



ATTACHMENTS

Ordinary Meeting of Council

Tuesday 27 April 2021

6.00pm

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CITY OF ALBANY
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
FOR THE PERIOD ENDED 28 FEBRUARY 2021

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

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**CITY OF ALBANY
COMPILATION REPORT
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

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

Shows a Closing Funding Position for the period ended 28 February 2021 of \$23,222,981.

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

Preparation

Prepared by: P. Martin
Financial Accountant

Reviewed by: S. Van Nierop
Manager Finance

Date prepared: 22-Mar-2021

REPORT ITEM CCS332 REFERS TO

**CITY OF ALBANY
STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

	Ref Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Operating Revenues								
Rate Revenue		38,713,076	38,845,107	38,765,107	38,776,089	10,982	0%	
Grants & Subsidies		3,841,554	4,000,433	2,406,458	2,414,505	8,047	0%	
Contributions, Donations & Reimbursements		759,356	996,402	453,394	715,225	261,831	58%	▲
Profit on Asset Disposal		1,000	1,000	500	62,022	61,522	12304%	
Fees and Charges		14,616,563	16,871,094	11,899,831	13,077,357	1,177,526	10%	▲
Interest Earnings		533,114	506,669	376,867	314,330	(62,537)	(17%)	
Other Revenue		183,306	183,306	122,152	126,605	4,453	4%	
		58,647,969	61,404,011	54,024,309	55,486,132			
Operating Expenses								
Employee Costs		(25,490,427)	(25,629,236)	(16,592,040)	(15,586,539)	1,005,501	6%	▼
Materials and Contracts		(20,949,996)	(20,632,966)	(12,449,992)	(9,519,008)	2,930,984	24%	▼
Utilities Charges		(1,786,962)	(1,786,962)	(1,012,550)	(1,085,560)	(73,010)	(7%)	
Depreciation (Non-Current Assets)		(16,848,328)	(17,629,569)	(11,700,864)	(11,607,454)	93,410	1%	
Interest Expenses		(640,704)	(640,704)	(262,865)	(308,567)	(45,702)	(17%)	
Insurance Expenses		(738,880)	(738,880)	(738,880)	(691,249)	47,631	6%	
Loss on Asset Disposal		(454,292)	(454,292)	(127,145)	(85,256)	41,889	33%	
Other Expenditure		(2,721,166)	(2,778,545)	(1,833,565)	(1,624,780)	208,785	11%	▼
Less: Allocated to Infrastructure		916,295	916,295	608,064	820,375	212,311	(35%)	▼
		(68,714,460)	(69,374,859)	(44,109,837)	(39,688,037)			
Contributions for the Development of Assets								
Grants & Subsidies		16,818,720	20,069,871	683,901	622,355	(61,546)	(9%)	
Contributions, Donations & Reimbursements		457,266	4,326,219	99,926	167,733	67,807	(68%)	
		17,275,986	24,396,090	783,827	790,088			
Net Operating Result		7,209,495	16,425,242	10,698,299	16,588,183			
Funding Balance Adjustment								
Add Back: Depreciation		16,848,328	17,629,569	11,700,864	11,607,454	(93,410)	(1%)	
Adjust (Profit)/Loss on Asset Disposal		453,292	453,292	126,645	23,235	(103,410)	(82%)	▼
Adjust (Profit)/Loss on Value of Investments		-	-	-	(12,150)	(12,150)	100%	
Movement From Non-Current to Current		-	-	-	113,525	113,525	100%	▲
Funds Demanded From Operations		24,511,115	34,508,103	22,525,808	28,320,247			
Capital Revenues								
Proceeds from Disposal of Assets		675,500	675,500	377,750	435,208	57,458	15%	
		675,500	675,500	377,750	435,208			
Acquisition of Fixed Assets								
Land and Buildings	5	(7,118,042)	(10,456,490)	(4,120,171)	(1,560,543)	2,559,628	62%	▼
Furniture, Plant and Equipment	5	(3,604,178)	(4,546,377)	(1,934,539)	(1,222,993)	711,546	37%	▼
Infrastructure Assets - Roads	5	(7,050,384)	(7,449,125)	(5,991,704)	(1,931,385)	4,060,319	68%	▼
Infrastructure Assets - Coastal Enhancement	5	(5,654,670)	(6,785,984)	(5,685,984)	(1,301,061)	4,384,923	77%	▼
Infrastructure Assets - Other	5	(13,865,612)	(14,762,003)	(11,130,845)	(2,216,795)	8,914,050	80%	▼
		(37,292,886)	(43,999,979)	(28,863,243)	(8,232,776)			
Financing/Borrowing								
Repayment of Borrowing		(2,522,892)	(2,522,892)	(1,259,375)	(1,247,398)	11,977	1%	
Proceeds from Borrowing		2,000,000	-	-	-	-	-	
Principal Portion of Lease Liabilities		(170,922)	(170,922)	(113,904)	(113,948)	(44)	(0%)	
Self-Supporting Loan Principal		13,307	13,307	6,602	6,602	-	-	
		(680,507)	(2,680,507)	(1,366,677)	(1,354,744)			
Demand for Resources		(12,786,778)	(11,496,883)	(7,326,362)	19,167,934			
Restricted Funding Movements								
Opening Position		4,057,162	4,055,047	4,055,047	4,055,047	-	-	
Restricted Cash Utilised - Loan		102,070	-	-	-	-	-	
Transfer to Reserves		(13,834,304)	(14,865,792)	-	-	-	100%	
Transfer from Reserves		22,461,850	22,307,628	-	-	-	100%	
		12,786,778	11,496,883	4,055,047	4,055,047			
Closing Funding Surplus/(Deficit)		0	0	(3,271,315)	23,222,981			

REPORT ITEM CCS332 REFERS TO

CITY OF ALBANY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2021

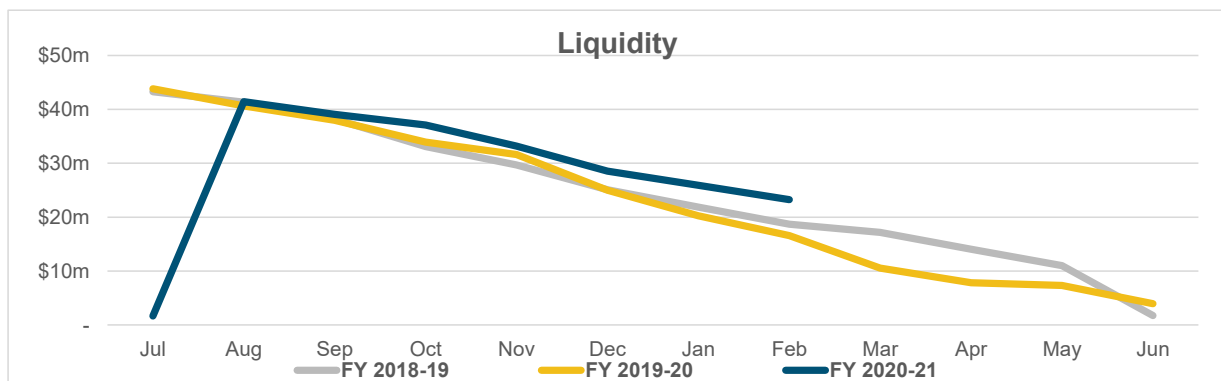
NOTE 1 EXPLANATION OF MATERIAL VARIANCES TO YTD BUDGET IN EXCESS OF \$100,000

	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
Operating Revenues					
Rate Revenue	10,982	0%			No material variance.
Grants & Subsidies	8,047	0%			No material variance.
Contributions, Donations & Reimbursements	261,831	58%	▲	Permanent	Includes non-budgeted \$190k compensation income (a result of a contractor failing to meet contractual agreements), \$50k contribution from Rio Tinto to strengthen the City's COVID-19 relief response to the community & \$20k relating to refunded charges. Remaining variance is attributable to minor variations observed over multiple budgeted accounts. Addressed as part of Budget Review CCS329.
Profit on Asset Disposal	61,522	12304%			No material variance.
Fees and Charges	1,177,526	10%	▲	Timing	Performance ahead of YTD budget across most areas of the City. Significant positive variances include Leasing (\$332k), Planning/Building (\$167k), Refuse (\$149k), ALAC (\$135k), NAC (\$134k) & Airport (\$104k). Leasing and Building/Planning income addressed as part of Budget Review CCS329. In comparison to February 2020, and excluding fees and charges relating to waste charges billed as part of rates, income is up \$169k (1.29%).
Service Charges	-				No material variance.
Interest Earnings	(62,537)	(17%)			No material variance.
Other Revenue	4,453	4%			No material variance.
Operating Expenses					
Employee Costs	1,005,501	6%	▼	Timing / Permanent	Underspend Salaries & Wages (\$-610k YTD variance) and Leave accrual provisions (-\$213k YTD variance), primarily due to budgeted positions not yet filled, and staff utilising leave entitlements. Training & Education spend down (-\$202k YTD variance). Offset by increase in Workers Compensation Insurance relative to budget (\$32k YTD variance - permanent). Labour Hire (reported under Materials & Contracts) YTD spend is \$71k, below YTD budget by \$67k. Labour Hire spend YTD Feb-2020 totalled \$767k, therefore a \$696k reduction year-on-year. Incorporating Labour Hire charges, and removing workers compensation wages (offset by reimbursement classified as income), employee expenses total \$15.57m against a YTD budget of \$16.71m, a variance of -\$1.14m.
Materials and Contracts	2,930,984	24%	▼	Timing	Attributable variances across 291 budgeted accounts (average of \$10.1k variance for each account). Analysis of expenditure shows majority of underspend relates to: Materials/Consumables (\$1.20m) principal variances relate to City maintenance projects, Trades Rectification (\$351k), Roads (\$344k) and Reserves Maintenance (\$157k). Professional Services (\$853k) with notable variances in Recreation Strategic Planning (\$103k), Better Ageing Project (\$60k), Water Testing (\$50k), Parking Review (\$50k), Cultural Plan (VAC) (\$49k) and Trails Hub Strategy (\$47k). Fuel and Oil (\$158k), with the variance primarily attributable to lower plant utilisation in City operations. Lower plant utilisation is related to other reportable variances noted for City maintenance and capital projects. Observed variance will diminish as expenditure in other areas approach budgeted positions.
Utilities Charges	(73,010)	(7%)			No material variance.
Depreciation (Non-Current Assets)	93,410	1%			No material variance.
Interest Expenses	(45,702)	(17%)			No material variance.
Insurance Expenses	47,631	6%			No material variance.
Loss on Asset Disposal	41,889	33%			No material variance.
Other Expenditure	208,785	11%	▼	Timing	Observable variances across 104 budgeted accounts. Principally the variances are related to Donation and Sponsorship activities for COVID-19 Community Recovery Programs (\$49k), Seed Funding for Sporting Clubs (\$34k), Community Events Assistance (\$21k) and the Albany Arts Festival (\$20k). Additionally, Members of Council Operating Costs are presently \$29k below YTD budget.
Less: Allocated to Infrastructure	212,311	(35%)	▼	Timing	Variance is attributable to budget phasing. Item is directly related to expenditure incurred in the capital works and City maintenance programs, observed variance will diminish as expenditure in these areas approach budgeted positions.
Contributions for the Development of Assets					
Grants & Subsidies	(61,546)	(9%)			No material variance.
Contributions, Donations & Reimbursements	67,807	(68%)			No material variance.
Funding Balance Adjustment					
Add Back: Depreciation	(93,410)	(1%)			No material variance.
Adjust (Profit)/Loss on Asset Disposal	(103,410)	(82%)	▼	Permanent	Variance is in favour of the City and is primarily resultant from a buoyant second-hand market for assets being disposed of through plant replacement programs reported under Note 5.
Adjust (Profit)/Loss on Value of Investments	(12,150)	100%			No material variance.
Movement From Non-Current to Current	113,525	100%	▲	Permanent	Payments reported as WIP as at 30 June 2020, to be capitalised in FY20/21 and therefore transferred to be current.
Capital Revenues					
Proceeds from Disposal of Assets	57,458	15%			No material variance.
Acquisition of Fixed Assets					
Land and Buildings	2,559,628	62%	▼	Timing / Permanent	Observable variances across 38 capital projects. Includes Waste projects, Security System upgrades of City buildings, Library Fit out, & general upgrades to City buildings. Waste projects (\$1.307m YTD variance) have been identified as carry forward projects for 21/22.
Furniture, Plant and Equipment	711,546	37%	▼	Timing / Permanent	Primarily timing of heavy plant replacements (\$307k YTD variance) and multiple minor projects across various business units. NAC Refresh (\$375k YTD Variance) has been identified as a potential carry forward project for 21/22.
Infrastructure Assets - Roads	4,060,319	68%	▼	Timing / Permanent	Timing of completion for numerous road projects, including Mermaid Ave, Millbrook Rd, Sandford Rd, Frenchman Bay Rd and Old Boundary Rd. Drummond St and Palmdale Rd (\$1.067m YTD variance) have been identified as carry forward projects for 21/22.
Infrastructure Assets - Coastal Enhancement	4,384,923	77%	▼	Timing	Middleton Beach Public Realm Enhancements. Variance is attributable to budget phasing. Tender awarded in February for principal development activities.
Infrastructure Assets - Other	8,914,050	80%	▼	Timing / Permanent	Primarily Centennial Park Sporting Precinct projects, including Youth Precinct and Public Realm Enhancements (\$1.42m YTD Variance), various Drainage projects (\$264k YTD variance), multiple Footpath projects including Lockyer Ave to Campbell Rd connection (\$996k YTD variance), numerous Reserves projects including Trails Hub Strategy and Median Strip enhancements (\$1.26m YTD variance), and Other Infrastructure projects including Emu Point and Lower King Esplanade Jetty's (\$1.275m YTD variance). Airport runway resurfacing (\$3.6m YTD variance) has been identified as carry forward project for 21/22.
Financing/Borrowing					
Repayment of Borrowing	11,977	1%			No material variance.
Proceeds from Borrowing	-				No material variance.
Principal Portion of Lease Liabilities	(44)	(0%)			No material variance.
Self-Supporting Loan Principal	-	-			No material variance.
Restricted Funding Movements					
Opening Position	-	-			No material variance.
Restricted Cash Utilised - Loan	-	-			No material variance.
Transfer to Reserves	-	100%			No material variance.
Transfer from Reserves	-	100%			No material variance.

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 2
NET CURRENT FUNDING POSITION**

	Ref Note	FOR THE PERIOD ENDED 28 FEBRUARY 2021	FOR THE PERIOD ENDED 31 JANUARY 2021	FOR THE PERIOD ENDED 29 FEBRUARY 2020
		\$	\$	\$
Current Assets				
Cash Unrestricted		27,607,954	30,097,689	19,154,964
Cash Restricted		29,381,064	29,363,938	30,310,036
Receivable - Rates and Rubbish	4	6,681,081	7,717,191	6,096,905
Receivables - Other		1,584,869	1,179,550	1,202,901
Accrued Income		130,681	156,368	126,359
Prepaid Expenses		41,174	41,174	169,464
Investment Land		76,000	76,000	158,000
Community Group Loan		6,706	6,706	6,500
Stock on Hand		1,439,523	1,414,324	1,612,311
		66,949,052	70,052,941	58,837,440
Less: Current Liabilities				
Payables		(2,313,636)	(2,333,187)	(1,722,486)
Borrowings		(1,275,496)	(1,275,496)	(1,220,013)
Prepaid Rates		(727,436)	(631,715)	(998,417)
Contract Liabilities		(3,612,324)	(3,717,379)	(3,873,256)
Lease Liabilities		(56,974)	(71,218)	(56,064)
Accrued Expenses		(3,784)	(6,878)	(3,601)
Income in advance		(1,858,846)	(2,314,021)	(27,823)
Provisions		(5,759,763)	(5,678,464)	(5,415,137)
Retentions		(139,782)	(139,782)	(74,674)
		(15,748,041)	(16,168,140)	(13,391,471)
Add Back: Borrowings		1,275,496	1,275,496	1,220,013
Add Back: Lease liability payments		56,974	71,218	-
(Less): Cash Backed Reserves		(29,227,794)	(29,227,794)	(29,932,833)
(Less): Loans Receivable (Current)		(6,706)	(6,706)	(6,500)
(Less): Investment land		(76,000)	(76,000)	(158,000)
		(27,978,029)	(27,963,786)	(28,877,320)
Net Current Funding Position		23,222,981	25,921,015	16,568,649



COMMENTS:

CITY OF ALBANY
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 28 FEBRUARY 2021

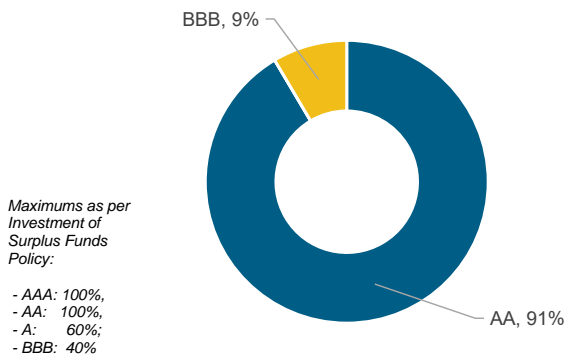
NOTE 3
 CASH INVESTMENTS

Investment Type	Institution	S&P Rating	Interest Rate	Deposit Date	Maturity	Investment Term Category	Amount Invested (\$)	Expected Interest (\$)
General Municipal	NAB	AA	0.45%	30-Nov-20	02-Mar-21	0 to 3 months	2,000,000	2,268
General Municipal	NAB	AA	0.38%	21-Dec-20	22-Mar-21	0 to 3 months	3,000,000	2,842
General Municipal	NAB	AA	0.38%	07-Jan-21	07-Apr-21	0 to 3 months	3,000,000	2,811
General Municipal	NAB	AA	0.35%	22-Jan-21	22-Apr-21	0 to 3 months	2,000,000	1,726
General Municipal	CBA	AA	0.23%	08-Jan-21	07-May-21	3 to 6 months	3,000,000	2,250
General Municipal	CBA	AA	0.20%	02-Feb-21	03-May-21	0 to 3 months	3,000,000	1,479
General Municipal	Westpac	AA	0.22%	09-Feb-21	09-Jul-21	3 to 6 months	3,000,000	2,712
General Municipal	Bendigo	BBB	0.20%	22-Feb-21	22-Jun-21	3 to 6 months	2,000,000	1,315
							21,000,000	17,404
Restricted	NAB	AA	0.45%	30-Nov-20	02-Mar-21	0 to 3 months	3,000,000	3,403
Restricted	Bendigo	BBB	0.30%	14-Dec-20	15-Mar-21	0 to 3 months	2,000,000	1,496
Restricted	CBA	AA	0.51%	22-Sep-20	22-Mar-21	3 to 6 months	3,500,000	8,852
Restricted	CBA	AA	0.21%	07-Jan-21	07-Apr-21	0 to 3 months	2,000,000	1,036
Restricted	CBA	AA	0.38%	24-Nov-20	24-May-21	3 to 6 months	3,500,000	6,595
Restricted	NAB	AA	0.45%	14-Dec-20	14-Jun-21	3 to 6 months	3,000,000	6,732
Restricted	Westpac	AA	0.22%	15-Feb-21	15-Jul-21	3 to 6 months	2,000,000	1,808
Restricted	Westpac	AA	0.27%	21-Jan-21	21-Jul-21	3 to 6 months	3,000,000	4,061
Restricted	Westpac	AA	0.35%	29-Jan-21	29-Aug-21	6 to 12 months	4,000,000	8,132
							26,000,000	42,114

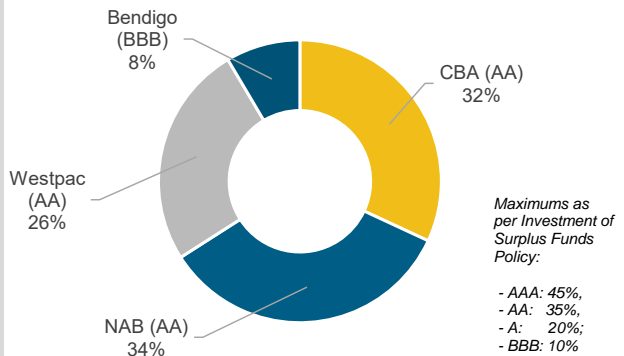
Weighted Average Interest Rate: 0.33%

Total: 47,000,000 59,518

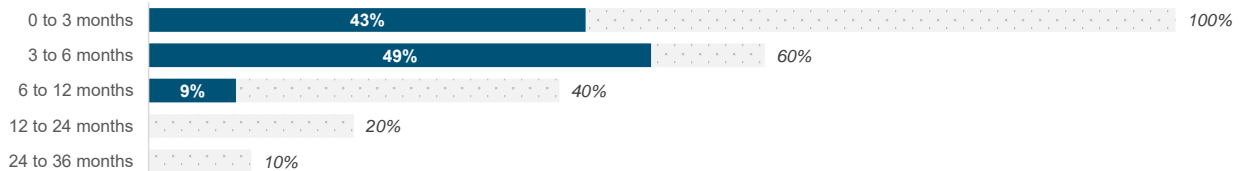
Portfolio Credit Framework



Counterparty Credit Limits



Term to Maturity Framework



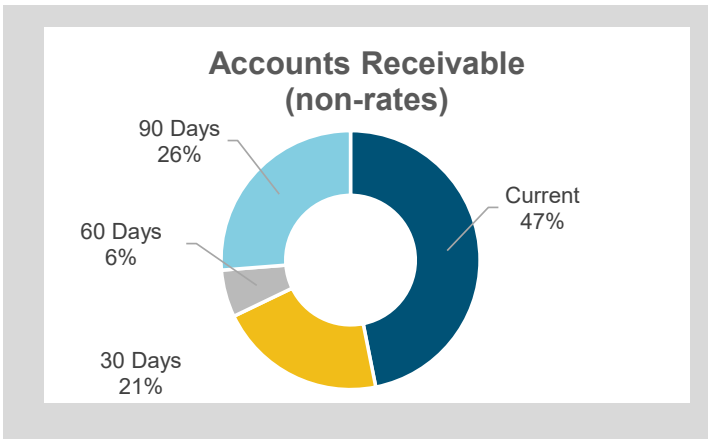
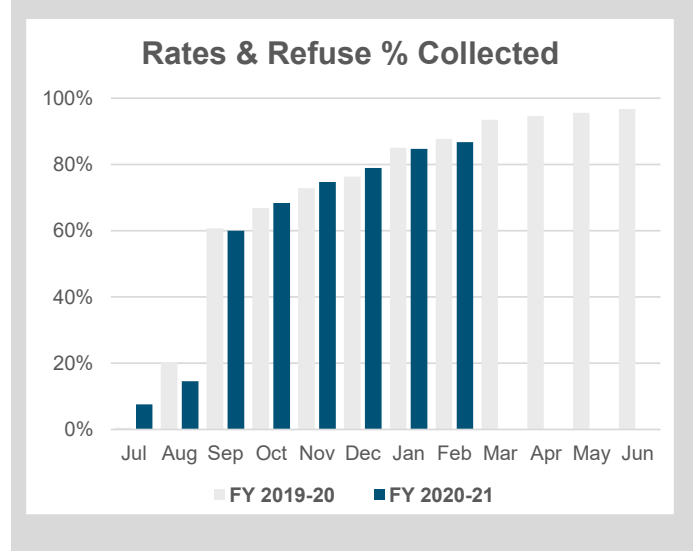
COMMENTS:

All term deposits are within investment policy guidelines

**CITY OF ALBANY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2021**

**NOTE 4
RECEIVABLES**

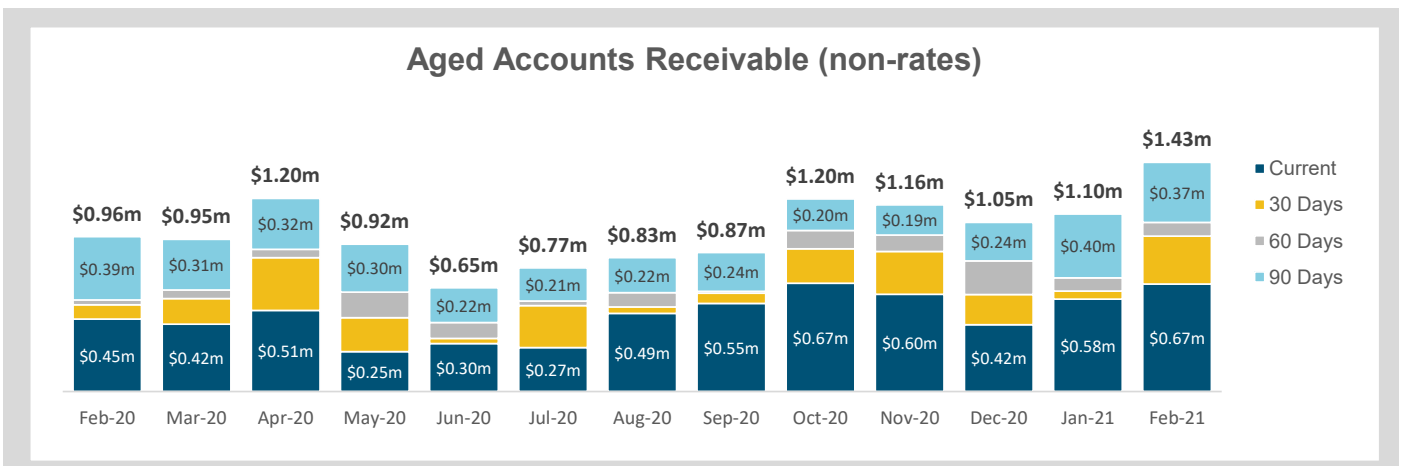
<u>Rates & Refuse % Collected</u>	<u>\$</u>
Opening Arrears Previous Years	1,527,901
Rates Levied	38,776,089
Refuse Levied	6,463,284
ESL Levied	3,515,084
Other Charges Levied	230,208
Amount Levied	50,512,565
(Less): Collections (Prior Years)	(1,000,480)
(Less): Collections (Current Year)	(42,831,005)
Amount Collected	(43,831,484)
Total Rates & Charges Collectable	6,681,081
<i>% Collected</i>	<i>86.8%</i>



Accounts Receivable (non-rates)

	<u>\$</u>	<u>%</u>
Current	668,918	47%
30 Days	299,496	21%
60 Days	84,206	6%
90 Days	374,393	26%
	1,427,012	100%

Amounts shown above include GST (where applicable)



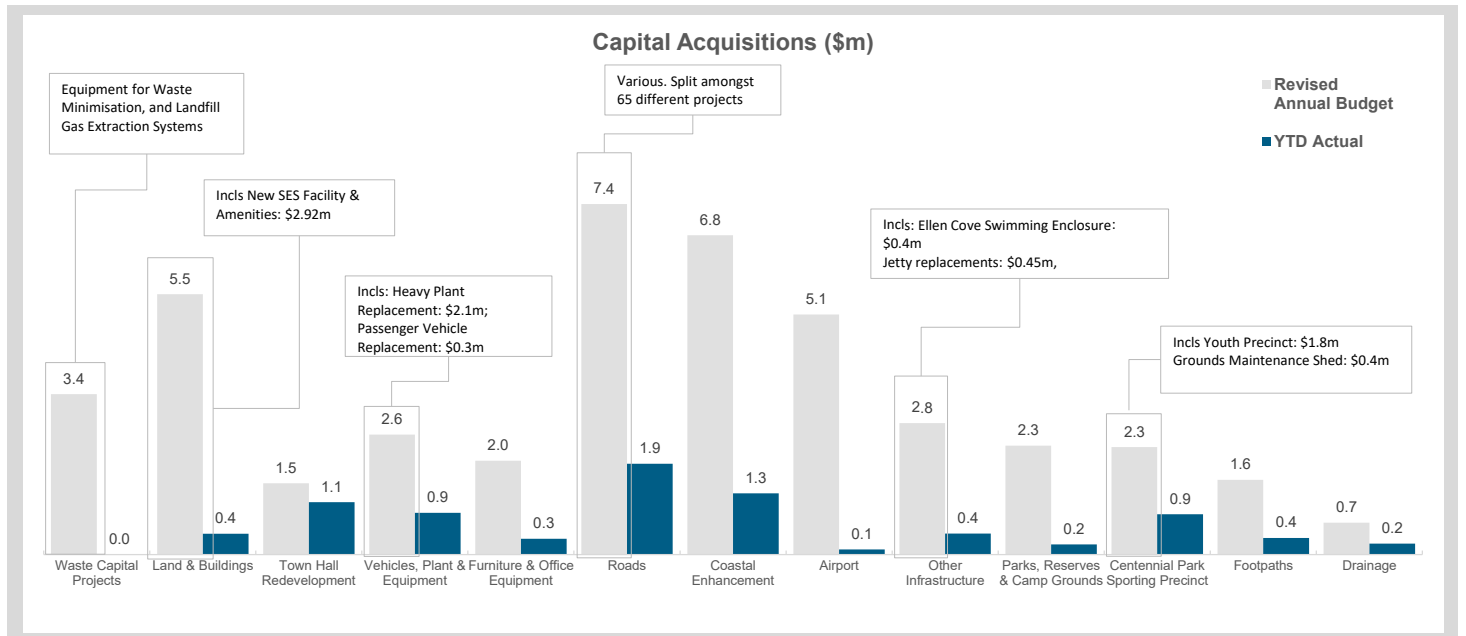
Leasing: COVID Rent Concession

Total rent concessions approved to date under the City of Albany COVID-19 Rent Concession (CCS237, SCM021) totals \$214,360.80 (inc GST) for the period 1 April 2020 to 28 February 2021 (as at 17 March 2021).

CITY OF ALBANY
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD ENDED 28 FEBRUARY 2021

NOTE 5
 CAPITAL ACQUISITIONS

Capital Acquisitions	Category	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	%	
Waste Capital Projects	Land and Buildings	3,407,528	3,407,528	1,357,528	4,480	(1,353,048)	(100%)	▼
Land & Buildings	Land and Buildings	2,322,202	5,532,430	1,424,313	441,003	(983,310)	(69%)	▼
Town Hall Redevelopment	Land and Buildings	1,388,312	1,516,532	1,338,330	1,115,060	(223,270)	(17%)	▼
Vehicles, Plant & Equipment	Furniture, Plant and Equipment	2,496,000	2,551,285	1,209,925	888,287	(321,638)	(27%)	▼
Furniture & Office Equipment	Furniture, Plant and Equipment	1,108,178	1,995,092	724,614	334,706	(389,908)	(54%)	▼
Roads	Infrastructure Assets - Roads	7,050,384	7,449,125	5,991,704	1,931,385	(4,060,319)	(68%)	▼
Coastal Enhancement	Infrastructure Assets - Coastal Enhancement	5,654,670	6,785,984	5,685,984	1,301,061	(4,384,923)	(77%)	▼
Airport	Infrastructure Assets - Other	5,100,938	5,100,938	3,667,240	107,479	(3,559,761)	(97%)	▼
Other Infrastructure	Infrastructure Assets - Other	2,105,144	2,794,733	1,722,886	447,978	(1,274,908)	(74%)	▼
Parks, Reserves & Camp Grounds	Infrastructure Assets - Other	2,052,115	2,317,039	1,479,916	214,747	(1,265,169)	(85%)	▼
Centennial Park Sporting Precinct	Infrastructure Assets - Other	2,263,453	2,283,029	2,281,901	858,336	(1,423,565)	(62%)	▼
Footpaths	Infrastructure Assets - Other	1,410,941	1,588,382	1,479,550	353,526	(1,126,024)	(76%)	▼
Drainage	Infrastructure Assets - Other	933,021	677,882	499,352	234,729	(264,623)	(53%)	▼
Total Capital Acquisitions		37,292,886	43,999,979	28,863,243	8,232,776	(20,630,467)	(71%)	▼



COMMENTS:

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 28 FEBRUARY 2021**

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
29/01/2021	Regional Express	Flight changes - A Sharpe and Mayor - RCAWA Meeting	\$ 33.36
29/01/2021	Regional Express	Flight changes - A Sharpe and Mayor - RCAWA Meeting	\$ 33.36
29/01/2021	Royal Life Saving WA	Staff Training	\$ 299.00
5/02/2021	Mailchimp	Monthly Subscription Charges - Media	\$ 305.48
6/02/2021	Qantas Airways	Flights - A Sharpe and Mayor - RCAWA Meeting	\$ 2,174.32
7/02/2021	Facebook	Facebook Advertising Campaigns	\$ 219.88
8/02/2021	Soundtrack Your Brand	Subscription - Music Service - ALAC Gym	\$ 33.04
8/02/2021	Commonwealth Bank	International Transaction Fee	\$ 0.83
8/02/2021	Café Espresso One	Meeting - A Sharpe, N Watson, G Harvey	\$ 13.50
8/02/2021	Regional Express	Flights - A Sharpe and Mayor - RCAWA Meeting	\$ 800.38
8/02/2021	Regional Express	Flights - A Sharpe and Mayor - RCAWA Meeting	\$ 12.26
9/02/2021	Vancouver Street Café	Meeting - A Sharpe, D Schober, P Sheedy	\$ 58.00
9/02/2021	IKEA Pty Ltd	Furniture - Town Hall	\$ 799.00
10/02/2021	Albany Entertainment Centre	Meeting - A Sharpe, Mayor, M Moir	\$ 105.40
10/02/2021	Event Bright	Meet the Candidate Q & A - Motel Le Grande - A Sharpe, Clr T Sleeman, Clr M Benson-Lidholm	\$ 50.00
11/02/2021	PSA Radical Fitness	Radical Fitness Kimax Music Subscription - ALAC	\$ 19.95
11/02/2021	FACET Forum	Workshop - WA Museum - A McEwan	\$ 85.00
11/02/2021	FACET Forum	Workshop - WA Museum - N Walker	\$ 85.00
13/02/2021	Google Ads	Advertising - NAC Tickets	\$ 4.74
16/02/2021	Regional Express	Flights - H Loncar - HR Conference	\$ 377.72
16/02/2021	Later.com	Monthly - Social Media Scheduling Software	\$ 37.45
16/02/2021	Commonwealth Bank	International Transaction Fee	\$ 0.94
17/02/2021	Chubb Travel AU	Travel Insurance - G O'Shaughnessy - Great Southern Speaker Series	\$ 17.46
17/02/2021	Dome Albany	Meeting - A Sharpe, D Olde, P Camins, N Watson, S Jamieson	\$ 97.50
18/02/2021	Auzi Cab Services	Taxi - A Sharpe and Mayor -WA Regional Capitals Alliance Meeting	\$ 47.62
18/02/2021	Regional Express	Flights - G O'Shaughnessy - Great Southern Speaker Series	\$ 424.92
19/02/2021	W Churchill Perth	Meeting A Sharpe and Mayor - RCAWA Meeting	\$ 104.00
19/02/2021	Duxton Hotel Perth FD	Accommodation - A Sharpe and Mayor - RCAWA Meeting	\$ 473.50
19/02/2021	Swan Taxis	Taxi - A Sharpe and Mayor - RCAWA Meeting	\$ 41.11
19/02/2021	Dome Eastend	Lunch - A Sharpe and Mayor - RCAWA Meeting	\$ 46.80
22/02/2021	Western Power	Commercial Power Application	\$ 497.92
24/02/2021	Albany Entertainment Centre	Meeting - Nobel Group Representatives	\$ 215.40
29/01/2021	Pop Chart Co	Poster - Reserves Team	\$ 91.27
29/01/2021	Commonwealth Bank	International transaction fee	\$ 2.28

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 28 FEBRUARY 2021**

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
29/01/2021	Regional Express	Flight changes - A Sharpe and Mayor - RCAWA Meeting	\$ 33.36
29/01/2021	Rawlinson Publications	Construction Handbook 2021	\$ 900.00
10/02/2021	Department of Transport	Vehicle Movement Permit	\$ 24.50
13/01/2021	Theyer Automotive	Trailer Licence Inspection	\$ 131.60
13/01/2021	Skymesh, Queensland	Internet Charges - Cape Riche	\$ 49.95
18/02/2021	Main Roads	Special Purpose Vehicle Permit Re-issue	\$ 25.00
18/02/2021	Vancouver Street Café	Meeting - Mosquito Energy, Mayor and Executive Managers	\$ 97.00
29/01/2021	WPMU	Monthly Website Licence Key Fee	\$ 64.09
29/01/2021	International Trans	International Transaction Fee	\$ 1.60
29/01/2021	Expedia	Accommodation - A Burton - Credit	-\$ 345.03
29/01/2021	Expedia	Accommodation - B Rupp - Credit	-\$ 180.00
31/01/2021	Wix	Upgrade - NAC Website	\$ 173.85
31/01/2021	Commonwealth Bank	International Transaction Fee	\$ 4.35
4/02/2021	Rezdy	Monthly Fees and Charges - Online Booking System - Anzac Centre	\$ 278.52
5/02/2021	Wufoo	Burns Permit Website Subscription - Annual	\$ 1,172.36
5/02/2021	Commonwealth Bank	International Transaction Fee	\$ 29.31
5/02/2021	AFMA	Corporate Fleet Membership - Annual	\$ 465.00
6/02/2021	Dropbox	Monthly Subscription - Incident Management Team	\$ 231.00
8/02/2021	Expedia	Change Accommodation - B Rupp	\$ 40.50
8/02/2021	Expedia	Change Accommodation - P Ruggera	\$ 40.50
8/02/2021	Expedia	Change Accommodation - P Ruggera	\$ 18.00
8/02/2021	Expedia	Change Accommodation - B Rupp - Credit	-\$ 40.50
9/02/2021	Lansweeper	Help desk Agent Licence	\$ 505.25
9/02/2021	Commonwealth Bank	International Transaction Fee	\$ 12.63
10/02/2021	Regional Express	Flights - B Rupp Records Training	\$ 375.46
11/02/2021	Swiftype.com	Monthly Search Engine Fees for Website	\$ 322.89
11/02/2021	Commonwealth Bank	International Transaction Fee	\$ 8.07
12/02/2021	Expedia	Accommodation - D Olde - Finance Conference	\$ 408.00
12/02/2021	Expedia	Accommodation - S V Nierop - Finance Conference	\$ 306.02
12/02/2021	Expedia	Accommodation - D Harrison - Budget Workshop	\$ 153.01
12/02/2021	Illion	Comprehensive Report - Tender Submission	\$ 396.00
15/02/2021	Regional Express	Flights - S V Nierop - Finance Conference	\$ 55.61
15/02/2021	Regional Express	Flights - D Harrison - Budget Workshop	\$ 400.20
20/02/2021	Rezdy	Monthly Fees and Charges - Online Booking System - Visitors Centre	\$ 0.72

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 28 FEBRUARY 2021**

CREDIT CARD TRANSACTIONS

DATE	PAYEE	DESCRIPTION	AMOUNT
29/01/2021	Regional Express	Flight changes - A Sharpe and Mayor - RCAWA Meeting	\$ 33.36
24/02/2021	Envoyer	Monthly Website Change Fees	\$ 12.69
24/02/2021	Commonwealth Bank	International Transaction Fee	\$ 0.32
10/02/2021	Royale Patisserie	Catering - EMT	\$ 60.00
24/02/2021	Albany Car Wash	Vehicle 9023A	\$ 18.20
1/02/2021	Commonwealth Bank	Annual Card Fee	\$ 6.25
17/02/2021	Regional Express	Flights - P Smith - WA Museum Visit	\$ 676.74
17/02/2021	Madman Express	Youth Week Movie Night 2021	\$ 46.95
			\$ 14,555.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

PAYROLL TRANSACTIONS

DATE	DESCRIPTION	AMOUNT
25/02/2021	Salaries	653,462.90
26/02/2021	Superannuation	120,601.61
11/03/2021	Salaries	647,138.50
12/03/2021	Superannuation	119,250.48
	TOTAL	<u>\$ 1,540,453.49</u>

CHEQUE TRANSACTIONS

CHEQUE	DATE	NAME	DESCRIPTION	AMOUNT
32650	18/02/2021	Department Of Transport	Jetty Renewal	\$ 42.20
32651	25/02/2021	Telstra Corporation Limited	Telstra Usage, Service and Equipment Rental	\$ 13,766.41
32652	11/03/2021	Department Of Transport	Vehicle Licence	\$ 18.50
32653	11/03/2021	Pivotel Satellite Pty Limited	Satellite Phone Charges	\$ 581.00
32654	11/03/2021	Commissioner Of State Revenue	Refund Pensioner Rebate Claimed In Error	\$ 294.22
				<u>\$ 14,702.33</u>

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148690	04/03/2021	@THE POOLSIDE	Milk Supplies	\$ 349.00
EFT148742	11/03/2021	56 SOUTH PTY LTD	Works on Telstra Pit	\$ 935.00
EFT148376	18/02/2021	A MCEWAN	Staff Reimbursement	\$ 148.20
EFT148497	25/02/2021	ACE CAMERA CLUB (INC)	Photo Booth - Middleton Festival	\$ 449.60
EFT148269	18/02/2021	ACORN TREES AND STUMPS	Chipping and Grinding Services C19014	\$ 555.50
EFT148441	25/02/2021	ACORN TREES AND STUMPS	Chipping and Grinding Services C19014	\$ 627.00
EFT148442	25/02/2021	AD CONTRACTORS PTY LTD	Equipment Hire C19007	\$ 3,187.14
EFT148594	04/03/2021	AD CONTRACTORS PTY LTD	Equipment Hire C19007	\$ 72,513.64
EFT148729	11/03/2021	AD CONTRACTORS PTY LTD	Equipment Hire C19007	\$ 12,477.74
EFT148357	18/02/2021	ADAM GROCHOWSKI	Performance - Event	\$ 400.00
EFT148775	11/03/2021	AL CLARKE-SMITH	Rates Refund	\$ 839.70
EFT148293	18/02/2021	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 51,030.23
EFT148458	25/02/2021	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 31,709.90
EFT148618	04/03/2021	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 14,308.06
EFT148756	11/03/2021	ADVANCED TRAFFIC MANAGEMENT WA PTY LTD	Provision of Traffic Control - C17014	\$ 14,514.01
EFT148270	18/02/2021	ADVERTISER PRINT	Printing Services	\$ 4,099.00
EFT148595	04/03/2021	ADVERTISER PRINT	Printing Services	\$ 300.00
EFT148730	11/03/2021	ADVERTISER PRINT	Printing Services	\$ 77.00
EFT148344	18/02/2021	AE FORD	Rates Refund	\$ 1,513.00
EFT148731	11/03/2021	AERODROME MANAGEMENT SERVICES PTY LTD	Electrical Technical Inspection - Airport	\$ 6,908.00
EFT148818	11/03/2021	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Vehicle Parts	\$ 145.20
EFT148271	18/02/2021	AIRPORT LIGHTING SPECIALISTS PTY LTD	Runway Edge Lighting	\$ 3,470.50
EFT148272	18/02/2021	AKUBRA HATS PTY LTD	Stock - Forts Store	\$ 2,566.30
EFT148483	25/02/2021	AL CURNOW HYDRAULICS	Repairs and Maintenance - Plant Equipment	\$ 99.86
EFT148592	25/02/2021	ALA WROBEL	Re-Imbursement Working With Children Licence	\$ 87.00
EFT148588	25/02/2021	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 3,463.00
EFT148721	04/03/2021	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 171.00
EFT148890	11/03/2021	ALBANY & GREAT SOUTHERN WEEKENDER	Advertising	\$ 3,127.20
EFT148451	25/02/2021	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Landscape Supplies	\$ 3,168.00
EFT148743	11/03/2021	ALBANY ALLSOILS LANDSCAPE SUPPLIES	Garden Blend	\$ 672.00
EFT148351	18/02/2021	ALBANY ASPHALT SERVICES	Asphalt and Kerbing Services - C18010	\$ 27,172.25
EFT148737	11/03/2021	ALBANY AUTO ONE	Car Parts	\$ 249.00
EFT148600	04/03/2021	ALBANY CHAMBER OF COMMERCE AND INDUSTRY INC	2021 Annual Gold Membership	\$ 583.50
EFT148523	25/02/2021	ALBANY CITY MOTORS	Fleet and Plant Parts, Repairs and Maintenance	\$ 1,578.35
EFT148674	04/03/2021	ALBANY CITY MOTORS	Fleet and Plant Parts, Repairs and Maintenance	\$ 150.00
EFT148830	11/03/2021	ALBANY CITY MOTORS	Fleet and Plant Parts, Repairs and Maintenance	\$ 43.88
EFT148282	18/02/2021	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT148607	04/03/2021	ALBANY COMMUNITY FOUNDATION	Payroll Deductions	\$ 5.00
EFT148274	18/02/2021	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00
EFT148599	04/03/2021	ALBANY COMMUNITY HOSPICE	Payroll Deductions	\$ 25.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148386	18/02/2021	ALBANY COMMUNITY PHARMACY	Purchase First Aid Supplies	\$ 1,088.85
EFT148336	18/02/2021	ALBANY ENGINEERING COMPANY	Repairs Plant Equipment	\$ 7,828.48
EFT148341	18/02/2021	ALBANY FENCING COMPANY	Temporary Fencing - Youth Challenge Park	\$ 3,271.40
EFT148496	25/02/2021	ALBANY FENCING COMPANY	Fencing Hire - Middleton Beach	\$ 2,283.60
EFT148444	25/02/2021	ALBANY HARBOURSIDE APARTMENTS AND HOUSES	Removal and Disposal of Fencing - Festing Street	\$ 330.00
EFT148709	04/03/2021	ALBANY IGA	Groceries - Various	\$ 544.40
EFT148734	11/03/2021	ALBANY INDOOR PLANT HIRE AND SALES	Plant Hire Services	\$ 424.60
EFT148597	04/03/2021	ALBANY INDUSTRIAL SERVICES PTY LTD	Machinery Hire C19007(B)	\$ 11,607.25
EFT148606	04/03/2021	ALBANY IRRIGATION & DRILLING	Irrigation Supplies	\$ 699.56
EFT148412	18/02/2021	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 1,749.00
EFT148572	25/02/2021	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 100.90
EFT148708	04/03/2021	ALBANY LOCK & SECURITY	Lock Services - Various	\$ 1,206.20
EFT148744	11/03/2021	ALBANY MAPPING AND SURVEYING SERVICES	Surveying Services	\$ 3,918.75
EFT148833	11/03/2021	ALBANY MENSHEID INC	Refund - Overpayment of Invoice	\$ 170.50
EFT148281	18/02/2021	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 236.64
EFT148605	04/03/2021	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 323.44
EFT148740	11/03/2021	ALBANY MILK DISTRIBUTORS	Milk Supplies	\$ 267.96
EFT148275	18/02/2021	ALBANY MONUMENTAL MASONS	Granite Supplies - Stirling Terrace	\$ 6,160.00
EFT148450	25/02/2021	ALBANY MOUNTAIN BIKE CLUB INC	Regional Event Sponsorship Southern Peaks Festival	\$ 10,000.00
EFT148278	18/02/2021	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies Q20040	\$ 3,208.42
EFT148448	25/02/2021	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies Q20040	\$ 9,150.00
EFT148601	04/03/2021	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies Q20040	\$ 1,897.65
EFT148739	11/03/2021	ALBANY OFFICE PRODUCTS DEPOT	Stationery Supplies Q20040	\$ 17,895.66
EFT148519	25/02/2021	ALBANY PLASTERING AND RENDERING	Plastering Services	\$ 2,420.00
EFT148396	18/02/2021	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 7,331.00
EFT148544	25/02/2021	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 18,775.65
EFT148689	04/03/2021	ALBANY PLUMBING AND GAS	Plumbing Services - C17020	\$ 9,262.14
EFT148598	04/03/2021	ALBANY PRINTERS	Laminating Services	\$ 48.00
EFT148603	04/03/2021	ALBANY PSYCHOLOGICAL SERVICES	EAP Services	\$ 825.00
EFT148279	18/02/2021	ALBANY QUALITY LAWNMOWING	Lawn Mowing Services - Lotteries House	\$ 110.00
EFT148381	18/02/2021	ALBANY RADIO COMMUNICATIONS	Radio Repairs LGGS BFB	\$ 567.35
EFT148741	11/03/2021	ALBANY RECORDS MANAGEMENT	Archiving Services	\$ 1,170.38
EFT148446	25/02/2021	ALBANY REFRIGERATION	Refrigeration Repairs	\$ 858.00
EFT148735	11/03/2021	ALBANY RETRAVISION	Various Purchases	\$ 4,629.00
EFT148556	25/02/2021	ALBANY SCAFFOLD HIRE	Scaffold Hire NYE Celebrations	\$ 7,057.94
EFT148736	11/03/2021	ALBANY SCREENPRINTERS	Printing Services	\$ 124.00
EFT148479	25/02/2021	ALBANY SIGNS	Sign Services	\$ 33.00
EFT148779	11/03/2021	ALBANY SIGNS	Sign Services	\$ 1,881.00
EFT148738	11/03/2021	ALBANY SKIPS AND WASTE SERVICES PTY LTD	Skip Bin Hire	\$ 1,035.00
EFT148276	18/02/2021	ALBANY SPEEDWAY CLUB INC	Regional Sponsorship - Memorial for Super Sedans	\$ 8,800.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148277	18/02/2021	ALBANY SURF LIFE SAVING CLUB	Venue Hire - National Youth Week	\$ 700.00
EFT148447	25/02/2021	ALBANY SURF LIFE SAVING CLUB	Settlement Claim for Property	\$ 3,128.00
EFT148445	25/02/2021	ALBANY SWEEP CLEAN	Sweeping Services C18007	\$ 1,294.00
EFT148273	18/02/2021	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 371.81
EFT148596	04/03/2021	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 507.44
EFT148732	11/03/2021	ALBANY TOYOTA	Fleet Servicing - Q20003	\$ 206.76
EFT148733	11/03/2021	ALBANY TRUCK AND CAR HIRE	Truck Hire	\$ 280.00
EFT148421	18/02/2021	ALBANY TYREPOWER	Tyre Services - Fleet Q19001	\$ 470.00
EFT148885	11/03/2021	ALBANY TYREPOWER	Tyre Services - Fleet Q19001	\$ 2,725.50
EFT148584	25/02/2021	ALBANY VETERINARY HOSPITAL PTY LTD	Veterinary Services	\$ 131.55
EFT148280	18/02/2021	ALBANY WALLCUTTING SERVICES	Concrete Works - Hardie Road	\$ 412.50
EFT148449	25/02/2021	ALBANY WALLCUTTING SERVICES	Brick Paving - Albany Surf Club	\$ 4,774.00
EFT148604	04/03/2021	ALBANY WALLCUTTING SERVICES	Brick Paving - Albany Surf Club	\$ 1,148.40
EFT148452	25/02/2021	ALINTA	Gas Charges	\$ 30.85
EFT148503	25/02/2021	ALISON GOODE	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148608	04/03/2021	ALL EVENTS HIRE AND PRODUCTION	Equipment Hire	\$ 66.00
EFT148498	25/02/2021	ALL TRUCK REPAIRS	Vehicle Parts/Maintenance	\$ 187.00
EFT148795	11/03/2021	ALL TRUCK REPAIRS	Vehicle Parts/Maintenance	\$ 302.50
EFT148283	18/02/2021	ALLTOILETS	Hire of Toilets - Kuch Road	\$ 6,215.44
EFT148323	18/02/2021	AMAZING SOUTH COAST TOURISM INC	Sponsorship Funding - Taste Great Southern 2021	\$ 11,000.00
EFT148305	18/02/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Supplies	\$ 7,946.02
EFT148467	25/02/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Supplies	\$ 11,917.95
EFT148628	04/03/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD	Diesel Supplies	\$ 9,031.75
EFT148767	11/03/2021	AMPOL LIMITED	Fuel Card Supplies	\$ 4,403.16
EFT148436	18/02/2021	AMY WHITE	Yoga Classes - LLY Programme	\$ 600.00
EFT148727	04/03/2021	AMY WHITE	Yoga Classes - LLY Programme	\$ 500.00
EFT148788	11/03/2021	ANGELA EDWARDS	Cleaning Works Q18034	\$ 1,357.50
EFT148749	11/03/2021	ANTONIA'S DANCE STUDIO	LLY Programme - ALAC	\$ 350.00
EFT148286	18/02/2021	ARDESS NURSERY	Plants	\$ 144.00
EFT148609	04/03/2021	ART HANGING SYSTEMS	Modular Gallery Display Walls Q20035	\$ 53,360.19
EFT148453	25/02/2021	ART ON THE MOVE	Exhibition	\$ 4,250.00
EFT148287	18/02/2021	ARTSOUTHWA INCORPORATED	2021 Res Grant - Milestone 1	\$ 10,000.00
EFT148897	11/03/2021	ASHA WIEGELE	Umpiring Fees - Netball	\$ 240.00
EFT148288	18/02/2021	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 986.77
EFT148454	25/02/2021	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 2,723.15
EFT148610	04/03/2021	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 4,197.69
EFT148750	11/03/2021	ATC WORK SMART	Casual Staff/Apprentice Fees	\$ 9,975.40
EFT148751	11/03/2021	AURAVEDA PTY LTD	Stock - Forts Store	\$ 169.00
EFT148291	18/02/2021	AUSCOINSWEST	Stock - Visitors Centre	\$ 451.00
EFT148613	04/03/2021	AUSCOINSWEST	Stock - Forts Store	\$ 495.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148292	18/02/2021	AUSTRALASIA SPORTS TIMING	Swimming Starting Platforms - ALAC	\$ 21,638.65
EFT148290	18/02/2021	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,422.40
EFT148612	04/03/2021	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll Deductions	\$ 1,474.20
EFT148289	18/02/2021	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 193,938.73
EFT148611	04/03/2021	AUSTRALIAN TAXATION OFFICE	Payroll Deductions	\$ 185,010.22
EFT148614	04/03/2021	BADGEMATE	COA Badges	\$ 77.78
EFT148752	11/03/2021	BAR TARIFA	Catering	\$ 330.00
EFT148456	25/02/2021	BAREFOOT CLOTHING MANUFACTURERS	Uniform Suppliers	\$ 3,327.00
EFT148616	04/03/2021	BARRETT'S MINI EARTHMOVING & CHIPPING	Removal of Stump C19014(B)	\$ 4,686.00
EFT148753	11/03/2021	BATTERY WORLD	Battery Supplies	\$ 233.90
EFT148754	11/03/2021	BENARA NURSERIES	Plants	\$ 1,597.66
EFT148457	25/02/2021	BENNETT'S BATTERIES	Battery Supplies	\$ 1,029.60
EFT148755	11/03/2021	BENNETT'S BATTERIES	Battery Supplies	\$ 334.40
EFT148619	04/03/2021	BERG CONTRACTING SERVICES	Removal of Asbestos Stormwater Pipe - Sanford Rd	\$ 2,641.00
EFT148294	18/02/2021	BERTOLA HIRE ALBANY PTY LTD	Equipment Hire	\$ 198.00
EFT148757	11/03/2021	BEST OFFICE SYSTEMS	Printer Repair P16002	\$ 455.00
EFT148711	04/03/2021	BEVERLEY COLLIER - SUSTAINABLE MOTION	LLY - Active Programme ALAC	\$ 200.00
EFT148295	18/02/2021	BIBBULMUN TRACK FOUNDATION	Stock - Visitors Centre	\$ 158.75
EFT148296	18/02/2021	BIG SKY PUBLISHING	Stock - Forts Store	\$ 98.97
EFT148799	11/03/2021	BILL GIBBS EXCAVATIONS	Mulch Works C19007(D)	\$ 550.00
EFT148521	25/02/2021	BJ & AD LUCAS FAMILY TRUST	Stock - Forts Store	\$ 572.00
EFT148460	25/02/2021	BLACK AND WHITE CONCRETING	Concrete Supplies C20015(B)	\$ 3,100.00
EFT148620	04/03/2021	BLACK AND WHITE CONCRETING	Concrete Works - Driveway Tunney Way C20015(B)	\$ 1,575.00
EFT148298	18/02/2021	BLOOMIN FLOWERS SPENCER PARK	Flowers	\$ 210.00
EFT148462	25/02/2021	BLOOMIN FLOWERS SPENCER PARK	Flowers	\$ 80.00
EFT148299	18/02/2021	BOOKEASY AUSTRALIA PTY LTD	Bookeasy Fees - Visitors Centre	\$ 2,752.69
EFT148760	11/03/2021	BOOKEASY AUSTRALIA PTY LTD	Bookeasy Fees - Visitors Centre	\$ 595.55
EFT148300	18/02/2021	BP BIRD PLUMBING & GAS PTY LTD	Parts Service	\$ 396.60
EFT148392	18/02/2021	BRAYDEN JOHN PARKER	Lawn Mowing Services - Day Care	\$ 120.00
EFT148536	25/02/2021	BC NOAKES	Rates Refund	\$ 600.00
EFT148463	25/02/2021	BRIDGESTONE AUSTRALIA LTD	Tyres Q19001(A)	\$ 2,341.39
EFT148301	18/02/2021	BROOKS HIRE SERVICE PTY LTD	Plant Equipment Hire	\$ 4,598.90
EFT148624	04/03/2021	BROOKS HIRE SERVICE PTY LTD	Plant Equipment Hire	\$ 1,741.97
EFT148761	11/03/2021	BROOKS HIRE SERVICE PTY LTD	Plant Equipment Hire	\$ 1,951.40
EFT148302	18/02/2021	BUFF N POLISH	Detailing Fire Trucks	\$ 500.00
EFT148303	18/02/2021	BUNNINGS GROUP LIMITED	Hardware Supplies	\$ 142.32
EFT148465	25/02/2021	BUNNINGS GROUP LIMITED	Hardware Supplies	\$ 1,158.17
EFT148625	04/03/2021	BUNNINGS GROUP LIMITED	Hardware Supplies	\$ 385.01
EFT148764	11/03/2021	BUNNINGS GROUP LIMITED	Hardware Supplies	\$ 584.40
EFT148466	25/02/2021	BUSY BLUE BUS	Tours - AVC Sales	\$ 504.05

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148676	04/03/2021	C McLELLAN AND ASSOCIATES PTY LTD	Swimming Pool Hoist Lift - ALAC	\$ 7,100.00
EFT148304	18/02/2021	C&C MACHINERY CENTRE	Fleet and Plant Parts, Repairs and Maintenance	\$ 196.95
EFT148627	04/03/2021	C&C MACHINERY CENTRE	Fleet and Plant Parts, Repairs and Maintenance	\$ 404.10
EFT148766	11/03/2021	C&C MACHINERY CENTRE	Fleet and Plant Parts, Repairs and Maintenance	\$ 669.40
EFT148306	18/02/2021	CAMLYN SPRINGS	Water Refills	\$ 286.00
EFT148884	11/03/2021	CA TURNER	Rates Refund	\$ 645.44
EFT148717	04/03/2021	CAROLYN FRANCES TRAPNELL	Stock - Forts Store	\$ 1,545.00
EFT148563	25/02/2021	CJ SMIDDY-BROWN	Rates Refund	\$ 46.66
EFT148629	04/03/2021	CARVING CONCRETE CONSTRUCTION PTY LTD	Construction of Skate Park C20013	\$ 378,976.04
EFT148308	18/02/2021	CATALYSE RESEARCH & STRATEGY	50% 2021 Strategic Community Plan	\$ 37,950.00
EFT148582	25/02/2021	CENTAMAN SYSTEMS PTY LTD	Plastic Cards - League of Local Legends	\$ 1,595.00
EFT148471	25/02/2021	CENTENNIAL STADIUM INC	Electricity Charges	\$ 231.01
EFT148771	11/03/2021	CENTENNIAL STADIUM INC	Cleaning Services	\$ 42.90
EFT148309	18/02/2021	CENTIGRADE SERVICES PTY LTD	Maintenance Works Q20004 and C18014	\$ 1,731.79
EFT148470	25/02/2021	CENTIGRADE SERVICES PTY LTD	Maintenance Works Q20004 and C18014	\$ 1,116.22
EFT148632	04/03/2021	CENTIGRADE SERVICES PTY LTD	Maintenance Works Q20004 and C18014	\$ 5,198.92
EFT148769	11/03/2021	CENTIGRADE SERVICES PTY LTD	Maintenance Works Q20004 and C18014	\$ 252.49
EFT148770	11/03/2021	CENTRAL REGIONAL TAFE	Course Fees	\$ 244.00
EFT148322	18/02/2021	CGS QUALITY CLEANING	Cleaning Services C14036	\$ 11,864.30
EFT148782	11/03/2021	CGS QUALITY CLEANING	Cleaning Services C14036	\$ 73,666.02
EFT148633	04/03/2021	CHANDLER MACLEOD GROUP LIMITED	Assessment - Ranger Co-ordinator Role	\$ 544.50
EFT148634	04/03/2021	CHERRY BOOTS ALBANY	Stock - Forts Store	\$ 150.00
EFT148310	18/02/2021	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 732.90
EFT148635	04/03/2021	CHILD SUPPORT AGENCY	Payroll Deductions	\$ 732.90
EFT148580	25/02/2021	CHRIS THOMSON	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148311	18/02/2021	CHRISTOPHER BURNELL	Stone Works - Middleton Beach Enhancement C20012	\$ 24,620.00
EFT148772	11/03/2021	CHRISTOPHER BURNELL	Stone Works - Middleton Beach Enhancement C20012	\$ 26,080.00
EFT148773	11/03/2021	CITY OF ALBANY BAND INCORPORATED	Performance - Events	\$ 300.00
EFT148774	11/03/2021	CIVICA PTY LTD	Qtly SMS Transactions	\$ 725.38
EFT148636	04/03/2021	CIVIQ	Drinking Fountain - ALAC	\$ 3,118.50
EFT148473	25/02/2021	CLARK TYRES	Tyres and Wheel Alignment - Fleet	\$ 517.00
EFT148313	18/02/2021	CLEANAWAY PTY LIMITED	Waste Collection P14021	\$ 258,891.20
EFT148474	25/02/2021	CLEANAWAY PTY LIMITED	Waste Collection P14021	\$ 1,734.36
EFT148314	18/02/2021	CMM TECHNOLOGY	Recalibration of Breathalyser Units	\$ 115.50
EFT148315	18/02/2021	COATES HIRE OPERATIONS PTY LIMITED	Hire Water Barriers	\$ 359.18
EFT148475	25/02/2021	COHERA-TECH PTY LTD	Door Counter - AVC	\$ 480.00
EFT148316	18/02/2021	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 535.41
EFT148476	25/02/2021	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 33.14
EFT148637	04/03/2021	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 123.12
EFT148776	11/03/2021	COLES SUPERMARKETS AUSTRALIA PTY LTD	Groceries - Various	\$ 309.09

**CITY OF ALBANY
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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148317	18/02/2021	COMMON GROUND TRAILS PTY LTD	Progress Claim Construction Pump Track and Jump Park C20014	\$ 49,272.72
EFT148778	11/03/2021	COMMON GROUND TRAILS PTY LTD	Progress Claim Construction Pump Track and Jump Park C20014	\$ 87,331.88
EFT148762	11/03/2021	CONSTRUCTION TRAINING FUND	BCITF Levy Payment Feb 2021	\$ 5,228.13
EFT148318	18/02/2021	CREATIVE PLAYING	Stock - Forts Store	\$ 2,649.94
EFT148481	25/02/2021	CRUMPS CANVAS	Canvas Repairs	\$ 534.00
EFT148484	25/02/2021	D & K ENGINEERING	Repairs to Plant Equipment	\$ 886.05
EFT148746	11/03/2021	DA CHRISTIE PTY LTD	BBQ Upgrades - Natural Reserves	\$ 8,131.42
EFT148832	11/03/2021	DAISY MCLENNAN	Umpiring Fees - Netball	\$ 120.00
EFT148875	11/03/2021	DAISY STEWART MORGAN	Umpiring Fees - Netball	\$ 110.00
EFT148748	11/03/2021	DAMON ANNISON	Stock - Forts Store	\$ 464.55
EFT148485	25/02/2021	DATA #3 LIMITED	Red Hat Enterprise Linux Serve	\$ 2,672.46
EFT148480	25/02/2021	DAVID CRAIGS	Event Stage - Middleton Beach Festival	\$ 2,480.00
EFT148321	18/02/2021	DAVRIC AUSTRALIA	Stock - Forts Store	\$ 1,591.60
EFT148781	11/03/2021	DDL AUSTRALIA PTY LTD	Course Fees - IT	\$ 6,050.00
EFT148589	25/02/2021	DENNIS WELLINGTON	Mayoral Allowances and Sitting Fees	\$ 11,734.92
EFT148486	25/02/2021	DEPARTMENT OF BIODIVERSITY CONSERVATION AND	Park Passes - AVC Sales	\$ 3,786.75
EFT148650	04/03/2021	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	DBA False Alarm Service	\$ 920.00
EFT148793	11/03/2021	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2020/2021 ESL Qtr 3 - Payment	\$ 1,054,525.14
EFT148763	11/03/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BSL Levy Feb 2021	\$ 23,296.42
EFT148784	11/03/2021	DEPARTMENT OF TRANSPORT	DIS Fees	\$ 370.60
EFT148324	18/02/2021	DESIGNER DIRT PTY LTD	Stock - Forts Store	\$ 680.00
EFT148854	11/03/2021	DEVON PROUDFOOT	Umpiring Fees - Netball	\$ 80.00
EFT148527	25/02/2021	DIANA LOUISE MILLER	Stock - Forts Store	\$ 416.00
EFT148679	04/03/2021	DIANA LOUISE MILLER	Stock - Forts Store	\$ 140.00
EFT148326	18/02/2021	DISCOVERY BAY TOURISM PRECINCT LTD	Amazing South Coast Pass Sales	\$ 1,983.00
EFT148327	18/02/2021	DJI AUTHORISED RETAIL STORE	Data Presentation Equipment	\$ 7,384.93
EFT148328	18/02/2021	DJL ELECTRICAL	Electrical Services Q18051	\$ 1,399.20
EFT148488	25/02/2021	DJL ELECTRICAL	Electrical Services Q18051	\$ 1,876.60
EFT148786	11/03/2021	DJL ELECTRICAL	Electrical Services Q18051	\$ 2,600.40
EFT148329	18/02/2021	DLC VET PTY LTD	Cat Cages	\$ 8,358.02
EFT148640	04/03/2021	DOG ROCK MOTEL	Accommodation - WA Museum Visit	\$ 387.00
EFT148330	18/02/2021	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 150.00
EFT148489	25/02/2021	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 150.00
EFT148641	04/03/2021	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 190.00
EFT148787	11/03/2021	DOGGY DOO CLEANUPS	Animal Hygiene Services - Q19033	\$ 150.00
EFT148490	25/02/2021	DORALANE PASTRIES	Catering	\$ 52.70
EFT148331	18/02/2021	DYLANS ON THE TERRACE	Catering	\$ 1,045.50
EFT148493	25/02/2021	DYLANS ON THE TERRACE	Catering	\$ 208.00
EFT148642	04/03/2021	DYLANS ON THE TERRACE	Catering	\$ 612.70
EFT148332	18/02/2021	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 8,451.42

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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148643	04/03/2021	EASI PACKAGING PTY LTD	Payroll Deductions	\$ 8,451.42
EFT148644	04/03/2021	ECO EDGE RETIC SUPPLIES	Reticulation Supplies	\$ 2,197.80
EFT148333	18/02/2021	ELANDRIAL GAMES	Hosting Board Games - Youth Initiatives	\$ 200.00
EFT148860	11/03/2021	ELIZABETH RICHARDS SCHOOL SUPPLIES PTY LTD	Puzzles and Games - Library	\$ 285.59
EFT148645	04/03/2021	E TURZER	Staff Reimbursement	\$ 30.40
EFT148334	18/02/2021	ELLEKER GENERAL STORE	Diesel Elleker BFB	\$ 124.76
EFT148789	11/03/2021	ELLEKER GENERAL STORE	Diesel Elleker BFB	\$ 59.68
EFT148335	18/02/2021	ELLESIE VENTURES	Face Painting - Events	\$ 760.50
EFT148492	25/02/2021	EMMA DOUGHTY	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148337	18/02/2021	ENVIRO PIPES PTY LTD	Pipe Supplies C18011(B)	\$ 9,518.81
EFT148494	25/02/2021	ENVIRO PIPES PTY LTD	Pipe Supplies C18011(B)	\$ 3,711.18
EFT148338	18/02/2021	ERGOLINK	Computer Equipment	\$ 207.26
EFT148410	18/02/2021	ERIN LEAH SPROULE	Umpiring Fees - Netball	\$ 160.00
EFT148704	04/03/2021	ERIN LEAH SPROULE	Umpiring Fees - Netball	\$ 320.00
EFT148339	18/02/2021	E-STRALIAN PTY LTD	E-Bike Lease	\$ 258.67
EFT148646	04/03/2021	E-STRALIAN PTY LTD	E-Bike Lease	\$ 258.67
EFT148340	18/02/2021	EVERTRANS	Vehicle Parts/Maintenance	\$ 165.00
EFT148495	25/02/2021	EVERTRANS	Vehicle Parts/Maintenance	\$ 550.00
EFT148791	11/03/2021	EVERTRANS	Vehicle Parts/Maintenance	\$ 357.50
EFT148647	04/03/2021	EXISLE PUBLISHING	Stock - Forts Store	\$ 647.70
EFT148648	04/03/2021	EYERITE SIGNS	Signage Services	\$ 1,112.50
EFT148792	11/03/2021	EYERITE SIGNS	Signage Services	\$ 4,398.35
EFT148649	04/03/2021	FARM LIFE FITNESS	LLY Programme - ALAC	\$ 300.00
EFT148652	04/03/2021	FJ MIDDLETON PTY LTD	Rates Refund	\$ 1,130.25
EFT148653	04/03/2021	FLEET STRATEGY	External Strategic Fleet Review	\$ 7,700.00
EFT148654	04/03/2021	FLIPS ELECTRICS	Electrical Supplies	\$ 1,346.00
EFT148343	18/02/2021	FORREST WINDSCREENS	Windscreen Repairs	\$ 120.00
EFT148796	11/03/2021	FORREST WINDSCREENS	Windscreen Repairs	\$ 528.00
EFT148345	18/02/2021	FOUNDATION ELECTRICAL PTY LTD	Nilfish Machine Service - ALAC	\$ 373.45
EFT148655	04/03/2021	FOUNDATION ELECTRICAL PTY LTD	Remove/Install Pump ALAC	\$ 840.80
EFT148656	04/03/2021	FOXTEL MANAGEMENT PTY LTD	Foxtel Service - ALAC	\$ 440.00
EFT148284	18/02/2021	FRANCES ANDRIJICH PHOTOGRAPHER	Video Services - NAC	\$ 1,595.00
EFT148657	04/03/2021	FRANGIPANI FLORAL STUDIO	Flowers - Volunteers	\$ 40.00
EFT148883	11/03/2021	FCG TURNER	Rates Refund	\$ 835.36
EFT148797	11/03/2021	FREEDOM EXERCISE PHYSIOLOGY	LLY Programme - ALAC	\$ 425.00
EFT148346	18/02/2021	FREMANTLE ARTS CENTRE PRESS	Stock - Forts Store	\$ 1,122.69
EFT148347	18/02/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	Bushfire Fighting Equipment	\$ 258.78
EFT148499	25/02/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	Bushfire Fighting Equipment	\$ 26.40
EFT148348	18/02/2021	FUELFIX AND TANKS 2 GO	Fuel Tank Servicing - LGGS BFB	\$ 5,929.00
EFT148500	25/02/2021	FUELFIX AND TANKS 2 GO	Fuel Tank Servicing - LGGS BFB	\$ 8,756.00

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EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148851	11/03/2021	FULTON HOGAN INDUSTRIES	Bitumen Supplies	\$ 8,385.08
EFT148862	11/03/2021	G & L SHEETMETAL	Metal Supplies	\$ 54.70
EFT148325	18/02/2021	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Products Q20026	\$ 3,420.60
EFT148487	25/02/2021	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Products Q20026	\$ 4,303.35
EFT148638	04/03/2021	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Products Q20026	\$ 371.35
EFT148785	11/03/2021	G AND M DETERGENTS AND HYGIENE SERVICES ALBANY	Cleaning Products Q20026	\$ 326.85
EFT148349	18/02/2021	GALLERY WORKS	Stock - Forts Store	\$ 453.00
EFT148847	11/03/2021	GD PAGE	Rates Refund	\$ 766.13
EFT148664	04/03/2021	GLEN MICHAEL HEGEDUS	Consultation Artwork - Middleton Beach Project	\$ 1,750.00
EFT148312	18/02/2021	GLOBAL ELEVATOR MANAGEMENT	Auditing of Lift at Centennial Stadium	\$ 2,156.00
EFT148350	18/02/2021	GLOBAL INTEGRATED SOLUTIONS LIMITED	Carpark and Ticket Machine Subscription Fees	\$ 240.77
EFT148658	04/03/2021	GLOBAL INTEGRATED SOLUTIONS LIMITED	Credit Card Processing - Parking Fees	\$ 23.32
EFT148802	11/03/2021	GLOBAL INTEGRATED SOLUTIONS LIMITED	Credit Card Processing - Parking Fees	\$ 240.77
EFT148801	11/03/2021	GLOBAL SPILL CONTROL PTY LTD	Audit Tags	\$ 202.18
EFT148502	25/02/2021	GONDWANA LINK	Freedom of Entry Ceremony - Anzac Park	\$ 220.00
EFT148631	04/03/2021	GG CASTLEHOW	Refund - Overpayment of Invoice	\$ 3,101.34
EFT148661	04/03/2021	GREAT SOUTHERN GEOTECHNICS PTY LTD	4 Point Limit Tests - Gravel Pits	\$ 2,227.50
EFT148356	18/02/2021	GREAT SOUTHERN LANDSCAPING & IRRIGATION	Purchase of Trees	\$ 477.00
EFT148355	18/02/2021	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Services Q20012	\$ 1,234.00
EFT148809	11/03/2021	GREAT SOUTHERN LIQUID WASTE	Liquid Waste Services Q20012	\$ 530.90
EFT148506	25/02/2021	GREAT SOUTHERN PEST & WEED CONTROL	Pest Control Services - Q19026	\$ 190.30
EFT148805	11/03/2021	GREAT SOUTHERN PEST & WEED CONTROL	Pest Control Services - Q19026	\$ 121.00
EFT148353	18/02/2021	GREAT SOUTHERN SUPPLIES	Cleaning Supplies Q19006	\$ 772.85
EFT148508	25/02/2021	GREAT SOUTHERN SUPPLIES	Cleaning Supplies Q19006	\$ 5,968.60
EFT148660	04/03/2021	GREAT SOUTHERN SUPPLIES	Cleaning Supplies Q19006	\$ 277.80
EFT148806	11/03/2021	GREAT SOUTHERN SUPPLIES	Uniforms	\$ 2,799.50
EFT148354	18/02/2021	GREAT SOUTHERN TURF	Supply of Roll On Lawn C18001	\$ 198.00
EFT148807	11/03/2021	GREAT SOUTHERN TURF	Supply of Roll On Lawn C18001	\$ 2,112.00
EFT148810	11/03/2021	GREEN MAN MEDIA PRODUCTIONS	Local Legends Flyers	\$ 1,804.00
EFT148403	18/02/2021	GREEN SERVICES	Revise and Develop Home Energy Booklet	\$ 843.55
EFT148505	25/02/2021	GREEN SKILLS INCORPORATED	Works - C19011	\$ 953.31
EFT148659	04/03/2021	GREEN SKILLS INCORPORATED	Works - C19011	\$ 2,000.00
EFT148804	11/03/2021	GREEN SKILLS INCORPORATED	Works - C19011	\$ 29,602.84
EFT148808	11/03/2021	GREENMAN TRADING COMPANY	Tree Consultation C19014	\$ 10,725.00
EFT148571	25/02/2021	GREGORY BRIAN STOCKS	Councillor Allowances and Sitting Fees	\$ 4,805.59
EFT148811	11/03/2021	GREAT SOUTHERN CENTRE FOR OUTDOOR RECREATION	Digital Engagement Services	\$ 7,920.00
EFT148662	04/03/2021	GSM AUTO ELECTRICAL	Airport Generator Checks	\$ 137.50
EFT148352	18/02/2021	GSP WORKFORCE	Gardening Services - Lotteries House	\$ 259.00
EFT148617	04/03/2021	H & L BEHRENDT	Rates Refund	\$ 2,654.50
EFT148819	11/03/2021	H+H ARCHITECTS	Yellow Trace Rolls	\$ 438.35

**CITY OF ALBANY
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ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148358	18/02/2021	HARPER ENTERTAINMENT DISTRIBUTION SERVICE	Stock - Forts Store	\$ 740.76
EFT148663	04/03/2021	HART SPORT	Sport Equipment - ALAC	\$ 137.00
EFT148814	11/03/2021	HAVOC BUILDERS PTY LTD	Building Services C17028	\$ 5,115.00
EFT148694	04/03/2021	HAZEL ROOME T/A SOUTH COAST COUNSELLING SERVICES	EAP Services	\$ 137.50
EFT148464	25/02/2021	HEAD TO TAIL PETS	Dog Leads - Pound Operations	\$ 79.20
EFT148510	25/02/2021	HEALTH SUPPORT SERVICES	Face Masks	\$ 973.50
EFT148863	11/03/2021	HELEN MAREE SIMPSON	Umpiring Fees - Netball	\$ 220.00
EFT148815	11/03/2021	HERSEY PTY LTD	Employee PPE	\$ 831.60
EFT148359	18/02/2021	HESPERIAN PRESS	Stock - Forts Store	\$ 672.95
EFT148360	18/02/2021	HHG LEGAL GROUP	Legal Services C19009	\$ 393.80
EFT148511	25/02/2021	HHG LEGAL GROUP	Legal Services C19009	\$ 4,835.65
EFT148665	04/03/2021	HHG LEGAL GROUP	Legal Services C19009	\$ 672.52
EFT148820	11/03/2021	HHG LEGAL GROUP	Legal Services C19009	\$ 880.00
EFT148817	11/03/2021	HOBBS PAINTING AND DECORATING	Painting Services Q18025	\$ 2,487.65
EFT148319	18/02/2021	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supplies C19006	\$ 1,263.90
EFT148482	25/02/2021	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supplies C19006	\$ 703.56
EFT148780	11/03/2021	HOLCIM (AUSTRALIA) PTY LTD	Concrete Supplies C19006	\$ 1,283.92
EFT148361	18/02/2021	HUDSON SEWAGE SERVICES	Biomax Service - Airport	\$ 340.98
EFT148363	18/02/2021	I GEIDANS	Staff Reimbursement	\$ 119.00
EFT148745	11/03/2021	IAN ALDERMAN	Exhibition Hire Fee	\$ 2,900.00
EFT148680	04/03/2021	IAN MILLER	Refund ALAC Classes	\$ 15.70
EFT148512	25/02/2021	ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING PTY LTD	Repairs - Plant Equipment	\$ 1,075.80
EFT148666	04/03/2021	ICS GROUP AUTO ELECTRICAL & AIR CONDITIONING PTY LTD	Repairs - Plant Equipment	\$ 744.03
EFT148362	18/02/2021	IMPACT SERVICE PTY LTD	Casual Staff/Apprentice Fees	\$ 74.78
EFT148668	04/03/2021	INTANDEM	Stock - Forts Store	\$ 935.00
EFT148514	25/02/2021	IPAR REHABILITATION PTY LTD	Pre Employment Assessment	\$ 328.90
EFT148515	25/02/2021	ISUBSCRIBE	Subscription Services - Library	\$ 1,009.68
EFT148719	04/03/2021	IO WARD	Rates Refund	\$ 675.95
EFT148307	18/02/2021	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C19001 and C18019	\$ 9,862.66
EFT148468	25/02/2021	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C19001 and C18019	\$ 11,426.28
EFT148630	04/03/2021	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C19001 and C18019	\$ 8,491.20
EFT148768	11/03/2021	J & S CASTLEHOW ELECTRICAL SERVICES	Electrical Services C19001 and C18019	\$ 9,508.16
EFT148297	18/02/2021	J. BLACKWOOD & SON PTY LTD	Hardware Supplies	\$ 1,477.76
EFT148461	25/02/2021	J. BLACKWOOD & SON PTY LTD	Hardware Supplies	\$ 1,476.93
EFT148621	04/03/2021	J. BLACKWOOD & SON PTY LTD	Hardware Supplies	\$ 931.92
EFT148758	11/03/2021	J. BLACKWOOD & SON PTY LTD	Hardware Supplies	\$ 90.85
EFT148557	25/02/2021	JAMIE SHANE SCALLY	Entertainment - Middleton Beach Festival	\$ 950.00
EFT148623	04/03/2021	J BOOTHMAN	Re-Imbursement Membership Overpaid	\$ 330.82
EFT148577	25/02/2021	JENNY TAYLOR DESIGNS	Stock - Forts Store	\$ 342.54
EFT148364	18/02/2021	JOHN KINNEAR AND ASSOCIATES	Surveying Services - C19016	\$ 2,001.18

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148558	25/02/2021	JOHN SHANHUN	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148790	11/03/2021	JUDITH ANNE ESKETT	Umpiring Fees - Netball	\$ 150.00
EFT148849	11/03/2021	JA PEARCE	Rates Refund	\$ 802.26
EFT148379	18/02/2021	JUNIPER MOIGNARD	Entertainment - Events	\$ 70.00
EFT148824	11/03/2021	JUST A CALL DELIVERIES	Bag Deliveries Feb 2021	\$ 1,524.60
EFT148669	04/03/2021	JUST SEW EMBROIDERY	Embroidery Works	\$ 63.80
EFT148602	04/03/2021	JW & DF WOODBURY	Stock - Visitors Centre	\$ 150.00
EFT148825	11/03/2021	KALGAN QUEEN SCENIC CRUISES	Payment of Tour Bookings	\$ 10,880.00
EFT148670	04/03/2021	KC PSYCHOLOGICAL SERVICES	EAP Services	\$ 185.00
EFT148800	11/03/2021	KEELY GLIDDON	Umpiring Fees - Netball	\$ 180.00
EFT148671	04/03/2021	KEEP AUSTRALIA BEAUTIFUL COUNCIL (WA) INC	Litter Bags	\$ 80.00
EFT148898	11/03/2021	KEIRA WIEGELE	Umpiring Fees - Netball	\$ 120.00
EFT148798	11/03/2021	K FULTON	Rates Refund	\$ 658.85
EFT148365	18/02/2021	KESTON ECONOMICS PTY LTD	BBRF - Applications Albany Surf Reef/Motorsports Project	\$ 6,430.60
EFT148826	11/03/2021	KIM ANGELA TOMLINSON	EAP Services	\$ 600.00
EFT148765	11/03/2021	KR BUTTFIELD	Rates Refund	\$ 160.04
EFT148866	11/03/2021	KG SMYTH	Rates Refund	\$ 121.00
EFT148516	25/02/2021	KING RIVER VOLUNTEER BUSH FIRE BRIGADE	Standby - NYE Fireworks	\$ 150.00
EFT148517	25/02/2021	KINJ ART ABORIGINAL ART & CRAFT	Aboriginal Artwork - Middleton Beach Art Proposal	\$ 1,900.00
EFT148827	11/03/2021	KLAU GEOMATICS PTY LTD	Makeitaccurate Web Service	\$ 1,430.00
EFT148366	18/02/2021	KLB SYSTEMS	Computer Parts C17024	\$ 129.80
EFT148518	25/02/2021	KLB SYSTEMS	Computer Parts C17024	\$ 12,688.50
EFT148367	18/02/2021	KMART ALBANY	Pool Toys - ALAC	\$ 123.00
EFT148389	18/02/2021	KOMATSU AUSTRALIA PTY LTD	Plant Parts/Maintenance	\$ 373.30
EFT148828	11/03/2021	KOOL DIGITAL GRAPHICS PTY LTD T/A KOOL CREATIVE	Advertising Services	\$ 99.00
EFT148533	25/02/2021	KRIS NELSON	Performance - Christmas Party	\$ 550.00
EFT148368	18/02/2021	KURRAH MIA PTY LTD	Welcome to Country	\$ 330.00
EFT148369	18/02/2021	LADELLE PTY LTD	Stock - Forts Store	\$ 1,797.13
EFT148783	11/03/2021	LANDGATE	Valuations	\$ 1,995.13
EFT148829	11/03/2021	LEADING EDGE HIFI-ALBANY	VHF Radio Supplies	\$ 147.75
EFT148370	18/02/2021	LED SIGNS PTY LTD	Wireless Basketball Controller - ALAC	\$ 1,581.80
EFT148707	04/03/2021	L STONE	Rates Refund	\$ 1,388.10
EFT148371	18/02/2021	LIBBY SHEPPARD DESIGN	Stock - Visitors Centre	\$ 380.00
EFT148374	18/02/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LG Professionals Conference	\$ 2,050.00
EFT148520	25/02/2021	LOCHNESS LANDSCAPE SERVICES	Verge Mowing C19010	\$ 28,800.00
EFT148672	04/03/2021	LOCHNESS LANDSCAPE SERVICES	Verge Mowing C19010	\$ 7,200.00
EFT148726	04/03/2021	LORRAINE ELIZABETH WEYMAN	LLY Yoga Programme - ALAC	\$ 200.00
EFT148382	18/02/2021	LUKE MOWALJARLAI	Performance - Event	\$ 900.00
EFT148848	11/03/2021	LUTZ AND SALLY PAMBERGER	EAP Services	\$ 165.00
EFT148372	18/02/2021	LW SUPPLY PTY LTD	Stock - Forts Store	\$ 1,101.60

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148522	25/02/2021	M AND B SALES PTY LTD	Pine Supplies	\$ 355.77
EFT148673	04/03/2021	M AND B SALES PTY LTD	Pine Supplies	\$ 242.90
EFT148419	18/02/2021	M S TRAFALSKI	Rates Refund	\$ 1,024.30
EFT148472	25/02/2021	MAGIQ SOFTWARE PTY LTD	MAGIQ Performance Software Suite	\$ 209.81
EFT148759	11/03/2021	MARGIT ANNETTE BONDIN	Survey Services - Lake Mullocullup	\$ 500.00
EFT148375	18/02/2021	MASTEC AUSTRALIA PTY LTD	Compostable Liners Q20053	\$ 1,115.40
EFT148524	25/02/2021	MASTEC AUSTRALIA PTY LTD	Organic Caddies Q20053	\$ 398,431.92
EFT148525	25/02/2021	MATADOR CEILINGS PTY LTD	Ceiling Works - Elleker Hall	\$ 8,668.00
EFT148675	04/03/2021	MATADOR CEILINGS PTY LTD	Supply and Install Ceiling - South Stirling Community Hall	\$ 9,314.80
EFT148459	25/02/2021	MATT BENSON-LIDHOLM JP	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148878	11/03/2021	MA SULLIVAN	Rates Refund	\$ 792.00
EFT148377	18/02/2021	MCG ARCHITECTS PTY LTD	Design Services - SES Facility	\$ 7,389.36
EFT148831	11/03/2021	MCG ARCHITECTS PTY LTD	Architectural Services	\$ 5,734.08
EFT148896	11/03/2021	M WHITTLES (THE ESTATE OF)	Rates Refund	\$ 839.70
EFT148834	11/03/2021	MENTAL MEDIA PTY LTD	Audio Technology - Q17053	\$ 3,039.96
EFT148526	25/02/2021	MERRIFIELD REAL ESTATE	Rentals - Stirling St and Storage Units for Town Hall	\$ 900.00
EFT148677	04/03/2021	MERRIFIELD REAL ESTATE	Rentals - Cockburn Road	\$ 200.00
EFT148835	11/03/2021	MESSAGE4U PTY LTD	Monthly Access Fee Mar 2021	\$ 42.90
EFT148378	18/02/2021	METROLL ALBANY	Building Supplies	\$ 297.44
EFT148678	04/03/2021	MHW INTEGRATION PTY LTD	Video Wall Repair - Lightning Strike - Insurance Claim	\$ 41,644.90
EFT148836	11/03/2021	MHW INTEGRATION PTY LTD	Support and Maintenance Jan-Mar - NAC	\$ 6,875.00
EFT148861	11/03/2021	MJ ROBBINS	Rates Refund	\$ 849.83
EFT148622	04/03/2021	M BOCCAMAZZO	Rates Refund	\$ 698.26
EFT148528	25/02/2021	MJB INDUSTRIES PTY LTD	Concrete Supplies C18011	\$ 3,779.60
EFT148681	04/03/2021	MJB INDUSTRIES PTY LTD	Concrete Supplies C18011	\$ 7,208.30
EFT148837	11/03/2021	MJB INDUSTRIES PTY LTD	Concrete Supplies C18011	\$ 12,523.61
EFT148529	25/02/2021	MM DESIGNS	Stock - Visitors Centre	\$ 483.75
EFT148530	25/02/2021	LIFT DESIGN AND VERTICAL MOTION SYSTEMS	Elevator Repairs	\$ 814.00
EFT148838	11/03/2021	MODERN MOTOR TRIMMERS	Seat Covers	\$ 163.35
EFT148531	25/02/2021	MODERN TEACHING AIDS PTY LTD	Kindy Play Equipment	\$ 63.03
EFT148422	18/02/2021	MOORE AUSTRALIA AUDIT (WA)	2021 Budget Workshop	\$ 1,782.00
EFT148384	18/02/2021	MULE CREATIVE	Photography Services	\$ 440.00
EFT148841	11/03/2021	NATURALISTE CHARTERS	Tour Sales	\$ 654.50
EFT148683	04/03/2021	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies	\$ 192.20
EFT148842	11/03/2021	NEVILLES HARDWARE & BUILDING SUPPLIES	Hardware Supplies	\$ 269.45
EFT148534	25/02/2021	NEW HORIZON HOMES (WA) PTY LTD	Refund - Overpayment of Invoice	\$ 737.60
EFT148385	18/02/2021	NEWMAN'S QUALITY CONCRETE PRODUCTS	Concrete Supplies C18011	\$ 2,622.95
EFT148535	25/02/2021	NLC PTY LTD	Novated Leases and Associated Costs	\$ 617.99
EFT148843	11/03/2021	NLC PTY LTD	Novated Leases and Associated Costs	\$ 617.99
EFT148387	18/02/2021	NORDIC FITNESS EQUIPMENT	Gym Wipes - ALAC	\$ 1,111.28

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148537	25/02/2021	NOVUS AUTOGLASS REPAIRS & REPLACEMENTS	Windscreen Repairs	\$ 380.00
EFT148723	04/03/2021	NUTRIEN AG SOLUTIONS (LANDMARK)	Chemicals Q20005	\$ 1,354.82
EFT148893	11/03/2021	NUTRIEN AG SOLUTIONS (LANDMARK)	Chemicals Q20005	\$ 21.45
EFT148844	11/03/2021	OCS SERVICES PTY LTD	Cleaning Services	\$ 3,353.71
EFT148390	18/02/2021	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 21.76
EFT148538	25/02/2021	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 126.34
EFT148685	04/03/2021	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 443.55
EFT148845	11/03/2021	OFFICEWORKS SUPERSTORES PTY LTD	Stationery Supplies	\$ 605.18
EFT148539	25/02/2021	O'KEEFE'S PAINTS	Gloss Purchase	\$ 273.79
EFT148686	04/03/2021	O'KEEFE'S PAINTS	Paint Supplies	\$ 256.44
EFT148846	11/03/2021	O'KEEFE'S PAINTS	Paint Supplies	\$ 116.62
EFT148391	18/02/2021	ONEMUSIC AUSTRALIA	One Music Annual License 01/01/2021- 31/03/2021	\$ 1,062.69
EFT148540	25/02/2021	ORIGIN ENERGY	Gas Supplies	\$ 2,203.53
EFT148285	18/02/2021	PAPERBARK MERCHANTS	Stock - Library	\$ 506.21
EFT148747	11/03/2021	PAPERBARK MERCHANTS	Newspapers Feb 2021	\$ 194.00
EFT148478	25/02/2021	PAUL RAYMOND COOK	MC Services - Middleton Beach Festival	\$ 800.00
EFT148578	25/02/2021	PAUL TERRY	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148394	18/02/2021	PAV EVENTS	Projection Screen - Middleton Beach Festival	\$ 15,400.00
EFT148393	18/02/2021	PENROSE PROFESSIONAL LAWN CARE	Lawn Mowing Services - VAC	\$ 308.00
EFT148687	04/03/2021	PERTH SAFETY PRODUCTS PTY LTD	Supply Barriers and Chemical Signage	\$ 13,002.00
EFT148850	11/03/2021	PERTH SAFETY PRODUCTS PTY LTD	Safety Signage/Bollards/Speed Humps	\$ 7,554.80
EFT148541	25/02/2021	PFD FOOD SERVICES PTY LTD	Supplies - Corporate Expenses	\$ 446.70
EFT148688	04/03/2021	PFD FOOD SERVICES PTY LTD	Supplies - Corporate Expenses	\$ 421.40
EFT148903	11/03/2021	PHILIP WYATT	Legal Services - Leasing	\$ 1,100.00
EFT148852	11/03/2021	PIONEER HEALTH ALBANY	Flu Vaccinations	\$ 110.00
EFT148395	18/02/2021	PLASTICS PLUS	Plastic Tub Purchase	\$ 37.40
EFT148543	25/02/2021	PLASTICS PLUS	Purchase	\$ 17.16
EFT148397	18/02/2021	PRATT TRANSPORT LOGISTICS	Hire - Semi Trailer	\$ 660.00
EFT148812	11/03/2021	PRIME MEDIA GROUP LTD	Advertising	\$ 2,476.10
EFT148691	04/03/2021	PRINTSYNC BUSINESS SOLUTIONS	Photocopy Charges	\$ 98.08
EFT148398	18/02/2021	PROTECTOR FIRE SERVICES	Fire Equipment Service/Repairs C20001	\$ 302.50
EFT148545	25/02/2021	PROTECTOR FIRE SERVICES	Fire Equipment Service/Repairs C20001	\$ 288.20
EFT148546	25/02/2021	QUALITY PUBLISHING AUSTRALIA	Maps and Guide Books	\$ 276.78
EFT148513	25/02/2021	QUBE LOGISTICS (WA2) PTY LTD	Delivery of Chlorine Gas - ALAC	\$ 2,171.35
EFT148855	11/03/2021	QUICK SHOT COFFEE	Coffees	\$ 57.00
EFT148380	18/02/2021	QUINTIS SANDALWOOD PTY LTD	Stock - Forts Store	\$ 427.88
EFT148547	25/02/2021	R & L BITUMEN SERVICE PTY LTD	Asphalt Works C18010(B)	\$ 2,486.00
EFT148585	25/02/2021	R T & J R WALKER	Stock - Forts Store	\$ 671.00
EFT148856	11/03/2021	RADICAL FITNESS	Kimax Certification	\$ 796.00
EFT148399	18/02/2021	RAECO INTERNATIONAL PTY LTD	Gloss Purchase	\$ 1,019.57

**CITY OF ALBANY
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FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148509	25/02/2021	RAY HAMMOND	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148548	25/02/2021	R-COM INTERNATIONAL PTY LTD	Setup and provision of SIP service and Web app service	\$ 170.50
EFT148857	11/03/2021	R-COM INTERNATIONAL PTY LTD	Setup and provision of SIP service and Web app service	\$ 170.50
EFT148570	25/02/2021	REBECCA STEPHENS	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148549	25/02/2021	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 176.00
EFT148692	04/03/2021	RECONNECT HEALTH AND WELLBEING	EAP Services	\$ 176.00
EFT148400	18/02/2021	REDMAN SOLUTIONS PTY LTD	Archive Manager Upgrade and Migration	\$ 4,950.00
EFT148401	18/02/2021	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 81.22
EFT148551	25/02/2021	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 72.73
EFT148693	04/03/2021	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 118.67
EFT148858	11/03/2021	REECE PTY LTD	Plumbing and Irrigation Supplies	\$ 5.48
EFT148550	25/02/2021	REEVES ON CAMPBELL	Catering	\$ 301.00
EFT148552	25/02/2021	REPTILE HAVEN	Petting Farm - Middleton Beach Festival	\$ 715.00
EFT148553	25/02/2021	REXEL AUSTRALIA	Electrical Supplies	\$ 7.15
EFT148859	11/03/2021	REXEL AUSTRALIA	Electrical Supplies	\$ 174.06
EFT148554	25/02/2021	RICOH	Photo Copier Charges	\$ 10,888.35
EFT148555	25/02/2021	RIVERVIEW COUNTRY CLUB INC	Community Sport and Recreation Funding	\$ 9,698.00
EFT148573	25/02/2021	ROBERT SUTTON	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148402	18/02/2021	ROBERTS GARDINER ARCHITECTS	Architectural Services	\$ 6,965.75
EFT148320	18/02/2021	ROGER HAYWARD CUNNINGTON	Stock - Forts Store	\$ 216.00
EFT148821	11/03/2021	ROSE HUNTER	Umpiring Fees - Netball	\$ 160.00
EFT148803	11/03/2021	SAMUEL GOODALL	Ninja Workshop - Middleton Festival	\$ 5,000.00
EFT148562	25/02/2021	SANDIE SMITH	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148639	04/03/2021	SANDRA DIXON	EAP Services	\$ 155.00
EFT148501	25/02/2021	SANDRA GILFILLAN	IBSA Data Package	\$ 720.00
EFT148491	25/02/2021	S DORMAN	Refund ALAC Classes	\$ 354.60
EFT148404	18/02/2021	SECUREPAY PTY LTD	Web Payments Jan 2021 - Visitors Centre	\$ 44.34
EFT148696	04/03/2021	SECUREPAY PTY LTD	Web Payment Feb 2021 - Visitors Centre	\$ 36.05
EFT148405	18/02/2021	SEEK LIMITED	Advertising	\$ 605.00
EFT148697	04/03/2021	SEEK LIMITED	Advertising	\$ 627.00
EFT148615	04/03/2021	SEWLEX MANUFACTURING PTY LTD	Large Courier Bags	\$ 332.07
EFT148864	11/03/2021	SA SIMS	Rates Refund	\$ 752.72
EFT148698	04/03/2021	SHIRE OF DENMARK	Workshop Fees	\$ 165.00
EFT148559	25/02/2021	SIGMA CHEMICALS	Pool Chemicals - ALAC	\$ 462.00
EFT148699	04/03/2021	S KLOSE	Staff Reimbursement	\$ 18.00
EFT148865	11/03/2021	SKILL HIRE WA PTY LTD	Labour Hire	\$ 3,391.99
EFT148406	18/02/2021	SKIPPER TRANSPORT PARTS	Vehicle Parts/Maintenance	\$ 1,889.58
EFT148813	11/03/2021	SMITH CONSTRUCTIONS WA	Albany Town Hall Repurposing - Progress Claim 15 - Variation	\$ 31,815.71
EFT148407	18/02/2021	SMITHS ALUMINIUM AND 4WD CENTRE	Fleet and Plant Parts, Repairs and Maintenance	\$ 820.00
EFT148561	25/02/2021	SMITHS ALUMINIUM AND 4WD CENTRE	Diving Step Covers - ALAC	\$ 990.00

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148867	11/03/2021	SOIL SOLUTIONS PTY LTD	Green Waste C12008	\$ 10.00
EFT148564	25/02/2021	SOLUTIONS IT ASIA PACIFIC PTY LTD	iPad Screen Protectors	\$ 267.30
EFT148853	11/03/2021	SOPHIE PORTER	Umpiring - ALAC Summer Netball Competition	\$ 180.00
EFT148566	25/02/2021	SOUTH CITY PAVING	Brick Paving Works - Q19052	\$ 858.00
EFT148567	25/02/2021	SOUTH COAST CRANE HIRE	Hire - Truck Q19049	\$ 1,119.52
EFT148702	04/03/2021	SOUTH COAST CRANE HIRE	Hire - Truck Q19049	\$ 784.54
EFT148869	11/03/2021	SOUTH COAST CRANE HIRE	Hire - Truck Q19049	\$ 526.95
EFT148504	25/02/2021	SOUTH REGIONAL TAFE	Staff Course Fees	\$ 587.90
EFT148870	11/03/2021	SOUTHERN CROSS AUSTERO PTY LTD	Media Releases	\$ 323.40
EFT148701	04/03/2021	SOUTHERN DISTRICTS JUNIOR FOOTBALL ASSOCIATION	Refund - Overpayment of Invoice	\$ 100.62
EFT148409	18/02/2021	SOUTHERN MODEL SUPPLIES	Stock - Forts Store	\$ 364.56
EFT148507	25/02/2021	SOUTHERN SHARPENING SERVICES	Tool Sharpening	\$ 92.50
EFT148408	18/02/2021	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 429.04
EFT148565	25/02/2021	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 1,135.00
EFT148700	04/03/2021	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 40.00
EFT148868	11/03/2021	SOUTHERN TOOL AND FASTENER CO	Hardware and Tool Supplies - Various	\$ 87.42
EFT148871	11/03/2021	SPIRAL CONSULTING	Professional Fees - Chair NAC Advisory Group	\$ 6,000.00
EFT148703	04/03/2021	SPORTSWORLD OF WA	Sport Equipment - ALAC	\$ 4,016.10
EFT148568	25/02/2021	STAR SALES AND SERVICE	Hardware Supplies/Tools	\$ 16,390.00
EFT148705	04/03/2021	STAR SALES AND SERVICE	Hardware Supplies/Tools	\$ 983.35
EFT148872	11/03/2021	STAR SALES AND SERVICE	Hardware Supplies/Tools	\$ 124.20
EFT148569	25/02/2021	STATEWIDE BEARINGS	Vehicle Parts/Maintenance	\$ 20.00
EFT148873	11/03/2021	STATEWIDE BEARINGS	Vehicle Parts/Maintenance	\$ 767.73
EFT148823	11/03/2021	STATEWIDE RACKING & STORAGE SOLUTIONS	Shelving/Panel Supplies	\$ 2,112.63
EFT148839	11/03/2021	STEPHANIE ANNE WRIGHT MORRIGAN	EAP Services	\$ 726.00
EFT148411	18/02/2021	STEWART AND HEATON CLOTHING PTY LTD	Staff Uniforms	\$ 288.87
EFT148874	11/03/2021	STEWART AND HEATON CLOTHING PTY LTD	Staff Uniforms	\$ 2,435.69
EFT148706	04/03/2021	STIRLING PRINT	Printing Services	\$ 160.00
EFT148876	11/03/2021	STIRLING PRINT	Printing Services	\$ 262.00
EFT148877	11/03/2021	SUGG'S TIMBER MACHINING	Timber Window Supplies - Rural Town Hall Upgrades	\$ 5,157.97
EFT148388	18/02/2021	SUPA IGA NORTH ROAD	Groceries - Various	\$ 25.46
EFT148684	04/03/2021	SUPA IGA NORTH ROAD	Groceries - Various	\$ 27.27
EFT148413	18/02/2021	SUPERCHEAP AUTOS	Parts - Fleet	\$ 20.10
EFT148710	04/03/2021	SUPERCHEAP AUTOS	Parts - Fleet	\$ 734.10
EFT148574	25/02/2021	SYNERGY	Electricity Charges	\$ 71,020.57
EFT148712	04/03/2021	SYNERGY	Electricity Charges	\$ 3,497.68
EFT148879	11/03/2021	SYNERGY	Electricity Charges	\$ 3,103.78
EFT148414	18/02/2021	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 1,019.24
EFT148575	25/02/2021	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 2,844.14
EFT148713	04/03/2021	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 38.21

**CITY OF ALBANY
TRUST, CHEQUES AND ELECTRONIC FUND TRANSFER PAYMENTS
FOR THE PERIOD ENDING 15 MARCH 2021**

ELECTRONIC FUND TRANSFER PAYMENTS

EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT148880	11/03/2021	T & C SUPPLIES PTY LTD	Hardware/Tool/Other Supplies	\$ 670.88
EFT148477	25/02/2021	TANJA COLBY DESIGNS	Stock - Forts Store	\$ 100.00
EFT148777	11/03/2021	TANJA COLBY DESIGNS	Stock - Forts Store	\$ 50.00
EFT148469	25/02/2021	T CATHERALL	Staff Reimbursement	\$ 18.20
EFT148576	25/02/2021	TARGA WEST P/L	Sponsorship Fees - Targa Sprint	\$ 6,000.00
EFT148415	18/02/2021	THE 12 VOLT WORLD	Fleet and Plant Parts, Repairs and Maintenance	\$ 105.00
EFT148579	25/02/2021	THE 12 VOLT WORLD	Fleet and Plant Parts, Repairs and Maintenance	\$ 23.00
EFT148714	04/03/2021	THE 12 VOLT WORLD	Fleet and Plant Parts, Repairs and Maintenance	\$ 1,430.00
EFT148342	18/02/2021	THE FIXUPPERY	Cleaning Services Q18036	\$ 645.52
EFT148651	04/03/2021	THE FIXUPPERY	Cleaning Services Q18036	\$ 1,108.00
EFT148794	11/03/2021	THE FIXUPPERY	Cleaning Services Q18036	\$ 2,952.51
EFT148373	18/02/2021	THE LITTLE GROVE CHALET COMMITTEE INC	Funding - Limestone for Chalets	\$ 1,449.80
EFT148383	18/02/2021	THE MUFFIN QUEEN	Catering	\$ 1,400.00
EFT148532	25/02/2021	THE MUFFIN QUEEN	Catering	\$ 100.00
EFT148682	04/03/2021	THE MUFFIN QUEEN	Catering	\$ 50.00
EFT148840	11/03/2021	THE MUFFIN QUEEN	Catering	\$ 1,575.00
EFT148695	04/03/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	Call Out Centre Services	\$ 986.65
EFT148423	18/02/2021	THE UNIVERSITY OF WESTERN AUSTRALIA	Friends of UWA Albany Annual Subscription Renewal	\$ 25.00
EFT148433	18/02/2021	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising Costs	\$ 9,703.85
EFT148894	11/03/2021	THE WEST AUSTRALIAN NEWSPAPERS LIMITED	Advertising Costs	\$ 6,695.83
EFT148416	18/02/2021	THINKWATER ALBANY	Reticulation Supplies - Middleton Beach Public Realm Enhancement	\$ 28,721.77
EFT148715	04/03/2021	THINKWATER ALBANY	Reticulation Supplies	\$ 2,806.52
EFT148882	11/03/2021	THINKWATER ALBANY	Reticulation Supplies	\$ 798.02
EFT148417	18/02/2021	TOLL TRANSPORT	Courier Services	\$ 1,627.19
EFT148581	25/02/2021	TOLL TRANSPORT	Courier Services	\$ 820.44
EFT148716	04/03/2021	TOLL TRANSPORT	Courier Services	\$ 152.57
EFT148418	18/02/2021	TOTAL GREEN RECYCLING	Transport and Processing of E-Waste Q20025	\$ 3,104.15
EFT148881	11/03/2021	T-QUIP	Vehicle Parts/Maintenance	\$ 2,562.05
EFT148560	25/02/2021	TRACY SLEEMAN	Councillor Allowances and Sitting Fees	\$ 2,935.67
EFT148583	25/02/2021	TRAILBLAZERS	Employee PPE	\$ 354.20
EFT148420	18/02/2021	TRUCKLINE	Fleet and Plant Parts, Repairs and Maintenance	\$ 154.73

Document Number	Description	Date Sent / Received
EDR21125950	Copy of Executed Document Item: N/A Re: C18010 (c) - Supply and lay of asphalt - Capital works 20/21 - package of works Parties: WCP Civil Pty Ltd Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	16/02/2021
EDR21126044	Copy of Executed Document Item: N/A Re: Application only for BBRF round 5 community investment for 2026 project leveraging city contribution of \$405,000 plus in kind being 60% with a grant request of \$270,000 for a total project of \$675,000. Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer (online)	17/02/2021
EDR21126045	Copy of Executed Document Item: N/A Re: Application only for BBRF round 5 surf reef leveraging state government funding of \$4.5m and city contribution of \$500,000 plus in kind being 50% with a grant request of \$5m being a total of \$10m Parties: Application only - Department of Infrastructure, Transport, Regional Development and Communications Signed by Andrew Sharpe Chief Executive Officer (online)	17/02/2021
EDR21126112	Copy of Executed Document Item: N/A Re: Invoice for approval - within budget Parties: Mastec Australia Pty Ltd Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	18/02/2021
EDR21126118	Copy of Executed Document Item: N/A Re: Second claims for RPG funding on Sanford Road reconstruction & Blackspot Spencer / Stirling intersection Parties: Main Roads Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	18/02/2021

Document Number	Description	Date Sent / Received
EDR21126119	Copy of Executed Document Item: N/A Re: Commodities funding 1st claim for Mindijup Road SLK 5.6-6.23 Parties: Main Roads Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	18/02/2021
EDR21126121	Copy of Executed Document Item: N/A Re: Application only for BBRF round 5 Motorplex leveraging state government funding of \$4.4m and city contribution of \$1,000,000 plus in kind being 50% with a grant request of \$5.4m being a total of \$10.8m. Parties: Application only - Department of Infrastructure, Transport, Regional Development and Communications Signed by: Andrew Sharpe Chief Executive Officer (online)	18/02/2021
EDR21126122	Copy of Executed Document Item: N/A Re: Application only Department of Planning Princess Royal Harbour hazard assessment - investigation \$75k requested with matching \$75k COA cash Parties: Application only - Department of Planning Signed by: Andrew Sharpe Chief Executive Officer (online)	18/02/2021
EDR21126257	Copy of Executed Document Item: N/A Re: Contractor agreement for Donna Cameron Design to undertake temporary role of town hall opening festival coordinator Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	22/02/2021
EDR21126274	Copy of Executed Document Item: N/A Re: Application only to the Department of Planning, Lands and Heritage - heritage sponsorship program for a grant of \$20,000, with other leveraged grant funding being applied for with \$50,000 from the COA = total project will be \$129,000 Parties: N/A	22/02/2021

Document Number	Description	Date Sent / Received
	Signed by: Andrew Sharpe Chief Executive Officer (1 copy)	
EDR21126452	Copy of Executed Document Item: OCM 23rd March 2021 Re: To meet legislative requirements under the Commercial Tenancies (covid-19 response) Act 2020 & WA Code of Conduct where the emergency period was extended from 30 September 2020 to 28 March 2021 further rent relief must be considered, on application. Parties: Redacted Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	24/02/2021
EDR21126567	Copy of Executed Document Item: OCM 23/03/2021 Re: Annual environmental report for the City of Albany's Hanrahan Road landfill, required to be submitted to the Department of Environmental Regulations as a part of the licence conditions. Parties: Department of Environmental Regulations Signed by: Andrew Sharpe, Chief Executive Officer	25/02/2021
EDR21126568	Copy of Executed Document Item: OCM 23/03/2021 Re: Albany Artificial Reef RFIF 2020/21 - the design, construction, delivery and installation of an artificial reef in the waters adjacent to Albany, Western Australia - with a view to providing safe, sustainable, accessible and enjoyable fishing opportunities for both local and visiting recreational fishers; increase fish production through habitat enhancement; boost local economy by providing job and business opportunities; and increase research on recreational fishing impacts Parties: Department of Primary Industries and Regional Development \$950,000 grant Signed by: Andrew Sharpe, Chief Executive Officer	25/02/2021
EDR21126712	Copy of Executed Document Item: N/A Re: BA1 Building application for roof over outdoor dining area at Garrisons restaurant Parties: N/A	03/03/2021

REPORT ITEM CCS334 REFERS TO

Document Number	Description	Date Sent / Received
	Signed by: Andrew Sharpe, Chief Executive Officer	
EDR21126713	Copy of Executed Document Item: N/A Re: Development approval application - new signage at Town Hall Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	03/03/2021
EDR21126815	Copy of Executed Document Item: N/A Re: Award of Contract for P21003 - Energy supplier (Walga agreement) Parties: Synergy Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	05/03/2021
EDR21126823	Copy of Executed Document Item: AR087 - 23/03/2021 Re: The compliance audit return (car) has to be certified by the Mayor and CEO prior to submission on the Dept. of Local Government's portal. Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (1 copy)	05/03/2021
EDR21126849	Copy of Executed Document Item: N/A Re: Award of Equote for P21013 - Middleton Beach drainage works Parties: WCP Civil Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)	05/03/2021
EDR21127207	Copy of Executed Document Item: N/A Re: Development application for lot 10 Baxteri Road, Cheyne Beach - proposed development of a garage, patio and water tank Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer	11/03/2021
EDR21127209	Copy of Executed Document Item: N/A	11/03/2021

Document Number	Description	Date Sent / Received
	<p>Re: Development application for 77-78 Vancouver street, Albany - Vancouver Arts Centre for installation of replacement and new signage boards to promote activities and events held in the centre Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	
EDR21127211	<p>Copy of Executed Document Item: N/A Re: Development application for 217 York Street, Albany - Town Hall for installation of new curtain track, pelmet, curtains and blinds in the upstairs auditorium in the town hall. Required due to the heritage significance of the building and the COA has to refer it to state heritage for comment Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	11/03/2021
EDR21127213	<p>Copy of Executed Document Item: N/A Re: Award of Walga Equote for P21002 provision of traffic control Parties: Advanced Traffic Management Signed by: Andrew Sharpe, Chief Executive Officer (1 copy)</p>	11/03/2021
NCSR21126079	<p>Copy of Common Seal Document Item: N/A Re: WAPC 152896 - Lot 9004 Albatross Drive Bayonet Head Section 70a - fire management plan requirements as per condition 14 or WAPC approval Parties: N/A Signed by: Andrew Sharpe Chief Executive Officer and Dennis Wellington Mayor (1 copy)</p>	18/02/2021
NCSR21126711	<p>Copy of Common Seal Document Item: N/A Re: Removal of Section 70a regarding ancillary accommodation on 555 Frenchman Bay Road Little Grove Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer and Dennis Wellington, Mayor (1 copy)</p>	03/03/2021

Document Number	Description	Date Sent / Received
NCSR21126828	<p>Copy of Common Seal Document Item: N/A Re: The City has been progressing realignment of Range Road. In order to progress to settlement, the city need to be able to produce the Certificates of Title for lots 45, 4743 and 39. The City does not have the CT for Lot 45 and therefore statutory declarations and an application for new title needs the signatures of the CEO and Mayor and affixing of the common seal Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (1 copy)</p>	05/03/2021
NCSR21126831	<p>Copy of Common Seal Document Item: DIS245 - OCM 21/02/2021 Re: Local Planning Scheme No. 1, Amendment No. 35 - Rezoning Lot 5780, Down Road South, Drome, from Priority Agriculture zone to Special Use Zone and adding text to Schedule 4 of the scheme. Prepared for the Department of Planning, Lands and Heritage to assess and grant approval for advertising. Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (2 copies)</p>	05/03/2021
NCSR21126840	<p>Copy of Common Seal Document Item: N/A Re: Signing of contracts for C20019 processing of FOGO (food organic & garden organic) waste Parties: The trustee for Soil Solutions Family Trust Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (2 copies)</p>	05/03/2021
NCSR21126994	<p>Copy of Common Seal Document Item: N/A Re: Signing of contracts for C21001 Lower King and Emu Point boating facility upgrades Parties: Walcon Marine Australasia Pty Ltd</p>	08/03/2021

REPORT ITEM CCS334 REFERS TO

Document Number	Description	Date Sent / Received
	Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (2 copies)	
NCSR21127219	Copy of Common Seal Document Item: N/A Re: WAPC - 159880 Lot 9 Myola Drive, Kalgan. As per conditions 7 & 8 - regarding water supply and reticulated sewage not available to these lot(s) Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (1 copy)	11/03/2021
NCSR21127220	Copy of Common Seal Record Item: N/A Re: WAPC 157963 - 1x Section 70a's notifications & 1x Restrictive covenant. As per conditions 3, 4 & 6 - notification advising no sewer available. Restrictive covenant advising land can't be built on in Bal 40 or FZ, and advising no building of effluent disposal outside of building envelope Parties: N/A Signed by: Andrew Sharpe, Chief Executive Officer & Dennis Wellington, Mayor (1copy)	11/03/2021



Harvest Road Lease Area – Reserve 42964, Emu Point

**LOCAL GOVERNMENT ACT 1995
CITY OF ALBANY
JETTIES, BRIDGES, BOAT PENS AND SWIMMING STRUCTURES
AMENDMENT LOCAL LAW 2021**

1. Enabling Legislation

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Albany resolved on _____ to make the following local law.

2. Citation

This local law may be cited as the City of Albany Jetties, Bridges, Boat Pens and Swimming Structures Amendment Local Law 2021.

3. Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

4. Principal local law amended

In this local law, the City of Albany Jetties, Bridges, Boat Pens and Swimming Structures Local Law 2020, as published in the Government Gazette on 6 October 2020 is referred to as the principal local law. The principal local law is amended.

5. Clause 1.5 amended

In clause 1.5, insert the definition of 'Land', and a definition of 'Ellen Cove Jetty'.

Ellen Cove Jetty means the structure located at, and extends from the coastal boundary of Lot 651, 2 Flinders Parade, Middleton Beach WA.

land means that part of the earth's surface that is not covered by water, for the purpose of this local law land vested in the care and control of the local government above the mean high water mark;

6. Clause 1.5 amended:

In clause 1.5 amend the definition of *designated area by deleting* "4.6" and inserting "4.5".

7. Clause 2.2 amended

In clause 2.2, delete each occurrence of the words 'the jetties' and replace them with the words 'a jetty'.

8. Clause 2.3 amended

In clause 2.3(2), delete "3.2(2)(a)" and insert "3.5".

9. Clause 2.19 amended

In clause 2.19(a), delete the word "filth,".

10. Clause 3.8 amended

In clause 3.8(1), delete '4.8' and insert "4.7".

11. Clause 3.9 amended

In clause 3.9(3) delete both instances of "7 days" and replace with "28 days".

12. Clause 4.4 amended

Delete clause 4.4, renumber following clauses accordingly.

13. Clause 5.2 amended

In clause 5.2(3), insert the words 'by resolution' after the word 'decide'.

14. Clause 5.2 amended

After clause 5.2(8), insert the following:

(9) This local law is subject to any written law and law of the Commonwealth about assistance animals as defined in the *Disability Discrimination Act 1992* (Cth).

(10) The prohibition of animals in or on any part of the pen system does not apply to assistance animals.

Dated this: day of2021.

The Common Seal of the City of Albany was affixed by the authority of the resolution of Council in the presence of:

.....
Dennis Wellington
Mayor

.....
Andrew Sharpe
Chief Executive Officer



PERTH, TUESDAY, 2 FEBRUARY 2021 No. 24 SPECIAL

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LOCAL GOVERNMENT ACT 1995

**LOCAL GOVERNMENT (MODEL
CODE OF CONDUCT)
REGULATIONS 2021**

Western Australia

Local Government (Model Code of Conduct) Regulations 2021

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Part 9A — Minor breaches by council members

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amended

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Local Government (Model Code of Conduct) Regulations 2021

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Defined terms

Local Government Act 1995

**Local Government (Model Code of Conduct)
Regulations 2021**

SL 2021/15

Made by the Governor in Executive Council.

Part 1 — Preliminary

1. Citation

These regulations are the *Local Government (Model Code of Conduct) Regulations 2021*.

2. Commencement

These regulations come into operation as follows —

- (a) Part 1 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on the day on which the *Local Government Legislation Amendment Act 2019* sections 48 to 51 come into operation.

Local Government (Model Code of Conduct) Regulations 2021

Part 2 Model code of conduct

r. 3

Part 2 — Model code of conduct

3. Model code of conduct (Act s. 5.103(1))

The model code of conduct for council members, committee members and candidates is set out in Schedule 1.

Local Government (Model Code of Conduct) Regulations 2021

Repeal and consequential amendments

Part 3

Repeal

Division 1**r. 4****Part 3 — Repeal and consequential amendments****Division 1 — Repeal**

4. ***Local Government (Rules of Conduct) Regulations 2007***
repealed

The *Local Government (Rules of Conduct) Regulations 2007* are repealed.

Division 2 — Other regulations amended

5. ***Local Government (Administration) Regulations 1996***
amended
- (1) This regulation amends the *Local Government (Administration) Regulations 1996*.
- (2) After regulation 34C insert:

Part 9A — Minor breaches by council members**34D. Contravention of local law as to conduct**
(Act s. 5.105(1)(b))

- (1) In this regulation —
local law as to conduct means a local law relating to the conduct of people at council or committee meetings.
- (2) The contravention of a local law as to conduct is a minor breach for the purposes of section 5.105(1)(b) of the Act.

Local Government (Model Code of Conduct) Regulations 2021

Part 3 Repeal and consequential amendments

Division 2 Other regulations amended

r. 6

6. Local Government (Audit) Regulations 1996 amended

- (1) This regulation amends the *Local Government (Audit) Regulations 1996*.
- (2) In regulation 13 in the Table:
 - (a) under the heading “**Local Government Act 1995**” delete “s. 5.103” and insert:

s. 5.104

- (b) delete:

Local Government (Rules of Conduct) Regulations 2007		
r. 11		

7. Local Government (Constitution) Regulations 1998 amended

- (1) This regulation amends the *Local Government (Constitution) Regulations 1998*.
- (2) In Schedule 1 Form 7 delete “*Local Government (Rules of Conduct) Regulations 2007.*” and insert:

code of conduct adopted by the ³ under section 5.104 of the *Local Government Act 1995*.

Local Government (Model Code of Conduct) Regulations 2021Model code of conduct **Schedule 1**Preliminary provisions **Division 1****cl. 1****Schedule 1 — Model code of conduct**

[r. 3]

Division 1 — Preliminary provisions**1. Citation**

This is the *[insert name of local government] Code of Conduct for Council Members, Committee Members and Candidates.*

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

Division 2 — General principles**3. Overview of Division**

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

(a) act with reasonable care and diligence; and

(b) act with honesty and integrity; and

(c) act lawfully; and

(d) identify and appropriately manage any conflict of interest; and

(e) avoid damage to the reputation of the local government.

Local Government (Model Code of Conduct) Regulations 2021**Schedule 1** Model code of conduct**Division 2** General principles**cl. 5**

- (2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
- (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Local Government (Model Code of Conduct) Regulations 2021Model code of conduct **Schedule 1**Behaviour **Division 3****cl. 7****Division 3 — Behaviour****7. Overview of Division**

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

Local Government (Model Code of Conduct) Regulations 2021**Schedule 1** Model code of conduct**Division 3** Behaviour**cl. 10**

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

Local Government (Model Code of Conduct) Regulations 2021Model code of conduct **Schedule 1**Behaviour **Division 3****cl. 13**

-
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
- (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
- (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
- (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and

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cl. 14

- (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 — Rules of conduct

Notes for this Division:

- 1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
- 2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

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- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

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20. Relationship with local government employees

- (1) In this clause —
local government employee means a person —
- (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
- (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

- (1) In this clause —
closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

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confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —
- interest** —
- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.

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- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

N. HAGLEY, Clerk of the Executive Council.

Local Government (Model Code of Conduct) Regulations 2021

Defined terms

Defined terms

*[This is a list of terms defined and the provisions where they are defined.
The list is not part of the law.]*

Defined term	Provision(s)
Act.....	Sch. 1 cl. 2(1)
candidate	Sch. 1 cl. 2(1)
closed meeting	Sch. 1 cl. 21(1)
complaint	Sch. 1 cl. 2(1)
confidential document.....	Sch. 1 cl. 21(1)
document.....	Sch. 1 cl. 21(1)
electoral purpose	Sch. 1 cl. 17(1)
interest.....	Sch. 1 cl. 22(1)
local government employee	Sch. 1 cl. 20(1)
non-confidential document	Sch. 1 cl. 21(1)
publish.....	Sch. 1 cl. 2(1)
resources of a local government.....	Sch. 1 cl. 17(1)

**Complaint About Alleged Breach Form -
Code of conduct for council members, committee members and
candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

- NOTE:** A complaint about an alleged breach must be made —
- (a) in writing in the form approved by the local government
 - (b) to an authorised person
 - (c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____ <div style="display: flex; justify-content: space-around;"><u>Given Name(s)</u><u>Family Name</u></div>

Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____

Name of the local government (city, town, shire) concerned:

Name of council member, committee member, candidate alleged to have committed the breach:

State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20_____

SIGNED:
Complainant's signature:
Date of signing: _____ / _____ / 20_____

Received by Authorised Officer
Authorised Officer's Name:
Authorised Officer's Signature:
Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to: (insert email/postal address)



Department of
Local Government, Sport
and Cultural Industries



*Local Government
Act 1995 Review*
agile • smart • inclusive



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination

***Local Government (Administration) Amendment
Regulations 2021***

February 2021

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Preface

The *Local Government Legislation Amendment Act 2019* includes a requirement for model standards covering the recruitment and selection, performance review and termination of employment of local government Chief Executive Officers (CEOs). These reforms are intended to ensure best practice and greater consistency in these processes between local governments.

The accompanying guidelines outline the recommended practice for local governments in undertaking these processes. These guidelines will assist local governments in meeting the model standards prescribed in the *Local Government (Administration) Amendment Regulations 2021*.

The standards and guidelines have been developed by the Department of Local Government, Sport and Cultural Industries (Department), in consultation with representatives from the Public Sector Commission, the Ombudsman, the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LGPro). The Department gratefully acknowledges the participation and contribution of these representatives.

The Department notes that the content of these guidelines does not necessarily reflect the views or policies of the organisations or individuals that have been consulted.

Part 1 – Recruitment and Selection

One of the fundamental roles of the council is the employment of the local government's CEO. The CEO is responsible for implementing the council's strategic vision and leading the local government administration.

Principles

A local government must select a CEO in accordance with the principles of merit, equity and transparency. A local government must not exercise nepotism, bias or patronage in exercising its powers. Additionally, a local government must not unlawfully discriminate against applicants. Section 5.40 of the *Local Government Act 1995* (Act) lists a number of general principles of employment that apply to local governments.

Recruitment and Selection Standard

The minimum standard for recruitment and selection will be met if:

- S1.1** The council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.
- S1.2** The council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.
- S1.3** The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.
- S1.4** The local government attracts applicants through a transparent, open and competitive process (this is not necessary for vacancies of less than one year). The local government must advertise a vacancy for the position of CEO in the manner prescribed.
- S1.5** The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.
- S1.6** The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.
- S1.7** The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

Recruitment and Selection Standard cont.

- S1.8** The appointment is made impartially and free from nepotism, bias or unlawful discrimination.
- S1.9** The council has endorsed by absolute majority the final appointment.
- S1.10** The council has approved the employment contract by absolute majority.
- S1.11** The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

Guidelines

Recruitment and selection process

The council of the local government should act collectively throughout the recruitment and selection process. To uphold the integrity of the process, the council must resist any attempt to influence the outcome through canvassing or lobbying.

The local government should carefully consider the role of the CEO. This includes the CEO's legislated powers and functions and their role as the head of the administrative arm of the local government. In determining the selection criteria for the position of CEO, it will be important for a local government to consider the needs of the community and the specific skills and experience that will be required of the CEO in that particular local government. The competencies the council looks for in its CEO should reflect the council's strategic community plan.

Once the essential skills and experience which form the selection criteria for the position have been established, the local government must set out the selection criteria (essential and desirable) and the responsibilities of the position in a Job Description Form (JDF). If emphasis is placed on certain selection criteria, this should be highlighted in the JDF so that applicants are aware of this. For example, some level of project management experience will usually be an important criterion, but if the local government is undertaking a major development such as a new recreation centre, added emphasis may need to be given to this criterion.

The JDF must be approved by an absolute majority of the council.

Advertising

The local government should ensure that applicants are clearly informed about the application process, such as the application requirements, the closing date for applications and how applications are to be submitted. It is essential that this process is transparent and that each step in the process is documented. Associated records must be kept in a manner consistent with the *State Records Act 2000* (WA).

It is a requirement that a local government is to give Statewide public notice if the position of CEO becomes vacant. Statewide public notice must contain:

- details of the remuneration and benefits offered;
- details of the place where applications are to be submitted;
- the date and time applications close;
- the duration of the proposed contract;
- a web address where the JDF can be accessed;
- contact details for a person who can provide further information; and
- any other relevant information.

In order to attract the best possible pool of applicants for the position of CEO, it is recommended that local governments use a diverse range of advertising methods, mediums and platforms (in addition to the advertising requirement under section 5.36(4) of the Act). For example:

- advertising on the local government's website;
- posting on online jobs boards (e.g. SEEK);
- sharing the advertisement via professional networks; and
- undertaking an executive search.

A local government must publicly advertise the CEO position if the same person has remained in the job for 10 consecutive years. This requirement does not prevent the incumbent CEO from being employed for another term, provided they are selected in accordance with the standards for recruitment and selection.

Selection panel and independent person

Local governments are required to establish a selection panel to conduct and facilitate the recruitment and selection process. The selection panel should be made up of elected members (the number of which is determined by the council) and must include at least one independent person. The independent person cannot be a current elected member, human resources consultant, or staff member of the local government. Examples of who the independent person could be include:

- former elected members or staff members of the local government;
- former or current elected members (such as a Mayor or Shire President) or staff members of *another* local government;
- a prominent or highly regarded member of the community; or
- a person with experience in the recruitment of CEOs and senior executives.

The panel are responsible for assessing applicants and making a recommendation to council regarding the most suitable applicant or applicants. The essence of the role of an independent panel member is to bring an impartial perspective to the process and reduce any perception of bias or nepotism.

It is essential that prior to a person's appointment to a selection panel they are informed of the duties and responsibilities of their role and that of the panel. It is recommended that local governments develop a policy or terms of reference to facilitate this process that incorporate the standards for recruitment at Division 2 of the *Local Government (Administration) Amendment Regulations (No.2) 2020*. A policy should include important information that outlines:

- The primary functions of the panel;
- Roles and responsibilities panel members;
- Composition of the panel;
- Duration of term;
- Desirable criteria for appointment to the panel;
- A requirement that panel members sign a confidentially agreement and agree to the duties and responsibilities of their role; and
- Any other information the local government deems necessary for the panel to effectively carry out their role.

Independent human resources consultant

A local government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process (or any aspect of it). A member of the human resources team within a local government must not be involved in the recruitment of a new CEO.

The consultant should not be associated with the local government or any of its council members. The consultant can be an independent human resources professional, recruitment consultant, or recruitment agency.

An independent human resources consultant can provide advice to the selection panel on how to conduct the recruitment process, or a local government may engage a consultant to support it in undertaking certain aspects of the recruitment process, such as one or more of the following:

- development or review of the JDF;
- development of selection criteria;
- development of assessment methods in relation to the selection criteria;
- drafting of the advertisement;
- executive search;
- preliminary assessment of the applications;
- shortlisting;
- drafting questions for interview;
- coordinating interviews;
- preparing the selection summary assessment and recommendation;

- arranging for an integrity check and/or police clearance; and
- assisting the council in preparing the employment contract.

The consultant is not to be directly involved in determining which applicant should be recommended for the position, their role is not one of decision-maker.

It is recommended that rigorous checks be conducted on any independent consultants before they are engaged to ensure they have the necessary skills and experience to effectively assist the council. Local government recruitment experience may be beneficial but is not a requirement.

The independent human resources consultant must be able to validate their experience in senior executive recruitment and appointments. It is important to note that if the local government uses a consultant or agency to assist in finding applicants, they will require an employment agent licence under the *Employment Agents Act 1976* (WA).

A good independent human resources consultant will bring expertise, an objective perspective and additional human resources to what is a complex and time-consuming process. Given the time and effort involved in finding a competent CEO, and the cost of recruiting an unsuitable CEO, there can be a good business case for spending money on a human resources consultant.

If a decision is made to engage an independent human resources consultant, it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with them. In order to manage the contract efficiently, and ensure an effective outcome, regular contact with the consultant is required during the recruitment process. As with any contractor engagement, the local government must ensure their procurement and tender processes comply with the Act and the procurement policy of the local government.

Council's responsibilities

A human resources consultant cannot undertake the tasks for which the council is solely responsible. An independent consultant cannot and should not be asked to:

- Conduct interviews: This should be done by the selection panel. However, council may decide to interview applicants recommended by the selection panel. A consultant can provide support with interviews, providing advice on the recruitment and selection process and writing up recommendations. The consultant may also arrange referee reports and checks of applicants.
- Make the decision about who to appoint to the position of CEO: Only the council can make this decision, drawing upon advice from the selection panel.
- Negotiate the terms and conditions of employment: Noting that the consultant should be able to provide advice on remuneration constraints and other terms and conditions.

Creating Diversity

In order to ensure all applicants are given an equal opportunity for success, selection methods need to be consistent and objective. In a structured interview, each applicant should have the opportunity to answer the same primary questions with follow-up questions used to illicit further detail or clarification. Behavioural-based interview

questions are objective and gauge the applicants' suitability, reducing biases in assessment (see examples below).

Basing a selection decision on the results of a number of selection methods can help to reduce procedural shortcomings and ensure the best applicant is chosen. Psychometric, ability and aptitude testing are considered to be valid, reliable and objective. While applicants with extensive experience and reputable education may appear to be more qualified, an objective assessment of each person's ability and personal traits can help to provide a clearer picture of the applicant.

Where possible, it is recommended that local governments ensure diversity on the selection panel. This may be achieved by ensuring gender, ethnicity, age and experiential diversity is represented on the panel. Diversity is also a consideration when selecting an independent person for the selection panel, particularly where there is a lack of diversity on the council. A diverse selection panel will assist in making quality decisions regarding suitable applicants.

Individuals are often unaware of biases they may have. For this reason, it is helpful for the selection panel to undertake training about unconscious biases. Awareness of unconscious biases assists individuals in preventing those biases from interfering in their decision making. For example, if there are considerable discrepancies in the assessment scores between two panel members, discussion will be required to ensure bias has not influenced these scores. Allowing team members to acknowledge and recognise prejudices is essential to managing those biases. The following biases should be addressed:

- "Similar-to-me" effect - if interviewers share the same characteristics with the applicants or view those characteristics positively, they are more likely to score them highly;
- "Halo" effect – interviewers may let one quality (such as race, gender, looks, accent, experience, etc.) positively or negatively affect the assessment of the applicant's other characteristics.

Due Diligence

It is essential that the local government ensures that the necessary due diligence is undertaken to verify an applicant's qualifications, experience and demonstrated performance. This includes:

- verifying an applicant's qualifications such as university degrees and training certificates;
- verifying the applicant's claims (in relation to the applicant's character, details of work experience, skills and performance) by contacting the applicant's referees. Referee reports should be in writing in the form of a written report, or recorded and verified by the referee;
- requesting that an applicant obtains a national police clearance as part of the application process; and
- ensuring no conflicts of interests arise by looking to outside interests such as board membership and secondary employment.

A council may wish to contact a person who is not listed as an applicant's referee,

such as a previous employer. This may be useful in obtaining further information regarding an applicant's character and work experience, and verifying related claims. The applicant should be advised of this and be able to provide written comments to the council.

A search of social media and whether an applicant has an online presence may also assist in identifying potential issues. For example, an applicant may have expressed views which are in conflict with the local government's values. This should be made clear in the application information. To ensure the integrity of the recruitment process, a council must act collectively when performing due diligence.

Selection

Once the application period closes, the selection panel, or consultant on behalf of the selection panel, must assess applications and identify a shortlist of applicants to be interviewed.

In shortlisting applicants for the interview phase, the selection panel should consider the transferable skills of applicants and how these would be of value in the role of CEO. The selection panel should not overlook applicants who do not have experience working in the local government sector.

It is important that the assessment process is consistent for all applicants. For example, each applicant is asked the same interview questions which are related to the selection criteria and each are provided with the same information and undertake the same assessments.

Elected members should declare any previous association with an applicant or any potential conflict of interest at the time of shortlisting if they are part of the selection panel. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If the potential conflict of interest is significant or a member's relationship with an applicant may result in claims of nepotism, patronage or bias, the council may need to consider whether to exclude the elected member from the process. The decision should be documented and recorded for future reference.

Selecting an applicant should be based on merit; that is, choosing an applicant that is best suited to the requirements of the position and the needs of the local government. This involves the consideration and assessment of applicants' skills, knowledge, qualifications and experience against the selection criteria required for the role. As part of the selection process, a council may consider it appropriate for each of the preferred candidates to do a presentation to council.

The appointment decision by the council should be based on the assessment of all measures used, including:

- assessment technique(s) used (e.g. interview performance);
- quality of application;
- referee reports;
- verification and sighting of formal qualifications and other claims provided by the applicant; and
- other vetting assessments used (e.g. police checks, integrity checks, etc.).

Employment contract

In preparing the CEO's employment contract, the council must ensure the contract includes the necessary provisions required under section 5.39 of the Act and associated regulations.

Section 5.39 of the Act provides that a CEO's employment contract must not be for a term exceeding five years. The term of a contract for an acting or temporary position cannot exceed one year.

Further, the employment contract is of no effect unless it contains:

- the expiry date of the contract;
- the performance review criteria; and
- as prescribed under regulation 18B of the Administration Regulations, the maximum amount of money (or a method of calculating such an amount) to which the CEO is to be entitled if the contract is terminated before the expiry date. The amount is not to exceed whichever is the lesser of:
 - the value of one year's remuneration under the contract; or
 - the value of the remuneration that the CEO would have been entitled to, had the contract not been terminated.

It is recommended that the council seeks independent legal advice to ensure that the contract is lawful and able to be enforced. In particular, advice should be sought if there is any doubt as to the meaning of the provisions of the contract.

Councils should be aware that CEO remuneration is determined by the Salaries and Allowances Tribunal and the remuneration package may not fall outside the band applicable to the particular local government.

The CEO's employment contract should clearly outline grounds for termination and the termination process in accordance with the standards in regulations.

The council of the local government must approve, by absolute majority, the employment contract and the person they appoint as CEO.

Appointment

A decision to make an offer of employment to a preferred applicant must be made by an absolute majority of council. If the preferred applicant accepts the offer and the proposed terms of the contract without negotiation, there is no further requirement for council to endorse the applicant and the contract. However, if there is a process of negotiation to finalise the terms and conditions of the contract, council is required to endorse the appointment and approve the CEO's employment contract by absolute majority. In both instances, the employment contract must be signed by all parties.

The council should notify both the successful individual and the remaining unsuccessful applicants as soon as possible before publicly announcing the CEO appointment.

The successful applicant should not commence duties with the local government as CEO until the employment contract has been signed.

The unsuccessful applicants (including those not interviewed) should be notified of the outcome of their application. It is recommended that the local government creates a template letter for unsuccessful applicants that can be easily personalised with the applicants' details and sent out quickly.

The council should keep a record of their assessment of the unsuccessful applicant(s) and provide the unsuccessful applicant(s) with the opportunity to receive feedback on their application, or interview performance if they were granted an interview. Should an unsuccessful applicant request feedback, it is recommended that a member of the selection panel provides this. If a recruitment consultant is used, they may undertake this task.

Confidentiality

The local government should ensure that all information produced or obtained during the recruitment and selection process is kept confidential. This includes applicants' personal details, assessment details, the selection report and outcome of the process. This ensures privacy requirements are met and maintains the integrity of the process. It is recommended that selection panel members and councillors sign a confidentiality agreement to ensure that they are aware of their obligations.

CEO induction

Local governments should ensure that they provide the CEO with all of the necessary information on the local government's processes, policies, procedures and systems at the commencement of the CEO's employment.

New CEOs are eligible to participate in the Local Government CEO Support Program which is a joint initiative of the Department and LG Pro to provide mentoring and general support to those appointed to the position of CEO in a local government for the first time. The program runs for six to nine months from the time a CEO is appointed and involves the CEO being matched with a mentor that best meets their needs.

The program provides the CEO with an opportunity (through meetings and on-going correspondence) to discuss a wide range of issues with their appointed mentor in the strictest confidence. The program is aimed at addressing the individual needs of the CEO. Examples of issues that may be covered include the following:

- Role of the CEO
- Governance
- Strategic and long-term planning
- Legislative framework
- Relationships and dealing with council members
- Risk management
- Resource management
- Managing the business of Council
- Family considerations

Part 2 – Performance Review

Principles

The standards regarding CEO performance review are based on the principles of fairness, integrity and impartiality.

Performance Review Standards

The minimum standard for performance review will be met if:

- S2.1** Performance criteria is specific, relevant, measurable, achievable and time-based.
- S2.2** The performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.
- S2.3** The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.
- S2.4** The collection of evidence regarding performance outcomes is thorough and comprehensive.
- S2.5** Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.
- S2.6** The council has endorsed the performance review assessment by absolute majority.

Guidelines

Section 5.38 of the Act provides that, for a CEO who is employed for a term of more than one year, the performance of a CEO is to be reviewed formally at least once in every year of their employment.

In addition to this minimum requirement, it is recommended that the council engages in regular discussions with the CEO regarding their performance against the performance criteria, including progress and ways that the CEO can be supported. Any changes to the CEO's performance agreement such as changes to the performance criteria should also be discussed, and agreed to, between the council and the CEO, as the matter arises.

Employment contract and performance agreement

Section 5.39, of the Act requires the employment contract to specify the performance criteria for the purpose of reviewing the CEO's performance. This will include ongoing permanent performance criteria. A local government may wish to have a separate additional document called a "performance agreement" which includes the

performance review criteria in the employment contract, additional criteria (e.g. the performance indicators in relation to specific projects) and how the criteria will be assessed. The performance agreement should be negotiated and agreed upon by the CEO and the council. The performance agreement may also set out the CEO's professional development goals and outline a plan to achieve these goals.

Performance Criteria

Setting the performance criteria is an important step. One of the CEO's key responsibilities is to oversee the implementation of council's strategic direction, and so it is important to align the CEO's performance criteria to the goals contained in the council's Strategic Community Plan and Corporate Business Plan. Accordingly, as these plans are updated, the CEO's performance criteria should be updated to reflect the changes.

In leading the administrative arm of a local government, the CEO is responsible for undertaking core tasks, the achievement of which will contribute to the effectiveness of the council. It is important that the outcomes associated with these tasks are measurable and clearly defined. These could be in relation to:

- service delivery targets from the council's Strategic Community Plan;
- budget compliance;
- organisational capability;
- operational and project management;
- financial performance and asset management;
- timeliness and accuracy of information and advice to councillors;
- implementation of council resolutions;
- management of organisational risks;
- leadership (including conduct and behaviour) and human resource management; and
- stakeholder management and satisfaction.

Performance criteria should focus on the priorities of the council and, if appropriate, can be assigned priority weighting in percentages. The council and CEO should set goals related to target outcomes for future achievement in the performance criteria. Goals should be specific, measurable, achievable, relevant and time-based.

Following the determination of the performance criteria and goals, the council will need to determine how to measure the outcomes of each criteria. It is important to relate performance indicators to the selection criteria used in selecting the CEO. For example, if the CEO has been selected due to their financial experience and ability to improve the local government's finances, indicators regarding improved revenue and reduced expenses are obvious starting points.

Considering the context within which the local government is operating is important. For example, if a significant financial event occurs, such as a downturn in the economy, financial performance indicators will likely need to be adjusted. It is important that such contextual factors are given appropriate weighting and that goals are flexible to allow regular adjustment. Adjustments may be initiated by either the CEO or the council. Councils need to be realistic in terms of their expectations of a CEO's performance and provide appropriate resources and support to facilitate the

achievement of performance criteria.

Performance review panel

It is recommended that the council delegates the CEO performance review to a panel (e.g. comprising certain council members and an independent observer). The panel has a duty to gather as much evidence as possible upon which to base their assessments. The role of the review panel includes developing the performance agreement in the first instance, conducting the performance review and reporting on the findings and recommendations of the review to council. It is also recommended that council develop a policy to guide the performance review process. A policy might include the composition of the panel, primary functions, the role and appointment of an independent consultant, and the responsibilities of review panel members.

Independent consultant

If a council lacks the resources and expertise to meet the expected standard of performance review, the council should engage an external facilitator to assist with the process of performance appraisal and the development of the performance agreement. The local government should ensure that the consultant has experience in performance review and, if possible, experience in local government or dealing with the performance review of senior executives. The consultant should not have any interest in, or relationship with, the council or the CEO.

With guidance from the performance review panel, a consultant can facilitate the following tasks:

- setting performance criteria;
- preparing the performance agreement;
- collecting performance evidence;
- writing the performance appraisal report;
- facilitating meetings between the performance review panel;
- assisting with the provision of feedback to the CEO;
- formulating plans to support improvement (if necessary); and
- providing an objective view regarding any performance management-related matters between the concerned parties.

Assessing performance

It is a requirement of the regulations that the process by which the CEO's performance will be reviewed is documented and agreed to by both parties. Council and the CEO must also agree on any performance criteria that is in addition to what is specified in the CEO's contract of employment. The option to include additional criteria for performance review purposes by agreement provides a degree of flexibility for both parties in response to changing circumstances and priorities.

It is essential that CEO performance is measured in an objective manner against the performance criteria alone. It is important that reviews are impartial and not skewed by personal relationships between the review panel and the CEO. Close personal relationships between the panel members and the CEO can be just as problematic as extremely poor relationships. Evidence of CEO performance may come from an array of sources, many of which the CEO themselves can and should provide to the

council as part of regular reporting. These sources include:

- achievement of key business outcomes;
- interactions with the council and progress that has been made towards implementing the council's strategic vision;
- audit and risk committee reports;
- workforce metrics (e.g. the average time to fill vacancies, retention rate, information about why people leave the organisation and staff absence rate);
- incident reports (e.g. results of occupational health and safety assessments, the number and nature of occupational health and safety incident reports, and the number and nature of staff grievances);
- organisational survey results;
- relationships (e.g. with relevant organisations, stakeholder groups, and professional networks); and
- insights from key stakeholders (this could be done by way of a survey to obtain stakeholder input).

It is important that, in addition to looking at the achievement of key performance indicators (KPIs), the council considers the following:

- How the CEO has achieved the outcomes. In particular, whether or not their methods are acceptable and sustainable.
- The extent to which current performance is contingent upon current circumstances. Has the CEO demonstrated skills and behaviours to address and manage changes in circumstances which have affected his or her performance? (for example, the impact of COVID-19.)
- What the CEO has done to ensure the wellbeing of staff and to maintain trust in the local government.

The council should consider the attention the CEO has given to ensuring equal employment opportunity, occupational health and safety, privacy, managing potential conflicts of interest, and complying with procurement process requirements.

Addressing performance issues

Once the CEO's performance has been assessed, it is essential that any areas requiring attention or improvement are identified, discussed with the CEO and a plan is agreed and put in place to address these. The plan should outline the actions to be taken, who is responsible for the actions and an agreed timeframe.

The performance review panel must decide on an appropriate course of action that will address the performance issue. This may include professional development courses, training, counselling, mediation, mentoring or developing new work routines to ensure specific areas are not neglected. The performance review panel should then arrange for regular discussion and ongoing feedback on the identified performance issues, ensuring improvements are being made.

It is important to keep in mind that a local government falling short of its goals is not always attributable to the CEO. External factors may have resulted in initial performance expectations becoming unrealistic. Failure to meet performance criteria does not necessarily mean the CEO has performed poorly and, for this reason,

performance and outcome should be considered separately. Where ongoing issues have been identified, the council will need to take a constructive approach and seek to develop the CEO's competency in that area.

While there are obligations on the council to manage the CEO in regard to their performance, when it extends into potential wrongdoing (misconduct), the council should be referring the matter to the Public Sector Commission or Corruption and Crime Commission. This provides an independent process to follow and ensures probity, natural justice and oversight of allegations.

Confidentiality

The council must ensure that accurate and comprehensive records of the performance management process are created. Any information produced must be kept confidential.

Part 3 – Termination

Principles

The standards for the termination of a local government CEO's employment (other than for reasons such as voluntary resignation or retirement) are based on the principles of fairness and transparency. Procedural fairness is a principle of common law regarding the proper and fair procedure that should apply when a decision is made that may adversely impact upon a person's rights or interests.

Termination Standards

The minimum standards for the termination of a CEO's contract will be met if:

- S3.1** Decisions are based on assessment of the CEO's performance as measured against the documented performance criteria in the CEO's contract.
- S3.2** Performance issues have been identified as part a performance review (conducted within the preceding 12 months) and the CEO has been informed of the issues. The council has given the CEO a reasonable opportunity to improve and implement a plan to remedy the performance issues, but the CEO has not subsequently remedied these issues to the satisfaction of the local government.
- S3.3** The principle of procedural fairness is applied. The CEO is informed of their rights, entitlements and responsibilities in the termination process. This includes the CEO being provided with notice of any allegations against them, given a reasonable opportunity to respond to those allegations or decisions affecting them, and their response is genuinely considered.
- S3.4** Decisions are impartial and transparent.
- S3.5** The council of the local government has endorsed the termination by absolute majority.
- S3.6** The required notice of termination (which outlines the reasons for termination) is provided in writing.

Guidelines

Reasons for termination

The early termination of a CEO's employment may end due to:

- poor performance;
- misconduct; or
- non-performance or repudiation of contract terms.

There is a difference between poor performance and serious misconduct. Poor performance is defined as an employee not meeting the required performance criteria or demonstrating unacceptable conduct and behaviour at work, it includes:

- not carrying out their work to the required standard or not doing their job at all;
- not following workplace policies, rules or procedures;
- unacceptable conduct and behaviour at work;
- disruptive or negative behaviour at work;
- not meeting the performance criteria set out in the employment contract and/or performance agreement unless these are outside the CEO's control;
- not complying with an agreed plan to address performance issues;
- failing to comply with the provisions of the *Local Government Act 1995* and other relevant legislation;
- failing to follow council endorsed policies.

Serious misconduct can include when an employee:

- causes serious and imminent risk to the health and safety of another person or to the reputation or revenue of the local government; or
- behaves unlawfully or corruptly; or
- deliberately behaves in a way that's inconsistent with continuing their employment.

Examples of serious misconduct can include:

- matters arising under section 4(a), (b) and (c) of the *Corruption, Crime and Misconduct Act 2003*;
- theft;
- fraud;
- assault;
- falsification of records;
- being under the influence of drugs or alcohol at work; or
- refusing to carry out appropriate and lawful resolutions of council.

Misconduct is also defined in section 4 of the *Corruption, Crime and Misconduct Act 2003* (WA). Under this Act, misconduct can be either serious or minor and the obligation to notify the Public Sector Commission (PSC) or the Corruption and Crime Commission (CCC) is paramount.

Termination on the basis of misconduct is covered by employment law. A local government should seek independent legal, employment or industrial relations advice prior to a termination. A council should also seek independent advice during the termination process including advice on the relevant employment legislation affecting CEO employment and the application of that legislation to their specific circumstances. This will ensure that a council complies with employment law during the entire termination process.

A local government is required to endorse the decision to terminate a CEO's employment by way of an absolute majority decision. A local government must certify that the termination was in accordance with the adopted standards in regulations.

Opportunity to improve and mediation

If a CEO is deemed to have been performing poorly, the council must be transparent and inform the CEO of this. It is important that the CEO is given an opportunity to remedy the issues within a reasonable timeframe as agreed between the CEO and the council. The council should clearly outline the areas in need of improvement, and with the CEO's input, determine a plan to address any issues. If a plan for improvement is put in place and the CEO's performance remains poor, then termination may be necessary. If a local government decides to terminate the employment of the CEO it must have conducted a performance review in the previous 12 months in accordance with section 5.38 of the Act.

Where the concerns or issues relate to problematic working relationships or dysfunctional behaviour, it is recommended that a council engages an independent accredited mediator to conduct a mediation between the parties. A mediation session may be useful in assisting parties to understand and address issues before the situation escalates to a breakdown in the working relationship (which affects the ability of the CEO to effectively perform their duties) and the subsequent termination of the CEO's employment.

Termination report

The council should prepare a termination report which outlines the reasons for termination, the opportunities and assistance provided to the CEO to remedy any issues, and an explanation of the CEO's failure to do so. Council must provide prior opportunities and support to the CEO to assist them in remedying the issues which form the basis of the termination. It is a requirement of the regulations that council must provide written notice to the CEO outlining the reasons for their decision to terminate. In addition, council must certify that the termination of the CEO's employment was carried out in accordance with the standards set out in regulations.

Confidentiality

Local governments should ensure that the termination process is kept confidential. The CEO is to be informed of their rights and entitlements. Notice of termination of employment is required to be given in writing. Where possible, the news of termination of employment should also be delivered in person. The CEO should be provided with a letter outlining the reasons for, and date of, the termination of their employment.

Before making any public announcements on the termination of the CEO, a council should ensure that the entire termination process is complete, including that the CEO has been informed in writing of the termination.

Disclaimer

It is outside the scope of these guidelines to provide legal advice, and local governments should seek their own legal advice where necessary. Guidance as to legal requirements and compliance in relation to the termination of employment is provided by the Fair Work Commission at www.fwc.gov.au, the Fair Work Ombudsman at www.fairwork.gov.au and the Western Australian Industrial Relations Commission at www.wairc.wa.gov.au.

CEO Performance Review Process Policy

Objective

A consistent, transparent and accountable performance review process.

Scope

This policy position applies to the conduct of CEO performance reviews.

Policy Statements

1. Rationale

This process is documented and adopted by Council to ensure a consistent approach to the City of Albany CEO performance review.

The review process must be a collaborative, constructive process that is designed to enhance performance and provide guidance for the ensuing twelve months, using the City's agreed Strategic Plan and/or Business Plan.

Councillors must be prepared to take a corporate view of the process. The performance review process should be regarded as an opportunity to build relationships and to increase the effectiveness of individuals, systems and processes which will improve the performance and the profile of the City of Albany.

Councillors participating in the review must:

- Show an ability to be fair and objective;
- Use good communication skills;
- Possess preparation and evaluation skills;
- Avoid bias;
- Be able to concentrate on outcomes;
- Provide negotiation skills.

2. Briefing Session

It is essential to gain input from all Councillors into the review and appraisal process.

A briefing session will be organised to cover the performance appraisal, the procedures followed, keeping in mind current progress of the Strategic Plan and the skills required of the panel members; an independent person with relevant skills will be brought in to facilitate the session.

3. Contract

The CEO contract must contain the City's dispute resolution policy for both parties.

The City's agreed CEO review procedure shall be contained within the CEO contract (as per Part 5, Division 4, Section 5.39(3)(b), *Local Government Act 1995*).

The review procedure contained within the CEO contract can be varied by agreement between the Council and the CEO under an amendment clause between reviews.

The contract should be reviewed by WALGA or a recognised legal practitioner to ensure legislative requirements are satisfied.

4. Review Periods

It is a statutory requirement that the CEO's performance is reviewed annually (*Part 5, Division 4, Section 5.38, Local Government Act 1995*).

The review period is to be aligned to the City's strategic planning processes which run across each financial year (July to June).

For planning purposes, the entire review process should be completed by the end of July each year.

It is recommended planning for the following year's key performance indicators (KPIs) commences in March of each year.

In the event that Council has concerns about the performance of the CEO, the Mayor will, at the request of Council, request the CEO Performance Review Panel undertake an interim performance review.

The Mayor must write to the CEO if Council has requested an interim performance review, outlining the areas of concern to allow the CEO the opportunity to prepare.

The Mayor must allow the CEO a minimum of one week's notice prior to the commencement of an interim performance review.

5. Composition of the Review Panel

The CEO performance review panel will consist of:

- The Mayor; and
- Three (3) Councillors nominated by resolution of Council.

This panel is to be facilitated by an independent, external person appointed by a resolution of Council.

All Councillors seeking appointment to the CEO review panel must undertake the relevant CEO performance review training course provided by WALGA within six months of appointment to the panel; it is important for those actually involved in the appraisal interview to feel comfortable with their skill level and role.

6. Interview Process

The interview process undertaken during the formal performance meeting must be conducted in good faith for all parties.

7. CEO Key Performance Indicators (KPIs)

The CEO KPIs:

- Must contain a balance of both tactical and strategic KPIs.
- Must refer to the Community Strategic Plan and/or Corporate Business Plan.
- Must be within the CEO's control or remit; specific, clear and unambiguous; resourced appropriately; include realistic milestones and reporting requirements.
- Must mirror the expectations of Council and Community.
- Must acknowledge leadership.
- Be reviewed annually and then agreed between the CEO and the Council after each review period.
- Once agreed upon, the KPIs shall not be changed. However, KPIs may be amended during a review period by mutual agreement in the event of unforeseen or extenuating circumstances rendering a KPI no longer relevant or unachievable.

8. Procedure for the Review of the CEO

Once established, the CEO performance review panel will set the review procedure and timeline requirements for each year. The review procedure must contain the following elements as a minimum:

- Review panel to assign a senior employee to assist the panel and ensure the process meets governance requirements as well as facilitate the implementation of the CEO's professional development plan.
- Timely notification of all parties by the review panel of the review procedure, timeline requirements and any other relevant information such as the independent, external facilitator.
- CEO must provide a self-assessment to all elected members. The CEO must provide the self-assessment in a written report format as a minimum but may also provide it in other formats of their choice.
- Review panel must assess performance inclusive of feedback from all Councillors.
- Review panel will agree on key focus areas and conduct an appraisal interview with the CEO.
- CEO must be provided with procedural fairness throughout the process including sufficient time to prepare responses and an opportunity to respond to the interview findings.
- Review panel will share the performance review findings with full Council in a briefing session.
- Review panel to manage follow up including remuneration, KPIs, contract variations, review outcomes and analysis of interview feedback.
- Full report must be distributed to all Elected Members and the CEO.

9. Completion of Review

The Mayor, as head of the review panel, must provide City of Albany Councillors and the CEO with a formal report that summarises the finding of the review including recommendations of the review panel to Council.

The CEO is to be invited to provide comment.

Council is to consider each review on the performance of the CEO carried out under Part 5, Division 4, Section 5.38, *Local Government Act 1995* and is to accept the review, with or without modification, or to reject the review.

The KPIs for the following review period must be completed and signed off within 28 days of the CEO review process having been completed.

10. Completion of Process

The performance review panel must deliver a report to Council that outlines:

- What worked in the process;
- The new KPIs for the next 12 months;
- Recommended changes to this process over the next 12 months.

Following a review of the performance of the CEO, the Council must, by resolution of an absolute majority of the council, endorse the review.

After the Council has endorsed a review of the performance of the CEO the Council must inform the CEO in writing of:

- the results of the review; and
- if the review identifies any issues about the performance of the CEO — how the Council proposes to address and manage those issues.

11. Record Keeping

The Mayor is to hold the record of the performance review.

All documents relating to the review process must be registered on the City of Albany's records management system.

Legislative and Strategic Context

Relevant Federal or State legislation, directives, guidelines, Acts or Regulations and/or the strategic context (Community Strategic Plan) that provide the broad framework within which the policy operates and/or with which it needs to comply.

- *Local Government Act 1995, s. 5.39A(1)*
- *Local Government (Administration) Regulations 1996:*
 - *Regulation 18FA (Model standards for CEO recruitment, performance and termination)*
 - *Schedule 2 Model standards for CEO recruitment, performance and termination.*
 - *Clause 18. Endorsement of performance review by local government*
 - *Clause 19. CEO to be notified of results of performance review*

Review Position and Date

This policy is to be reviewed annually by Council.

Associated Documents

Other documents that have a bearing on this policy and that may be useful reference material for users of this policy, follow:

- CEO Employment Contract.
- Schedule 2 of the Regulations sets out model standards for local governments in relation to the following —
 - (a) the recruitment of CEOs;
 - (b) the review of the performance of CEOs; and
 - (c) the termination of the employment of CEOs.

REPORT ITEM CCS339 REFERS TO

Document Approval			
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Manager People & Culture		Chief Executive Officer	
Document Control			
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WESTERN AUSTRALIAN
Electoral Commission

LGE 282

Ms Jennifer Williamson
Senior Team Leader- Records and Council Liaison
City of Albany
PO Box 484
ALBANY WA 6331

Dear Ms Williamson

Request to Leave Vacancy Unfilled

I refer to your letter dated 23 March 2021 in which you advised of the resignation of Councillor Rebecca Stephens effective from 23 March 2021 and your subsequent request to seek my agreement that the vacancy remain unfilled until the October 2021 ordinary elections.

I have considered the information provided in your correspondence and advise that approval is given under section 4.17(2) of the *Local Government Act 1995* to defer filling the vacancy until the October 2021 ordinary elections.

Should you require any further information please contact Kay Heron, Manager Election Events on 9214 0430.

Yours sincerely



Robert Kennedy
ELECTORAL COMMISSIONER

6 April 2021

Quarterly Report - Tenders Awarded - January to March 2021

Contract Number	Name/Subject	Contractor	Start Date	Expiry Date	Contract Term	Local/Non Local	Local Content	Non Local Content	Tender Value (inc. GST)
C20019	Processing of FOGO (Food Organic & Garden Organic) Waste	The Trustee for Soil Solutions Family Trust	20-Feb-21	30-Jun-23	2.25+1+1	Local	100%	0%	Schedule of Rates
C20021	Middleton Beach Foreshore Enhancement - Landscape Works	Environmental Industries	24-Feb-21	18-Jun-21	End of Defects	Non Local	54%	46%	\$ 3,297,795.12
C21001	Lower King and Emu Point Boating Facility Upgrades	Walcon Marine	24-Feb-21	09-Jun-21	End of Defects	Non Local	8%	92%	\$ 551,305.71

PLANNING ASSESSMENT REPORT

Development Application for

The installation of a Telecommunications Facility at

32 Allerton Street, Robinson WA 6330

Lot 141 on Plan 192052

Document prepared by **Visionstream Pty Ltd**

On behalf of **Telstra Corporation Ltd**

Project Name: Albany Robinson

Project No.: WA07310.02

August 2020





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Document Control

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1.0 Executive Summary

1.1 Site and Proposal Details

Address of Site	32 Allerton Street, Robinson WA 6330
Legal Property Description	Lot 141 on Plan 192052
Local Authority	City of Albany
Planning Instrument	City of Albany LPS No. 1
Zone and Overlay	General Industry
Use	Telecommunications Facility
Owner	JAMES QUINLAN and KERRY QUINLAN

1.2 Applicant Details

Applicant	Telstra Corporation Limited ABN 051 775 556 C/- Visionstream Pty Ltd	
Contact Person	Clinton Northey	0439 180 205 clinton.northey@visionstream.com.au
Our Reference	WA07310.02	



2.0 Introduction

This report has been prepared by Visionstream on behalf of Telstra as supporting information to a Planning Permit Application for the installation of a 41.26m high telecommunications facility at 32 Allerton Street, Robinson WA 6330, which is more formally known as Lot 141 on Plan 192052.

Refer to Appendix 1 for Title details

All mobile phone network operators are bound by the operational provisions of the federal *Telecommunications Act 1997* (“The Act”) and the *Telecommunications Code of Practice 2018*. The *Telecommunications (Low-Impact Facilities) Determination 2018* allows for the upgrade of existing mobile phone network infrastructure without the consent of a relevant statutory authority.

In this instance the proposed development does not comply as a “Low Impact facility” under the definitions contained in the Commonwealth legislation. Therefore, it is subject to the provisions of the *WA Planning and Development Act 2005* and the provisions of the City of Albany’s *Local Planning Scheme No. 1*.

3.0 Proposed Scope of Works

The proposal is inclusive of the following scope of works:

- Installation of one (1) 40m high monopole;
- Installation of one (1) triangular headframe;
- Installation of nine (9) new panel antennas (no greater than 2.8m in length);
- Installation of one (1) Telstra Equipment Shelter that is not more than 3m high with a base area of not more than 7.5m² at the base of the aforementioned tower;
- Installation of associated ancillary cabling and equipment;
- Installation of 8m by 9m chain-link fence with a 3m wide gate.

Refer to Plans attached in Appendix B for further details.

4.0 Purpose of the Proposal

The current proposal will form part of Telstra’s 4GX network solution to the Robinson locality and will help to make Robinson and the greater Albany region 5G ready. It will deliver essential mobile services (voice calling, SMS), as well as live video calling, video-based content including; news, finance and sports highlights, and high-speed wireless internet – wireless broadband. With a coverage footprint of more than 2.1 million square kilometers and covering more than 99% of the Australian population. Telstra’s 4GX is Australia’s largest and fastest national mobile broadband network and as such requires more network facilities, located closer together to ensure a high-quality signal strength to achieve reliable service and the fastest possible data transfer rates.

By way of a background:

Mobile phones and mobile broadband devices continue to play an important role in the lives of Australians. This includes providing the fundamental ability to be in contact with family and friends, operating businesses more efficiently and effectively as well as dialling triple 0 during a natural disaster or other emergency.

Because of the ever-growing demand for more data and better reception, mobile phone carriers such as Telstra continually have to upgrade and expand mobile phone networks to increase capacity, to eliminate coverage blackspots and to keep up with the demands and expectations placed upon them by the community.

Recently people trying to access the network in Robinson have notified Telstra of the need to improve the network and enhance the indoor coverage, a problem which is due to the increasing demands placed upon the existing network by mobile phone users, especially during peak periods.



As the incumbent telco Telstra knows how important access to modern telecommunications infrastructure is and in order to remedy the lack of mobile phone capacity and in building coverage in the aforementioned area Telstra wishes to establish a new mobile telecommunications base station facility at 32 Allerton Street, Robinson.

5.0 Mobile Telecommunications Networks

A mobile telecommunications network is made up of multiple base stations covering a geographic area. They work by sending and receiving radio signals from their antennas to mobile phones and other mobile devices such as tablet computers, wireless dongles etc. Base stations are designed to provide service to the area immediately surrounding the base station which can be up to several kilometers in distance. Depending on the technical objectives of a base station, the physical characteristics of each telecommunications facility; such as its height, number and size of antennas, equipment, cabling etc will vary.

As a general rule, the higher the antennas of a base station the greater the range of coverage and the ability to relieve capacity issues. If this height is compromised then additional facilities, and thus more infrastructure, will be required for any given locality. The further a facility is located away from its technically optimum position the greater the compromise of the service. This may result in capacity and coverage problems and require additional or taller base stations to provide adequate service.

Each base station transmits and receives signals to and from mobile devices in the area. As the mobile device users move around their devices will communicate with the nearest base station facility to them at all times. If the users cannot pick up a signal, or the nearest base station is congested because it is already handling the maximum number of phone calls or maximum level of data usage, then the users may not be able to place a call, they may experience call "drop outs" or they might experience a slow data rate while attempting to download content.

There are three main factors that can cause the above:

- One may be too far away from a facility to receive a signal, or there may be objects blocking the signal from the nearest facility; such as hills and large trees. To ensure optimum service the radio signals transmitted between the facility's antennas and mobile devices need to be unimpeded, maintaining a "line-of-sight" between them.
- The facility may be transmitting as much data and calls as it can handle. This can result in call drop-outs and slower data rates when too many users are connected to a facility at once.
- The depth of coverage, which affects the ability to make calls inside buildings, may be insufficient in some local areas.

6.0 Site Selection Process

Telstra commences the site selection process with a search of potential sites that meet the network's technical requirements, with a view to also having the least possible impact on the amenity of the surrounding locality. Telstra applies and evaluates a range of criteria as part of this site selection process.

Telstra assesses the technical viability of potential sites through the use of computer modelling tools that produce predictions of the coverage that may be expected from these sites as well as from the experience and knowledge of the radio engineers.

There are also a number of other important criteria that Telstra uses to assess options and select sites that may be suitable for a proposed new facility. These take into account factors other than the technical performance of the site, and include:

- The potential to co-locate on an existing telecommunications facility.
- The potential to locate on an existing building or structure.
- Visual impact and the potential to obtain relevant town planning approvals.



- Proximity to community sensitive locations and areas of environmental heritage.
- The potential to obtain tenure at the site.
- The cost of developing the site and the provision of utilities (power, access to the facility and transmission links).

In making the proposal for this site at 32 Allerton Street, Robinson, Telstra has carefully weighed all of the aforementioned criteria. This analysis is detailed in the next section.

7.0 Candidate Sites

Telstra carefully examined a range of possible deployment options in the area before concluding that a new telecommunications facility at 32 Allerton Street in Robinson would be the most appropriate solution to provide necessary mobile phone coverage to the Robinson locality.

Accordingly, this section of the report will demonstrate the following:

- Colocation opportunities and existing telecommunications infrastructure within proximity to the proposed installation; and
- An analysis of the locations considered when determining an appropriate location for a new telecommunications installation within the required coverage area.

Colocation opportunities

The Communications Alliance Ltd. (formerly Australian Communications Industry Forum Ltd. - ACIF) *Industry Code C564:2018 – Mobile Phone Base Station Deployment* promotes the use of existing sites in order to mitigate the effects of the facilities on the landscape. It should also be noted that as a first preference Telstra attempts to utilise, where possible, any existing infrastructure or co-location opportunities.

Below is a map of existing and proposed telecommunications facilities surrounding the Robinson and surrounding localities – the blue marker indicates the location of the proposed telecommunications facility in Robinson.

The grey marker to the South-West indicates where an existing NBN tower is located. However, the existing NBN site is too far away to meet the capacity and in building coverage requirements of the existing project. Furthermore, there are no other nearby telecommunications facilities within the locality that would be capable of meeting the needs of the proposal. Accordingly, there is an identified lack of suitable telecommunications facilities within the vicinity of the proposed installation. As a result, there were no suitable colocation opportunities to provide the required capacity and in building coverage objectives.

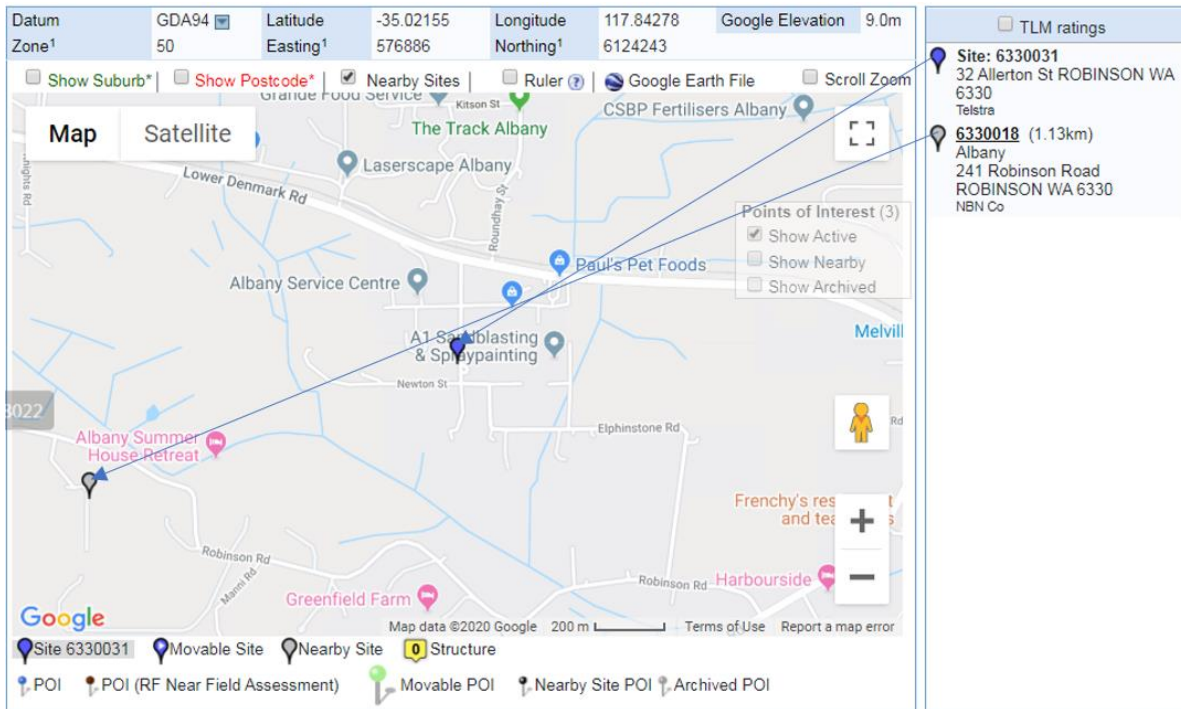


Figure 1: Location of nearby existing telecommunications facilities – Source: RFNSA, www.rfnsa.com.au

Candidates considered

The site selected is deemed to be the most optimal location to achieve the required capacity and coverage requirements and requires a 40m high telecommunications facility at 32 Allerton Street in Robinson (Candidate F). This is further outlined below along with the balance of alternative candidates considered as part of the site selection process

Candidate	Location	Proposal	Zoning	Description
Candidate A	91 Elphinstone Road, Robinson WA 6330 Lat: -35.026204 Long: 117.844602	Greenfield 40.0m Telstra monopole	Rural Residential	Unable to obtain land tenure.



Candidate B	241 Robinson Road, Robinson, WA 6330 Lat: -35.025027 Long: 117.831167	Greenfield 40.0m monopole	Rural Residential	This candidate is outside of the coverage area and therefore adequate mobile coverage was not possible from this candidate.
Candidate C	91 Robinson Road Albany WA 6330 Lat: -35.028640 Long: 117.84269	Greenfield 40.0m monopole	Rural Residential	Lack of interest from landowner, Candidate also discounted on planning terms.
Candidate D	173 Robinson Road Albany WA 6330 Lat: -35.02662 Long: 117.832472	Greenfield 40.0m monopole	Rural Residential	Candidate is outside of searching area and discounted for this reason as an acceptable level of mobile coverage could not be achieved.
Candidate E	150 Robinson Road Albany WA 6330 Lat: -35.026338 Long: 117.839886	Greenfield 40.0m monopole	Rural Residential	This candidate is outside of the coverage area. Candidate discounted for this reason.
Candidate F	32 Allerton Street Robinson WA 6330 PRIMED CANDIDATE Lat: -35.02155 Long: 117.84278	Greenfield 40.0m monopole	General Industry	Preferred candidate and subject of this application.
Candidate G	60 Home Road, Robinson WA 6330 Lat: -35.03486 Long: 117.84332	Greenfield 40.0m monopole	Rural Residential	This site was originally primed as the preferred candidate. A Development Application was accordingly lodged in June 2018. As a result of significant community concern the DA was withdrawn.

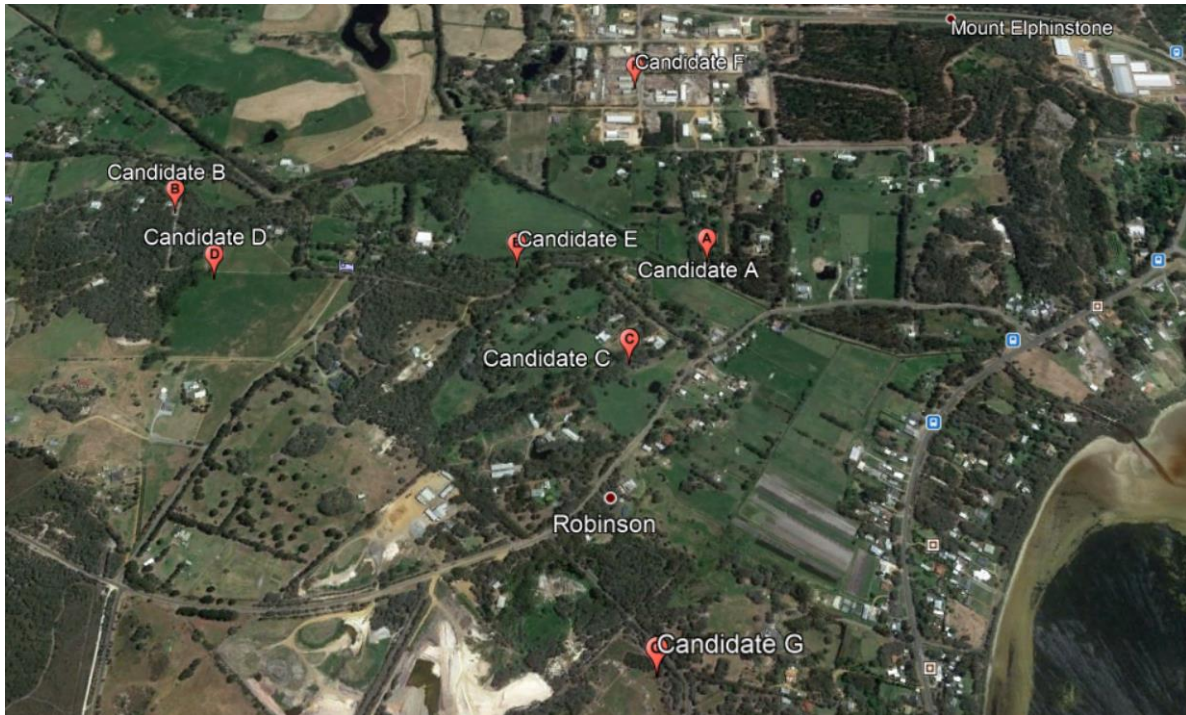


Figure 2: Location of Proposed Candidates, Source: Google Earth

7.1 Nominated Candidate

A preferred nominated candidate was selected for the proposed facility based on the capacity and coverage objectives, planning and environmental issues, potential community sensitive uses and engineering criteria as noted above. In this case, Candidate F (a new 40m monopole located at 32 Allerton Street, Robinson) was considered the best option. This was based on the following:

- The site is appropriately located and sited to minimise visual and environmental impacts on the immediate and surrounding areas;
- Well setback from sensitive uses;
- The site will achieve the required capacity and indoor coverage objectives for the area;
- The site will help to make the Robinson and Albany region 5G ready;
- The site will meet design and construction considerations; and
- The proposal operates within the regulatory framework of Commonwealth, State and Local Government.
- There is a willing landowner.

As stated above, the site selection process carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived impacts.

The proposed Telstra site has been sited and designed to minimise any adverse impact on the amenity of the surrounding locality. The site is located on cleared industrial land away from sensitive sites such as Aboriginal heritage sites, schools and childcare centres.

As a result of the aforementioned points it is considered that the siting and design effectively responds to the landscape setting in the area.

7.2 The Site

The subject site is located at 32 Allerton Street in Robinson. The legal description of the property is Lot 141 on Plan 192052. A copy of the Certificate of Title has been attached for information purposes (**Appendix 1 – Certificate of Title**).

The land is owned by James Quinlan & Kerry Quinlan.

The aforementioned land is zoned 'General Industry' under the provisions of the City of Albany's *Local Planning Scheme No. 1* – refer to **Section 10.1** for additional information on planning schemes and map images.

The site will be accessed via Allerton Road through an established crossover. The adjoining properties are characterised by Industrial/Warehouse land uses.



Figure 3: Proposed Telstra Site – 32 Allerton Street, Robinson, WA 6330 (Source: Google Earth)

Appropriate setbacks to any identified sensitive sites such as schools and heritage areas have been considered and achieved during the detailed siting of the facility.

The site is located outside of areas of environmental significance as defined by The *Telecommunications (Low-Impact Facilities) Determination 2018*.

In addition, the proposed base station has been sited on General Industry zoned land in order to diminish any negative effects of the proposal upon the surrounding and more densely populated Residential zoned areas. Furthermore, the proposal will be surrounded by mature trees along Newton Street which will provide some visual screening which in turn will lessen potential impacts upon the visual amenity of the area and help to keep the facility hidden away from public view.

8.0 Federal Regulatory Framework

The following information provides a summary of the Federal legislation relevant to telecommunications development proposals.



8.1 Telecommunications Act 1997

The *Telecommunications Act 1997* (the Act) came into operation on 1st July 1997. The Act provides a system for regulating telecommunications and the activities of carriers and service providers.

Under the Act, telecommunications carriers are no longer exempt from State and Territory planning laws except in three limited instances:

1. There are exemptions for the inspection of land, maintenance of facilities, installation of “low impact facilities”, subscriber connections and temporary defense facilities. These exemptions are detailed in the *Telecommunications (Low-impact Facilities) Determination 2018* and these exemptions are subject to the *Telecommunications Code of Practice 2018*;
2. A limited case-by-case appeals process exists to cover the installation of facilities in situations of national significance; and
3. There are some specific powers and immunities from the previous *Telecommunications Act 1991*.

8.2 Telecommunications (Low-impact Facilities) Determination 2018

The *Telecommunications (Low-impact Facilities) Determination 2018* came into effect in March 2018.

The *Determination* contains a list of Telecommunications Facilities that the Commonwealth will continue to regulate. These are facilities that are essential to maintaining telecommunications networks and are unlikely to cause significant community disruption during their installation or operation. These facilities are therefore considered to be ‘Low-impact’ and do not require planning approval under State or Territory laws.

The proposed facility at 32 Allerton Street, Robinson does not fall under the *Telecommunications (Low-impact Facilities) Determination 2018* and, therefore, requires approval under State Planning Legislation.

8.3 Communications Alliance Ltd. Code C564: 2011 Industry Code – Mobile Phone Base Station Deployment

The new Communications Alliance Ltd. C564:2018 *Industry Code – Mobile Phone Base Station Deployment* (referred to as the *Deployment Code*) replaced the Australian Communications Industry Forum (ACIF) ‘*Industry Code - Deployment of Mobile Phone Network Infrastructure*’ (more commonly referred to as the *ACIF Code*) in July 2012. The purpose of the revisions incorporated in the new *Deployment Code* is to provide certainty and clarity for all parties in the implementation of the Code. For example, with regard to the consultation process with councils and communities, and with regard to providing and updating RF EMR Health and Safety information, reports and signage in keeping with relevant standards.

Similar to the *ACIF Code*, the new *Deployment Code* cannot change the existing regulatory regime for telecommunications at Local, State or Federal levels. However, it supplements the existing obligations on Carriers, particularly in relation to community consultation and the consideration of exposure to radio signals, sometimes known as electromagnetic energy (EME or EMR).

The *Code* imposes mandatory levels of notification and community consultation for sites complying with the *Telecommunications (Low-impact Facilities) Determination 2018*. It identifies varying levels of notification and/or consultation depending on the type and location of the proposed infrastructure.

The subject proposal, not being designated a ‘Low-impact’ Facility’, is not subject to the notification or consultation requirements associated with the *Deployment Code*. These processes are handled within the relevant State and Local consent procedures.

Nevertheless, the intent of the *Code* is to ensure Carriers follow a ‘precautionary approach’ to the siting of infrastructure away from sensitive land uses and this approach has been followed in the selection of this site, as demonstrated in the *Deployment Code* section 4.1 Precautionary Approach Checklist. This checklist will be uploaded to the RFNSA website, reference number 6330031.



Included in the section 4.1 Checklist is a statement of how the public's exposure to EME from the site has been minimised. All emissions from the site will be well within the requirements of the relevant Australian Standard. Details of this standard are contained in the following section.

This site has been selected and designed to comply with the requirements of the *Deployment Code* in so much as the precautionary approach has been adhered to and, as a result, the best design solution has been achieved.

9.0 State Regulatory Framework

The following information provides a summary of the State legislation/guidelines relevant to telecommunications development proposals.

9.1 Planning and Development Act 2005

The Minister of Planning and Infrastructure has ultimate authority for town planning in Western Australia. Development within Western Australia is controlled by the *Planning and Development Act 2005* through the application of environmental planning instruments. Under the *Planning and Development Act 2005*, the Western Australian Planning Commission (WAPC) is the responsible authority for land use planning and development matters and this report seeks to demonstrate compliance with the WAPC and other items of relevant legislation which pertain to the subject application.

9.2 Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC)

The WAPC *Statement of Planning Policy No. 5.2 – Telecommunications Infrastructure* (SPP 5.2) provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of Western Australia. *Planning Policy 5.2* states that 'telecommunications infrastructure should be located, sited and designed in accordance with the following Guiding Principles'.

Principles	Comments	Complies
There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.	Telstra undertakes a carefully co-ordinated and planned approach to the development of their network.	✓
Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential infrastructure such as networks and energy supply.	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level capacity and coverage to the Robinson locality. With the other telecommunications facilities within the vicinity (these being RFNSA No. 6330018 NBN Co). The proposed facility will not only provide much needed relief to the other facilities within the area but will also provide colocation opportunities for other carriers.	✓



<p>Telecommunications facilities should be located and designed to meet the communication needs of the community.</p>	<p>With only one facility present within the Robinson area, the proposal has been located and designed to meet the growing communication needs of the community within the area.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.</p>	<p>The proposed 40m monopole has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future industrial land uses. Given the industrial and commercial uses of the site at Allerton Street and the surrounding area it is seen that the proposed facility will have minimum visual impact. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst minimising any perceived impacts.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.</p>	<p>A desktop study of the proposed site indicated that it is not affected by any heritage listings nor is it in close proximity to any heritage listings. As the land is already cleared there should be no impact on the natural environment or its surrounds.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.</p>	<p>Prior to the commencement of work Telstra will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.</p>	<p>✓</p>
<p>Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.</p>	<p>The land is situated within the General Industry Zone and as such there is no visual character or negative amenity presented to any residential area. The closest dwelling is approximately 220metres south of the proposed site, which can be identified as a Rural Small Holdings. Furthermore, Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The proposed 40m monopole will remain unpainted (dull grey in colour) which blends in with the sky.</p>	<p>✓</p>
<p>Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.</p>	<p>Overhead cabling is not proposed for this site.</p>	<p>✓</p>



<p>Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.</p>	<p>This principle does not apply to the subject of this application.</p>	<p>N/A</p>
<p>Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.</p>	<p>The proposed site is zoned 'General Industry' as identified by the City of Albany's <i>Local Planning Scheme No. 1</i>. Given the nature of the land the proposed facility will be located in the desired zoning.</p>	<p>✓</p>
<p>The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.</p>	<p>As per Section 7 of this report, no suitable opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation was investigated; however, the locations were either an existing Telstra site which is too far from the subject area to meet the coverage objectives of the proposal or the existing NBN tower which does not meet the coverage requirements of the project. Given the nature of the surrounding land uses it is foreseen that the proposed telecommunications facility will not present an out of character visual effect</p>	<p>✓</p>
<p>Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.</p>	<p>As per Section 7 of this report, no suitable opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation was investigated; however, the locations were either an existing Telstra site which is too far from the subject area to meet the capacity and coverage objectives of the proposal or the existing NBN tower which does not meet the capacity and coverage requirements of the project.</p>	<p>✓</p>
<p>Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.</p>	<p>Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from the road or neighbouring properties. The monopole will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, the proposed subject site maintains suitable separation distance from surrounding residential areas.</p>	<p>✓</p>
<p>Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with</p>	<p>Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian</p>	<p>✓</p>



physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.	Communications and Media Authority (ACMA, previously ACA). All Telstra installations are designed to operate within these limits.	
Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property and to ensure compliance with relevant health and safety standards.	During construction Telstra contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. As the proposed site is located in an industrial area, adverse effects on nearby properties will be minimal. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.	✓

Under section 5.1.1 of the *State Planning Policy 5.2: Telecommunications Infrastructure Policy* the West Australian Planning Commission provides a set of measures in assessing the visual impact of a proposed telecommunications facility.

An assessment of these guidelines below has found that the proposed Telstra Mobile Phone Base Station is compliant with the intent and requirements of the *State Planning Policy 5.2: Telecommunication Infrastructure Policy*.

Measures	Comments	Complies
Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;	The proposed location is within an established industrial area, with the facility being located within the north-eastern corner of the site. As the site is located within an established industrial area there are no scenic routes, lookouts and or recreational areas within the vicinity of the proposed facility.	✓
Be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;	Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The proposed 40m monopole will remain unpainted (dull grey in colour) which blends in with the sky. Furthermore, the proposed subject site maintains suitable separation distance from rural/residential dwellings.	✓
Not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised;	There are no known items of environmental, cultural or social significance located on the proposed site. Any visual impact has been mitigated through a variety of design elements.	✓
Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;	The proposed 40m monopole has been sited to maintain the primary use of the land whilst considering the impact to the surrounding locality. The site carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is	✓



	considered that the location and height of the facility ensure optimal service provision to the area whilst minimizing any perceived impacts	
Be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community;	<p>Telstra has identified mobile phone coverage blackspots in the Robinson locality.</p> <p>The proposed location at 32 Allerton Street will provide improved and continuous capacity and coverage to the locality and will also provide other carriers with the opportunity to co-locate their infrastructure in the future.</p>	✓
Telecommunications infrastructure should be co-located and whenever possible: Cables and lines should be located within an existing underground conduit or duct; and Overhead lines and towers should be co-located with existing infrastructure and/or within an existing infrastructure corridor and/or mounted on existing or proposed buildings.	<p>As per Section 7 of this report, no suitable opportunities for co-location were identified in the area and it has been identified that the proposed Telstra site location is seen as the preferred site location. Colocation was investigated; however, the locations were either an existing Telstra site which is too far from the subject area to meet the capacity and coverage objectives of the proposal or the existing NBN tower which does not meet the capacity and coverage requirements of the project.</p> <p>Therefore, it has been identified that the proposed Telstra site location is seen as the preferred site location. As mentioned previously, the proposed Telstra monopole will also provide other carriers with the opportunity to co-locate their infrastructure in the future.</p> <p>As this is a greenfield site there is no option to utilise existing underground conduit or ducts. Overhead lines are not applicable to this application.</p>	✓

Albany Local Planning Strategy

The City of Albany sets out its planning strategy in the ‘Albany Local Planning Strategy, and sets out following strategy:

- ‘The strategy aims to meet the specific planning needs of the City while complying with relevant planning legislation and Stat and regional policies and guidelines. In particular, the ALPS has been prepared to comply Regulation 12A of the Town Planning Regulations 1967’
- ‘The ALPS provides the planning direction required by the City’s 3D Corporate Plan for future growth which was adopted in 2004 and a framework for the new draft Town Planning Scheme No.1 and more detailed structure and precinct planning.’
- ‘The purpose of the ALPS is to set long-term planning directions for the City while providing greater detail on the planning framework and actions that need to be implemented to guide the City’s growth over the next 20years’.

6.4.4 Telecommunications -Planning Objective:

Measures	Comments	Complies
To encourage the extension and maintenance of high-quality telecommunications for	The proposal will provide high quality telecommunications through forming a part of Telstra’s 4GX network solution as well	✓

the whole City of Albany district	as preparing to ensure the Albany region is 5G ready.	
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10.0 Local Regulatory Framework

The following information provides a summary of the local provisions relevant to telecommunications development proposals.

10.1 City of Albany Local Planning Scheme No. 1

The *City of Albany Local Planning Scheme No. 1* provides the legal basis for planning in the City of Albany's local government area.

The proposed site and the surrounding area have a large portion which is zoned 'General Industry' as shown in **Figure 4** below.

For the purposes of this proposal the Principal Designated Use of the property is 'Industrial'.

Telecommunications infrastructure is listed as a 'D' use activity in the City of Albany's *Local Planning Scheme* text and the use will not be permitted unless Council has exercised its discretion by granting development approval. Nonetheless, the proposed telecommunications facility at 32 Allerton Street Robinson generally complies with the objectives of the *Scheme*. Moreover, the proposed facility will be sited in an ideal zone (General Industry) which limits negative impacts on the amenity of the area.



Figure 4: Zoning Map 1 (City of Albany Local Planning Scheme No. 21) (Source: Dept. of Planning)



Figure 5: Aerial Photo of Proposed Site Showing 250m Radius (Source: Google Earth)

The proposal has been sited to retain the land for its current use and minimises visual impacts upon the amenity of the area by being placed on an established industrial site where it is also surrounded by other established industrial blocks. The detailed siting has been undertaken to ensure the primary use of the land and any potential future use of surrounding land is not negatively impacted upon.

Overall the proposed development application is consistent with the intent and requirements of the *Western Australian Planning Commission SSP 5.2* and the *City of Albany's Local Planning Scheme No. 1*.

11.0 General Provisions

This proposal is for the establishment of a Telstra Mobile Base Station Facility in the Robinson locality.

Telstra considers that the proposal is appropriate for the locality given the 'General Industry' zoning of the proposed site and the nature of existing and anticipated uses of the surrounding land.

Environmental considerations such as visual impact, heritage, flora and fauna, traffic, flooding, bushfire, social and economic aspects, health and safety have been discussed within the below sub sections.

11.1 Visual Impacts

The site has been identified as being located within the 'General Industry' zone. In this regard, the detailed siting and design of the proposed facility has been taken into consideration in conjunction with the aims of the *City's Local Planning Scheme No. 1*.

Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area. The proposed subject site maintains suitable separation distance to surrounding rural and industrial areas and takes advantage of the shielding provided by nearby mature vegetation which limits the structure's visibility from neighbouring properties.

The site selection carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the area and the design of the facility. On balance, it is considered that the location and height of the facility ensure optimal service provision to the area whilst



minimising any perceived visual impact. Moreover, as previously mentioned the site will also provide other carriers with the opportunity to co-locate their infrastructure in the future.

11.2 Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site a search was conducted through the relevant Heritage Registers.

No heritage sites, including Aboriginal heritage sites, of significance were identified within the subject land holding or within close proximity.

11.3 Flora and Fauna

In order to determine any possible natural Flora and Fauna significance associated with the site, a search was conducted through the relevant environmental searches.

Searches identified the potential of 29 threatened ecological community and 11 migratory species of Flora and Fauna significance located in the vicinity of the proposed site. See **Appendix G** – Environment Analysis Report for further information.

The site is not located in an area of environmental significance as defined by The *Telecommunications (Low-Impact Facilities) Determination 2018*.

11.4 Traffic

Mobile phone base stations are not a significant generator of pedestrian or vehicular traffic.

The site will be visited on a quarterly basis throughout the year for maintenance purposes.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network.

Adequate parking will be available on site for these vehicles and these movements would not impact the local traffic.

Traffic from this construction would only occur from the hours of 7am to 6pm. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from the Department of Transport (DoT).

The mobile base station facility is unmanned would require maintenance checks approximately 3-4 times per year as required. Routine maintenance would involve one vehicle per visit and parking would be available close to the proposed site for this purpose.

11.5 Access

Access to the proposed site will be through a proposed crossover off Allerton Road (Refer to **Appendix B** – Proposal Plans (S1) for more information)

The proposed site access is considered to be appropriate given the Telstra facility will not be a significant generator of traffic. Once operational, the facility will require maintenance visits approximately 3-4 times per year as required but will remain unattended at all other times. As the facility generates minimal visits per year it is considered that traffic interference will be negligible.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment



will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network. Adequate parking would be available in the vicinity for vehicles used during construction and these movements would not impact local traffic. In the unlikely event that road closure is required Telstra will apply to the relevant authorities for permission.

11.6 Utilities

The proposal will connect to the existing power supply nearby on the street. An application will be made to the local utility company confirming route and availability of power supply for this site. The proposed site does not require any additional permits for the connection of a sewer/roadway.

Furthermore, the proposal incorporates very minimal hard surfaces and therefore will generate insignificant stormwater runoff from the site.

11.7 Construction

The construction of the mobile base station will take approximately five weeks over non-consecutive periods, subject to weather.

Noise and vibration emissions associated with the Telstra Mobile Base Station Facility will be limited to the construction phase. Noise generated during the construction phase will be of short duration and will be in accordance with the standards outlined in the *Environmental Protection (Noise) Regulations 1997*. Construction works will only occur between the hours of 7am and 6pm.

There will be some low-level noise from the ongoing operation of air conditioning equipment associated with the equipment shelter once it is installed. Noise emanating from the air conditioning equipment is at a comparable level to a domestic air conditioning installation and will generally accord with the background noise levels prescribed by *Australian Standard AS1055*.

The proposed site is appropriately setback from residential properties so that the noise related impacts will be negligible.

11.8 Bushfire

The specific site location is identified as being in a Bush Fire Prone Area by the Fire and Emergency Services Commissioner (See **Figure 6**).



Figure 6 – Bushfire Prone Areas Mapping (Source DFES Slip Mapping)

Natural disasters, including the continuing threat of bushfires, have served to highlight the critical importance of effective telecommunications. Previous bushfire incident reviews have demonstrated effective telecommunications networks are essential for disaster response management, allowing emergency services providers to be alerted to medical or fire emergencies.

In its *Communications Report 2014-2015* the Australian Communications and Media Authority reported that in 2014 -15, 66.9% of calls to the 000 emergency number were made from mobile phones. Therefore, in addition to day-to-day personal and business applications, effective telecommunications networks can be the difference between life and death in disaster situations.

The entirety of the facility will be earthed in accordance with the Australian Standard. Earthing draws any lightning strike underground away from combustible material. It is submitted that contrary to being a risk factor for fires, the site in this case could reduce the risk of lightning strike causing fires, by attracting the strike and earthing it underground.

The *State Planning Policy 3.7* provides the foundation for land use planning to address bushfire risk management in Western Australia. Notwithstanding the Department of Planning updated [Planning Bulletin 111/2016](#) to clarify that for telecommunications infrastructure, *SPP 3.7* should be applied pragmatically.

The Planning Bulletin states:

“Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in the intensification of development (or land use), does not result in an increase of residents or employees; or does not involve the occupation of employees on site for any considerable amount of time, then there may not be any practicable reason to require a BAL Assessment. Exemptions may apply to infrastructure including roads, telecommunications and dams; and to rural activities, including piggeries and chicken farms which do not involve employees on site for a considerable amount of time.”



With respect to the above, Visionstream on behalf of Telstra believes that all necessary design measures have been undertaken to ensure the facility does not increase or affect the bushfire risk to the area.

11.9 Health and Safety

Telstra acknowledges some people are genuinely concerned about the possible health effects of electromagnetic energy (EME) from mobile phone base stations and is committed to addressing these concerns responsibly.

Telstra, along with the other mobile phone carriers, must strictly adhere to Commonwealth Legislation and regulations regarding mobile phone facilities and equipment administered by the Australian Communications and Media Authority (ACMA).

In 2003 the ACMA adopted a technical standard for continuous exposure of the general public to RF EME from mobile base stations. The standard, known as the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003*, was prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and is the same as that recommended by ICNIRP (International Commission for Non- Ionising Radiation Protection), an agency associated with the World Health Organisation (WHO). Mobile carriers must comply with the Australian Standard on exposure to EME set by the ACMA.

The Standard operates by placing a limit on the strength of the signal (or RF EME) that Telstra can transmit to and from any network base station. The general public health standard is not based on distance limitations or the creation of “buffer zones”. The environmental standard restricts the signal strength to a level low enough to protect everyone at all times. It has a significant safety margin, or precautionary approach, built into it.

In order to demonstrate compliance with the standard, the ARPANSA created a prediction report using a standard methodology to analyse the maximum potential impact of any new telecommunications facility. Carriers are obliged to undertake this analysis for each new facility and make it publicly available.

Importantly, the ARPANSA-created compliance report demonstrates the maximum signal strength of a proposed facility, assuming that it is handling the maximum number of users 24-hours a day.

In this way, the ARPANSA requires network carriers to demonstrate the greatest possible impact that a new telecommunications facility could have on the environment to give the community greater peace of mind. In reality, base stations are designed to operate at the lowest possible power level to accommodate only the number of customers using the facility at any one time. This design function is called “adaptive power control” and ensures that the base station operates at minimum, not maximum, power levels at all times.

Using the ARPANSA standard methodology, Telstra is required to complete and make available an EME report which predicts the maximum environmental EME level the facility will emit. Telstra has undertaken a compliance report that predicts the maximum levels of radiofrequency EME from the proposed installation at 32 Allerton Street in Robinson to be **1.64%** of the public exposure limit. The maximum environmental EME level predicted from this proposed facility is substantially within the allowable limit under the ARPANSA standard.

Refer to the EME Report attached at Appendix C.

Telstra relies on the expert advice of national and international health authorities such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts.

The WHO advises that all expert reviews on the health effects of exposure to radiofrequency fields have concluded that no adverse health effects have been established from exposure to radiofrequency fields at levels below the international safety guidelines that have been adopted in Australia.



Telstra has strict procedures in place to ensure its mobile phones and base stations comply with these guidelines. Compliance with all applicable EME standards is part of Telstra's responsible approach to EME and mobile phone technology.

11.10 Erosion, Sediment Control and Waste Management

All erosion and sediment control mitigation measures will be detailed in construction plans and will comply with the *Building Code of Australia* and Local Council Standards. On completion of the installation, the site will be restored and reinstated to an appropriate standard. No waste which requires collection or disposal will be generated by the operation of the facility.

11.11 Social and Economic Impact

Reliable mobile phone coverage is important to ensure the economic growth of communities. It is not expected to have any adverse social or economic impacts as a result of the development. Indeed, it is anticipated that there would be positive impacts because of the mobile telephone coverage, and the proposed facility could also be utilised in the event of an emergency with reference to mobile phone and internet use.

The proposed development is essential to enable Carriers to remain competitive and increase the choice of mobile telephone services to consumers. Additional competition in the market will have economic benefits for individual consumers and the community as a whole. The development is consistent with the objectives of the *Telecommunications Act 1997*, namely:

- To promote "the efficiency and international competitiveness of the Australian telecommunications industry" (s.3 (1)); and
- To ensure that telecommunications services "are supplied as efficiently and economically as practicable" (s.3 (2) (a) (ii)).



12.0 Conclusion

There is strong State policy support for telecommunications facilities if, when balancing improved telecommunications services with environmental impacts; including for example, visual impact and flood or fire hazard, a particular proposal provides a net community benefit.

The proposed works would provide the community with reliable and enhanced 4G and 5G access, particularly in building coverage, which in turn supports the various rural, residential and tourist industries in the region and form part of a wider plan to ensure reliable and accessible coverage during emergency situations such as in the event of bush fires.

The proposed telecommunications facility will form an integral component in Telstra's national 4GX and 5G network. This 4G and 5G service brings higher speeds and extra 4G and 5G coverage to a range of communities across the nation. 4GX will include services provided over Telstra's new 700MHz spectrum and deliver higher typical mobile speeds on compatible devices, allowing more Australians to experience more reliable connections and ultra-fast mobile internet.

Telstra has undertaken an assessment of the relevant matters as required by the *Telecommunications Act 1997*, State Legislation and the City of Albany's *Local Planning Scheme No. 1*. The proposal is considered appropriate in light of the relevant legislative, environmental, technical, radio coverage/capacity and public safety requirements.

The proposed facility is considered appropriate for the subject site for the following reasons:

- The facility will provide reliable mobile phone service to the growing Robinson area. It will deliver mobile coverage and capacity to regional and remote communities who will be able to access fast mobile voice and data services. The improved service is increasing access to new technologies for key regional sectors and communities, which rely on a fast, reliable and affordable mobile network.
- Public views to the facility are limited by the industrial nature of the land and the presence of mature vegetation.
- The proposal is consistent with the relevant provisions of the *City of Albany's Local Planning Scheme No. 1*.
- The proposal will improve Telstra 4G and 5G communications services to the area, including voice calls, video calling and Wireless Broadband – a high speed wireless internet service via the 3G/4G and 5G phone network.
- The proposed facility is appropriately located on land that is industrial in nature, providing good separation from residential properties.
- Overall, it is considered that the proposed facility is acceptable and will not cause a considerable loss of visual amenity to the surrounding area due to the facility's design and presence of mature vegetation present on the subject property. It is submitted that a reasonable balance has been struck between the technical requirements for a new facility in this area, the need to deliver an optimum level of service based on the capacity and level of coverage delivered by a facility of this height and the need to minimise visual and other environmental impacts.
- The proposed installation will provide possible opportunities for future co-location on the monopole by other Carriers.
- Emissions from the proposed facility will be significantly below the Australian Radiation Protection and Nuclear Safety Agency standards adopted by the Australian Communications and Media Authority.

The assessment of the proposal demonstrates that the proposal represents sound and proper town planning and it is respectfully requested that consent is granted for this development application.



Should Council have any further queries regarding the subject application, please do not hesitate to contact the nominated representative outlined within this document.



Appendix A – Certificate of Title



Appendix B – Plans of the Proposal



Appendix C – Environmental EME Report

Appendix D – Site Photographs



View facing North towards the proposed site



Proposed site location (approximate)

View facing East towards proposed site



View facing West towards proposed site



Appendix E – Environment Analysis Report (EPBC)

ORIGINAL—NOT TO BE REMOVED FROM DEPARTMENT OF LAND ADMINISTRATION

Transfer G924600

WESTERN



AUSTRALIA

REGISTER BOOK VOL. FOL.

Volume 3010 Folio 204

CERTIFICATE OF TITLE

UNDER THE "TRANSFER OF LAND ACT, 1893" AS AMENDED

CT 2140 542

Page 1 (of 2 pages)
VOL. 2140 FOL. 542

I certify that the person described in the First Schedule hereto is the registered proprietor of the undermentioned estate in the undermentioned land subject to the easements and encumbrances shown in the Second Schedule hereto.

J. Doyle
REGISTRAR OF TITLES

Dated 12th October, 1998

ESTATE AND LAND REFERRED TO

Estate in fee simple in Gledhow Lot 141, delineated on the map in the Third Schedule hereto.

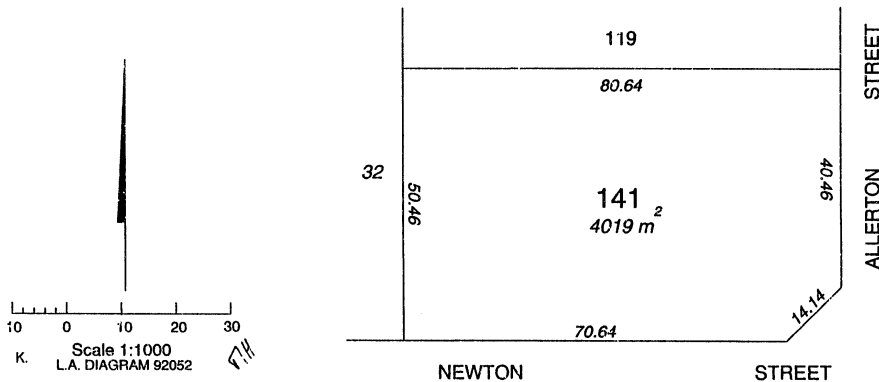
FIRST SCHEDULE (continued overleaf)

Gray William Carter of RMB 8571, Albany.

SECOND SCHEDULE (continued overleaf)

- MORTGAGE G924599 to Kevin Leslie Crane of 14 Mermaid Avenue, Emu Point, Albany. Registered 12.10.98 at 16.08 hrs.

THIRD SCHEDULE



PERSONS ARE CAUTIONED AGAINST ALTERING OR ADDING TO THIS CERTIFICATE OR ANY NOTIFICATION HEREON

NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS.



Superseded - Copy for Sketch Only

Superseded - Copy for Sketch Only

LT. 37

Page 2 (of 2 pages)

FIRST SCHEDULE (continued)		NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS				
REGISTERED PROPRIETOR	INSTRUMENT		REGISTERED	TIME	SEAL	CERT. OFFICER
	NATURE	NUMBER				

SECOND SCHEDULE (continued)		NOTE: ENTRIES MAY BE AFFECTED BY SUBSEQUENT ENDORSEMENTS				
REGISTERED PROPRIETOR	INSTRUMENT		REGISTERED	TIME	SEAL	CERT. OFFICER
	NATURE	NUMBER				
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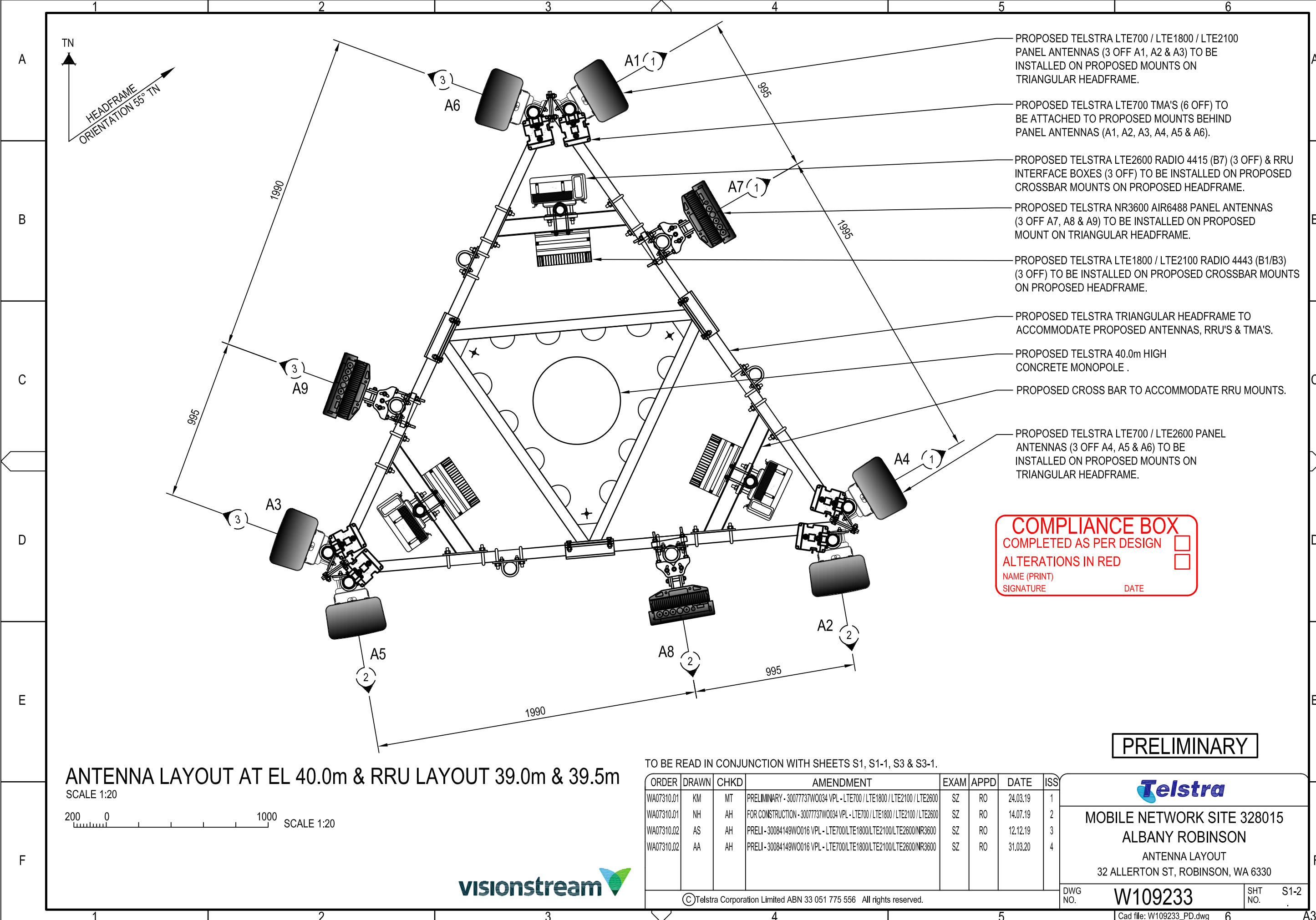
CERTIFICATE OF TITLE VOL2140 FOL542



*Description: Revised site plan- Version 1
Address: 32 Allerton Street, Robinson WA 6330
Date of plan: 13 April 2021
Author: Shahanur Rahaman*

Plot date: 16 April 2020 - 9:04 AM

Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12.11.04/2016



- PROPOSED TELSTRA LTE700 / LTE1800 / LTE2100 PANEL ANTENNAS (3 OFF A1, A2 & A3) TO BE INSTALLED ON PROPOSED MOUNTS ON TRIANGULAR HEADFRAME.
- PROPOSED TELSTRA LTE700 TMA'S (6 OFF) TO BE ATTACHED TO PROPOSED MOUNTS BEHIND PANEL ANTENNAS (A1, A2, A3, A4, A5 & A6).
- PROPOSED TELSTRA LTE2600 RADIO 4415 (B7) (3 OFF) & RRU INTERFACE BOXES (3 OFF) TO BE INSTALLED ON PROPOSED CROSSBAR MOUNTS ON PROPOSED HEADFRAME.
- PROPOSED TELSTRA NR3600 AIR6488 PANEL ANTENNAS (3 OFF A7, A8 & A9) TO BE INSTALLED ON PROPOSED MOUNT ON TRIANGULAR HEADFRAME.
- PROPOSED TELSTRA LTE1800 / LTE2100 RADIO 4443 (B1/B3) (3 OFF) TO BE INSTALLED ON PROPOSED CROSSBAR MOUNTS ON PROPOSED HEADFRAME.
- PROPOSED TELSTRA TRIANGULAR HEADFRAME TO ACCOMMODATE PROPOSED ANTENNAS, RRU'S & TMA'S.
- PROPOSED TELSTRA 40.0m HIGH CONCRETE MONOPOLE .
- PROPOSED CROSS BAR TO ACCOMMODATE RRU MOUNTS.
- PROPOSED TELSTRA LTE700 / LTE2600 PANEL ANTENNAS (3 OFF A4, A5 & A6) TO BE INSTALLED ON PROPOSED MOUNTS ON TRIANGULAR HEADFRAME.

COMPLIANCE BOX

COMPLETED AS PER DESIGN

ALTERATIONS IN RED

NAME (PRINT) _____

SIGNATURE _____ DATE _____

PRELIMINARY

ANTENNA LAYOUT AT EL 40.0m & RRU LAYOUT 39.0m & 39.5m

SCALE 1:20

 SCALE 1:20



TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA07310.01	KM	MT	PRELIMINARY - 30077737W0034 VPL - LTE700 / LTE1800 / LTE2100 / LTE2600	SZ	RO	24.03.19	1
WA07310.01	NH	AH	FOR CONSTRUCTION - 30077737W0034 VPL - LTE700 / LTE1800 / LTE2100 / LTE2600	SZ	RO	14.07.19	2
WA07310.02	AS	AH	PRELI - 30084149W0016 VPL - LTE700/LTE1800/LTE2100/LTE2600/NR3600	SZ	RO	12.12.19	3
WA07310.02	AA	AH	PRELI - 30084149W0016 VPL - LTE700/LTE1800/LTE2100/LTE2600/NR3600	SZ	RO	31.03.20	4

MOBILE NETWORK SITE 328015
ALBANY ROBINSON
 ANTENNA LAYOUT
 32 ALLERTON ST, ROBINSON, WA 6330

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DWG NO. **W109233** SHT NO. S1-2

Cad file: W109233_PD.dwg

Plot Date: 16 April 2020 - 9:04 AM

Telstra Networks Wireless Program Delivery Template - 017666P02 Issue 12.11 (04/2016)

TELSTRA ANTENNA CONFIGURATION TABLE

ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	ANTENNA BEARING (x°T)	SECTOR NO. & TECHNOLOGY
A1	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	60°	S1: LTE700 S1: LTE700
					S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100
					S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100
					S1: LTE1800 / S1: LTE2100 S1: LTE1800 / S1: LTE2100
A2	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	170°	S2: LTE700 S2: LTE700
					S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100
					S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100
					S2: LTE1800 / S2: LTE2100 S2: LTE1800 / S2: LTE2100
A3	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	290°	S3: LTE700 S3: LTE700
					S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100
					S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100
					S3: LTE1800 / S3: LTE2100 S3: LTE1800 / S3: LTE2100
A4	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	60°	S1: LTE700 S1: LTE700
					S1: LTE2600 S1: LTE2600
					S1: LTE2600 S1: LTE2600
					S1: LTE2600 S1: LTE2600
A5	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	170°	S2: LTE700 S2: LTE700
					S2: LTE2600 S2: LTE2600
					S2: LTE2600 S2: LTE2600
					S2: LTE2600 S2: LTE2600
A6	ARGUS RVVPX310.11B-T2 PANEL 2533 x 350 x 208mm	INSTALL	40.0m	290°	S3: LTE700 S3: LTE700
					S3: LTE2600 S3: LTE2600
					S3: LTE2600 S3: LTE2600
					S3: LTE2600 S3: LTE2600
A7	ERICSSON AIR6488 PANEL 810 x 400 x 200mm	INSTALL	40.0m	60°	S1: NR3600 S1: NR3600
A8	ERICSSON AIR6488 PANEL 810 x 400 x 200mm	INSTALL	40.0m	170°	S2: NR3600 S2: NR3600
A9	ERICSSON AIR6488 PANEL 810 x 400 x 200mm	INSTALL	40.0m	290°	S3: NR3600 S3: NR3600
A14	GPS ANTENNA KRE 101 2082/1 Ø68 x 96	INSTALL	BASE OF GPS 3.18m	0°	-

COMPLIANCE BOX

COMPLETED AS PER DESIGN

ALTERATIONS IN RED

NAME (PRINT) _____

SIGNATURE _____ DATE _____

PRELIMINARY

TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1, S1-2 & S3.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA07310.01	KM	MT	PRELIMINARY - 30077737W0034 VPL - LTE700 / LTE1800 / LTE2100 / LTE2600	SZ	RO	24.03.19	1
WA07310.01	NH	AH	FOR CONSTRUCTION - 30077737W0034 VPL - LTE700 / LTE1800 / LTE2100 / LTE2600	SZ	RO	14.07.19	2
WA07310.02	AS	AH	PRELI - 30084149W0016 VPL - LTE700/LTE1800/LTE2100/LTE2600/NR3600	SZ	RO	12.12.19	3
WA07310.02	AA	AH	PRELI - 30084149W0016 VPL - LTE700/LTE1800/LTE2100/LTE2600/NR3600	SZ	RO	31.03.20	4



MOBILE NETWORK SITE 328015
ALBANY ROBINSON
 ANTENNA CONFIGURATION TABLE
 32 ALLERTON ST, ROBINSON, WA 6330



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DWG NO.	W109233	SHT NO.	S3-1
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Environmental EME Report

Location	32 Allerton St, ROBINSON WA 6330		
Date	25/08/2020	RFNSA No.	6330031

How does this report work?

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 32 Allerton St, ROBINSON WA 6330. These levels have been calculated by Visionstream using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

A document describing how to interpret this report is available at ARPANSA's website:

[A Guide to the Environmental Report.](#)

A snapshot of calculated EME levels at this site

There are currently no existing radio systems for this site.

The maximum EME level calculated for the **proposed** changes at this site is

1.65%

out of 100% of the public exposure limit, 77 m from the location.

EME levels with the proposed changes	
Distance from the site	Percentage of the public exposure limit
0-50 m	0.91%
50-100 m	1.65%
100-200 m	1.29%
200-300 m	0.73%
300-400 m	0.55%
400-500 m	0.33%

For additional information please refer to the EME ARPANSA Report annexure for this site which can be found at <http://www.rfnsa.com.au/6330031>.

Radio systems at the site

This base station currently has equipment for transmitting the services listed under the existing configuration. The proposal would modify the base station to include all the services listed under the proposed configuration.

Carrier	Existing		Proposed	
	Systems	Configuration	Systems	Configuration
Telstra			4G, 5G	LTE700 (proposed), LTE1800 (proposed), LTE2600 (proposed), LTE2100 (proposed), NR3500 (proposed), NR850 (proposed)

An in-depth look at calculated EME levels at this site

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined. All EME levels are relative to 1.5 m above ground and all distances from the site are in 360° circular bands.

Distance from the site	Existing configuration			Proposed configuration		
	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
0-50m				5.83	90.04	0.91%
50-100m				7.85	163.42	1.65%
100-200m				6.93	127.23	1.29%
200-300m				4.79	60.81	0.73%
300-400m				4.07	43.88	0.55%
400-500m				3.17	26.57	0.33%

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest, identified through consultation requirements of the [Communications Alliance Ltd Deployment Code C564:2018](#) or other means. Calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Maximum cumulative EME level for the proposed configuration

Location	Height range	Electric field (V/m)	Power density (mW/m ²)	Percentage of the public exposure limit
63 Robert Road Dwelling, Robinson, WA 6330	0-5 m	0.84	1.89	0.02%
37 Home Road Dwelling, Robinson, WA 6330	0-5 m	0.83	1.84	0.02%
27 Harding Road, Robinson, WA 6330	0-5 m	0.69	1.27	0.02%



Australian Government
Department of the Environment and Energy

EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected.

Information on the coverage of this report and qualifications on data supporting this report are contained in the caveat at the end of the report.

Information is available about [Environment Assessments](#) and the EPBC Act including significance guidelines, forms and application process details.

Report created: 06/11/19 10:35:29

[Summary](#)

[Details](#)

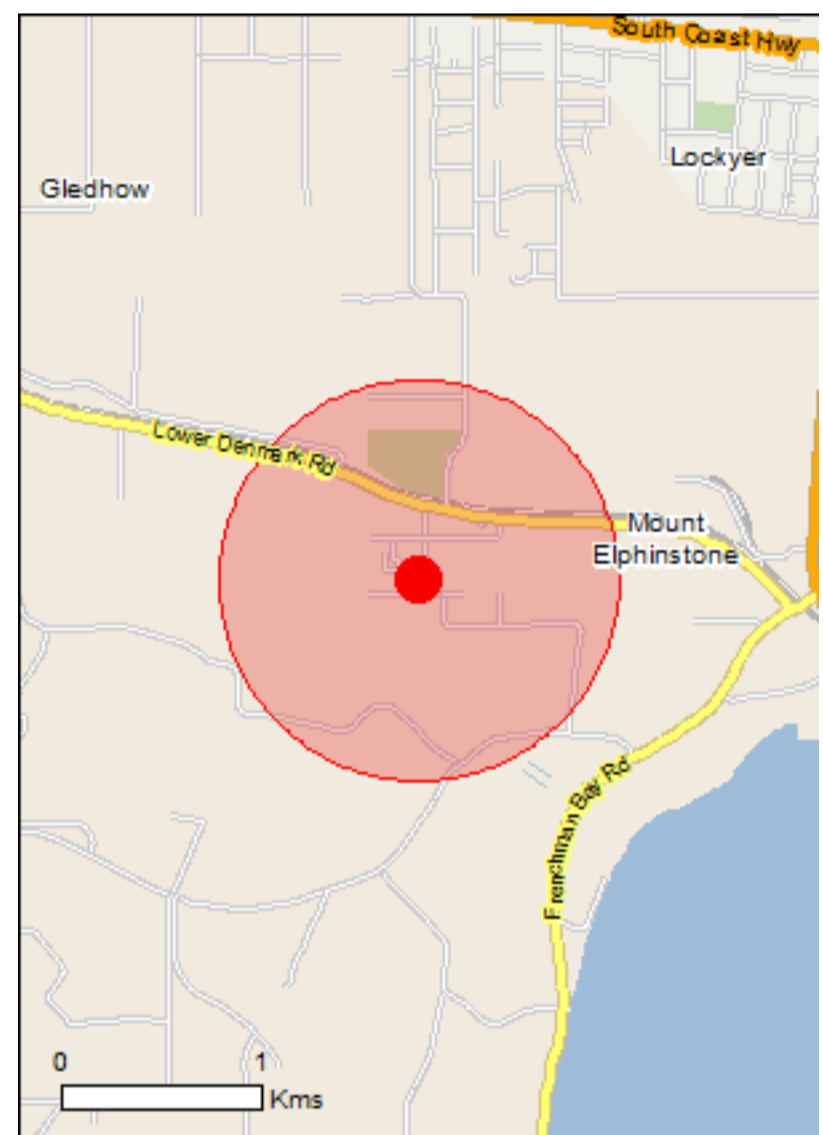
[Matters of NES](#)

[Other Matters Protected by the EPBC Act](#)

[Extra Information](#)

[Caveat](#)

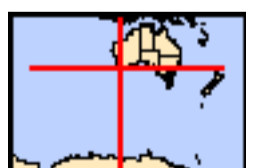
[Acknowledgements](#)



This map may contain data which are ©Commonwealth of Australia (Geoscience Australia), ©PSMA 2010

[Coordinates](#)

Buffer: 1.0Km



Summary

Matters of National Environmental Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the [Administrative Guidelines on Significance](#).

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance:	None
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	None
Listed Threatened Species:	29
Listed Migratory Species:	11

Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the environment anywhere.

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at <http://www.environment.gov.au/heritage>

A [permit](#) may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

Commonwealth Land:	None
Commonwealth Heritage Places:	None
Listed Marine Species:	17
Whales and Other Cetaceans:	None
Critical Habitats:	None
Commonwealth Reserves Terrestrial:	None
Australian Marine Parks:	None

Extra Information

This part of the report provides information that may also be relevant to the area you have nominated.

State and Territory Reserves:	None
Regional Forest Agreements:	None
Invasive Species:	21
Nationally Important Wetlands:	None
Key Ecological Features (Marine)	None

Details

Matters of National Environmental Significance

Listed Threatened Species		[Resource Information]
Name	Status	Type of Presence
Birds		
Botaurus poiciloptilus Australasian Bittern [1001]	Endangered	Species or species habitat known to occur within area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calyptorhynchus banksii naso Forest Red-tailed Black-Cockatoo, Karrak [67034]	Vulnerable	Species or species habitat likely to occur within area
Calyptorhynchus baudinii Baudin's Cockatoo, Long-billed Black-Cockatoo [769]	Endangered	Breeding known to occur within area
Calyptorhynchus latirostris Carnaby's Cockatoo, Short-billed Black-Cockatoo [59523]	Endangered	Breeding likely to occur within area
Cereopsis novaehollandiae grisea Cape Barren Goose (south-western), Recherche Cape Barren Goose [25978]	Vulnerable	Species or species habitat may occur within area
Dasyornis longirostris Western Bristlebird [515]	Endangered	Species or species habitat likely to occur within area
Limosa lapponica baueri Bar-tailed Godwit (baueri), Western Alaskan Bar-tailed Godwit [86380]	Vulnerable	Species or species habitat may occur within area
Limosa lapponica menzbieri Northern Siberian Bar-tailed Godwit, Bar-tailed Godwit (menzbieri) [86432]	Critically Endangered	Species or species habitat may occur within area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area
Pachyptila turtur subantarctica Fairy Prion (southern) [64445]	Vulnerable	Species or species habitat likely to occur within area
Sternula nereis nereis Australian Fairy Tern [82950]	Vulnerable	Species or species habitat may occur within area

Name	Status	Type of Presence
Insects		
Trioza barrettae Banksia brownii plant louse [87805]	Endangered	Species or species habitat may occur within area
Mammals		
Dasyurus geoffroii Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat likely to occur within area
Parantechinus apicalis Dibbler [313]	Endangered	Species or species habitat likely to occur within area
Pseudocheirus occidentalis Western Ringtail Possum, Ngwayir, Womp, Woder, Ngoor, Ngoolangit [25911]	Critically Endangered	Species or species habitat likely to occur within area
Other		
Westralunio carteri Carter's Freshwater Mussel, Freshwater Mussel [86266]	Vulnerable	Species or species habitat may occur within area
Plants		
Banksia brownii Brown's Banksia, Feather-leaved Banksia [8277]	Endangered	Species or species habitat may occur within area
Banksia verticillata Granite Banksia, Albany Banksia, River Banksia [8333]	Vulnerable	Species or species habitat likely to occur within area
Caladenia granitora [65292]	Endangered	Species or species habitat may occur within area
Caladenia harringtoniae Harrington's Spider-orchid, Pink Spider-orchid [56786]	Vulnerable	Species or species habitat may occur within area
Calectasia cyanea Blue Tinsel Lily [7669]	Critically Endangered	Species or species habitat may occur within area
Chordifex abortivus Manypeaks Rush [64868]	Endangered	Species or species habitat likely to occur within area
Conostylis misera Grass Conostylis [21320]	Endangered	Species or species habitat may occur within area
Drakaea micrantha Dwarf Hammer-orchid [56755]	Vulnerable	Species or species habitat likely to occur within area
Isopogon uncinatus Albany Cone Bush, Hook-leaf Isopogon [20871]	Endangered	Species or species habitat likely to occur within area
Kennedia glabrata Northcliffe Kennedia [16452]	Vulnerable	Species or species habitat likely to occur within area
Sphenotoma drummondii Mountain Paper-heath [21160]	Endangered	Species or species habitat may occur within area

Listed Migratory Species**[Resource Information]**

* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.

Name	Threatened	Type of Presence
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Name	Threatened	Type of Presence
Migratory Marine Birds		
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area
Migratory Terrestrial Species		
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area
Migratory Wetlands Species		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area
Limosa lapponica Bar-tailed Godwit [844]		Species or species habitat known to occur within area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area
Pandion haliaetus Osprey [952]		Species or species habitat known to occur within area
Tringa nebularia Common Greenshank, Greenshank [832]		Species or species habitat likely to occur within area

Other Matters Protected by the EPBC Act

Listed Marine Species		[Resource Information]
* Species is listed under a different scientific name on the EPBC Act - Threatened Species list.		
Name	Threatened	Type of Presence
Birds		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area
Ardea alba Great Egret, White Egret [59541]		Species or species habitat known to occur within area
Ardea ibis Cattle Egret [59542]		Species or species

Name	Threatened	Type of Presence
Calidris acuminata Sharp-tailed Sandpiper [874]		habitat may occur within area Species or species habitat may occur within area
Calidris canutus Red Knot, Knot [855]	Endangered	Species or species habitat known to occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area
Cereopsis novaehollandiae grisea Cape Barren Goose (south-western), Recherche Cape Barren Goose [25978]	Vulnerable	Species or species habitat may occur within area
Haliaeetus leucogaster White-bellied Sea-Eagle [943]		Species or species habitat known to occur within area
Limosa lapponica Bar-tailed Godwit [844]		Species or species habitat known to occur within area
Merops ornatus Rainbow Bee-eater [670]		Species or species habitat may occur within area
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area
Pachyptila turtur Fairy Prion [1066]		Species or species habitat likely to occur within area
Pandion haliaetus Osprey [952]		Species or species habitat known to occur within area
Tringa nebularia Common Greenshank, Greenshank [832]		Species or species habitat likely to occur within area

Extra Information

Invasive Species

[[Resource Information](#)]

Weeds reported here are the 20 species of national significance (WoNS), along with other introduced plants that are considered by the States and Territories to pose a particularly significant threat to biodiversity. The following feral animals are reported: Goat, Red Fox, Cat, Rabbit, Pig, Water Buffalo and Cane Toad. Maps from Landscape Health Project, National Land and Water Resources Audit, 2001.

Name	Status	Type of Presence
Birds		
Anas platyrhynchos Mallard [974]		Species or species habitat likely to occur

Name	Status	Type of Presence
Columba livia Rock Pigeon, Rock Dove, Domestic Pigeon [803]		within area Species or species habitat likely to occur within area
Streptopelia senegalensis Laughing Turtle-dove, Laughing Dove [781]		Species or species habitat likely to occur within area
Sturnus vulgaris Common Starling [389]		Species or species habitat likely to occur within area
Mammals		
Canis lupus familiaris Domestic Dog [82654]		Species or species habitat likely to occur within area
Felis catus Cat, House Cat, Domestic Cat [19]		Species or species habitat likely to occur within area
Mus musculus House Mouse [120]		Species or species habitat likely to occur within area
Oryctolagus cuniculus Rabbit, European Rabbit [128]		Species or species habitat likely to occur within area
Rattus rattus Black Rat, Ship Rat [84]		Species or species habitat likely to occur within area
Sus scrofa Pig [6]		Species or species habitat likely to occur within area
Vulpes vulpes Red Fox, Fox [18]		Species or species habitat likely to occur within area
Plants		
Asparagus asparagoides Bridal Creeper, Bridal Veil Creeper, Smilax, Florist's Smilax, Smilax Asparagus [22473]		Species or species habitat likely to occur within area
Cenchrus ciliaris Buffel-grass, Black Buffel-grass [20213]		Species or species habitat may occur within area
Genista monspessulana Montpellier Broom, Cape Broom, Canary Broom, Common Broom, French Broom, Soft Broom [20126]		Species or species habitat likely to occur within area
Genista sp. X Genista monspessulana Broom [67538]		Species or species habitat may occur within area
Lantana camara Lantana, Common Lantana, Kamara Lantana, Large-leaf Lantana, Pink Flowered Lantana, Red Flowered Lantana, Red-Flowered Sage, White Sage, Wild Sage [10892]		Species or species habitat likely to occur within area
Lycium ferocissimum African Boxthorn, Boxthorn [19235]		Species or species habitat likely to occur within area
Pinus radiata Radiata Pine Monterey Pine, Insignis Pine, Wilding Pine [20780]		Species or species habitat may occur within area

Name	Status	Type of Presence
Rubus fruticosus aggregate Blackberry, European Blackberry [68406]		Species or species habitat likely to occur within area
Sagittaria platyphylla Delta Arrowhead, Arrowhead, Slender Arrowhead [68483]		Species or species habitat likely to occur within area
Ulex europaeus Gorse, Furze [7693]		Species or species habitat likely to occur within area

Caveat

The information presented in this report has been provided by a range of data sources as acknowledged at the end of the report.

This report is designed to assist in identifying the locations of places which may be relevant in determining obligations under the Environment Protection and Biodiversity Conservation Act 1999. It holds mapped locations of World and National Heritage properties, Wetlands of International and National Importance, Commonwealth and State/Territory reserves, listed threatened, migratory and marine species and listed threatened ecological communities. Mapping of Commonwealth land is not complete at this stage. Maps have been collated from a range of sources at various resolutions.

Not all species listed under the EPBC Act have been mapped (see below) and therefore a report is a general guide only. Where available data supports mapping, the type of presence that can be determined from the data is indicated in general terms. People using this information in making a referral may need to consider the qualifications below and may need to seek and consider other information sources.

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species distributions have been derived through a variety of methods. Where distributions are well known and if time permits, maps are derived using either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc) together with point locations and described habitat; or environmental modelling (MAXENT or BIOCLIM habitat modelling) using point locations and environmental data layers.

Where very little information is available for species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc). In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More reliable distribution mapping methods are used to update these distributions as time permits.

Only selected species covered by the following provisions of the EPBC Act have been mapped:

- migratory and
- marine

The following species and ecological communities have not been mapped and do not appear in reports produced from this database:

- threatened species listed as extinct or considered as vagrants
- some species and ecological communities that have only recently been listed
- some terrestrial species that overfly the Commonwealth marine area
- migratory species that are very widespread, vagrant, or only occur in small numbers

The following groups have been mapped, but may not cover the complete distribution of the species:

- non-threatened seabirds which have only been mapped for recorded breeding sites
- seals which have only been mapped for breeding sites near the Australian continent

Such breeding sites may be important for the protection of the Commonwealth Marine environment.

Coordinates

-35.02159 117.84276

Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

- [Office of Environment and Heritage, New South Wales](#)
- [Department of Environment and Primary Industries, Victoria](#)
- [Department of Primary Industries, Parks, Water and Environment, Tasmania](#)
- [Department of Environment, Water and Natural Resources, South Australia](#)
- [Department of Land and Resource Management, Northern Territory](#)
- [Department of Environmental and Heritage Protection, Queensland](#)
- [Department of Parks and Wildlife, Western Australia](#)
- [Environment and Planning Directorate, ACT](#)
- [Birdlife Australia](#)
- [Australian Bird and Bat Banding Scheme](#)
- [Australian National Wildlife Collection](#)
- Natural history museums of Australia
- [Museum Victoria](#)
- [Australian Museum](#)
- [South Australian Museum](#)
- [Queensland Museum](#)
- [Online Zoological Collections of Australian Museums](#)
- [Queensland Herbarium](#)
- [National Herbarium of NSW](#)
- [Royal Botanic Gardens and National Herbarium of Victoria](#)
- [Tasmanian Herbarium](#)
- [State Herbarium of South Australia](#)
- [Northern Territory Herbarium](#)
- [Western Australian Herbarium](#)
- [Australian National Herbarium, Canberra](#)
- [University of New England](#)
- [Ocean Biogeographic Information System](#)
- [Australian Government, Department of Defence Forestry Corporation, NSW](#)
- [Geoscience Australia](#)
- [CSIRO](#)
- [Australian Tropical Herbarium, Cairns](#)
- [eBird Australia](#)
- [Australian Government – Australian Antarctic Data Centre](#)
- [Museum and Art Gallery of the Northern Territory](#)
- [Australian Government National Environmental Science Program](#)
- [Australian Institute of Marine Science](#)
- [Reef Life Survey Australia](#)
- [American Museum of Natural History](#)
- [Queen Victoria Museum and Art Gallery, Inveresk, Tasmania](#)
- [Tasmanian Museum and Art Gallery, Hobart, Tasmania](#)
- Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the [Contact Us](#) page.

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.

Officer Comment

42 submissions representing surrounding landowners, employees and tenants

Health concerns

- Property is General Industry where there are businesses with numerous staff and properties with young families.
- Business owners concerned for the safety of their employees (total of 135)
- Property owners concerned for the safety of their tenants (total of 41)
- Concentrated and focused electromagnetic radiation will be emitted all day, every day. Daily exposure to EMR has been linked to cancer, chronic fatigue, immune system disruption, skin damage, damage to the eyes (cataracts and retina), neurological, DNA, fertility, spontaneous abortion, depression, and behavioural problems etc.
- Environmental Protection Agency labelled Electromagnetic Radiation as a class 3 carcinogen
- Should be located in less densely populated areas such as rural or bushland

The potential for detrimental health effects from the proposed tower was consistently raised. It is necessary to note that the City is not a regulatory body in respect to electromagnetic energy (EME). The Federally established Australian Protection and Nuclear Safety Agency (ARPANSA) enforce the *Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields – 3kHz to 300GHz*. The EME report submitted by the applicant states that the maximum calculated EME level from the site will be 1.65% of the maximum public exposure level.

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.	Officer Comment
<ul style="list-style-type: none"> • Sensitive sites include schools, childcare facilities and hospitals. There are families with young children living within 250m of the tower and school bus stops within 300m. If schools etc are considered sensitive, then how can a tower be placed where there are young children living? • Health impacts from radiofrequency and electromagnetic energy is real and has not been unproven • 5G involves millimetre waves which are known to have a profound effect on all parts of the human body. • The fact that the proposed development is claiming to be under the maximum public exposure limit for EME is irrelevant when there is scientific publications shown that EME affects living organisms at levels well below international and national guidelines. • Landowners and residents would be exposed without consent to a carcinogen. • Who is regulating the amount of EME? Other towers have been tested and found to be 270 times over the safe limit. • Lack of information regarding radiation levels due to dual 4G and 5G emissions from one tower. Lack of information due to the amount of panels proposed and the fact that the radiation emitted will overlap, doubling the radiation. 	

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.	Officer Comment
<p><u>Visual Amenity</u></p> <p>Residents will have a direct line of sight. Telstra should provide an image to show the direct outlook from the tower from our property (<u>requested by 15 landowners</u>)</p>	<p>When assessing impacts on amenity, it is necessary to determine the level of existing amenity within the immediate area and secondly, within wider the locality.</p> <p>The existing amenity of Allerton Street can be classified as having an industrial landscape, defined by industrial workshops and storage yards. The wider area can be classified as having a rural residential landscape defined by dispersed dwellings located within sections of open paddocks and areas of dense vegetation.</p> <p>The applicant has provided a photo montage of the proposal taken from a number of surrounding properties. While acknowledging that the proposal will be partially visible when viewed from a number of properties within the area, it is necessary to consider that the mere fact that part of the proposed development will be visible does not, in itself, mean that the proposed development will have a negative impact on the visual amenity of the locality. As can be seen from SPP 5.2, factors such as the prominence of the development within the landscape and the extent to which visual aspects of value to the community as a whole might be compromised are relevant to this assessment</p> <p>It is acknowledged that the proposal will be visible from private properties in the surrounding area. It is necessary to consider the overall public benefit of the proposal against any amenity</p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.	Officer Comment
	<p>impacts. The proposal is not located on ridge line. The applicant has proposed to leave the monopole unpainted in order to reduce the visual impact of the development.</p>
<p><u>Site selection and [JW1] inconsistent with WAPC Statement of Planning Policy 5.2 – Telecommunications Infrastructure, including:</u></p> <ul style="list-style-type: none"> • <u>Should address the needs of the community – there is no need for this tower as there is acceptable coverage already. No one in the area wants it.</u> • <u>5.0 – Mobile Telephone Networks and co-location - ‘Base stations provide coverage to a geographic area known as a ‘cell’, which may vary in size but generally has a radius of up to 10km’s. The stations need to be carefully considered in relation to existing base stations. If additional base stations are need in areas where mobile network coverage already exists, demand may be met by adding more panels to existing towers, or by constructing new towers.’</u> <p>There is an existing base station at Lot 241 Robinson Rd, 1.13km from the proposed site. Why can’t more panels be added? The applications states this is not possible, but does not provide an explanation or evidence why?</p> <p>Why can’t a tower be placed near the Equestrian Centre where coverage would extend further down Roberts Rd and alleviate the problems in that area?</p> <ul style="list-style-type: none"> • <u>Telecommunication infrastructure should be co-located wherever possible</u> 	<p>The proposal has been assessed against the Western Australian Planning Commission’s <i>State Planning Policy 5.2 - Telecommunications Infrastructure</i>. The SPP 5.2 provides guiding principles for the location, siting and design of telecommunications infrastructure.</p> <p>It is important to note that the SPP 5.2 provides the direction that telecommunication infrastructure should not be prohibited in any zone, hence why it is discretionary within all zones throughout the City of Albany. Furthermore, buffer zones and or setback distances are not to be included in planning schemes or policies. There is a clear direction in the SPP 5.2 to facilitate the roll out of an efficient telecommunications network, unless the location and siting unreasonably affects places of cultural or environmental significance, or the visual impact on balance has not been mitigated to outweigh the community benefit of the service it will provide the community.</p> <p>The proposal demonstrates compliance with the policy objectives of SPP 5.2. A full assessment of the policy can be found within the Council Report under Policy Implications.</p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.	Officer Comment
<p>There is a telecommunication station within 1.13km of the proposed site at Lot 241 Robinson Rd. Why can't this be co-located with the existing tower? The application provides no evidence or explanation other than to say it is outside of the coverage area of the project. Base stations have a radius of up to 10-100km, so how come this is outside of the coverage area?</p> <ul style="list-style-type: none"> • Structure planning at the local level - <i>'In the preparation and assessment of structure plans at the local level, consideration should be given to the need for telecommunications services in supporting documentation'</i> <p>The application provides no evidence or supporting documentation to substantiate the need for additional telecommunication services in this location.</p> <ul style="list-style-type: none"> • Site selection: • States they should be located on high land. The chosen site is flat and behind a granite mountain. • Optimal site is a small block so puts it extremely close to all boundaries of neighbouring properties • No evidence of a need for improved telecommunication service in this area. No issues with current service • Residents within this area have not asked for, or do they need additional telecommunications infrastructure at this time and the local community has significant and compelling objections to this proposal. • Just because they could obtain land tenure, doesn't make it an optimal site. 	

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.	Officer Comment
<ul style="list-style-type: none"> • Applicant has not considered a sufficient number of potential locations to conclude that this is an optimal site. • Should be at the local race course or local pony club, who are agreeable to it being located on their property • Agrees that some places do not have reception along Roberts Rd and the Fire Brigade do complain that it is difficult to get coverage, however the area where the tower is doesn't experience this problem. Should be located at the Equestrian Centre 	
<p><u>Does not meet the CoA Local Planning Scheme No 1.</u></p> <p>General Industry Zone - a) This is not just a General Industry area. Rural Residential properties are within 250m radius of the tower. Lots of people with young children live within this area, plus many more work within this area.</p> <p>More people congregated here 6 days per week, 10 hours per day than there are spread out in a Rural Residential area</p>	<p>Telecommunications Infrastructure is classified as a 'D' use within the General Industry zone, meaning that the use is not permitted unless the local government has exercised its discretion by granting development approval.</p> <p>It is important to note that the SPP 5.2 provides the direction that telecommunication infrastructure should not be prohibited in any zone, hence why it is discretionary within all zones throughout the City of Albany. Furthermore, buffer zones and or setback distances are not to be included in planning schemes or policies. There is a clear direction in the SPP 5.2 to facilitate the roll out of an efficient telecommunications network, unless the location and siting unreasonably affects places of cultural or environmental significance, or the visual impact on balance has not been mitigated to outweigh the community benefit of the service it will provide the community.</p> <p>The proposal is considered to meet the provisions of LPS 1.</p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

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Summary of submission.	Officer Comment
<p><u>Does not meet the requirements of the C564:2018 Industry Codes – Mobile Phone Base Station Deployment</u></p> <p>Although not a low impact facility, the application claims to have satisfied these requirements. They have not.</p> <ul style="list-style-type: none"> • The applicant states that they have complied with these codes but they haven't. • Lack of transparency to residents and the local community. • If an agreement has been signed by the landowner and the applicant within the last 6 months, how is it possible for the applicant and the landowner to have this agreement without planning approval and without community and council discussion or involvement? • Young children will be exposed to this radiation so therefore the 'Precautionary Principle" must be applied. Precautionary Principle : If there is any perceived doubt about the safety, in this case EME radiation exposure to people, the implementation of such technology (infrastructure) should be paused or halted until it can be deemed to be safe 	<p>The consultation requirements of this Code do not apply to infrastructure that requires Development Approval. In such cases it is expected that public consultation will occur through the Development Application process.</p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

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Summary of submission.	Officer Comment
<p><u>Environmental concerns - Evidence that EMR has detrimental effects on all wildlife.</u> <u>Risk on endangered species, specifically:</u></p> <ul style="list-style-type: none"> • <i>Habitat for endangered Western Ringtail Possum</i> • <i>Red and white tailed cockatoos frequent this area (red on critical list)</i> • <i>Barn Owls (sonar)</i> • <i>Sacred kingfisher</i> <p>How can you guarantee will not affect the above animals?</p> <p>Can you guarantee that the Barn Owl who located food by sound will not be affected by this tower?</p> <p>Local Apiarists live nearby and will impact the bees breeding and pollinating capacity, collapsing their colonies.</p>	
<p><u>Property value</u></p> <ul style="list-style-type: none"> • Will impact property value as there is a direct line of sight • Will have detrimental effect on their business 	<p>Decreased property values were consistently raised during the consultation process. Property values are not within the matters to be considered under clause 67 of the <i>Planning and</i></p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

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Summary of submission.	Officer Comment
<ul style="list-style-type: none"> Rates should be reduced if the City allows this impact on our property value. Requests that a property evaluation is done by an independent professional assessor at the cost of Telstra for all affected properties. 	<p><i>Development (Local Planning Schemes) Regulations 2015; and therefore are not a valid planning consideration.</i></p>
<p><u>Noise-</u></p> <p>Concerns were raised regarding constant humming from the proposed development.</p>	<p>It is anticipated that there will be some low-level noise from the ongoing operation of air conditioning equipment associated with the equipment shelter. This is comparable to a domestic air conditioning unit.</p> <p>The proposed development is considered to be appropriately setback from residential properties mitigating any associated noise. Further to this, the standard condition in relation to noise is proposed to be applied as a condition of approval should the proposal be supported.</p>
<p><u>Insufficient consultation undertaken by the City -</u></p> <p>Appropriate attempts have not been made to contact me. Phone calls, emails and text messages should have been used.</p>	<p>Although not specifically required under LPS1, the application was advertised for a period of twenty-seven (27) days (between the dates of 18/09/2020 – 14/10/2020). All landowners within a 500m radius of the site were notified directly by letter, and a notice was placed on the City of Albany website.</p> <p>Advertising of the proposal was undertaken in accordance with Clause 64 of the Planning and Development (Local Planning</p>

CITY OF ALBANY LOCAL PLANNING SCHEME No. 1

Telecommunication Infrastructure – 32 Allerton Street, Robinson P2200469

SCHEDULE OF SUBMISSIONS AND MODIFICATIONS

Note: This is a broad summary of the submissions only.

Summary of submission.

Officer Comment

Schemes) Regulations 2015 which requires a proposal to be advertised for a period of 14 days to surrounding landowners within the vicinity of the proposal. A copy of the proposal was also available on the City of Albany's website.



10 February 2021

Jessica Anderson
Senior Planning Officer
City of Albany
PO Box 484
ALBANY WA 6331

Via email: jessicaa@albany.wa.gov.au

Dear Jessica,

**Re: Response to Objections
Planning Application Reference PP2200433
The construction of a telecommunications facility and associated infrastructure
32 Allerton Street, Robinson WA 6330**

I refer to the above Development Application and the advertising/notification undertaken last year.

Below we provide responses to each of the main points raised in the submissions received.

Visual Impact

Telstra advises that the location of telecommunications facilities to service urban and country communities is nowadays commonplace.

Nevertheless, Telstra does seriously consider visual impact when siting and designing telecommunications facilities. Given that clear line of sight is integral to the functioning of any telecommunications facility, it is not possible to completely mitigate all impacts on surrounding view sheds. Telstra appreciates that a balance must be struck between amenity and service, without undue compromise to either. Accordingly, we have sought to implement this balance at 32 Allerton Street by choosing a location that best minimises the potential visual impact of all identified candidates investigated and outlined in summary above.



Telstra endeavors to minimise the visual prominence of the facility wherever it is possible to do so. There are restrictions in lowering the height of a telecommunications facility, as the panel antennas must be at a height where there are no obstructions between the antenna and the service area, Telstra has proposed the facility at the minimum height capable of achieving the technical requirements for the site. Telstra appreciates that the construction of a monopole introduces a new element to the environment, however we maintain it is not unreasonable to propose such infrastructure in such a community comprising a semi-rural and industrial setting, and that we have sought to minimise the impact of the proposal as best as possible.

The site has been deliberately located to within an industrial area, as far as possible away from sensitive land uses. The nearest dwelling is more than 220m away to the south, and the surrounding dwellings have either structures, such as sheds or vegetation between their residence and the tower itself.

A number of photomontages have been provided to show how the facility will be viewed within the context of the area. The facility does not appear to be unreasonable within the context of the area (in particular due to the Industrial zoning) and a slimline monopole rather than a lattice type tower has been proposed deliberately in this instance to reduce the visual impact.

EME & Health

Please be assured that Telstra take the responsibilities regarding the health and safety of their customers and the community very seriously. Telstra also acknowledge that some people are genuinely concerned about the possible health effects from electromagnetic energy (EME).

There are many sources of EME (often called electromagnetic radiation). They occur naturally as well as having artificial sources. Natural sources of EME include light from the sun, lightning and the earth's magnetic field. Refrigerators, hairdryers and computers, TVs, radios, mobile phones, WiFi, remote control devices, emergency services systems, baby monitors and microwave ovens.



Is EME from a Mobile Base Station Safe?

The Australian Communications and Media Authority (ACMA) has set mandatory limits for EME exposure for all devices that produce Radiofrequency signals. Mobile phones and their base stations are included in these mandatory limits, as are AM/FM radio and TV broadcast stations. The ACMA conduct regular audit operations to test for compliance against these limits. The levels are set by the Australian Radiation Protection and Nuclear Safety Agency - ARPANSA Maximum Exposure Levels to Radiofrequency Fields -3kHz to 300 GHz' (RPS3), which is derived from the International Commission Non-Ionizing Radiation Protection (ICNIRP) Guidelines. The Australian Communications and Media Authority (ACMA) has extensive information on health and mobile phone technology.

ICNIRP has recently undertaken an extensive review of the available scientific evidence and research on EME and health. As a result, new ICNIRP Guidelines were published on 11 March 2020 with a focus on the overall depth of research and safety of the guidelines. It is the responsibility of these expert authorities to continually review the science on electromagnetic energy (EME) and to protect public safety.

ARPANSA's position is: "Based on current research there are no established health effects that can be attributed to the low RF EME exposure from mobile phone base station antennas." <https://www.arpansa.gov.au/understanding-radiation/radiation-sources/more-radiation-sources/mobile-phone-base-stations>.

You may wish to contact ARPANSA directly. ARPANSA provides an opportunity for the public and community to talk directly with scientists on issues about radiation exposure and protection in Australia. ARPANSA can be contacted on 1800 022 333 from 11:00 am to 12:30 pm on Tuesdays and Thursdays (Melbourne/Sydney AEST), except during public holidays. You can also send an enquiry via ARPANSA's online contact form." Additionally, the safety regulations operate by placing a limit on the strength of the signal (or radiofrequency EME) that Telstra can transmit. They are not based on distance, or creating "buffer zones" for residential areas, places of employment, schools or any other specific environment. The environmental standard limits the network signal strength to a level low enough to protect all people, in all environments, 24-hours a day. The safety limit itself, has a significant safety margin, or precautionary approach built into it.

The ACMA's regulatory arrangements require base stations to comply with the exposure limits in the ARPANSA RF Standard. The ARPANSA Standard is designed to protect people of all ages and health status against all known adverse health effects from



exposure to RF EME. This standard is the same for infants/children, seniors and pregnant women.

5G information & EME Health including immune system

There's already been a lot said about 5G technology, we rely on the expert scientists. "I'd like to reassure the community that 5G technology is safe. There is no evidence telecommunication technologies, such as 5G, cause adverse health impacts. This position is supported by health authorities in Australia – such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) – and around the world, such as the World Health Organization (WHO). The radio waves to which the general public is exposed from telecommunications are not hazardous to human health," said Chief Medical Officer, Professor Brendan Murphy.

The health authority in Australia, ARPANSA, is aware that there is a lot of concerning misinformation circulating throughout the community about the possible impacts of Australia's planned roll-out of the 5G mobile network.

"Contrary to some claims, there are no established health effects from the radio waves that the 5G network uses. The upgrade will run on radio waves similar to those used in the current 4G network, "With the novel coronavirus (COVID-19) pandemic, some members of the public are concerned about the human immune system and whether it can be compromised by wireless telecommunications sources such as 5G. There is no established evidence that low level radio wave exposure from 5G and other wireless telecommunications can affect the immune system or cause any other long term or short-term health effects," state The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The EMF-Portal (www.emf-portal.org) is an open-access extensive database of scientific research into the effects of EMF, including studies on the effects of RF on health. It is managed by the RWTH Aachen University, Germany and linked from the WHO website. EMF-Portal contains more than 25,000 published scientific articles on the biological and health effects of EMF and 2,500 studies on mobile communications.

A number of studies have investigated whether low level radio wave exposure from telecommunications sources like 5G can impact the immune system. Such studies, including those that have investigated effects on antigens, antibodies and oxidative stress, have not provided evidence of changes in immune function.



There is no established evidence that low level radio wave exposure from 5G and other wireless telecommunications can affect the immune system or cause other long- or short-term health effects.

There has been a lot of misinformation about 5G. You may like to visit the following Telstra links to find out about the latest science on 5G and EME:

- <https://www.telstra.com.au/consumer-advice/eme/5g-and-eme>
- <https://exchange.telstra.com.au/understanding-5g-and-eme/>
- <https://exchange.telstra.com.au/5-things-you-should-know-about-5g-and-eme/>
- <https://exchange.telstra.com.au/5-surveys-of-5g-show-eme-levels-well-below-safety-limits/>

I can also recommend the following resources:

- <https://www.arpansa.gov.au/news/misinformation-about-australias-5g-network>
- <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/myth-busters>
- <http://www.emfexplained.info/?ID=25916>
- <https://www.who.int/features/qa/30/en/>
- <https://www.icnirp.org/en/frequencies/high-frequency/index.html>
- <https://www.cnn.com/2019/03/27/is-5g-safe-for-humans-heres-what-scientific-consensus-says.html>

EME & Flora and Fauna

With respect to possible biological effect of RF EME, in 2019 Telstra asked ARPANSA for their response on the issue of possible effects on flora and fauna. They replied, *“There is no established evidence that EME exposure from wireless telecommunications sources is harmful to flora or fauna. It should be remembered that many studies investigating human health are performed in the laboratory on animals and plant cells.”*

The following are publications that are available on exposure to radio frequency electromagnetic fields (RF-EMF) on flora:



1. Tkalec M et al., November 2008, *Effects of radiofrequency electromagnetic fields on seed germination and root meristematic cells of Allium cepa L [onion]*, *Mutat Res*.
2. Sharma VP et al., 2009, *Mobile phone radiation inhibits Vigna radiate (mung bean) root growth by inducing oxidative stress*, *Science of The Total Environment*, 407:5543-5547.
3. Roux D et al., 2008, *High frequency (900 MHz) low amplitude (5 V/m) electromagnetic field: a genuine environmental stimulus that affects transcription, translation, calcium and energy charge in tomato*, *Planta*, 227:883-891
4. Tafforeau M et al., 2004, *Plant sensitivity to low intensity 105 GHz electromagnetic radiation*, *Bioelectromagnetics*, 25:403–407
5. Akbal A et al., 2012, *Effects of electromagnetic waves emitted by mobile phones on germination, root growth, and root tip cell mitotic division on Lens Culinaris medic [lentil seeds]*, *Pol J Environ Stud*, 1(2012):23-29
6. Aydin B et al., 2011, *Effects of radiofrequency electromagnetic fields on oxidative stress and physiological parameters of wheat (Triticum aestivum L. CV. golia)*, *Fresenius Environmental Bulletin*, 20(11):2815-23
7. Monselise EB et al., 2011, *Bioassay for assessing cell stress in the vicinity of radio-frequency irradiating antennas*, *J Environ Monit*, epub. *This paper considered duck-weed.*

Specifically, in relation to bees we are not aware of any evidence that 5G harms bees. You may be interested in these articles on how 5G technology is helping beekeepers:

- <https://americanbeejournal.com/why-we-shouldnt-fear-5g/>
- <https://www.gsma.com/iot/exclusive-interview-keeping-bees-safe-and-sound/>

Assessment of Planning Policy No.5.2 – Telecommunications Infrastructure & General Industry Zone of Albany Local Planning Scheme No.1

The WAPC Statement of Planning Policy No.5.2 – Telecommunications Infrastructure (SPP 5.2) provides a framework for the preparation, assessment, and determination of applications for planning of telecommunications facilities within the context of the planning system of Western Australia. This state policy outlines that telecommunications infrastructure should be located, sited, and designed according to a number of principles. A full assessment of the proposal is located at page 12 of the Development Application Report provided to Council.



In short, the principles include a co-ordinated approach to the development of telecommunications infrastructure and facilities designed and sited to minimise adverse impacts on the visual character and amenity of residential areas.

In this instance the development has been located within a General Industry Zone with the nearest dwelling being located 220m to the south of the proposed site. Furthermore, a slimline monopole is proposed rather than a lattice facility in this instance to reduce the visual impact.

In addition, the facility is considered to comply with the principles of the General Industry Zone of the Albany Local Planning Scheme No.1 with the site being centrally located within this zone. This reduces the visual impact of the site from outside of this Industrial area with reasonable setbacks to dwellings within the surrounding Rural Residential Zone. While telecommunications facilities can be found in all zones, Industrial Zones are generally considered the most suitable for such infrastructure as they hold the lowest amenity values in comparison to residentially zoned land. This location is considered to be far more appropriate than locating within the adjoining Rural Residential Zoned land where there a scattering of dwellings.

C564:2018 Industry Code – Mobile Phone Base Station Deployment.

Concern has been raised about the non-compliance with the Mobile Phone Base Station Deployment Code. As mentioned on page 11 of the Development Application Report The Code imposes mandatory levels of notification for sites complying with the Telecommunications (Low Impact) Determination 2018. It identifies varying levels of notification and/or consultation depending on the type and location of the proposed infrastructure.

The subject proposal, not being designed a 'Low-impact Facility' is not subject to the notification or consultation requirements associated with the *Deployment Code*. These processes are handled by Council in this instance with Council undertaking the consultation process that involved a mailout to surrounding properties in the area.

Property Devaluation

A number of submissions have raised the potential impact on property values as grounds for objection. While this concern is not a ground for town planning compliance/assessment it is clearly a consideration for some members of the community.



Fluctuations in price being subject to a vast number of factors – many of which are subjective such as amenity, access to transport, condition of land improvements, views and increasingly the quality and availability of telecommunications services. However, often significant are broader market forces affecting supply and demand for housing.

Unlike a transmission lines or power easement, utility installations such as telecommunications facilities do not materially affect the ability of adjoining landowners to develop or enjoy the use of their properties.

It is further noted that since the 1990's, there have been thousands of telecommunications facilities developed throughout Australian metropolitan and regional areas. During this period property values across the board have continued to increase, showing no sign of deterioration as a result of specific factors such as the location of telecommunications base stations. The improvements to mobile network connectivity resulting from improved service coverage is likely to be very significant, which will in turn support business, health, education and a range of other sectors.

Notwithstanding, Telstra is not aware of any credible evidence that directly links the siting of a telecommunications facility to either an increase or decrease in property prices.

Availability of sites

During preliminary stages of the proposal, a number of sites were investigated for their potential for a Telecommunications facility. Through the process these proposed candidates were discounted on a number of grounds, including willingness of the landowner, site access and radio frequency coverage (refer to DA report provided).

There were no available structures of a sufficient height that could accommodate a Telstra base station and therefore a new greenfield facility at the proposed location was selected (Please refer to the Planning Application for details of sites investigated). This included the NBN facility approximately 1.1km to the west of the subject site.

It should also be noted that this site was selected following another candidate's Development Application withdrawal that also attracted a number of submissions. This application for a Telstra facility at 60 Home Road, Robinson was withdrawn and therefore Telstra have now proposed this site to provide the required coverage to the greater area.



Conclusion

Furthermore, we note the critical role the facility would play in cases of emergency events. Whether it be checking the Fire Authority websites in cases of bushfire or calling family members on mobile phones during emergency situations, the improvements delivered by the facility will be significant, and we encourage Council to carefully consider these when assessing the Application alongside the representations received.

Kind regards,



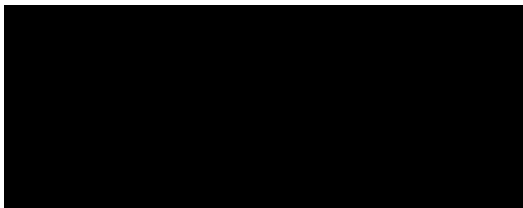
Clinton Northey
Senior Town Planner
Visionstream Australian Pty Ltd

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Planning
Subject : Development Application Approvals – March
2021
Date : 1 April 2021

1. The attached report shows Development Application Approvals issued under delegation by a planning officer for the month of March 2021.
2. Within this period 70 Development applications were determined, of these;
 - 70 Development applications were approved under delegated authority;



Deb Delury
Team Leader, Development Information Services

PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications determined for March 2021

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2210064	8/02/2021	Proudlove Parade	Albany	Office	Delegate Approved	19/03/2021	Dylan Ashboth
P2210069	9/02/2021	Collie Street	Albany	Single House - Additions	Delegate Approved	10/03/2021	Jessica Anderson
P2210080	16/02/2021	Albany Highway	Albany	Single House - Outbuilding	Delegate Approved	9/03/2021	Jessica Anderson
P2210119	3/03/2021	Burgoyne Road	Albany	Single House - Additions	Delegate Approved	10/03/2021	Jessica Anderson
P2210120	3/03/2021	Grey Street West	Albany	Single House - Additions	Delegate Approved	22/03/2021	Jessica Anderson
P2210123	3/03/2021	York Street	Albany	Development - Signage	Delegate Approved	19/03/2021	Dylan Ashboth
P2210138	10/03/2021	Melville Street	Albany	Single House- Additions (Patio)	Delegate Approved	19/03/2021	Dylan Ashboth
P2200570	4/11/2020	Allwood Parade	Bayonet Head	Single House & Outbuilding (Sea Container)	Approved	2/03/2021	Dylan Ashboth
P2210061	5/02/2021	Good Street	Bayonet Head	Approval of Existing Development - Single House - Outbuilding	Delegate Approved	4/03/2021	Jessica Anderson
P2210089	18/02/2021	Rainbows End	Big Grove	Development - Building Envelope	Delegate Approved	29/03/2021	Jessica Anderson
P2210106	25/02/2021	Shoal Bay Retreat	Big Grove	Single House - Additions	Delegate Approved	17/03/2021	Jessica Anderson
P2210019	13/01/2021	Middleton Road	Centennial Park	Grouped Dwelling (x2)	Delegate Approved	11/03/2021	Jessica Anderson
P2210053	2/02/2021	Minna Street	Centennial Park	Showroom - Additions	Delegate Approved	16/03/2021	Dylan Ashboth
P2210054	3/02/2021	Monck Way	Centennial Park	Fast Food Outlet Office Storage & Industry - Service	Delegate Approved	8/03/2021	Jessica Anderson
P2210087	17/02/2021	Collingwood Road	Collingwood Park	Variation of Building Envelope & Development - Outbuilding	Delegate Approved	11/03/2021	Jessica Anderson
P2210158	17/03/2021	Emu Point Drive	Collingwood Park	Development - Earthworks in Excess of 500mm	Delegate Approved	25/03/2021	Jessica Anderson
P2210057	3/02/2021	Lower Denmark Road	Cuthbert	Single House & Outbuilding	Delegate Approved	3/03/2021	Jessica Anderson
P2210063	8/02/2021	Old School Road	Elleker	Single House	Delegate Approved	3/03/2021	Jessica Anderson
P2210083	16/02/2021	Mutton Bird Road	Elleker	Grouped Dwelling (x2)	Delegate Approved	10/03/2021	Jessica Anderson
P2200379	24/08/2020	Birss Street	Emu Point	Chalets x 11 and Additions and Alterations to Existing Caravan Park (including Site Works and Retaining Pump Room Recreational Room Jumping Pillow	Delegate Approved	31/03/2021	Joanne Wardell-Johnson
P2210022	14/01/2021	Bedwell Street	Emu Point	Single House	Delegate Approved	9/03/2021	Dylan Ashboth
P2200630	24/11/2020	Greyhound Circle	Gledhow	Single House & Retaining Wall	Delegate Approved	9/03/2021	Dylan Ashboth
P2210038	27/01/2021	Riverside Road	Kalgan	Single House	Delegate Approved	10/03/2021	Dylan Ashboth

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2210077	15/02/2021	South Coast Highway	Kalgan	Single House - Outbuilding & Water Tank	Delegate Approved	9/03/2021	Jessica Anderson
P2210094	19/02/2021	South Coast Highway	Kalgan	Ancillary Accommodation	Delegate Approved	17/03/2021	Jessica Anderson
P2210095	22/02/2021	Hunton Road	Kalgan	Single House Outbuilding & Water Tank	Delegate Approved	3/03/2021	Jessica Anderson
P2210121	3/03/2021	Nanarup Road	Kalgan	Education Establishment - Addition (Carpark and Entry Road)	Delegate Approved	31/03/2021	Jessica Anderson
P2210155	16/03/2021	Glenelg Drive	Kalgan	Single House & Water Tank	Delegate Approved	26/03/2021	Dylan Ashboth
P2200560	29/10/2020	Greatrex Road	King River	Single House - Water Tank	Approved	18/03/2021	Jessica Anderson
P2210001	5/01/2021	Forsyth Glade	Kronkup	Single House & Water Tank & Outbuilding	Delegate Approved	9/03/2021	Jessica Anderson
P2210041	28/01/2021	Catalina Road	Lange	Single House - Outbuilding	Delegate Approved	3/03/2021	Jessica Anderson
P2210033	22/01/2021	Diamond Street	Little Grove	Single House - Outbuilding	Delegate Approved	15/03/2021	Jessica Anderson
P2210037	27/01/2021	Blackswan Court	Little Grove	Single House - Retaining Wall	Delegate Approved	8/03/2021	Dylan Ashboth
P2210134	10/03/2021	Maitland Avenue	Little Grove	Single House - Outbuilding Additions	Delegate Approved	15/03/2021	Jessica Anderson
P2210056	3/02/2021	Bon Accord Road	Lower King	Single House - Outbuilding and Water Tanks (x2)	Delegate Approved	16/03/2021	Dylan Ashboth
P2210070	10/02/2021	Pfeiffer Road	Manypeaks	Agricultural - Extensive (Outbuilding)	Delegate Approved	3/03/2021	Jessica Anderson
P2210052	2/02/2021	Laithwood Circuit	Marbelup	Single House & Outbuilding	Delegate Approved	5/03/2021	Dylan Ashboth
P2210090	18/02/2021	Barfleur Place	Marbelup	Single House - Ancillary Dwelling & Outbuilding	Delegate Approved	17/03/2021	Jessica Anderson
P2210102	23/02/2021	Ajana Drive	Marbelup	Single House - Outbuilding	Delegate Approved	17/03/2021	Jessica Anderson
P2210150	12/03/2021	Lowanna Drive	Marbelup	Rural Pursuit (1x Horse & Shelter)	Delegate Approved	23/03/2021	Jessica Anderson
P2210035	25/01/2021	Moon Parade	McKail	Single House - Additions	Delegate Approved	5/03/2021	Jessica Anderson
P2210059	4/02/2021	Engleheart Drive	McKail	Single House	Delegate Approved	3/03/2021	Jessica Anderson
P2210065	8/02/2021	Radiata Drive	McKail	Single House	Delegate Approved	4/03/2021	Jessica Anderson
P2210067	9/02/2021	Orion Avenue	McKail	Approval of Existing Development (Single House- Retaining Wall) x 2	Delegate Approved	4/03/2021	Jessica Anderson
P2210068	9/02/2021	Radiata Drive	McKail	Single House	Delegate Approved	4/03/2021	Jessica Anderson
P2210091	18/02/2021	Comet Corner	McKail	Single House - Outbuilding	Delegate Approved	15/03/2021	Jessica Anderson
P2210111	26/02/2021	Radiatadrive	McKail	Single House	Delegate Approved	4/03/2021	Jessica Anderson
P2210058	4/02/2021	Wylie Crescent	Middleton Beach	Single House - Retaining Wall	Delegate Approved	17/03/2021	Dylan Ashboth
P2210142	11/03/2021	Gidley Farm Road	Millbrook	Single House - Additions	Delegate Approved	11/03/2021	Jessica Anderson
P2210073	10/02/2021	Hereford Way	Milpara	Single House	Delegate Approved	4/03/2021	Jessica Anderson
P2210126	5/03/2021	Friesian Rise	Milpara	Single House	Delegate Approved	22/03/2021	Jessica Anderson
P2210159	18/03/2021	Charles Street	Milpara	Industry - Light	Delegate Approved	29/03/2021	Jessica Anderson
P2210153	15/03/2021	Campbell Road	Mira Mar	Shop (Florist, Function Equipment Hire and Sales)	Delegate Approved	18/03/2021	Jessica Anderson

Application Number	Application Date	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2210072	10/02/2021	Johnston Street	Mount Melville	Single House - Retaining Wall & Outbuilding	Delegate Approved	23/03/2021	Dylan Ashboth
P2210051	2/02/2021	Chester Pass Road	Napier	Grouped Dwelling (x2)	Delegate Approved	9/03/2021	Dylan Ashboth
P2210110	26/02/2021	Yungup Road North	Napier	Agriculture - Extensive (Outbuilding)	Delegate Approved	29/03/2021	Jessica Anderson
P2210104	24/02/2021	Barrett Street	Orana	Single House	Delegate Approved	9/03/2021	Jessica Anderson
P2210018	13/01/2021	Allmore Drive	Robinson	Approval of Existing Development - Single House (Earthworks)	Delegate Approved	4/03/2021	Jessica Anderson
P2200629	24/11/2020	David Street	Spencer Park	Parking of Commercial Vehicle	Delegate Approved	9/03/2021	Dylan Ashboth
P2210071	10/02/2021	Kemal Court	Warrenup	Single House	Delegate Approved	22/03/2021	Dylan Ashboth
P2210078	15/02/2021	Randell Crescent	Warrenup	Single House - Water Tank	Delegate Approved	9/03/2021	Jessica Anderson
P2210109	26/02/2021	Menegola Drive	Warrenup	Single House	Delegate Approved	30/03/2021	Jessica Anderson
P2210010	8/01/2021	Greenwood Drive	Willyung	Single House	Delegate Approved	10/03/2021	Dylan Ashboth
P2210055	3/02/2021	Greenwood Drive	Willyung	Single House - Outbuilding	Delegate Approved	17/03/2021	Dylan Ashboth
P2210086	17/02/2021	Willow Place	Willyung	Single House	Delegate Approved	17/03/2021	Jessica Anderson
P2210093	19/02/2021	Mallard Road	Willyung	Approval of Existing Development - Transport Depot - Additions (Fuel Tanks x2 & Bowsers)	Delegate Approved	29/03/2021	Jessica Anderson
P2210024	15/01/2021	Chester Pass Road	Yakamia	Approval of Existing Development - Single House (Additions)	Delegate Approved	4/03/2021	Jessica Anderson
P2210060	4/02/2021	Butts Road	Yakamia	Single House - Additions	Delegate Approved	17/03/2021	Dylan Ashboth
P2210137	10/03/2021	Callistemon View	Yakamia	Single House	Delegate Approved	15/03/2021	Dylan Ashboth
P2210101	23/02/2021	Various Locations		Street Trader- Geckos Fiesta	Approved	17/03/2021	Jasmin Corcoran



**LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING
MINUTES**

Thursday 17th December 2020 at 8.30am

VENUE: Civic Rooms, 102 North Road

(File Ref: ES.MEE.5 / AM21123956)

Committee Terms of Reference: *The aim of the Local Emergency Management Committee (LEMC) is to overview, plan and test the local community emergency management arrangements. The committee includes representatives from agencies, organisations and community groups with expertise relevant to the identified community hazards and risks and emergency management arrangements.*

1 **DECLARATION OF OPENING** The Chair declared the meeting opened at 8.30am.

2 **ATTENDANCE:**

Name	Organisation
John Shanhun CHAIR	City of Albany
Duncan Olde	City of Albany
Brendan Gordon	City of Albany
Garry Turner	City of Albany
Heather Bell	City of Albany
Scott Reitsema	City of Albany
Adam Smith	DFES/DEMC
Shane Bell	DFES/Albany VFRS
Neville Blackburn	Dept of Communities
Noel Chambers	Dept. of Transport
Diamond Kinsella (Muddy)	DFES
Robert Boyes	SES
Barbara Marquand	AHC
Dean Fasolo	SJA – by teleconference
Damon Lawrence	City of Albany
Kelly Hill	DPIRD
Kiera Stephen	City of Albany
Vince Hilder	DBCA
Anna Kiddle	City of Albany
Andrew Buchanan	ATCO
Nicole Karaba	Silver Chain
Kurt Weinert	Western Power
Michelle Doherty	City of Albany (proxy for M Green)

3 **APOLOGIES:**

Name	Organisation
Garry Duncan	CBFCO
Anna Page	City of Albany
Graeme Poole	DCBFCO /Southern Ports
Charlotte Powis	DFES
Craig Andrew	ARC Infrastructure
Nathan Parkey	WA Police
Stacey Abbott	St John Ambulance
Peter Tomlinson	Albany Cemetery Board
Steven Childs	Water Corporation

REPORT ITEM LEMC025 REFERS TO

Mitch Green	City of Albany
Darren Little	City of Albany
Charlotte Powis	DFES
Brad Lenton	Main Roads
Fred Steer	ARC Infrastructure
Peter Gray	Water Corp
Emma Doughty	St John Ambulance
Rhys Skipper	Main Roads WA
Kristi Holloway	Hall Prior
Grant Pollard	WA Police
Karen Nicoll	WACHS
Stuart Jamieson	City of Albany
Justin Ettridge	DOT

4 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

ITEM 3.1: COMMITTEE RECOMMENDATION

The minutes of the Local Emergency Management Committee meeting held on 18TH June 2020 to be confirmed as a true and accurate record of proceedings.

Moved: N Blackburn

Seconded: B Marquand

CARRIED:

5 DISCLOSURE OF INTEREST

NIL

6 BUSINESS ARISING FROM PREVIOUS MEETINGS:

NIL

7 STANDARD AGENDA ITEMS (AS PER State EM PROCEDURE 7)

7.1 City of Albany Events

- Targa West have a Quaranup Rally Sprint planned for 28/02/2021 and have booked the Camp for this. They will also have the Marine Terrace event on the Monday Public Holiday
- The Airforce will be completing a flyover Albany this year
- Kalgan Stamped is to occur on 27 December 2020
- Taste Great Southern is to be held in March 2021
- New Years Eve – Covid event approval completed. Roads closed 4.30pm – 9.30pm. Staged program with food vendors and other stalls. Only 9.00pm fireworks to occur.

8 GENERAL BUSINESS

8.1 Contract Tracing effective from 5 December 2020

- This has started and everyone seems to be complying with the app and regulations

8.2 Expected increased visitor numbers to the region over the Festive period

- Camp areas look like they may be full over the Christmas break. Had been thoughts on temporary grounds opening but this will not occur. Rangers and others will be monitoring and completing random checks

8.3 Desktop Exercise Discussion

- EX Tropical Cyclone Exercise from Local EM Forum (attached)

- What impacts would affect which groups.
- Communications – Look at getting Telstra contact for group.
- Evacuation Centre – Covid – Department of Communities have current guidelines to follow for numbers of evacuees for ALAC and also PCYC if required. Two people will be greeters at all Evac centres. Red Cross will also be involved to reunite and register people online. More up to date Covid guidelines are still to come.
- Volunteers could also be impacted. A lot of volunteers are in the vulnerable age group
- There are State Preformed teams that will be able to assist when required
- No requirement/exemption for people to register via app but encourage people to register. Amendment to App to give approval to Incident Controller to ask visitors to leave area.
- Staffing – A lot of people live in Denmark and Mt Barker and could be issues getting them to the area to work. RFDS will not be able to land in cyclone.
- Western Power would have staff on call and look at the safety issues first and then prioritise. Helicopters and drones would be flown to assist and portable generators brought in.
- NBN – New staff in regional WA. More staff available and hubs would be available if required.
- Accommodation – Would be needed for all LEMC groups and how? Is there any scope for billeting people? No plans for this but is there capacity to set up a plan and a list of people that would be willing to billet people?

8.4 Round the table update from members

SJA – Dean Fasolo

- Currently business as usual
- Higher case load at present
- Auditing Emergency Management equipment in preparation for potential incidents over summer.

DBCA – Vince Hilder

- Business as usual
- Trying to locate a local contact for Telstra
- Currently have a big commitment at the fire north of Perth
- There is now a retardant tank located at the airport

DEPARTMENT OF COMMUNITIES – Neville Blackburn

- Have ten preformed teams located in Perth that are available for a variety of situations and used especially for night time relief
- Prepared for situations but the environment is changing constantly
- Still awaiting new guidelines to be released

COA – AIRPORT – Anna Page

- No Report.

COA – Damon Lawrence

- All work crews are back to 100% from the Covid leave
- Have team's available afterhours if required through the call centre

COA (ALAC) – Michelle Doherty

- Sam Stevens has resigned from ALAC and Mitch Green is currently Acting Manager. Their contact list has been updated
- Additional Covid cleaning will be available should the leisure centre need to be set up as an evacuation centre
- The Department of Communities now has 24 hours' access to the building if required for evacuation

COA – Brendan Gordon

- Bush Fire/Shed fire at Napier last week had good support from multiple brigades which will continue to occur if necessary
- Currently in Prohibited Season.
- The Emergency Management Team office will be closed during the Christmas break but Garry Turner will be on-call if required

WESTERN POWER – Kurt Weinhert

- Business as usual.
- Currently completing pole replacement and up to date on works

DEMC – Adam Smith

- Currently have staff at the Beekeepers Fire in the North
- New DO for SES has started – Jonathan. The SES Manager role is vacant
- Training season has finished for the year but completing internal exercises
- Aware Grants have increased. Disaster Resilience Program & Projects required for next year
- LEMC forums to occur again in 2021 quarterly with the first to be held in Feb/Mar

COA – Garry Turner

- The City received funding for Water Tanks. There will be three Drought Relief Tanks and a Standpipe. Trucks will have to be certified for carting.

SOUTHERN PORTS – Scott Macaulay (sent by email)

- Southern Ports is planning an Open Day on April 24th 2021. Planning is underway with Traffic Management Plan, Emergency Management Plan, COVID Plan and City of Albany submissions being addressed

COA – Duncan Olde

- Thank you to all members for the continued support through 2020 through the zoom and face to face meetings
- Please review the contact list and update if needed.

COA – Steve Van Nierop

- Business as usual. Duncan and Steve available during holidays if required

ATCO – Andrew Buchanan

- Business as usual at present

COA – John Shanhun

- Thank you to all and continuation in working together.

COA – Scott Reitsema

- Accommodation in town – were told fully booked but some providers are holding rooms
- Good support from the LEMC group this year

SES – Robert Boyes

- Albany Manager has resigned.
- SES has been very quiet for last 6 months
- Increase in volunteers but still hard to get numbers assisting during weekday hours due to people's commitment at work and not able to leave work

Volunteer Fire & Rescue – Shane Bell

- Currently completed job #56 since July
- Received the high season vehicle which is a Urban Tanker
- Have additional volunteers recruited this year which includes younger member but still have the issue with people unable to leave workplace for incidents during the day
- Access to the Reserve areas – can a key be made available to crew for locked gates especially if Career crew is out at another incident

WAPOL –

- No report.

AHC – Barbara Marquand

- Very busy and numbers have increased and there is only a small Covid factor at present
- Hospital at capacity and staffing continues to be an issue
- Concierge service still at the ED. No scan in app currently at the hospital

Department of Transport – Noel Chambers

- Currently have extra staff down from Perth due to recent resignations in the Albany office. Had to ring around for accommodation but was still able to find some for staff.
- Business as usual and open every day

DPIRD – Kelly Hill

- Now have First Response teams that are available all year round
- There is currently a Plant/Animal response issue in an area of the Great Southern
- The inland Great Southern is still water deficient

SILVER CHAIN – Nicole Karaba

- Megan has resigned. Staffing and client requirements are all good. Essential Services good through the Christmas break and through the call centre if required

9 DATE OF NEXT MEETING:

17th March 2021

10 CLOSURE OF MEETING:

9.35am