,750.00   |



## REPORT ITEM CCCS 025 REFERS

|           |  |   |              |
|-----------|--|---|--------------|
| EFT115587 | 23/03/2017 STAR SALES AND SERVICE                                | Material Supply - Knapsack  | \$ 129.00    |
| EFT115588 | 23/03/2017 STEWART AND HEATON CLOTHING PTY LTD                   | BFB Protective Clothing   | \$ 687.59    |
| EFT115589 | 23/03/2017 ST JOHN AMBULANCE WESTERN AUSTRALIA LTD               | Training - First Aid  | \$ 199.00    |
| EFT115590 | 23/03/2017 ALBANY LOCK SERVICE                                   | C14003 - Sanford Road Standpipe Padlock                           | \$ 223.30    |
| EFT115591 | 23/03/2017 SYNERGY   | Electricity Supplies  | \$ 3,990.05  |
| EFT115592 | 23/03/2017 T4 TECHNOLOGY PTY LTD                                 | Insurance Replacement   | \$ 229.00    |
| EFT115593 | 23/03/2017 T & C SUPPLIES  | Material Supply - Hardware  | \$ 693.97    |
| EFT115594 | 23/03/2017 THE 12 VOLT WORLD                                     | Supply & Install - Redarc Braking System                          | \$ 1,745.00  |
| EFT115595 | 23/03/2017 THINKWATER ALBANY                                     | Material Supply - Irrigation CPSP                                 | \$ 10,570.51 |
| EFT115596 | 23/03/2017 TOTAL GREEN RECYCLING                                 | E-Waste Recycling February 2017                                   | \$ 1,210.00  |
| EFT115597 | 23/03/2017 CENTAMAN SYSTEMS PTY LTD                              | ALAC Centaman Upgrade   | \$ 8,085.00  |
| EFT115598 | 23/03/2017 TRUCKLINE   | Vehicle Parts - Various   | \$ 165.77    |
| EFT115599 | 23/03/2017 TRUCK CENTRE WA PTY LTD                               | Vehicle Parts - Various   | \$ 221.54    |
| EFT115600 | 23/03/2017 ALBANY TYREPOWER                                      | Tyre Repairs/Maintenance/Purchases                                | \$ 1,207.60  |
| EFT115601 | 23/03/2017 VERO INSURANCE  | Excess Insurance Payment  | \$ 1,300.00  |
| EFT115602 | 23/03/2017 VISIT MERCHANDISE PTY LTD                             | Visitors Centre Merchandise                                       | \$ 671.66    |
| EFT115603 | 23/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER                     | Advertising   | \$ 973.61    |
| EFT115604 | 23/03/2017 WESTERBERG PANEL BEATERS                              | Excess Insurance Payment  | \$ 395.00    |
| EFT115605 | 23/03/2017 WESTRAC EQUIPMENT PTY LTD                             | Grader Repairs  | \$ 393.25    |
| EFT115606 | 23/03/2017 WALGA   | WALGA Training For Elected Members                                | \$ 655.00    |
| EFT115607 | 23/03/2017 WESTSHRED DOCUMENT DISPOSAL                           | Document Disposal   | \$ 353.10    |
| EFT115608 | 23/03/2017 WESTERN WORK WEAR                                     | First Aid Equipment/Fire Extinguisher                             | \$ 141.82    |
| EFT115609 | 23/03/2017 TEENA-LOUISE WILLIAMS                                 | Cleaning Services - Wellstead Toilets                             | \$ 880.00    |
| EFT115610 | 23/03/2017 WOOD AND GRIEVE ENGINEERS                             | Professional Services Pavement Investigation - Albany Hwy         | \$ 1,828.75  |
| EFT115611 | 23/03/2017 WORLD MANAGER PTY LTD                                 | Subscription/Licence Fee - Communications And Training            | \$ 2,640.00  |
| EFT115612 | 23/03/2017 ZENITH LAUNDRY  | Laundry Services/Linen Supplies                                   | \$ 34.32     |
| EFT115613 | 23/03/2017 CLUSTER NAVIGATORS LIMITED                            | Professional Services - Economic Advisory                         | \$ 3,718.86  |
| EFT115614 | 27/03/2017 DEPARTMENT OF TRANSPORT                               | Vehicle Registrations   | \$ 384.30    |
| EFT115615 | 27/03/2017 DORTCH AND CUTHBERT PTY LTD                           | Aboriginal Heritage Survey For The Albany Heritage Park           | \$ 10,551.20 |
| EFT115616 | 30/03/2017 JADES @ 14 PEELS PLACE                                | Catering  | \$ 283.50    |
| EFT115617 | 30/03/2017 ACORN TREES AND STUMPS                                | Slash Long Grass Around The Main Stadium                          | \$ 1,122.00  |
| EFT115618 | 30/03/2017 AD CONTRACTORS PTY LTD                                | Equipment Hire - DFES Fire  | \$ 19,418.90 |
| EFT115619 | 30/03/2017 ADVERTISER PRINT                                      | Advertising Print - Annual Reports                                | \$ 2,131.00  |
| EFT115620 | 30/03/2017 ALBANY INDUSTRIAL SERVICES PTY LTD                    | Equipment Hire Semi, Grader, Roller And Water Cart                | \$ 11,867.90 |
| EFT115621 | 30/03/2017 OPTeon (ALBANY AND GREAT SOUTHERN WA)                 | Land Valuations   | \$ 1,320.00  |
| EFT115622 | 30/03/2017 ALBANY SOIL AND CONCRETE TESTING                      | Professional Services   | \$ 1,408.00  |
| EFT115623 | 30/03/2017 ALBANY OFFICE NATIONAL                                | Stationery Supplies   | \$ 80.85     |
| EFT115624 | 30/03/2017 ALBANY MOTORCYCLES                                    | Bike Ramps  | \$ 347.90    |
| EFT115625 | 30/03/2017 ALBANY INDOOR PLANT HIRE                              | Plant Hire - Various Locations February 2017                      | \$ 1,142.02  |
| EFT115626 | 30/03/2017 ALBANY REFRIGERATION                                  | Bi-Annual Air-conditioning Maintenance                            | \$ 895.29    |
| EFT115627 | 30/03/2017 ALBANY LANDSCAPE SUPPLIES                             | Rainbow Quartz Supplies   | \$ 400.00    |
| EFT115628 | 30/03/2017 ALBANY SINFONIA INCORPORATED                          | Albany Sinfonia 21st Anniversary Concert Performances             | \$ 1,000.00  |
| EFT115629 | 30/03/2017 ALBANY OFFICE PRODUCTS DEPOT                          | Stationery Supplies   | \$ 320.00    |
| EFT115630 | 30/03/2017 ALBANY BASKETBALL ASSOCIATION                         | Kidsport Vouchers   | \$ 840.00    |
| EFT115631 | 30/03/2017 ALBANY QUALITY LAWNMOWING                             | Lawn Mowing Services - Lotteries House                            | \$ 110.00    |
| EFT115632 | 30/03/2017 ALINTA  | Gas Charges   | \$ 218.15    |
| EFT115633 | 30/03/2017 AMPHIBIAN PLUMBING AND GAS                            | Plumbing Repairs/Maintenance                                      | \$ 2,858.40  |
| EFT115634 | 30/03/2017 ASP ALLOY AND STAINLESS PRODUCTS                      | Material Supplies   | \$ 1,629.66  |
| EFT115635 | 30/03/2017 ATC WORK SMART  | Apprentice Fees/Casual Staff                                      | \$ 20,834.32 |
| EFT115636 | 30/03/2017 AUSSIE DRAWCARDS PTY LTD                              | Quarterly Fees March, April & May NAC                             | \$ 474.00    |
| EFT115637 | 30/03/2017 ENVIRONMENTAL HEALTH AUSTRALIA (WA) INC               | Remote Broadcast Of Evidence Gathering Seminar 31/03/2017         | \$ 240.00    |
| EFT115638 | 30/03/2017 AUSQ TRAINING - AUSQ (WA) PTY LTD ATD AUSQ UNIT TRUST | Basic Worksite Traffic Management And Traffic Controller Training | \$ 1,322.00  |
| EFT115639 | 30/03/2017 QUALITY SUITES BANKSIA GARDENS ALBANY                 | Accommodation - Racewars Promotion                                | \$ 90.00     |
| EFT115640 | 30/03/2017 BENNETTS BATTERIES                                    | Battery Purchases   | \$ 52.80     |

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|           |            |  |  |    |           |
|-----------|------------|--|--|----|-----------|
| EFT115641 | 30/03/2017 | ADVANCED TRAFFIC MANAGEMENT WA PTY LTD               | Traffic Management - Various Locations                             | \$ | 7,606.07  |
| EFT115642 | 30/03/2017 | BEST OFFICE SYSTEMS                                  | Photocopier Charges  | \$ | 1,358.00  |
| EFT115643 | 30/03/2017 | J. BLACKWOOD & SON PTY LTD                           | Spray Paint/Duct Tape/Barrier Tape                                 | \$ | 483.59    |
| EFT115644 | 30/03/2017 | ALBANY BOBCAT SERVICES                               | Hire Of Bobcat   | \$ | 3,272.50  |
| EFT115645 | 30/03/2017 | BOC GASES AUSTRALIA LIMITED                          | Monthly Cylinder Rental  | \$ | 72.55     |
| EFT115646 | 30/03/2017 | BOND ELECTRICS                                       | Six Monthly Service - Baggage Conveyor System                      | \$ | 4,724.50  |
| EFT115647 | 30/03/2017 | COLIN BRINHAM FENCING & RETAINING WALLS              | Advertising/Banner Fence - Corner Of North Road & Lockyer Avenue   | \$ | 5,148.00  |
| EFT115648 | 30/03/2017 | BUFF N POLISH  | Vehicle Cleaning And Detailing                                     | \$ | 150.00    |
| EFT115649 | 30/03/2017 | BUNNINGS GROUP LIMITED                               | Hardware Supplies/Tools  | \$ | 34.02     |
| EFT115650 | 30/03/2017 | BWS CONSULTING                                       | Team Coaching Services For The Reserves Team March 2017            | \$ | 2,000.00  |
| EFT115651 | 30/03/2017 | CALIBRE CARE   | Supply Handgrip Short And Long                                     | \$ | 79.20     |
| EFT115652 | 30/03/2017 | CALTEX AUSTRALIA PETROLEUM PTY LTD                   | Diesel Fuel For Depot  | \$ | 13,320.69 |
| EFT115653 | 30/03/2017 | CAMTRANS ALBANY PTY LTD                              | Brick Pavers For York Street                                       | \$ | 14,348.00 |
| EFT115654 | 30/03/2017 | J & S CASTLEHOW ELECTRICAL SERVICES                  | Electrical Services/Repairs/Maintenance                            | \$ | 3,711.54  |
| EFT115655 | 30/03/2017 | CENTIGRADE SERVICES                                  | HVAC Repairs & Maintenance   | \$ | 478.50    |
| EFT115656 | 30/03/2017 | CHRIS O'KEEFE CONSTRUCTION COST CONSULTANT           | Consultation Services - Middleton Beach Waterfront                 | \$ | 825.00    |
| EFT115657 | 30/03/2017 | CLEANAWAY PTY LIMITED                                | Contract Rubbish Removal   | \$ | 5,064.73  |
| EFT115658 | 30/03/2017 | WA CLEANING EQUIPMENT REPAIRS                        | Material Supply - ALAC Equipment                                   | \$ | 374.00    |
| EFT115659 | 30/03/2017 | COLES SUPERMARKETS AUSTRALIA PTY LTD                 | Groceries  | \$ | 100.60    |
| EFT115660 | 30/03/2017 | CONTACH METAL INDUSTRIES                             | Repairs & Maintenance - Hand Rails                                 | \$ | 186.41    |
| EFT115661 | 30/03/2017 | AL CURNOW HYDRAULICS                                 | Material Supply - Vehicle Parts                                    | \$ | 2,353.46  |
| EFT115662 | 30/03/2017 | DEAN SHEKELL KITCHENS                                | Material Supply - Power Box Containers                             | \$ | 88.00     |
| EFT115663 | 30/03/2017 | LANDGATE - PROPERTY & VALUATIONS                     | Land Enquiries - February 2017                                     | \$ | 621.25    |
| EFT115664 | 30/03/2017 | G & M DETERGENTS & HYGIENE SERVICES ALBANY           | Cleaning Supplies  | \$ | 1,270.25  |
| EFT115665 | 30/03/2017 | T DICKSON  | Staff Reimbursement  | \$ | 347.59    |
| EFT115666 | 30/03/2017 | DOWNUNDER CONTRACTING PTY LTD                        | Retention Basin - Repairs & Maintenance                            | \$ | 1,496.00  |
| EFT115667 | 30/03/2017 | CAROLYN DOWLING                                      | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017    | \$ | 2,909.50  |
| EFT115668 | 30/03/2017 | DYLAN ON THE TERRACE                                 | Catering - DIS Committee Meeting                                   | \$ | 410.00    |
| EFT115669 | 30/03/2017 | ELANDRIAL GAMES                                      | Material Supply - Game - Library Youth Services                    | \$ | 45.00     |
| EFT115670 | 30/03/2017 | ELLENBY TREE FARM PTY LTD                            | Q17011 - Supply Trees To Centennial Precinct                       | \$ | 16,500.00 |
| EFT115671 | 30/03/2017 | E-STRALIAN PTY LTD                                   | Novated Lease And Associated Costs                                 | \$ | 91.56     |
| EFT115672 | 30/03/2017 | EYERITE SIGNS - WP & KA WATSON FAMILY TRUST          | Supply Lettering For Existing Blackboard                           | \$ | 16.50     |
| EFT115673 | 30/03/2017 | FORM DESIGNS AUSTRALIA PTY LTD                       | Middleton Beach Aquarius Barrier Monitoring - October              | \$ | 132.00    |
| EFT115674 | 30/03/2017 | SOUTHERN ELECTRICS                                   | Water Softening Salt Blocks For Steam Generator                    | \$ | 276.00    |
| EFT115675 | 30/03/2017 | ALISON GOODE   | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017    | \$ | 2,909.50  |
| EFT115676 | 30/03/2017 | ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD    | Supply & Installation of Kerbing                                   | \$ | 807.50    |
| EFT115677 | 30/03/2017 | K GOWER  | Refund   | \$ | 12.50     |
| EFT115678 | 30/03/2017 | SOUTH REGIONAL TAFE                                  | Staff Training   | \$ | 960.00    |
| EFT115679 | 30/03/2017 | GREAT SOUTHERN SUPPLIES                              | Cleaning Supplies  | \$ | 571.41    |
| EFT115680 | 30/03/2017 | GREAT SOUTHERN WINE PRODUCERS ASSOCIATION            | Wine Purchases   | \$ | 615.00    |
| EFT115681 | 30/03/2017 | GREAT SOUTHERN BEARINGS                              | Material Supply - Vehicle Parts                                    | \$ | 20.82     |
| EFT115682 | 30/03/2017 | GREAT SOUTHERN TURF                                  | Supply & Deliver - Turf  | \$ | 8,877.00  |
| EFT115683 | 30/03/2017 | GREAT SOUTHERN LIQUID WASTE                          | Servicing of Ablutions - East Bay & Two Peoples Bay                | \$ | 780.00    |
| EFT115684 | 30/03/2017 | GREEN MAN MEDIA PRODUCTIONS                          | Advertising - Swim School Advertisements                           | \$ | 412.50    |
| EFT115685 | 30/03/2017 | GRESLEY ABAS PTY LTD                                 | Full Service Consultant - CPSP - Eastern Precinct Stadium Building | \$ | 24,963.40 |
| EFT115686 | 30/03/2017 | RAY HAMMOND  | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017    | \$ | 2,909.50  |
| EFT115687 | 30/03/2017 | HART SPORT   | Material Supply - Swim Equipment                                   | \$ | 1,148.30  |
| EFT115688 | 30/03/2017 | HAVOC BUILDERS PTY LTD                               | Repairs And Maintenance - Married Quarters Rectification - NAC     | \$ | 7,482.65  |
| EFT115689 | 30/03/2017 | YOGASUN STUDIO - HELEN LEEDER-CARLSON                | Art Classes With Helen   | \$ | 240.00    |
| EFT115690 | 30/03/2017 | BILL HOLLINGWORTH                                    | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017    | \$ | 2,909.50  |
| EFT115691 | 30/03/2017 | H AND H ARCHITECTS                                   | Professional Services  | \$ | 10,610.60 |
| EFT115692 | 30/03/2017 | ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING PTY LTD | Vehicle Servicing  | \$ | 1,123.34  |
| EFT115693 | 30/03/2017 | I GEIDANS  | Staff Reimbursement  | \$ | 82.00     |
| EFT115694 | 30/03/2017 | KEN STONE MOTOR TRIMMERS                             | Repairs And Maintenance - Belt Buckles Aqua Class                  | \$ | 104.20    |

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|-----------|--|---|----|-----------|
| EFT115695 | 30/03/2017 LATRO LAWYERS                     | Professional Services   | \$ | 2,655.40  |
| EFT115696 | 30/03/2017 LEADING EDGE HIFI-ALBANY          | Material Supply - Hand Held Radios                                  | \$ | 549.00    |
| EFT115697 | 30/03/2017 CALTEX ENERGY WA                  | 200 Litre Drums Kerosene  | \$ | 574.00    |
| EFT115698 | 30/03/2017 M AND B SALES PTY LTD             | Treated Pine Supplies   | \$ | 76.13     |
| EFT115699 | 30/03/2017 SOUTH COAST WOODWORKS GALLERY     | Forts Store Merchandise   | \$ | 726.00    |
| EFT115700 | 30/03/2017 MALCOLM HEBERLE PHOTOGRAPHY       | Malcolm Herberle Photography - Anzac Centre                         | \$ | 88.00     |
| EFT115701 | 30/03/2017 ALBANY CITY MOTORS                | Vehicle Material Supplies   | \$ | 25.03     |
| EFT115702 | 30/03/2017 MIDALIA STEEL PTY LTD             | Steel Supplies  | \$ | 2,180.99  |
| EFT115703 | 30/03/2017 MODERN TEACHING AIDS PTY LTD      | Day Care Consumable Materials                                       | \$ | 557.33    |
| EFT115704 | 30/03/2017 ANTHONY MOIR                      | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |
| EFT115705 | 30/03/2017 NURRUNGA COMMUNICATIONS           | Two Way Radio Repairs/Maintenance                                   | \$ | 95.30     |
| EFT115706 | 30/03/2017 MULE CREATIVE                     | Design Services - Albany Visitor Centre                             | \$ | 320.00    |
| EFT115707 | 30/03/2017 ALBANY NEWS DELIVERY              | Newspaper Delivers  | \$ | 330.78    |
| EFT115708 | 30/03/2017 OCP SALES                         | Radio Equipment   | \$ | 3,755.84  |
| EFT115709 | 30/03/2017 OFFICEWORKS SUPERSTORES PTY LTD   | Desktop External Drive  | \$ | 263.00    |
| EFT115710 | 30/03/2017 ORIGIN ENERGY                     | Bulk Gas Supplies   | \$ | 4,450.15  |
| EFT115711 | 30/03/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES | Q17012(A) - Installation Of Advanced Trees At Centennial Precinct   | \$ | 3,465.00  |
| EFT115712 | 30/03/2017 J PASSMORE                        | Staff Reimbursement   | \$ | 140.52    |
| EFT115713 | 30/03/2017 PETER GRAHAM AND COMPANY LTD      | Material Supply - Back Packs  | \$ | 416.00    |
| EFT115714 | 30/03/2017 4 STEEL SUPPLIES                  | Steel Supplies  | \$ | 1,738.06  |
| EFT115715 | 30/03/2017 @THE POOLSIDE                     | Catering Supplies   | \$ | 199.00    |
| EFT115716 | 30/03/2017 PRECISION LASER SYSTEMS           | Material Supply - Target Holder                                     | \$ | 104.50    |
| EFT115717 | 30/03/2017 PRINCESS ROYAL SAILING CLUB       | Venue And Shared Cost Partner Host For Business After Hours         | \$ | 1,100.00  |
| EFT115718 | 30/03/2017 JANELLE PRICE                     | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |
| EFT115719 | 30/03/2017 REECE PTY LTD                     | Plumbing/Storm water supplies                                       | \$ | 136.14    |
| EFT115720 | 30/03/2017 WR PAVING - WP REID               | Brick Paving Car Bay Lines  | \$ | 550.00    |
| EFT115721 | 30/03/2017 ROYALE PATISSERIE                 | Catering Supplies   | \$ | 53.75     |
| EFT115722 | 30/03/2017 JOHN SHANHUN                      | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 3,350.75  |
| EFT115723 | 30/03/2017 R SKIPPER                         | Staff Reimbursement   | \$ | 33.00     |
| EFT115724 | 30/03/2017 SANDIE SMITH                      | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |
| EFT115725 | 30/03/2017 SOIL SOLUTIONS PTY LTD            | Material Supply - Soil  | \$ | 2,267.10  |
| EFT115726 | 30/03/2017 SOUTHERN TOOL AND FASTENER CO     | Material Supplies - Chainsaw Safety Equipment                       | \$ | 340.00    |
| EFT115727 | 30/03/2017 SOUTH WEST FIRE UNITS             | Material Supply - Pump Components                                   | \$ | 597.06    |
| EFT115728 | 30/03/2017 SPUR OF THE MOMENT DESIGN         | Design Services   | \$ | 156.75    |
| EFT115729 | 30/03/2017 STATEWIDE BEARINGS                | Material Supply - Vehicle Parts                                     | \$ | 6.60      |
| EFT115730 | 30/03/2017 STIRLING PRINT                    | Printing Of National Youth Week Posters                             | \$ | 272.50    |
| EFT115732 | 30/03/2017 GREGORY BRIAN STOCKS              | Deputy Mayoral Allowances And Sitting Fee - 01/03/2017 - 31/03/2017 | \$ | 4,760.83  |
| EFT115733 | 30/03/2017 ALBANY LOCK SERVICE               | Lock Supplies/Services  | \$ | 2,849.95  |
| EFT115734 | 30/03/2017 ROBERT SUTTON                     | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |
| EFT115735 | 30/03/2017 SYNERGY                           | Electricity Charges   | \$ | 51,719.48 |
| EFT115736 | 30/03/2017 T & C SUPPLIES                    | Hardware Supplies/Tools   | \$ | 198.07    |
| EFT115737 | 30/03/2017 THE DENTURE MAN                   | Rates Refund  | \$ | 109.97    |
| EFT115738 | 30/03/2017 TEEDE & CO                        | Catering Supplies   | \$ | 1,173.50  |
| EFT115739 | 30/03/2017 PAUL TERRY                        | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |
| EFT115740 | 30/03/2017 THE 12 VOLT WORLD                 | Material Supply - Lamp  | \$ | 96.00     |
| EFT115741 | 30/03/2017 THINKWATER ALBANY                 | Irrigation Supplies   | \$ | 1,883.23  |
| EFT115742 | 30/03/2017 TRUCKLINE                         | Material Supply - Vehicle Parts                                     | \$ | 37.76     |
| EFT115743 | 30/03/2017 VISIT MERCHANDISE PTY LTD         | Visitors Centre Merchandise   | \$ | 4,975.30  |
| EFT115744 | 30/03/2017 ALBANY & GREAT SOUTHERN WEEKENDER | Advertising   | \$ | 2,239.94  |
| EFT115745 | 30/03/2017 DENNIS WELLINGTON                 | Mayoral Allowances And Sitting Fee - 01/03/2017 - 31/03/2017        | \$ | 11,621.66 |
| EFT115746 | 30/03/2017 WESTRAC EQUIPMENT PTY LTD         | Parts supplies  | \$ | 1,278.16  |
| EFT115747 | 30/03/2017 WALGA                             | Integrated Strategic Planning Workshop                              | \$ | 250.00    |
| EFT115748 | 30/03/2017 WESTERN WORK WEAR                 | Material Supply - Staff Uniforms                                    | \$ | 350.00    |
| EFT115749 | 30/03/2017 NICOLETTE MULCAHY                 | Councillor Allowances And Sitting Fee - 01/03/2017 - 31/03/2017     | \$ | 2,909.50  |

REPORT ITEM CCCS 025 REFERS

|            |  |  |    |           |
|------------|--|--|----|-----------|
| EFT115750  | 30/03/2017 WOOLWORTHS LIMITED                              | Groceries For Day Care                   | \$ | 2,250.02  |
| EFT115751  | 30/03/2017 JUREK WYBRANIEC                                 | Completion of Artist In Residence At VAC | \$ | 2,500.00  |
| DD24714.1  | 28/03/2017 WA SUPER  | Payroll deductions                       | \$ | 83,622.26 |
| DD24714.2  | 28/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation contributions             | \$ | 625.00    |
| DD24714.3  | 28/03/2017 REST SUPERANNUATION                             | Payroll deductions                       | \$ | 2,076.43  |
| DD24714.4  | 28/03/2017 ASGARD  | Superannuation contributions             | \$ | 1,362.70  |
| DD24714.5  | 28/03/2017 LOCAL GOVERNMENT SUPER                          | Superannuation contributions             | \$ | 541.24    |
| DD24714.6  | 28/03/2017 DESMO SUPERANNUATION FUND                       | Superannuation contributions             | \$ | 524.86    |
| DD24714.7  | 28/03/2017 CBUS  | Superannuation contributions             | \$ | 744.25    |
| DD24714.8  | 28/03/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation contributions             | \$ | 1,593.26  |
| DD24714.9  | 28/03/2017 HOSTPLUS PTY LTD                                | Superannuation contributions             | \$ | 647.62    |
| DD24714.10 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions             | \$ | 352.72    |
| DD24714.11 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions             | \$ | 149.48    |
| DD24714.12 | 28/03/2017 TAL SUPERANNUATION LIMITED                      | Superannuation contributions             | \$ | 204.50    |
| DD24714.13 | 28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation contributions             | \$ | 55.11     |
| DD24714.14 | 28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation contributions             | \$ | 34.81     |
| DD24714.15 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions             | \$ | 305.16    |
| DD24714.16 | 28/03/2017 NATIONAL MUTUAL RETIREMENT FUND                 | Superannuation contributions             | \$ | 123.99    |
| DD24714.17 | 28/03/2017 PRIME SUPER                                     | Superannuation contributions             | \$ | 875.24    |
| DD24714.18 | 28/03/2017 MLC MASTERKEY BUSINESS SUPER                    | Superannuation contributions             | \$ | 743.44    |
| DD24714.19 | 28/03/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation contributions             | \$ | 409.98    |
| DD24714.20 | 28/03/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation contributions             | \$ | 587.14    |
| DD24714.21 | 28/03/2017 OAK TREE SUPERANNUATION FUND                    | Superannuation contributions             | \$ | 216.18    |
| DD24714.22 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions             | \$ | 125.04    |
| DD24714.23 | 28/03/2017 FIRST SUPER                                     | Superannuation contributions             | \$ | 190.69    |
| DD24714.24 | 28/03/2017 CARE SUPER PTY LTD                              | Superannuation contributions             | \$ | 381.23    |
| DD24714.25 | 28/03/2017 FIRST STATE SUPER                               | Superannuation contributions             | \$ | 637.34    |
| DD24714.26 | 28/03/2017 SPECTRUM SUPER                                  | Superannuation contributions             | \$ | 310.17    |
| DD24714.27 | 28/03/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation contributions             | \$ | 248.88    |
| DD24714.28 | 28/03/2017 AUSTRALIAN SUPER                                | Payroll deductions                       | \$ | 6,443.13  |
| DD24714.29 | 28/03/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND    | Superannuation contributions             | \$ | 202.37    |
| DD24714.30 | 28/03/2017 AJW SUPERANNUATION FUND                         | Superannuation contributions             | \$ | 244.50    |
| DD24714.31 | 28/03/2017 BENDIGO SMARTSTART SUPER                        | Superannuation contributions             | \$ | 45.81     |
| DD24714.32 | 28/03/2017 AUSTRALIAN CATHOLIC SUPERANNUATION              | Superannuation contributions             | \$ | 47.62     |
| DD24714.33 | 28/03/2017 SUNSUPER SUPERANNUATION                         | Superannuation contributions             | \$ | 570.78    |
| DD24714.34 | 28/03/2017 MTAA SUPERANNUATION FUND                        | Superannuation contributions             | \$ | 407.92    |
| DD24714.35 | 28/03/2017 IOOF EMPLOYEE SUPER                             | Superannuation contributions             | \$ | 328.80    |
| DD24714.36 | 28/03/2017 RUSSELL SUPERSOLUTION MASTER TRUST              | Superannuation contributions             | \$ | 195.92    |
| DD24714.37 | 28/03/2017 ASGARD  | Superannuation contributions             | \$ | 82.66     |
| DD24714.38 | 28/03/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND          | Superannuation contributions             | \$ | 222.59    |
| DD24714.39 | 28/03/2017 ONEPATH MASTERFUND                              | Superannuation contributions             | \$ | 235.23    |
| DD24714.40 | 28/03/2017 MLC MASTERKEY SUPERANNUATION                    | Superannuation contributions             | \$ | 420.25    |
| DD24714.41 | 28/03/2017 COMMONWALTH ESSENTIAL SUPER                     | Superannuation contributions             | \$ | 90.70     |
| DD24714.42 | 28/03/2017 UNI SUPER                                       | Superannuation contributions             | \$ | 161.06    |
| DD24714.43 | 28/03/2017 THE UNIVERSAL SUPER SCHEME                      | Superannuation contributions             | \$ | 194.58    |
| DD24714.44 | 28/03/2017 AMP RETIREMENT TRUST                            | Superannuation contributions             | \$ | 264.41    |
| DD24714.45 | 28/03/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation contributions             | \$ | 54.55     |
| DD24714.46 | 28/03/2017 MACAULAY SUPER FUND                             | Superannuation contributions             | \$ | 218.56    |
| DD24714.47 | 28/03/2017 IOOF GLOBAL ONE (EX SKANDIA GLOBAL)             | Superannuation contributions             | \$ | 95.53     |
| DD24714.48 | 28/03/2017 ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)     | Superannuation contributions             | \$ | 216.18    |
| DD24714.49 | 28/03/2017 FUTURE SUPER                                    | Superannuation contributions             | \$ | 206.85    |
| DD24714.50 | 28/03/2017 COLONIAL SUPER RETIREMENT FUND                  | Superannuation contributions             | \$ | 185.31    |
| DD24714.51 | 28/03/2017 BT SUPER  | Superannuation contributions             | \$ | 212.04    |
| DD24714.52 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions             | \$ | 199.27    |

REPORT ITEM CCCS 025 REFERS

|            |  |   |    |            |
|------------|--|---|----|------------|
| DD24714.53 | 28/03/2017 MACQUARIE SUPER CONSOLIDATOR                    | Superannuation contributions                                | \$ | 182.26     |
| DD24714.54 | 28/03/2017 BT SUPER FOR LIFE                               | Superannuation contributions                                | \$ | 281.47     |
| DD24714.55 | 28/03/2017 MASON SUPERANNUATION FUND                       | Superannuation contributions                                | \$ | 157.98     |
| DD24714.56 | 28/03/2017 IOOF INVESTMENT MANAGEMENT LTD                  | Superannuation contributions                                | \$ | 187.68     |
| DD24714.57 | 28/03/2017 NORTH   | Superannuation contributions                                | \$ | 62.99      |
| DD24714.58 | 28/03/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation contributions                                | \$ | 750.04     |
| DD24714.59 | 28/03/2017 HESTA SUPER FUND                                | Superannuation contributions                                | \$ | 845.46     |
| DD24714.60 | 28/03/2017 KEZ AND JOHN MITCHELL SUPERANNUATION FUND       | Superannuation contributions                                | \$ | 273.83     |
| DD24714.61 | 28/03/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Payroll deductions  | \$ | 224.85     |
| EFT115752  | 31/03/2017 TELSTRA CORPORATION LIMITED                     | Telephone Charges   | \$ | 11,568.33  |
| EFT115753  | 04/04/2017 WESTERN AUSTRALIAN TREASURY CORPORATION         | Loan No. 35 Fixed Component                                 | \$ | 124,627.20 |
| EFT115754  | 04/04/2017 AD CONTRACTORS PTY LTD                          | Contract P17001 - Airport Runway Maintenance                | \$ | 203,810.41 |
| EFT115755  | 06/04/2017 ABA SECURITY                                    | Security Services   | \$ | 338.12     |
| EFT115756  | 06/04/2017 ACORN TREES AND STUMPS                          | Power Line Clearances C14023(A)                             | \$ | 2,865.50   |
| EFT115757  | 06/04/2017 AD CONTRACTORS PTY LTD                          | Heavy Equipment Hire  | \$ | 11,393.09  |
| EFT115758  | 06/04/2017 ADVERTISER PRINT                                | Printing Services   | \$ | 420.00     |
| EFT115759  | 06/04/2017 AECOM AUSTRALIA PTY LTD                         | Professional Services                                       | \$ | 12,243.00  |
| EFT115760  | 06/04/2017 ALBANY CITY LAWNS                               | Contract Mowing Round                                       | \$ | 671.00     |
| EFT115761  | 06/04/2017 ALBANY FARM TREE NURSERY                        | Nursery Supplies  | \$ | 40.00      |
| EFT115762  | 06/04/2017 ALBANY COMMUNITY HOSPICE                        | Payroll Deductions  | \$ | 64.00      |
| EFT115763  | 06/04/2017 ALBANY GAS CENTRE PTY LTD                       | Forklift Gas Cylinder Refill                                | \$ | 56.00      |
| EFT115764  | 06/04/2017 ALBANY REFRIGERATION                            | Bi-Annual Air Conditioning Maintenance                      | \$ | 664.95     |
| EFT115765  | 06/04/2017 CHOICES FLOORING BY ALBANY INTERIORS            | VAC - Floor Covering Replacement                            | \$ | 2,339.70   |
| EFT115766  | 06/04/2017 ALBANY RSL SUB BRANCH                           | Sponsorship Agreement Albany RSL - Anzac Day 2017           | \$ | 10,000.00  |
| EFT115767  | 06/04/2017 ALBANY SCREEN PRINTERS                          | Forts Store Merchandise                                     | \$ | 1,709.40   |
| EFT115768  | 06/04/2017 ALBANY LANDSCAPE SUPPLIES                       | Material Supply - Rainbow Quartz                            | \$ | 276.00     |
| EFT115769  | 06/04/2017 ALBANY ROOF RECOATING                           | Ridge Capping Installation - City Building                  | \$ | 550.00     |
| EFT115770  | 06/04/2017 ALBANY OFFICE PRODUCTS DEPOT                    | Stationery Supplies   | \$ | 726.27     |
| EFT115771  | 06/04/2017 ALBANY WALLCUTTING SERVICES                     | Sub-Floor And External Drilling                             | \$ | 6,473.50   |
| EFT115772  | 06/04/2017 ALBANY MILK DISTRIBUTORS                        | Milk Deliveries   | \$ | 581.21     |
| EFT115773  | 06/04/2017 ALBANY AIRPORT SERVICES PTY LTD                 | Racewars - Assist Airport Reporting Officers                | \$ | 525.00     |
| EFT115774  | 06/04/2017 ALBANY IRRIGATION & DRILLING                    | Irrigation Supplies   | \$ | 3,150.49   |
| EFT115775  | 06/04/2017 ALBANY COMMUNITY FOUNDATION                     | Payroll Deductions  | \$ | 10.00      |
| EFT115776  | 06/04/2017 ALBANY RECORDS MANAGEMENT                       | Storage Of Archive Boxes                                    | \$ | 665.23     |
| EFT115777  | 06/04/2017 ALBANY DOMESTIC SERVICES                        | Cleaning Services - Animal Waste                            | \$ | 335.00     |
| EFT115778  | 06/04/2017 ALBANY APPLIANCE REPAIR                         | Airport - Heater Maintenance                                | \$ | 109.00     |
| EFT115779  | 06/04/2017 ALBANY COLLECTORS CLUB INCORPORATED             | Quick Grant Response Grant For The Annual Easter Exhibition | \$ | 600.00     |
| EFT115780  | 06/04/2017 ALINTA  | Gas Supplies  | \$ | 972.35     |
| EFT115781  | 06/04/2017 AMPHIBIAN PLUMBING AND GAS                      | Maintenance Plumbing ALAC January 2017                      | \$ | 18,869.25  |
| EFT115782  | 06/04/2017 ANDREW HALSALL PHOTOGRAPHY                      | Visitors Centre Merchandise                                 | \$ | 225.00     |
| EFT115783  | 06/04/2017 PAPERBARK MERCHANTS                             | Material Supply - Literature                                | \$ | 167.50     |
| EFT115784  | 06/04/2017 APPRENTICE & TRAINEESHIP COMPANY                | Apprentice Fees/Casual Staff                                | \$ | 1,095.99   |
| EFT115785  | 06/04/2017 ARCUS WIRE GROUP PTY LTD                        | Material Supply - Art Gallery                               | \$ | 1,133.00   |
| EFT115786  | 06/04/2017 HASTA MANANA PTY LTD - ARTIFICIAL LAWN SUPPLIES | Cleaning - Hockey Turf                                      | \$ | 3,000.00   |
| EFT115787  | 06/04/2017 ATC WORK SMART                                  | Apprentice Fees/Casual Staff                                | \$ | 45,439.03  |
| EFT115788  | 06/04/2017 AUDIOCOM ALBANY                                 | Material Supply - Phone Case(s)                             | \$ | 100.00     |
| EFT115789  | 06/04/2017 AUSSIE DRAWCARDS PTY LTD                        | Quarterly Service Fees For March April And May 2017         | \$ | 474.00     |
| EFT115790  | 06/04/2017 AUSTRALIAN TAXATION OFFICE                      | Payroll Deductions  | \$ | 367,354.54 |
| EFT115791  | 06/04/2017 AUSTRALIAN SERVICES UNION WA BRANCH             | Payroll Deductions  | \$ | 3,702.20   |
| EFT115792  | 06/04/2017 BADGEMATE                                       | Staff Name Badges   | \$ | 132.00     |
| EFT115793  | 06/04/2017 PETER BAXENDALE CONSULTING ENGINEER             | Professional Services                                       | \$ | 627.00     |
| EFT115794  | 06/04/2017 BAYCORP WA PTY LTD                              | Poundage Fee  | \$ | 15.00      |
| EFT115795  | 06/04/2017 BENARA NURSERIES                                | Nursery Supplies  | \$ | 588.50     |
| EFT115796  | 06/04/2017 BENNETTS BATTERIES                              | Engine And Hydraulic Oil                                    | \$ | 1,975.60   |

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|-----------|------------|---|--|----|-----------|
| EFT115797 | 06/04/2017 | ADVANCED TRAFFIC MANAGEMENT WA PTY LTD            | Traffic Management Services  | \$ | 5,827.87  |
| EFT115798 | 06/04/2017 | BEST OFFICE SYSTEMS                               | Photocopier Charges  | \$ | 116.00    |
| EFT115799 | 06/04/2017 | BEVANS (WA) PTY LTD                               | Material Supply - Ice  | \$ | 22.00     |
| EFT115800 | 06/04/2017 | M BIRD  | Staff Reimbursement  | \$ | 161.76    |
| EFT115801 | 06/04/2017 | ALBANY BITUMEN SPRAYING                           | Road Seal & Repairs - Campbell Road                                | \$ | 5,871.25  |
| EFT115802 | 06/04/2017 | J. BLACKWOOD & SON PTY LTD                        | Material Supplies  | \$ | 1,406.49  |
| EFT115803 | 06/04/2017 | ALBANY PA AND LIGHTING (KEVIN BLYTH)              | Audio Equipment Hire   | \$ | 701.00    |
| EFT115804 | 06/04/2017 | ALBANY BOBCAT SERVICES                            | Equipment Hire   | \$ | 4,114.00  |
| EFT115805 | 06/04/2017 | AIR BP  | AV Gas Purchases   | \$ | 322.56    |
| EFT115806 | 06/04/2017 | BRANDNET PTY LTD T/AS MILITARY SHOP               | Forts Store Merchandise  | \$ | 11,517.71 |
| EFT115807 | 06/04/2017 | COLIN BRINHAM FENCING & RETAINING WALLS           | Supply & Install Fire Access Gate                                  | \$ | 792.00    |
| EFT115808 | 06/04/2017 | BUNNINGS GROUP LIMITED                            | Hardware Supplies/Tools  | \$ | 564.31    |
| EFT115809 | 06/04/2017 | CALTEX AUSTRALIA PETROLEUM PTY LTD                | Litres Diesel Fuel For Depot                                       | \$ | 12,870.17 |
| EFT115810 | 06/04/2017 | J & S CASTLEHOW ELECTRICAL SERVICES               | Electrical Repairs/ Maintenance                                    | \$ | 950.20    |
| EFT115811 | 06/04/2017 | THE CENTRE OF SUSTAINABLE TOURISM                 | Australia Day - Gertrude - Qualitative Audio Evaluation And Report | \$ | 500.00    |
| EFT115812 | 06/04/2017 | CENTIGRADE SERVICES                               | Investigate Lap Pool Heating & Ventilations Faults                 | \$ | 404.25    |
| EFT115813 | 06/04/2017 | CHILD SUPPORT AGENCY                              | Payroll Deductions   | \$ | 1,926.60  |
| EFT115814 | 06/04/2017 | CIVICA PTY LTD                                    | Additional Archives Data Migration Required                        | \$ | 797.50    |
| EFT115815 | 06/04/2017 | CJD EQUIPMENT PTY LTD                             | Vehicle Parts  | \$ | 108.48    |
| EFT115816 | 06/04/2017 | COATES HIRE OPERATIONS PTY LIMITED                | Equipment Hire   | \$ | 227.37    |
| EFT115817 | 06/04/2017 | COLES SUPERMARKETS AUSTRALIA PTY LTD              | Groceries  | \$ | 198.63    |
| EFT115818 | 06/04/2017 | COURIER AUSTRALIA                                 | Freight Charges  | \$ | 274.05    |
| EFT115819 | 06/04/2017 | DOWNER EDI WORKS PTY LTD                          | Hot-Mix Repairs  | \$ | 4,538.48  |
| EFT115820 | 06/04/2017 | AL CURNOW HYDRAULICS                              | Material Supplies  | \$ | 2,154.32  |
| EFT115821 | 06/04/2017 | D & K ENGINEERING                                 | Modifications - Sign Post Footings                                 | \$ | 2,010.80  |
| EFT115822 | 06/04/2017 | DE JONGE MECHANICAL REPAIRS                       | Motor Vehicle Service And Repairs                                  | \$ | 362.00    |
| EFT115823 | 06/04/2017 | CGS QUALITY CLEANING                              | Public Infrastructure Cleaning                                     | \$ | 40,981.99 |
| EFT115824 | 06/04/2017 | DESIGNER DIRT P/L                                 | Forts Store Merchandise  | \$ | 134.40    |
| EFT115825 | 06/04/2017 | G & M DETERGENTS & HYGIENE SERVICES ALBANY        | Material Supply - Door Mat   | \$ | 60.00     |
| EFT115826 | 06/04/2017 | DISTINCTLY TRAVEL MANAGEMENT PTY LTD              | Professional Services - Advertising                                | \$ | 3,333.00  |
| EFT115827 | 06/04/2017 | DYLANSON THE TERRACE                              | Catering - Multiple Events   | \$ | 814.50    |
| EFT115828 | 06/04/2017 | EARLY BIRD LANDSCAPING                            | Installation - Limestone Blocks                                    | \$ | 1,320.00  |
| EFT115829 | 06/04/2017 | EASIFLEET MANAGEMENT                              | Payroll Deductions   | \$ | 13,790.46 |
| EFT115830 | 06/04/2017 | EDEN GATE ESTATE                                  | Forts Store Merchandise  | \$ | 276.00    |
| EFT115831 | 06/04/2017 | EVERTRANS   | Vehicle Repairs  | \$ | 33.00     |
| EFT115832 | 06/04/2017 | EVENT PEOPLE                                      | Hosting Fee - 2017 Albany Sufferfest                               | \$ | 8,250.00  |
| EFT115833 | 06/04/2017 | EYERITE SIGNS - WP & KA WATSON FAMILY TRUST       | Assorted Signage   | \$ | 187.00    |
| EFT115834 | 06/04/2017 | THE FIXUPPERY                                     | Window Cleaning - Various Locations                                | \$ | 2,188.00  |
| EFT115835 | 06/04/2017 | FLIPS ELECTRICS                                   | Electrical Repairs And Maintenance                                 | \$ | 1,113.75  |
| EFT115836 | 06/04/2017 | FRONTLINE FIRE & RESCUE EQUIPMENT                 | Bush Fire Brigade Uniform Supply                                   | \$ | 1,099.74  |
| EFT115837 | 06/04/2017 | GIBSON IMPORTING                                  | Forts Store Merchandise  | \$ | 1,274.06  |
| EFT115838 | 06/04/2017 | GLEN MCLEOD LEGAL - GLEN MCLEOD PTY LTD           | Professional Services - Legal Advice                               | \$ | 2,750.00  |
| EFT115839 | 06/04/2017 | GLOBAL INTEGRATED SOLUTIONS LIMITED               | Ezicom CMX System - Monthly Fee                                    | \$ | 396.00    |
| EFT115840 | 06/04/2017 | ALISON GOODE                                      | Councillor Mileage Claim   | \$ | 1,183.00  |
| EFT115841 | 06/04/2017 | ALBANY ASPHALT SERVICES - GORDON WALMSLEY PTY LTD | Supply & Lay - Black Asphalt                                       | \$ | 65,410.00 |
| EFT115842 | 06/04/2017 | GREAT SOUTHERN GROUP TRAINING INC                 | Apprentice Fees/Casual Staff                                       | \$ | 3,535.23  |
| EFT115843 | 06/04/2017 | SOUTH REGIONAL TAFE                               | Staff Training   | \$ | 430.00    |
| EFT115844 | 06/04/2017 | ALBANY PEST & WEED CONTROL                        | Pest Control Services - Bee Removal                                | \$ | 220.00    |
| EFT115845 | 06/04/2017 | GREAT SOUTHERN SUPPLIES                           | Staff Uniforms   | \$ | 2,885.80  |
| EFT115846 | 06/04/2017 | GREAT SOUTHERN TURF                               | Material Supply - Turf   | \$ | 858.00    |
| EFT115847 | 06/04/2017 | GREAT SOUTHERN BIO LOGIC                          | Dieback Survey & Pit Management Plan Proposal (Qu16242648)         | \$ | 6,257.90  |
| EFT115848 | 06/04/2017 | GSM AUTO ELECTRICAL                               | Installation - UHF Radio   | \$ | 644.50    |
| EFT115849 | 06/04/2017 | J HAVERCROFT                                      | Rates Refund   | \$ | 120.67    |
| EFT115850 | 06/04/2017 | YOGASUN STUDIO - HELEN LEEDER-CARLSON             | Art Classes With Helen   | \$ | 240.00    |

## REPORT ITEM CCCS 025 REFERS

|           |  |   |              |
|-----------|--|---|--------------|
| EFT115851 | 06/04/2017 HIGHWAY WRECKERS                              | Removal Of Two Vehicles   | \$ 264.00    |
| EFT115852 | 06/04/2017 H AND H ARCHITECTS                            | Architectural Services  | \$ 300.30    |
| EFT115853 | 06/04/2017 HHG LEGAL GROUP                               | Professional Services   | \$ 8,352.41  |
| EFT115854 | 06/04/2017 HYDROPLAN PTY LTD                             | Irrigation Consultancy Services - CPSP                            | \$ 7,480.00  |
| EFT115855 | 06/04/2017 ILUKA RESOURCES LIMITED                       | Rates Refund  | \$ 402.54    |
| EFT115856 | 06/04/2017 IPAR REHABILITATION PTY LTD                   | Employment Medical Screenings                                     | \$ 525.00    |
| EFT115857 | 06/04/2017 JENNIBE                                       | Cultural Entertainment - Albany Day Care                          | \$ 500.00    |
| EFT115858 | 06/04/2017 JOHN KINNEAR AND ASSOCIATES                   | Topographical Survey S  | \$ 6,018.65  |
| EFT115859 | 06/04/2017 JUST A CALL DELIVERIES                        | Internal Mail Deliveries - March 2017                             | \$ 1,621.82  |
| EFT115860 | 06/04/2017 KLB SYSTEMS                                   | Supply & Installation - Powerboard                                | \$ 4,180.00  |
| EFT115861 | 06/04/2017 THE LAKE HOUSE DENMARK                        | Forts Store Merchandise   | \$ 448.50    |
| EFT115862 | 06/04/2017 DAVID COOK (LANYON COOK FAMILY TRUST )        | Provide Specialist Plaster Work                                   | \$ 2,662.00  |
| EFT115863 | 06/04/2017 S LEES  | Staff Reimbursement   | \$ 46.32     |
| EFT115864 | 06/04/2017 D LEHNEN                                      | Staff Reimbursement   | \$ 55.90     |
| EFT115865 | 06/04/2017 LMW HEGNEY                                    | Professional Services   | \$ 2,200.00  |
| EFT115866 | 06/04/2017 LORLAINE DISTRIBUTORS PTY LTD                 | Cleaning Supplies   | \$ 54.75     |
| EFT115867 | 06/04/2017 M AND B SALES PTY LTD                         | Timber Supplies   | \$ 2,997.53  |
| EFT115868 | 06/04/2017 BUCHER MUNICIPAL PTY LTD                      | Material Supply - Street Sweeper Brooms                           | \$ 3,902.03  |
| EFT115869 | 06/04/2017 RL & KJ MACKENZIE (GLENORAN LEATHER)          | Visitors Centre Merchandise                                       | \$ 69.00     |
| EFT115870 | 06/04/2017 MALCOLM HEBERLE PHOTOGRAPHY                   | Photography Services  | \$ 176.00    |
| EFT115871 | 06/04/2017 MARSHALL MOWERS                               | Material Supplies - Mower Components                              | \$ 296.10    |
| EFT115872 | 06/04/2017 MASTER BUILDERS ASSOCIATION OF WA             | Venue Hire  | \$ 1,655.00  |
| EFT115873 | 06/04/2017 MCB CONSTRUCTION PTY LTD                      | Relocate Sea Container  | \$ 770.00    |
| EFT115874 | 06/04/2017 MIDALIA STEEL PTY LTD                         | Steel Supplies  | \$ 2.91      |
| EFT115875 | 06/04/2017 STEPHANIE MORRIGAN                            | EAP Counselling Services  | \$ 418.00    |
| EFT115876 | 06/04/2017 MOUNT ROMANCE AUSTRALIA PTY LTD               | Forts Store Merchandise   | \$ 3,752.78  |
| EFT115877 | 06/04/2017 NURRUNGA COMMUNICATIONS                       | Cel-Fi Go Stationary Antenna Plus Freight                         | \$ 1,185.80  |
| EFT115878 | 06/04/2017 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT | National General Assembly - Full Registration                     | \$ 2,118.00  |
| EFT115879 | 06/04/2017 ALBANY NEWS DELIVERY                          | Newspaper Delivers  | \$ 25.04     |
| EFT115880 | 06/04/2017 NLC PTY LTD                                   | Novated Leasing And Associated Costs                              | \$ 1,351.30  |
| EFT115881 | 06/04/2017 ALBANY COMMUNITY PHARMACY                     | Material Supplies/First Aid Supplies                              | \$ 1,437.60  |
| EFT115882 | 06/04/2017 OCP SALES                                     | Radio Equipment   | \$ 848.54    |
| EFT115883 | 06/04/2017 OCS SERVICES PTY LTD                          | Cleaning Services - March 2017                                    | \$ 24,768.37 |
| EFT115884 | 06/04/2017 OFFICEWORKS SUPERSTORES PTY LTD               | Material Supply - Speakers  | \$ 34.28     |
| EFT115885 | 06/04/2017 ORIGIN ENERGY                                 | Bulk Gas Supplies   | \$ 4,281.20  |
| EFT115886 | 06/04/2017 OYSTER HARBOUR STORE                          | Catering  | \$ 187.96    |
| EFT115887 | 06/04/2017 OYSTER HARBOUR LANDSCAPE SUPPLIES             | Q17012(A) - Installation Of Advanced Trees At Centennial Precinct | \$ 4,460.00  |
| EFT115888 | 06/04/2017 A PAGE  | Staff Reimbursement   | \$ 64.20     |
| EFT115889 | 06/04/2017 PEDAL REVOLUTION                              | Bike Skills Sessions - Mount Lockyer Primary School               | \$ 397.57    |
| EFT115890 | 06/04/2017 PERTH SAFETY PRODUCTS PTY LTD                 | Assorted Signage  | \$ 6,737.50  |
| EFT115891 | 06/04/2017 PHILLIP BEST PLUMBING PTY LTD                 | Plumbing Services - ALAC  | \$ 8,362.67  |
| EFT115892 | 06/04/2017 @THE POOLSIDE                                 | Catering Supplied   | \$ 300.00    |
| EFT115893 | 06/04/2017 PROJECT3 PTY LTD                              | Professional Services - Event Planning                            | \$ 5,500.00  |
| EFT115894 | 06/04/2017 QUICK SHOT COFFEE                             | Catering Coffees  | \$ 92.50     |
| EFT115895 | 06/04/2017 RAMPED TECHNOLOGY                             | Professional Services - IT  | \$ 30,556.79 |
| EFT115896 | 06/04/2017 RISING SIGNS                                  | Assorted Signage  | \$ 558.80    |
| EFT115897 | 06/04/2017 HASKONING AUSTRALIA PTY LTD - ROYAL HASKONING | Professional Services - Albany Artificial Surf Reef               | \$ 9,014.50  |
| EFT115898 | 06/04/2017 SAXXON IT                                     | Software Licence  | \$ 872.71    |
| EFT115899 | 06/04/2017 SEEK LIMITED                                  | Advertising   | \$ 652.30    |
| EFT115900 | 06/04/2017 SHIRE OF DENMARK                              | Catering Reimbursement - Alliance Meeting & Workshop 02/03/2017   | \$ 35.00     |
| EFT115901 | 06/04/2017 GRAEME SIMPSON                                | Welcome To The Country Sportsperon Of The Year Awards             | \$ 300.00    |
| EFT115902 | 06/04/2017 SKILL HIRE WA PTY LTD                         | Apprentice Fees/Casual Staff                                      | \$ 10,151.75 |
| EFT115903 | 06/04/2017 SMITHS ALUMINIUM AND 4WD CENTRE               | Material Supplies - Seat Covers                                   | \$ 345.00    |
| EFT115904 | 06/04/2017 SOIL SOLUTIONS PTY LTD                        | Material Supply - Aggregate                                       | \$ 6,363.80  |

## REPORT ITEM CCCS 025 REFERS

|           |   |   |               |
|-----------|---|---|---------------|
| EFT115905 | 06/04/2017 SOUTHERN TOOL AND FASTENER CO                  | Material Supplies - Blade                                       | \$ 330.00     |
| EFT115906 | 06/04/2017 SOUTHCOAST SECURITY SERVICE                    | Security Services - February 2017                               | \$ 21,669.27  |
| EFT115907 | 06/04/2017 SOUTHERN ABORIGINAL CORPORATION                | Half Day Cultural Awareness Training                            | \$ 11,000.00  |
| EFT115908 | 06/04/2017 SOUTH COAST CRANE HIRE                         | Equipment Hire - Crane To Relocate Sea Container                | \$ 756.25     |
| EFT115909 | 06/04/2017 SPIRAL CONSULTING                              | Chair National Anzac Centre Advisory Group                      | \$ 2,400.04   |
| EFT115910 | 06/04/2017 SPORTS MARKETING AUSTRALIA PTY LTD             | Payment For Securing The 2017 Albany Triathlon Festival         | \$ 2,420.00   |
| EFT115911 | 06/04/2017 STAR SALES AND SERVICE                         | Material Supply - Line Fitting                                  | \$ 10.00      |
| EFT115912 | 06/04/2017 STEWART AND HEATON CLOTHING PTY LTD            | BFB Protective Wear   | \$ 120.62     |
| EFT115913 | 06/04/2017 STIRLING PRINT                                 | Printing Services   | \$ 56.00      |
| EFT115914 | 06/04/2017 STORM OFFICE NATIONAL                          | Stationery Supplies   | \$ 350.00     |
| EFT115915 | 06/04/2017 ALBANY LOCK SERVICE                            | C14003 - Swap Roller Door Access At Cricket And Soccer Pavilion | \$ 180.00     |
| EFT115916 | 06/04/2017 SWP AUSTRALIA PTY LTD                          | Supply & Install - Stormwater Lining - David Street Easement    | \$ 107,787.68 |
| EFT115917 | 06/04/2017 SYNERGY  | Electricity Supplies  | \$ 11,841.55  |
| EFT115918 | 06/04/2017 T & C SUPPLIES                                 | Hardware Supplies/Tools   | \$ 2,022.66   |
| EFT115919 | 06/04/2017 THE 12 VOLT WORLD                              | Hardware Supplies/Tools   | \$ 620.00     |
| EFT115920 | 06/04/2017 THINKWATER ALBANY                              | Irrigation Supplies   | \$ 9.59       |
| EFT115921 | 06/04/2017 THE TOFFEE FACTORY                             | Forts Store Merchandise   | \$ 1,661.21   |
| EFT115922 | 06/04/2017 TOLL FAST                                      | Freight Charges   | \$ 1,499.45   |
| EFT115923 | 06/04/2017 TORBAY HILL FUNCTION CENTRE KITCHEN            | Venue Hire  | \$ 150.00     |
| EFT115924 | 06/04/2017 CENTAMAN SYSTEMS PTY LTD                       | ALAC Centaman Upgrade   | \$ 3,887.19   |
| EFT115925 | 06/04/2017 TRADELINK PLUMBING SUPPLIES                    | PVC Stormwater Supplies   | \$ 55.90      |
| EFT115926 | 06/04/2017 CAROLYN FRANCIS TRAPNELL                       | Forts Store Merchandise   | \$ 2,020.00   |
| EFT115927 | 06/04/2017 TRAFFIC FORCE                                  | Traffic Management  | \$ 286.00     |
| EFT115928 | 06/04/2017 TRUCKLINE                                      | Vehicle Parts   | \$ 170.05     |
| EFT115929 | 06/04/2017 ALBANY TYREPOWER                               | Tyre Purchases/Repairs/Maintenance                              | \$ 2,247.05   |
| EFT115930 | 06/04/2017 UNIFORM FASHIONS                               | Uniform Supplies  | \$ 1,889.10   |
| EFT115931 | 06/04/2017 VOEGELER CREATIONS                             | Forts Store Merchandise   | \$ 714.00     |
| EFT115932 | 06/04/2017 G WARREN                                       | Rates Refund  | \$ 821.66     |
| EFT115933 | 06/04/2017 ALBANY & GREAT SOUTHERN WEEKENDER              | Advertising   | \$ 567.65     |
| EFT115934 | 06/04/2017 WESTRAC EQUIPMENT PTY LTD                      | Material Supply - Filters, Bearings & Pins                      | \$ 967.73     |
| EFT115935 | 06/04/2017 WALGA  | Short Course Booking - Integrated Strategic Planning            | \$ 100.00     |
| EFT115936 | 06/04/2017 WESTERN AUSTRALIAN MUSEUM                      | Yurlman Publication   | \$ 3,826.35   |
| EFT115937 | 06/04/2017 NICOLETTE MULCAHY                              | Councillor Mileage Claim  | \$ 82.16      |
| EFT115938 | 06/04/2017 TREASY WOODS                                   | Welcome To The Country Sportsperson Of The Year Awards          | \$ 250.00     |
| EFT115939 | 06/04/2017 WREN OIL                                       | Oil Waste Disposal - Depot                                      | \$ 110.00     |
| EFT115940 | 06/04/2017 WURTH AUSTRALIA PTY LTD                        | Vehicle Parts   | \$ 406.69     |
| EFT115941 | 06/04/2017 ZIPFORM  | Printing Services   | \$ 929.50     |
| EFT115942 | 13/04/2017 ABA SECURITY                                   | Security Services   | \$ 374.00     |
| EFT115943 | 13/04/2017 ABBOTTS LIQUID SALVAGE PTY LTD                 | Repairs and Maintenance - Pump Public Toilets                   | \$ 643.50     |
| EFT115944 | 13/04/2017 ACORN TREES AND STUMPS                         | Tree Removal  | \$ 7,656.00   |
| EFT115945 | 13/04/2017 AD CONTRACTORS PTY LTD                         | Equipment Hire  | \$ 10,086.65  |
| EFT115946 | 13/04/2017 ALBANY BRAKE AND CLUTCH                        | Material Supply - Master Cylinder                               | \$ 29.70      |
| EFT115947 | 13/04/2017 ALBANY INDUSTRIAL SERVICES PTY LTD             | Material Supply - Limesand                                      | \$ 3,579.40   |
| EFT115948 | 13/04/2017 ALBANY SOIL AND CONCRETE TESTING               | Soil Testing Services   | \$ 352.00     |
| EFT115949 | 13/04/2017 ALBANY OFFICE NATIONAL                         | Printing Supplies - Black Ink                                   | \$ 116.70     |
| EFT115950 | 13/04/2017 ALBANY OFFICE PRODUCTS DEPOT                   | Office Furniture & Equipment                                    | \$ 812.50     |
| EFT115951 | 13/04/2017 ALBANY PLASTERBOARD COMPANY                    | Material Supply - Plaster Wall Vents                            | \$ 65.00      |
| EFT115952 | 13/04/2017 ALBANY PSYCHOLOGICAL SERVICES                  | Professional Services - EAP                                     | \$ 1,155.00   |
| EFT115953 | 13/04/2017 ALBANY DOMESTIC SERVICES                       | Cleaning Services - Animal Waste                                | \$ 160.00     |
| EFT115954 | 13/04/2017 ALL EVENTS HIRE AND PRODUCTION                 | Equipment Hire - National Youth Week Event                      | \$ 2,118.00   |
| EFT115955 | 13/04/2017 S HARRIS & S A TUPLUK - ALLSTAR EVENT CATERING | Vouchers For Volunteers   | \$ 105.00     |
| EFT115956 | 13/04/2017 AMPHIBIAN PLUMBING AND GAS                     | Plumbing Repairs/Maintenance - CPSP                             | \$ 1,329.00   |
| EFT115957 | 13/04/2017 APPRENTICE & TRAINEESHIP COMPANY               | Apprentice Fees/Casual Staff                                    | \$ 273.95     |
| EFT115958 | 13/04/2017 ATC WORK SMART                                 | Apprentice Fees/Casual Staff                                    | \$ 17,359.59  |



## REPORT ITEM CCCS 025 REFERS

|           |   |  |               |
|-----------|---|--|---------------|
| EFT115959 | 13/04/2017 AUSTRALIA POST                             | Postage/Agency Fees - March 2017                                     | \$ 2,843.96   |
| EFT115960 | 13/04/2017 AUSTRALIAN FINE JEWELLERY PTY LTD          | Forts Store Merchandise  | \$ 205.74     |
| EFT115961 | 13/04/2017 SWAN HILL CHEMICALS PTY LTD                | Plant Equipment/Materials  | \$ 3,247.69   |
| EFT115962 | 13/04/2017 AVAILABLE AT THE COUNTER                   | Performance - National Youth Week's Beach Party                      | \$ 600.00     |
| EFT115963 | 13/04/2017 BADGEMATE                                  | Material Supply - Badges   | \$ 40.65      |
| EFT115964 | 13/04/2017 BALL BODY BUILDERS                         | Repairs & Maintenance - Vehicle                                      | \$ 198.00     |
| EFT115965 | 13/04/2017 BAREFOOT CLOTHING MANUFACTURERS            | Material Supply - Staff Uniforms                                     | \$ 422.00     |
| EFT115966 | 13/04/2017 BATTERY WORLD                              | Material Supply - Lantern Battery                                    | \$ 216.00     |
| EFT115967 | 13/04/2017 ADVANCED TRAFFIC MANAGEMENT WA PTY LTD     | Traffic Management   | \$ 7,645.12   |
| EFT115968 | 13/04/2017 ALBANY BITUMEN SPRAYING                    | Foot Path & Hot Mix Repairs  | \$ 6,022.50   |
| EFT115969 | 13/04/2017 BLACK AND WHITE CONCRETING                 | Stadium Paving   | \$ 37,685.50  |
| EFT115970 | 13/04/2017 J. BLACKWOOD & SON PTY LTD                 | Material Supply - Bags Quick Set Cement                              | \$ 904.91     |
| EFT115971 | 13/04/2017 BLOOMIN FLOWERS                            | Flower Arrangement - Corporate Services                              | \$ 62.00      |
| EFT115972 | 13/04/2017 BMT OCEANICA PTY LTD                       | Professional Services  | \$ 385.00     |
| EFT115973 | 13/04/2017 ALBANY BOBCAT SERVICES                     | Equipment Hire - Bobcat And Truck CPSP                               | \$ 701.25     |
| EFT115974 | 13/04/2017 BOC GASES AUSTRALIA LIMITED                | Container Service Rental   | \$ 130.49     |
| EFT115975 | 13/04/2017 BODYCARE PHYSIOTHERAPY                     | Silversport Vouchers   | \$ 1,200.00   |
| EFT115976 | 13/04/2017 BOOKMARKETING - GARY SPELLER               | Library Local Book Stocks  | \$ 6.00       |
| EFT115977 | 13/04/2017 BRANDNET PTY LTD T/AS MILITARY SHOP        | Forts Store Merchandise  | \$ 3,610.62   |
| EFT115978 | 13/04/2017 COLIN BRINHAM FENCING & RETAINING WALLS    | Material Supply Fencing CPSP   | \$ 53,042.00  |
| EFT115979 | 13/04/2017 BRILLIANT SILK                             | Forts Store Merchandise  | \$ 1,369.50   |
| EFT115980 | 13/04/2017 CONSTRUCTION TRAINING FUND                 | BCITF Levy Collected - March 2017                                    | \$ 35,631.97  |
| EFT115981 | 13/04/2017 BUILDING COMMISSION                        | BSL Levy Collected - March 2017                                      | \$ 33,164.90  |
| EFT115982 | 13/04/2017 BUNNINGS GROUP LIMITED                     | Material Supply - Outdoor Extension Cable                            | \$ 101.01     |
| EFT115983 | 13/04/2017 C&C MACHINERY CENTRE                       | Material Supply - Vehicle Parts                                      | \$ 848.00     |
| EFT115984 | 13/04/2017 CABCHARGE AUSTRALIA LIMITED                | Taxi Fares - Youth   | \$ 481.01     |
| EFT115985 | 13/04/2017 CALTEX AUSTRALIA PETROLEUM PTY LTD         | Star Card Fuel Purchases   | \$ 5,784.23   |
| EFT115986 | 13/04/2017 CAMERON CARAVANS                           | Material Supply - Plastic Rotary Vent                                | \$ 45.00      |
| EFT115987 | 13/04/2017 J & S CASTLEHOW ELECTRICAL SERVICES        | Sports Field Lighting And Power Installation - CPSP Eastern Precinct | \$ 204,030.67 |
| EFT115988 | 13/04/2017 CIVIL & STRUCTURAL ENGINEERS               | Professional Fees - ALAC - Waterslide Stairs                         | \$ 907.50     |
| EFT115989 | 13/04/2017 CLEANAWAY PTY LIMITED                      | Rubbish Removal Contract   | \$ 4,970.76   |
| EFT115990 | 13/04/2017 COATES HIRE OPERATIONS PTY LIMITED         | Equipment Hire   | \$ 599.28     |
| EFT115991 | 13/04/2017 COLRAY EXHAUST AND TOWBAR                  | Material Supply - Vehicle Equipment                                  | \$ 22.00      |
| EFT115992 | 13/04/2017 COLES SUPERMARKETS AUSTRALIA PTY LTD       | Groceries  | \$ 561.47     |
| EFT115993 | 13/04/2017 EVELYN COLLIN                              | Professional Services  | \$ 2,880.00   |
| EFT115994 | 13/04/2017 CONSTRUCTION EQUIPMENT AUSTRALIA           | Material Supply - Exterior Mirror                                    | \$ 54.69      |
| EFT115995 | 13/04/2017 COURIER AUSTRALIA                          | Freight Fees   | \$ 371.45     |
| EFT115996 | 13/04/2017 ALBANY SIGNS                               | Material Supply - Signs  | \$ 154.00     |
| EFT115997 | 13/04/2017 DOWNER EDI WORKS PTY LTD                   | Material Supply - Hot Mix  | \$ 698.23     |
| EFT115998 | 13/04/2017 HOLCIM (AUSTRALIA) PTY LTD                 | Material Supply - Footpath Mix                                       | \$ 1,027.40   |
| EFT115999 | 13/04/2017 JAMES FRANCIS CUMBERLAND-BROWN             | Visitors Centre Merchandise  | \$ 200.00     |
| EFT116000 | 13/04/2017 AL CURNOW HYDRAULICS                       | Material Supply - Vehicle Parts                                      | \$ 67.10      |
| EFT116001 | 13/04/2017 CYNERGIC COMMUNICATIONS                    | Web Hosting - Bundle Plan  | \$ 909.90     |
| EFT116002 | 13/04/2017 DE JONGE MECHANICAL REPAIRS                | Motor Vehicle Service And Repairs                                    | \$ 771.00     |
| EFT116003 | 13/04/2017 DENMARK BASKETBALL ASSOCIATION             | Kidsport Vouchers  | \$ 180.00     |
| EFT116004 | 13/04/2017 DENMARK GYMNASTICS                         | Kidsport Vouchers  | \$ 365.00     |
| EFT116005 | 13/04/2017 DEPARTMENT OF PARKS AND WILDLIFE           | Local Park Passes  | \$ 495.00     |
| EFT116006 | 13/04/2017 MARINE SAFETY DEPARTMENT OF TRANSPORT      | Jetty Renewal - Nullaki  | \$ 78.20      |
| EFT116007 | 13/04/2017 G & M DETERGENTS & HYGIENE SERVICES ALBANY | Cleaning Supplies  | \$ 877.80     |
| EFT116008 | 13/04/2017 T DICKSON                                  | Staff Reimbursement  | \$ 219.00     |
| EFT116009 | 13/04/2017 DS AGENCIES                                | Material Supply - CPSP Western                                       | \$ 22,550.00  |
| EFT116010 | 13/04/2017 DUNKELD CONSTRUCTION                       | Equipment Hire   | \$ 396.00     |
| EFT116011 | 13/04/2017 DYLANSON ON THE TERRACE                    | Catering - Multiple Events   | \$ 272.00     |
| EFT116012 | 13/04/2017 ECOTECH PTY LTD                            | Monthly Reporting Costs March 17                                     | \$ 341.00     |

## REPORT ITEM CCCS 025 REFERS

|           |  |   |    |            |
|-----------|--|---|----|------------|
| EFT116013 | 13/04/2017 ELLENBY TREE FARM PTY LTD                   | Material Supply - Trees CPSP                                    | \$ | 72,539.50  |
| EFT116014 | 13/04/2017 ESSENTIAL ENVIRONMENTAL                     | Hydrological Modelling & Stormwater Management - Drainage       | \$ | 4,532.00   |
| EFT116015 | 13/04/2017 E-STRALIAN PTY LTD                          | Novated Leasing And Associated Costs                            | \$ | 91.56      |
| EFT116016 | 13/04/2017 EYERITE SIGNS - WP & KA WATSON FAMILY TRUST | Material Supply - Signage                                       | \$ | 35.20      |
| EFT116017 | 13/04/2017 THE FIXUPPERY                               | Cleaning Services   | \$ | 840.40     |
| EFT116018 | 13/04/2017 T FLETT                                     | Staff Reimbursement   | \$ | 145.33     |
| EFT116019 | 13/04/2017 GIBSON IMPORTING                            | Forts Store Merchandise   | \$ | 401.34     |
| EFT116020 | 13/04/2017 JEFFREY ALLAN GIBB                          | Forts Store Merchandise   | \$ | 670.00     |
| EFT116021 | 13/04/2017 GIBSON INTERNATIONAL LTD                    | Service Level Agreement - Character Post And Tribute Wall - NAC | \$ | 3,437.50   |
| EFT116022 | 13/04/2017 GLASS SUPPLIERS                             | Material Supply - Reglaze Windows                               | \$ | 864.00     |
| EFT116023 | 13/04/2017 ALBANY ASPHALT SERVICES                     | Asphalt Supplies  | \$ | 102,980.25 |
| EFT116024 | 13/04/2017 SOUTH REGIONAL TAFE                         | Training - Basic Emergency Life Support                         | \$ | 640.04     |
| EFT116025 | 13/04/2017 GREEN SKILLS INCORPORATED                   | Parks Trail Maintenance   | \$ | 612.87     |
| EFT116026 | 13/04/2017 GREAT SOUTHERN SUPPLIES                     | Cleaning Supplies - Bulk  | \$ | 3,924.59   |
| EFT116027 | 13/04/2017 GREENMAN TRADING COMPANY                    | Removing Christmas Lights                                       | \$ | 825.00     |
| EFT116028 | 13/04/2017 GREAT SOUTHERN LIQUID WASTE                 | Cleaning/Waste Services   | \$ | 2,763.00   |
| EFT116029 | 13/04/2017 GT BEARING AND ENGINEERING SUPPLIES         | Material Supply   | \$ | 792.00     |
| EFT116030 | 13/04/2017 PROTECTOR FIRE SERVICES PTY LTD             | Fire Equipment Maintenance                                      | \$ | 2,041.60   |
| EFT116031 | 13/04/2017 HELEN MUNT                                  | Heritage Consultation   | \$ | 1,716.00   |
| EFT116032 | 13/04/2017 RATTEN AND SLATER MACHINERY                 | Material Supply - Vehicle Parts                                 | \$ | 61.60      |
| EFT116033 | 13/04/2017 H AND H ARCHITECTS                          | Professional Services   | \$ | 910.25     |
| EFT116034 | 13/04/2017 THE HUB ALBANY                              | Material Supples - Clifton Umbrellas                            | \$ | 398.70     |
| EFT116035 | 13/04/2017 IDENTITY CREATIVE                           | Advertising - Flyers & Poster                                   | \$ | 429.00     |
| EFT116036 | 13/04/2017 ISUBSCRIBE                                  | Magazine Subscription 2017/2018                                 | \$ | 3,112.71   |
| EFT116037 | 13/04/2017 JOHN KINNEAR AND ASSOCIATES                 | Surveying Works - CPSPS   | \$ | 11,988.90  |
| EFT116038 | 13/04/2017 K9 PRO - THE K9 PROFESSIONALS               | Material Supply - Ketch Pole                                    | \$ | 970.00     |
| EFT116039 | 13/04/2017 KLB SYSTEMS                                 | Material Supply - IT  | \$ | 1,001.00   |
| EFT116040 | 13/04/2017 KOFFEE BOOST                                | Catering - Bugs & Bikes Albany Museum                           | \$ | 209.00     |
| EFT116041 | 13/04/2017 KOORI KIDS PTY LIMITED                      | Annual Contribution To NAIDOC School Initiative 2017            | \$ | 450.00     |
| EFT116042 | 13/04/2017 LATRO LAWYERS                               | Professional Services   | \$ | 170.54     |
| EFT116043 | 13/04/2017 LEADING EDGE HIFI-ALBANY                    | Material Supply - Electronics                                   | \$ | 194.85     |
| EFT116044 | 13/04/2017 LIFEWEAR AUSTRALIA                          | Forts Store Merchandise   | \$ | 956.12     |
| EFT116045 | 13/04/2017 LOCALISE PTY LIMITED                        | Lower Great Southern Economic Alliance Strategic Plan           | \$ | 13,286.82  |
| EFT116046 | 13/04/2017 LORLAINE DISTRIBUTORS PTY LTD               | Cleaning Supplies   | \$ | 268.00     |
| EFT116047 | 13/04/2017 M LOUCATARIS                                | Staff Reimbursement   | \$ | 80.60      |
| EFT116048 | 13/04/2017 LUSH FLORAL DESIGNS                         | Floral Arrangements - Sportsperson Of The Year                  | \$ | 750.00     |
| EFT116049 | 13/04/2017 M AND B SALES PTY LTD                       | Material Supply - Pine  | \$ | 119.50     |
| EFT116050 | 13/04/2017 BUCHER MUNICIPAL PTY LTD                    | Supply Suction Box Trunk  | \$ | 576.51     |
| EFT116051 | 13/04/2017 ALBANY EVENT HIRE                           | Equipment Hire - Youth Event                                    | \$ | 1,050.25   |
| EFT116052 | 13/04/2017 MARKETFORCE LIMITED                         | Advertising   | \$ | 1,327.47   |
| EFT116053 | 13/04/2017 MCB CONSTRUCTION PTY LTD                    | Royals Football Club - Relocate Scoreboard                      | \$ | 1,203.40   |
| EFT116054 | 13/04/2017 MERRIFIELD REAL ESTATE                      | Storage Unit Rental   | \$ | 200.00     |
| EFT116055 | 13/04/2017 R MONCK                                     | Staff Reimbursement   | \$ | 246.40     |
| EFT116056 | 13/04/2017 LINDAS BOOKS                                | Visitors Centre Merchandise                                     | \$ | 321.18     |
| EFT116057 | 13/04/2017 MULE CREATIVE                               | Photography Services  | \$ | 2,200.00   |
| EFT116058 | 13/04/2017 LGIS PROPERTY                               | Refund - Insurances - Incorrect Reimbursement For Claim         | \$ | 1,589.09   |
| EFT116059 | 13/04/2017 NARRIKUP NETBALL CLUB                       | Kidsport Vouchers   | \$ | 595.00     |
| EFT116060 | 13/04/2017 PN & ER NEWMAN QUALITY CONCRETE PRODUCTS    | Material Supply   | \$ | 897.60     |
| EFT116061 | 13/04/2017 ALBANY NEWS DELIVERY                        | Newspaper Delivery  | \$ | 110.26     |
| EFT116062 | 13/04/2017 OCS SERVICES PTY LTD                        | Cleaning Services - February 2017                               | \$ | 1,210.59   |
| EFT116063 | 13/04/2017 OFFICEWORKS SUPERSTORES PTY LTD             | IT Supplies - Various   | \$ | 518.11     |
| EFT116064 | 13/04/2017 OKEEFE'S PAINTS                             | Paint & Painting Supplies                                       | \$ | 377.93     |
| EFT116065 | 13/04/2017 G PAYNE                                     | Rates Refund  | \$ | 817.96     |
| EFT116066 | 13/04/2017 PEDAL REVOLUTION                            | Set Up & Monitor Bike Obstacle Course At Eyre Park Family       | \$ | 500.00     |

## REPORT ITEM CCCS 025 REFERS

|           |  |   |              |
|-----------|--|---|--------------|
| EFT116067 | 13/04/2017 AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED | Licence Fees 01/04/2017 - 30/06/2017                                    | \$ 168.53    |
| EFT116068 | 13/04/2017 PERTH SAFETY PRODUCTS PTY LTD                     | Material Supply - Signage   | \$ 3,856.60  |
| EFT116069 | 13/04/2017 PETER GRAHAM AND COMPANY LTD                      | Material Supply - Telescopic Wand                                       | \$ 178.06    |
| EFT116070 | 13/04/2017 PRATT TRANSPORT LOGISTICS                         | Pick Up & Deliver - Green Range Fire Truck                              | \$ 330.00    |
| EFT116071 | 13/04/2017 PRE-EMPTIVE STRIKE PTY LTD                        | Design & Printing Services  | \$ 726.00    |
| EFT116072 | 13/04/2017 JANELLE PRICE                                     | Councillor Mileage Claim  | \$ 483.00    |
| EFT116073 | 13/04/2017 PROTON PROMOTIONAL ADVERTISING PTY LTD            | Advertising   | \$ 8,112.50  |
| EFT116074 | 13/04/2017 RED ROOSTER ALBANY                                | Catering Supplies   | \$ 68.00     |
| EFT116075 | 13/04/2017 WR PAVING - WP REID                               | Works On CPSP Stadium Carpark   | \$ 25,153.00 |
| EFT116076 | 13/04/2017 H ROWE  | Refund  | \$ 55.90     |
| EFT116077 | 13/04/2017 M ROWE  | Refund  | \$ 335.40    |
| EFT116078 | 13/04/2017 HASKONING AUSTRALIA PTY LTD - ROYAL HASKONING     | Emu Point To Middleton Beach Coastal Adaptation And Protection Strategy | \$ 25,436.40 |
| EFT116079 | 13/04/2017 HASKANY SCAFFOLD HIRE                             | Equipment Hire - Scaffold   | \$ 8,250.00  |
| EFT116080 | 13/04/2017 SECUREPAY PTY LTD                                 | Web Payments Transaction Fee  | \$ 53.06     |
| EFT116081 | 13/04/2017 SEEK LIMITED                                      | Advertising   | \$ 594.00    |
| EFT116082 | 13/04/2017 SKILL HIRE WA PTY LTD                             | Apprentice Fees/Casual Staff  | \$ 5,289.79  |
| EFT116083 | 13/04/2017 SMITHS ALUMINIUM AND 4WD CENTRE                   | Material Supply - Pipe Rack   | \$ 270.00    |
| EFT116084 | 13/04/2017 SOIL SOLUTIONS PTY LTD                            | Material Supply - Aggregate   | \$ 5,896.95  |
| EFT116085 | 13/04/2017 SOUTHERN TOOL AND FASTENER CO                     | Material Supply - Tools   | \$ 297.12    |
| EFT116086 | 13/04/2017 SOUTHERN EDGE ARTS INC                            | Kidsport Vouchers   | \$ 473.00    |
| EFT116087 | 13/04/2017 STAR SALES AND SERVICE                            | Material Supply - Line Marking Paint                                    | \$ 3,119.10  |
| EFT116088 | 13/04/2017 STIRLING FREIGHT EXPRESS                          | Freight Charges   | \$ 58.61     |
| EFT116089 | 13/04/2017 STIRLING PRINT                                    | Printing  | \$ 350.00    |
| EFT116090 | 13/04/2017 SUBWAY  | Catering Supplies   | \$ 90.00     |
| EFT116091 | 13/04/2017 ALBANY LOCK SERVICE                               | Material Supply - Padlocks  | \$ 1,627.50  |
| EFT116092 | 13/04/2017 ALBANY IGA  | Groceries January 2017  | \$ 60.52     |
| EFT116093 | 13/04/2017 SWEET MATE PROMOTIONS                             | Performance - Youth Event Middleton Beach                               | \$ 2,200.00  |
| EFT116094 | 13/04/2017 SYNERGY   | Electricity Supplies  | \$ 54,685.60 |
| EFT116095 | 13/04/2017 T & C SUPPLIES                                    | Material Supply - Tape Measure  | \$ 97.54     |
| EFT116096 | 13/04/2017 T-QUIP  | Material Supply - Plant Parts   | \$ 1,803.70  |
| EFT116097 | 13/04/2017 TEX ONSITE PTY LTD                                | Periodic Testing of EWP - Accommodation/Travel                          | \$ 1,641.52  |
| EFT116098 | 13/04/2017 DAVID THEODORE                                    | Materials/Consumables And Key Cutting                                   | \$ 81.77     |
| EFT116099 | 13/04/2017 TIM WATERS DESIGN                                 | Graphic Design - Waste And Recycling Bin Station Signage                | \$ 792.00    |
| EFT116100 | 13/04/2017 CAROLYN FRANCIS TRAPNELL                          | Forts Store Merchandise   | \$ 1,520.00  |
| EFT116101 | 13/04/2017 ALBANY TYREPOWER                                  | Tyre Purchases/Maintenance - Strip & Fit Truck Casing                   | \$ 74.70     |
| EFT116102 | 13/04/2017 UNITED BOOK DISTRIBUTORS                          | Forts Store Merchandise   | \$ 16.24     |
| EFT116103 | 13/04/2017 VIBE OYSTER HARBOUR PTY LTD                       | Rates Refund  | \$ 11,115.35 |
| EFT116104 | 13/04/2017 VOEGELER CREATIONS                                | Forts Store Merchandise   | \$ 610.00    |
| EFT116105 | 13/04/2017 ALBANY & GREAT SOUTHERN WEEKENDER                 | Advertising - Feature Taste Great Southern                              | \$ 1,261.92  |
| EFT116106 | 13/04/2017 WESTRAC EQUIPMENT PTY LTD                         | Material Supply - Vehicle Parts   | \$ 125.73    |
| EFT116107 | 13/04/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED                | Advertising   | \$ 10,279.35 |
| EFT116108 | 13/04/2017 WESTSHRED DOCUMENT DISPOSAL                       | Document Disposal   | \$ 151.25    |
| EFT116109 | 13/04/2017 WEST AUSTRALIAN NEWSPAPERS LIMITED - (VISITORS)   | Advertising   | \$ 400.00    |
| EFT116110 | 13/04/2017 JOHN WILEY & SONS AUSTRALIA; LTD                  | Forts Store Merchandise   | \$ 59.88     |
| EFT116111 | 13/04/2017 WORLD MANAGER PTY LTD                             | Professional Services   | \$ 2,640.00  |
| EFT116112 | 13/04/2017 ZENITH LAUNDRY                                    | Laundry Services/Hire   | \$ 55.68     |
| EFT116113 | 13/04/2017 EXCLAIMER LTD                                     | Exclaimer Support - 30/3/2017 - 26/4/2018                               | \$ 439.00    |
| DD24756.1 | 11/04/2017 WA SUPER  | Payroll Deductions  | \$ 81,855.97 |
| DD24756.2 | 11/04/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER   | Superannuation Contributions  | \$ 625.00    |
| DD24756.3 | 11/04/2017 REST SUPERANNUATION                               | Payroll Deductions  | \$ 2,647.28  |
| DD24756.4 | 11/04/2017 ASGARD  | Superannuation Contributions  | \$ 1,241.55  |
| DD24756.5 | 11/04/2017 LOCAL GOVERNMENT SUPER                            | Superannuation Contributions  | \$ 541.24    |
| DD24756.6 | 11/04/2017 DESMO SUPERANNUATION FUND                         | Superannuation Contributions  | \$ 511.52    |
| DD24756.7 | 11/04/2017 CBUS  | Superannuation Contributions  | \$ 930.40    |

REPORT ITEM CCCS 025 REFERS

|            |  |                              |    |          |
|------------|--|------------------------------|----|----------|
| DD24756.8  | 11/04/2017 AMP SUPERANNUATION SAVINGS                      | Payroll Deductions           | \$ | 1,877.31 |
| DD24756.9  | 11/04/2017 HOSTPLUS PTY LTD                                | Superannuation Contributions | \$ | 509.56   |
| DD24756.10 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 352.72   |
| DD24756.11 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 149.48   |
| DD24756.12 | 11/04/2017 TAL SUPERANNUATION LIMITED                      | Superannuation Contributions | \$ | 204.49   |
| DD24756.13 | 11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation Contributions | \$ | 146.04   |
| DD24756.14 | 11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Superannuation Contributions | \$ | 92.23    |
| DD24756.15 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 305.16   |
| DD24756.16 | 11/04/2017 NATIONAL MUTUAL RETIREMENT FUND                 | Superannuation Contributions | \$ | 123.99   |
| DD24756.17 | 11/04/2017 PRIME SUPER                                     | Superannuation Contributions | \$ | 800.27   |
| DD24756.18 | 11/04/2017 MLC MASTERKEY BUSINESS SUPER                    | Superannuation Contributions | \$ | 743.44   |
| DD24756.19 | 11/04/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation Contributions | \$ | 409.98   |
| DD24756.20 | 11/04/2017 COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation Contributions | \$ | 587.14   |
| DD24756.21 | 11/04/2017 OAK TREE SUPERANNUATION FUND                    | Superannuation Contributions | \$ | 216.18   |
| DD24756.22 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 48.35    |
| DD24756.23 | 11/04/2017 FIRST SUPER                                     | Superannuation Contributions | \$ | 190.69   |
| DD24756.24 | 11/04/2017 CARE SUPER PTY LTD                              | Superannuation Contributions | \$ | 381.23   |
| DD24756.25 | 11/04/2017 FIRST STATE SUPER                               | Superannuation Contributions | \$ | 632.71   |
| DD24756.26 | 11/04/2017 SPECTRUM SUPER                                  | Superannuation Contributions | \$ | 315.30   |
| DD24756.27 | 11/04/2017 SUPERWRAP PERSONAL SUPER PLAN                   | Superannuation Contributions | \$ | 244.15   |
| DD24756.28 | 11/04/2017 AUSTRALIAN SUPER                                | Payroll Deductions           | \$ | 6,435.13 |
| DD24756.29 | 11/04/2017 NORTH PERSONAL SUPERANNUATION & PENSION FUND    | Superannuation Contributions | \$ | 202.37   |
| DD24756.30 | 11/04/2017 AJW SUPERANNUATION FUND                         | Superannuation Contributions | \$ | 244.50   |
| DD24756.31 | 11/04/2017 BENDIGO SMARTSTART SUPER                        | Superannuation Contributions | \$ | 45.81    |
| DD24756.32 | 11/04/2017 AUSTRALIAN CATHOLIC SUPERANNUATION              | Superannuation Contributions | \$ | 51.88    |
| DD24756.33 | 11/04/2017 SUNSUPER SUPERANNUATION                         | Superannuation Contributions | \$ | 448.48   |
| DD24756.34 | 11/04/2017 MTA SUPERANNUATION FUND                         | Superannuation Contributions | \$ | 397.09   |
| DD24756.35 | 11/04/2017 IOOF EMPLOYEE SUPER                             | Superannuation Contributions | \$ | 350.68   |
| DD24756.36 | 11/04/2017 RUSSELL SUPERSOLUTION MASTER TRUST              | Superannuation Contributions | \$ | 195.92   |
| DD24756.37 | 11/04/2017 ASGARD  | Superannuation Contributions | \$ | 82.66    |
| DD24756.38 | 11/04/2017 AUSTRALIAN ETHICAL SUPERANNUATION FUND          | Superannuation Contributions | \$ | 262.80   |
| DD24756.39 | 11/04/2017 ONEPATH MASTERFUND                              | Superannuation Contributions | \$ | 221.74   |
| DD24756.40 | 11/04/2017 MLC MASTERKEY SUPERANNUATION                    | Superannuation Contributions | \$ | 409.87   |
| DD24756.41 | 11/04/2017 COMMONWALTH ESSENTIAL SUPER                     | Superannuation Contributions | \$ | 66.77    |
| DD24756.42 | 11/04/2017 UNI SUPER                                       | Superannuation Contributions | \$ | 161.06   |
| DD24756.43 | 11/04/2017 THE UNIVERSAL SUPER SCHEME                      | Superannuation Contributions | \$ | 194.58   |
| DD24756.44 | 11/04/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation Contributions | \$ | 54.55    |
| DD24756.45 | 11/04/2017 MACAULAY SUPER FUND                             | Superannuation Contributions | \$ | 218.56   |
| DD24756.46 | 11/04/2017 ANZ SMART CHOICE SUPER                          | Superannuation Contributions | \$ | 216.18   |
| DD24756.47 | 11/04/2017 IOOF GLOBAL ONE                                 | Superannuation Contributions | \$ | 132.27   |
| DD24756.48 | 11/04/2017 FUTURE SUPER                                    | Superannuation Contributions | \$ | 207.06   |
| DD24756.49 | 11/04/2017 COLONIAL SUPER RETIREMENT FUND                  | Superannuation Contributions | \$ | 186.26   |
| DD24756.50 | 11/04/2017 BT SUPER  | Superannuation Contributions | \$ | 181.57   |
| DD24756.51 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 218.56   |
| DD24756.52 | 11/04/2017 MACQUARIE SUPER CONSOLIDATOR                    | Superannuation Contributions | \$ | 159.61   |
| DD24756.53 | 11/04/2017 BT SUPER FOR LIFE                               | Superannuation Contributions | \$ | 281.47   |
| DD24756.54 | 11/04/2017 MASON SUPERANNUATION FUND                       | Superannuation Contributions | \$ | 134.28   |
| DD24756.55 | 11/04/2017 IOOF INVESTMENT MANAGEMENT LTD                  | Superannuation Contributions | \$ | 187.68   |
| DD24756.56 | 11/04/2017 AMP SUPERANNUATION SAVINGS                      | Superannuation Contributions | \$ | 750.04   |
| DD24756.57 | 11/04/2017 HESTA SUPER FUND                                | Superannuation Contributions | \$ | 761.42   |
| DD24756.58 | 11/04/2017 KEZ AND JOHN MITCHELL SUPERANNUATION FUND       | Superannuation Contributions | \$ | 273.83   |
| DD24756.59 | 11/04/2017 WEALTH PERSONAL SUPER AND PERSONAL PENSION      | Payroll Deductions           | \$ | 224.85   |

**Total** \$ **5,577,736.42**

REPORT ITEM CCCS 026 REFERS

| Document Number | Description   | DATE SENT RECD |
|-----------------|---|----------------|
| EDR1762691      | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: DEVELOPMENT APPLICATION FOR CONSTRUCTION OF MAINTENANCE SHED FOR REPORTING OFFICERS ON LEASED LAND AT AIRPORT<br>PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  | 16/03/2017     |
| EDR1762692      | COPY OF EXECUTED DOCUMENT<br>ITEM: COUNCIL RES: OCM 24/6/14<br>REPORT ITEM CSF094, DELEGATION NO 2014:023, DELEGATION NO 2014:019; LEGISLATION: SECTION 2.5 & 5.45 LOCAL GOVT ACT 1995<br>RE: BUILDING LOCAL COMMUNITY AWARENESS AND RESILIENCE<br>PARTIES: STATE EMERGENCY MANAGEMENT COMMITTEE<br>SIGNED BY CEO A SHARPE 1 COPY   | 16/03/2017     |
| EDR1762694      | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: \$1M FUNDING COMMITMENT BY THE CITY OF ALBANY IF SUCCESSFUL<br>PARTIES: DEPT OF INFRASTRUCTURE AND REGIONAL DEVELOPMENT - BUILDING BETTER REGIONS GRANT APPLICATION - MIDDLETON BEACH ENHANCEMENT<br>SIGNED BY CEO A SHARPE 1 COPY  | 16/03/2017     |
| EDR1762723      | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: \$1.9M FUNDING COMMITMENT BY THE CITY OF ALBANY IF SUCCESSFUL<br>PARTIES: DEPT OF INFRASTRUCTURE & REGIONAL DEVELOPMENT - BUILDING BETTER REGIONS GRANT APPLICATION. THE AMAZING SOUTH COAST CITY CENTRE - ALBANY TOWN HALL BECOMES THE GREAT SOUTHERN REGIONAL ART GALLERY, ALBANY PUBLIC LIBRARY IS RENOVATED.<br>SIGNED BY CEO A SHARPE 1 COPY | 16/03/2017     |
| EDR1762875      | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: GRANT APPLICATION - DRUG AWARE Y-CULTURE GRANT  | 20/03/2017     |

REPORT ITEM CCCS 026 REFERS

|            |  |            |
|------------|--|------------|
|            | PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  |            |
| EDR1763020 | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: GRANT AGREEMENT, \$25,000 WA<br>POLICE GRANT (ALBANY PCYC<br>STRIKE II PROGRAM)<br>PARTIES: WA POLICE<br>SIGNED BY CEO A SHARPE 1 COPY   | 23/03/2017 |
| EDR1763021 | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: GRANT APPLICATION FOR FIND<br>MY PLACE - YOUTH ENGAGEMENT<br>WORKSHOPS - YEAR 10 STUDENTS -<br>APPLICATION TO THE MYER<br>FOUNDATION FOR \$5,000<br>PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  | 23/03/2017 |
| EDR1763022 | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: DEPARTMENT OF SPORT &<br>RECREATION, ACTIVE REGIONAL<br>COMMUNITIES GRANT APPLICATION<br>\$5,000<br>PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  | 23/03/2017 |
| EDR1763024 | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: APPLICATION FOR FUNDING<br>FROM THE DEPARTMENT OF<br>PLANNING FOR THE COASTAL<br>MANAGEMENT PLAN ASSISTANCE<br>PROGRAM 2017/18<br>PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  | 23/03/2017 |
| EDR1763025 | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: GRANT AGREEMENT WITH THE<br>DEPARTMENT OF SPORT &<br>RECREATION TO DELIVER THE PILOT<br>EXPANSION PROGRAM OF<br>SILVERSPORT FROM 1 APRIL 2017 TO<br>31 DECEMBER 2017. GRANT OF<br>\$105,000 - TO SUPPORT DELIVERY TO<br>LOW SOCIOECONOMIC SENIORS<br>AGED 60 YEARS AND OVER TO<br>PARTICIPATE IN SPORT AND ACTIVE<br>RECREATION BY OFFERING<br>FINANCIAL ASSISTANCE TO | 23/03/2017 |

REPORT ITEM CCCS 026 REFERS

|            |   |            |
|------------|---|------------|
|            | <p>CONTRIBUTED TOWARDS SPORT CLUB OR PHYSICAL ACTIVITY PROGRAM FEES OF UP TO \$200 PER PERSON PER YEAR<br/>                 PARTIES: DEPARTMENT OF SPORT &amp; RECREATION<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p>  |            |
| EDR1763077 | <p>COPY OF EXECUTED DOCUMENT<br/>                 ITEM: N/A<br/>                 RE: DPAW CLEARING APPLICATION FOR THE CONSTRUCTION OF A GRAVEL CAR PARK WITHIN BLACK SWAN POINT RESERVE<br/>                 PARTIES: N/A<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p>   | 24/03/2017 |
| EDR1763331 | <p>COPY OF EXECUTED DOCUMENT<br/>                 ITEM: N/A<br/>                 RE: YOUTH ACTIVITIES GRANT APPLICATION - COLOUR RUN<br/>                 PARTIES: DEPARTMENT OF LOCAL GOVERNMENT &amp; COMMUNITIES<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p>  | 29/03/2017 |
| EDR1763343 | <p>COPY OF EXECUTED DOCUMENT<br/>                 ITEM: N/A<br/>                 RE: APPLICATION FOR A DEMOLITION PERMIT FOR FULL DEMOLITION OF THE ABLUTION BLOCK AT CENTENNIAL OVAL<br/>                 PARTIES: N/A<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p>  | 29/03/2017 |
| EDR1763530 | <p>COPY OF EXECUTED DOCUMENT<br/>                 ITEM: N/A<br/>                 RE: GRANT APPLICATION FOR BUILDING BETTER REGIONS COMMUNITY INVESTMENT STREAM - ANZAC ALBANY 2018<br/>                 PARTIES: DEPARTMENT OF INFRASTRUCTURE &amp; REGIONAL DEVELOPMENT<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p> | 31/03/2017 |
| EDR1763532 | <p>COPY OF EXECUTED DOCUMENT<br/>                 ITEM: N/A<br/>                 RE: THE BALLAD OF PENELOPE AND MARTIN<br/>                 PARTIES: DEPARTMENT OF CULTURE AND THE ARTS<br/>                 SIGNED BY CEO A SHARPE 1 COPY</p>  | 31/03/2017 |

REPORT ITEM CCCS 026 REFERS

|             |  |            |
|-------------|--|------------|
| EDR1763541  | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: GRANT APPLICATION FOR CSRFF<br>FOR A REGIONAL TENNIS CENTRE<br>FEASIBILITY STUDY<br>PARTIES: N/A<br>SIGNED BY CEO A SHARPE 1 COPY  | 31/03/2017 |
| EDR1763550  | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: ANNUAL INSURANCE POLICY<br>RENEWALS<br>PARTIES: LGIS<br>SIGNED BY CEO A SHARPE 1 COPY  | 31/03/2017 |
| EDR1763604  | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: FUNDING TO CONTINUE<br>MONITORING AND MAINTENANCE<br>FOR THE EMU POINT TO MIDDLETON<br>BEACH COASTAL ADAPTATION AND<br>PROTECTION STRATEGY<br>PARTIES: DEPARTMENT OF<br>TRANSPORT CAP FUNDING 17-18<br>SIGNED BY CEO A SHARPE 1 COPY | 03/04/2017 |
| EDR1763835  | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: AWARD OF TENDER C17004 -<br>PROVISION OF BANKING AND BILL<br>PAYMENT SERVICES<br>PARTIES: COMMONWEALTH BANK<br>SIGNED BY CEO A SHARPE 1 COPY   | 07/04/2017 |
| EDR1764108  | COPY OF EXECUTED DOCUMENT<br>ITEM: N/A<br>RE: AIRPORT TRANSPORT SECURITY<br>PROGRAM UPDATE<br>PARTIES: OFFICE OF TRANSPORT<br>SECURITY & DEPARTMENT OF<br>INFRASTRUCTURE SECURITY<br>SIGNED BY CEO A SHARPE 1 COPY   | 14/04/2017 |
| NCSR1762724 | COPY OF COMMON SEAL<br>ITEM: OCM: 28/06/2017 ITEM DIS008<br>RE: SIGNING OF CONTRACTS FOR<br>C17001 CONSTRUCTION - ALBANY<br>TOURISM AND INFORMATION HUB<br>PARTIES: TECTONICS<br>CONSTRUCTION GROUP<br>SIGNED BY THE CEO A SHARPE AND<br>MAYOR 2 COPIES                            | 16/03/2017 |



REPORT ITEM CCCS 026 REFERS

|             |   |            |
|-------------|---|------------|
| NCSR1762726 | <p>COPY OF COMMON SEAL<br/> ITEM: OCM: 28.06.2016 ITEM CSF246<br/> RE: SIGNING OF CONTRACTS FOR C17007 - PURCHASE AND REMOVAL OF SCRAP METAL<br/> PARTIES: SIMS METAL MANAGEMENT<br/> SIGNED BY THE CEO A SHARPE AND MAYOR 2 COPIES</p>   | 16/03/2017 |
| NCSR1762857 | <p>COPY OF COMMON SEAL<br/> ITEM: NEW DRAINAGE INFRASTRUCTURE AND ADDITIONAL LOTS FOR SALE HAVE MADE EXISTING EASEMENT REDUNDANT<br/> RE: TO EXTINGUISH THE EASEMENT FOR DRAINAGE PURPOSES GRANTED TO THE APPLICANT AS SHOWN ON LOT 9000 DEPOSITED PLAN 401416.<br/> PARTIES: LODGED BY HARLEY DYKSTRA ON BEHALF OF MOSS ENTERPRISES WA PTY LTD (MARTIN MOSS)<br/> SIGNED BY THE CEO A SHARPE 1 COPY</p>  | 20/03/2017 |
| NCSR1762858 | <p>COPY OF COMMON SEAL<br/> ITEM: OCM 24/02/2015 - ITEM PD070 &amp; OCM 22/09/2015 - ITEM PD095<br/> RE: REZONING LOT 105 AND A PORTION OF LOT 106 NANARUP ROAD, LOWER KING FROM THE 'GENERAL AGRICULTURE; ZONE TO THE 'SPECIAL RESIDENTIAL' ZONE; AND<br/> TRANSFERRING A PORTION OF OT 106 NANARUP ROAD, LOWER KING FROM THE 'GENERAL AGRICULTURE' ZONE TO THE 'PARKS AND RECREATION' LOCAL SCHEME RESERVE.<br/> PARTIES: JA &amp; MA KENNEDY, GA &amp; PM CLARK<br/> SIGNED BY THE CEO A SHARPE AND MAYOR 5 COPIES</p> | 20/03/2017 |
| NCSR1763079 | <p>COPY OF COMMON SEAL<br/> ITEM: CONDITIONS OF SUBDIVISION APPROVAL WAPC 153444<br/> RE: SECTION 70A AGREEMENT NOTIFYING LACK OF SEWERAGE SERVICE TO LOTS (310, 311, 312 AND 313 ON DP 409492)</p>   | 24/03/2017 |

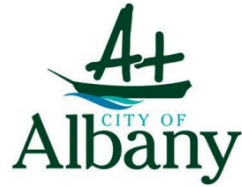
REPORT ITEM CCCS 026 REFERS

|             |   |            |
|-------------|---|------------|
|             | PARTIES:TREVOR SELLENGER;<br>ROBYN SELLENGER<br>SIGNED BY THE CEO A SHARPE 1<br>COPY  |            |
| NCSR1763081 | COPY OF COMMON SEAL<br>ITEM: N/A<br>RE: PROVISION OF DRAINAGE<br>EASEMENT THROUGH LOT 41;<br>PROVISION OF POWER EASEMENT<br>THROUGH LOT 41<br>PARTIES: JOHN MARTIN; MARGARET<br>MARTIN; IAN BROUGHTON; MERYL<br>BROUGHTON; JURIEN BROUGHTON<br>SIGNED BY THE CEO A SHARPE 1<br>COPY   | 24/03/2017 |
| NCSR1763082 | COPY OF COMMON SEAL<br>ITEM: CEO DELEGATION OCM 28/06/16<br>ITEM CSF246<br>RE: SIGNING OF CONTRACTS FOR<br>P17005 - LOCKYER AVENUE<br>RECONSTRUCTION SLK 0.84-1.10<br>PARTIES:WCP CIVIL PTY LTD<br>SIGNED BY THE CEO A SHARPE 2<br>COPY   | 24/03/2017 |
| NCSR1763346 | COPY OF COMMON SEAL<br>ITEM: OCM 24/2/15 - ITEM PD067 AND<br>OCM 15/12/15 - ITEM PD109<br>RE: REZONING LOTS 1 AND 973<br>NANARUP ROAD, LOWER KING FROM<br>THE 'GENERAL AGRICULTURE' ZONE<br>TO THE 'RURAL RESIDENTIAL' ZONE<br>PARTIES: SC LUCAS; GA & PM CLARK<br>SIGNED BY THE CEO A SHARPE 3<br>COPIES   | 29/03/2017 |
| NCSR1763653 | COPY OF COMMON SEAL<br>ITEM: OCM 22 NOVEMBER 2016 ITEM<br>CSF276<br>RE: COUNCIL AT ITS MEETING ON 22<br>NOVEMBER 2016 APPROVED A NEW<br>COMMUNITY LICENCE AGREEMENT<br>FOR THE FOOTBALL STADIUM WITHIN<br>THE CENTENNIAL PARK SPORTING<br>PRECINCT<br>PARTIES: CENTENNIAL STADIUM INC.<br>WITH ROYALS FOOTBALL AND<br>SPORTING CLUB INC. AND ALBANY<br>FOOTBALL AND SPORTING CLUB INC.<br>AS GUARANTORS<br>SIGNED BY THE CEO A SHARPE 4<br>COPIES | 04/04/2017 |

|                    |  |                   |
|--------------------|--|-------------------|
| <p>NCSR1763836</p> | <p>COPY OF COMMON SEAL<br/>ITEM: N/A<br/>RE: SUB-LICENCE OVER LICENCE PREMISES LOT 50 OLD ELLEKER ROAD, GLEDHOW TO DK BAEJOU &amp; CL TURNER PARTNERSHIP (LASER SCAPE)<br/>PARTIES: LICENSEE: THE FEDERATION OF WA POLICE &amp; COMMUNITY YOUTH CENTRES (INC);<br/>SUB-LICENSEE: DK BAESJOU &amp; CL TURNER PARTNERSHIP<br/>SIGNED BY THE CEO A SHARPE 3 COPIES</p>  | <p>07/04/2017</p> |
| <p>NCSR1763837</p> | <p>COPY OF COMMON SEAL<br/>ITEM: OCM 28/6/16 ITEM PD131 AND OCM 28/2/17 ITEM DIS005<br/>RE: REZONING LOTS 1447, 3 AND 72 FREDERICK STREET, ALBANY FROM THE 'RESIDENTIAL' ZONE TO THE 'REGIONAL CENTRE MIXED USE' ZONE; REZONING LOT 1411 FREDERICK STREET, ALBANY FROM THE 'PARKS &amp; RECREATION RESERVE TO THE 'REGIONAL CENTRE MIXED USE' ZONE; AND AMENDING THE SCHEME MAPS ACCORDINGLY.<br/>PARTIES: DANIELE FIORINO, DARYL LAWRENCE HARTER, TERSE PTY LTD<br/>SIGNED BY THE CEO A SHARPE 3 COPIES</p> | <p>07/04/2017</p> |
| <p>NCSR1763999</p> | <p>COPY OF COMMON SEAL<br/>ITEM: N/A<br/>RE: CSI LOAN AGREEMENT - PER OCM NOV 2016 ITEM CSF276<br/>PARTIES: CENTENNIAL STADIUM INC, ROYALS FOOTBALL &amp; SPORTING CLUB INC AND ALBANY FOOTBALL &amp; SPORTING CLUB INC<br/>SIGNED BY THE CEO A SHARPE 4 COPIES</p>  | <p>11/04/2017</p> |
| <p>NCSR1764001</p> | <p>COPY OF COMMON SEAL<br/>ITEM: SECTION 144 &amp; 147 OF THE LAND ADMINISTRATION ACT 1997<br/>RE: RE-SIGNING ATTESTATION SHEET - UPGRADING DRAINAGE ALONG PORTION OF MIDDLETON ROAD, CENTENNIAL PARK.<br/>PARTIES: DEPARTMENT OF LANDS</p>  | <p>11/04/2017</p> |

REPORT ITEM CCCS 026 REFERS

|             |   |            |
|-------------|---|------------|
|             | SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 1 COPY  |            |
| NCSR1764105 | COPY OF COMMON SEAL<br>ITEM: OCM 23.06.2015 CSF175<br>RE: TRANSFER OF LAND FORM FOR ENDORSEMENT SO THAT THE LAND COMES UNDER THE OWNERSHIP OF THE CITY.<br>PARTIES: STATE OF WA<br>SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 1 COPY                     | 13/04/2017 |
| NCSR1764106 | COPY OF COMMON SEAL<br>ITEM: N/A<br>RE: DEED OF LEASE OVER PORTION OF RESERVE 35381 UNDER DELEGATED AUTHORITY NO. 2016:019. LEASE RENTAL IS PEPPERCORN.<br>PARTIES: THE RAINBOW COAST ARCHERS INC<br>SIGNED BY THE CEO A SHARPE & MAYOR D WELLINGTON 3 COPIES | 13/04/2017 |



## Council Register

# Register of Delegations

## Introduction

A register of Delegations of Authority is essential in order to inform the public of the activities, functions, powers and duties of the Local Government as well meeting the requirements of Section 5.46 of the *Local Government Act 1995* (the Act).

This Act requires the Chief Executive Officer (CEO) of the Local Government to keep a Register of Delegations made by the Council to a Committee or the Chief Executive Officer, and by the CEO to other employees.

The compilation of the content of this Register was prepared through references to the Act, the Complete Guide to the Local Government Act 1995 (which is a joint production of the Western Australian Municipal Association, the Institute of Municipal Management (WA Division) and the Western Australia Department of Local Government).

When perusing the register, please be aware that some delegations are ongoing and some are given for a "one of" specific reason.

Once exercised, "one of" delegations are removed from the current register and transferred to the City's Records System for permanent retention.

This register is maintained by the Governance & Risk Management Team on behalf of the Chief Executive Officer.

## Statutory Requirements

Section 5.42 of the Act enables the delegation of some powers and duties to the Chief Executive Officer.

A local government may delegate to the Chief Executive Officer the exercise of any of its powers, or the discharge of any of its duties under this Act, other than those referred to in section 5.43.

A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

## Limits of delegations to the Chief Executive Officer

The following are decisions that cannot be delegated to the Chief Executive Officer:

- any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.99 and 5.100 of the Act;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

## Limits of delegations to Committees

Sections 5.16 and 5.17 of the Act enables the delegation of some powers and duties to a committee. The following conditions apply:

- a delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation;
- which have effect for the period of time specified or if no period specified, indefinitely;
- but cannot include any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
- any powers or duties that can be delegated to the CEO under the Act, Part 5 (Administration), Division 4 (Local government employees);
- under the provisions of section 5.46 of the Act, delegations must be reviewed at least once every financial year.

## Register of, Records Relevant to, Delegations

A register of delegations, being this manual, relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep a written record of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

## Transfer of Authority Due to Absence

Where an Officer not named has been appointed by Council or by an Officer authorised to make the appointment to act in a position to which the named Officer is appointed, the authority shall transfer to the Officer acting as appointed, for the duration of Council authorisation.

Where a named Officer holding a delegation is temporarily absent and no Officer has been appointed to act in the position, the authority will transfer to the relevant Directorate or Senior Line Manager for the period of absence.

| <b>Document Approval</b>             |   |  |                       |
|--------------------------------------|---|--|-----------------------|
| <b>Document Development Officer:</b> |   | <b>Document Owner:</b> <i>(Member of EMT)</i>  |                       |
| Manager Governance & Risk Management |   | Chief Executive Officer  |                       |
| <b>Document Control</b>              |   |  |                       |
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| <b>Synergy Reference Number:</b>     | PU14121_8   |  |                       |
| <b>Meta Data: Key Search Terms</b>   | Delegations, Authorisation  |  |                       |
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| <b>Document file details:</b>        | <a href="N:\General\Corporate_Services\Governance\Delegations_Register">N:\General\Corporate_Services\Governance\Delegations_Register</a> |  |                       |
| <b>Quality Assurance:</b>            | Chief Executive Officer, Executive Management Team, Corporate Services & Finance Committee  |  |                       |
| <b>Distribution:</b>                 | Public Document   |  |                       |
| <b>Document Revision History</b>     |   |  |                       |
| <b>Version</b>                       | <b>Author</b>   | <b>Version Description</b>   | <b>Date Completed</b> |
| 1.0                                  | Chief Executive Officer   | Adoption Ref: OCM 17/07/2012 Resolution 1.4.   | 17/07/2012            |
| 2.0                                  | Chief Executive Officer   | Adoption Ref: OCM 18/09/2012 Resolution 1.1.   | 18/09/2012            |
| 3.0                                  | Executive Director Corporate Services   | Adoption Ref: OCM 16/04/2013 Resolution 4.5 (Amendment)  | 16/04/2013            |
| 4.0                                  | Executive Director Planning & Development   | Adoption Ref: OCM 18/06/2013 Resolution 2.9 (Amendment)  | 16/04/2013            |
| 5.0                                  | Manager Governance & Risk Management  | Adoption Ref: OCM 24/03/2015 Resolution WS068.   | 24/03/2015            |
| 6.0                                  | Manager Governance & Risk Management  | Prepared for Council review and adoption. Report CSF169.   | 13/05/2015            |
| 7.0                                  | Manager Governance & Risk Management  | Adoption Ref: OCM 26/05/2015 Resolution CSF169.  | 26/05/2015            |
| 8.0                                  | Manager Governance & Risk Management  | Adoption Ref: OCM 28/06/2016 Resolution CSF248.  | 28/06/2016            |
| 8.1                                  | Manager Governance & Risk Management  | Administrative Amendment: Position title changes updated.  | 01/07/2016            |
| 8.2                                  | Manager Governance & Risk Management  | Administrative Amendment: 2016:004: Power to Remove, Impound & Dispose Property delegated updated to include reference to impounding of goods as authorised under 2016:001: Local Government Act 1995 & Local Laws delegation. | 29/07/2016            |



| <b>Document Revision History (continued)</b> |  |   |                       |
|--|--|---|-----------------------|
| <b>Version</b>                               | <b>Author</b>                              | <b>Version Description</b>  | <b>Date Completed</b> |
| 8.3  | Manager<br>Governance & Risk<br>Management | <p>New Delegation: Adoption Ref: OCM 23/08/2016 Resolution CSF262.</p> <p><b>2016:048: Disposal of Property (Land) Delegation</b></p> <p><u>Function:</u> Disposal of Property (Land) Delegation</p> <p><u>Delegated Power:</u></p> <ol style="list-style-type: none"> <li>1. To dispose of Council property, in accordance with section 3.58 of the Local Government Act 1995.</li> <li>2. To engage an auctioneer, real estate agent and/or settlement agent to represent the City and to negotiate the sale of the property.</li> </ol> <p><u>Conditions of Delegation:</u></p> <ol style="list-style-type: none"> <li>a. The land is deemed surplus to the City's requirements;</li> <li>b. The land is valued at less than \$50,000 based on an independent market valuation prepared within 6 months of entering into a Contract of Sale;</li> <li>c. The land is not considered to be capable of being independently developed, in accordance with relevant planning and/or building legislation, and/or would not be of significant benefit to anyone other than the transferee;</li> <li>d. The intent to sell the property has been appropriately advertised under section 3.58 of the Local Government Act 1995 and all other requirements of this part have been addressed. Should any objections to the land sale be received, an item to Council is required;</li> <li>e. The appointment of an agent to act on behalf of the City meets the City's procurement processes.</li> </ol> <p><u>Legislative or Policy Reference:</u> Local Government Act 1995, s.3.58(2) and (3) – Disposing of property.</p> <p><u>Reporting requirement:</u> Report to file and Council Committee.</p> | 02/09/2016            |
| 8.4  | Manager<br>Governance & Risk               | <p>Administrative amendment:</p> <ul style="list-style-type: none"> <li>• Appended reference to Council Policy: Landfill Subsidy Scheme to delegation 2016:009 – Grant Funding, Donations, Sponsorship.</li> </ul> <p>Delegation: Authority is delegated to the Chief Executive Officer to determine eligibility of organisations to qualify for the Waste Services Subsidy.</p>  | 05/09/2016            |
| 8.5  | Manager<br>Governance & Risk               | <p>Administrative amendment:</p> <ul style="list-style-type: none"> <li>• Appended with: Attachment C - Council Policy Position Register</li> </ul>   | 19/09/2016            |
| 8.6  | Manager<br>Governance & Risk               | <p>Administrative amendment:</p> <ul style="list-style-type: none"> <li>• Amended delegation 2016:036 – Land Resumption, Roads, Drainage, Footpaths, Road Dedications &amp; Closures</li> <li>• Manger Building &amp; Engineering Services and Land Officer from delegated power (3 &amp; 4 only) to (2 &amp; 3 only).</li> </ul>   | 16/11/2016            |
| 8.7  | Manager<br>Governance & Risk               | <p>Administrative amendment:</p> <ul style="list-style-type: none"> <li>• Updated attachment C – Policy Register: <ul style="list-style-type: none"> <li>○ Governance &amp; Meeting Framework</li> <li>○ Graffiti Management Policy</li> <li>○ Rating subsidy - sporting and community organisations</li> </ul> </li> </ul>   | 18/01/2017            |

## Document Revision History (continued)

| Author |                           | Version Description   | Date Completed |
|--------|---------------------------|---|----------------|
| 8.8    | Manager Governance & Risk | <p>Administrative amendment:</p> <ul style="list-style-type: none"> <li>• Position description and reporting line update: <ul style="list-style-type: none"> <li>○ Executive Director Development Services</li> <li>○ Manager Building, Health and Compliance</li> <li>○ Coordinator Planning Services (Reports to Manager Planning)</li> <li>○ Development Engineer (Reports to Manager Planning)</li> <li>○ Coordinator Health Services (Reports to Manager Building, Health and Compliance).</li> </ul> </li> <li>• Title Change: <ul style="list-style-type: none"> <li>○ From: Team Leader Property &amp; Leasing To: Senior Team Leader Property, Leasing &amp; Customer Service</li> </ul> </li> <li>• Positions &amp; Allocated Functions Modified: <ul style="list-style-type: none"> <li>○ Manager Building &amp; Engineering Services (Functions re-allocated between Coordinator Development Services and Development Engineer).</li> <li>○ Manager Environmental Health (Functions re-allocated to Coordinator Health Services).</li> <li>○ Senior Planning Officer Statutory Planning &amp; Compliance Compliance Officer [Senior Compliance Officer] (Reports to Manager Building, Health and Compliance)</li> <li>○ Land Officer (Reports to Development Engineer)</li> </ul> </li> <li>• Policy Register update: <ul style="list-style-type: none"> <li>○ (1) Council Policy: Corporate: Handling of Complaints By or Against Elected Members Policy and Procedures</li> <li>○ (2) Council Policy: Corporate: Handling of Complaints By or Against the Chief Executive Officer</li> </ul> </li> <li>• Authorised Persons update: <ul style="list-style-type: none"> <li>○ 2016: 007 – Dealing with an objection, extension of time, suspending a decision.</li> <li>○ 2016:013 – Payment of Municipal Funds (Purchase Orders, Petty Cash, Allowances): Change of Committee Name to Commercial, Community &amp; Corporate Services Committee.</li> <li>○ 2016:014 – Freedom of Information, Release Information</li> <li>○ 2016:040 – Planning &amp; Development Act 2005 (Administration and Appointment of Authorised Persons)</li> </ul> </li> </ul> | 21/04/2017     |
| 8.9    | Manager Governance & Risk | <p>Register fully reviewed and prepared for review by Council Committee (CCCS) for period 2017.</p> <p>Proposed amendment to the delegation 2017:031 – Animal Control to specify sections 16(3), 17A &amp; 17 of the Dog Act 1976, being:</p> <ul style="list-style-type: none"> <li>• The local government may direct the registration officer to refuse to effect or renew the registration of a dog, and may direct that the registration of a dog shall be cancelled.</li> <li>• A local government may give written notice to the owner of a dog that the dog cannot be registered by the local government.</li> <li>• Where a local government refuses to effect or renew the registration of a dog, or cancels a registration or gives a written notice under section 17A(2), the applicant or the registered owner or owner of the dog, as the case may be, may apply to the State Administrative Tribunal for a review of the decision.</li> </ul> <p>2017:033 – Public Health. Fully reviewed. All references to Health Act 1911 updated to reflect new Public Health Act 2016 and Health (Miscellaneous) Provisions Act 1911.</p>  | 1/05/2017      |

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## 2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS

(Additional Power, Deal with Objections, Grant Time Extensions)

### Delegated Power:

1. Authorise persons to administer and enforce the Local Government Act 1995 (the Act) and local laws.
2. Issue licences, notices, approvals and permits relating to Local Laws.
3. Direct (Additional Powers when giving a notice under s3.25 of the Act):
  - a. Do anything that is considered necessary to achieve the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.
  - b. Take action to recover any outstanding debts pursuant to the Act, s6.10.
4. Deal with objections and granting of extension of time:
  - a. Administer the suspension of the effect of a decision (including the advising of an outcome of an objection when a decision is made under the Act).
  - b. Receive an objection and grant an extension of time for an objection to be lodged.
  - c. Deal with an objection of a decision made by the City of Albany, under authority of the Local Government Act 1995, any local law or regulation.

### Notes:

- (i) *If a person who is given a notice under s3.25 of the Act fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of as a debt due from the person who failed to comply with the notice.*
- (ii) *If a debt (other than a rate or service charge) remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.*

### Condition of Delegation:

- (a) The power to authorise persons is limited to Executive Directors and above and must be given in writing.
- (b) A person who is authorised to give an infringement notice under s9.16 of the Act is not eligible to be an authorised person for the purposes extending time or withdrawal.
- (c) The power to direct (additional powers) is limited to Executive Directors and above and the following designated positions:
  - Manager Planning Services
  - Manager Ranger & Emergency Services
  - [Manager Building, Health & Compliance](#)
  - Manager City Engineering
- (d) The power to deal with objections and granting extension of time is limited to Executive Directors and above and the following designated positions:
  - [Manager Governance & Risk](#)
  - Manager Finance

### Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local governments, Division 2 - Legislative functions of local governments, Subdivision 1 — Local laws made under this Act, s3.25 (Notices requiring certain things to be done by owner or occupier of land), s3.26 (Additional powers when notices given)*
- *Part 9 - Miscellaneous provisions, Division 1 - Objections and review, s9.5 (Objection may be lodged), s9.6 (Dealing with objection), s9.7 (Review), s9.9 (Suspension of effect of decision)*
- **Local Government (Financial Management) Regulations 1996:** *r.5 (CEO's duties as to financial management).*

### Report Requirement:

- Report to file.

### Designated Persons: Listed at:

- Attachment A (Designated Persons Register); and Attachment B (Local Laws Register).

REPORT ITEM CCCS 028 REFERS  
Local Government Act 1995  
**2017:002 - CORPORATE DOCUMENTS & BRANDING**

**Delegated Power:**

1. Approve the use of the City of Albany Crest and Corporate Logos.
2. Update administrative policies, guidelines, procedures and processes.
3. Authorise persons to administer any or all of the above functions.

*Note: It is the role of Council to determine local government's policies.*

**Condition of Delegation:**

- (a) Minor administrative amendments can be made to Council adopted policies, if authorised by the Chief Executive Officer.
- (b) On effecting the amendment a copy of the updated policy is to be distributed to all elected members.
- (c) The power to authorise persons is limited to Executive Directors and above.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s2.7 (Role of council) (2)(b), s3.1 (General function); s5.41 (Functions of CEO).

**Policy Position:**

- Council Policy: Corporate Document Policy

**Report Requirement:** Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
  - [Manager Community Engagement](#)
  - Communications & Events Manager
- Executive Director Corporate Services
  - [Manager Governance & Risk](#)
- Executive Director Development Services
- Executive Director Works & Services
- Executive Director Commercial Services

**2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA**

**Delegated Power:**

1. Represent the City of Albany on external committees and working groups and make operational decisions on behalf of the City.
2. Prepare, produce and distribute City information, media releases and publications, and make comment, with the condition that comment is limited to matters relating to functions of the CEO, defined by the Act.
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- The power to authorise persons is limited to Executive Directors and above.

**Legislative or Policy Reference:**

- **Local Government Act 1995: s5.41 (Functions of CEO) (d)&(f)**

**Report Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
  - [Manager Community Engagement](#)
  - Communications & Events Manager
- Executive Director Commercial Services
  - Manager Tourism Development & Services
  - Manager Recreation Services
  - Manager Day Care Services
- Executive Director Corporate Services
- Executive Director Development Services
- Executive Director Works & Services

**2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY****Delegated Power:**

1. Dispose surplus plant, equipment and material.
2. Sell or otherwise dispose:
  - a. any goods that have been confiscated subject to s3.47(1) of the Act;
  - b. impounded goods that have not been collected within the period specified in s3.42(1)b, s3.47(2b) or s3.44 of the Act;
  - c. any vehicle that has not been collected within two months of a notice having been given under s3.40(3) or seven days of declaration being made that a vehicle is an abandoned vehicle wreck; and
  - d. artworks, not exceeding \$5,000.
3. Determine that court action be taken to recover impounding expenses in accordance with s3.48 of the Act.
4. Authority to remove or impound goods under section 3.39 of the Act.
5. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Disposal of surplus plant, equipment and material is subject to the CEO providing Elected Members with two weeks written notice with any intention to do so:
  - The CEO may either proceed with such a sale or if appropriate instead donate the property available for sale to suitable not for profit community groups or Schools;
  - In the absence of any sale being made, it shall be at the absolute discretion of the CEO to dispose of any surplus goods, plant and equipment in any manner thought fit by the CEO.
- (b) All goods, plant and equipment with an estimated market value above \$1000 must be:
  - Advertised for sale in a local newspaper; or
  - Sold by public auction; or Offered for sale by public tender.
- (c) All goods, plant and equipment with an estimated market value of \$1000 or less shall be:
  - Advertised for sale in an email or notice sent to all staff; or
  - Offered for sale by seeking bids from staff with a one week closing date for bids to be lodged with the CEO.
- (d) The team that administers the impounding cannot administer the disposal.
- (e) The CEO shall approve any legal action and sign any legal documents.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.39(Power to remove and impound), s3.40(Vehicle may be removed if goods to be impounded are in or on vehicle), s3.40A (Abandoned vehicle wreck may be taken), s3.43(Impounded non-perishable goods, court may confiscate), s3.47(Confiscated or uncollected goods, disposal of), s3.48(Impounding expenses, recovery of), s3.58(Disposing of property).

**Report Requirement:** Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Corporate Services
  
- Executive Director Commercial Services
  - Manager Tourism Development & Services (2 only)
- Executive Director Works & Services
  - Manager City Operations (1 & 2 only)
- Executive Director Development Services
  - Manager Ranger & Emergency Services (2a,b,c & 4 only)
    - Ranger Team Leader (4 only)
      - Rangers (4 only)
  - Manager Planning Services (2a & b only)
    - Coordinator Planning Services (2a,b only)
    - Development Engineer (2a & b only)
  - Manage Building, Health & Compliance
    - Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (2a & b only)
      - Development Compliance Officer(s) (2a & b only)



## 2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT

### Delegated Power:

1. Appoint an Acting Chief Executive Officer for a period of less than 6 weeks.
2. Determine an organisational structure.

### CEO FUNCTION: Authority to:

3. Appoint and dismiss employees.
4. Undertake executive functions relating to provision of services and/or facilities.
5. Authorise persons to administer any or all of the above CEO functions.

### Condition of Delegation:

- (a) Appointment subject to funding being available in the City's Annual Budget.
- (b) Structure changes must be approved by the relevant Executive Director.
- (c) Appointment and dismissal of:
  - permanent employees; and
  - casual employees;

must be conducted in consultation with Manager Human Resource and/or delegate.

### Legislative or Policy Reference:

- **Local Government Act 1995:** s3.1 (General Function), s3.18 (Performing Executive Functions), s3.21 (Duties when performing functions), s5.2 (Administration of local governments), s5.36 (Local government employees), s5.39 (Contracts for CEO and senior employees) - (1a)(a), s5.41 (Functions of CEO), s5.42(Delegation of some powers and duties to CEO)

### Reporting Requirement:

- Human Resources Team to report to the Commercial, Community and Corporate Services Committee monthly.

### Designated Persons:

- Chief Executive Officer
- Executive Manager Community Services (3,4 only)
  - Manager Library Services (3 only) limited to casual employees only
  - Vancouver Arts Centre Coordinator (3 only) limited to casual employees only
- Executive Director Corporate Services (3, 4 only)
  - Manager Human Resources (3,4 only)
- Executive Director Commercial Services (3,4 only)
  - Manager Tourism Development & Services (3 only), limited to casual employees only
  - Manager Recreation Services (3 only), limited to casual employees only
  - Team Leader Albany Leisure & Aquatic Centre (3 only), limited to casual employees only
  - Manager Albany Day Care Services (3 only), limited to casual employees only
  - Manager Albany Heritage Park (3 only), limited to casual employees only
- Executive Director Works & Services (3,4 only)
  - Manager City Operations (3 only), limited to casual employees only
  - Manager City Engineering (3 only), limited to casual employees only
  - Manager City Reserves (3 only), limited to casual employees only
- Executive Director Development Services (3,4 only)
  - Manager Ranger & Emergency Services (3 only), limited to casual employees only.

**2017:006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY**

*(Common Seal, Deeds, Agreements)*

**Delegated Power:**

1. Execute a document on behalf of the City where there is a requirement for the document to be executed as a deed, pursuant to s9.49A(5) of the Act;
2. Affix the Council's Common Seal to documents, pursuant to s9.49A(2) of the Act; and
3. Sign documents on behalf of the local government for all matters arising under delegated authority given by the Council under s5.42 and s9.49A(4) of the Act and generally as is necessary or appropriate in reasonably carrying out his or her function under the Act or under any written law.

**Condition of Delegation:**

- (a) Power to sub-delegate: In accordance with s5.43(ha) of the Act, the Chief Executive Officer or Acting Chief Executive Officer, appointed in writing, is NOT authorised to delegate this function; and
- (b) Compliance with Council Policy: Use of Common Seal Policy.

**Legislative or Policy Reference:**

- **Local Government Act 1995**: s2.5 (*Local governments created as bodies corporate*), s5.42 (*Delegation of some powers and duties to CEO*), s5.43 (*Limits on delegations to CEO*)(ha), s9.49A (*Execution of documents*) (2)(4)(5)
- **Local Government (Functions and General) Regulations 1996**: r.34 (*Common seal, unauthorised use of*)
- **Fire and Emergency Services Authority of Western Australia Act 1998**: Part 6A — *Emergency services levy, Division 9 — ESL agreements, s36ZJ (ESL agreement, nature of etc.), s36ZK (Part 6A modified for ESL agreement (Sch. 1A))*
- **Rates and Charges (Rebates and Deferments) Act 1992**: s.16 (*Claims by administrative authorities*)

**Policy Position:**

- Council Policy: Use of Common Seal Policy

**Reporting Requirement:**

- Report to Council monthly.

**Designated Persons:**

- Mayor
- Chief Executive Officer

**2017:007 - DEALING WITH AN OBJECTION, EXTENSION OF TIME, SUSPENDING A DECISION****Delegated Power:**

1. Administer the suspension of effect of decision (including the advising of an outcome of an objection when a decision is made under the Act.
2. Receive an objection and grant an extension of time for an objection to be lodged.
3. Deal with an Objection of a decision made by the City of Albany, under authority of the Act, any local law or regulation.

**Condition of Delegation:**

- Nil.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *s3.50A (1), Part 9 - Miscellaneous provisions, Division 1 - Objections and review, s9.5 (Objection may be lodged), s9.6 (Dealing with objection), s9.7 (Review), s9.9 (Suspension of effect of decision)*
- **Local Government (Functions and General) Regulations 1996:** *r.6 (3)(Transitional provisions about road closures)*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Development Services
  - Manager Planning Services
    - Coordinator Planning Services
  - Manager Building, Health & Compliance
    - Coordinator Building Services
- Executive Director Works & Services
- Executive Director Corporate Services
  - Manager Finance
- Executive Director Commercial Services

**2017:008 - LEGAL PROCEEDINGS**

*(Approve Representation & Legal Expenses)*

**Delegated Power:**

1. Authorise Legal Expenses for Council Members, Employees and Volunteers.
2. Enact legal proceedings and authorise persons to represent the City in a Court.
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Compliance with Council Policy: Legal Representation for Elected Members, Employees and Volunteers.
- (b) The City's Insurance Broker must be notified before proceeding with action.

**Legislative or Policy Reference:**

- **Local Government Act 1995:**
  - *Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, Subdivision 1 — Miscellaneous provisions about enforcement, s9.10(Appointment of authorised persons)(1)(2), s9.29 (Representing local government in court)(2).*
  - *Part 6 — Financial management, Division 6 — Rates and service charges, Subdivision 5 — Recovery of unpaid rates and service charges, s6.56(Rates or service charges recoverable in court)(1)(2)*

**Policy Position:**

- Council Policy: Legal Representation for Elected Members, Employees and Volunteers Policy

**Reporting Requirement:**

- Governance & Risk Management Team to report quarterly to the Audit & Risk Committee.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Governance & Risk (2 only)
  - Manager Finance (2 only)
- Executive Director Development Services
  - Manager Ranger & Emergency Services (2 only)
  - Team Leader Ranger Services (2 only)
- Executive Director Works & Services
- Executive Director Commercial Services

**2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP**

*(Sponsorship through the waiver of fees & charges)*

**Delegated Power:**

1. Authorise donations, grants, sponsorship, financial assistance (waive fees and charges), under the Local Government Act 1995, s6.7(2) and s6.12(1)(2)&(3).
2. Apply for grant and subsidy applications on behalf of the City of Albany.
3. Waive fees for goods, services and charges.
4. Determine eligibility of charitable or benevolent community based organisations within the City of Albany to qualify for the Waste Services Subsidy.

**Building Specific:**

5. Waive, increase, reduce or refund the payment of building service application fees in the following circumstances:
  - a. Application is cancelled prior to final determination.
  - b. Applicant has requested a renewal of an expired decision.
  - c. For a request for the City to provide a Certificate in respect to a proposed development that is not part of a statutory application.
  - d. Any major development made on behalf of local government or government department where most of the assessment has already been carried out.
6. Authorise persons to administer any or all of the above functions.

*Note: A local government cannot delegate to a CEO the power under section 9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government.*

**Condition of Delegation:**

- (a) This authorisation:
  - does not extend to statutory charges, the municipal rate or service charges incorporated within the rate notice.
  - is subject to:
    - Conditions contained in Council Policies;
    - Funding being allocated in the City's Annual Budget; and
    - Funding/Donations limited to \$10,000.
- (b) Any waiver, reduction or refund of a fee shall be based on the following criteria:
  - The proposal not being intended to be a money making venture for the benefit of the organisation.
  - The cost of work undertaken by the City of Albany.
  - The application is on behalf of a non-profit or charitable organisation or be reflective of the benefit of the proposal to the community.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.1 (*General function*), s5.42 (*Delegation of some powers and duties to CEO*), s5.43 (*Limits on delegations to CEO*) (ha), s5.44 (*CEO may delegate powers and duties to other employees*), s6.7 (*Municipal fund*) (2), s6.12 (*Power to defer, grant discounts, waive or write off debts*)(1)(2) & (3), s9.49A (*Execution of documents*)
- **Local Government (Financial Management) Regulations 1996:** r.5 (*CEO's duties as to financial management*), r.12 (*Payments from municipal fund or trust fund, restrictions on making*), r.13 (*Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*)

**Policy Positions:**

- Council Policy – Community Funding Policy
- Council Policy – Community Sports & Recreational Facilities Small Grant Funding Policy
- City's Annual Budget
- Council Policy: Land Fill Subsidy Scheme

**Reporting Requirement:**

- Report to file.

**Designated Positions:**

- Chief Executive Officer
- Executive Manager Community Services
  - Manager Library Services (1 only)
- Executive Director Corporate Services
  - Revenue Development Officer (1 only)
- Executive Director Commercial Services
  - Manager Tourism Development & Services (1 only)
  - Manager Albany Heritage Park (1 only)
  - Manager Recreation Services (1 only)
- Executive Director Development Services
  - Manager Planning Services (1, 2 & 3 only)
  - Manager Ranger and Emergency Services (1, 2 & 3 only)
  - [Manager Building, Health & Compliance \(1,2 & 3 only\)](#)
- Executive Director Works & Services
  - Manager City Engineering
  - Manager City Operations

**2017:010 - LIBRARY SPECIFIC**

*(Recover Overdue Library Books and Other Loaned Items)*

**Delegated Power:**

1. Authorise the recovery of overdue library books and other loaned Items.
2. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Nil.

**Legislative or Policy Reference:**

- **Local Government Act 1995: s6.10** (*Financial management regulations*)
- **Local Government (Financial Management) Regulation 1996: r.5** (*CEO's duties as to financial management*)

**Reporting Requirement:**

- Report to file.

**Designated Positions:**

- Chief Executive Officer
- Executive Manager Community Services
  - Manager Library Services

**2017:011 - POWER TO INVEST**

*(Investment of Municipal Funds)*

**Delegated Power:**

1. Invest money and establish investment internal control procedures, pursuant to the *Local Government Act 1995*, s6.14 (1) and *Local Government (Financial Management) Regulation 1996*, r.19.
2. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Compliance with Council Policies:
  - Council Policy: Investment of Surplus Funds Policy
  - Council Policy: Cash/Investment Backing for Reserve Accounts Policy

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s6.14 (*Power to invest*)
- **Local Government (Financial Management) Regulation 1996:** r.19 (*Investments, control procedures for*), r.38 (*Reserve accounts, information about in annual financial report*) (1)(f)
- **Trustees Act 1962:** Part III (*Investments*)

**Report Requirement:**

- Finance Team is responsible for reporting to Council monthly.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Finance



**2017:012 - TAKE POSSESSION OF LAND & APPLY CAVEATS**

**Delegated Power:**

1. Make an agreement with a person for payment of rates and service charges, pursuant to the Act, s6.49.
2. Determine whether to amend the rate record for the preceding five years, pursuant to the Act, s6.39.
3. Unpaid rates and service charges:
  - a. Take possession of land and hold land to secure unpaid rates or service charges:
    - (i) from time to time lease the land;
    - (ii) sell the land;
    - (iii) cause the land to be transferred to the Crown; or
    - (iv) cause the land to be transferred to itself.
  - b. Lodge a caveat on a property to preclude dealings in respect of the land, and may withdraw caveats so lodged by it.
4. Revoke a payment by instalment option for rates and service charges and/or the additional charge.
5. Withdraw a caveat that has been lodged on a property, where the purpose for which the caveat was lodged has been satisfied, or the temporary withdrawal and re-lodging of the caveat will allow dealings on a title.
6. Apply a Gross Rental Valuation (GRV) rating to areas.
7. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Power (2): Must be for the purpose of correcting a financial administrative error.
- (b) Power (3): Unpaid rates and service charges:
  - Rates or service charges to be unpaid for at least 3 years.
  - On taking possession of any land staff is to notify the owner of the land such notification as is prescribed.
  - Affix on a conspicuous part of the land a notice, in the form or substantially in the form prescribed.
  - The designated officer (delegate) must, at least once, attempt under s6.56 of the Act to recover money due in a court of competent jurisdiction.
  - Power of sale of land must be conducted in accordance with Schedule 6.3 of the Act.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 6 — Financial management, s6.32 (Rates and service charges), s6.39(Rate record)(2), s6.45 (Options for payment of rates or service charges), s6.49 (Agreement as to payment of rates and service charges) s6.56 (Rates or service charges recoverable in court), s6.64 (Actions to be taken) Schedule 6.3 - Provisions relating to sale or transfer of land where rates or service charges unpaid*
- **Bush Fires Act 1954:** *s33(8) (Local government may require occupier of land to plough or clear fire-break)*

**Report Requirement:**

- Report to the Commercial, Community and Corporate Services Committee.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Finance
- Executive Director Development Services (3b and 5 only)
- Executive Director Works & Services (3b and 5 only)

**2017:013 - PAYMENT OF MUNICIPAL FUNDS**

*(Purchase Orders, Petty Cash, Allowances)*

**Delegated Power:**

1. Approve requisitions and purchase orders for the supply of goods and services.
2. Approve Payments from the Municipal Fund and Trust Fund and Signing of Requisition and Purchase Orders.
3. Issue Petty Cash Advances (up to \$1000.00).
4. Make a cash advance to a person in respect of an expense for which the person can be reimbursed, in accordance with the Act, Division 8 of Part 5.
5. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) As per the requirements of *the Local Government (Financial Management) Regulations 1996*, r.13.
- (b) Where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented to the next ordinary meeting of Council.
- (c) The following spending limits apply:

Category A = Chief Executive Officer

Category B = Executive Director Works & Services

Category B = Executive Director Corporate Services

Category C = Executive Director Development Services

Category C = Executive Director Commercial Services

Category C = Executive Manager Community Services

Category D = Managers, Assistant Managers

Category E = Team Leaders, Coordinators, Personal Assistant to Mayor and Councillors

Category F = Officers

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Limit for Category A - \$250,000 and over

Limit for Category B - \$250,000 and under

Limit for Category C - \$100,000 and under

Limit for Category D - \$50,000 and under

Limit for Category E - \$10,000 and under

Limit for Category F - Payments under \$5,000

- (d) Requests for "Miscellaneous Expenses" by Elected Members to be jointly signed by the Mayor and Chief Executive Officer.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 3 - Functions of local governments, s3.1 (General function), Part 5 - Administration, s5.98 (Fees etc. for council members), Part 6 - General financial provisions, s6.10 (Financial management regulations)*
- **Local Government (Financial Management) Regulations 1996:** *r.5 (CEO's duties as to financial management), r.8 (Separate bank etc. accounts required for some moneys) r.11 (Payments, procedures for making etc.), r.12 (Payments from municipal fund or trust fund, restrictions on making) (1)(a), r.13 (Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.)*

**Report Requirement:**

- Report to the [Commercial, Community and Corporate Services Committee](#) and Council monthly.

**Designated Persons:**

- Chief Executive Officer (Cat A)
  - [Personal Assistant to Mayor and Councillors \(4 only\) \(Cat E\)](#)
- Executive Manager Community Services (Cat C)
- Executive Director Corporate Services (Cat A)
  - Manager Finance (Cat C)
  - [Manager Governance & Risk \(1 & 2 only\) \(Cat D\)](#)
- Executive Director Works & Services (Cat B)
  - Manager City Engineering (Cat C)
  - Manager City Operations (Cat C)
- Executive Director Development Services (Cat C)
- Executive Director Commercial Services (Cat C)

**Designated Positions:**

- Managers (3 only ) (Cat D)
- Assistant Managers (3 only) (Cat D)
- Coordinators & Team Leaders (Cat E)
- Officers (Cat F)

**2017:014 - FREEDOM OF INFORMATION, RELEASE INFORMATION**

**Delegated Power:**

- Not applicable, legislated function of the Chief Executive Officer (CEO).

**CEO FUNCTION:** Authorisation to:

1. Make decisions regarding access to information under the *Freedom of Information Act 1992*.
2. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Nil.

**Legislative or Policy Reference:**

- **Freedom of Information Act 1992:** s3 (*Objects of Act*), s4 (*Agencies, duties of when applying Act*)
- **Local Government Act 1995:** s5.94 (*Public can inspect certain local government information*)

**Policy Position:**

- **City Policy: Code of Conduct for Staff with Access to Recorded Material** (*Audio, CCTV, Camera Footage*)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Governance & Risk (1 only)
    - **Team Leader Records and Council Liaison** (1 only)
  - Information Technology (IT) Manager (1 only in relation to access to recorded material)
- **Executive Director Development Services**  
(1 only in relation to access to recorded material)
  - **Manager Ranger & Emergency Services**  
(1 only in relation to access to recorded material)
  - **Manager Building, Health & Compliance**  
(1 only in relation to access to recorded material)

**Delegated Power:**

- Not applicable, legislated function of the Chief Executive Officer (CEO).

**CEO FUNCTION:** Authorisation to:

1. Electoral Rolls & Enrolment Eligibility. Prepare an owners and occupiers roll for an election and decide whether or not a claim made for enrolment eligibility is to be accepted or rejected.
2. Dispose Election Records. Undertake the duties of the Chief Executive Officer as provided in regulation 82(4) of the Local Government (Elections) Regulations 1997, that is to undertake or to supervise the destruction of any election material).
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Authorisation 3 limited to the Chief Executive Officer.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *s4.32 (Eligibility to enrol under s. 4.30, how to claim) (4) (5); s4.41(Owners and occupiers roll) (1); and*
- **Local Government (Elections) Regulations 1997:** *r.82 (Keeping election papers - s4.84(a)) (4).*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - **Manager Governance & Risk** (1 & 2 only)
    - **Team Leader Records and Council Liaison** (1 & 2 only)
  - **Manager Finance** (1 only)
    - **Senior Rates Officer** (1 only)
    - **Rates Officers** (1 only)

**2017:016 – GIFT & TRAVEL CONTRIBUTIONS, PRIMARY & ANNUAL RETURNS**

*(Acknowledgement of Receipt)*

**Delegated Power:**

- Not applicable, legislated function of the Chief Executive Officer (CEO).

**CEO FUNCTION:**

1. Authority to acknowledge the receipt of Primary and Annual Returns in accordance with s5.77 of the Act.
2. Authority to acknowledge and receipt of declarations of gifts and travel in accordance with sections 5.82 and 5.83 of the Act.

**Condition of Delegation:**

- (a) Compliance with the City Procedure: Suggested Procedure and Timeline for Lodgement of Financial Interest Returns.
- (b) All acknowledgements to be communicated by email copied to CEO and Manager Governance & Risk or Mayor if applicable.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 5 — Administration, s5.77 (Acknowledging receipt of returns), s5.82 (What is a gift); s5.83 (What is a contribution to travel)*
- **Local Government (Administration) Regulations 1996**

**Reporting Requirement:**

- Report to file and Register of Gifts and Contributions to Travel as prescribed.

**Designated Persons:**

- Chief Executive Officer
  - [Manager Governance & Risk](#)
    - [Team Leader Records and Council Liaison](#)

**2017:017 - COMPENSATION**

*(Public Liability Claims)*

**Delegated Power:**

1. Determine and pay compensation for damage to property up to \$1,000.
2. Authorise persons to administer any or all of the above functions.

*Notes:*

- (i) *A local government is to compensate the person if the person requests compensation unless it is otherwise expressly stated in subsection (5) of s3.22, or in Schedule 3.1 or Schedule 3.2 of the Act.*
- (ii) *s3.22 does not limit section s9.57 of the Act.*

**Condition of Delegation:**

- Nil.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, Subdivision 1 — Performing executive functions; s3.22 (Compensation); s3.51 (Affected owners to be notified of certain proposals)(2)(b); s9.57 (Local government protected from certain liability)*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - [Manager Governance & Risk](#) (1 only)

**2017:018 - CHOICE OF TENDER, AWARD CONTRACT**

*(Procurement of Goods, Services, Heavy Plant and Fleet Vehicles)*

**Delegated Power:**

1. Award a tender or contract.
2. Vary, extend or renew a contract or tender.
3. Vary the requirements before entering into contract, in accordance with functions provided for in r.20 and specifically r.20 (2) of the *Local Government (Functions and General) Regulations 1996*.
4. With the approval of the tenderer, make a variation in the contract for goods or services before the City enters the contract with the successful tenderer, in accordance with the *Local Government (Functions and General) Regulations 1996*, r.20(1).
5. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Quotations and tenders called are to comply with Council's:
  - Purchasing Policy (Tenders & Quotes); and
  - Buy Local (Regional Price Preference) Policy.
- (b) Contract value determined by delegation 2017:013 Payments from Municipal Fund

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.18 (*Performing executive functions*) (2); s3.57 (*Tenders for providing goods or services*) (1); s5.41 (*Functions of CEO*)(d); s5.43 (*Limits on delegations to CEO*)(b)
- **Local Government (Functions and General) Regulations 1996:** r.11 (*When tenders have to be publicly invited*)(1)(2)(f); r.14 (*Publicly inviting tenders, requirements for*)(2a); r.15 (*Minimum time to be allowed for submitting tenders*); r.16 (*Receiving and opening tenders, procedure for*); r.17 (*Tenders register*); r.18 (*Rejecting and accepting tenders*); r.19 (*Tenderers to be notified of outcome*); r.20 (*Variation of requirements before entry into contract*); r.21 (*Limiting who can tender, procedure for*); r.22 (*Minimum time to be allowed for submitting expressions of interest*); r.23 (*Rejecting and accepting expressions of interest to be acceptable tenderer*); r.24 (*People who submitted expression of interest to be notified of outcome*)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services (Exempt: 1)
- Executive Director Corporate Services
  - Manager Finance (2 & 3 only)
    - Procurement Officers (2 & 3 only)
- Executive Director Commercial Services (Exempt: 1)
- Executive Director Development Services (Exempt: 1)
- Executive Director Works & Services (Exempt: 1)
  - Manager City Engineering (2,3 & 4 only) (limited to \$50,000 for variation approval)
    - Senior Civil Engineering Officer – Roads (2,3 & 4 only) (limited to \$10,000 for variation approval)
    - Senior Civil Engineering Officer – Drainage (2,3 & 4 only) (limited to \$10,000 for variation approval)



**2017:019 - PROPERTY MANAGEMENT, LEASES AND LICENCES****Delegated Power:**

1. Process requests related to leases and licences.
2. Negotiate terms, conditions and rent for leases and licences.
3. Approve requests to renew existing leases and licences with community groups (being charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature groups), airport hangar sites, government agencies or telecommunication entities for properties that are under the care, control and management of the City of Albany.
4. Approve new leases for Lotteries House in accordance with Lotteries House Tenant Management Committee recommendations.
5. Approve requests to take up an option for a further term on a current lease/licence or sub-lease/licence, provided there being no variation to the principle terms of the lease/licence and all accounts being paid in full.
6. Approve requests to vary existing leases/licences.
7. Renegotiate current lessee or sub-lessee rental.
8. Approve requests to assign existing leases or sub-leases, provided there being no variation to the principle terms of the lease.
9. Approve requests for a sub-lease/sub-licence where there is a current lease/licence in place.
10. Surrender of a lease/licence of any property, where the balance of lease/licence payable does not exceed \$10,000 and all accounts being paid in full.
11. Appoint persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) **Process leases and licences** (1) Authority to process matters relating to Leases and Licences, as follows:
- (i) Settled terms and conditions to be approved by the delegate as soon as practicable;
  - (ii) Definition of lessee includes a licensee where the context permits;
  - (iii) Where the lessee disputes the market rent increase, the delegate may negotiate a lesser increase to lease/licence rent subject to:
    - the lessee providing to the City at the lessee's cost, a current written rental valuation undertaken by a licensed Valuer on or prior to the date upon which the increased rent is to apply; or
    - the City and the lessee reaching agreement on a new lease/licence rental that is not less than 80% of the market rate as determined by the City's Valuer to a maximum amount of \$5,000 per annum.
- (b) **Variation of existing lease/licence** terms subject to (2)(6):
- (i) To comply with legislative or other statutory or government authority requirements issued from time to time.
  - (ii) Leased area:
    - Increase not exceeding 10% or 100m<sup>2</sup> of the existing area, whichever is the greater;
    - Any reduction to the existing lease area.
  - (iii) Permitted Use provided there being:
    - no change to the primary use and in accordance with the Management Order over the land (if applicable).
    - proposed amendment is ancillary to the existing permitted use; and
    - has local authority planning approval (if required).
  - (iv) Guarantee & Indemnity or Insurance provided Council interests remain protected.
- (c) **Approve requests** (3) Compliance with Council Policy Property Management – Leases and Licences is required.

- (d) **Approve new and renew requests** (3 & 4) All new leases and licences (other than those delegated by Council) will be referred to Council for consideration.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.58 (*Disposing of property*)
- **Land Administration Act 1997:** Part 6 (*Sales, lease, licences, etc. of Crown land*)

**Policy Position:**

- Council Policy: Property Management – Leases and Licences

**Reporting Requirement:**

- Report to Council monthly. *Note: All new leases and licences (other than those delegated by Council) will be referred to Council for consideration.*

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services

**2017:020 - PROPERTY MANAGEMENT**

*(Public Facilities, Municipal Halls, Parks, Reserves, Hire, Fees, Selling Goods)*

**Delegated Power:**

1. Approve or refuse applications for hire of recreation centres, facilities, halls and buildings to the public and determine appropriate conditions (including signage: sporting and event banners).
2. Waive or vary hire fees for charitable organisations or others persons; and
3. Determine the rights of lessees to sell goods to patrons attending sporting functions at venues owned or leased by the City to various clubs and organisations.
4. Manage City facilities and reserves:
  - a. Allocate sporting facilities and recreational reserves grounds to seasonal and casual hirers who may apply for the use of such facilities, including requests for use (and level of use) of turf matches and practice wickets;
  - b. Determine costs for damage to buildings, parks and recreational reserves;
  - c. Determine applications for the sale or consumption of alcohol on parks and reserves and leased premises; and
  - d. Approve service and tourist signage on reserves.
5. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) City managed facilities and reserves:
  - (i) Such use to be at an appropriate fee as set by the Council.
  - (ii) Having regard to existing and previous usage.
  - (iii) Approval is based on the following criteria:
    - the event being conducted at no cost to the Council;
    - the organiser being required to meet the cost of all outgoings;
    - adjoining residential areas being notified of the event in advance;
    - the event not causing any inconvenience to adjacent business/commercial operations;
    - the Council being indemnified against any claims for damages;
    - approval is a time limit; and
    - the City's Service and Tourist Signage Policy.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.54 (*Reserves under control of a local government*); s6.12 (*Power to defer, grant discounts, waive or write off debts*) (1)(b) (3)

**Local Law:**

- Local Government Property Local Law 2011

**Policy Position:**

- Council Policy: Public Works, Service and Tourist Signs Policy

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
  - Manager Library Services
  - Communications & Events Manager
    - Events Team Leader (Exempt 2 & 3)
- Executive Director Corporate Services
- Executive Director Works & Services
  - Manager Reserves (Exempt 2 & 3)
- Executive Director Commercial Services
  - Manager Tourism Development & Services
  - Manager Albany Heritage Park
  - Manager Recreation Services
    - Club Development Officers (Exempt 2 & 3)
      - Team Leader Albany Leisure & Aquatic Centre (Exempt 2 & 3)

**2017:021 - OBJECTION TO RATE RECORD, RELEASE INFORMATION****Delegated Power:**

1. Consider any objection to the rate record and may either disallow it or allow it, wholly or in part, pursuant to the Act, s6.76(5).
2. Grant an extension to the time to make an objection, pursuant to the Act, s6.76(4).
3. Consider applications to release information detailed in s5.94(m) of the Act, subject to:
  - a. Applications being submitted in the form prescribed from time to time; and
  - b. A Statutory Declaration being completed.
4. Authorise persons to administer any or all of the above functions.

**Notes:**

- (i) *A local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.*
- (ii) *A local government may, on application by a person proposed to make an objection to the rate record, extend the time for making the objection for such period as it thinks fit.*

**Condition of Delegation:**

- (a) An extension will only be granted for a maximum period of 30 days.
- (b) If the authorised persons are not satisfied that the information will not be used for commercial purposes the application for information shall be rejected.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s5.94 (*Public can inspect certain local government information*); s5.95 (*Limits on right to inspect local government information*); s5.96 (*Copies of information to be available*); s6.76 (*Grounds of objection*)(4)(5).
- **Local Government (Administration) Regulations 1996:** r.29B (*Copies of certain information not to be provided (Act s. 5.96)*)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Finance (1, 2 & 3 only)
    - Rates Officer (3 only)
  - **Manager Governance & Risk** (3 only)
    - **Team Leader Records and Council Liaison** (3 only)

**2017:022 - RATES & RECOVER DEBT, WRITE OFF RATE DEBT, EXEMPTIONS**

**Delegated Power:**

1. Waive, grant concessions or write off any amount of 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.
3. Instruct the City's Debt Recovery Agent to proceed against land and/or property for unpaid rates through the Magistrate's Court.
4. Approve Rate Exemptions. Consider and approve applications for exemption under s6.26 of the Local Government Act 1995, subject to applications being submitted in writing and proof of ownership.
5. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

(a) **Write Off Debt** (monies owed):

- maximum \$10,000. Rates Officers: 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 Commercial, Community and Corporate Services Committee on a bi-annual basis on the exercise of this delegation.

(b) **Rate Debt Recovery**(3):

- Rates or service charges to be unpaid.
- A General Procedure Claim and Property Seizure & Sale Order through the Magistrate's Court has been served on the ratepayer.
- Property Seizure & Sale Order to be lodged on the land title.
- Proceed to sell the land through the Bailiff's Office.

(c) **Approve Rate Exemption**(4). If the delegates are not satisfied that the use of the property is exempt under s6.26, of the Act, the application must be referred to the Chief Executive Officer.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s6.12 (*Power to defer, grant discounts, waive or write off debts*) (1)(c); s6.26 (*Rateable land*); s6.56 (*Rates or service charges recoverable in court*); s6.64 (*Actions to be taken*); s6.66 (*Effect of lease*); s6.68 (*Exercise of power to sell land*).
- **Council Policy – Rating Subsidy: Sporting and Community Organisations:** *Subject to a qualifying criteria, a full subsidy of annual rates may be applied.*

**Reporting Requirement:**

- Report to file and to Council annually.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Manager Finance
    - Rates Officers (2 only)

**2017:023 - BUILDING ACT 2011 & STRATA TITLES ACT 1985**

*(Occupancy Permit, Building Approval, Certificate for Strata Scheme, Plan of Re-Subdivision)*

**Delegated Power:** Council designates the following positions to discharge duties, under s50 of the *Building Act 2011*, subject to conditions:

Chief Executive Officer; Executive Director Development Services; Manager Planning Services; **Development Engineer**; Senior Planning Officer, **Manager Building, Health & Compliance**; Coordinator Building Services; Senior Building Surveyors; Building Surveyors

**Power under s50 of the Building Act 2011:**

1. Grant:
  - a. an Occupancy Permit for a building that is a subject of the strata plan to accompany the strata plan as required under the *Strata Titles Act 1985* s5B(2)(a) ; or
  - b. a building Approval Certificate for a building that is a subject of the strata plan to accompany the strata plan as required under the *Strata Titles Act 1985* s5B(2)(b), wherein the opinion of the Chief Executive Officer:
    - (i) The buildings shown on the strata plan are first inspected to ensure compliance with approved building plans and specifications; and
    - (ii) The buildings are of sufficient standard and suitable to be divided into lots pursuant to the *Strata Titles Act 1985*.
2. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) **Occupancy Permit** (1). Also satisfied that:
  - (i) separate occupation of the proposed lots will not contravene the provisions of any local planning scheme in force under the Planning and Development Act 2005;
  - (ii) any consent or approval required under any such local planning scheme or under the provisions of the last-mentioned Act relating to any interim development order, has been given in relation to the separate occupation of the proposed lots; and
  - (iii) the development of the parcel as a whole, the building and the proposed subdivision of the parcel into lots for separate occupation will not interfere with the existing or likely future amenity of the neighbourhood, having regard to the circumstances of the case and to the public interest.
- (b) **Approval Certificate** (2). Power to determine applications for the issuing of a certificate of approval under the Building Act 2011, s50 for a plan of subdivision, re-subdivision or consolidation, except those applications that:
  - (i) propose the creation of a vacant lot;
  - (ii) proposed vacant air strata's in multi-tiered strata scheme developments;
  - (iii) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relating to:
    - a type of development; and/or
    - land within an area;
 which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
- (c) A local government that exercises the power referred to in clause 1(b)(ii) above (Functions to be performed) is to provide WAPC with data on all applications determined under this Instrument of delegation at the conclusion of each financial year in the format prescribed by the WAPC.

**Legislative or Policy Reference:**

- **Building Act 2011:** s50 (*Application for occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision*)
- **Strata Titles Act 1985:** Part II (*Strata schemes and survey-strata schemes, Division 1 — Creation of lots and common property*); s5B (*Further provisions as to registration of plans*) (2)(a), (2)(b).

**Reporting Requirement:**

- Report to Council monthly.

**Designated Positions:**

- Chief Executive Officer
- Executive Director Development Services
  - **Manager Building, Health & Compliance** (1a & 1b only)
    - Coordinator Building Services (1a & 1b only)
      - Senior Building Surveyor(s) (1a & 1b only)
      - Building Surveyor(s) (1a & 1b only)



**Delegated Power:**

1. Appoint authorised persons: to administer the *Building Act 2011* (the Building Act) and sign the certificate of appointment.
2. Commence Prosecutions pursuant to s139 of the Building Act.
3. Conduct duties as an authorised person pursuant to s96 of the Building Act:
  - a. Enter and inspect buildings (completed or not) and land;
  - b. Serve requirements on an owner or builder imposing requirements as to the manner of carrying out such operations or earthworks for the purpose of minimising such damage, under the Building Act.
4. Serve Notices:
  - a. To stop unlawful work in accordance with s191 of the Building Act;
  - b. Where a building is deemed to be in a dangerous state, cause it to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause written notice to be served on the owner or occupier, under s192 of the Building Act;
  - c. On the owner or occupier of a neglected and/or dangerous building, to compel removal in accordance with the Building Act, s192 & s193;
  - d. On the owner or occupier of a dilapidated building, to compel renovation in accordance with s194 of the Building Act;
  - e. On the owner or occupier of a uncompleted building, in accordance with s195 of the Building Act.
5. Permits:
  - a. Approve or refuse to approve plans and specifications for a Building Permit submitted under s20 of the Building Act;
  - b. Approve or refuse to approve plans and specifications for a Demolition Permit submitted under s21 of the Building Act;
  - c. Approve, modify or refuse to approve applications for an extension of period of duration for a Occupancy Permit and Building Approval Certificate submitted under s58 of the Building Act;
  - d. Approve, modify or refuse to approve applications for Granting of an Occupancy Permit and Building Approval Certificate submitted under s58 of the Building Act.

**Condition of Delegation:**

- (a) Authorisation (1) & (3): Authorised Persons:
  - Appointed authorised person must hold a current authority card.
  - An authorised person, shall on demand by the builder, owner or person apparently in charge thereof, produce his authority to so enter to the person demanding it.
- (b) Authorisation (2) is restricted to Executive Director or above.
- (c) Authorisation (4) Serve Notices:
  - Executive Director to sign the Notice.
  - Notice must be in accordance with prescribed content.
- (d) In undertaking the functions of these delegations, Building Surveyors must:
  - Be employed by the City of Albany in accordance with s5.36 of *the Local Government Act 1995*.
  - Hold the appropriate qualifications as set out under r.6 of the *Building Services (Registration) Regulations 2011*.

**Legislative or Policy Reference:**

- **Building Act 2011:** s20 (*Grant of building permit*); s21 (*Grant of demolition permit*); s22 (*Further grounds for not granting an application*); s58 (*Grant of occupancy permit, building approval certificate*); s65 (*Extension of period of duration*); s96 (*Authorised persons*); s110 (*Building orders*); s117 (*Revocation of building order*); s127 (*Delegation: special permit authorities and local governments*); s139 (*Presumptions about authority to do certain things*); s191 (*Notices to stop unlawful work*); s192 (*Dangerous buildings*); s193 (*Neglected buildings*); s194 (*Dilapidated buildings*); s195 (*Uncompleted buildings*)
- **Building Services (Registration) Act 2011**
- **Building Services (Registration) Regulations 2011:** r.6 (*Classes of building service practitioner and building service contractor*)
- **Building Regulations 2012:** Part 10 - *Infringement Notices*; r69 (*Prescribed offences and modified penalties*); r70 (*Approved officers and authorised officers*)
- **Local Government Act 1995:** s5.36 (*Local government employees*)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer (1, 2 & 4 only)
- Executive Director Development Services ((1, 2 & 4 only)
  - **Manager Planning Services** (3 only)
    - **Development Engineer** (3 only)
  - **Manager Building, Health & Compliance** (3 only)
    - **Coordinator Building Services** (3, 4 & 5 only)
      - **Senior Building Surveyor(s)** (3, 4 & 5 only)
      - **Building Surveyor(s)** (3 & 5 only)
    - **Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer)** (3 & 4 only)
      - **Development Compliance Officer(s)** (3 & 4 only)

**2017:025 - SWIMMING POOLS**

**Delegated Power:** Council designates the following positions under the Building Act 2011, subject to conditions:

*Chief Executive Officer, Executive Director Development Services, Manager Planning Services, Senior Planning Officer Statutory Planning & Compliance, Manager Environmental Health, Manager Building & Engineering Services, Coordinator Building Services, Development Compliance Officer, Senior Building Surveyors, Building Surveyors*

Power to:

1. Enter and inspect land and swimming pools, issue notices and take out such measures with or without assistants as considered necessary in order to prevent the swimming pool from being a danger to persons who may enter upon the land.
2. Inspect private swimming pools and enforce the provisions of the Building Act 2011 and associated regulations and standards.
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Enter and inspect land and swimming pools:
  - Must hold a current authority card, compliant with the transitional provisions prescribed in the regulations.
  - An authorised person, shall on demand by the builder, owner or person apparently in charge thereof, produce his authority to so enter to the person demanding it.
- (b) Inspect private swimming pools:
  - Executive Director to sign any Prosecution Notices.
  - The inspection that is to be conducted at the completion of building work for an enclosure of a private swimming pool is an inspection to assess whether the pool enclosure complies with the requirements in regulation 50.

**Legislative or Policy Reference:**

- **Building Act 2011**
- **Building Regulations 2012:** *Division 2 — Kinds of applications for occupancy permits and building approval certificates, r.50 (Application for occupancy permit), Division 3 — Making and dealing with applications for occupancy permits and building approval certificates, r.54 (Manner of application)*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Planning Services
    - **Development Engineer**
  - **Manager Building, Health & Compliance**
    - Coordinator Building Services (1 & 2 only)
      - Senior Building Surveyor(s) (1 & 2 only)
      - Building Surveyor(s) (1 & 2 only)
    - Senior Planning Officer Statutory Planning & Compliance (**Senior Compliance Officer**) (1 & 2 only)
      - Development Compliance Officer (1 & 2 only)

**2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND**

**Delegated Power:**

Schedule 3.1 - Powers under notices to owners or occupiers of land

1. Issue notices in writing requiring the person to do anything, but not limited to, the following:
  - a. prevent water from dripping or running from a building;
  - b. placing a number on a property to indicate an address;
  - c. repair a public thoroughfare;
  - d. ensure that land that adjoins a public thoroughfare is suitably enclosed;
  - e. ensure that land adjoining a public thoroughfare is not overgrown;
  - f. removing a tree or part that is obstructing a thoroughfare;
  - g. make safe anything that is obstructing a private thoroughfare;
  - h. ensure unsightly (i.e. recyclable material) land is enclosed;
  - i. ensure overgrown vegetation, rubbish or disused material is removed from land;
  - j. ensure that graffiti is obliterated;
  - k. ensuring that a tree that may endanger any person or private property is made safe (dangerous tree);
  - l. taking specified measures to prevent damage to the public or property from high wind activity;
  - m. remove bees, wasps and other similar animals that are a danger or nuisance;
  - n. ensure that unsightly dilapidated or dangerous fences are modified or repaired; and take measures to prevent artificial light or other light being omitted or reflected to remove a nuisance.

Schedule 3.2 - Particular things local governments can do on land even though it is not local government property

2. Carry out things prescribed in Schedule 3.2 even though the land is not local government property and the local government does not have consent to act:
  - a. Carry out works for the drainage of land;
  - b. Do earthworks or other works on land for preventing or reducing flooding;
  - c. Take from land any native growing or dead timber, earth, stone, sand or gravel that, in its opinion, the local government requires for making or repairing a thoroughfare, bridge, culvert, fence or gate;
  - d. Deposit and leave on land adjoining a thoroughfare any timber, earth, stone, sand, gravel that is required for making or repairing a thoroughfare, bridge, culvert, fence, or gate;
  - e. Make a temporary thoroughfare through land for use by the public as a detour while work is being done on a public thoroughfare;
  - f. Place on land signs to indicate the names of public thoroughfares;
  - g. Make safe a tree that presents serious and immediate danger to life or property;
  - h. Obliterate graffiti that is visible from a public place and that has been applied without the consent of the owner or occupier;
  - i. Obtain drainage easements;
  - j. Fuel Reduction Activities (slashing, mulching).

**Condition of Delegation:**

- The authorised persons must document how they formed the opinion that the things to be performed are necessary to protect and/or enhance the health, safety or amenity of the persons or property in the district or to remove a nuisance.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.25 (Notices requiring certain things to be done by owner or occupier of land); s3.27 (Particular things local governments can do on land that is not local government property); s3.36 (Opening fences); Schedule 3.1 - Powers under notices; Division 1 (Things a notice may require to be done); Schedule 3.2 - Particular things local governments can do on land even though it is not local government property.
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.13 (Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3))

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services (1e,f,g,h,i,l,m,n,o & 2j only)
  - Manager Planning Services (1e,f,g,h,i,l,m,n,o & 2j only)
    - Development Engineer (1a,d,l,n only)
    - Coordinator Planning Services (1e,f,g,h,i,l,m,n,o & 2j only)
  - Manager Building, Health & Compliance (1a,d,l,n only)
    - Senior Planning Officer Statutory Planning & Compliance (1e,f,g,h,i,l,m,n,o & 2j only)
    - Development Compliance Officer (1a,d,l,n only)
    - Coordinator Environmental Health (1h,m,o only)
    - Coordinator Building Services (1n,l only)
  - Manager Ranger & Emergency Services (1e,f,g,i,l,m & 2 j only)
    - Team Leader Ranger Services (1e,f,g,i,l,m & 2 j only)
      - Rangers (1e,f,g,i,l,m & 2j only)
- Executive Director Works & Services (1a,b,c,d,e,f,g,i,j,k,l,n & 2 only)
  - Manager City Reserves (1f, k & 2 only)
  - Manager City Engineering (1a,b,c,d,e,g,j,k,l,n & 2 only)
  - Manager City Operations (1a,b,c,d,e,g,j,k,l,n & 2 only)

**2017:027 - DESIGNATE PROSECUTION OFFICERS & POWER OF ENTRY****Delegated Power:**

1. Authorise a local government person to lawfully enter land or premises or thing without the consent of the owner or occupier.
2. Lawfully enter land, premises or thing unless the owner or occupier or a person authorised by the owner or occupier objects to the entry.
3. Appoint Prosecution Officers for Fines, Penalties and Infringement Notices under the *Enforcement Act 1994* (including Provide written notice to the Registrar designating those officers that are Prosecution Officers for the purposes of the *Fines, Penalties and Infringement Notices Enforcement Act 1994*, Section 13(2).

**Condition of Delegation:**

- (a) The power to enter property without the consent of the owner (1) is only to be enacted once verbal approval has been given by Executive Director and/or Line Manager.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, Subdivision 3 — Powers of entry; s3.28 (When this Subdivision applies); s3.31 (General procedure for entering property) (2); s3.32 (Notice of entry)*
- **Fines, Penalties and Infringement Notices Enforcement Act 1994:** *s13 (Approved prosecuting authorities and officers) (2)*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Ranger & Emergency Services (1 & 2 only)
    - Team Leader Ranger Services (2 only)
  - Manager Planning Services (1 & 2 only)
    - [Development Engineer](#) (1 & 2 only)
    - [Coordinator Planning Services \(1 & 2 only\)](#)
      - Senior Planners (2 only)
      - [Planning Officer](#) (2 only)
  - [Manager Building, Health & Compliance](#) (1 & 2 only)
    - Environmental Health Officers & Technicians (2 only)
    - Coordinator Building Services (1 & 2 only)
      - Senior Building Surveyor(s) (2 only)
      - Building Surveyor(s) (2 only)
    - [Senior Planning Officer Statutory Planning & Compliance \(Senior Compliance Officer\)](#) (1 & 2 only)
      - [Development Compliance Officer\(s\)](#) (1 & 2 only)
- Executive Director Works & Services
  - Manager City Engineering (2 only)
  - Manager City Reserves (2 only)

REPORT ITEM CCCS 028 REFERS  
Local Government Act 1995  
**2017:028 - SUBDIVISION OF LAND**

**Delegated Power:**

1. Approve subdivision and development that does not comply with Council engineering design guidelines, however satisfies sound engineering principles.
2. Exercise discretion and to make recommendations to the Department of Planning and/or the Western Australian Planning Commission on applications for subdivisions, amalgamation, survey strata and strata of land.
3. Authorise matters relating to the performance of Council's functions with regard to subdivision (including strata and survey strata) applications.
4. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) The application complies with the provisions of the:
  - Local Planning Scheme (LPS1);
  - Residential Design Codes;
  - Building Code of Australia;
  - Building Regulations of Western Australia; and
  - City of Albany Policies and Local Laws.
- (b) The provision of truncations where necessary, must be to the satisfaction of the Executive Director Development Services and documented on the appropriate file and record.
- (c) Any Applications where the recommendations would be inconsistent with the objectives of Local Planning Scheme (LPS1), a relevant structure plan, outline development plan, policy or strategy to be referred to Council.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.25 (*Notices requiring certain things to be done by owner or occupier of land*); Schedule 3.1 — *Powers under notices to owners or occupiers of land*

**Policy Position:**

- City Guideline: Subdivision and Development Guidelines.

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Planning Services
    - [Development Engineer](#)
    - [Coordinator Planning Services](#)
      - Senior Planning Officers (2 & 3 only)
      - Planning Officers (2 & 3 only)



**Delegated Power:** Council Designates the following positions to issue notices and enforce the *Bush Fire Act 1954*, subject to conditions:

*Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Community Emergency Services Manager - CESM, Team Leader Ranger Services, Rangers, Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer*

Power to:

1. Issue directions to Bush Fire Brigades (includes authority to issue direction regarding burning bush on, or at the margin of, streets, roads and ways under the care, control and management of the local government and give direction to Bush Fire Control Officers, appointed under the Bush Fires Act 1954).
2. Appoint Fire Control Officers & define areas of responsibility (includes the authority to appoint Fire Control Officers, the Chief Bush Fire Control Officer and Deputy Bush Fire Control Officers in accordance with s48 of the Bush Fires Act 1954).
3. Approve Fire Hazard Reduction by Burning Applications (includes Authority to endorse applications submitted for hazard reduction by burning on any land in the district, at the request of the owner or occupier of the land).
4. Give Notice to Install Firebreaks around Properties (includes Authority to take measures for preventing a bush fire, including requiring firebreaks (fire access tracks) around properties).
5. Prosecute and Serve Infringement Notices (Consider allegations and issue infringement notices committed against the Bush Fires Act 1954).
6. Vary Prohibited and Restricted Burning Times. (including Authority to Vary Prohibited Burning Times, in accordance with s17(7) and (8), of the Bush Fires Act 1954: shortening, extending, suspending or reimposing a period of prohibited burning times; or imposing a further period of prohibited burning times).

**Condition of Delegation:**

- (a) Issue direction to a registered Bush Fire Brigade: Having reasonably sought information prior to issuing directions and so satisfying themselves that direction is needed.
- (b) Prior to persons appointed as Rangers instigating proceedings in a Court of Competent jurisdiction the section Manager is to be consulted.
- (c) Appointed persons must be qualified in accordance with DFES prescribed qualifications.
- (d) The Chief Bush Fire Control Officer and Deputy Bush Fire Control Officers who shall be first, second in seniority of those officer, and subject thereto may determine the respective seniority of the other Bush Fire Control Officers appointed.
- (e) Appointments must be published in a newspaper circulating in the district and Government Gazette.
- (f) Approve Fire Hazard Reduction by Burning Applications: DFES and DPaW must be consulted.
- (g) Give Notice to Install Firebreaks Around Properties: Prevention measure and fire breaks (fire access tracks) are to be in accordance with the City of Albany Fire Management Requirements Notice (s33 of the Bush Fires Act 1954).
- (h) Vary Prohibited and Restricted Burning Times: The Officer in charge of the regional offices of the Department of Parks & Wildlife (DPaW) and Department of Fire and Emergency Services (DFES) are to be consulted before the authority under this delegation is exercised.
- (i) A notice signed by the CEO is to be published in accordance with the Act for all variations.



**Legislative or Policy Reference:**

- **Bush Fires Act 1954:** *s17 (Prohibited burning times may be declared by Minister)(7)(8)(10), s18 (Restricted burning times may be declared by FES commissioner)(5)(a), s33 (Local government may require occupier of land to plough or clear fire-break) (6), s38 (Local government may appoint bush fire control officer) s48 (Delegation by local governments)(1), s59 (Prosecution of offences)(3), s59A (Alternative procedure — infringement notices)(2)*
- **Fire & Emergency Services Act 1998:** *Part 3, s12 (2)(e)(f)*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Ranger & Emergency Services (Exempt 2)
    - Community Emergency Services Manager (CESM) (Exempt 2 & 5)
    - Team Leader Ranger Services (4 & 5 only)
      - Rangers (4 & 5 only)
  - Chief Bush Fire Control Officer (1 only)
  - Deputy Chief Bush Fire Control Officer (1 only)

**2017:030 - CONTROL OF VEHICLES & CAMPING ON PUBLIC LAND**

**Delegated Power:** Council designates the following positions to issue notices and enforce the *Caravan Parks and Camping Grounds Act 1995*, subject to conditions:

*Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Team Leader Ranger Services, Rangers*

Power to:

1. Enforce the Control of Vehicles (Off Road Areas) Act 1978:
  - a. s6(1) Driving or use of off-road vehicle in area other than private land by consent or permitted area;
  - b. s6(2) Driving or use of vehicle in prohibited area;
  - c. s6(4)a. Using or driving an off-road vehicle in a manner which creates or causes undue or excessive noise;
  - d. s6(4)b. Using or driving off-road vehicle not fitted with an efficient silencing device;
  - e. s7(2) Failure to register vehicle or driving or use of unregistered vehicle;
  - f. s10 Knowingly permitting under-age person to be in charge of vehicle;
  - g. s19(3) Destroying, etc., notice or mark identifying permitted or prohibited area;
  - h. s37(8) Illegal removal of infringement notice from vehicle;
  - i. s38(10) Use of vehicle contrary to prohibition of use notice;
  - j. s38(10) Removal, damage or obliteration of or to prohibition of use notice attached to vehicle.
2. Declare that a vehicle is an abandoned vehicle wreck under s3.40A(4) of the Local Government Act 1995.

Notes:

- (i) Appointment of Designated Officers: *The Caravan Parks and Camping Grounds Act 1995 does not contain a head of power to delegate the appointment of authorised persons to the CEO.*
- (ii) Designated officers are empowered to sign documents, enter and inspect a facility, caravan or camp, issue and withdraw notices, extend the payment date for modified penalties, and initiate appropriate legal action on behalf of the City of Albany when a breach of the Caravan Parks and Camping Grounds Act 1995 and related legislation warrants such action.

**Condition of Delegation:**

- (a) The power to prosecute any person is only exercised by agreement of the Executive Director Development Services or Manager Ranger & Emergency Services.
- (b) A withdrawal notice shall be signed by a person appointed in writing to withdraw infringement notices by the public authority.
- (c) The person who issues an infringement under s23(2) must not withdraw the infringement under s23(7).

**Legislative or Policy Reference:**

- **Control of Vehicles (Off-Road Areas) Act 1978:** s5 (*Local government's functions*) (1)(5), s38 (*Authorised officers, who are, functions of etc.*), *Caravan Parks & Camping Grounds Act 1995:* s17 (*Appointment of authorised person*), s18 (*Powers of entry*), s22 (*Legal proceedings to be taken by authorised person*), s23 (*Infringement notices*)
- **Local Government Act 1995:** s3.40A (*Abandoned vehicle wreck may be taken*) (4).

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Ranger & Emergency Services
    - Team Leader Ranger Services
      - Rangers

**2017:031 - ANIMAL CONTROL**

*(Cats & Dogs, Stock)*

**Delegated Power:** Council designates the following positions to administer enforce the Cat Act 2011, Dog Act 1978 and Local Government (Miscellaneous Provisions) Act 1960, subject to conditions:

*Chief Executive Officer, Executive Director Development Services, Manager Ranger & Emergency Services, Team Leader Ranger Services, All Rangers, Customer Service Officers*

Power to:

1. Register, seize, detain and dispose a dog or cat.
2. Register a dog or cat.
3. Declare a Dog Dangerous in accordance with s33E and s33F of the *Dog Act 1976*.
4. Consent for a Dog to be destroyed in accordance with s33G of the *Dog Act 1976*.
5. Impound Stock, Dispose Sick or Injured Impounded Animals, Remove and Impound
6. Goods (including Animals) under the *Local Government (Miscellaneous Provisions) Act 1960*.
7. Appoint persons, establish and operate cat management facilities under the *Cat Act 2011*.
8. Appoint persons, establish and operate dog management facilities under s11 the *Dog Act 1976*.
9. Establish public pounds under the *Local Government (Miscellaneous Provisions) Act 1960*.
10. [Refuse registration of a dog in the City of Albany municipality in accordance with s16\(3\), s17A and s17 of the Dog Act 1976.](#)

*Note: For the purpose of Part XX of the Local Government (Miscellaneous Provisions) Act 1960, a local government is to be regarded as the owner and occupier of streets, ways, reserves, bridges, ferries, foreshores, jetties, wharves, other public places, and unenclosed land abutting them within its district.*

**Condition of Delegation:**

- (a) Withdrawal of an Infringement Notice can only to be approved by the Chief Executive Officer, Executive Director Corporate Services, Executive Director Development Services or the Manager Ranger & Emergency Services.
- (b) Authorisation under the *Dog Act 1976* must be from Council.
- (c) Gazettal of appointment is required.

**Legislative or Policy Reference:**

- **Cat Act 2011:** s42 (*Administration by local governments*), s44 (*Delegation by local government*), s45 (*Delegation by CEO of local government*), s48 (*Authorised persons*)
- **Cat Regulations 2012:** r.30 (*Modified penalties (s. 63(2))*)
- **Cat (Uniform Local Provisions) Regulations 2013:** r.3 (*These regulations operate as local laws*)
- **Dog Act 1976:** s10AA (*Delegation of local government powers and duties*), s11 (*Staff and services*), s29 (*Power to seize dogs*) (1), s30A (*Operator of dog management facility may have dog micro chipped at owner's expense*), s33E (*Individual dog may be declared to be dangerous dog (declared)*)\*, s33G (*Seizure and destruction*), s48 (*Regulations to operate as local laws*)
- **Dog Regulations 2013:** r.33 (*Modified penalties for offences under the principal Act*), r.36 (*Dog Regulations 1976 repealed*)
- **Local Government Act 1995:** s3.39 (*Power to remove and impound*), s3.48 (*Impounding expenses, recovery of*),
- **Local Government (Miscellaneous Provisions) Act 1960:** r.449 (*Pounds, establishing; pound keepers and rangers, appointing*)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Ranger & Emergency Services (Exempt 3)
    - Team Leader Ranger Services (Exempt 3 & 10)
      - Rangers (1, 2, 5 & 7 only)
      - Customer Service Officers (2 only)

**2017:032 - EMERGENCY MANAGEMENT**

*(Administer & Compliance)*

**Delegated Power:** Council designates the following positions to administer and enforce the *Emergency Management Act 2005, Bush Fire Act 1954, and Fire & Emergency Services Act 1998*, subject to conditions:

*Chief Executive Officer, Executive Directors, Manager Ranger & Emergency Services Community Emergency Services Manager - CESM, Emergency Management Team Leader*

Power to:

1. Authorise persons under the Emergency Management Act 2005.
2. Authorise persons to perform all powers and duties relating to Emergency Management under s48 of the *Bush Fires Act 1954* relating to emergency management of fire and the operational and strategic preparedness to manage such emergencies.
3. Assist Emergency Services & engage contractors.

*Notes: Under section 36 of the Emergency Management Act 2005 it is a function of local government to:*

- (i) Subject to this act, to ensure that effective emergency management arrangements are prepared and maintained for its district;*
- (ii) To manage recovery following an emergency affecting the community in its district; and*
- (iii) To perform other functions given to the local government under this Act to have Local Emergency Arrangements.*

**Condition of Delegation:**

- (a) If potential engagement cost exceeds allocated budget, the designated officer as soon as reasonably possible is to contact with the Chief Executive Officer before engaging private contractors or incurring any expenses.
- (b) Excludes powers and duties that are prescribed in the Act that must be appointed by the local government.

**Legislative or Policy Reference:**

- **Emergency Management Act 2005:** s36 (*Functions of Local Government*), s37 (*Local emergency coordinators*), s38 (*Local emergency management committees*) and s39 (*Functions of local emergency management committees*)
- **Fire & Emergency Services Act 1998:** Part 3, s12 (2)(e)(f)

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Manager Community Services
- Executive Director Corporate Services
- Executive Director Works & Services
- **Executive Director Commercial Services**
- Executive Director Development Services
  - Manager Ranger & Emergency Services
    - Community Emergency Services Manager (CESM)
    - Emergency Management Team Leader

Local Government Act 1995, Food Act 2008, Health (Miscellaneous Provisions) Act 1911,  
Litter Act 1979, Public Health Act 2016

**2017:033 - PUBLIC HEALTH**

*(Administer & Compliance)*

**Delegated Power:** Council designates the following positions, pursuant to s21 of the *Public Health Act 2016* and s26 of the *Health (Miscellaneous Provisions) Act 1911* as appointed authorised persons and deputies for the purpose of discharging the City's local government powers and functions:

Chief Executive Officer, Executive Director Development Services; Manager Building, Health & Compliance; Coordinator Health Services; and all Environmental Health Officers.

Power to:

**Food Act 2008:**

1. Appoint Authorised Officers to exercise the powers and duties set out in the *Food Act 2008*.
2. Issue prohibition orders in accordance with section 65 of the *Food Act 2008*;
3. Clear and remove a prohibition order in accordance with section 66 of the *Food Act 2008*;
4. Provide written notification not to issue a certificate of clearance in accordance with section 67 of the *Food Act 2008*; and
5. Grant, apply conditions, refuse, vary or cancel registration of a food business in accordance with sections 110 and 112 of the *Food Act 2008*.

**Health (Miscellaneous Provisions) Act 1911:**

6. City Environmental Health Officer may only:
  - a. Serve health orders in connection with requirements and repairs to businesses, shops and dwellings in accordance with the provisions of s354.
  - b. Sign and issue licences and registrations issued.
  - c. Enter premises under s349 and administer the provisions in the regulations.

**Litter Act 1979:**

7. Appoint Authorised Officers to exercise the powers and duties set out in the *Litter Act 1979*.
8. Enforce the *Litter Act 1979* and withdrawal infringements issued under s30(4) of the *Litter Act 1979*, being: s23 Littering — cigarette butt; s23 Littering — any other litter; s24 Breaking glass, metal or earthenware; s24A(1) Bill posting; s24A(2) Bill posting on a vehicle; r.6 Deposit of domestic or commercial waste in a public litter receptacle; and r.8 Transporting load inadequately secured.

**Public Health Act 2016:**

9. Appoint Authorised Officers to exercise the powers and duties set out in the *Public Health Act 2016*.
10. All powers and duties conferred or imposed on the City of Albany by the *Public Health Act 2016* in accordance with s21(1)(b)(i) of the *Public Health Act 2016*.

**Condition of Delegation:**

- Only the Chief Executive Officer and/or Executive Director Development Services may institute legal proceedings and appoint persons to authorised officer or deputy positions.
- A person who is authorised to give infringement notices and/or enforcement orders is not eligible to be an authorised person for the purposes of withdrawal.
- Setting of annual fees under s6.16 and s6.19 of the *Local Government Act 1995* is excluded.

- Environmental Health Officer conditions under the *Health (Miscellaneous Provisions) Act 1911*:
  - Part IV (Sanitary provisions), Divisions 4 (Sanitary conveniences) & 7 (Pollution of water): Authority is limited to the forming of opinion and issuing notices, requisitions, directions and orders and does not include the carrying out or causing to be carried out, of works in default of duly served notices, the undertaking or contracting of works, the provision of sanitary conveniences.
  - Part V (Dwellings) Division 1 (Houses unfit for occupation): Authority is limited to the forming of opinions and issuing notices and directions and does not include carrying out, or the arranging for the carrying out, of works in default of duly served notices.
  - Part VII (Nuisances and offensive trades) Division 1 (Nuisances): Authority extends to the issue of requisitions and, in the case of default, the causing of requisite work to be done.
  - Delegations with respect to the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* includes the approval of applications for effluent disposal systems as described in regulation 4 and issue permits to use effluent disposal systems as described in regulation 10.

**Notes:**

- (i) For the purposes of the *Litter Act 1979* an authorised officer is:
- any member of the Police Force;
  - any person appointed as such pursuant to subsection (2) within the area of jurisdiction entrusted to a person by the appointment; within the district of a local government, any person who is:
    - a member of the council of the local government;
    - an employee of the local government; or
    - an honorary inspector appointed by the local government under s27AA;
- (ii) For the purpose of the **Food Act 2008** and **Food Regulations 2009**, Council is exercising its power of delegation under Section 122.

**Legislative or Policy Reference:**

- **Local Government Act 1995**: Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, Subdivision 1 — Miscellaneous provisions about enforcement, s9.10 (Appointment of authorised persons) (1)
- **Food Act 2008**: s122(1)(a) - Designated Non Environmental Health Officers, s122(3) - Maintain the Register of Authorised Officers, s123(1) - Issue Certificates of Authority to Authorised Officers, and s126(3) - Payment of Infringement Notices, [Sections 65, 66, 67, 110, 112 and 118 of the Food Act 2008](#)
- **Food Regulations 2009**: r.5 (Appropriate enforcement agency: local government- s.8)
- **Public Health Act 2016**: [Section 21\(1\)\(b\)\(i\) of the Public Health Act 2016](#).
- **Health (Miscellaneous Provisions) Act 1911**: [s26 \(Powers of local government\)](#),
- **Litter Act 1979**: s26 (Authorised officers, appointment and jurisdiction of etc.) (1)(c), s27 (Authorised officers, powers of); s27AA (Honorary inspectors, appointment of), s30 (Infringement notices)
- **Litter Regulations 1981**: r.6 Deposit of domestic or commercial waste in a public litter receptacle; and r.8 Transporting load inadequately secured.
- **Public Health Act 2016**: [s21\(Enforcement agency may delegate to the Chief Executive Officer or an authorised officer designated by the local government\)](#).

**Local Laws:**

- Health Local Laws 2001
- Health (Eating-Houses and Itinerant Food Vendors) Local Laws 2001

**Reporting Requirement:**

- Report to file. *Noting in accordance with section 38 of the Health (Miscellaneous Provisions) Act 1911, local government are to submit a report to the Chief Health Officer concerning the sanitary conditions of its district, and all works executed and proceedings taken by the local government in February annually.*

**Designated Persons:**

- Chief Executive Officer (All)
- Executive Director Development Services (All)
  - Manager Ranger & Emergency Services (7 & 8 only)
    - Team Leader Ranger Services 8 only
      - Rangers (8 only)
  - Manager Building, Health & Compliance ((All)
    - Coordinator Health Services (All)
      - Environmental Health Officers (All)



**2017:034 - ILLEGAL DUMPING AND NOISE**

**Delegated Power:** Council designates the following positions to administer and enforce the *Environmental Protection Act 1986* in accordance with the conditions specified:

*Chief Executive Officer, Executive Director Development Services, [Manager Building, Health & Compliance](#), [Coordinator Health Services](#), Environmental Health Officers, Manager Ranger & Emergency Services, Team Leader Ranger Services, Rangers, Executive Director Works & Services, Manager City Reserves*

Power to:

1. Exercise the powers and discharge the duties of the local government under the *Environmental Protection Act 1986*:
  - a. s79 (Noise); and
  - b. s49A (Dumping Waste).
2. Authorise persons to administer any or all of the above functions.

Notes:

- (i) *A prosecution for an offence under section 79 (Noise) may be instituted by a police officer, or the Chief Executive Officer of a local government, acting with the consent of the CEO of the Department of Environment Regulation.*
- (ii) *The delegated power (authorisation) under section 49A (dumping waste) must be delegated from the CEO of the Department of Environment Regulation and the hold the prescribed authority card.*
- (iii) *Delegation 52 (19 March 2004) – local government CEO has powers in relation to environmental protection notices under section 65 of the Act;*
- (iv) *Delegation 112 (20 December 2013) – local government CEO has powers in relation to various approvals and other activities under the noise regulations; and c. Delegation 119 (16 May 2014) - local government CEO and Environmental Health Officers have powers in relation to noise management plans for construction work on construction sites under noise regulation 13.*
- (v) *Authorisation must be endorsed by CEO of Department of Environment.*
- (vi) *Barking dogs are administered under the Dog Act 1976.*

**Condition of Delegation:** Nil.

**Legislative or Policy Reference:**

- **Environmental Protection Act 1986:** s20. (*Delegation by CEO*), s65. (*Environmental protection notices, issue and effect of*)
- **Environmental Protection (Noise) Regulations 1997**
- **Environmental Protection Regulations 1987**

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - [Manager Building, Health & Compliance](#) (Exempt 2)
    - [Coordinator Health Services](#) (Exempt 2)
      - Environmental Health Officers (Exempt 2)
  - Manager Ranger & Emergency Services (1b only)
    - Team Leader Ranger Services (1b only)
      - Rangers (1b only)
- Executive Director Works & Services (1b only)
  - Manager City Reserves (1b only)

**2017:035 - CROWN RESERVES, STREET NAMES**

**Delegated Power:** Council designates the following positions to administer and enforce the *Land Administration Act 1997*, subject to conditions:

*Chief Executive Officer, Executive Director Corporate Services, Senior Land Officer, Executive Director Development Services, **Manager Planning Services**, Land Officer, Executive Director Works & Services, Manager City Reserves.*

Power to:

1. Process requests related to Crown Reserves, pursuant to s3.54 of the Local Government Act 1995 and Part 4 of the Land Administration Act 1997.
2. Comment on requests to lease Crown land, where the State manages the lease, pursuant to Part 6 of the Land Administration Act 1997.
3. Forward recommendations of street names to the Geographic Names Committee, Western Australia, under s26A of the Land Administration Act 1997.
4. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Process requests related to Crown Reserves (1) Authority to process matters relating to Crown Reserves, as follows:
  - (i) Requests to the Minister for Lands to create a new reserve or transfer Crown land from one form to another (i.e. road reserve to Crown reserve; excision of road reserve from Crown reserve etc.);
  - (ii) Change of purpose of a Crown reserve;
  - (iii) Changes to reserve boundaries;
  - (iv) Acceptance of a management order, where the City is currently managing the land or can do so within existing operational budgets; and
  - (v) Requests to lease Crown land, where no structure will be built (i.e. leases managed by the State, pastoral leases etc).
- (b) Comment on requests to lease Crown Land (2) Compliance with the following documents is necessary:
  - (i) Local Planning Scheme & Strategies;
  - (ii) Adopted Asset Management Plans (Roads; Reserves: Natural and Developed; Drainage); and
  - (iii) City of Albany Bushfire Strategy.
- (c) The revocation of a management order of an existing City managed reserve or cancellation of an existing Crown reserve shall be considered by Council.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.54 (*Reserves under control of a local government*)
- **Land Administration Act 1997:** Part 2 — *General administration, Division 3 – General, s26A (New subdivisions, names of roads and areas in), Part 4 — Reserves, Part 6 — Sales, leases, licences, etc. Of Crown land*

**Reporting Requirement:** Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
  - Senior Land Officer (1 only)
- Executive Director Development Services
  - **Manager Planning Services** (1, 2 & 3 only)
    - **Development Engineer** (1 only)
      - Land Officer (1 only)
- Executive Director Works & Services
  - Manager City Reserves (1 only)

**2017:036 - LAND RESUMPTION, ROADS, DRAINAGE, FOOTPATHS, ROAD DEDICATIONS & CLOSURES**

**Delegated Power:** Power to:

1. Obtain land for the City's infrastructure (roads, drainage, footpaths etc).
2. Road dedications and closures: Action requests to the Minister for Lands to dedicate land as a road and indemnify the Minister against any claims for compensation;
3. Initiate the public advertising period for the closure of road reserves.
4. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Obtain land for the City's infrastructure (1):
  - (i) All land taking to be based on sound engineering principles, taking into account existing and future road and drainage systems;
  - (ii) Compensation for the resumption of private land shall be based initially on an independent valuation obtained from a licensed valuer;
  - (iii) Compensation to a maximum of \$100,000 dollars and within the confines of relevant budget allowances may be negotiated without referral to Council;
  - (iv) Landowners are to enter into Consent to Taking by Agreement for the land to be resumed and agreeing to the compensation amount and any other special conditions;
  - (v) No payment of compensation is to be paid for the land resumption until a caveat has been placed on title registering the City's interest or the final deposited plan is lodged in order for dealings.
- (b) Road dedications and closures (2):
  - (i) Requests to dedicate land as a road reserve shall comply with the following conditions:
    - Land is being used as part of an existing road or right of way; and
    - Land is to be acquired for road widening as part of a land resumption process.
  - (ii) Initiation of the public advertising for road closure shall only be actioned where it is identified that the road or right of way is surplus to current requirements and is not required as part of the future planning and development of an area.
  - (iii) Council to make the final decision on a road closure request following the advertising period, irrespective of whether submissions have been received.

**Legislative or Policy Reference:**

- **Land Administration Act 1997:** *Part 5 — Roads, Part 9 — Compulsory acquisition of interests in land, Part 10 — Compensation.*

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
- Executive Director Development Services
  - **Manager Planning Services**
    - **Development Engineer (2 & 3 only)**
      - Land Officer (2 & 3 only)

**2017:037 - BLASTING IN TOWN SITE AND FIRE WORKS**

**Delegated Power:** Council designates the following positions to administer and discharge the City of Albany duties under the *Dangerous Goods Safety Act 2004*, subject to conditions:

*Chief Executive Officer and Executive Director Development Services*

Power to:

1. Grant permission of the local government to allow blasting within a town site in accordance with the Dangerous Goods Safety (Explosives) Regulations 2007, Part 12, Division 4.
2. Approve a Fire Works Application.
3. Authorise persons to administer any or all of the above functions.

*Note: In accordance with section 131 of the Dangerous Goods Safety (Explosive) Regulations 2007, a person who wishes to use an explosive in a town site to blast rock or similar solid material, must obtain a written permit to do so from the local authority.*

**Condition of Delegation:**

- (a) Consultation must be conducted with DFES (FRS district) and the Chief Bush Fire Control Officer (All other areas in municipality), prior to any approval being given.
- (b) The fireworks notice must be in an approved form and contain the following information:
  - (i) the details of the fireworks operator licence that the person holds;
  - (ii) the required details of the firework that will be used;
  - (iii) the date and time when the firework will be used;
  - (iv) where the firework will be used;
  - (v) the purpose of using the firework; and
  - (vi) must be a licensed operator.
- (c) In accordance with r.131 (6), on receipt of an application for blasting operations within a town site, the local authority may:
  - (i) Issue a notice that prohibits the explosion;
  - (ii) Issue a permit for the explosion; or
  - (iii) Issue a permit for the explosion that contains reasonable conditions to ensure the safety of people and or property, to ensure such people are notified of the proposed explosion and to reduce the potential disturbance.
- (d) Regulation 131(7) states that a local government shall not grant a permit unless it is satisfied that public risk insurance is in place of at least \$5,000,000 or such higher amount as the local government decides is reasonable.

**Legislative or Policy Reference:**

- **Dangerous Goods Safety Act 2004**
- **Dangerous Goods Safety (Explosives) Regulations 2007: Part 12 — Use of explosives other than fireworks, Division 4 — Using explosives to blast, damage, destroy or demolish, r131 (Blasting in town site, permit required for), Part 13 — Use of fireworks, Division 4 — Fireworks events, r139 (Using certain fireworks outdoors other than at fireworks events).**

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services (1 & 2 only)

**2017:038 - LIQUOR LICENSING AND CONTROL**

**Delegated Power:** Council designates the following positions to administer and discharge the City of Albany's duties under the *Liquor Control Act 1988* in accordance with the conditions specified:

*Chief Executive Officer; Executive Director Development Services; Manager Planning Services; Coordinator Planning Services; Manager Building, Health & Compliance; Coordinator Health Services.*

Power to:

1. Enforce all local authority responsibilities under the Liquor Licensing Act 1988 and Liquor Control Act 1988 pursuant to s39 and s40 of the Liquor Control Act 1988;
2. Issue a s39 certificate; and
3. Issue a s40 certificate.

*Note: The Liquor Control Act 1988 does not contain a head of power to delegate the appointment of authorised persons to the CEO.*

**Condition of Delegation:**

- Enforcement (1) subject to compliance with the Local Planning Scheme (LPS1).

**Legislative or Policy Reference:**

- **Liquor Licensing Act 1988**
- **Liquor Control Act 1988:** s39 (*Certificate of local government as to whether premises comply with laws*) and s40 (*Certificate of planning authority as to whether use of premises complies with planning laws*).

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Planning Services (3 only)
    - Coordinator Planning Services (3 only)
  - Manager Building, Health and Compliance (1 & 2 only)
    - Coordinator Health Services (1 & 2 only)

**2017:039 - DEVELOPMENT CONTROL, COMPLIANCE, LEGAL ACTION****Delegated Power:** Power to:

1. Deal with unauthorised development. Give written direction regarding unauthorised development and remove or alter unauthorised development pursuant to s214 and s215 of the *Planning & Development Act 2005*.
2. Deal with development control, enforcement and legal action (including appeals and SAT matters).
3. Exercise discretion and to approve and apply conditions to planning applications and building licences under the City's Local Planning Scheme (LPS1), Residential Design Codes and Building Code of Australia;
4. Authorise persons to enter premises under the Local Planning Scheme (LPS1);
5. Implement enforcement and legal proceeding matters under the *Planning and Development Act 2005*, Part 13;
6. Implement matters delegated to the City of Albany under the *Planning and Development Act 2005*;
7. Exercise discretion when issuing, withdrawing, amending notices and requisitions pursuant to Part 13 of the *Planning and Development Act 2005* and the provisions the City's Local Planning Scheme;
8. Exercise discretion and to respond to appeals lodged with the State Administrative Tribunal (SAT) for:
  - a. The determination of planning application appeals under Part 14 of the *Planning and Development Act 2005*, and the City's Local Planning Scheme (LPS1);
  - b. The determination of building application appeals;
  - c. The determination of 'without prejudice' conditions;
  - d. Prosecute under the *Planning and Development Act 2005*, Part 13;
  - e. Make recommendations for appointment of consultants/legal representatives for SAT Matters; and
  - f. Mediate matters before the State Administrative Tribunal (SAT).
9. Take action for departure from the requirements and provisions of the City's Local Planning Scheme (LPS1), including the *Planning and Development Act 2005*, Part 13.
10. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Development Control, Enforcement and Legal Action (including Appeals and SAT Matters):
  - The Executive Director Development Services shall sign any Prosecution Notices;
  - Quotations are to be obtained and a recommendation is to be provided to the CEO for approval of consultants for all matters which are appealed to the SAT;
- (b) "Without Prejudice" conditions and amended plans for matters mediated in the SAT are to be reported to the Council for consideration and determination;
- (c) Representation is only exercised after consultation with the Executive Director Development Services (or in his/her absence), the approval of the CEO.
- (d) Any third party action against the City must be reported to the City's insurer.

**Legislative or Policy Reference:**

- **Planning & Development Act 2005:** *Part 13 — Enforcement and legal proceedings, s214 (Illegal development, responsible authority's powers as to), s215 (Illegal development, responsible authority's powers to remove etc.), Part 14 — Applications for review*

**Policy Position:**

- Local Planning Scheme (LPS1).

**Reporting Requirement:**

- Report to file.

*Note: "Without Prejudice" conditions and amended plans for matters mediated in the SAT are to be reported to the Council for consideration and determination.*

**Designated Persons:**

- Chief Executive Officer
- Executive Director Development Services
  - Manager Planning Services (1, 2, 3, 4, 8a,c,d,e & f only)
    - Development Engineer (1, 2, 8a,c,d,e & f only)
    - Coordinator Planning Services (1, 2, 8b & c only)
      - Senior Planning Officer(s) (3, 8a,c,d,e & f only)
      - Planning Officer (s) (3 Only)
  - Manager Building, Health & Compliance (1, 2, 3, 8c & f only)
    - Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (1, 2, 3, 8c & f only)
      - Development Compliance Officer ((1, 2 & 8b only)
    - Coordinator Building Services (1 & 2, & 8b only)



**2017:040 - PLANNING & DEVELOPMENT ACT 2005**

*(Administration and Appointment of Authorised Persons)*

**Delegated Power:** Council designates the following positions to administer and enforce the *Planning and Development Act 2005*, subject to conditions:

*Chief Executive Officer, Executive Director Development Services, Manager Planning Services*

Power to:

1. Approve or Refuse Local Development Plans (LDPs) after appropriate consultation and where it is unlikely to have an adverse impact on the local area;
2. Appoint persons to administer the *Planning and Development Act 2005*;
3. Pursuant to s234 of the *Planning and Development Act 2005*, appoint designated persons to enforce the following sections:
  - a. 228 (Giving of infringement notice)
  - b. 229 (Content of infringement notice)
  - c. 230 (Extension of time)
  - d. 231 (Withdrawal of infringement notice)
4. Approve and decline development applications under the City's Local Planning Scheme (LPS1).
5. Approve development applications with minor variation to Policies and Guidelines.
6. Determine whether to vary a Planning Scheme policy, guideline or provision and/or grant approval with or without conditions.

**Condition of Delegation:**

- (a) **Local Development Plans (LDPs) (1).** This delegation is limited to the Executive Director Development Services or CEO. If utilised Council is to be advised.
- (b) **Appoint Persons (2).** Persons must be:
  - a. approved by the Executive Director Development Services and/or Manager Planning Services;
  - b. selected based on experience and qualifications held; and
  - c. appointed in writing (*correspondence to be filed on an appropriate record and a copy of the appointment placed on the person's personal record*).
- (c) **Appointment of designated officers to enforce (2)** The Executive Director Development Services is to approve any legal action and sign any Requirements Prosecution Notices.
- (d) **Approve and decline development applications (3)** Planning Infringement Notices Planning and Development Act 2005, sections: s228, s229, s230 or s231:
  - **Level 1** – s228 (Giving of infringement notice), s229 (Content of infringement notice), and s230 (Extension of time), and s231 (Withdrawal of infringement notice).
  - **Level 2 & 3** – s228 (Giving of infringement notice), s229 (Content of infringement notice), and s230 (Extension of time).



**Designated level assigned to position:**

- **Level 1 –**
  - Executive Director Development Services
  - Manager Planning Services
  - Coordinator Planning Services
- **Level 2 & 3 –**
  - Senior Planning Officer(s)
  - Senior Planning Officer(s) – Strategic Planning
  - Senior Planning Officer(s) – Statutory Planning & Compliance
  - Planning Officer(s)
- **Level 4 –**
  - Planning Officer(s)
  - Planning Technical Officer(s)
- **Level 5 & 6 –**
  - Planning Technical Officer(s)

(e) **Approval of development applications with minor variations** (4). Approval of development applications with minor variation to Policies and Guidelines are to be determined by the Executive Director Development Services after adjacent landowners, ward Councillors, and in some matters the community generally have been consulted and the concerns raised have been “adequately addressed” in the following ways:

- Where no submissions were received the application can be determined on its merits;
- Where Submissions objecting or seeking changes to the proposal were lodged, but were non-substantive, and subject to further liaison with the person(s) who lodged the submission prior to determining the application the Executive Director Development Services shall determine if it warrants Council’s consideration;
- Where Submissions were lodged with substantive arguments against the proposal then the Executive Director Development Services may refuse the application or refer the application to Council for determination.

**Legislative or Policy Reference:**

- **Planning and Development Act 2005:** s234 (*Designated persons, appointment of*)
- **Local Government Act 1995:** s5.42 (*Delegation of some powers and duties to CEO*), s9.10(*Appointment of authorised persons*) (1)

**Policy Position:**

- *Local Planning Scheme (LPS1)*

**Reporting Requirement:**

- Report to file and Council monthly.

**Designated Persons:**

- **Chief Executive Officer**
  
- **Level 1** - Development application up to prescribed amount that requires referral to the Development Assessment Panel (DAP), includes authority to refuse an application, approve non-conforming land use, permit a change in land use, and approve commercial and residential applications.
  - **Executive Director Development Services**
  - **Manager Planning Services**
  - **Coordinator Planning Services**
  
- **Level 2** - Development applications limited to **\$1.5 million**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
  - **Designated Senior Planning Officers**
  
- **Level 3** - Development applications limited to **\$1 million**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
  - **Designated Planning Officers**
  
- **Level 4** - Development applications limited to **\$750 thousand**, approve commercial and residential applications, permit a change in land use, excludes Authority to: refuse an application; and approve non-conforming land use.
  - **Designated Planning Officers**
  - **Designated Planning Technical Officer**
  
- **Level 5** - Development application limited to **\$500 thousand**, residential land use only, excludes Authority to: approve commercial land use, refuse an application; approve non-conforming land use; and permit a change in land use.
  - **Designated Planning Technical Officers**
  
- **Level 6** - Development application limited to **\$350 thousand**, residential land use only, excludes Authority to: approve commercial land use, refuse an application; approve non-conforming land use; and permit a change in land use.
  - **Designated Planning Technical Officers**

**2017:041 - WIND EROSION & SAND DRIFT**

**Delegated Power:**

1. Serve notice on a person to prevent wind erosion or sand from escaping a property onto other private land or land that is local government property, the Local Government (Uniform Local Provisions) Regulations 1996,r.21 and Local Government Act 1995, s3.25(1)(b).
2. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) Persons being local government employees.
- (b) Each person so authorised is to be issued with a certificate stating that the person is so authorised.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Division 3 — Executive functions of local governments, s3.24 (Authorising persons under this Subdivision), s3.25 (Notices requiring certain things to be done by owner or occupier of land)(1)(b); Part 9 — Miscellaneous provisions, Division 2 — Enforcement and legal proceedings, s9.10 (Appointment of authorised persons)*
- **Local Government (Uniform Local Provisions) Regulations 1996:** *r.21 (Wind erosion and sand drifts — Sch. 9.1 cl. 12)*

**Local Law:**

- Sand Drift Prevention and Abatement Local Law 2009.

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Engineering (1 only)
  - Manager City Operations (1 only)
- Executive Director Development Services
  - Manager Planning Services (1 only)
    - Development Engineer (1 only)
  - Manager Building, Health & Compliance (1 only)
    - Coordinator Building Services (1 only)
      - Development Compliance Officer (1 only)
    - Coordinator Health Services (1 only)
      - Senior Environmental Health Officer(s) (1 only)
      - Environmental Health Officer(s) (1 only)

**2017:042 - ACTIVITIES ON PUBLIC LAND**

*(Close Thoroughfares, Road Reserves, Footpaths, Tracks, Right-of-Way, Alternations & Additions to City Premises)*

**Delegated Power:**

1. Stop and mitigate dangerous excavation in or near public thoroughfares (i.e. Roads, Paths, and Tracks).
2. Exercise additional powers when giving a notice under s3.25 of the Act (specifically Schedule 3.1).
3. Obstructing or encroaching on public thoroughfare; Gates and other devices across public thoroughfares; Dangerous excavation in or near public thoroughfare; Constructing private works on, over, or under public places, etc)
4. Approve Private Works On, Over Or Under Public Places Close a thoroughfare, wholly or partially (period not exceeding four weeks)
5. Closing Certain Thoroughfares to Vehicles (period exceeding 4 Weeks)
6. Partial Closure of Thoroughfare for Repairs and Maintenance (i.e. Roads, Paths, Tracks)
7. Authorise the encroachment of a public thoroughfare.
8. Obstruct a Public Thoroughfare (i.e. Roads, Paths, Tracks)
9. Provide a gate or other device across a public thoroughfare or serve a Notice to Request the owner or occupier to repair a gate or fence.
10. Serves Notices and take action for offences relating to the protection of thoroughfares from water damage (i.e. Roads, Paths, Tracks).
11. Serve notices and take action to prevent damage to footpaths.
12. Issue a licence to deposit material on street.
13. Determine materials to be used in the road reserve (grant approval for the type and standard of material to be used in structures, including footpaths and road pavements, within the road reserve).
14. Grant permission to a person to alter, obstruct, or interfere with, any watercourse, drain, tunnel, or bridge that is local government property.
15. Approve the construction of a crossing giving access from a public thoroughfare to the land, or a private thoroughfare serving the land, the Local Government (Uniform Local Provisions) Regulations 1996, Regulation 12(1).
16. Manage Rights-of-Way, including paving, drainage and placement and/or removal of obstructions.
17. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Nil.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.25 (*Notices requiring certain things to be done by owner or occupier of land*), s3.26 (*Additional powers when notices given*), s3.50A (*Partial closure of thoroughfare for repairs or maintenance*), s3.50 (*Closing certain thoroughfares to vehicles*) - (1a) (4) (6), s3.54 (*Reserves under control of a local government*), Schedule 3.1 - *Powers under notices*
- **Local Government (Financial Management) Regulations 1996:** r.5 (*CEO's duties as to financial management*)
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.6 (*Obstruction of public thoroughfare by things placed and left — Sch. 9.1 cl. 3(1)(a)*), r.7 (*Encroaching on public thoroughfare — Sch. 9.1 cl. 3(2)*); r.8 (*Separating land from public thoroughfare — Sch. 9.1 cl. 4*), r.11 (*Dangerous excavation in or near public thoroughfare — Sch. 9.1 cl. 6*), r.12 (*Crossing from public thoroughfare to private land or private thoroughfare — Sch. 9.1 cl. 7(2)*), r.14 (*Role of Commissioner of Main Roads in some cases — Sch. 9.1 cl. 7(2)*), r.17 (*Private works on, over, or under public places — Sch. 9.1 cl. 8*), r.18 (*Protection of watercourses, drains, tunnels and bridges — Sch. 9.1 cl. 9*), r.19 (*Protection of thoroughfares from water damage — Sch. 9.1 cl. 10*)

**Local Laws:**

- Local Government Property Local Law 2011
- Activities on Thoroughfares and Public Place and Trading Local Law 2011

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Corporate Services
- Executive Director Works & Services
  - Manager City Engineering (Exempt 2, 15 & 16)
  - Manager City Operations (Exempt 2, 15 & 16)
  - Manager City Reserves (4, 5, 6, 8, 9 & 13 only)
- Executive Director Development Services
  - Manager Ranger & Emergency Services (4 & 8 only)
  - **Manager Building, Health & Compliance (2,3,4 & 11 only)**
    - Senior Planning Officer Statutory Planning & Compliance (**Senior Compliance Officer**) (2,3,4 & 11 only)
      - Development Compliance Officer (2,3,4 & 11 only)
    - **Coordinator Building Services (2,3,4 & 11 only)**
  - Manager Planning Services (2,3,4 & 11 only)
    - **Development Engineer (2,3,4 & 11 only)**

## 2017:043 - APPROVE PUBLIC WORKS, STREET LIGHTING, VERGE DEVELOPMENT

### Delegated Power:

1. Grant approval and impose conditions for works to be undertaken in the street by other authorities, private organisations or individuals, including the approval of applications to protect verges.
2. Serve notices on persons/ proprietors of premises who have conducted works in a street without Council's permission.
3. Upgrade Existing Street Lights and Underground Power:
  - a. Assess street lighting requests and designs, in relation to the functional road hierarchy, throughout the municipality;
  - b. Approve the installation of additional or higher rated lamps for street light upgrading if considered appropriate;
  - c. Approve the issuing of works orders to Western Power for the undergrounding or other modifications to power supplies;
  - d. Approve the upgrading of street lighting; and
  - e. Approve the consequential increased tariff, associated with approved Council projects.
4. Authorise persons to administer any or all of the above functions.

### Condition of Delegation:

- (a) **Grant approval and impose conditions (1):**
  - That the proposed works are legal and do not adversely affect the safety, functionality and aesthetics of the street or adjoining properties to an unacceptable degree.
  - The owners and occupiers of adjoining properties should be consulted as appropriate prior to approval being determined.
  - If there are objections to the proposal, it be referred to the Council for determination.
- (b) **Serve notices (2):** Chief Executive Officer to sign any Notices.
- (c) **Existing street lights and underground power (3):** That the works are associated with projects that has obtained the approval of the Council as necessary and is within the approved budget allocation.

### Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 - Functions of local government, Schedule 9.1 - Certain matter for which Governor may make regulations, Clause 8 (Private works on, over, or under public places)*

### Local Laws:

- Local Government Property Local Law 2011
- Activities on Thoroughfares and Public Place and Trading Local Law 2011

### Policy Positions:

- Council Policy: Memorial Plaque and Seat Policy
- City Guideline: Verge Development Guidelines

### Reporting Requirement: Report to file.

### Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Engineering (1, 2 & 4 only)
  - Manager City Operations (1 & 2 only)
- Executive Director Development Services
  - **Manager Planning Services (1 only)**
    - **Development Engineer (1 only)**
  - **Manager Building, Health & Compliance (1 only)**
    - **Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) (1 only)**
      - **Development Compliance Officer (1 only)**

**2017:044 - PARKING, TRAFFIC MANAGEMENT, BUS SHELTERS & SEATS** (*Amendments to Parking Schemes*)

**Delegated Power:**

1. Approve amendments to the Parking Scheme to implement and change time limits in streets and parking stations, ACROD bays and the designation of visitor and authorised vehicle parking.
2. Investigate and develop traffic management treatment proposals and Local Area Traffic Management Scheme proposals in order to identify and address traffic related issues.
3. Locate bus shelters and seats.
4. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- (a) **Traffic management treatment** (2) During the course of investigation contact to be made with the residents/residential groups, as appropriate, to:
  - identify problems and issues;
  - establish objects of traffic management and develop plans of alternative treatments;
  - evaluate alternative treatments and refine selected plan;
  - All alternative routes with regard to road construction or re-construction shall be investigated as part of the design process;
  - The selected plan with the proposed traffic treatment to then be presented to the Council for approval.
- (b) Where it is only necessary to consider remedial action, the Council's approval is not required.
- (c) **Bus shelters and seats** (3): Consultation must be conducted with local residents and Bus Operators, taking into consideration:
  - adjacent land use(s);
  - type and number of existing and likely future patrons;
  - the number of and areas served by the bus routes;
  - frequency of bus services; and
  - the above is inserted as a condition of approval.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Part 3 - Functions of local government, Schedule 9.1 - Certain matter for which Governor may make regulations, Clause 1 (Parking for the disabled), Clause 2 (Disturbing local government land or anything on it)*

**Local Law:**

- Parking and Parking Facilities Amendment Local Law 2012

**Policy Position:**

- City of Albany Local Parking Schemes.

**Reporting Requirement:**

- Report to file. *Note: The traffic management treatment plan to be presented to Council for approval.*

**Designated Persons:**

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Engineering
    - Senior Civil Engineering Officer - Roads (2 only)

**2017:045 - PUBLIC UTILITY SERVICE WORK ORDERS**

*(Approve Disturbance of Public Land)*

**Delegated Power:**

1. Interfere with soil or take anything from local government land in accordance with the *Local Government (Uniform Local Provisions) Regulations 1996* and s3.25(1)b. of the Act.
2. Approve and issue works orders to public utility service authorities for service modifications or upgrading associated approved projects.
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:**

- Compliance with City Guideline: Environmental Code of Conduct Guidelines.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.25 (*Notices requiring certain things to be done by owner or occupier of land*) (1)(b), Schedule 3.1 - Powers under notices to owners or occupiers of land
- **Local Government (Uniform Local Provisions) Regulations 1996:** r.5 (*Interfering with, or taking from, local government land*) (1)

**Policy Position:**

- City Guideline: Environmental Code of Conduct Guidelines.

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Engineering
  - Manager City Operations
  - Manager City Reserves



## 2017:046 - WET WEATHER ROAD CLOSURE

### Delegated Power:

1. Close Roads;
2. Define and impose conditions for road use;
3. Authorise Road Usage Requests; and
4. Authorise persons to administer any or all of the above functions.

*Note: Under s3.50 of the Local Government Act 1995, the local authority is permitted to close an unsealed road to particular traffic in wet conditions. This is done to prevent unreasonable damage to roads due to excessive vehicle movements.*

### Condition of Delegation:

- (a) Install "Road Closed" signs where possible; and
- (b) Providing an information bulletin to affected agencies, distributed via email, local radio and by posting on the City of Albany website.
- (c) This delegations applies to:
  - (i) vehicles with a Gross Vehicle Mass of 4.5 tonne or greater;
  - (ii) vehicles which travel over road under the care and control of the City of Albany.
  - (iii) Local traffic (For example: where a resident is situated on a road which has been closed) shall be exempt from this policy regardless of the weight requirements provided that any vehicle exceeding 4.5 tonne is unloaded.
- (d) Affected agencies shall include but are not limited to:
  - (i) Heavy Haulage carriers;
  - (ii) Main Road Western Australia;
  - (iii) Neighbouring Local Authorities;
  - (iv) Department of Transport; and
  - (v) Local residents.
- (e) Conditions do not apply during flood or emergency situations where roads may be closed to all vehicles for public safety or other reasons.

### Legislative or Policy Reference:

- **Local Government Act 1995:** *Part 3 — Functions of local governments, Subdivision 5 — Certain provisions about thoroughfares, s3.50 (Closing certain thoroughfares to vehicles)*
- **Road Traffic Act 1974:** *Part VI — Miscellaneous, s84 (Damage to road etc. by vehicle, liability for)*

### Local Law:

- City of Albany Activities on Thoroughfares and Public Places and Trading Local Law 2011

### Council Policy Position:

- Council Policy: Wet Weather Road Closure

### Reporting Requirement:

- Report to file.

### Designated Persons:

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Engineering
  - Manager City Operations
  - Manager City Reserves

**2017:047 - PUBLIC RESERVE MANAGEMENT**

*(Street Scape, Tree Planting, Pruning, Removal, Picking Flora)*

**Delegated Power:**

1. Provide for the management, planting, pruning and removal of street trees in order to enhance the streetscapes and not detract from the community landscape requirements.
2. Approve and refuse applications to pick flora from City of Albany vested reserves and road reserves for educational and scientific purposes in accordance with the conditions imposed by the *Local Government Act 1995, Land Administration Act 1997, Parks & Reserves Act 1895, and Wildlife Conservations Act 1950*.
3. Authorise persons to administer any or all of the above functions.

**Condition of Delegation:** Compliance with Council Policies and Guidelines.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** *Schedule 3.2 — Particular things local governments can do on land even though it is not local government property; s3.54 (Reserves under control of a local government)*
- **Land Administration Act 1997**
- **Parks & Reserves Act 1895**
- **Wildlife Conservations Act 1950**

**Local Law:**

- *Local Government Property Local Law*

**Policy Positions:**

- Council Policy: Street Trees
- City Guideline: Street Trees

**Reporting Requirement:**

- Report to file.

**Designated Persons:**

- Chief Executive Officer
- Executive Director Works & Services
  - Manager City Reserves

**2017:048 - DISPOSAL OF PROPERTY (LAND) DELEGATION**

**Delegated Power:**

1. To dispose of Council property, in accordance with section 3.58 of *the Local Government Act 1995*.
2. To engage an auctioneer, real estate agent and/or settlement agent to represent the City and to negotiate the sale of the property.

**Condition of Delegation:**

- a. The land is deemed surplus to the City's requirements;
- b. The land is valued at less than \$50,000 based on an independent market valuation prepared within 6 months of entering into a Contract of Sale;
- c. The land is not considered to be capable of being independently developed, in accordance with relevant planning and/or building legislation, and/or would not be of significant benefit to anyone other than the transferee;
- d. The intent to sell the property has been appropriately advertised under section 3.58 of the Local Government Act 1995 and all other requirements of this part have been addressed. Should any objections to the land sale be received, an item to Council is required;
- e. The appointment of an agent to act on behalf of the City meets the City's procurement processes.

**Legislative or Policy Reference:**

- **Local Government Act 1995:** s3.58(2) and (3) – Disposing of property.

**Reporting Requirement:**

- Report to file and Council Committee.

**Designated Persons:**

- Chief Executive Officer

| OFFICE OF CEO                                     |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
|---|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|---|---|--|--|--|
| Delegation/Position Title                         | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 |   |   |   |  |  |  |
| Mayor*  |   |   |   |   |   | X |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Chief Executive Officer                           | X | X | X | X | X | X | X | X | X | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X | X | X |  |  |  |
| PA to Mayor & Councillors                         |   |   |   |   |   |   |   |   |   |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| <b>Major Projects Team</b>                        |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Manager Major Projects                            |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| COMMUNITY SERVICES                                |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| EM Community Services                             | X | X | X | X | X |   |   |   |   | X  | X  |    |    |    |    |    |    | X  |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| <b>Community Services Development Team</b>        |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Community Engagement Manager                      |   | X | X |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| <b>Communications &amp; Event Management Team</b> |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Communications & Events Manager                   |   | X | X |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Events Team Leader                                |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Events Coordinator                                |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| <b>Albany Public Library</b>                      |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Manager Library Services                          | X |   |   |   | X |   |   |   | X | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| <b>Vancouver Arts Centre</b>                      |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |
| Vancouver Arts Centre Coordinator                 | X |   |   |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |  |  |  |

Legend: X = Assigned, Blank = Not assigned



| DEVELOPMENT SERVICES  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
|---|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|---|---|---|---|---|--|
| Delegation/Position Title   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| ED Development Services   | X | X | X | X | X |   | X | X | X |    |    | X  | X  | X  |    |    |    | X  |    |    |    |    | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  | X  |    |    |   |   |   |   |   |   |  |
| <b>Planning &amp; Engineering Services Team</b>                                     |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Manager Planning Services   | X |   |   | X |   |   | X | X |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  |    |    |    |    |    |    | X  |    |    | X  | X  | X  | X  | X  |    |    |    |    |    |   |   |   |   |   |   |  |
| Coordinatory Planning Services  | X |   |   | X |   |   | X |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  |    |    |    |    |    |    | X  |    |    | X  | X  | X  | X  |    | X  |    |    |    |    |   |   |   |   |   |   |  |
| Senior Planning Officers  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |   |   |   |   |   |   |  |
| Planning Officers   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |   |   |   |   |   |   |  |
| Planning Technical Officers   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |   |   |   |   |   |   |  |
| Development Engineer  | X |   |   | X |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  |    | X  | X  |    |    |    |    |    |    |    | X  | X  |    |    | X  |    | X  | X  | X  |    |    |   |   |   |   |   |   |  |
| Land Officer  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Technical Officer - Planning and Engineering Support                                |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
|   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| <b>Ranger &amp; Emergency Services Team</b>   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Manager Ranger & Emergency Services   | X |   |   | X |   |   |   | X | X |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    | X  | X  |    | X  | X  | X  | X  | X  | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |   | X |   |   |   |   |  |
| Team Leader Ranger Services   | X |   |   | X |   |   |   | X |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  |    | X  | X  | X  |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Rangers   | X |   |   | X |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    | X  | X  | X  |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Customer Service Officers   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Community Emergency Safety Manager (CESM)   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Chief Bush Fire Control Officer (CBFCO) & Deputy CBFCO                              |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Emergency Management Team Leader  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
|   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| <b>Building, Health &amp; Compliance Teams</b>                                      |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Manager Building, Health & Compliance   | X |   |   | X |   |   | X | X |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  | X  |    |    |    |    |    | X  | X  |    |    |    | X  | X  | X  |    | X  | X  | X  |    |    |   |   |   |   |   |   |  |
|   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| <b>Environmental Health Team</b>  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Coordinator Health Services   | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  |    |    |    |    |    | X  | X  |    |    |    | X  | X  |    |    |    |    |    | X  |    |    |   |   |   |   |   |   |  |
| Senior Environmental Health Officer(s)  | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |   |   |   |   |   |   |  |
| Environmental Health Officer(s)   | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |   |   |   |   |   |   |  |
|   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| <b>Building Services Team</b>   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Coordinator Building Services   |   |   |   | X |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X |   | X |   |   |   |  |
| Senior Building Surveyors   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Building Surveyors  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
|   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |   |   |   |  |
| <b>Compliance Team</b>  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |   |   |   |  |
| Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) | X |   |   | X |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   | X | X |   | X | X |  |
| Development Compliance Officers   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   | X | X | X | X |  |

Legend: X = Assigned, Blank = Not assigned

| WORKS & SERVICES                            |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
|---|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|---|---|
| Delegation/Position Title                   | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |   |   |   |
| ED Works & Services                         | X | X | X | X | X |   | X |   | X |    |    | X  | X  |    |    |    |    | X  |    | X  |    |    |    |    |    | X  | X  |    |    |    |    |    | X  |    | X  | X  |    |    |    |    |    | X  | X  | X  | X  | X  | X  | X |   |   |
| <b>Engineering &amp; City Assets Teams</b>  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
| Manager City Engineering                    | X |   |   |   | X |   |   |   | X |    |    | X  |    |    |    |    |    | X  |    |    |    |    |    |    |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  | X  | X  | X |   |   |
| Senior Civil Engineering Officer (Roads)    |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |   |   |   |
| Senior Civil Engineering Officer (Drainage) |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
| <b>Operations, Waste Management Teams</b>   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
| Manager City Operations                     | X |   |   | X | X |   |   |   | X |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  | X  | X  |    | X | X |   |
| Coordinator Waste Management                | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
| <b>Reserves Management Team</b>             |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
| Manager City Reserves                       | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    | X  | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    | X | X | X |

Legend: X = Assigned, Blank = Not assigned

| COMMERCIAL SERVICES   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
|---|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--|--|--|--|--|--|--|
| Delegation/Position Title                                       | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 |  |  |  |  |  |  |  |
| ED Commercial Services  | X | X | X | X | X |   | X |   | X |    |    |    | X  |    |    |    |    | X  |    | X  |    |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Albany Heritage Park (NAC &amp; Princess Royal Fortress)</b> |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Manager Albany Heritage Park                                    | X |   |   |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Assistant Manager Albany Heritage Park                          | X |   |   |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Tourism &amp; Development Services</b>                       |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Manager Tourism & Development Services                          | X |   | X | X | X |   |   |   | X |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Albany Regional Airport</b>                                  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Senior Reporting Officer Albany Airport                         | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Albany Visitors Centre</b>                                   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Team Leader Albany Visitor Centre                               | X |   |   |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Day Care Centre</b>  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Manager Day Care Services                                       | X |   | X |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Recreational Services Team</b>                               |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Manager Recreation Services                                     | X |   | X |   | X |   |   |   | X |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Club Development Officers                                       | X |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| <b>Albany Leisure &amp; Aquatic Centre (ALAC)</b>               |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Team Leader ALAC  | X |   |   |   | X |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    | X  |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Administration Team Coordinator                                 |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Health & Fitness Coordinator                                    |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |
| Aquatic Team Coordinator  |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |  |  |  |  |  |  |  |

Legend: X = Assigned, Blank = Not assigned



Delegation No: 2017:001

**LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS**  
(Additional Power, Deal with Objections, Grant Time Extensions)

**Function:** Issue licences, notices, approvals and permits relating to City of Albany Local Laws.

|  | (a) Activities on Thoroughfares and Public Places and Trading Local Law | (b) Animals Local Law | (c) Extractive Industries Local Law | (d) Fencing Local Law | (e) Health Local Law | (f) Jetties, Bridges and Boat Pens Local Law | (g) Local Government Property Local Law | (h) Parking and Parking Facilities Local Law | (i) Prevention and Abatement of Sand Drift Local Law | (j) Signs Local Law | (k) Standing Orders Local Law | (l) The Former Perth | (m) Proposed - Waste Local Law |
|--|---|-----------------------|-------------------------------------|-----------------------|----------------------|--|---|--|--|---------------------|-------------------------------|----------------------|--------------------------------|
| <b>OFFICE OF THE CEO</b>                                 |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
|  | (a)   | (b)                   | (c)                                 | (d)                   | (e)                  | (f)  | (g)                                     | (h)  | (i)  | (j)                 | (k)                           | (l)                  | (m)                            |
| Mayor & Councillors*                                     |   |                       |                                     |                       |                      |  |   |  |  |                     | X                             |                      |                                |
| Chief Executive Officer                                  | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| PA to Mayor & Councillors                                |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Major Project Team</b>                                |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Major Projects                                   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>COMMUNITY SERVICES</b>                                |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| EM Community Services                                    | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| <b>Community Services Development Team</b>               |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Community Engagement Manager                             |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Communications &amp; Event Management Team</b>        |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Communications & Events Manager                          | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| Events Team Leader, Events Coordinator & Events Officers | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Albany Public Library</b>                             |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Library Services                                 | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Vancouver Arts Centre</b>                             |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Vancouver Arts Centre Coordinator                        | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |

Legend: X = Assigned, Blank = Not assigned

|  | (a) Activities on Thoroughfares and Public Places and Trading Local Law | (b) Animals Local Law | (c) Extractive Industries Local Law | (d) Fencing Local Law | (e) Health Local Law | (f) Jetties, Bridges and Boat Pens Local Law | (g) Local Government Property Local Law | (h) Parking and Parking Facilities Local Law | (i) Prevention and Abatement of Sand Drift Local Law | (j) Signs Local Law | (k) Standing Orders Local Law | (l) The Former Perth | (m) Proposed - Waste Local Law |
|--|---|-----------------------|-------------------------------------|-----------------------|----------------------|--|---|--|--|---------------------|-------------------------------|----------------------|--------------------------------|
| <b>CORPORATE SERVICES</b>                                      |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| ED Corporate Services  | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| Facilitator Strategy & Improvement Revenue Development Officer |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Land Administration</b>                                     |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Senior Land Officer  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Governance, Risk &amp; Insurance Team</b>                   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Governance & Risk Management                           | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| Councillor Liaison & Research Officer (Principal FOI Officer)  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Risk Management/Insurance Officer                              |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>IT Services Team</b>  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Information Manager  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Human Resources Team</b>                                    |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Human Resources  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Occupational Health & Safety Advisor                           |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Finance &amp; Rates Team</b>                                |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Finance  | X   |                       |                                     |                       |                      | X  | X                                       |  |  |                     |                               |                      |                                |
| Senior Rates Officer & Rates Officers                          |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Property &amp; Leasing Team</b>                             |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Team Leader Property & Leasing                                 | X   |                       |                                     |                       |                      | X  | X                                       |  |  |                     |                               |                      |                                |
| Property Officer   | X   |                       |                                     |                       |                      | X  | X                                       |  |  |                     |                               |                      |                                |
| <b>Procurement Team</b>  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Procurement Officers   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |

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|---|---|-----------------------|-------------------------------------|-----------------------|----------------------|--|---|--|--|---------------------|-------------------------------|----------------------|--------------------------------|
| <b>DEVELOPMENT SERVICES</b>   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| ED Development Services   | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| <b>Planning &amp; Engineering Services Team</b>                                     |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Planning Services   | X   |                       | X                                   | X                     |                      |  | X                                       |  |  | X                   |                               |                      |                                |
| Coordinator Planning Services   |   |                       | X                                   | X                     |                      |  | X                                       |  |  | X                   |                               |                      |                                |
| Senior Planning Officers  |   |                       | X                                   | X                     |                      |  | X                                       |  |  | X                   |                               |                      |                                |
| Planning Officers   |   |                       | X                                   | X                     |                      |  | X                                       |  |  | X                   |                               |                      |                                |
| Planning Technical Officers   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Development Engineer  | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |
| Land Officers   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Technical Officer - Planning and Engineering Support                                |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Ranger &amp; Emergency Services Team</b>   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Ranger & Emergency Services   | X   | X                     |                                     |                       |                      | X  | X                                       | X  |  | X                   |                               |                      |                                |
| Team Leader Ranger Services   | X   | X                     |                                     |                       |                      | X  | X                                       | X  |  | X                   |                               |                      |                                |
| Rangers   | X   | X                     |                                     |                       |                      | X  | X                                       | X  |  | X                   |                               |                      |                                |
| Customer Service Officers   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Community Emergency Safety Manager (CESM)   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Chief Bush Fire Control Officer (CBFCO) & Deputy CBFCO                              |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Emergency Management Team Leader  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| <b>Building, Health &amp; Compliance Team</b>                                       |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Building, Health and Compliance   | X   | X                     | X                                   | X                     | X                    |  | X                                       |  | X  | X                   |                               |                      |                                |
| <b>Environmental Health Team</b>  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Coordinator Health Services   | X   | X                     | X                                   |                       | X                    |  |   |  | X  |                     |                               |                      |                                |
| Senior Environmental Health Officer(s)  | X   | X                     | X                                   |                       | X                    |  |   |  | X  |                     |                               |                      |                                |
| Environmental Health Officer(s)   | X   | X                     | X                                   |                       | X                    |  |   |  | X  |                     |                               |                      |                                |
| <b>Building Services Team</b>   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Coordinator Building Services   | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |
| Senior Building Surveyors   | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |
| Building Surveyors  | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |
| <b>Compliance Team</b>  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Senior Planning Officer Statutory Planning & Compliance (Senior Compliance Officer) | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |
| Development Compliance Officers   | X   |                       | X                                   | X                     |                      |  | X                                       |  | X  | X                   |                               |                      |                                |

Legend: X = Assigned, Blank = Not assigned

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|--|---|-----------------------|-------------------------------------|-----------------------|----------------------|--|---|--|--|---------------------|-------------------------------|----------------------|--------------------------------|
| <b>WORKS &amp; SERVICES</b>                          |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| ED Works & Services                                  | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| <b>Engineering &amp; City Assets Teams</b>           |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager City Engineering                             | X   |                       |                                     | X                     |                      | X  | X                                       | X  | X  | X                   |                               |                      |                                |
| Senior Civil Engineering Officers (Roads) (Drainage) | X   |                       |                                     | X                     |                      | X  | X                                       | X  | X  | X                   |                               |                      |                                |
| <b>Operations, Waste Management Teams</b>            |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager City Operations                              | X   |                       |                                     | X                     |                      | X  | X                                       | X  | X  | X                   |                               |                      | X                              |
| Coordinator Waste Management                         |   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      | X                              |
| <b>Reserves Management Teams</b>                     |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager City Reserves                                |   |                       |                                     |                       |                      |  | X                                       |  |  | X                   |                               |                      |                                |

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|---|---|-----------------------|-------------------------------------|-----------------------|----------------------|--|---|--|--|---------------------|-------------------------------|----------------------|--------------------------------|
| <b>COMMERCIAL SERVICES</b>                                      |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| ED Commercial Services  | X   | X                     | X                                   | X                     | X                    | X  | X                                       | X  | X  | X                   | X                             | X                    | X                              |
| <b>Albany Heritage Park (NAC &amp; Princess Royal Fortress)</b> |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Albany Heritage Park                                    | X   |                       |                                     |                       |                      |  | X                                       | X  |  |                     |                               |                      |                                |
| Assistant Manager Albany Heritage Park                          | X   |                       |                                     |                       |                      |  | X                                       | X  |  |                     |                               |                      |                                |
| <b>Tourism &amp; Development Services</b>                       |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Tourism & Development Services                          | X   |                       |                                     |                       |                      | X  | X                                       |  |  |                     |                               | X                    |                                |
| <b>Albany Regional Airport</b>                                  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Senior Reporting Officer Albany Airport                         | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Albany Visitors Centre</b>                                   |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Team Leader Albany Visitor Centre                               |   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Day Care Centre</b>  |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Day Care Services                                       |   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Recreational Services Team</b>                               |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Manager Recreation Services                                     | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| Club Development Officers                                       | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| <b>Recreational Services and ALAC Teams</b>                     |   |                       |                                     |                       |                      |  |   |  |  |                     |                               |                      |                                |
| Team Leader Albany ALAC   | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| Administration Team Coordinator                                 | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| Health & Fitness Coordinator                                    | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |
| Aquatic Team Coordinator  | X   |                       |                                     |                       |                      |  | X                                       |  |  |                     |                               |                      |                                |

Legend: X = Assigned, Blank = Not assigned

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                            | Document Owner   | Associated Delegation(s)  | Policy Position(s) / Function or Delegation   | Last Reviewed |
|---|--|---|---|---------------|
| Commercial Services                             | Executive Director Commercial Services<br>Manager Tourism & Development Services | 2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS   | <b>Council Policy: Temporary/Short Term Extended Trading Hours</b><br>Adoption Ref: OCM July 2016 Resolution ED036.<br>Reviewed by document owner 30/08/2016.<br><br><b>Review Position and Date:</b> Chief Executive Officer to review every two years.  | 30/08/2016    |
| Commercial Services<br>Community Services       | Executive Director Commercial Services<br>Executive Manager Community Services   | 2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP  | <b>Council Policy: Community Funding</b><br>Adoption Ref: OCM 27/10/2015 Resolution CS025.<br>Amendment Ref: Resolution CSF238.<br><br><b>Review Position and Date:</b> This policy and procedure is to be reviewed by Council on or before 30 June 2019.   | 06/05/2016    |
| Commercial Services<br>Recreation Services Team | Executive Director Commercial Services   | 2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP  | <b>Council Policy: Community Sports &amp; Recreation Facilities Small Grant Funding</b><br>Adoption Ref: OCM 25/08/2015 Resolution CS022.<br><br><b>Review Position and Date:</b> Responsibility and Policy Custodian Review Position and Date <ul style="list-style-type: none"> <li>• Oversight and delivery of activity generated by this Policy is within the Community Services Directorate.</li> <li>• This policy and procedure is to be reviewed by the Executive Director of Community Services on or before June 2016.</li> <li>• This policy will form part of the future Sport and Recreation Futures Plan suite of documents (2015 – 2030).</li> </ul> | 01/09/2015    |
| Community Services                              | Executive Manager Community Services<br>Senior Community Development Officer     | 2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS<br>2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND | <b>Council Policy: Graffiti Management</b><br>Adoption Ref: OCM 22/11/2016 Resolution CSF281<br>Reviewed by document owner 18/01/2017<br><br><b>Function:</b> Applicable to staff who administer the control of graffiti and guides public on the process of reporting and treatment.<br><br><b>Review Position and Date:</b> This policy must be reviewed every two years by the document owner.   | 18/01/2017    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams | Document Owner   | Associated Delegation(s)  | Policy Position(s) / Function or Delegation   | Last Reviewed |
|----------------------|--|---|---|---------------|
| Community Services   | Executive Manager<br>Community Services                                | 2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY  | <p><b>Council Policy: Artwork Collection</b><br/>Adoption Ref: OCM 15/05/2007 Resolution 12.8.2<br/>Reviewed under delegation: 28/11/2016</p> <p><b>Function:</b> Applies to employee's delegated authority to administer the City's artwork collection.</p> <p><b>Review Position and Date:</b> This policy and procedure was adopted on 15/05/2007 and is to be reviewed every two years by the document owner (Executive Manager Community Services).</p>  | 28/11/2016    |
| Community Services   | Executive Manager<br>Community Services                                | 2017:004 - POWER TO REMOVE, IMPOUND & DISPOSE PROPERTY  | <p><b>Council Policy: Art in the Public Domain (2016)</b><br/>Adoption Ref: OCM 27/09/2016 Resolution CS030.</p> <p><b>Function:</b> Applies to employee's delegated authority to administer the City's artwork collection.</p> <p>This policy complements the current Public Art policy position, adopted by Council on the 19 April 2011, Resolution 1.1, being:</p> <p>"Private developments involving commercial, non-residential and or mixed residential/commercial developments over the value of \$1,500,000 are required to allocate 1% of the estimated total project cost for the development of public artwork which reflect or enhance local cultural identity."</p> <p><b>Review Position and Date:</b> This policy and procedure was adopted on 27/09/2016 and is to be reviewed by Council every three years.</p> | 03/10/2016    |
| Community Services   | Chief Executive Officer<br><br>Executive Manager<br>Community Services | 2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA<br><br>2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT | <p><b>Council Policy: Community Engagement</b><br/>Adoption Ref: OCM 24/03/2015 Resolution CSF151.</p> <p><b>Function:</b> Applicable to staff who require to engage with the community.</p> <p><b>Review Position and Date:</b> This policy is to be reviewed by the document owner annually.</p>  | 28/04/2015    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                          | Document Owner  | Associated Delegation(s)                             | Policy Position(s) / Function or Delegation   | Last Reviewed     |
|---|---|--|---|-------------------|
| <p>Corporate Services</p> <p>Finance Team</p> | <p>Executive Director<br/>Corporate Services</p> <p>Manager Finance</p>               | <p>Nil</p>   | <p><b>Council Policy: Asset Impairment Policy</b><br/>Adoption Ref: OCM 18/06/2013 Report Item 1.1.<br/>Reviewed by document owner 24/02/2014.</p> <p><b>Function:</b> Applicable to staff who administer the assessment of asset impairment.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review on or before 30/6/2016.</p>   | <p>24/02/2014</p> |
| <p>Corporate Services</p> <p>Finance Team</p> | <p>Executive Director<br/>Corporate Services</p>                                      | <p>2017:011 - POWER TO INVEST</p>                    | <p><b>Council Policy: Cash Investment Backing for Reserve Accounts Policy</b><br/>Adoption Ref: OCM 19/02/2013 Resolution 1.1<br/>Reviewed under delegation: 19/02/2013</p> <p><b>Function:</b> Applicable to staff who administer the Reserve Accounts.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review on or before 30/6/2011.</p>                                    | <p>19/02/2013</p> |
| <p>Corporate Services</p>                     | <p>Executive Director<br/>Corporate Services</p> <p>Manager Governance &amp; Risk</p> | <p>2017:002 - CORPORATE DOCUMENTS &amp; BRANDING</p> | <p><b>Council Policy: Corporate Documents</b><br/>Adoption Ref: 16/05/2006 Report Item 14.1.2.<br/>Reviewed by document owner 28/11/2014.</p> <p><b>Function:</b> Applicable to staff who administer Corporate Documents.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review annually.</p>   | <p>28/11/2014</p> |
| <p>Corporate Services</p>                     | <p>Chief Executive Officer</p> <p>Manager Governance &amp; Risk</p> <p>(Council)</p>  | <p>2017:002 - CORPORATE DOCUMENTS &amp; BRANDING</p> | <p><b>Council Policy: Governance &amp; Meeting Framework</b><br/>Adoption Ref: OCM 22/11/2016 Resolution CSF280.<br/>Reviewed by document owner 18/01/2017.</p> <p><b>Function:</b> Applicable to committee members and staff who administer council committees</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review with Council prior to an ordinary council election.</p> | <p>18/01/2017</p> |



REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                         | Document Owner  | Associated Delegation(s)   | Policy Position(s) / Function or Delegation  | Last Reviewed |
|--|---|--|--|---------------|
| Corporate Services<br>Finance Team           | Council   | 2017:011 - POWER TO INVEST   | <p><b>Council Policy: Investment of Surplus Funds</b><br/>Adoption Ref: OCM 19/02/2013 Resolution 1.1<br/>Reviewed under delegation: 19/02/2013</p> <p><b>Delegated Authority:</b> That, under section 6.10 of the Local Government Act 1995, and as prescribed in regulation 19 of the Local Government (Financial Management) Regulations 1996, the CEO be delegated to administer the Investment of Surplus Funds Policy.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review on or before 30/6/2012.</p> | 19/02/2013    |
| Corporate Services<br>Governance & Risk Team | Executive Director Corporate Services<br>Manager Governance & Risk              | 2017:008 - LEGAL PROCEEDINGS<br>2017:039 - DEVELOPMENT CONTROL, COMPLIANCE, LEGAL ACTION | <p><b>Council Policy: Legal Representation for Elected Members, Employees and Volunteers</b><br/>Adoption Ref: OCM 24/09/2013 Resolution CSF013.<br/>Delegation reviewed: OCM 28/06/2016 Resolution CSF248.</p> <p>Reviewed by document owner 15/11/2016.</p> <p><b>Function:</b> Applicable to staff who administer legal representation and guides elected members, employees and volunteers on the process.</p> <p><b>Review Position and Date:</b> This policy is to be reviewed by the document owner annually.</p>           | 15/11/2016    |
| Corporate Services<br>Finance Team           | Executive Director Corporate Services<br>Manager Finance                        | Nil  | <p><b>Council Policy: Long Term Borrowing Policy</b><br/>Adoption Ref: OCM 16/04/2013 Report Item 1.1.<br/>Reviewed by document owner 28/08/2014.</p> <p><b>Function:</b> Applicable to staff who administer Long Term Borrowing on behalf of Council.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review on or before 30 June 2016.</p>  | 28/08/2014    |
| Corporate Services<br>Finance Team           | Executive Director Corporate Services<br>Manager Governance & Risk<br>(Council) | 2017:013 - PAYMENT OF MUNICIPAL FUNDS  | <p><b>Council Policy: Mayoral Vehicle</b><br/>Adoption Ref: OCM 26/11/2013 Resolution CSF040<br/>Reviewed by document owner 26/11/2013.</p> <p><b>Function:</b> Applicable to staff who administer the City's vehicle fleet management.</p> <p><b>Review Position and Date:</b> This policy will be reviewed after each ordinary election of Council.</p>  | 26/11/2013    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                              | Document Owner   | Associated Delegation(s)   | Policy Position(s) / Function or Delegation   | Last Reviewed |
|---|--|--|---|---------------|
| Corporate Services<br>Finance Team                | Executive Director<br>Corporate Services<br><br>Manager Governance & Risk<br><br>(Council) | 2017:013 - PAYMENT OF MUNICIPAL FUNDS                            | <b>Council Policy: Payments to employees above contract or award</b><br>Adoption Ref: OCM 23/06/2015. Resolution CSF174.<br>Reviewed by document owner 23/06/2015.<br><br><b>Review Position and Date:</b> This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary.  | 23/06/2015    |
| Corporate Services<br><br>Property & Leasing Team | Executive Director<br>Corporate Services<br><br>Team Leader Property and Leasing           | 2017:019 - PROPERTY MANAGEMENT, LEASES AND LICENCES              | <b>Council Policy: Property Management (Leases and Licences)</b><br>Adoption Ref: OCM 14/07/2015 Resolution CSF181.<br>Reviewed by document owner 14/07/2015.<br><br><b>Review Position and Date:</b> This policy is to be reviewed by the document owner on or before May 2018.  | 14/07/2015    |
| Corporate Services<br><br>Governance & Risk Team  | Chief Executive Officer  | Nil  | <b>Council Policy: Proposed Amendments by Elected Members to Recommendations for Council Meetings</b><br>Adoption Ref: OCM 25/03/2014 Resolution CSF065<br>Reviewed under delegation: 07/07/2016<br><br><b>Function:</b> The Chief Executive Officer (CEO) to determine any financial impacts and /or associated risks as a result of the alternate motion.<br><br><b>Review Position and Date:</b> Chief Executive Officer to review on or before 30 June 2017.                        | 25/03/2014    |
| Corporate Services<br><br>Finance & Rates Teams   | Executive Director<br>Corporate Services   | 2017:022 - RATES & RECOVER DEBT, WRITE OFF RATE DEBT, EXEMPTIONS | <b>Council Policy – Rating Subsidy: Sporting and Community Organisations</b><br>Adoption Ref: OCM 22/11/2016 Resolution CSF282<br><br><b>Function:</b> Subject to a qualifying criteria, a full subsidy of annual rates may be applied.<br><br><b>Review Position and Date:</b> This policy will apply for rates levied from 1 July 2016 onwards. This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary. | 22/11/2016    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                         | Document Owner   | Associated Delegation(s)  | Policy Position(s) / Function or Delegation   | Last Reviewed |
|--|--|---|---|---------------|
| Corporate Services<br>Governance & Risk Team | Chief Executive Officer<br>Manager Governance & Risk             | 2017:008 - LEGAL PROCEEDINGS  | <b>Council Policy: Response to Appeals to the State Administrative Tribunal (SAT)</b><br>Adoption Ref: OCM 24/06/2014 Resolution CSF092.<br>Reviewed by document owner 27/06/2014.<br><br><b>Review Position and Date:</b> This policy and procedure is to be reviewed bi-annually by the document owner.   | 27/06/2014    |
| Corporate Services<br>Office of the CEO Team | Council  | 2017:013 - PAYMENT OF MUNICIPAL FUNDS<br><br>2017:016 – GIFT & TRAVEL CONTRIBUTIONS, PRIMARY & ANNUAL RETURNS | <b>Council Policy: Travel and Representation Policy</b><br>Adoption Ref: OCM 26/07/2016 Resolution CSF253<br><br><b>Delegated Authority:</b> The Executive Director Corporate Services is responsible for implementing this Policy. The Mayor shall have the authority to assess special, medical or extenuating circumstances and approve business travel. Such requests must be in writing and supported by appropriate evidence.<br><br><b>Review Position and Date:</b> This policy and procedure is to be reviewed by the document owner annually. | 26/07/2016    |
| Corporate Services                           | Executive Director Corporate Services                            | 2017:006 - SIGN DOCUMENTS ON BEHALF OF THE CITY OF ALBANY   | <b>Council Policy: Use of the Common Seal</b><br>Adoption Ref: OCM 15/03/2011 Resolution 4.6<br>Reviewed under delegation: 30/10/2015<br><br><b>Function:</b> Applies to employee's who administer the application of the Common Seal and the Execution (Signing) of documents on the City of Albany.<br><br><b>Review Position and Date:</b> Chief Executive Officer to review annually.   | 15/03/2011    |
| Corporate Services<br>HR Team                | Executive Director Corporate Services<br>Manager Human Resources | 2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT  | <b>Council Policy: Grievance Management Policy &amp; Procedure</b><br>Adoption Ref: OCM 19/06/2012 Report Item 1.1.1.<br>Reviewed by document owner 3/12/2014.<br><br><b>Review Position and Date:</b> This policy was adopted on 19 June 2012. This policy must be reviewed annually by the Chief Executive Officer.   | 3/12/2014     |
| Corporate Services<br>Governance & Risk Team | Chief Executive Officer  | 2017:003 - PUBLIC RELATIONS, MEDIA RELEASES & MAKE COMMENT TO MEDIA   | <b>Council Policy: Elected Member Communications Policy &amp; Procedure</b><br>Adoption Ref: OCM 11/10/2011 Resolution 1.6<br>Reviewed under delegation: 09/12/2016<br><br><b>Review Position and Date:</b> This policy and procedure must be reviewed every two years by the Chief Executive Officer.  | 9/12/2016     |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams   | Document Owner                                       | Associated Delegation(s)  | Policy Position(s) / Function or Delegation  | Last Reviewed |
|--|--|---|--|---------------|
| Corporate Services<br>Procurement Team                               | Executive Director<br>Corporate Services             | 2017:018 - CHOICE OF<br>TENDER, AWARD<br>CONTRACT                         | <p><b>Council Policy: Buy Local Policy (Regional Price Preference)</b><br/>Adoption Ref: OCM 28/06/2016 Resolution CSF247</p> <p><b>Function:</b> Applicable to staff delegated purchasing authority.</p> <p><b>Review Position and Date:</b> Executive Director Corporate Services to review annually.</p>  | 28/06/2016    |
| Corporate Services<br>Human Resources Team                           | Council  | 2017:005 - APPOINTMENT<br>OF AN ACTING CEO,<br>STAFFING, HR<br>MANAGEMENT | <p><b>Council Policy: CEO Performance Review Process</b><br/>Adoption Ref: OCM 22/04/2014 Resolution CSF077<br/>Reviewed by Council:</p> <ul style="list-style-type: none"> <li>• Review Ref: OCM 24/06/2014 Resolution CSF096,</li> <li>• Review Ref: OCM 23/02/2016 Resolution PR00,</li> <li>• Review Ref: OCM 23/08/2016 Resolution PR002</li> </ul> <p><b>Function:</b> Applicable to Council Committee and Council who review CEO's employment contract.</p> <p><b>Review Position and Date:</b> To be reviewed annually by Council.</p> | 23/08/2016    |
| Corporate Services<br>Governance & Risk Team<br>Human Resources Team | Executive Director<br>Corporate Services             | 2017:005 - APPOINTMENT<br>OF AN ACTING CEO,<br>STAFFING, HR<br>MANAGEMENT | <p><b>Council Policy: Code of Conduct (Council Members, Committee Members, Staff and Volunteers)</b><br/>Adoption Ref: OCM 27/09/2016 Resolution CSF270.</p> <p><b>Function:</b> Applicable to all Councillors, Committee Members, Staff and Volunteers.</p> <p><b>Review Position and Date:</b> This policy will be reviewed after each ordinary election of Council.</p>   | 28/09/2016    |
| Corporate Services<br>Governance & Risk Team                         | Chief Executive Officer<br>Manager Governance & Risk | 2017:005 - APPOINTMENT<br>OF AN ACTING CEO,<br>STAFFING, HR<br>MANAGEMENT | <p><b>Council Policy: Handling of Complaints By or Against Elected Members Policy &amp; Procedure</b><br/>Adoption Ref: OCM 28/04/2017 Resolution CCCS012<br/>Reviewed by document owner 28/03/2017.</p> <p><b>Review Position and Date:</b> This policy must be reviewed every two years after a general Local Government election, or earlier if Council considers it necessary.</p>   | 28/03/2017    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams  | Document Owner  | Associated Delegation(s)   | Policy Position(s) / Function or Delegation  | Last Reviewed     |
|---|---|--|--|-------------------|
| <p>Corporate Services</p> <p>Governance &amp; Risk Team</p> | <p>Executive Director Corporate Services</p> <p>Manager Governance &amp; Risk</p> | <p>2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT</p>                          | <p><b>Council Policy: Handling of Complaints By or Against the Chief Executive Officer Policy</b><br/> <i>Adoption Ref: OCM 28/04/2017 Resolution CCCS012</i><br/> <i>Reviewed by document owner 28/03/2017.</i></p> <p><b>Review Position and Date:</b> <i>This policy and procedure must be reviewed every two years by Council.</i></p>   | <p>28/03/2017</p> |
| <p>Corporate Services</p> <p>Finance Team</p>               | <p>Council</p>  | <p>2017:009 - GRANT FUNDING, DONATIONS, SPONSORSHIP</p>  | <p><b>Council Policy: Land Fill Subsidy Scheme</b><br/> <i>Adoption Ref: OCM 20/07/2004 Report 2.2.1.</i><br/> <i>Review Ref: OCM 28/06/2018 Resolution CSF248 (Annual Review of Delegations)</i></p> <p><b>Delegated Authority:</b> <i>Authority is delegated to the Chief Executive Officer to determine eligibility of organisations to qualify for the Waste Services Subsidy.</i></p> <p><b>Review Position and Date:</b> <i>This policy was adopted on 20 July 2004. This policy is to be reviewed by Council annually as part of the annual review of delegations.</i></p>  | <p>05/09/2016</p> |
| <p>Corporate Services</p> <p>Procurement Team</p>           | <p>Council</p>  | <p>2017:018 - CHOICE OF TENDER, AWARD CONTRACT</p> <p>2017:013- PAYMENTS FROM MUNICIPAL FUND</p> | <p><b>Council Policy: Purchasing Policy (Tenders &amp; Quotes)</b><br/> <i>Adoption Ref: OCM 28/06/2016 Resolution CSF246.</i></p> <p><b>Delegated Authority:</b> <i>The Chief Executive Officer has delegated authority from Council to undertake purchases of goods and services up to the value of \$500,000, and \$1,000,000 where the supply of products or services is procured through the Western Australia Local Government Association (WALGA), State or Commonwealth Governments or any of its agencies that provide preferred supplier contracts or agreements.</i></p> <p><b>Review Position and Date:</b> <i>Executive Director Corporate Services to review annually.</i></p> | <p>28/06/2016</p> |

| Directorates / Teams  | Document Owner                 | Associated Delegation(s)   | Policy Position(s) / Function or Delegation  | Last Reviewed     |
|---|--------------------------------|--|--|-------------------|
| <p>Corporate Services</p> <p>Governance &amp; Risk Team</p> | <p>Council</p>                 | <p>2017:005 - APPOINTMENT OF AN ACTING CEO, STAFFING, HR MANAGEMENT</p>        | <p><b>Council Policy: Risk &amp; Opportunity Management</b><br/>Adoption Ref: OCM 28/06/2016 Resolution AR021</p> <p><b>Delegated Authority:</b> Chief Executive Officer &amp; Delegated Officers</p> <p>The Chief Executive Officer and delegated officers are accountable for the implementation and maintenance of risk management policies and processes across the organisation. They are ultimately responsible for ensuring that strategic risks are regularly reviewed.</p> <p>All staff, including volunteers are responsible for applying risk management practices in their area of work and ensuring that all staff are aware of all types of risks associated with City of Albany operations and escalating where necessary.</p> <p>Under delegation from the Chief Executive Officer:</p> <ul style="list-style-type: none"> <li>a. Each member of the Executive Management Team (EMT) is accountable for implementing the risk management practices in their area of responsibility. This includes ensuring that risks are identified, managed, reviewed and updated regularly.</li> <li>b. Managers, Team Leaders, staff and volunteers are responsible for the implementation of risk management practices within their particular areas of responsibility. They are responsible for reviewing and updating their allocated risks.</li> <li>c. The Manager Governance &amp; Risk Management is responsible for overseeing the development, facilitation and implementation of a risk management culture, framework and strategy, including training and awareness across the organisation.</li> </ul> | <p>28/06/2016</p> |
| <p>Office of CEO</p>  | <p>Chief Executive Officer</p> | <p>2017:003 - PUBLIC RELATIONS, MEDIA RELEASES &amp; MAKE COMMENT TO MEDIA</p> | <p><b>Council Policy: Civic Affiliations</b><br/>Adoption Ref: OCM 28/10/2014 Resolution ED017</p> <p><b>Function:</b> Applicable to staff who administer Mayor and Council civic duties.</p> <p><b>Review Position and Date:</b> Chief Executive Officer to review bi-annually.</p>   | <p>28/10/2014</p> |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams   | Document Owner  | Associated Delegation(s)   | Policy Position(s) / Function or Delegation  | Last Reviewed     |
|--|---|--|--|-------------------|
| <p>Planning Services</p> <p>Ranger &amp; Emergency Services Team</p> | <p>Executive Director Planning Services</p> <p>Executive Director Corporate Services</p>    | <p>2017:032 - EMERGENCY MANAGEMENT</p>   | <p><b>Council Management Plan: Local Recovery Plan</b><br/>                     Adoption Ref: OCM 16/04/2016 Resolution LEMC008.<br/>                     Review Ref: OCM 23/08/2016 Resolution PR002</p> <p><b>Function:</b> Applicable to LEMC Committee, Council and appointed LEMC Coordinator (Executive Director Corporate Services) and Community Emergency Safety Manager (CESM).</p> <p><b>Review Position and Date:</b> To be reviewed annually by LEMC Committee and Council.</p> | <p>23/08/2016</p> |
| <p>Planning Services</p> <p>Ranger &amp; Emergency Services Team</p> | <p>Executive Director Planning Services</p> <p>Manager Rangers &amp; Emergency Services</p> | <p>2017:032 - EMERGENCY MANAGEMENT</p>   | <p><b>Council Policy: Radio Communication Allocation to Brigade Members Policy</b><br/>                     Adoption Ref: OCM 23/06/2015. Resolution BFAC001.<br/>                     Reviewed by document owner 26/06/2015.</p> <p><b>Review Position and Date:</b></p> <p>This policy and procedure is to be reviewed by the document owner bi-annually.</p>  | <p>26/06/2015</p> |
| <p>Planning Services</p> <p>Environmental Health Team</p>            | <p>Executive Director Planning Services</p> <p>Manager Environmental Health</p>             | <p>2017:001 - LOCAL GOVERNMENT ACT 1995 AND LOCAL LAWS</p> <p>2017:042 - ACTIVITIES ON PUBLIC LAND</p> | <p><b>Council Policy: Trading in Public Places</b><br/>                     Adoption Ref: OCM 15/09/2009 Report Item 13.5.1.<br/>                     Reviewed by document owner 28/04/2014.</p> <p><b>Review Position and Date:</b> Executive Director Development Services to review on or before 30/6/2014.</p>   | <p>28/04/2014</p> |

| Directorates / Teams | Document Owner                       | Associated Delegation(s)                   | Policy Position(s) / Function or Delegation   | Last Reviewed |
|----------------------|--------------------------------------|--|---|---------------|
| Planning Services    | Executive Director Planning Services | 2017:040 - PLANNING & DEVELOPMENT ACT 2005 | <p><b>Council Policy: Local Planning Scheme No 1 Policy Manual (A to C)</b><br/>                     Adoption Ref: OCM 27/05/2014, Resolution PD032.<br/>                     Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> <li>• Agriculture Protection and Subdivision</li> <li>• Albany Historic Town Design Policy</li> <li>• Albany Town Centre</li> <li>• Ancillary Accommodation</li> <li>• Barker Road Industrial Area</li> <li>• Barry Court</li> <li>• Bed and Breakfast Accommodation</li> <li>• Big Grove Outline Development Plan</li> <li>• Building Facades in Industrial Zones</li> <li>• Catalina - Outline Development Plan</li> <li>• Centennial Park Redevelopment Area</li> <li>• Conceptual District Structure Plan</li> <li>• Consulting Rooms, Public Worship &amp; Child Care Centres</li> </ul> | 27/05/2014    |
| Planning Services    | Executive Director Planning Services | 2017:040 - PLANNING & DEVELOPMENT ACT 2005 | <p><b>Council Policy: Local Planning Scheme No 1 Policy Manual (D to H)</b><br/>                     Adoption Ref: OCM 27/05/2014, Resolution PD032.<br/>                     Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> <li>• Detailed Area Plans</li> <li>• Development in Flood Prone Areas</li> <li>• Domestic Wind Turbines</li> <li>• Down Road Timber Processing Precinct</li> <li>• Emu Point and Big Grove Village Centres</li> <li>• Extractive Industries and Mining</li> <li>• Frenchman Bay Road Residential Development Area</li> <li>• Frenchman Bay Tourist Development Site</li> <li>• Heritage Protection</li> <li>• Holiday Accommodation</li> </ul>  | 27/05/2014    |



| Directorates / Teams | Document Owner                       | Associated Delegation(s)                   | Policy Position(s) / Function or Delegation  | Last Reviewed |
|----------------------|--------------------------------------|--|--|---------------|
| Planning Services    | Executive Director Planning Services | 2017:040 - PLANNING & DEVELOPMENT ACT 2005 | <p><b>Council Policy: Local Planning Scheme No 1 Policy Manual (L to O)</b><br/>                     Adoption Ref: OCM 27/05/2014, Resolution PD032.<br/>                     Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> <li>• Lake Seppings Drive/Loftie &amp; Wright Street</li> <li>• Little Grove Structure Plan</li> <li>• Lot 100 Grey Street East</li> <li>• Masonic Hall Design Guidelines</li> <li>• McKail Structure Plan</li> <li>• Melville Drive View Corridor</li> <li>• Modification to Subdivision Guide Plans</li> <li>• Non-Habitable Structures</li> <li>• Outline Development Plan - Morgan Place</li> </ul>  | 27/05/2014    |
| Planning Services    | Executive Director Planning Services | 2017:040 - PLANNING & DEVELOPMENT ACT 2005 | <p><b>Council Policy: Local Planning Scheme No 1 Policy Manual (P to S)</b><br/>                     Adoption Ref: OCM 27/05/2014, Resolution PD032.<br/>                     Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> <li>• Pines Estate Setbacks</li> <li>• Public Art</li> <li>• Public Parkland</li> <li>• Reflective Roofs-Goode Beach</li> <li>• Relocated Dwellings</li> <li>• Residential Building Policy (Review OCM 23/09/2014 PD005)</li> <li>• Residential Development on Steep Sites</li> <li>• Significant Tourist Accommodation Sites</li> <li>• Sloping Land</li> <li>• South Lockyer Structure Plan</li> <li>• Structure Plan for McKail Structure Plan (Boundary St, Le Grande Ave, Flemington St)</li> </ul> | 27/05/2014    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                          | Document Owner   | Associated Delegation(s)                                     | Policy Position(s) / Function or Delegation  | Last Reviewed |
|---|--|--|--|---------------|
| Planning Services                             | Executive Director Planning Services   | 2017:040 - PLANNING & DEVELOPMENT ACT 2005                   | <p><b>Council Policy: Local Planning Scheme No 1 Policy Manual (T to W)</b><br/>                     Adoption Ref: OCM 27/05/2014, Resolution PD032.<br/>                     Review Ref: OCM 26/08/2014</p> <ul style="list-style-type: none"> <li>• Temporary Accommodation</li> <li>• The Outlook Estate Bayonet Head</li> <li>• Thomas Street Design Guidelines</li> <li>• Variations to the Residential Design Codes</li> <li>• Woodrise Estate Design Guidelines</li> <li>• Woolstores Redevelopment Site</li> <li>• Workers Accommodation (Seasonal)</li> </ul> | 27/05/2014    |
| Planning Services                             | Executive Director Planning Services   | 2017:040 - PLANNING & DEVELOPMENT ACT 2005                   | <p><b>Council Policy: Station Precinct Policy Guidelines (ASP14)</b><br/>                     Adoption Ref: UNKNOWN</p> <p><b>Review position and date: UNKNOWN</b></p>  | 30/06/2009    |
| Works & Services<br><br>City Engineering Team | Executive Director Works & Services<br><br>Executive Directors Planning Services | 2017:044 - PARKING, TRAFFIC MANAGEMENT, BUS SHELTERS & SEATS | <p><b>Council Policy: CBD Parking Scheme</b><br/>                     Adoption Ref: OCM 27/08/2013 Resolution WS004<br/>                     Reviewed under delegation: 21/05/2014</p> <p><b>Function:</b> Applicable to staff who administer the Parking Scheme.</p> <p><b>Review Position and Date:</b> Executive Director Works &amp; Services to review annually.</p>  | 21/05/2014    |

| Directorates / Teams | Document Owner                      | Associated Delegation(s) | Policy Position(s) / Function or Delegation   | Last Reviewed |
|----------------------|-------------------------------------|--------------------------|---|---------------|
| Works & Services     | Executive Director Works & Services | Nil                      | <p><b>Council Policy: Environmental</b><br/> <i>Adoption Ref: OCM 17/08/2010Report Item 3.7.<br/>                     Reviewed by document owner 15/08/2014.</i></p> <p><b>Delegated Authority:</b></p> <ul style="list-style-type: none"> <li>• <b>Responsibility and Reporting:</b><br/> <i>Council: is responsible for approving (including amendments to) the following documents:</i> <ul style="list-style-type: none"> <li>a. Environmental Policy;</li> <li>b. Environmental Strategy, and</li> <li>c. Climate Change Plans.</li> </ul> </li> <li>• <i>Council is also responsible for ensuring (upon recommendation of the CEO) that resources are allocated to achieve the objectives of the above documents.</i></li> <li>• <b>Chief Executive Officer (CEO):</b> <i>is responsible for ensuring that systems are in place to ensure that Council's Environmental (CC) Policy, CC Environmental, CC Plans are prepared and kept up to date, reviewed at least annually and that recommendations are put to Council (at least annually) in relation to appropriate resource allocation to fulfil the objectives of the above documents. The CEO reports to Council on all matters relating to Climate Change.</i></li> <li>• <b>Executive Director Management Team (EDMT):</b> <i>is responsible for monitoring the implementation of the Environmental Strategy across the organisation. The EDMT will ensure that strategies are put in place to remove barriers to the successful implementation of Climate Change mitigation and adaptation initiatives.</i></li> <li>• <b>Executive Director Works and Services:</b> <i>is responsible for providing the administration and technical support for implement policy and strategy.</i></li> </ul> <p><b>Review Position and Date:</b> <i>Executive Director Works &amp; Services to review annually.</i></p> | 15/08/2014    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams                   | Document Owner   | Associated Delegation(s)  | Policy Position(s) / Function or Delegation   | Last Reviewed |
|--|--|---|---|---------------|
| Works & Services                       | Executive Director Works & Services<br>Manager City Reserves | Nil   | <p><b>Council Policy: Environmental Impact Assessments</b><br/>Adoption Ref: OCM 29/10/2013 Report Item WS007.<br/>Reviewed by document owner 28/11/2014.</p> <p><b>Function:</b> Applicable to staff who administer Environmental Impact Assessments.</p> <p><b>Review Position and Date:</b> This policy is to be reviewed bi-annually by the Chief Executive Officer.</p>  | 10/12/2014    |
| Works & Services<br>City Reserves Team | Executive Director Works & Services<br>Manager City Reserves | 2017:043 - APPROVE PUBLIC WORKS, STREET LIGHTING, VERGE DEVELOPMENT   | <p><b>Council Policy: Memorial Plaque and Seat Policy</b><br/>Adoption Ref: OCM 15/09/2009 Report Item 14.12.2.<br/>Reviewed by document owner 12/02/2014.</p> <p><b>Function:</b> Applicable to staff who administer public submissions for memorial plaques and seats.</p> <p><b>Review Position and Date:</b> Executive Director Works &amp; Services to review on or before 30/6/2014.</p>  | 12/02/2014    |
| Works & Services<br>City Reserves Team | Executive Director Works & Services<br>Manager City Reserves | 2017:047 - PUBLIC RESERVE MANAGEMENT  | <p><b>Council Policy: Street Tree Management</b><br/>Adoption Ref: OCM 17/12/2013. Resolution WS023.<br/>Reviewed by document owner 02/7/2014.</p> <p><b>Review Position and Date:</b> Executive Director Works &amp; Services to review bi-annually.</p>   | 02/07/2014    |
| Works & Services                       | Council  | 2017:020 - PROPERTY MANAGEMENT<br>2017:026 - ACTIVITIES ON PRIVATE AND PUBLIC LAND<br>2017:046 - WET WEATHER ROAD CLOSURE | <p><b>Council Policy: Public Works, Service &amp; Tourist Sign Policy</b><br/>Adoption Ref: OCM 14/12/2010 Resolution 4.3.29<br/>Reviewed under delegation: 08/05/2014.</p> <p><b>Delegated Authority:</b> The CEO is delegated the authority to approve signs within Council's reserves.<br/>Amount must be allocated in Council's annual budget.</p> <p><b>Review Position and Date:</b> Executive Director Works &amp; Services to review on or before 30/6/2016</p> | 14/12/2010    |

REPORT ITEM CCCS 028 REFERS

| Directorates / Teams | Document Owner  | Associated Delegation(s)            | Policy Position(s) / Function or Delegation  | Last Reviewed |
|----------------------|---|-------------------------------------|--|---------------|
| Works & Services     | Executive Director Works & Services<br><br>Senior Project Administrator/Scheduler | 2017:046 - WET WEATHER ROAD CLOSURE | <p><b>Council Policy: Wet Weather Road Closure</b><br/> <i>Adoption Ref: OCM 24/06/2014 Resolution WS043.</i><br/> <i>Reviewed under delegation: 24/06/2014.</i></p> <p><b>Review Position and Date:</b> <i>This policy and procedure is to be reviewed bi-annually by the document owner.</i></p> | 24/06/2014    |

**City Policies**

These policies are developed for administrative and operational requirements.

**Council Policies**

These policies set governing principles and guide the direction of the organisation to align with co

**Extract from City of Albany website: 02 May 2017**

Council Policy: Amendments by Elected Members to Recommendations for Council Meetings

Council Policy: Art in the Public Domain (2016)

Council Policy: Artwork Collection Policy

Council Policy: Asset Impairment Policy

Council Policy: Asset Management Policy

Council Policy: Buy Local Policy (Regional Price Preference)

Council Policy: Cash Investment Backing for Reserve Accounts Policy

Council Policy: Central Business District Parking Scheme

Council Policy: CEO Performance Review Process

Council Policy: City of Albany Local Recovery Plan

Council Policy: Civic Affiliations Policy

Council Policy: Code of Conduct (Council Members, Committee Members, Staff and Volunteers)

Council Policy: Community Engagement

Council Policy: Community Funding

Council Policy: Community Sports & Recreation Facilities Small Grant Funding

Council Policy: Corporate: Mayoral Vehicle

Council Policy: Document Policy For Corporate Documents

Council Policy: Elected Member Communications Policy and Procedures

Council Policy: Enterprise Risk Management

Council Policy: Environmental Impact Assessment Policy

Council Policy: Environmental Policy

Council Policy: Governance and Meeting Framework Policy

Council Policy: Graffiti Management Policy

Council Policy: Grievance Management Policy & Procedure

Council Policy: Handling of Complaints By or Against Elected Members Policy and Procedure

Council Policy: Handling of Complaints By or Against the Chief Executive Officer Policy

Council Policy: Investment of Surplus Funds Policy

Council Policy: Landfill Subsidy Scheme

Council Policy: Leases and Licences

Council Policy: Legal Representation for Elected Members, Employees and Volunteers

Council Policy: Long Term Borrowing Policy

Council Policy: Memorial Plaque and Seat Policy

Council Policy: Public Works, Service and Tourist Signs Policy

Council Policy: Purchasing Policy (Tenders and Quotes)

Council Policy: Radio Communication Allocation to Brigade Members Policy

Council Policy: Rating subsidy - sporting and community organisations

Council Policy: Response to Appeals to the State Administrative Tribunal (SAT)

Council Policy: Statement of understanding and commitment

Council Policy: Temporary/Short Term Extended Trading Hours

Council Policy: Trading in Public Places Policy

Council Policy: Travel and Representation Policy

Council Policy: Use of Common Seal Policy

Council Policy: Wet Weather Road Closure

ALBANY CITY





**'OUR URBAN  
TREE NETWORK  
WILL BE  
RESILIENT,  
HEALTHY,  
DIVERSE &  
SUSTAINABLE'**

130 YEAR OLD OAK TREES,  
DREW STREET, LAKE SEPPINGS



# EXECUTIVE SUMMARY

The Urban Tree Strategy is a strategic plan for the expansion, protection and management of trees in our urban environment. It aims to engage and educate the community about the social, economic and environmental benefits of trees.

The vision of the Urban Tree Strategy is to create a tree network that will be resilient, healthy, diverse, and sustainable. This strategy aims to promote long-term health benefits, city liveability, complement our natural surrounding landscape and mitigate the effects of climate change.

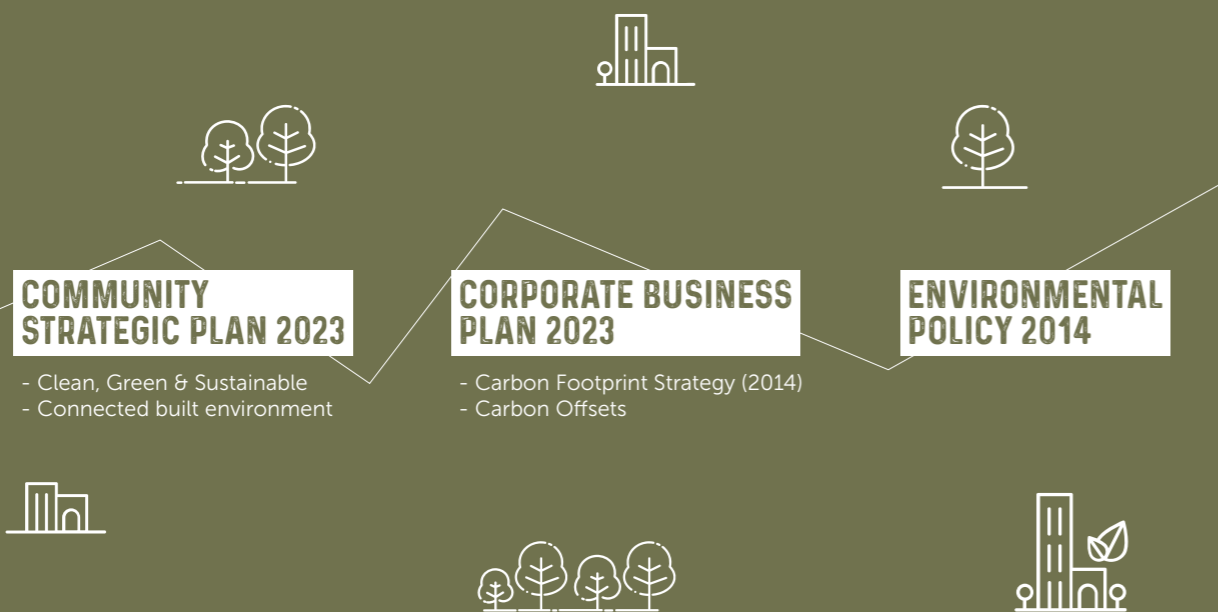
By developing this strategy through on ground data collection and research, it has allowed the city to apply a holistic approach to urban tree management that addresses the many challenges of urban development.

Much of Albany's unique landscape is natural biodiverse remnant vegetation that is slowly disappearing through urban expansion. Now is the perfect time to design green cities and ensure healthy and liveable communities.

The goal of this strategy is to engage with the community and build an understanding of the importance of trees in our urban streetscapes and open space.

## STRATEGIC CONTEXT

The Urban Tree Strategy is a part of a broader policy and strategic planning framework developed by the City of Albany. The key driver in the Community Strategic Plan is for a Clean, Green & Sustainable Albany.



## A KEY DRIVER OF THE COMMUNITY STRATEGIC PLAN IS TO BE A CLEAN, GREEN & SUSTAINABLE ALBANY.



## INTRODUCTION

The City of Albany is a regional council with an opportunity to be innovative with our natural green assets and enhance the urban environment. The challenges are urbanisation, smaller residential lots, sedentary lifestyles and the effects of climate change.

The community values the City's natural environment and green spaces. They want it protected, maintained and enhanced. In line with the Community Strategic Plan 2023 commitment, to be Clean, Green & Sustainable "we will value and maintain the natural beauty of our region and the infrastructure that supports this".

Evidence of climate change is overwhelming. Researchers predict severe global economic, environmental and social impacts. Predictions indicate increases in temperatures, extreme weather patterns, changes in rainfall, and negative impacts on future generations.

Increasing trees in our urban environment will mitigate impacts of climate change by providing oxygen and sequestering carbon. The amount of carbon sequestered is dependent on tree species, size and condition of the tree. With the average tree absorbing as much as 22 kilos of carbon each year, every tree planted helps! It will also improve community well-being and contribute to urban liveability.

Another key driver for this strategy is to improve community perception of urban trees. The community, the natural environment and the built environment (i.e. buildings, Roads and paths) interact on a daily basis. It is critical that we find a balance across these competing priorities.

## WHAT IS A TREE STRATEGY?

The Urban Tree Strategy encompasses all "managed" tree populations. Whether they are planted or natural, including streetscapes, carparks, parks, sporting fields or important biodiverse corridors.

Effective and meaningful cooperation between the city, community groups, developers and business owners will shape and grow strong resilient communities.

This strategy outlines the challenges and proposed solutions to meet the vision for a tree network that is resilient, healthy, diverse and sustainable.

## A STAGED APPROACH

The overall strategy will be developed and implemented in three stages, with this strategy represent stage one.

### Stage 1 – Strategy

The overall focus of the strategy is to identify the key drivers for the expansion, management and protection of trees in our urban environment.

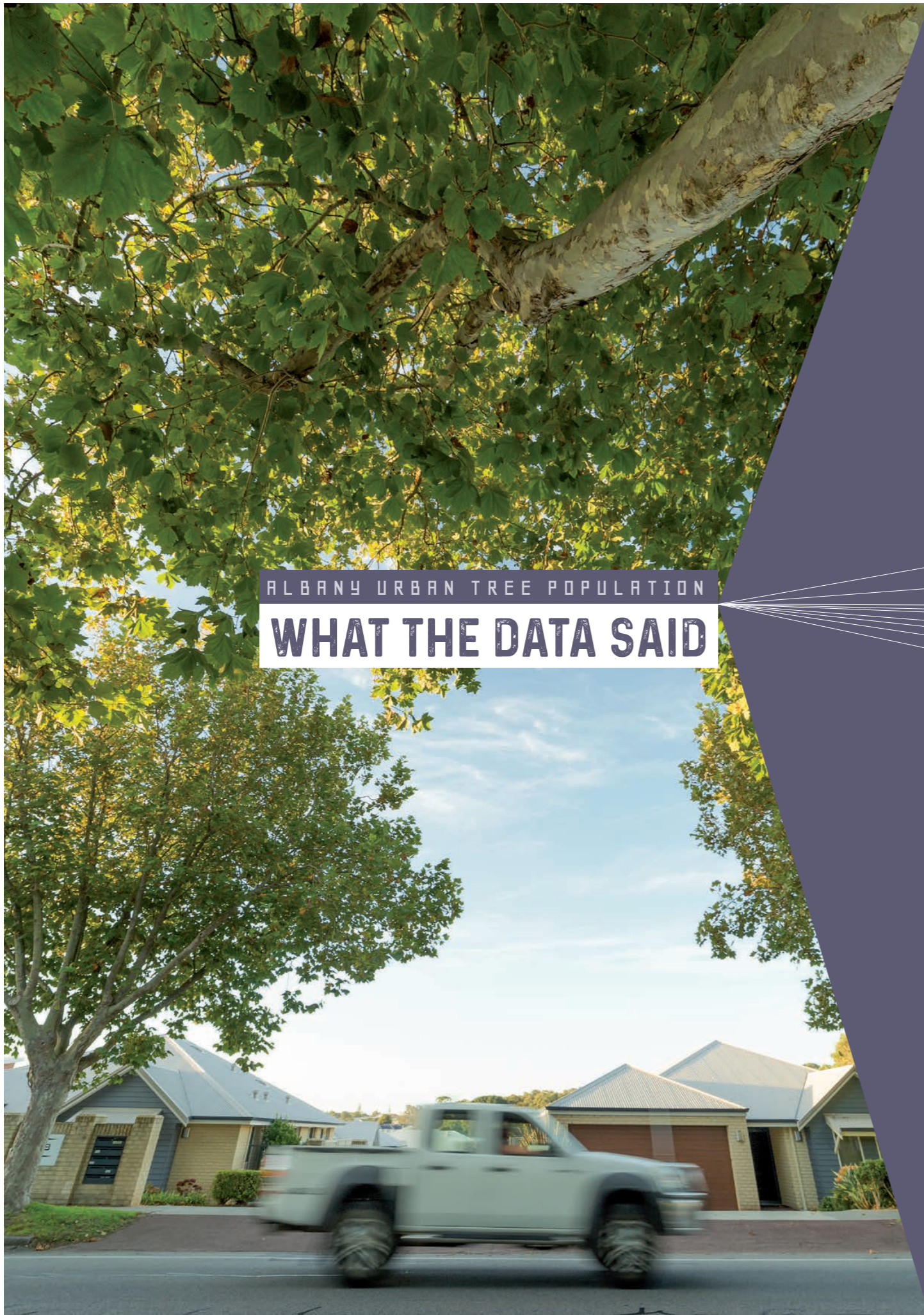
### Stage 2 - Management Plan

The Management Plan will focus on developing internal organisational processes.

### Stage 3 – Urban Tree Enhancement Plan

The Urban Tree enhancement plan is to establish planting programs within priority areas in consultation with the community.





ALBANY URBAN TREE POPULATION  
**WHAT THE DATA SAID**

**8,700**

CITY OF ALBANY STREET TREES WERE RECORDED

**44%**

TOTAL TREE POPULATION

**18** SUBURBS AUDITED [2014/15]

**LOW DIVERSITY**

PREDOMINATELY PEPPERMINT TREES AND BOTTLEBRUSHES

**1-5 METRES**

AVERAGE HEIGHT OF TREES ARE



LOWEST STREET TREE POPULATION

**21%**

MIRA MAR

**23%**

MT MELVILLE

**34%**

MCKAIL

**40%**

LOCKYER



HIGHEST STREET TREE POPULATION

**140%**

EMU POINT

**80%**

GLEDHOW

[CALCULATED WITH TREE PER LAND PARCEL RATIO]

**98%**

RECORDED AS IN GOOD HEALTH

**MOST CONFLICTS WERE**

**30%** WITH POWERLINES

**2.9%** WITH ROADS

**2.8%** WITH FOOTPATHS

**BIGGEST THREATS**

INCREASING URBAN DEVELOPMENT AND INFRASTRUCTURE UPGRADES





# BENEFITS, CHALLENGES & OPPORTUNITIES

Trees in the urban environment provide a range of social, environmental and economic opportunities to local communities, but they also create a number of challenges that need to be overcome to meet the communities and other key stakeholder needs.

## BENEFITS

### SOCIAL BENEFITS

#### Creates a sense of identity and character

Well-designed streets and parklands connect the urban environment to green spaces through road and pathway networks. This enables the city to create a positive connection and ownership for their local community.

#### Improves physical & mental wellbeing

Trees promote a range of health benefits that improve mental health and well-being. This improves individuals ability to cope with normal stresses of life, work productively and make a contribution to their community.

#### Social behaviour

Trees in the urban environment can have a positive effect on the social behaviour of communities. Research has shown that areas with higher vegetation cover have reduced crime rates.

### ENVIRONMENTAL BENEFITS

#### Improved air quality

Trees in the urban environment are able to improve air quality by absorbing pollutants and producing oxygen.

#### Fixing of CO2 (carbon sequestration)

Trees capture and store carbon by removing CO2 from the atmosphere. This helps to mitigate the impacts of climate change.

#### Reduces storm water runoff

Trees capture and filter stormwater through their canopies and root systems.

### ECONOMIC BENEFITS

#### Reduces Energy Use

Trees can reduce energy use by cooling homes in summer and sheltering homes from cold winds in the winter. This reduces reliance on heating and cooling.

#### Improves amenity & property value

Trees naturally improve street and community amenity. Studies show that green spaces and trees have a positive impact on residential property values.

#### Decreases health costs

Research suggests that a healthy, green city encourages the community to move more which increases fitness, reduces obesity, and improves mental health.

## CHALLENGES & OPPORTUNITIES

The life of an urban tree is a challenging one with limited access to water and space to grow. Urban trees are constantly under threat from a changing climate, poor maintenance practices, construction projects, and utility works. Identifying and acknowledging these challenges allows us to find appropriate solutions.

### CHANGING CLIMATE

Our climate is changing. Carbon is found in almost everything, from the air we breathe to soil and rocks beneath our feet. Whenever we burn fossil fuels such as coal, oil and gas – whether it's to drive our cars, use electricity or make products – we are producing carbon dioxide. Australia alone has recorded an increase in average temperatures of 1.5 degrees Celsius in the last 100 years.

The Urban Tree Strategy provides the opportunity to put measures in place to minimise the communities impact and on climate change, by increasing our urban tree populations in street-scapes and parks.

### TREE PROTECTION

Trees in the urban environment need to be protected. Urban trees are constantly under threat from sprawling high density urban living. Risk from development and construction works result in poor tree health. Compounding the issue is the local communities perception that trees are dangerous and inconvenient.

The City has an opportunity to regulate tree pruning and tree removal through an urban tree management plan. These management plans will ensure a consistent approach to tree management and protect trees under threat.

### TREE PLANTING AND SPECIES SELECTION

Tree planting and species selection is critical to ensure the health and longevity of our urban trees. Tree planning needs to carefully consider tree location, species, suitability and diversity. Trees can often be a case of the wrong tree in the wrong location, or simply viewed as being in the way.

Opportunities exist to increase tree populations within the urban environment and ensure that there is a consistent approach. Tree planting needs to coexist and enhance the built environment.

### TREE REMOVAL & REPLACEMENT

Like all living things, trees grow, age, and eventually die. Although tree removal should be seen as the last option, public safety is a priority, and trees will be removed where necessary. Historically, trees have been removed as they were viewed as messy or dangerous without being professionally assessed.

Tree removal and replacement programs will ensure the benefits of trees are kept for future generation. Any trees that require removal would be required to undergo a risk assessment. If deemed unsafe or at the end of its natural life cycle, the tree would then be replaced.

### TREE ASSET MANAGEMENT

Trees are a major asset and play a very important role in increasing the city's liveability. However, they have no economic value in the city's financial position. This creates a challenge in providing asset management resources.

Urban Tree Management Plans will guide continued data collection, consistent decision making, and prioritisation of actions to be resourced.

### COMMUNITY PERCEPTION

The community perception of trees in the urban environment can be one of love, hate or fear. The community is often polarised on this subject! Communication is the key for encouraging the community to get involved and value this important asset.



**“THE COMMUNITY PERCEPTION OF TREES IN THE URBAN ENVIRONMENT CAN BE ONE OF LOVE, HATE OR FEAR.”**





# ALBANY'S URBAN TREE STRATEGY



THIS STRATEGY HAS UNVEILED 5 MEANINGFUL OBJECTIVES TO MEET THE VISION OF A RESILIENT, HEALTHY, DIVERSE & SUSTAINABLE URBAN TREE NETWORK.



## KEY OBJECTIVES

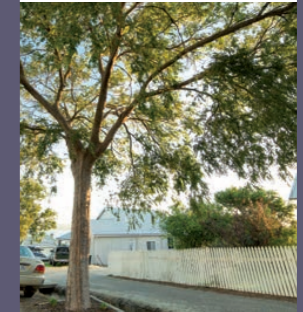
**GREENER URBAN PARKS**



**RECOGNISE IMPORTANT BIODIVERSITY GREEN LINKS**



**EXPAND OUR URBAN STREET AND PATHWAY NETWORKS**



**MAINTAIN AND PROTECT OUR EXISTING TREES**



**PROMOTE THE VALUE OF URBAN TREES**







TREES ON DUKE STREET

### GREENER URBAN STREET AND PATHWAY NETWORKS

The City's Urban Tree Strategy focuses on increasing canopy cover to enhance road and pathway networks. Growing trees in the urban environment is a challenge due to intense micro climates created by hard built infrastructure such as buildings, roads and footpaths. Infrastructure raises surface temperatures significantly and restricts the available space for trees.

Infrastructure is very expensive and has a clear economic value to the community. Transport and pedestrian corridors provide green linkage opportunities often determined by the road network. Distributor roads enable the use of larger trees with slim trunks to allow adequate sightlines and continuous flow. Local roads are more suited to trees with fuller canopies that slow traffic and allow pedestrian access.

### RECOGNISE BIODIVERSITY & GREEN LINKS

The ecological health of our urban environment is influenced by the diversity and abundance of native flora and fauna. These green-links not only provide habitat and food sources for native fauna, but are an opportunity for human connection to the natural environment. Recognising, securing, improving, restoring and creating green-links is another focus of this strategy.

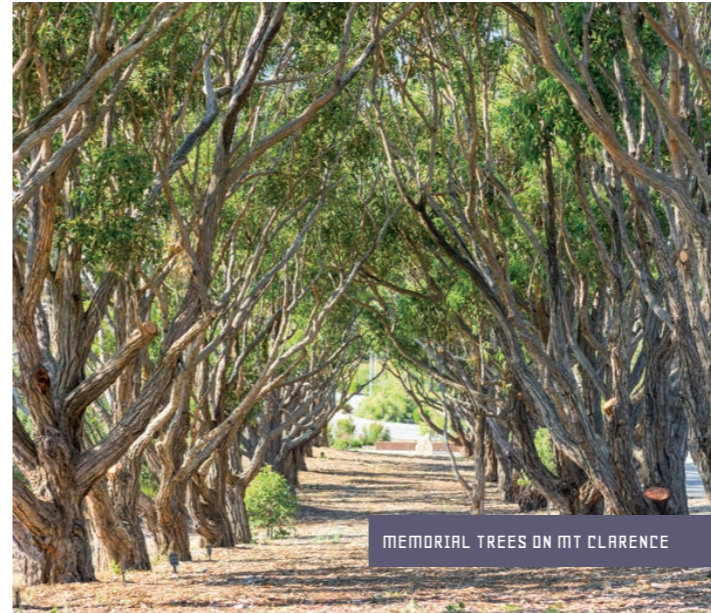
Albany is unique, it is surrounded by large areas of natural bushland. Over the years the traditional landscapes have been altered by extensive clearing for urban development. Alterations also include the introduction of pest plants and fire management practices. Urban development has led to pockets of remanent vegetation and drainage reserves. These areas are often well suited for future biodiversity corridors and connectivity

Weedy Plants establish themselves in areas of native vegetation that has been cleared or is prone to fire. The introduction of environmental weeds such as Sydney Golden Wattle and Victorian Tea Tree from urban backyards, has a significantly detrimental effect on economic, social and conservation values.

This strategy shall encourage biodiversity, preservation of threatened fauna and flora and connect communities via green links.



OAK TREES ON DREW STREET

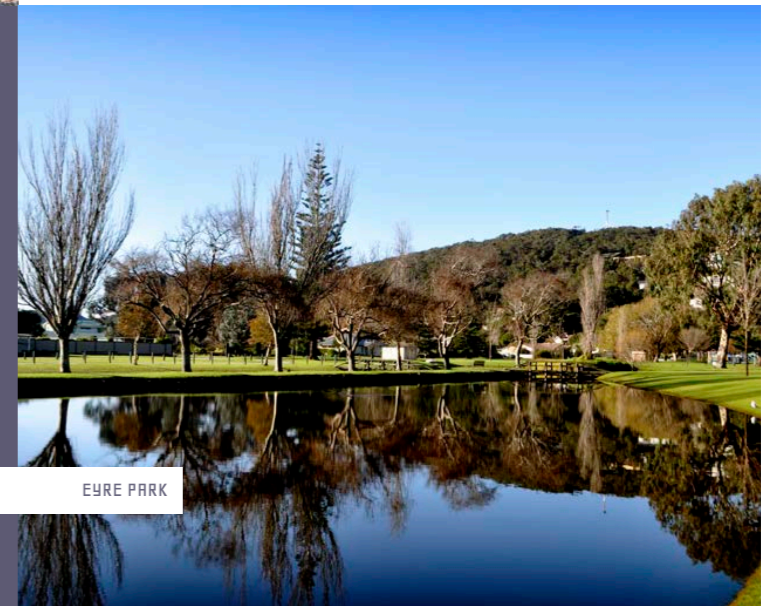


MEMORIAL TREES ON MT CLARENCE

### GREENER URBAN PARKS

Parks are areas that can be used by a wide range of people in urban areas. Parks are valuable community assets essential for health, amenity, and liveability. They provide the community with space for recreational, resting and play.

Greening urban parks can limit criminal activity, provide nature play and shade for playgrounds and pathways. Consideration in the design stages can include tree planting with Water Sensitive Urban Design and create biodiverse corridors.



EYRE PARK



COMMUNITY EVENT – NATIONAL TREE PLANTING DAY 2013, BOB THOMPSON GARDENS, ALBANY

### MAINTAINING & PROTECTING TREES

The management, maintenance and protection of our urban trees requires an integrated approach. This strategy will guide short term activities, to ensure tree health and sustainability. Trees are a valuable but vulnerable asset to the community. Any changes to their environment will affect the natural balance.

Trees in the urban environment are often under threat from removal or declining health. Often removal is thought to be required due to conflict with the surrounding built environment. To ensure the health of our trees, it is important that we apply a whole of forest approach with sound tree management practices.

Good tree management, maintenance and protection guidelines for all urban trees will allow them to reach their full potential without negatively impacting other assets.





**ASSOCIATED DOCUMENTS**

**City of Albany (2011)**  
Community Strategic Plan 2023

**City of Albany**  
Corporate Strategic Plan 2023

**City of Albany (2014)**  
Connected Communities 2014 to 2018, City of Albany

**City of Albany (2000)**  
Municipal Heritage Inventory, City of Albany

**City of Albany (2010)**  
Local Planning Strategy, City of Albany

**City of Albany (2014)**  
Carbon Footprint Strategy, City of Albany

**City of Albany (2014)**  
Community Access and Inclusion Plan 2012 to 2017, City of Albany

**City of Albany (2013)**  
Asset Management strategy, City of Albany

**City of Albany (2005)**  
Environmental Weed Strategy for the City of Albany Reserves 2005-2010, City of Albany

**City of Albany (2014)**  
Council Policy - Environmental Impact Assessments

**City of Albany (2014)**  
Council Policy - Street Tree Management

**City of Albany (2013)**  
Street tree Community Guidelines, City of Albany

**City of Albany (2009)**  
Subdivision and Development Guidelines, City of Albany

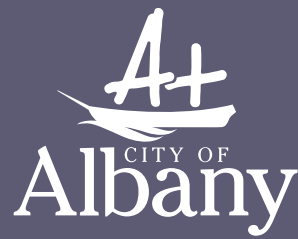
**City of Albany (2009)**  
Verge Development Guidelines, City of Albany

**The 2020 Vision Plan**  
<http://2020vision.com.au/about-the-vision/>

**Plant Ark**  
Valuing trees: What is nature worth? (2015) <http://2020vision.com.au/media/41939/planet-ark-valuing-trees-report-full-final.pdf>

**WWW.ALBANY.WA.GOV.AU**





2017 URBAN  
TREE  
STRATEGY



**GSRRG ROAD PROJECT GRANT**

| Program           | Type    | Road Name    | Work Required                         | Section                              | SLK Start | SLK End | Extent | State Funding | CoA Funding | TOTAL     | Seal Width | Year    |
|-------------------|---------|--------------|---------------------------------------|--------------------------------------|-----------|---------|--------|---------------|-------------|-----------|------------|---------|
| ROAD PRESERVATION | RENEWAL | ALBANY HWY   | Profile and Asphalt Overlay           | Wellington Street to Barker St (E)   | 1.00      | 1.58    | 0.58   | \$500,000     | \$250,000   | \$750,000 | 7.5        | 2018/19 |
| ROAD PRESERVATION | RENEWAL | ALBANY HWY   | Profile and Asphalt Overlay           | Jeffries Street to Wellington St (W) | 1         | 1.68    | 0.68   | \$500,000     | \$250,000   | \$750,000 | 7.5        | 2018/19 |
| ROAD CONSTRUCTION | RENEWAL | MILLBROOK RD | Reconstruct, widen & improve drainage | N/A                                  | 10.6      | 12.5    | 1.9    | \$500,000     | \$250,000   | \$750,000 | 7          | 2018/19 |

**BLACK SPOT PROJECTS**

| Program                     | Type    | Road Name  | Work Required   | Section           | SLK Start | SLK End | Extent | State Funding                 | CoA Funding | TOTAL    | Seal Width | Year    |
|-----------------------------|---------|--|---|-------------------|-----------|---------|--------|-------------------------------|-------------|----------|------------|---------|
| NATIONAL BLACK SPOT PROJECT | UPGRADE | RUTHERFORD ROAD                                  | TBC from safety audit   | N/A               | 2.84      | 3.80    | 1.04   | TBC from safety audit actions | \$0         | TBC      | TBC        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | SYDNEY STREET / KAMPONG ROAD INTERSECTION        | Change of priority through intersection                       | N/A               | N/A       | N/A     | N/A    | \$20,000                      | \$10,000    | \$30,000 | N/A        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | ALBANY HIGHWAY / LOCKE STREET INTERSECTION       | Change of curve radius to improve pedestrian safety           | N/A               | N/A       | N/A     | N/A    | \$20,000                      | \$10,000    | \$30,000 | N/A        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | REDMOND HAY RIVER ROAD                           | Improvement of vertical curve to increase sight distances     | N/A               | 2.00      | 3.00    | 1      | \$60,000                      | \$30,000    | \$90,000 | N/A        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | EMU POINT DR, CLARK ST, MERMAID AVE INTERSECTION | Entry statements to encourage adherence to speed limits       | N/A               | N/A       | N/A     | N/A    | \$10,000                      | \$5,000     | \$15,000 | N/A        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | NORTH ROAD                                       | Potential pedestrian crossing points - TBC from safety audits | MILPARA TO BETHEL | 1.20      | 1.49    | 0.29   | \$40,000                      | \$20,000    | \$60,000 | N/A        | 2018/19 |
| STATE BLACK SPOT PROJECT    | UPGRADE | NORTH ROAD                                       | Potential pedestrian crossing points - TBC from safety audits | LION TO BARNESBY  | 0.50      | 0.84    | 0.34   | \$40,000                      | \$20,000    | \$60,000 | N/A        | 2018/19 |

**COMMODITY ROUTES SUPPLEMENTARY FUNDING (CRSF)**

| Program           | Type    | Road Name            | Work Required                | Section               | SLK Start | SLK End | Extent | State Funding | CoA Funding | TOTAL     | Seal Width | Year    |
|-------------------|---------|----------------------|------------------------------|-----------------------|-----------|---------|--------|---------------|-------------|-----------|------------|---------|
| ROAD UPGRADE      | UPGRADE | MINDIHUP ROAD        | Shoulder Widening and Reseal | Palmdale to Sand Mine | 0.00      | 5.50    | 5.5    | \$250,000     | \$175,250   | \$425,250 | 7.5        | 2018/19 |
| ROAD PRESERVATION | UPGRADE | KOJENERRUP WEST ROAD | Reseal                       | N/A                   | 0.00      | 13.50   | 13.50  | \$250,000     | \$175,250   | \$425,250 | 7          | 2018/19 |

**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Administration Officer - Development  
Subject : Building Activity – April 2017  
Date : 3 May 2017

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1. In April 2017, ninety Four (94) building permits were issued for building activity worth \$18,705,138, including five (5) demolition licences.  
  
It is brought to Council's attention that these figures included building licences: #161271 for the Albany Tourism and Information Hub; estimated value: \$2,564,382.  
#161315 for New Multi-purpose Community Centre Buildings x3; estimate value: \$1,906,201.
2. The two (2) attached graphs compare the current City activity with the past three (3) fiscal years. One compares the value of activity, while the other compares the number of dwelling units.
3. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.
4. Attached are the details of the permits issued for April 2017, the tenth month of activity in the City of Albany for the financial year 2016/2017.



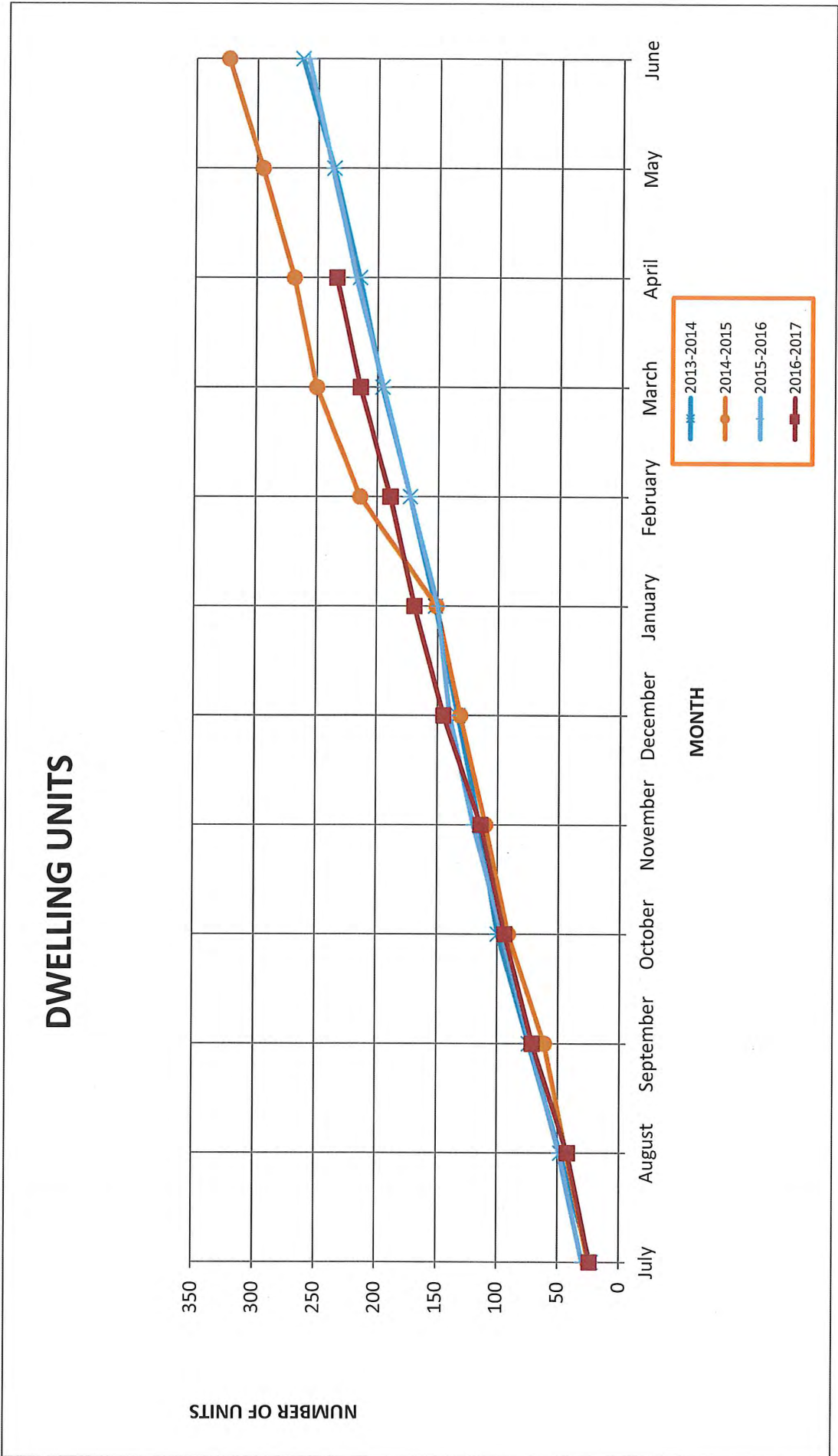
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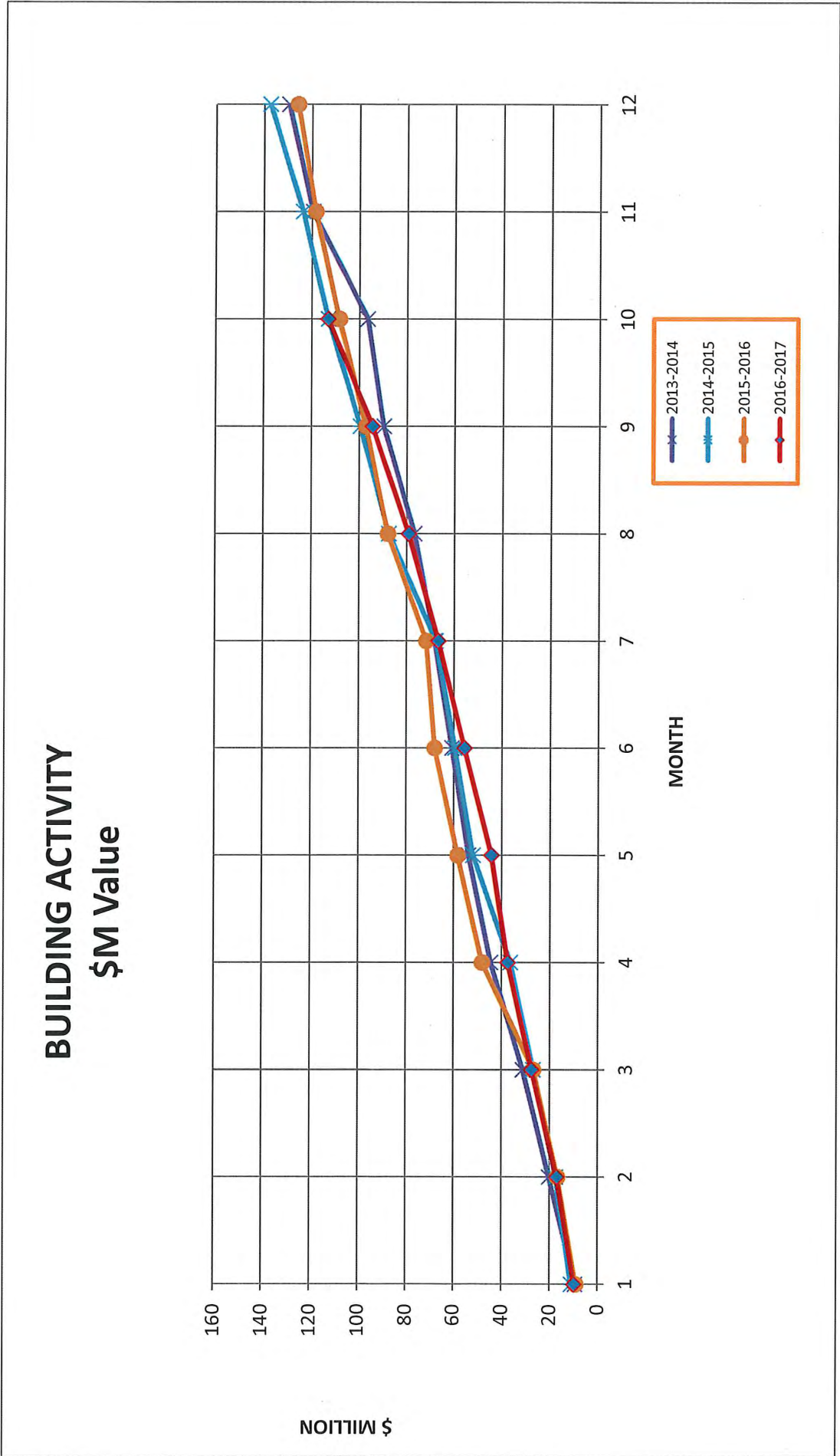
Jasmin Corcoran  
**Administration Officer – Development**

REPORT ITEM DIS 026 REFERS

CITY OF ALBANY  
BUILDING CONSTRUCTION STATISTICS FOR 2016 - 2017

| 2016-2017      | SINGLE DWELLING |            | GROUP DWELLING |           | DOMESTIC/ OUTBUILDINGS |          | ADDITIONS/ DWELLINGS |          | HOTEL/ MOTEL |          | NEW COMMERCIAL |          | ADDITIONS/ COMMERCIAL |          | OTHER      |          | TOTAL \$ VALUE |             |
|----------------|-----------------|------------|----------------|-----------|------------------------|----------|----------------------|----------|--------------|----------|----------------|----------|-----------------------|----------|------------|----------|----------------|-------------|
|                | No              | \$ Value   | No             | \$ Value  | No                     | \$ Value | No                   | \$ Value | No           | \$ Value | No             | \$ Value | No                    | \$ Value | No         | \$ Value |                |             |
| JULY           | 22              | 5,099,241  | 2              | 303,900   | 24                     | 15       | 274,840              | 17       | 368,250      | 0        | 0              | 2        | 3,206,764             | 4        | 418,265    | 9        | 117,065        | 9,788,345   |
| AUGUST         | 17              | 4,427,348  | 1              | 35,000    | 18                     | 24       | 380,839              | 28       | 1,725,271    | 0        | 0              | 0        | 0                     | 4        | 141,793    | 10       | 608,920        | 7,319,171   |
| SEPTEMBER      | 29              | 9,077,464  | 0              | 0         | 29                     | 16       | 337,170              | 15       | 566,839      | 0        | 0              | 0        | 0                     | 3        | 377,000    | 5        | 61,200         | 10,419,673  |
| OCTOBER        | 23              | 7,369,345  | 0              | 0         | 23                     | 28       | 562,909              | 23       | 1,134,368    | 0        | 0              | 3        | 62,326                | 6        | 595,067    | 11       | 133,466        | 9,897,481   |
| NOVEMBER       | 17              | 4,376,370  | 3              | 439,375   | 20                     | 21       | 320,925              | 26       | 832,790      | 0        | 0              | 0        | 0                     | 2        | 68,500     | 13       | 703,670        | 6,741,630   |
| DECEMBER       | 22              | 6,499,717  | 9              | 2,130,761 | 31                     | 9        | 241,430              | 27       | 1,093,900    | 0        | 0              | 2        | 950,505               | 2        | 190,000    | 12       | 96,865         | 11,202,178  |
| JANUARY        | 23              | 7,242,364  | 1              | 56,000    | 24                     | 13       | 227,579              | 22       | 550,869      | 1        | 70,000         | 0        | 0                     | 2        | 2,672,000  | 10       | 312,920        | 11,131,732  |
| FEBRUARY       | 19              | 5,556,328  | 1              | 150,000   | 20                     | 16       | 303,975              | 22       | 381,419      | 0        | 0              | 3        | 605,000               | 4        | 5,460,769  | 9        | 124,547        | 12,582,038  |
| MARCH          | 22              | 6,183,794  | 3              | 1,193,292 | 25                     | 15       | 222,733              | 28       | 788,827      | 0        | 0              | 2        | 6,026,961             | 2        | 514,813    | 11       | 411,655        | 15,342,075  |
| APRIL          | 16              | 4,269,646  | 4              | 415,788   | 20                     | 15       | 281,380              | 33       | 1,017,251    | 0        | 0              | 3        | 7,131,201             | 9        | 5,258,802  | 10       | 331,070        | 18,705,138  |
| MAY            |                 |            |                |           |                        |          |                      |          |              |          |                |          |                       |          |            |          |                |             |
| JUNE           |                 |            |                |           |                        |          |                      |          |              |          |                |          |                       |          |            |          |                |             |
| TOTALS TO DATE | 210             | 60,101,617 | 24             | 4,724,116 | 234                    | 172      | 3,153,780            | 241      | 8,459,784    | 1        | 70,000         | 15       | 17,982,757            | 38       | 15,697,009 | 100      | 2,900,398      | 113,089,461 |





**BUILDING, SIGN & DEMOLITION LICENCES ISSUED UNDER DELEGATED  
AUTHORITY**

Applications determined for April 2017

| Application Number | Builder                               | Description of Application  | Street Address   | Suburb          |
|--------------------|---------------------------------------|---|------------------|-----------------|
| 161254             | TECTONICS CONSTRUCTIONS               | CHANGE OF CLASSIFICATION FROM   | SPENCER STREET   | ALBANY          |
| 161271             | TECTONICS CONSTRUCTIONS GROUP PTY LTD | ALBANY TOURISM AND INFORMATION HUB - CERTIFIED                          | YORK STREET      | ALBANY          |
| 161272             | K & T CASTLEHOW BUILDERS              | ALTERATIONS/ADDITIONS TO EXISTING RESIDENCE - UNCERTIFIED               | PARADE STREET    | ALBANY          |
| 161287             | VIVIENNE HELEN NORMAN                 | GROUPED DWELLING (X1) - CERTIFIED                                       | ROWLEY STREET    | ALBANY          |
| 161291             | OWNER BUILDER                         | ADDITION TO PERGOLA AND LEAN TO OFF SHED - UNCERTIFIED                  | VANCOUVER STREET | ALBANY          |
| 161345             | GODDARD MATTHEW LEONARD               | OUTBUILDING VERANDAH & DECKING RETAINING WALLS - UNCERTIFIED            | BURGOYNE ROAD    | ALBANY          |
| 161283             | WA COUNTRY BUILDERS PTY LTD           | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH PORCH ALFRESC              | DRAKE BEND       | BAYONET HEAD    |
| 161295             | AUSCAN CONSTRUCTION                   | PATIO - UNCERTIFIED   | GRESHAM TERRACE  | BAYONET HEAD    |
| 161285             | POCOCK BUILDING COMPANY PTY LTD       | DISPLAY HOME - NEW SINGLE DETACHED DWELLING ONE-STOREY                  | GEELONG PDE      | BAYONET HEAD    |
| 161296             | AUSCAN CONSTRUCTION                   | PATIO - UNCERTIFIED   | DYER COURT       | BAYONET HEAD    |
| 161298             | MATSON FABRICATIONS                   | PATIO - UNCERTIFIED   | WARRANGOO ROAD   | BAYONET HEAD    |
| 161302             | WREN (WA) PTY LTD                     | AMENDMENT TO BP #161127 - GARAGE WALL ON TOP OF RETAINING               | CULLINAN TERRACE | BAYONET HEAD    |
| 161316             | PULS PATIOS                           | PATIO - UNCERTIFIED   | ALISON PARADE    | BAYONET HEAD    |
| 161317             | PULS PATIOS                           | PATIO - UNCERTIFIED   | PRICE STREET     | BAYONET HEAD    |
| 161195             | WA COUNTRY BUILDERS PTY LTD           | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC              | KURANNUP ROAD    | BAYONET HEAD    |
| 161301             | FLEETWOOD PTY LTD                     | NEW CARPORT VERANDAH & ALFRESCO   | ALISON PARADE    | BAYONET HEAD    |
| 161303             | FLEETWOOD PTY LTD                     | SITE 187 - UNCERTIFIED PARK HOME - SITE 187 -                           | ALISON PARADE    | BAYONET HEAD    |
| 161342             | PLUNKETT HOMES (1903) PTY LTD         | UNCERTIFIED NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO VERAN | BENALLA DRIVE    | BAYONET HEAD    |
| 161273             | CRAMEN PTY LTD                        | ALTERATIONS & ADDITIONS TO EXISTING CHURCH COMPLEX (VESTRY C            | ALBANY HIGHWAY   | CENTENNIAL      |
| 161280             | AD CONTRACTORS PTY LTD                | BRICK & TIN TOILET -  | LOCKYER AVENUE   | PARK CENTENNIAL |
| 161294             | MCB CONSTRUCTION PTY LTD              | DEMOLITION RECLASSIFICATION FROM EXISTING CLASS 7B (WAREHOUSE) TO CLASS | PRIOR STREET     | PARK CENTENNIAL |

REPORT ITEM DIS 026 REFERS

| Application Number | Builder   | Description of Application  | Street Address      | Suburb          |
|--------------------|---|---|---------------------|-----------------|
| 161307             | WARREN BENNET HOMES PTY LTD                               | ASBESTOS ROOF REMOVAL - DEMOLITION                                | ALBANY HIGHWAY      | CENTENNIAL PARK |
| 161322             | J & S CASTLEHOW ELECTRICAL SERVICES                       | SCOREBOARD FOR FOOTBALL STADIUM - CERTIFIED                       | LOCKYER AVENUE      | CENTENNIAL PARK |
| 161315             | AUSPAN BUILDING SYSTEMS PTY LTD                           | NEW MULTI-PURPOSE COMMUNITY CENTRE BUILDING X3 - CERTIFIED        | COCKBURN ROAD       | CENTENNIAL PARK |
| 161320             | BAROVEN PTY LTD   | ALTERATIONS & ADDITIONS TO EXISTING OFFICE / WORKSHOP - CLASS     | GRAHAM STREET       | CENTENNIAL PARK |
| 161343             | KOSTERS STEEL CONSTRUCTION PTY LTD                        | CHANGE OF CLASSIFICATION FROM CLASS 8 (WORKSHOP)                  | MINNA STREET        | CENTENNIAL PARK |
| 161281             | MOUNT BARKER TANKS  | WATER TANK - UNCERTIFIED  | MUELLER STREET      | GLEDHOW         |
| 161313             | WIGNALL NATHAN  | ALTERATIONS & ADDITIONS - LAUNDRY/BATHROOM/GARAGE                 | FREDERICK STREET    | GLEDHOW         |
| 161309             | PAUL & JODIE LOUISE NORTH 2 SOUTH EXECUTIVE HOMES PTY LTD | NEW SINGLE DETACHED DWELLING TWO-STOREY WITH STORE CARPORT        | KARRAKATTA ROAD     | GOODE BEACH     |
| 161351             | RYDE BUILDING COMPANY PTY LTD                             | REPLACEMENT OF RETAINING WALL - CERTIFIED                         | KARRAKATTA ROAD     | GOODE BEACH     |
| 161362             | DAVID ANDREW & ANN MARIE HOLLAND                          | CARPORT - UNCERTIFIED   | ST GEORGES CRESCENT | GOODE BEACH     |
| 161289             | MCB CONSTRUCTION PTY LTD                                  | SHED - UNCERTIFIED  | WALFORD ROAD        | KALGAN          |
| 161346             | KELLY-SIBLEY BRETT  | ALTERATIONS & ADDITIONS TO EXISTING SINGLE DETACHED               | HENTY ROAD          | KALGAN          |
| 161240             | NEIL & VANESA DIANE WA COUNTRY BUILDERS PTY LTD           | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC        | BAGNALL PARKWAY     | LANGHE          |
| 161318             | PULS PATIOS   | PATIO - UNCERTIFIED   | ELARAY WAY          | LANGHE          |
| 161326             | OWNER BUILDER   | PATIO - UNCERTIFIED   | BLACKSWAN COURT     | LITTLE GROVE    |
| 161348             | AUSCAN CONSTRUCTION                                       | SHED - UNCERTIFIED  | MAITLAND AVENUE     | LITTLE GROVE    |
| 161354             | OWNER BUILDER   | SHED - UNCERTIFIED  | LORIKEET WAY        | LITTLE GROVE    |
| 161323             | KOSTER'S OUTDOOR PTY LTD                                  | SHED - UNCERTIFIED  | NORWOOD ROAD        | LOWER KING      |
| 161277             | HOME GROUP WA GREAT SOUTHERN PTY LTD                      | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH PORCH ALFRESCO       | NAMBUCCA RISE       | LOWER KING      |
| 161334             | KELVIN TOMBLESON  | PATIO - UNCERTIFIED   | SHEPHERD STREET     | LOWER KING      |
| 161340             | GRANT CORCORAN  | CARPORT & PATIO - UNCERTIFIED                                     | ELIZABETH STREET    | LOWER KING      |
| 161306             | PLANTAGANET SHEDS & STEEL PTY LTD                         | SHED - CERTIFIED  | THE ESPLANADE       | LOWER KING      |
| 161284             | MELANIE WILSON  | SEMI ENCLOSE PATIO - UNCERTIFIED                                  | PHILLISKIRK ROAD    | MARBELUP        |
| 161278             | THOMAS JOHN & WENDY ELIZABETH BRADE                       | NEW ANCILLARY ACCOMMODATION WITH ALFRESCO & CARPORT - UNCERTIFIED | LOWANNA DRIVE       | MARBELUP        |

REPORT ITEM DIS 026 REFERS

| Application Number | Builder                           | Description of Application                                   | Street Address      | Suburb          |
|--------------------|-----------------------------------|--|---------------------|-----------------|
| 161266             | WA COUNTRY BUILDERS PTY LTD       | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH VERANDAH PORC   | RADIATA DRIVE       | MCKAIL          |
| 161267             | WA COUNTRY BUILDERS PTY LTD       | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | DUSTAN WAY          | MCKAIL          |
| 161290             | WA COUNTRY BUILDERS PTY LTD       | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | LE GRANDE AVENUE    | MCKAIL          |
| 161300             | WA COUNTRY BUILDERS PTY LTD       | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | DUSTAN WAY          | MCKAIL          |
| 161308             | PLUNKETT HOMES (1903) PTY LTD     | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO VERA   | DUSTAN WAY          | MCKAIL          |
| 161356             | OWNER BUILDER                     | PATIO AND CARPORT - UNCERTIFIED                              | NEPTUNE PASS        | MCKAIL          |
| 161328             | POOLS SPAS AQUAPONICS.COM         | SWIMMING POOL - UNCERTIFIED                                  | MIDDLETON ROAD      | MIDDLETON       |
| 161329             | OWNER BUILDER                     | OUTBUILDING SEA CONTAINER - UNCERTIFIED                      | SILVERSTAR COURT    | BEACH MILLBROOK |
| 161310             | WALTOY PTY LTD                    | STORAGE SHED DEMOLITION - UNCERTIFIED                        | CHRISTINE STREET    | MILPARA         |
| 161321             | BUILDING APPROVAL CERTIFICATE     | BUILDING APPROVAL CERTIFICATE - SECTION 51(3) - UNAUTHORISED | CHESTER PASS ROAD   | MILPARA         |
| 161353             | OWNER BUILDER                     | ALTERATIONS & ADDITION (STORAGE AREA) TO EXISTING MOTOR VEHI | NEWBEY STREET       | MILPARA         |
| 161264             | RYDE BUILDING COMPANY PTY LTD     | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | ANDERSON PLACE      | MIRA MAR        |
| 161275             | ALBANY ALLWAY ROOFING PTY LTD     | RE-ROOF FROM ASBESTOS TO COLOURBOND -                        | MIRAMAR ROAD        | MIRA MAR        |
| 161276             | DOWNRITE                          | ASBESTOS OF ROOF CLADDING REMOVAL - DEMOLITION               | MIRAMAR ROAD        | MIRA MAR        |
| 161282             | KDS BUILDING SERVICES PTY LTD     | ALTERATIONS AND ADDITIONS - CERTIFIED                        | STEWART STREET      | MIRA MAR        |
| 161288             | PULS PATIOS                       | PATIO - UNCERTIFIED  | COCKBURN ROAD       | MIRA MAR        |
| 161314             | OWNER BUILDER                     | PATIO DECKING AND STAIRS - UNCERTIFIED                       | ANZAC ROAD          | MIRA MAR        |
| 161327             | PULS PATIOS                       | PATIO - UNCERTIFIED  | COCKBURN ROAD       | MIRA MAR        |
| 161187             | ALAN CARTER                       | RETAINING WALL - UNCERTIFIED                                 | MCLEOD STREET       | MIRA MAR        |
| 161211             | HENREYK DAVID BOJCUN              | PATIO & DECKING- UNCERTIFIED                                 | GREENSHIELDS STREET | MIRA MAR        |
| 161333             | BRENDAN WILLIAMS                  | DECKING BALUSTRADE AND EXTENSION EAVE - UNCERTIFIED          | GREENSHIELDS STREET | MIRA MAR        |
| 161336             | MATSON FABRICATIONS               | PATIO - UNCERTIFIED  | TAYLOR STREET       | MIRA MAR        |
| 161262             | PLANTAGANET SHEDS & STEEL PTY LTD | SHED - CERTIFIED   | CLINTON ROAD        | NAPIER          |
| 161311             | EVERTRANS                         | ALTERATIONS & ADDITIONS - CERTIFIED                          | KELLY STREET        | ORANA           |



REPORT ITEM DIS 026 REFERS

| Application Number | Builder                               | Description of Application                                   | Street Address   | Suburb        |
|--------------------|---------------------------------------|--|------------------|---------------|
| 161331             | RYDE BUILDING COMPANY PTY LTD         | AMENDMENT TO ORIGINAL BUILDING PERMIT #160941 - INTERNAL BRI | DROME ROAD       | ORANA         |
| 161269             | A.B. ROOFING                          | RE-ROOF TILES TO COLORBOND - UNCERTIFIED                     | GAIRDNER ROAD    | SPENCER PARK  |
| 161293             | BUILDING APPROVAL CERTIFICATE         | BUILDING APPROVAL CERTIFICATE - SECTION 51 - UNAUTHORISED DO | DAVID STREET     | SPENCER PARK  |
| 161319             | OWNER BUILDER                         | SHED - UNCERTIFIED   | MCWHAE DRIVE     | SPENCER PARK  |
| 161330             | FGS Contracting Pty Ltd               | GARAGE - UNCERTIFIED   | MOKARE ROAD      | SPENCER PARK  |
| 161344             | OUTDOOR WORLD                         | PATIO - UNCERTIFIED  | PREMIER CIRCLE   | SPENCER PARK  |
| 161286             | PHILIP KINDER                         | PARTIAL DEMOLITION OF EXISTING RESIDENCE - BATHROOM & LAUND  | RUTHERFORD ROAD  | TORBAY        |
| 161312             | OWNER BUILDER                         | GARAGE - UNCERTIFIED   | FENNEL ROAD      | TORBAY        |
| 161325             | T GOODALL                             | SHED - UNCERTIFIED   | PULS ROAD        | TORBAY        |
| 161299             | JOHN MITCHELL                         | UNISEX ACCESSIBLE PUBLIC TOILET - CERTIFIED                  | MUTTON BIRD ROAD | TORBAY        |
| 161332             | AUSCAN CONSTRUCTION                   | 2 X PATIOS - UNCERTIFIED                                     | MEANWOOD ROAD    | TORBAY        |
| 161304             | OWNER BUILDER                         | SHED EXTENSION - UNCERTIFIED                                 | KOORYONG AVENUE  | WARRENUP      |
| 161352             | STEPHEN MCKINVEN                      | ADDITION OF PATIO & GARAGE TO EXSITING RESIDENCE - CERTIFIED | RANDELL CRESCENT | WARRENUP      |
| 161258             | PLUNKETT HOMES (1903) PTY LTD         | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO VERA   | VOKES COURT      | WILLYUNG      |
| 161324             | OWNER BUILDER                         | WATER TANK - UNCERTIFIED                                     | GREENWOOD DRIVE  | WILLYUNG      |
| 161230             | TECTONICS CONSTRUCTIONS GROUP PTY LTD | NEW EDUCATIONAL ESTABLISHMENT - CLASS 9B - CERTIFIED         | SYDNEY STREET    | YAKAMIA       |
| 161260             | BADGE CONSTRUCTIONS (WA) PTY LTD      | WET FIRE UPGRADE (SPRINKLER SYSTEM PUMPS AND TANKS) - CERTI  | BETHEL WAY       | YAKAMIA       |
| 161279             | TURPS STEEL FABRICATIONS              | SHED - UNCERTIFIED   | MEARS ROAD       | YAKAMIA       |
| 161234             | MATSON FABRICATIONS                   | SHED - UNCERTIFIED   | PARISH STREET    | YAKAMIA       |
| 161305             | WA COUNTRY BUILDERS PTY LTD           | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | BALTIC RIDGE     | YAKAMIA       |
| 161335             | MATSON FABRICATIONS                   | PATIO - UNCERTIFIED  | ANUAKA ROAD      | YAKAMIA       |
| 161339             | RYDE BUILDING COMPANY PTY LTD         | NEW SINGLE DETACHED DWELLING ONE-STOREY WITH ALFRESCO PORC   | GALLE STREET     | YAKAMIA       |
| 161357             | CHRISTOPHER ROSS STEPHEN              | VERANDAH - UNCERTIFIED                                       | ARDEANA CRESCENT | YAKAMIA       |
| 161274             | SHEY & DAVID ROGERS                   | CHANGE OF CLASSIFICATION FROM CLASS 1A (SINGLE DETACHED DWEL | STATION STREET   | YOUNGS SIDING |

**CITY OF ALBANY**

**REPORT**

To : His Worship the Mayor and Councillors  
From : Information Officer – Development Services  
Subject : Development Application Approvals – April 2017  
Date : 1 May 2017

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1. The attached report shows Development Application Approvals issued under delegation by a planning officer for the month of April 2017.
2. Within this period 45 Development applications were determined, of these;
  - 44 Development applications were approved under delegated authority; and
  - 1 Development application was withdrawn.



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**Vicki Martin**  
Information Officer – Development Services

**PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY**

Applications determined for April 2017

| Application Number | Application Date | Street Address        | Locality        | Description of Application  | Decision          | Decision Date | Assessing Officer |
|--------------------|------------------|-----------------------|-----------------|---|-------------------|---------------|-------------------|
| P2170067           | 8/02/2017        | Finlay Street         | Albany          | Single House - Additions (Re Roof Verandah Retaining Walls)                           | Delegate Approved | 27/04/2017    | Alex Bott         |
| P2170083           | 17/02/2017       | Finlay Street         | Albany          | Single House - Alterations & Additions (Design Codes Assessment)                      | Delegate Approved | 5/04/2017     | Jessica Anderson  |
| P2170108           | 2/03/2017        | Stirling Terrace      | Albany          | Single House - Outbuilding & Conversion of Existing Studio to Ancillary Accommodation | Delegate Approved | 4/04/2017     | Craig McMurtrie   |
| P2170117           | 7/03/2017        | Vancouver Street      | Albany          | Single House - Alterations & Additions  | Delegate Approved | 20/04/2017    | Jessica Anderson  |
| P2170143           | 22/03/2017       | Cliff Street          | Albany          | Home Occupation - Lawyer  | Delegate Approved | 5/04/2017     | Craig McMurtrie   |
| P2160588           | 17/11/2016       | Duke Street           | Albany          | Single House - (Additions - Kitchen) Heritage Listed                                  | Delegate Approved | 21/04/2017    | Taylor Gunn       |
| P2160623           | 29/11/2016       | Duke Street           | Albany          | Multiple Dwellings x 6 & Office   | Delegate Approved | 6/04/2017     | Alex Bott         |
| P2170160           | 30/03/2017       | Bayonet Head Road     | Bayonet Head    | Single House - Earthworks - Retaining Walls   | Delegate Approved | 7/04/2017     | Taylor Gunn       |
| P2170179           | 7/04/2017        | Ballindean Avenue     | Bayonet Head    | Display Home  | Delegate Approved | 26/04/2017    | Jessica Anderson  |
| P2170111           | 3/03/2017        | Barker Road           | Centennial Park | Recreation - Private (Amenities Building)   | Delegate Approved | 3/04/2017     | Craig McMurtrie   |
| P2170129           | 14/03/2017       | Sanford Road          | Centennial Park | Storage - Sea Container   | Delegate Approved | 18/04/2017    | Alex Bott         |
| P2170138           | 21/03/2017       | Ashford Street        | Centennial Park | Change of Use - Industry - Service/Motor Vehicle Repair                               | Delegate Approved | 13/04/2017    | Alex Bott         |
| P2170145           | 22/03/2017       | Pioneer Road          | Centennial Park | Consulting Rooms (Dental Surgery)   | Delegate Approved | 19/04/2017    | Alex Bott         |
| P2170134           | 16/03/2017       | Albany Highway        | Drome           | Development - Patient Transfer Building (RFDS)  | Delegate Approved | 26/04/2017    | Alex Bott         |
| P2170064           | 7/02/2017        | Elleker-Grasmere Road | Elleker         | Single House - Boundary Setback Variation   | Delegate Approved | 26/04/2017    | Alex Bott         |
| P2170188           | 12/04/2017       | Henty Road            | Kalgan          | Single House - Additions (Games Room)   | Delegate Approved | 18/04/2017    | Alex Bott         |

| Application Number | Application Date | Street Address      | Locality        | Description of Application   | Decision          | Decision Date | Assessing Officer |
|--------------------|------------------|---------------------|-----------------|--|-------------------|---------------|-------------------|
| P2170201           | 24/04/2017       | Aldo Close          | Kalgan          | Single House - Water Tank  | Delegate Approved | 28/04/2017    | Jessica Anderson  |
| P2170082           | 17/02/2017       | Cosy Corner Road    | Kronkup         | Shop Additions - Alfresco  | Delegate Approved | 6/04/2017     | Alex Bott         |
| P2170118           | 8/03/2017        | Grove Street East   | Little Grove    | Single House (Design Codes Assessment)                             | Delegate Approved | 3/04/2017     | Jessica Anderson  |
| P2170175           | 5/04/2017        | Diamond Street      | Little Grove    | Single House - Additions (Patio)                                   | Delegate Approved | 7/04/2017     | Taylor Gunn       |
| P2170156           | 29/03/2017       | Sims Street         | Lockyer         | Home Occupation (Baked Goods)                                      | Delegate Approved | 20/04/2017    | Craig McMurtrie   |
| P2170149           | 23/03/2017       | Francis Street      | Lower King      | Single House - Outbuilding (Design Code Assessment)                | Delegate Approved | 6/04/2017     | Taylor Gunn       |
| P2170152           | 24/03/2017       | Bushby Road         | Lower King      | Single House - Outbuilding (Sea Container)                         | Delegate Approved | 4/04/2017     | Taylor Gunn       |
| P2170168           | 4/04/2017        | Elizabeth Street    | Lower King      | Single House - Additions (Carport/Patio)                           | Delegate Approved | 12/04/2017    | Alex Bott         |
| P2170163           | 31/03/2017       | Le Grande Avenue    | McKail          | Single House   | Withdrawn         | 3/04/2017     | Planning          |
| P2170171           | 5/04/2017        | Gladville Road      | McKail          | Single House & Outbuilding   | Delegate Approved | 7/04/2017     | Taylor Gunn       |
| P2170199           | 21/04/2017       | Moon Parade         | McKail          | Single House - Additions (Patio) Design Codes Assessment           | Delegate Approved | 24/04/2017    | Taylor Gunn       |
| P2170115           | 7/03/2017        | Hare Street         | Middleton Beach | Single House (Design Codes Assessment)                             | Delegate Approved | 7/04/2017     | Jessica Anderson  |
| P2170136           | 17/03/2017       | Hare Street         | Middleton Beach | Single House - Alterations and Additions (Design Codes Assessment) | Delegate Approved | 24/04/2017    | Taylor Gunn       |
| P2160222           | 21/04/2016       | Barnett Street      | Middleton Beach | Holiday Accommodation - Additions (Design Codes Assessment)        | Delegate Approved | 7/04/2017     | Jessica Anderson  |
| P2170159           | 30/03/2017       | Newbey Street       | Milpara         | Change of Use - Motor Vehicle Repairs                              | Delegate Approved | 26/04/2017    | Craig McMurtrie   |
| P2170157           | 29/03/2017       | Greenshields Street | Mira Mar        | Single House - Additions (Patio) Design Codes Assessment           | Delegate Approved | 3/04/2017     | Jessica Anderson  |
| P2170165           | 31/03/2017       | McLeod Street       | Mira Mar        | Use Not Listed - Earthworks - Retaining Walls to Multiple Lots     | Delegate Approved | 19/04/2017    | Alex Bott         |
| P2170192           | 13/04/2017       | Middleton Road      | Mount Clarence  | Development - Sign x 1   | Delegate Approved | 28/04/2017    | Jessica Anderson  |
| P2170154           | 27/03/2017       | Mawson Road         | Napier          | Telecommunications Infrastructure                                  | Delegate Approved | 26/04/2017    | Craig McMurtrie   |

| Application Number | Application Date | Street Address      | Locality     | Description of Application   | Decision          | Decision Date | Assessing Officer |
|--------------------|------------------|---------------------|--------------|--|-------------------|---------------|-------------------|
| P2170181           | 7/04/2017        | Clinton Road        | Napier       | Single House - Outbuilding   | Delegate Approved | 21/04/2017    | Taylor Gunn       |
| P2170058           | 6/02/2017        | Rock Cliff Circle   | Nullaki      | Single House Outbuilding and In-ground Swimming Pool (Establish Building Envelope) | Delegate Approved | 20/04/2017    | Craig McMurtrie   |
| P2170137           | 20/03/2017       | Gairdner Road       | Spencer Park | Single House - Retaining Wall (Design Codes Assessment)                            | Delegate Approved | 18/04/2017    | Craig McMurtrie   |
| P2170144           | 23/03/2017       | Mokare Road         | Spencer Park | Single House - Addition (garage) - Design Code Assessment                          | Delegate Approved | 12/04/2017    | Craig McMurtrie   |
| P2170150           | 23/03/2017       | Puls Road           | Torbay       | Single House - Outbuilding   | Delegate Approved | 7/04/2017     | Taylor Gunn       |
| P2170170           | 4/04/2017        | Meanwood Road       | Torbay       | Ancillary Accommodation - Additions (Patios x2)                                    | Delegate Approved | 7/04/2017     | Taylor Gunn       |
| P2170053           | 2/02/2017        | Rocky Crossing Road | Warrenup     | Single House Outbuilding & Water Tank  | Delegate Approved | 13/04/2017    | Taylor Gunn       |
| P2170166           | 3/04/2017        | Randell Crescent    | Warrenup     | Single House - Additions (Second Garage & Semi-Enclosed Patio) & Retaining Walls   | Delegate Approved | 7/04/2017     | Craig McMurtrie   |
| P2170135           | 16/03/2017       | Albany Highway      | Willyung     | Development - Maintenance & Storage Shed   | Delegate Approved | 5/04/2017     | Taylor Gunn       |
| P2170142           | 22/03/2017       | Parish Street       | Yakamia      | Single House - Outbuilding   | Delegate Approved | 11/04/2017    | Taylor Gunn       |