



MINUTES

Ordinary Meeting of Council

Tuesday 29 October 2013

6.00pm

City of Albany Council Chambers

CITY OF ALBANY COMMUNITY STRATEGIC PLAN (ALBANY 2023)

VISION

Western Australia's most sought after and unique regional city to live, work and visit.

VALUES

All Councillors, Staff and Volunteers at the City of Albany will be...

Focused: on community outcomes

This means we will listen and pay attention to our community. We will consult widely and set clear direction for action. We will do what we say we will do to ensure that if it's good for Albany, we get it done.

United: by working and learning together

This means we will work as a team, sharing knowledge and skills. We will build strong relationships internally and externally through effective communication. We will support people to help them reach their full potential by encouraging loyalty, trust, innovation and high performance.

Accountable: for our actions

This means we will act professionally using resources responsibly; (people, skills and physical assets as well as money). We will be fair and consistent when allocating these resources and look for opportunities to work jointly with other directorates and with our partners. We will commit to a culture of continuous improvement.

Proud: of our people and our community

This means we will earn respect and build trust between ourselves, and the residents of Albany through the honesty of what we say and do and in what we achieve together. We will be transparent in our decision making and committed to serving the diverse needs of the community while recognising we can't be all things to all people.

ORDINARY COUNCIL MEETING
MINUTES –29/10/2013
** REFER DISCLAIMER **

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I. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS:

[6:00:02 PM](#) The Mayor declared the meeting open.

II. OPENING PRAYER:

“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”

PROCEDURAL MOTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON

SECONDED: COUNCILLOR SUTTON

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

CARRIED 11-0

III. ANNOUNCEMENTS BY MAYOR AND COUNCILLORS WITHOUT DISCUSSION:

[6:00:53 PM](#) **Councillor Stocks**

- Attended Dynamic Cities Conference in Mandurah
- Attended the Launch of Merci Down Under Program
- November 2014-ANZAC will bring worldwide participation
- Thanked Council for show of support in election for Deputy Mayor

[6:02:45 PM](#) **Councillor Dowling**

- Attended the Police Remembrance Service, two Citizenship Ceremonies, the launch of the Art Trail and Albany Art Prize

[6:03:26 PM](#) **Councillor Hammond**

- Attended a presentation by Professor Peter Ellyard and Professor Lyn Beazley
- Technology Park concept- has now been renamed “Albany Innovation Park”
- Will be attending a meeting with the Price Waterhouse group in November
- Chinese delegation, Southern Cross and New England Universities visiting in November to discuss the project

[6:06:43 PM](#) **Councillor Bowles**

- Attended Dynamic Cities Conference and Mandurah and will be providing a report to Council

[6:09:13 PM](#) **Councillor Sutton**

- Congratulated and welcome new Councillors and Deputy Mayor
- Above average voter participation in the recent local government election

6:10:03 PM Councillor Hortin JP

- Tourism in the USA and Canada. Lessons to be learned to attract large visitor numbers.

Mayor's Report October 2013

- Business Luncheon Mr John Thompson – Regional Manager of Department of Housing Albany
- Local Community Radio
- Three Citizenship Ceremonies over 90 Conferees'
- Police Remembrance Day
- City of Albany Art Prize
- Pre – Election BBQ
- Angus Goh – Soroptimist International
- Merci Down Under
- Local Government Elections
- Meeting with visiting Nigerian Navy Ship THUNDER
- Meeting with Senator Dean Smith
- Reception to Welcome New Councillors
- Sod Turning of the New ANZAC Interpretive Centre
- Great Southern Weekender – 20th Anniversary
- Nurses Memorial Service
- Community Grant Presentation – PCYC Albany

Mayor Wellington expressed his thanks to retired Councillor Yvonne Attwell for her contribution during her time on Council, and wished her well for the future.

MOTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR DOWLING

SECONDED: COUNCILLOR GREGSON

The Mayor's Report be RECEIVED.

CARRIED 11-0

IV. RESPONSE TO PREVIOUS UNANSWERED QUESTIONS FROM PUBLIC:

Nil.

V. PUBLIC QUESTION AND STATEMENT TIME:

Each person asking questions or making comments at the Open Forum will be **LIMITED** to a time period of **4 MINUTES** to allow all those wishing to comment an opportunity to do so.

Mr Russell Clark, Chief Executive Officer, Albany Chamber of Commerce and Industry

Mr Clark's Power Point Presentation to Council regarding the proposed Campervan and Motorhome Club of Australia 30th National Rally in October 2015 is detailed in Appendix B.

Mr Rod Hedderwick, President Albany Chamber of Commerce and Industry

Summary of key points:

- Spoke in support of ED006: Campervan Motorhome Club of Australia Ltd (CMCA) 30th National Rally, October 2015.
- Wonderful opportunity to bring business to the region and to build the brand of "Amazing Albany"
- Congratulated newly elected Councillors and the Deputy Mayor

Ms Bernadette Duell, Vice President Albany Chamber of Commerce and Industry

Summary of key points:

- Spoke in support of ED006: Campervan Motorhome Club of Australia Ltd (CMCA) 30th National Rally, October 2015
- Twelve months showcasing of the region and Albany in the "Wanderer", a CMCA publication
- Advertising of local businesses and attractions in the Rally Program
- Visitor Centre on site for merchandising opportunities
- Ready-made event with a proven track record

[6:30:02 PM](#) There being no further speakers the Mayor declared the Public Question and Statement Time closed.

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

Mayor Mayor D Wellington

Councillors:

Breaksea Ward	R Hammond
Frederickstown Ward	C Dowling
Frederickstown Ward	G Stocks
Kalgan Ward	Vacant
Kalgan Ward	J Price
Vancouver Ward	S Bowles
Vancouver Ward	N Williams
West Ward	G Gregson
West Ward	A Goode JP
Yakamia Ward	A Hortin JP
Yakamia Ward	R Sutton

Staff:

Acting Chief Executive Officer	G Adams
Executive Director Community Services	C Woods
Executive Director Planning and Development Services	D Putland
Executive Director Works and Services	M Thomson
Manager Governance and Risk Management	S Jamieson
Minutes	J Williamson

Apologies:

Breaksea Ward	V Calleja
Chief Executive Officer	G Foster

VII. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil.

VIII. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:

OCM001
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR DOWLING
SECONDED: COUNCILLOR STOCKS

THAT the minutes of the Ordinary Council Meeting held on 24 September 2013, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11-0

OCM001
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GREGSON

THAT the minutes of the Special Council Meeting held on 1 October 2013, as previously distributed, be CONFIRMED as a true and accurate record of proceedings.

CARRIED 11-0

ORDINARY COUNCIL MEETING
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IX. DECLARATIONS OF INTEREST:

Name	Committee/Report Item Number	Nature of Interest
Councillor Bowles	CSF025	Impartiality. Cr Bowles is the secretary of the Great Southern Factor Inc. Paperbark Merchants and H&H Architects have a sponsorship arrangement with Great Southern Factor Inc. Paperbark Merchants and H&H Architects are both companies on the list of payments authorised under delegated authority report for September 2013. Councillor Bowles remained in the Chamber and participated in the discussion and vote.
Councillor Stocks	CSF025	Impartiality. Cr Stocks is a shareholder of a listed company on the list of payments authorised under delegated authority report for September 2013. Councillor Stocks remained in the Chamber and participated in the discussion and vote.
Councillor Calleja	ED006	Proximity. Councillor Calleja is a member of the Albany Chamber of Commerce and Industry Executive and a member of Campervan Motorhome Club of Australia Ltd (CMCA). Councillor Calleja was an apology for this meeting and did not attend.

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

CSF029: Revised Pricing and Marketing Strategy-“The Ridge” Subdivision

XI. PETITIONS, DEPUTATIONS AND PRESENTATIONS:

Nil.

XII. ADOPTION OF RECOMMENDATIONS EN BLOC:

Nil.

XIII. REPORTS (Committee Date Order)

RISK MANAGEMENT FRAMEWORK

The City of Albany Organisational Risk Management Framework is the Reference Document for the “Risk Identification and Mitigation” Section for all Papers in the Agenda, has been previously distributed to all Elected Members and is available on the City of Albany website: www.albany.wa.gov.au .

**IMPORTANT COMMITTEE
INFORMATION**

At the City of Albany, as Committees do not have delegated powers to make decisions, their recommendations are put before Council for a decision to be made. When considering recommendations, Council may:

- Accept the recommendation put forward and adopt it en bloc without further debate/discussion
- Withdraw a particular item for further discussion or modification or propose that another course of action be taken
- Defer making a decision on an item, pending further consideration/discussion at an appropriate meeting.

As such, recommendations from a committee meeting cannot be implemented until approval is given by Council.

**ED005: ADOPTION OF THE ECONOMIC DEVELOPMENT STRATEGY
2013-2017**

Proponent	: City of Albany
Owner	: N/A
Attachments	: City of Albany Economic Development Strategy (2013-2017)
Appendices	: Economic Development Strategy (2010-2015)
Responsible Officer(s):	: Executive Director Community Services (C Woods)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This strategy directly relates to the following elements from the Community Strategic Plan – Albany 2023 and the Corporate Business Plan 2013-2017.
2. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):

a. **Key Theme: 1. Smart Prosperous and Growing.**

b. **Strategic Objective: 1.1. To foster links between education, training and employment that support economic development.**

Strategic Objective 1.2 To strengthen our region's economic base.

Strategic Objective 1.3 To develop and promote Albany as a unique and sought after destination.

c. **Strategic Initiative: 1.1.1. Learning City**

Strategic Initiative 1.2.1. CBD Revitalisation

Strategic Initiative 1.2.2. Economic Diversity

Strategic Initiative 1.3.1. Events Management

Strategic Initiative 1.3.2. Tourism Destination

Strategic Initiative 1.3.3. Coastal Management

In Brief:

- The Councils current Economic Development Strategy (2010-2015) was previously linked to the Councils strategic plan "Albany Insight" 2010-2025.
- The Councils legislative requirement to develop an Integrated Community Plan and Corporate Plan by 30 June 2013 was met with both these plans being adopted.
- The review and development of the City of Albany Economic Development Strategy 2013-2017 (attached) has now been completed and is linked to the current Community Strategic Plan.

RECOMMENDATION

**ED005: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR STOCKS**

THAT consideration of the City of Albany Economic Development Strategy 2013-2017 be conducted at the next Economic Development Committee Meeting.

CARRIED 11-0

ED005: COMMITTEE RECOMMENDATION

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

THAT consideration of the City of Albany Economic Development Strategy 2013-2017 be conducted at the next Economic Development Committee Meeting.

CARRIED 6-0

**ED005: RESPONSIBLE OFFICER
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

THAT the City of Albany Economic Development Strategy 2013-2017 be approved.

BACKGROUND

3. The Economic Development Strategy identifies regional strategic initiatives and City of Albany strategic initiatives.
4. It is recognised that the ability to influence regional initiatives requires regional cooperation and alignment with regional infrastructure blueprints that are the responsibility of the Great Southern Development Commission.
5. It is for this reason that regional strategic initiatives will require the establishment of high level project working groups that report back to the Economic Development Committee.
6. City of Albany based strategic initiatives will be the responsibility of an officer and in some instances localised project working groups or partnerships with key stakeholders such as the Albany Chamber of Commerce and Industry (ACCI).

DISCUSSION

7. The City of Albany's Community Strategic Plan – Albany 2023 has identified five key themes for the City to focus upon. "Smart, prosperous and growing" is one of these key themes and forms the platform from which the City of Albany's Economic Development Strategy is derived.
8. These themes are supported by a number of strategic objectives from which strategic initiatives will be developed. The three key strategic objectives are:
 - to strengthen and diversify our economic base.
 - to foster links between education training and employment that support our economic growth and development.
 - to develop and promote Albany as a unique and sought after visitor destination.

GOVERNMENT & PUBLIC CONSULTATION

9. This document has been provided to the Chair of Australia's South West (ASW); the Chief Executive Officer (CEO) of ACCI and the CEO of the Great Southern Development Commission (GSDC) for comment.
10. No comment has been received at the time of preparing this report.
11. The CEO and Executive Director of Community Services attended the GSDC Regional Blue Print briefing on 20 September 2013 with each of the 13 Great Southern Regional Councils present.
12. The GSDC Regional Infrastructure and Economic Development Blue print is being prepared by an external consultant and the City of Albany will have the opportunity to submit this document as part of the development of the Regional Development Commissions Blue Print.
13. The Community Strategic Plan involved widespread community consultation in late 2012 and early 2013. The community identified a number of economic priorities under the theme of "Smart Prosperous and Growing".
14. This strategy has incorporated these objectives and expanded upon them in more detail.

STATUTORY IMPLICATIONS

15. There are no statutory requirements relating to this item.

POLICY IMPLICATIONS

16. There are no policy requirements relating to this item.

RISK IDENTIFICATION & MITIGATION

17. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>The City fails to adopt a strategic approach to Economic Development and relies on other organisations to determine its economic outcomes.</i>	<i>Unlikely</i>	<i>Significant</i>	<i>Medium</i>	<i>Council to mitigate risk and take control of the situation by committing resources to the pursuit of Economic Development objectives.</i>

FINANCIAL IMPLICATIONS

18. The adopted 2013/14 Budget and existing staff resources are sufficient to start driving the identified economic objectives contained within the strategy.
19. As the City progresses toward the 2014/15 budget a clearer understanding of the costs and benefits associated with pursuing higher level objectives such as the Science and Technology Park will be known. At this time the Economic Development Committee will have a significant role to play in determining priorities and resources accordingly.

LEGAL IMPLICATIONS

20. Not Applicable.

ENVIRONMENTAL CONSIDERATIONS

21. The City of Albany recognises the value of its natural environment and the importance of protecting and managing natural values for future generations.
22. These natural assets include the river systems and foreshores, as well as the native species and ecosystems present in reserves and other natural areas. It also includes values such as clean air and water, landscape amenity and recreation.
23. As a part of the City of Albany's actions to address these needs, the Council has incorporated consideration of the environment into its Strategic Plan.
24. The unique environment and agricultural land within the City boundaries are part of its current and future economic sustainability and any economic development decision should consider the value of these natural assets.

ALTERNATE OPTIONS

25. The Council is encouraged to alter and review its economic development strategy on a regular basis in order to take advantage of new opportunities or as a result of objectives that cannot be realised for various reasons be they within councils control or beyond councils influence.

SUMMARY CONCLUSION

26. The City of Albany has an Economic Development Strategy that was previously linked to its previous strategic plan.
27. The legislative requirement for the City to develop an Integrated Strategic Plan and a Corporate Plan before June 30th 2013 has required the City to review its strategy and align the strategy to its current Community Strategic Plan.
28. This Strategic Plan is a working document and attempts to address both regional strategic outcomes and local economic outcomes.
29. The Plan is submitted to Council for adoption and through its adoption will enable resources to be allocated to the attainment of economic outcomes in a planned and coordinated approach.

Consulted References	<p>:</p> <ol style="list-style-type: none"> 1. Martinus, K., Tonts, M. (2013) "Albany Baseline Study; For Long-Run Socio-Economic Sustainability", prepared by University of WA and commissioned by Committee for Albany, City of Albany and UWA in Albany. <i>N:\CORP.COMM.SERVICE\Community_Services\Economic_Development\Major Projects 2013</i> 2. McEwan, A., (2013) "City of Albany Major Projects Summary", Major Projects August 2013 section of City of Albany. <i>N:\CORP.COMM.SERVICE\Community_Services\Economic_Development\Major Projects 2013</i> 3. Regional Australia Institute, Regional Development Australia – Insight ID – "Australia's Regional Competitiveness Index"- City of Albany level. http://insight.regionalaustralia.org.au/ 4. Department of Regional Australia, Local Government, Arts and Sport. "myregion – Great Southern data". http://myregion.gov.au/profile/great-southern/data 5. Australian Trade Commission. http://www.austrade.gov.au/ 6. Department of Regional Australia, Local Government, Arts and Sport (no date). "Framework for Regional Economic Development" - Regional Australia Standing Council. 7. Department of Regional Australia, Local Government, Arts and Sport (no date). "Regional Economic Development Guide". 8. Regional Development Australia Great Southern WA (2012). "Regional Plan 2012- 2020", and "Appendices Regional Plan 2012-2020". www.rdagreatsouthern.com.au 9. Department of State Development – Government of WA. Various market information papers, "Trade and Investment Relationship", China, India, Japan, South Korea.
File Number (Name of Ward)	: ED.PLA.4 (All Wards)
Previous Reference	: City of Albany Economic Development Strategy (2010-2015) - Synergy ref: NS0910505 (OCM 15/12/2009 Item 14.12.4)

**ED006: CAMPERVAN MOTORHOME CLUB OF AUSTRALIA LTD
(CMCA) 30TH NATIONAL RALLY – OCTOBER 2015**

Proponent	: City of Albany
Owner	: N/A
Attachments	: Letter from Campervan & Motorhome Club of Australia (CMCA)
Appendices	: Nil
Responsible Officer(s):	: Executive Director Community Services (C Woods)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This strategy directly relates to the following elements from the Community Strategic Plan – Albany 2023 and the Corporate Business Plan 2013-2017.
2. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme: 1. Smart Prosperous and Growing.**
 - b. **Strategic Objective: 1.2 To strengthen our region's economic base.**

Strategic Objective 1.3 To develop and promote Albany as a unique and sought after destination.
 - c. **Strategic Initiative 1.2.2. Economic Diversity**

Strategic Initiative 1.3.1. Events Management

Strategic Initiative 1.3.2. Tourism Destination

In Brief:

- The Campervan & Motorhome Club of Australia (CMCA) have presented a letter of offer to the City of Albany for the hosting of the October 2015 event outlining the host venue deliverables including an ask of up to \$100,000 of in kind support and \$60,000 in cash sponsorship. A copy of the letter offer is included as attachment one to this report.
- The CMCA is a not for profit organisation and the largest recreational vehicle (RV) club in Australia. As at April 2013 the Club has some 64,500 members across Australia and overseas.
- The CMCA annual National Rally event typically attracts in excess of 1,000 RVs to a destination. The CMCA states this event generates financial benefit to the host destination in the order of \$1.5m to \$2.5m to the local economy.

- Significant benefits should be achieved both during the hosting of the event and in the lead up to the event via effective marketing to the CMCA's extensive membership database.
- The CMCA have requested in kind support to the value of \$100,000 and cash sponsorship of \$60,000 from the City of Albany. Assuming the CMCA economic benefits estimate of \$2m to the local Albany economy then this \$160,000 commitment would represent a return on investment ratio in the order 12.5.

RECOMMENDATION

ED006: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR HAMMOND
SECONDED: COUNCILLOR SUTTON

THAT Council:

1. **ACCEPT** the invitation and requested conditions to host the CMCA National Rally event in October 2015.
2. **SEEK** grant funding from potential local and regional partners.

CARRIED 10-1
ABSOLUTE MAJORITY

Record of Vote

Against the Motion: Councillor Goode

ED006: COMMITTEE RECOMMENDATION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR ATTWELL

THAT the Responsible Officer Recommendation be **ADOPTED**.

CARRIED 5-0

ED006: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

1. **ACCEPT** the invitation and requested conditions to host the CMCA National Rally event in October 2015.
2. **SEEK** grant funding from potential local and regional partners.

BACKGROUND

1. The CMCA stages two major rallies each year and each of these events historically attracts between 750 – 1200 motor homes and participants typically stay a minimum of seven days at the venue.
2. The 2012 National Rally event was held in Boonah (Qld) and attracted 1125 motor homes and 2350 attendees. The 2011 National Rally was held in Kalgoorlie (WA) and attracted 810 motor homes and 1580 attendees. The Mayor of Kalgoorlie Boulder stated the event generated in excess of \$3m for the destination.

3. The proposed Albany location for the event is Centennial Park grounds east of Lockyer Avenue. The CMCA require access to the venue for a period of 20 days including 10 days setup, 7 days for the Rally and 3 days pack up.
4. CMCA representatives have met with City officers and representatives from the local Albany Chamber of Commerce and Industry (ACCI) for preliminary discussions for the event hosting opportunity.
5. The ACCI is a supporter of Albany hosting the event and would partner with the City to assist in acting as the host venue.

DISCUSSION

6. Securing the CMCA National Rally event for October 2015 will generate significant economic benefit for the Albany and surrounding region local economy.
7. Major benefits to Albany potentially include:
 - a. Direct visitor spend into the local economy from an estimated 1000 motor homes and 2000 attendees holidaying in Albany for a minimum of 7 days. CMCA estimate visitor spend to be between \$1.5m and \$2.5m for this type of event.
 - b. Direct spend into the local economy from CMCA event organisers over 20 day period is estimated to be \$500,000 from the staging event.
 - c. Increasing destination awareness for Albany by implementing a targeted marketing program to the CMCA's 64500 member database.
 - d. Continue to leverage the destination awareness to the RV visitor market created by Albany's pivotal role within the national commemorations of the Anzac Centenary.
8. Subject to Council approval to proceed, City staff will investigate event partnering opportunities on a local and surrounding region level. Opportunities exist to co-fund the host venue with financial and in-kind resourcing which will reduce dependence upon the City fully funding the hosting of the event.

GOVERNMENT & PUBLIC CONSULTATION

9. The Albany Chamber of Commerce and Industry Inc is a strong supporter of Albany securing host venue status for the proposed CMCA event. ACCI representatives have previously attended CMCA events and met with CMCA event organisers.
10. If the recommendation to Council is approved, the City of Albany will undertake stakeholder consultation and approach additional government agency and business groups to secure partnering opportunities including neighbouring local government authorities.
11. The Community Strategic Plan involved widespread community consultation in late 2012 and early 2013. The community identified a number of economic priorities under the theme of '*Smart Prosperous and Growing*' including the attraction of iconic major events.

STATUTORY IMPLICATIONS

12. Nil

POLICY IMPLICATIONS

13. Nil

RISK IDENTIFICATION & MITIGATION

14. The risk identification and categorisation relies on the City’s [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>In kind and cash requirements are not confirmed by City and the CMCA event is hosted elsewhere.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>City to allocate required resources in forward 2015/16 budget.</i>

FINANCIAL IMPLICATIONS

- 15. The CMCA has requested a total of \$160,000 in support from the City of Albany. This includes \$100,000 of in kind support (in the form of supplying the venue site, power consumption, water consumption, use of temporary power equipment and facilities, access to existing building and facilities, black water disposal, daily garbage disposal, assistance with traffic management, allocation of dedicated local liaison resource and working with local stakeholders), and \$60,000 in cash sponsorship.
- 16. Should Council accept the Responsible Officer Recommendation, City staff will seek financial and in-kind contributions from local and regional partners to share the financial responsibility.
- 17. Financial and resource allocation is required by the City for the 2015/16 financial year.
- 18. Other major events such as the 2015 Clipper Round the World Yacht Race will compete for City financial support and resources.

LEGAL IMPLICATIONS

19. Nil

ENVIRONMENTAL CONSIDERATIONS

20. Nil

ALTERNATE OPTIONS

21. Council may choose not to support further investigation of this opportunity.

SUMMARY CONCLUSION

22. Securing the CMCA event achieves a City strategic deliverable to identify iconic events that provide community and economic benefits and work with partners to attract economic benefits and host events.

23. The following benefits should be achieved by proceeding with the project;
- a. Overall there is expected to be around 2,000 additional visitors to the Albany region staying a minimum of 7 days and injecting an estimated \$2m into the local Albany economy.
 - b. Significant promotional opportunities (pre and post staging of the event) to promote Albany as a destination to the CMCA's 64,500 member database of RV users.
 - c. Previous 2011 host venue City of Kalgoorlie Boulder estimated benefits to include attracting 1580 attendees generating some \$3m in additional visitor expenditure into the local economy. Similar benefits should be attracted to Albany.
 - d. The event is planned to be staged in October 2015 which is a traditional shoulder visitor period for the destination and will therefore inject additional visitor expenditure that would not have otherwise been achieved. Existing research indicates local food, general retail and hospitality businesses are the largest beneficiaries of these events.

Consulted References	:	The Self Contained Recreational Vehicle Market 2010 and beyond, CMCA.
File Number (Name of Ward)	:	ED.PLA.1 (All Wards)
Previous Reference	:	Nil

CSF024: FINANCIAL ACTIVITY STATEMENT – 31 AUGUST 2013

Appendices : Financial Activity Statement
Responsible Officer : Executive Director Corporate Services (G Adams)

Responsible Officer's Signature:



**CSF024: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

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

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 August 2013.

CARRIED 11-0

CSF024: COMMITTEE RECOMMENDATION

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

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 11-0

CSF024: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Financial Activity Statement for the period ending 31 August 2013.

BACKGROUND

1. The Statement of Financial Activity for the period ending 31 August 2013 has been prepared and is attached.
2. In addition to the statutory requirement to provide Council with a Statement of Financial Activity, the City provides Council with a monthly investment summary to ensure the performance of the investment portfolio is in accordance with anticipated returns and complies with the Investment of Surplus Funds Policy.

DISCUSSION

3. In accordance with section 34(1) of the *Local Government (Financial Management) Regulations 1996*, the City of Albany is required to prepare each month a Statement of Financial Activity reporting on the revenue and expenditure of the local authority.
4. The requirement for local governments to produce a Statement of Financial Activity was gazetted in March 2005 to provide elected members with a greater insight in relation to the ongoing financial performance of the local government.

5. Additionally, each year a local government is to adopt a percentage or value to be used in Statements of Financial Activity for reporting material variances. Variations in excess of \$50,000 are reported to Council.
6. These financial statements are still subject to further yearend adjustments and have not been audited by the appointed auditor.
“Please note that rounding errors may occur when whole numbers are used, as they are in the reports that follow. The ‘errors’ may be \$1 or \$2 when adding sets of numbers. This does not mean that the underlying figures are incorrect.”

STATUTORY IMPLICATIONS

6. Section 34 of the *Local Government (Financial Management) Regulations 1996* provides:
 - I. A local government is to prepare each month a statement of financial activity reporting on the source and application of funds, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –
 - a. annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - b. budget estimates to the end of the month to which the statement relates;
 - c. actual amounts of expenditure, revenue and income to the end of the month to which the statement relate
 - d. material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - e. the net current assets at the end of the month to which the statement relates.
 - II. Each statement of financial activity is to be accompanied by documents containing –
 - a. an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - b. an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - c. such other supporting information as is considered relevant by the local government.
 - III. The information in a statement of financial activity may be shown –
 - a. according to nature and type classification;
 - b. by program; or
 - c. by business unit
 - IV. A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
 - a. presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - b. recorded in the minutes of the meeting at which it is presented.

FINANCIAL IMPLICATIONS

Expenditure for the period ending 31 August 2013 has been incurred in accordance with the 2013/14 proposed budget parameters. Details of any budget variation in excess of \$50,000 (year to date) follow. There are no other known events which may result in a material non recoverable financial loss or financial loss arising from an uninsured event.

POLICY IMPLICATIONS

7. The City's 2013/14 Annual Budget provides a set of parameters that guides the City's financial practices.
8. The Investment of Surplus Funds Policy stipulates that the status and performance of the investment portfolio is to be reported monthly to Council.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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CSF025: LIST OF ACCOUNTS FOR PAYMENT – SEPTEMBER 2013

File Number (Name of Ward) : FM.FIR.2 - All Wards
Appendices : List of Accounts for Payment
Responsible Officer : Executive Director Corporate Services (G Adams)

Responsible Officer's Signature:



**CSF025: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON**

THAT Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2013 totalling \$4,823,619.48.

CARRIED 11-0

COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR GREGSON**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 11-0

CSF025: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the list of accounts authorised for payment under delegated authority to the Chief Executive Officer for the period ending 15 September 2013 totalling \$4,823,619.48.

BACKGROUND

1. Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's municipal and trust funds. In accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the Chief Executive Officer is to be provided to Council.

DISCUSSION

2. The table below summarises the payments drawn from the municipal fund for the period ending 15 September 2013. Further details of the accounts authorised for payment by the Chief Executive Officer is included within the Elected Members Report/Information Bulletin.

Municipal Fund

Trust	\$1,468.22
Credit Cards	\$32,186.18
Payroll	\$1,060,899.93
Cheques	\$48,766.70
Electronic Funds Transfer	\$3,680,198.45
TOTAL	<u>\$4,823,619.48</u>

3. As at 15 September 2013, the total outstanding creditors, stands at **\$687,310.31** and made up follows:

Current	\$361,741.63
30 Days	\$213,488.57
60 Days	\$1,351.23
90 Days	\$110,728.88
TOTAL	\$687,310.31

4. **Cancelled cheques:** - Cheque 29226 – incorrect creditor, Cheque 29221 – paid by eft, Cheque 29271 – name incorrect replaced with 29273

STATUTORY IMPLICATIONS

5. Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996, provides that payment may only be made from the municipal fund or a trust fund if the Local Government has delegated this function to the Chief Executive Officer or alternatively authorises payment in advance.
6. The Chief Executive Officer has delegated authority to make payments from the municipal and trust fund.
7. Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments must be presented to Council and recorded in the minutes.

FINANCIAL IMPLICATIONS

8. Expenditure for the period to 15 September 2013 has been incurred in accordance with the 2013/2014 budget parameters.

POLICY IMPLICATIONS

9. The City's 2013/2014 Annual Budget provides a set of parameters that guides the City's financial practices.

SUMMARY CONCLUSION

10. That list of accounts have been authorised for payment under delegated authority.

File Number (Name of Ward)	FM.FIR.2 - All Wards
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CSF026: DELEGATED AUTHORITY REPORTS

Responsible Officer : Chief Executive Officer (G Foster)
Attachments : Common Seal and Executed Document Report

Responsible Officers Signature:



In Brief:

- Receive the Delegated Authority Reports until 15 September 2013.

**CSF026: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR DOWLING**

THAT Council RECEIVE the Delegated Authority Reports up until 15 September 2013.

- **Common Seal and Executed Document Report.**

CARRIED 11-0

CSF026: COMMITTEE RECOMMENDATION

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

THAT Council RECEIVE the Delegated Authority Reports up until 15 September 2013.

- **Common Seal and Executed Document Report.**

CARRIED 11-0

CSF026: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Delegated Authority Reports up until 15 September 2013:

- **Common Seal and Executed Document Report.**

CSF027: STAFF MOVEMENTS REPORT SEPTEMBER 2013

Proponent : City of Albany
Responsible Officer(s): : Executive Director Corporate Services (G Adams)

Responsible Officer's Signature:



**CSF027: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

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

THAT Council RECEIVE the Staff Movement Report.

CARRIED 11-0

CSF027: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR ATWELL

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 11-0

CSF027: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council RECEIVE the Staff Movement Report.

CARRIED 11-0

STAFF MOVEMENTS REPORT SEPTEMBER 2013

New Starters

Position	Date Commenced	Status
Parks Maintenance Worker	2 September 2013	Permanent Full time
Project Officer Business Improvement	9 September 2013	Temporary Full time
Reserves Maintenance Worker	23 September 2013	Permanent Full time

Resignations

Position	Date Finished	Status
Coordinator Emergency Management and Community Safety	23 August 2013	Permanent Full time
Administration Supervisor ALAC	06 September 2013	Permanent Full time
Mayoral Liaison Officer	10 September 2013	Temporary Full time

**CSF028: NEW LEASE – ALBANY HISTORICAL SOCIETY INC. –
PORTION OF RESERVE 26860, NIND STREET SPENCER PARK**

Land Description	: Portion of Reserve 26860 and being Lot 6906 on Deposited Plan 189260 and being the whole of the land comprised in Qualified Certificate of Crown Land Title Volume LR 3082 Folio 535 at 13 Nind Street, Spencer Park
Proponent	: Albany Historical Society Inc.
Owner	: Crown
Attachments	: Nil
Responsible Officer(s)	: Executive Director Corporate Services (G Adams)

Responsible Officer's Signature:



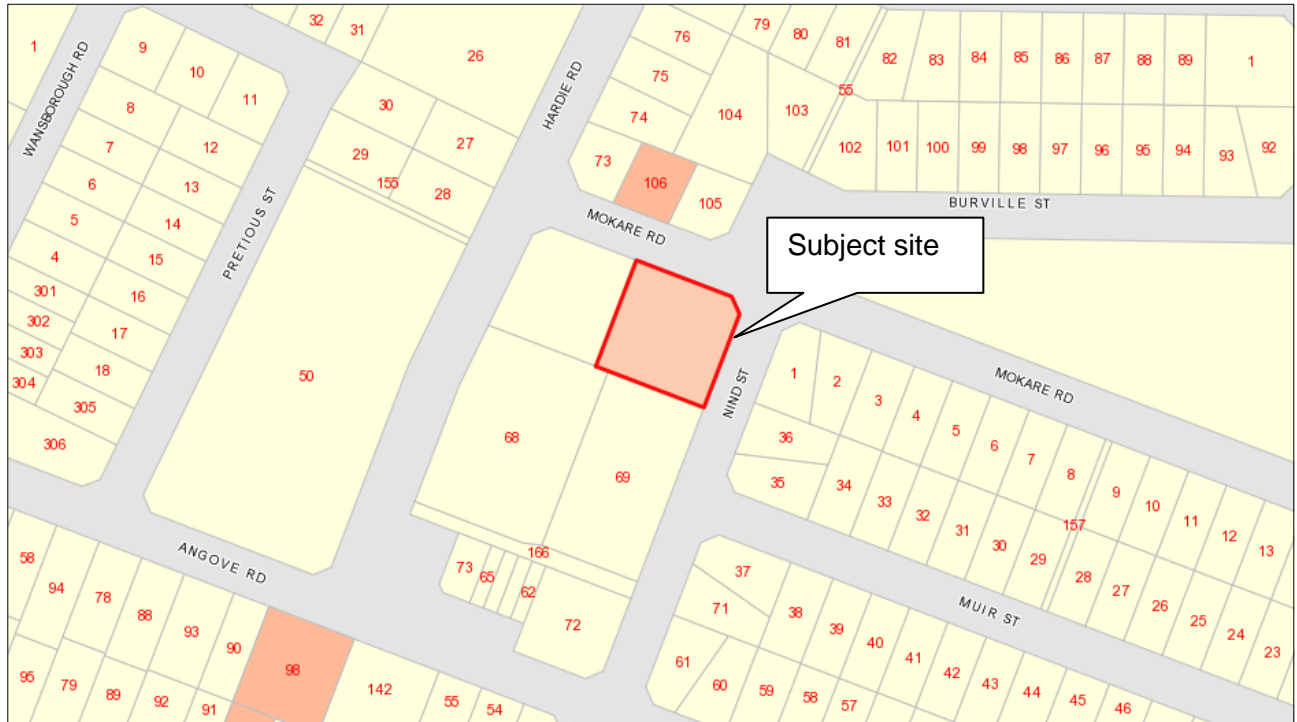
STRATEGIC IMPLICATIONS

1. This item relates directly to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2013-2017:
 - a. **Key Theme:** Civic Leadership.
 - b. **Strategic Objective:** 5.1 To establish and maintain sound business and governance structures.
 - c. **Strategic Initiative:** 5.1.2 Systems Development and Improvement: Improve leased property management.

IN BRIEF

- Council is requested to consider a new lease to the Albany Historical Society Inc. on land situated at 13 Nind Street, Spencer Park being portion of Reserve 26860.
- Lease term being five years commencing 1 November 2013.
- Lease purpose being for community purposes.

Maps and Diagrams



**CSF028: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR BOWLES**

That Council **APPROVE** a new lease to the Albany Historical Society Inc. On land situated at 13 Nind Street, Spencer Park being portion of Reserve 26860, subject to:

1. Lease term being five years, commencing 1 November 2013.
2. Lease area being approximately 70 square metres.
3. Lease rental being the equivalent to minimum rate as set by Council each year, currently \$857.00 plus GST per annum.
4. Lease purpose being for community purposes.
5. Pursuant to Section 18 of the *Lands Administration Act 1997*, the Minister for Lands consent is obtained.
6. All costs associated with the use of the lease area to be payable by the proponent.
7. All costs associated with the preparation, execution and completion of the lease documentation to be payable by the City of Albany.
8. Lease being consistent with Council Policy – Property Management – Leases and Licences.

CARRIED 11-0

CSF028: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR CALLEJA

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 11-0

CSF028: RESPONSIBLE OFFICER RECOMMENDATION

That Council APPROVE a new lease to the Albany Historical Society Inc. On land situated at 13 Nind Street, Spencer Park being portion of Reserve 26860, subject to:

1. Lease term being five years, commencing 1 November 2013.
2. Lease area being approximately 70 square metres.
3. Lease rental being the equivalent to minimum rate as set by Council each year, currently \$857.00 plus GST per annum.
4. Lease purpose being for community purposes.
5. Pursuant to Section 18 of the *Lands Administration Act 1997*, the Minister for Lands consent is obtained.
6. All costs associated with the use of the lease area to be payable by the proponent.
7. All costs associated with the preparation, execution and completion of the lease documentation to be payable by the City of Albany.
8. Lease being consistent with Council Policy – Property Management – Leases and Licences.

BACKGROUND

2. Reserve 26860 is under a Management Order H633652 issued to the City of Albany with the power to lease, sub-lease or licence for the purpose of “Community Purposes” for a term not exceeding 21 years and subject to the consent of the Minister for Lands.
3. Reserve 26860, in its entirety, is an area of approximately 2,555 square metres and located on 13 Nind Street (corner of Nind Street and Mokare Road), Spencer Park.
4. At present, the reserve hosts three tenants in two separate buildings. Current tenants are the Education Department of WA (Coolangarra’s Barmah Aboriginal Kindergarten), the Depression Support Network Albany Inc. and the recently vacated Department of Health (Spencer Park Child Health Centre).
5. The City is undertaking restoration works of the former P&O Co-operative Society/Westrail Barracks building located on 40-46 Frederick Street (corner of Frederick and Spencer Streets), Albany.
6. The Albany Historical Society (‘the Society’) currently occupies the building under a lease agreement which is due to expire on 31 December 2013. The Society has been using the building for storage and displaying artefacts they have collected.

7. The Society supported the City's application for a Lotterywest Conserving Cultural Heritage grant in November 2012 to undertake restoration and stabilisation works to the building.
8. Given the City's successful application, stage 1 works have been scheduled to commence in February 2014, after the Society's lease expires at the end of December 2013.
9. Taking into consideration the Society's lease is unable to be renewed at this location due to the building restoration works, City staff have been working together with the Society to identify potential alternate premises that may be suitable to relocate to. It is noted that, the City does not have an alternate building that can replicate what the Society have been using.
10. However, the recently vacated City owned property at Nind Street, Spencer Park was identified as potential suitable premises. The Society was invited to inspect the building and have since confirmed to the City that with some minor internal alterations would be suitable as space for volunteers and to house their library and historical items.
11. It is recognised that the building is not large enough to accommodate the Society's storage requirements. To assist the Society, the City has been investigating storage options and identified the former Bureau of Meteorology building located at the Airport as a potential storage facility for Society use. This site is currently being assessed for suitability.
12. Given that the Society already have a lease with the City and are required to relocate to other premises, the City has offered the recently vacated space in City owned building located in Nind Street, Spencer Park.
13. The City has formally written to the Society detailing a lease proposal for the Nind Street premises (subject to all necessary approvals such as Council and Minister for Lands approval as a Crown Reserve) with the Society accepting the lease proposal, commencing 1 November 2013. This will facilitate the transition to the new lease premises.
14. Planning Scheme Consent (P2130383) has been granted for Society use for community purposes in accordance with the City of Albany Town Planning Scheme 1A.

DISCUSSION

15. Initial discussions commenced with the Society regarding the lease and future use of the former P&O Co-operative Society/Westrail Barracks Building in June 2012.
16. At this time the Society advised they had previously also attempted to initiate building restoration works and indicated a willingness to vacate the building should the City be successful in securing funding to restore the building.
17. The Society and the City agree that extensive renovations are needed to restore the building to its original form and reveal its historical significance.
18. The City has undertaken stabilisation on the former P&O Co-operative Society/Westrail Barracks Building to ensure the Society could remain in the building and continue to operate. It is noted that, certain areas of the building were not suitable for public access.

19. The former P&O Co-operative Society/Westrail Barracks Building was constructed in 1870 and has exceptional heritage significance at a local, state and national level.
20. The restoration works for the former P&O Co-operative Society/Westrail Barracks Building are in line with Council's Conservation Plan prepared by the then David Heaver and Associates Architects and Robin Chinnery, Historian in March 2007.
21. Stage 1 works will go a considerable way to restoring the building to its original form. The works include but are not limited to:
 - a. Removal of the intrusive introduced verandas and toilets to the south, east and west facades.
 - b. Removal of the cladding to the north veranda and bridge.
 - c. Reinstatement of the original balustrades to the north veranda and bridge.
 - d. Reinstatement of missing masonry, stucco, windows and doors.
 - e. Reinstatement of original openings.
 - f. Reinstatement of downpipes and headers.
 - g. Provision of toilet facilities.
22. Given the uncertainty of the total works required and costing of such works it is difficult to forecast when the building will be suitable for use.
23. The City is committed to continue with the restoration of the building to fully restore the facades and internal spaces after completion of the stage 1 works. Future works will be programmed into City budgets and the City will continue to seek further grants to assist with the successive stages of works.
24. Once restored the building has the potential to house a range of community activities and be a heritage attraction. The Society may apply to lease the building once fully restored if it is suitable.
25. The City has completed the following works to the Nind Street premises (at a cost of approximately \$5,000) to make the building suitable for Society use:
 - a. Internal painting of walls, doors, and skirtings.
 - b. External painting of building wall (following the removal of external signage).
 - c. Remove wooden bench seating.
 - d. Remove wall mounted electric heater.
 - e. Refix internal flywire in all rooms.
 - f. Remove wall shelving and leave in building for Society use.
 - g. Carpet cleaning.
 - h. Lift blue security gate.
26. Should Council support the recommendation of this report, the new lease for the Society will be subject to Minister for Lands consent as on a Crown Reserve and be negotiated in line with Council's Policy – Property Management – Leases and Licences.

GOVERNMENT & PUBLIC CONSULTATION

27. Pursuant to Section 18 (1) of *the Land Administration Act 1997* the Department of Lands has been consulted and in principle Minister for Land's consent has been sought for the proposed Deed of Lease on portion of Crown Reserve 26860.

28. Section 3.58 of the *Local Government Act 1995* defines the requirements for the disposal of property, including leased land and buildings. The Act requires the following:
- a. A local government must give local public notice of the proposed lease inviting submissions from the public, for a period of two weeks.
 - b. Any submissions are to be considered by Council and their decision with regard to those submissions, to be recorded in the minutes.
 - c. A local government can then proceed with the lease.
29. Section 30 of the *Local Government (Functions and General) Regulations 1996* defines the dispositions to which the advertising requirements of Section 3.58 of the Act do not apply. Section 30 (2) (b) (i & ii) states that Section 3.58 of the Act is exempt if:
- (b) The land is disposed of to a body, whether incorporated or not –
 - (i) The object of which are charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature, and
 - (ii) The members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions,
30. The Albany Historical Society Inc. is a not-for-profit cultural organisation and therefore exempt from the advertising requirements of Section 3.58 of the *Local Government Act 1995*.

STATUTORY IMPLICATIONS

31. Section 18 (1) of the *Land Administration Act 1997* states that a person must not, without the prior approval in writing of the Minister assign, sell, transfer or otherwise deal with interests on Crown land.
32. As this is Crown land, under Management Order H633652 issued to the City of Albany with the power to lease, for the purpose of "Community Purposes", Minister for Land's consent will be required.
33. Section 3.58 of the *Local Government Act 1995* defines the requirements for the disposal of property, including leased land and buildings.
34. Under the City of Albany Town Planning Scheme 1A, the land is zoned 'Clubs and Institutions'. The proposed community use by the Society can be considered under the Scheme, subject to Planning Scheme Consent being granted.
35. Planning Scheme Consent (P2130383) has been granted for Society use for community purposes in accordance with the Scheme.

POLICY IMPLICATIONS

36. Council adopted a revised Property Management – Leases and Licences Policy in September 2012.

37. The Policy aims to ensure that all requests for leases and licences will be treated in a fair and equitable manner using open and accountable methodology and in line with statutory procedures.
38. The recommendation is consistent with Council Policy – Property Management – Leases and Licences.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Rating	Mitigation
<i>Council does not approve a new lease – reputational loss to the City</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Seek to negotiate terms to Council satisfaction.</i>
<i>Council does not approve proposed new lease – Albany Historical Society will need to seek alternative premises</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>Seek to negotiate terms to Council satisfaction.</i>

FINANCIAL IMPLICATIONS

40. The new lease rental income of \$857.00 plus GST per annum will be directed to COA 19043 Income – Other Leases.
41. Any costs associated with the preparation and implementation of the new lease documentation will be payable by the City as a gesture of goodwill to support the relocation of the Society. It is anticipated these costs will be approximately \$700.00 plus GST and within existing budget line 35447 – Lease Expenses.

LEGAL IMPLICATIONS

42. The agreement with the Albany Historical Society will be a formal Deed of Lease which grants an interest in the land and building with enforceable conditions and will be prepared by the City’s lawyers.

ENVIRONMENTAL IMPLICATIONS

43. Nil

ALTERNATE OPTIONS

44. Council may:
- a. Approve the request for a new lease; or
 - b. Decline the request.

45. Should Council decline the lease request, the Society would be required to find alternative premises to continue providing historical services. If they are not able to do so, they may need to withdraw the service delivered to Albany and the wider community.
46. The City could then invite expressions of interest to lease the space to interested community groups.

SUMMARY CONCLUSION

47. The Albany Historical Society Inc. are seeking a new lease over vacant premises, an area of approximately 70 square metres, on land situated at 13 Nind Street Spencer Park on portion of Reserve 26860.
48. The Society’s lease over the former P&O Co-operative Society/Westrail Barracks, which expires on 31 December 2013, is unable to be renewed due to restoration works on the building scheduled to commence in February 2014.
49. It is proposed to commence the new lease from 1 November 2013 to facilitate the transition to the new lease premises.
50. City staff have been working together with the Society to identify potential alternate premises suitable for the Society to relocate to. It is noted that, the City does not have an alternate building that can replicate what the Society currently use.
51. The Society has expressed an interest in a lease for a term of five years to accommodate Society volunteers and library and historical items.
52. To assist the Society, the City has been investigating storage options and identified the former Bureau of Meteorology building located at the Airport as a potential storage facility for Society use. This site is currently being assessed for suitability.
53. In view of the community and historical service provided by the Albany Historical Society Inc. to the Albany and wider community, it is recommended that the new lease at Nind Street is supported.

Consulted References	<ul style="list-style-type: none"> • Council Policy – Property Management – Leases and Licences • <i>Local Government Act 1995</i> • <i>Land Administration Act 1997</i>
File Number (Name of Ward)	PRO393, A110445 (Breaksea Ward)
Previous Reference	No previous references

CSF029: REVISED PRICING AND MARKETING STRATEGY - “THE RIDGE” SUBDIVISION

CONFIDENTIAL REPORT

Land Description : “The Ridge” Estate, Cull Road Development, Lockyer, various lots.
Attachments : Report from Connection Realty – Selling Agent.
Responsible Officer(s): : Executive Director Corporate Services (G Adams)

Responsible Officer’s Signature:

Item under Confidential Cover in accordance with s5.23 (2) (c) and (e iii) of the Local Government Act 1995, being:

(c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and

(e) a matter that if disclosed, would reveal (iii) information that has a commercial value to a person where the trade secret or information is held by or is about, a person other than the local government.

CSF029: MOTION

MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON

THAT Council go behind closed doors to discuss CSF029: Revised Pricing and Marketing Strategy-“The Ridge” Subdivision.

CARRIED 11-0

[7.00.12 PM](#)

CSF029: MOTION

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GREGSON

THAT Standing Order 5.7 Order of Call in Debate, be SUSPENDED to allow discussion.

CARRIED 11-0

[7.00.16 PM](#)

CSF029: MOTION

MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR GREGSON

THAT Standing Order 5.7 Order of Call in Debate, be RESUMED.

CARRIED 11-0

[7.00.22 PM](#)

CSF029: MOTION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR HORTIN**

THAT Council come out from behind closed doors.

CARRIED 11-0

RECOMMENDATION

**CSF029: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

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

THAT:

1. Council **ADOPT** the revised marketing and pricing strategy for the remaining developed lots in the subdivision “The Ridge”, Cull Road development.
2. The Chief Executive Officer be given delegated authority to accept offers at no less than the revised fixed prices as stated in the revised marketing and pricing strategy.

**CARRIED 10-1
ABSOLUTE MAJORITY**

Record of Vote

Against the Motion: Councillor Williams

CSF029: COMMITTEE RECOMMENDATION

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

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED:8-1

CSF029: RESPONSIBLE OFFICER RECOMMENDATION

THAT:

1. Council **ADOPT** the revised marketing and pricing strategy for the remaining developed lots in the subdivision “The Ridge”, Cull Road development.
2. The Chief Executive Officer be given delegated authority to accept offers at no less than the revised fixed prices as stated in the revised marketing and pricing strategy.

WS007: ENVIRONMENTAL IMPACT ASSESSMENT POLICY

Land Description	: City of Albany Local Government Area
Proponent	: City of Albany
Owner	: Crown land managed by the City of Albany and freehold land owned by the City of Albany.
Attachments	: Environmental Impact Assessment Policy Council Procedure - Environmental Impact Assessment.
Appendices	: Nil
Councillor Workstation	: Nil
Responsible Officer(s)	: Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2013-2017:
 - a. **Key Theme:** 2. Clean, Green and Sustainable.
 - b. **Strategic Objective:** 2.1 To protect and enhance our natural environment.
 - c. **Strategic Objective:** 2.2 To maintain and renew city assets in a sustainable manner.

In Brief:

- The existing Council Policy – Clearing in Council Controlled Land required updating.
- The updated City of Albany Policy / Council Policy – Environmental Impact Assessment is attached.

RECOMMENDATION

**WS007: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR DOWLING
SECONDED: COUNCILLOR BOWLES**

THAT Council:

- 1. RESCIND the Clearing in Council Controlled Land Policy**
- 2. ADOPT the Environmental Impact Assessment Policy.**

**CARRIED 11-0
ABSOLUTE MAJORITY**

WS007: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS007: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council:

1. RESCIND Council Policy – Clearing in Council Controlled Land.
2. ADOPT the Environmental Impact Assessment Policy.

BACKGROUND

2. Council Policy – Clearing in Council Controlled Land was adopted 19/12/06 OCM Item 13.7.4.
3. Due to legislative changes, a review of this Policy is required.
4. The title of the Policy has changed as it relates to all works on Council controlled land, not just the clearing of vegetation.
5. A Council Procedure – Environmental Impact Assessment has also been prepared (provided in Attachments) to assist with the implementation of this Policy.

DISCUSSION

6. Nil

GOVERNMENT & PUBLIC CONSULTATION

7. Relevant Government Departments were consulted during the development of Council Policy – Clearing in Council Controlled Land.
8. Relevant Government Department websites and documents were utilised to update this Policy.
9. Public consultation was undertaken during the development of Council Policy – Clearing in Council Controlled Land.
10. Public consultation was not undertaken as part of this Policy update.

STATUTORY IMPLICATIONS

11. This Policy and associated Procedure aim to ensure compliance with the below legislative and statutory requirements (including International, Federal and State Government legislation and policies):
 - *Agriculture and Related Resources Protection Act 1976*
 - *Country Areas Water Supply Act 1947*
 - *Environmental Protection Biodiversity Conservation Act 1999*
 - *Fish Resource Management Act 1994*
 - *Metropolitan Water Supply, Sewerage and Drainage Act 1909*
 - *Rights in Water and Irrigation Act 1914*
 - *Wildlife Conservation Act 1950*
 - *Waterways Conservation Act 1976*
 - *Environmental Protection Act 1986*

POLICY IMPLICATIONS

12. This item involves the adoption of City of Albany Policy / Council Policy – Environmental Impact Assessment.
13. This item also involves the rescission of Council Policy – Clearing in Council Controlled Land.

RISK IDENTIFICATION & MITIGATION

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>City of Albany Policy / Council Policy - Environmental Impact Assessment not adopted. Works may be undertaken on Council controlled lands that are not in accordance to relevant State, National and International legislation.</i>	<i>Almost certain</i>	<i>Moderate</i>	<i>High</i>	<i>Mitigation dependent on implementing this Policy.</i>

FINANCIAL IMPLICATIONS

14. Environmental Impact Assessments currently are, and will continue to be undertaken by the Works and Services Directorate using existing staff resources.
15. If further assessments are required by specialist consultants, these works will be funded through the relevant project budget or through the Reserves – Strategic Planning budget item.

LEGAL IMPLICATIONS

16. See Section 11.

ENVIRONMENTAL CONSIDERATIONS

17. This policy and associated procedure aim to minimise the environmental impacts that can potentially be caused through works carried out on City controlled land, and to ensure compliance with legislative and statutory requirements (including International, Federal and State Government legislation and policies).

ALTERNATE OPTIONS

18. Council has a legal responsibility to implement this Policy (see Section 11 above).

SUMMARY CONCLUSION

19. This Policy and associated Procedure provides a mechanism for the Environmental Impact Assessment of proposed works on Council Controlled land, in accordance with a number of State, National and International legislation.

Consulted References	:	Refer to Bibliography (Page 19) in Council Procedure – Environmental Impact Assessment.
File Number (Name of Ward)	:	CM.STD.7 (All wards)
Previous Reference	:	None.

WS008: BOULDER HILL TRACK REMEDIATION

Land Description	: Betty's Beach reserve – R3257
Proponent	: City of Albany
Owner	: Crown land – Management Order City of Albany
Councillor Workstation	: Nil
Responsible Officer(s)	: Executive Director Works & Services (M Thomson)

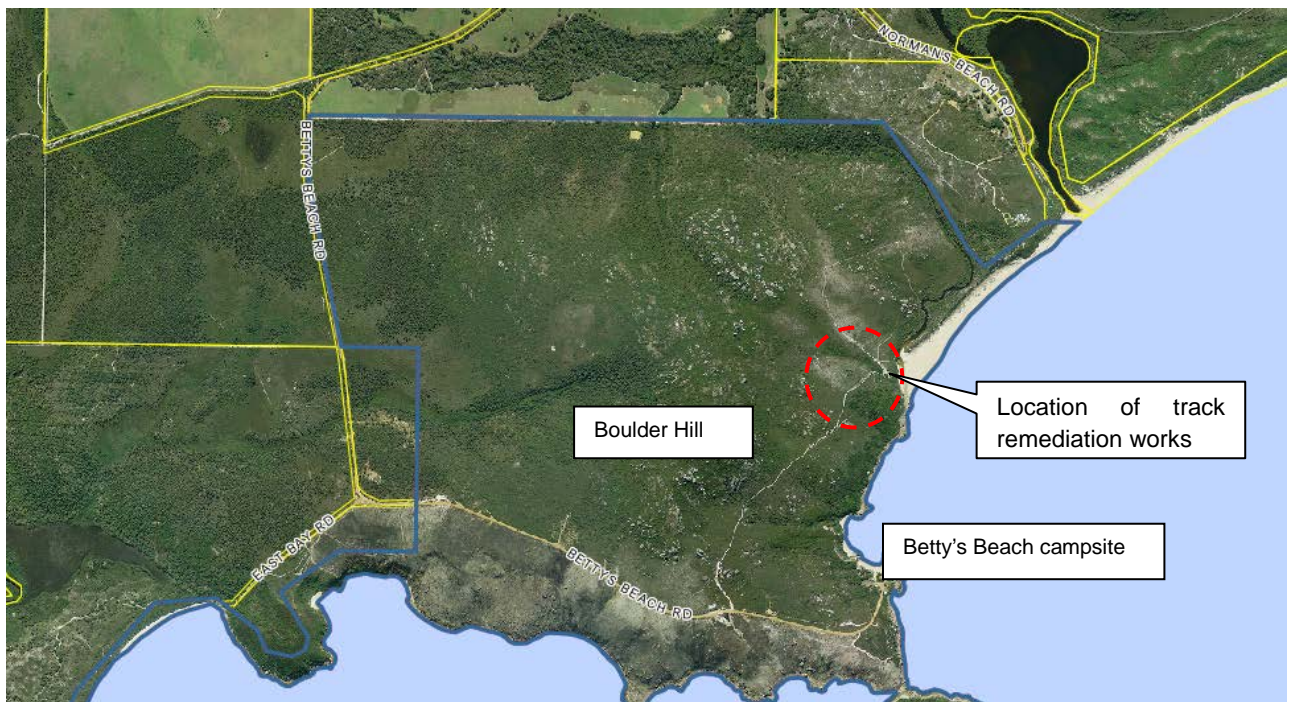
Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean, Green & Sustainable.
 - b. **Strategic Objective:** 2.1. To protect and enhance our natural environment.
 - c. **Strategic Initiative:** 2.1.1. Reserves Management.

Maps and Diagrams:



In Brief:

- As the result of a storm event in 2008, the existing Boulder Hill track was badly eroded and deep erosion gullies formed. In 2011, the City received a SCNRM Southern Incentives grant to successfully remediate the first 1km section of the track.

- Since that time people have continued to use the track and as a result of the erosion further down the track they have created multiple tracks to allow for safe access to the beach below.
- The City would now like to complete the remediation of the remaining 200m length of the original track and close off the unnecessary multiple tracks that have been created by rehabilitating them with native plants. SCNRM is offering the City \$10,000 to help complete this project.

**WS008: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

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

THAT Council ACCEPT the offer of funding totalling \$10,000 from South Coast Natural Resource Management for the cost of on-ground site works to remediate an eroded section of Boulder Hill Track.

**CARRIED 11-0
ABSOLUTE MAJORITY**

WS008: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR DOWLING
SECONDED: COUNCILLOR BOWLES**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

**WS008: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the offer of funding totalling \$10,000 from South Coast Natural Resource Management for the cost of on-ground site works to remediate an eroded section of Boulder Hill Track.

BACKGROUND

2. A total of \$40,000 is available for the remediation of the Boulder Hill Track in the City's 2013/14 budget.
3. The City has received an offer from SCNRM for an additional \$10,000 to go towards the cost of on ground site works and in particular, rehabilitation of the site with local native species.

DISCUSSION

4. Betty's Beach reserve is a popular location visited by locals and tourists.
5. The City successfully stabilised and remediated the first 1km section of the badly eroded Boulder Hill Track in 2011 and there is \$40,000 available for reallocation to this project in the 2013/14 annual budget to stabilise and remediate the remaining 200m section.

6. Stabilisation of the main track will be completed using a mixture of aggregate, limestone and gravelly sand. A number of water bars will also be installed to direct water off the track and prevent further erosion from surface water run-off.
7. The excess areas of track that do not form the final track alignment will be closed using bollards and will be rehabilitated using local brushing and seedlings grown from seed previously collected in this high conservation value reserve.

GOVERNMENT & PUBLIC CONSULTATION

8. Consultation has occurred with Department of Parks and Wildlife visiting the site on 29 August 2013 in relation to the close proximity of the work site to a threatened flora population. As a result of this consultation, the City has submitted an Application to take Declared Rare Flora in Non-Departmental Management Operation and a Clearing Permit to DPW.
9. This project has also been referred to the South West Aboriginal Land and Sea Council for consideration at their next Future Acts Sub-Committee meeting on 29 October 2013.

STATUTORY IMPLICATIONS

10. Under the *Local Government Act 1995*, Section 6.8, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
 - a. Is incurred in a financial year before the adoption of the annual budget by the local government
 - b. Is authorised in advance by a resolution (absolute majority required) or
 - c. Is authorised in advance by the Mayor in an emergency.

POLICY IMPLICATIONS

11. There are no policy implications relating to this matter.

RISK IDENTIFICATION & MITIGATION

12. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Project is not approved and project does not go ahead. The natural environment continues to be degraded.</i>	<i>Almost certain</i>	<i>Minor</i>	<i>Medium</i>	<i>Mitigation entirely dependent on Council.</i>

FINANCIAL IMPLICATIONS

13. The City's contribution to this project is comprised of in-kind staff time (approximately eight weeks of 1 FTE over total period of project) as well as \$40,000 from 2013/14 Reserves Natural job number 3257.

LEGAL IMPLICATIONS

14. There are no legal implications relating to this matter.

ENVIRONMENTAL CONSIDERATIONS

15. The multiple informal tracks that have been created by members of the public to bypass the eroded section of track are causing significant impact on a declared rare flora population. The City has been in consultation with DPaW and as a result has applied for an Application to take Declared Rare Flora.

ALTERNATE OPTIONS

16. Council may elect to not accept the funding of \$10,000 from SCNRM.

SUMMARY CONCLUSION

17. This project will allow visitors and fire and emergency services reliable access to this popular reserve and beach, without drivers feeling the need to drive off tracks, and consequently further damage the significant surrounding environment. Without accepting the \$10,000 funding from SCNRM, the project will be underfunded and a complete project could not be achieved.

Consulted References	:	Nil
File Number (Name of Ward)	:	EM.PLA.14
Previous Reference	:	Nil

WS009: VANCOUVER PENINSULA SIGN SHELTER

Land Description : Vancouver Peninsula Reserve – R25295
Proponent : City of Albany
Owner : Crown land – Management Order City of Albany
Responsible Officer(s): : Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean, Green & Sustainable.
 - b. **Strategic Objective:** 2.1. To protect and enhance our natural environment.
 - c. **Strategic Initiative:** 2.1.1. Reserves Management.

In Brief:

- The City has received a request from South Coast Natural Resource Management (SCNRM) to accept the remaining \$4,525.75 in its Coastwest 'Cape Vancouver (Quaranup) Cultural Heritage Survey' project, for the purchase and installation of a sign shelter at Whaling Cove, Vancouver Peninsula.

**WS009: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR BOWLES**

THAT Council ACCEPT the offer of funding totalling \$4,525.75 from South Coast Natural Resource Management for purchase and construction of a sign shelter at Whaling Cove.

**CARRIED 11-0
ABSOLUTE MAJORITY**

WS009: COMMITTEE RECOMMENDATION

**MOVED: COUNCILLOR BOWLESS
SECONDED: COUNCILLOR GREGSON**

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS009: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: ABSOLUTE MAJORITY

THAT Council ACCEPT the offer of funding totalling \$4,525.75 from South Coast Natural Resource Management for purchase and construction of a sign shelter at Whaling Cove.

BACKGROUND

2. The City has received a request from SCNRM to accept the remaining \$4,525.75 in its Coastwest 'Cape Vancouver (Quaranup) Cultural Heritage Survey' project, for the purchase and installation of a sign shelter at Whaling Cove, Vancouver Peninsula.

DISCUSSION

3. In late 2012, SCNRM received funding from Coastwest to identify and record heritage values of the culturally significant Vancouver Peninsula site.
4. A part of this project included the development of interpretative signage to explain the significance of the findings and help raise public awareness of the many cultural values and their protection.
5. Various cost savings were made throughout the project, totalling \$4,525.75. SCNRM have submitted a project variation request to use these savings to purchase a sign shelter so the interpretative signs can be protected from the weather. However, due to staff leaving and other office changes, SCNRM has requested that the City accept this remaining money and complete the purchase and installation of the sign shelter on their behalf.
6. The City has a further \$30,000 within the City of Albany 2013/14 budget that is for the upgrade of the existing toilet and the day use area at Whaling Cove. The erection of a sign shelter will compliment these existing works.

GOVERNMENT & PUBLIC CONSULTATION

7. This project has also been referred to the South West Aboriginal Land and Sea Council for consideration at their next Future Acts Sub-Committee meeting on 29 October 2013.

STATUTORY IMPLICATIONS

8. Under the *Local Government Act 1995*, Section 6.8, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
 - a. Is incurred in a financial year before the adoption of the annual budget by the local government
 - b. Is authorised in advance by a resolution (absolute majority required) or
 - c. Is authorised in advance by the Mayor in an emergency.

POLICY IMPLICATIONS

9. There are no policy implications relating to this matter.

RISK IDENTIFICATION & MITIGATION

10. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Project is not approved and project does not go ahead. The cultural interpretative signs already purchased by SCNRM cannot be installed on site.</i>	<i>Almost certain</i>	<i>Minor</i>	<i>Medium</i>	<i>Mitigation entirely dependent on Council.</i>

FINANCIAL IMPLICATIONS

11. The City's contribution to this project compromises in-kind staff time (approximately one week of 1 FTE).

LEGAL IMPLICATIONS

12. There are no legal implications relating to this matter.

ENVIRONMENTAL CONSIDERATIONS

13. An internal City of Albany environmental assessment has been completed and no concerns have been raised.

ALTERNATE OPTIONS

14. The Council may elect to not accept the funding of \$4,525.75 from SCNRM.

SUMMARY CONCLUSION

15. This project will allow for the installation of a sign shelter to help protect the interpretative signs developed as a part of the SCNRM Coastwest project for as long as possible in a coastal environment. It will also ensure that a similar standard for interpretative signs is maintained in all City reserves.

Consulted References	:	Nil
File Number (Name of Ward)	:	EM.PLA.10
Previous Reference	:	Nil

WS010: CONTRACT C13011– PANEL OF SUPPLIERS - SUPPLY OF ASPHALT

Proponent : City of Albany
Responsible Officer(s) : Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2013 - 2017
 - a. **Key Theme:** 2. Clean, Green & Sustainable.
 - b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
 - c. **Strategic Initiative:** Not Applicable

In Brief:

- Contract C13011 – Panel of Suppliers – Supply of Asphalt be AWARDED to Downer EDI and Gordon Walmsley Pty Ltd, for a period from the date awarded by Council until 30 June 2014, with a mutually agreed and price negotiated option for a further one year extension.

**WS010: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HORTIN**

THAT Council ACCEPT the submitted Tenders from Downer EDI and Gordon Walmsley Pty Ltd and AWARD Contract C13011 for the Panel of Suppliers – Supply of Asphalt until 30 June 2014

CARRIED 11-0

WS010: COMMITTEE RECOMMENDATION

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

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

**WS010: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the submitted Tenders from Downer EDI and Gordon Walmsley Pty Ltd and AWARD Contract C13011 for the Panel of Suppliers – Supply of Asphalt until 30 June 2014

BACKGROUND

2. The current contract for supply of asphalt expired in July 2013. It is necessary to establish a new contract for this service. A panel of suppliers was deemed appropriate to increase flexibility.
3. Tenders were called for the supply of asphalt for a period from the date awarded by Council until 30 June 2014, with a mutually agreeable and price negotiated extension of one year.
4. The tender is for all work necessary to supply and lay hot-mixed asphalt at nominated sites within the City, on behalf of the City of Albany.

DISCUSSION

5. A total of six tender documents were requested from the City of Albany.
6. Two completed tender documents were submitted on/before the stipulated closing date and time. The following table summarises the tender submissions and overall evaluation scores applicable to each submission.

Tenderer	Total Evaluation Score
Downer EDI	583.17
Gordon Walmsley Pty Ltd	743.49

7. According to ASIC searches, Downer EDI is based in North Ryde, NSW and Gordon Walmsley Pty Ltd is based in Robinson, WA.
8. The tender documents included tender evaluation criteria using the weighted attribute method. This method scores the evaluation criteria and weights their importance to determine an overall point score for each tender. The criteria are tabled below:

Criteria	% Weight
Cost	40
Technical Compliance and Experience	20
Reliability	20
Quality Accreditation	20
Total	100

9. On the basis of the total evaluation score which considers the above criteria, both submissions were considered to be conforming, and are able to be included on the Panel.

GOVERNMENT CONSULTATION

10. Nil.

PUBLIC CONSULTATION

11. A request for tenders was published in the West Australian on 14 August 2013 and the Great Southern Weekender on 15 August 2013.

STATUTORY IMPLICATIONS

12. Regulation 11 of the Local Government (Functions and General) Regulations 1996 (Regulations) requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$100,000.
13. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
14. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

15. The City of Albany Tender Policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

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

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Non compliance with contract or business failure resulting in inadequate traffic management</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services</i>

FINANCIAL IMPLICATIONS

17. The value of this tender is expected to be in excess of \$250,000 and therefore the approval is referred to Council for consideration.
18. The cost per job will be included in the specific budget line item.

LEGAL IMPLICATIONS

19. Nil.

ENVIRONMENTAL CONSIDERATIONS

20. Nil.

ALTERNATE OPTIONS

21. Council can accept or reject tenders as submitted.

SUMMARY CONCLUSION

22. On reviewing the submissions, the evaluation team assessed both Downer EDI and Gordon Walmsley Pty Ltd as being suitable for inclusion on the panel of suppliers for asphalt. Both are recommended to be included on the panel.

Consulted References	:	City of Albany Buy Local Policy (Regional Price Preference)
File Number (Name of Ward)	:	C13011
Previous Reference	:	N/A

WS011: FINANCIAL EXPENDITURE AND WORKS PROGRESS REPORTING

Proponent : City of Albany
Attachments : Works and Services Capital Works Progress Report
(2 attachments).
Responsible Officer(s): : Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean, Green and Sustainable.
 - b. **Strategic Objective:** 2.2. To maintain and renew city assets in a sustainable manner.
 - c. **Strategic Initiative:** 2.2.2. Project Reporting.

In Brief:

- Improved Capital Works Project reporting is a strategic initiative of the Works and Services directorate.
- The report as at 30 September 2013 is attached.

RECOMMENDATION

WS011: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GOODE

That the Works and Services Capital Works Progress Report as at 30 September 2013 be NOTED.

CARRIED 11-0

WS011: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR DOWLING
SECONDED: COUNCILLOR GREGSON

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS011: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY

That the Works and Services Capital Works Progress Report as at 30 September 2013 be NOTED.

BACKGROUND

- The attached report, combining the reporting of both actual expenditure and actual progress of work against planned in the same cost-time relationship chart is prepared monthly to update elected members.

DISCUSSION

- The report draws information from the annual budget, the Works & Services Infrastructure works schedule and monthly financial reports utilising actual data.

GOVERNMENT & PUBLIC CONSULTATION

- Not required – internal reporting requirement only.

STATUTORY IMPLICATIONS

- Not applicable

POLICY IMPLICATIONS

- Improved project reporting underpins good asset management practices.

RISK IDENTIFICATION & MITIGATION

- The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Project cost overruns</i>	<i>Possible</i>	<i>Significant</i>	<i>Medium</i>	<i>Reporting will identify trends toward budget overruns allowing for intervention in advance.</i>
<i>Project time overruns</i>	<i>Possible</i>	<i>Significant</i>	<i>Medium</i>	<i>Reporting will identify overall schedule performance and trends allowing for early interventions and implementation corrective strategies.</i>
<i>Misunderstanding/misinterpretation of reporting documents.</i>	<i>Possible</i>	<i>Moderate</i>	<i>Medium</i>	<i>Officer available to explain reports and how to interpret.</i>
<i>Lack of action following reported expenditure and/or progress.</i>	<i>Unlikely</i>	<i>Extreme</i>	<i>High</i>	<i>Ensure that cost and programme variations are investigated and resolved in a timely manner.</i>

FINANCIAL IMPLICATIONS

- The reporting will highlight budget variances early on resulting in issues being dealt with in a timely manner.

LEGAL IMPLICATIONS

9. Not applicable

ENVIRONMENTAL CONSIDERATIONS

10. Not applicable

ALTERNATE OPTIONS

11. Not applicable.

SUMMARY CONCLUSION

12. The attached Earned Value reporting documentation reflects the variances of cost and time most effectively and will ensure that Council is apprised of the progress of works at all times.

Consulted References	:	Not applicable
File Number (Name of Ward)	:	Not applicable
Previous Reference	:	None

WS012: ALBANY BIKE PLAN – PROJECT PRIORITIES 2013-2014

Owner : City of Albany
Attachments : 2013-14 Proposed Cycling Projects Spreadsheet
Responsible Officer(s) : Executive Director Works & Services (M Thomson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item directly relates to the following key themes from the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2013-2017.
 - a. **Key Theme:** Smart, Prosperous and Growing
 - b. **Strategic Objective:** 1.3 To develop and promote Albany as a unique and sought-after visitor destination.
 - c. **Strategic Initiative:** 1.3.2 Tourism Destination

In Brief:

- To seek Council approval for acceptance of the priority projects for the Regional Bicycle Network Grants for 2013-2014

RECOMMENDATION

WS012: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR STOCKS

THAT Council APPROVE the priority projects for the Regional Bicycle Network Grants for 2013-2014 (Anson Road, Great Southern Grammar School, Emu Point – Middleton Beach Loop, Golf Links Road, Emu Point Drive and Troode Street cycling projects).

CARRIED 11-0
ABSOLUTE MAJORITY

WS012: COMMITTEE RECOMMENDATION

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR DOWLING

THAT the Responsible Officer Recommendation be ADOPTED.

CARRIED 5-0

WS012: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council APPROVE the priority projects for the Regional Bicycle Network Grants for 2013-2014 (Anson Road, Great Southern Grammar School, Emu Point – Middleton Beach Loop, Golf Links Rd, Emu Point Dr and Troode St cycling projects).

BACKGROUND

2. On the 13 December 2012, Transport Minister Troy Buswell announced \$900,000 in State Government funding over a three year period for the City of Albany to plan and build significant bike network projects. The funding arrangement is based on a 50% contribution from Department of Transport and the City of Albany.
3. Subsequent to this announcement, a further \$600,000 was made available from the Ministerial Local Transport Initiative funding for the 2013/14 and 2014/15 financial years, offsetting the City's 50% contribution.
4. The City of Albany established a Project Control Group (PCG) in July 2013, which includes key agencies, organisations and interested community groups with a passion for cycling. The PCG has been tasked with assisting the development of the Albany Cycling Strategy.

DISCUSSION

5. The funding arrangement for the pathway development program required the City to commit to a three year plan of works commencing in 2012 and finalising in June 2015.
6. The first year of works provided for the City to deliver five key projects with an extended deadline of November 2013, namely developing a Cycling Strategy, and construction of pathways – Munda Biddi Trail re-alignment (Elleker Grassmere to Sandpatch Rd), ANZAC Peace Park Shared path, Middleton Road path, and Eyre Park path. These projects are underway and are expected to meet the planned completion dates.
7. The Cycling Strategy is progressing well and will be the basis of future planned works. However, to ensure an extensive consultation program is completed with the community and other stakeholders, the completion date has been extended to March 2014. A report relating to the draft Cycling Strategy will be presented to the April 2014 Council meeting for consideration.
8. As the funding program requires proposed projects for the 2013/14 financial year from the Strategy, the PCG have prepared a prioritised list of works for approval by the City. Staff and the PCG have assessed the list to ensure they meet with the draft Strategy objectives, and have identified those projects that can be accommodated in this year's Capital Works program (see Attachment).
9. Should Council adopt the Bicycle Strategy in April 2014, further prioritised pathways from the Strategy will then be incorporated into the next annual budget.

GOVERNMENT & PUBLIC CONSULTATION

10. The PCG have been meeting regularly and providing advice and direction to the City and the transport consultants, Cardno, to assist with prioritizing and ensuring the best plan is achieved.
11. The City has consulted with the Department of Transport, in the development of these project priorities to improve the Albany cycling network, and to ensure the three year funding program is completed on time and in budget.

STATUTORY IMPLICATIONS

12. Under the *Local Government Act 1995*, Section 6.8, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:
- is incurred in a financial year before the adoption of the annual budget by the local government*
 - is authorized in advance by a resolution (absolute majority required); or*
 - is authorized in advance by the mayor in an emergency.*

POLICY IMPLICATIONS

13. The Budget Variations Policy states where it is necessary to expend funds on a new budget line item approval must be obtained from Council prior to any expenditure being made.

RISK IDENTIFICATION & MITIGATION

14. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Council does not approve the Budget Review</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<i>The existing Annual Budget would apply and proposed amendments would not apply.</i>

FINANCIAL IMPLICATIONS

15. The adjustments indicating new external funding sources and internal budget adjustments are detailed below, and ensure the overall result provides for a balanced budget.

Extract from 2013/14 Annual Financial Budget PATHS

Cycling Projects	Expenditure	Revenue	Grants
Eyre Park Shared Paths (C/fwd)	190,000	95,000	95,000
Anzac Peace Park Shared Path (C/fwd)	120,000	60,000	60,000
Middleton Road Shared Path (C/fwd)	70,000	35,000	35,000
Albany Cycling Strategy (C/fwd)	70,000	35,000	35,000
Munda Biddi Re-alignment (C/fwd)	155,084	80,084	75,000
Bicycle Strategy Priorities*	600,000	600,000	

16. The proposed projects from the draft Bicycle Strategy (already allocated in the budget as a lump sum of **\$600,000*** see above) are detailed in the Attachment.

LEGAL IMPLICATIONS

17. The City is required to sign an agreement with Department of Transport that encapsulates agreed timelines, payment arrangements, and acquittal conditions.

ENVIRONMENTAL CONSIDERATIONS

18. Not applicable.

ALTERNATE OPTIONS

19. Should the request not be adopted by Council, the proposed re-allocation of budget line items would not be applied, and the funding opportunities would be declined.

SUMMARY CONCLUSION

20. The adoption of the 2013/14 prioritised projects will enable the appropriate funding agreement to be formalised, to allow the design, tendering and construction of the various cycling projects completed in accordance with the three year Regional Bicycle Network funding program.

Consulted References	:	Adopted Budget 2012-13 <u>Local Government Act 1995</u>
File Number (Name of Ward)	:	GS.PRG.16 (All Wards)
Previous Reference	:	OCM 19.02.13 Item 5.2

**WS013: CONTRACT C13016 – WILLYUNG ROAD (SLK0.02-1.76)
WIDENING AND RECONSTRUCTION**

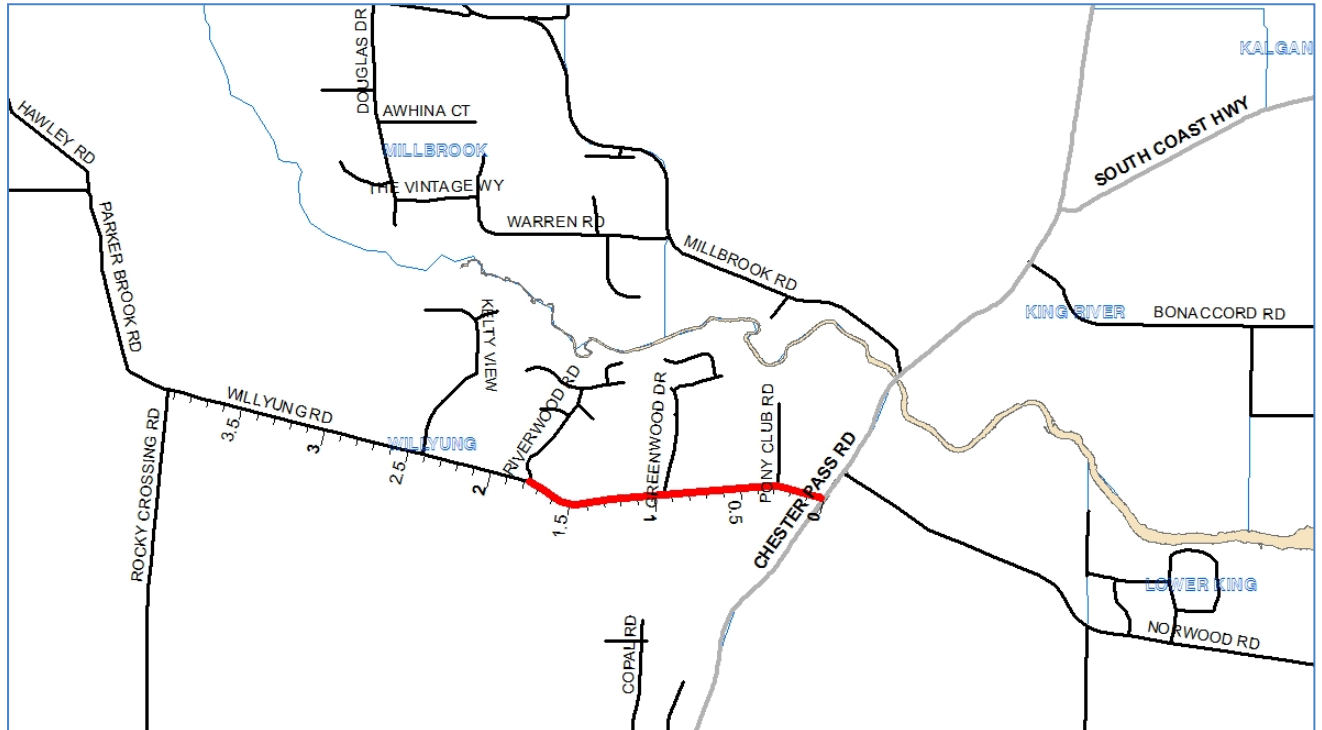
Land Description : Willyung Road, Willyung (SLK0.02-1.76)
Proponent : City of Albany
Owner : City of Albany
Business Entity Name : N/A
Councillor Workstation : N/A
Responsible Officer(s) : Executive Director Works & Services (M Thomson)

Responsible Officer’s Signature:

STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean Green & Sustainable.
 - b. **Strategic Objective:** 2.2. To maintain and renew City assets in a sustainable manner.
 - c. **Strategic Initiative:** 2.2.1. Asset management.

Maps and Diagrams:



Extent of proposed works

In Brief:

- Tender award for widening and reconstruction of 1.76km of Willyung Road including the replacement of drainage culvert over Willyung Creek.
- Three complying tenders were received with AD Contractors the recommended contractor.
- Construction is scheduled for completion by end of February 2014.

RECOMMENDATION

**WS013: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY**

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR HORTIN**

THAT Council ACCEPT the tender from AD Contractors and AWARD Contract C13016 Willyung Road, Willyung (SLK0.02-1.76) Widening & Reconstruction.

CARRIED 11-0

**WS013: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the tender from AD Contractors and AWARD Contract C13016 Willyung Road, Willyung (SLK0.02-1.76) Widening & Reconstruction.

BACKGROUND

2. Willyung Road provides access to Willyung Special Residential Area. It was identified as part of the Special Residential Area 11 Subdivision Guide Plan that Willyung Road should be upgraded to cater for the increasing traffic volumes as the area continues to develop.
3. Design and specification documentation was prepared by external consultants to the stage of "Issue for Tender". The tender was from 21 August 2013 to 11 September 2013.
4. The City of Albany will act in the role of Principal with an external consulting Engineer being employed in the role of Superintendent for the project.

DISCUSSION

5. A total of 21 tender documents were issued by the City of Albany
6. Three completed tender documents were submitted on or before the stipulated closing date and time.

7. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall points score for each tender. The criteria are tabled below:

Criteria	% Weighting
Cost	20%
Relevant Experience	20%
Key Personnel & Experience	20%
Tenderer's Resources	20%
Demonstrated Understanding	20%
Total	100%

8. The following table summarises the tenders and overall evaluation scores applicable to each submission:

Tenderer	Total Evaluation Score
AD Contractors	530.89
Palmer Earthmoving	519.73
Great Southern Sands	409.38

GOVERNMENT & PUBLIC CONSULTATION

9. All relevant Government departments including Department of Environment Regulation, Department of Indigenous Affairs and SWALSC have been consulted on the project.
10. A request for tenders was published in the West Australian on 21 August 2013 and the Albany Weekender on 22 August 2013.

STATUTORY IMPLICATIONS

11. Regulation 11 of the *Local Government (Functions and General) Regulations 1996 (Regulations)* requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$100,000.
12. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
13. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

14. The City of Albany Tender policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

15. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>A vehicle accident occurs due to an unsafe environment for road users</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>Ensure upgrade of road is undertaken this financial year</i>
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services.</i>

FINANCIAL IMPLICATIONS

16. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.
17. Funding has been received from development contributions through the Special Residential Area 11 Subdivision Guide Plan. Funds have also been allocated in the 2013-2014 budget.

Funding source	Amount
Contributions	\$168,755.00
City of Albany	\$431,245.00
Total	\$600,000.00

LEGAL IMPLICATIONS

18. There are no legal implications associated with this item.

ENVIRONMENTAL CONSIDERATIONS

19. Some clearing of native vegetation will take place to accommodate the proposed road widening and associated roadside open drainage.
20. An Environmental Impact Assessment has been undertaken by a City of Albany Reserves Officer. No declared rare fauna were identified within the area of the proposed works.
21. An application to clear native vegetation has been lodged with the Department of Environment Regulation (formerly Department of Environment and Conservation).

ALTERNATE OPTIONS

22. Council can accept or reject tenders as submitted.

SUMMARY CONCLUSION

23. On reviewing the submissions, the evaluation team assessed AD Contractors as being the most suitable tenderer across the evaluation criteria in terms of cost, demonstrated understanding, key personnel (skills & experience) and relevant experience. AD Contractors are recommended to be awarded the Willyung Road contract.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C13016 (Kalgan Ward)
Previous Reference	:	Not applicable

**WS0014: CONTRACT C13017 – PFEIFFER ROAD (SLK 20.02-22.44)
WIDENING AND RECONSTRUCTION**

Land Description : Pfeiffer Road, Manypeaks (SLK 20.02-22.44)
Proponent : City of Albany
Owner : City of Albany
Business Entity Name : N/A
Attachments : Nil
Appendices : N/A
Councillor Workstation : N/A
Responsible Officer(s): : Executive Director Works & Services (M Thomson)

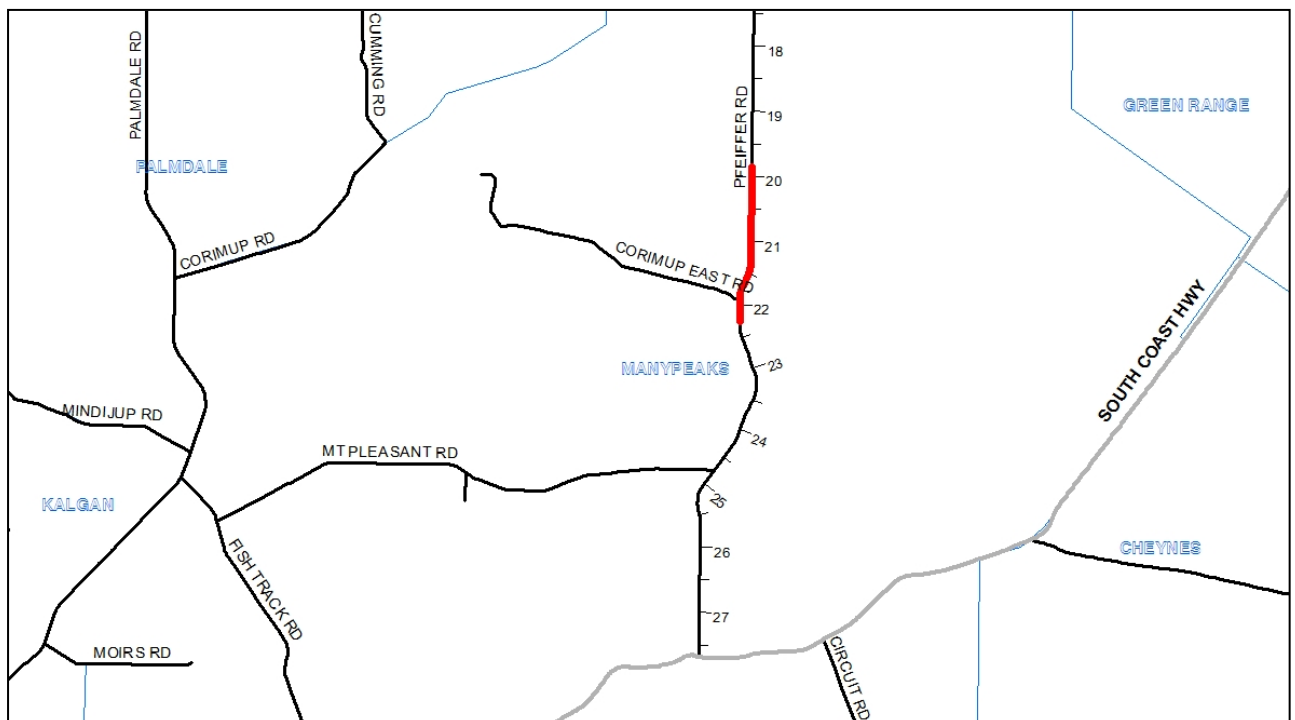
Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean Green & Sustainable.
 - b. **Strategic Objective:** 2.2. To maintain and renew City assets in a sustainable manner.
 - c. **Strategic Initiative:** 2.2.1. Asset management.

Maps and Diagrams:



 Extent of proposed works

In Brief:

- Award tender for the widening and reconstruction of 2.42km of Pfeiffer Road.
- Four complying tenders received with Neo Infrastructure as the recommended contractor.
- Construction is scheduled for completion in early March 2014.

RECOMMENDATIONS

WS014: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON

SECONDED: COUNCILLOR GOODE

THAT Council ACCEPT the tender from Great Southern Sands and AWARD Contract C13017 Pfeiffer Road (SLK 20.2.02-22.44) Widening and Construction

CARRIED 11-0

WS014: AMENDED OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council ACCEPT the tender from Great Southern Sands and AWARD Contract C13017 Pfeiffer Road (SLK 20.2.02-22.44) Widening and Construction

Officers Reason:

Upon evaluation of the tender submissions, City staff recommended that NEO Infrastructure be awarded the contract. Price and the quality of the submission were the dominant factors.

On 25 October 2013, the City was contacted by NEO Infrastructure and advised of a “gross” error made in their tender submission. Gross errors, where detected have contractual ramifications and should be dealt with appropriately. The error, if corrected, would be materially significant and NEO Infrastructure would not be the most advantageous option.

If the City was to hold the contractor (NEO) to the tendered submission and award the contract, they may not have the capacity to perform to the requirements resulting in poor execution, quality and ongoing contractual issues.

The City has the option to reconsider the tenders received. From a standalone perspective the next ranked submission is that of Palmer Earthmoving however Palmer’s are being recommended to be awarded another contract which could have an impact on capacity and the ability to execute the two projects within the specified timeframe. The City needs to be mindful of this, as projects have strict funding conditions in respect to completion and projects which involve bituminous sealing should not be carried out, wherever possible, beyond May as latent seasonal temperatures are not ideal for this type of work. In addition wet weather will have an impact on the execution and quality of the product.

Great Southern Sands is considered the most advantageous submission, and their pricing fits within the project budget. Given the context of other contracts to be awarded, it is considered a favourable outcome that concurrent projects be shared amongst local contractors.

**WS014: RESPONSIBLE OFFICER RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council ACCEPT the tender from Neo Infrastructure and AWARD Contract C13017 Pfeiffer Road (SLK 20.02-22.44) Widening & Reconstruction.

BACKGROUND

2. Pfeiffer Road is located approximately 37 kilometres northeast of Albany off South Coast Highway and is an important timber haulage route providing access to a number of timber plantations. Some lengths of Pfeiffer Road have previously been upgraded. This is one of the remaining sections still to be addressed. The upgrading of this section of Pfeiffer Road includes the widening and reconstruction of 2.42 kilometres.
3. Design and specification documentation was prepared by external consultants to the stage of "Issue for Tender". The tender was advertised from 28 August 2013 to 18 September 2013.
4. The City of Albany will act in the role of Principal with an external consulting Engineer being employed in the role of Superintendent for the project.

DISCUSSION

5. A total of 26 tender documents were issued by the City of Albany
6. Four completed tender documents were submitted on or before the stipulated closing date and time.
7. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall points score for each tender. The criteria are tabled below:

Criteria	% Weighting
Cost	20%
Relevant Experience	20%
Key Personnel & Experience	20%
Tenderer's Resources	20%
Demonstrated Understanding	20%
Total	100%

8. The following table summarises the tenders and overall evaluation scores applicable to each submission:

Tenderer	Total Evaluation Score
Neo Infrastructure	476.74
Palmer Earthmoving	461.92
Great Southern Sands	457.11
AD Contractors	450.90

GOVERNMENT & PUBLIC CONSULTATION

9. All relevant Government departments including Department of Environment Regulation, Department of Indigenous Affairs and SWALSC have been consulted on the project.
10. A request for tenders was published in the West Australian on 28 August 2013 and the Albany Weekender on 29 August 2013.

STATUTORY IMPLICATIONS

11. Regulation 11 of the *Local Government (Functions and General) Regulations 1996 (Regulations)* requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$100,000.
12. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
13. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

14. The City of Albany Tender policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

15. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>A vehicle accident occurs due to an unsafe environment for road users</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>Ensure upgrade of road is undertaken this financial year</i>
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services.</i>

FINANCIAL IMPLICATIONS

- 16. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.
- 17. Funding for this project has been received from the Commodity Routes Supplementary Fund Program. Funds have also been allocated in the 2013-2014 budget.

Funding source	Amount
Commodity Routes Supplementary Fund Program	\$450,000.00
City of Albany	\$240,000.00
Total	\$690,000.00

LEGAL IMPLICATIONS

- 18. There are no legal implications associated with this item.

ENVIRONMENTAL CONSIDERATIONS

- 19. Some clearing of native vegetation will take place to accommodate the proposed road widening and associated roadside open drainage.
- 20. An Environmental Impact Assessment has been undertaken by a City of Albany Reserves Officer. No declared rare fauna were identified within the area of the proposed works.
- 21. A clearing permit has been obtained from Department of Environment Regulation (formerly Department of Environment and Conservation).

ALTERNATE OPTIONS

- 22. Council can accept or reject tenders as submitted.

SUMMARY CONCLUSION

- 23. On reviewing the submissions, the evaluation team assessed Neo Infrastructure as being the most suitable tenderer across the evaluation criteria in terms of cost, demonstrated understanding, key personnel (skills & experience) and relevant experience.
- 24. It is recommended that the Pfeiffer Road contract be awarded to Neo Infrastructure.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C13017 (Kalgan Ward)
Previous Reference	:	Not applicable

**WS015: CONTRACT C13015 – MILLBROOK ROAD (SLK5.30-6.90)
WIDENING AND RECONSTRUCTION**

Land Description : Millbrook Road, Millbrook (SLK5.30-SLK6.90)
Proponent : City of Albany
Owner : City of Albany
Business Entity Name : N/A
Attachments : Nil
Appendices : Nil
Councillor Workstation : N/A
Responsible Officer(s) : Executive Director Works & Services (M Thomson)

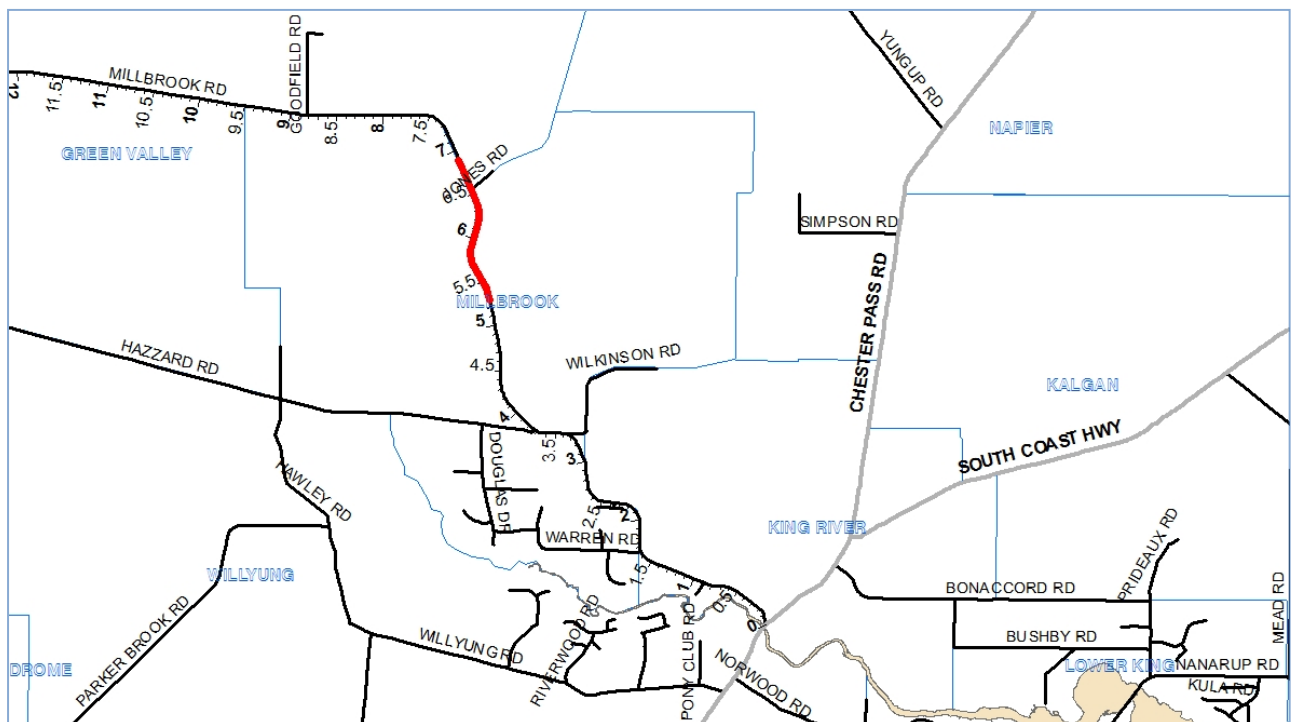
Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 2. Clean Green & Sustainable.
 - b. **Strategic Objective:** 2.2. To maintain and renew City assets in a sustainable manner.
 - c. **Strategic Initiative:** 2.2.1. Asset management.

Maps and Diagrams:



 Extent of proposed works

In Brief:

- Tender award for the widening and reconstruction of 1.6km of Millbrook Road.
- Three complying tenders were received with Palmer Earthmoving the recommended contractor.
- Construction is scheduled for completion by mid February 2014.

RECOMMENDATION

WS015: RESOLUTION

VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR GREGSON

SECONDED: COUNCILLOR WILLIAMS

THAT Council ACCEPT the tender from Palmer Earthmoving and AWARD Contract C13015 Millbrook Road (SLK5.30 – 6.90) Widening & Reconstruction.

CARRIED 11-0

WS015: RESPONSIBLE OFFICER RECOMMENDATION

VOTING REQUIREMENT: SIMPLE MAJORITY

THAT Council ACCEPT the tender from Palmer Earthmoving and AWARD Contract C13015 Millbrook Road (SLK5.30 – 6.90) Widening & Reconstruction.

BACKGROUND

2. Millbrook Road has been upgraded in stages to modern road standards over a number of years. This stage is 1.6km long and is located 5.3 km northwest of Chester Pass Road.
3. Design and specification documentation was prepared by external consultants to the stage of "Issue for Tender". The tender period was from 14 August 2013 to 4 September 2013.
4. The City of Albany will act in the role of Principal with an external consulting Engineer being employed in the role of Superintendent for the project.

DISCUSSION

5. A total of 29 tender documents were issued by the City of Albany
6. Three completed tender documents were submitted on or before the stipulated closing date and time.
7. The tenders were evaluated using the weighted attributes methodology. This method scores the evaluation criteria and weights their importance to determine an overall points score for each tender.

8. The criteria are tabled below:

Criteria	% Weighting
Cost	20%
Relevant Experience	20%
Key Personnel & Experience	20%
Tenderer's Resources	20%
Demonstrated Understanding	20%
Total	100%

9. The following table summarises the tenders and overall evaluation scores applicable to each submission:

Tenderer	Total Evaluation Score
AD Contractors	570.10
Palmer Earthmoving	529.37
Great Southern Sands	393.86

GOVERNMENT & PUBLIC CONSULTATION

10. All relevant Government departments including Department of Environment Regulation, Department of Indigenous Affairs and SWALSC have been consulted on the project.
11. A request for tenders was published in the West Australian on 14 August 2013 and the Albany Weekender on 15 August 2013.

STATUTORY IMPLICATIONS

12. Regulation 11 of the *Local Government (Functions and General) Regulations 1996 (Regulations)* requires Council to publicly tender if the contract is, or is expected to be, more, or worth more than \$100,000.
13. Regulation 18 of the Regulations outlines a number of requirements relating to choice of tender. Council is to decide which of the acceptable tenders is the most advantageous to Council. It may also decline to accept any tender.
14. Regulation 19 of the Regulations requires Council to advise each tenderer in writing the result of Council's decision.

POLICY IMPLICATIONS

15. The City of Albany Tender policy and Regional Price Preference Policy are applicable to this item.

RISK IDENTIFICATION & MITIGATION

16. The risk identification and categorisation relies on the City's [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>A vehicle accident occurs due to an unsafe environment for road users</i>	<i>Possible</i>	<i>Medium</i>	<i>High</i>	<i>Ensure upgrade of road is undertaken this financial year</i>
<i>Non compliance with contract or business failure</i>	<i>Unlikely</i>	<i>Medium</i>	<i>Medium</i>	<i>General conditions of contract allow for contract termination on the basis of failure to supply goods and services.</i>
<i>Failure to deliver project within specified timeframe.</i>	<i>Possible</i>	<i>Medium</i>	<i>Medium</i>	<i>Post tender evaluation, assess capacity to deliver against other concurrent projects for the City of Albany.</i>

FINANCIAL IMPLICATIONS

17. The value of this tender is in excess of \$250,000 and therefore the approval is referred to Council for consideration.
18. Funding for this project has been received from Regional Road Group. Funds have also been allocated in the 2013-2014 budget.
19. Total budget for the contract is \$691,373

LEGAL IMPLICATIONS

20. There are no legal implications associated with this item.

ENVIRONMENTAL CONSIDERATIONS

21. Some clearing of native vegetation will take place to accommodate the proposed road widening and associated roadside open drainage.
22. An Environmental Impact Assessment has been undertaken by a City of Albany Reserves Officer. No declared rare fauna were identified within the area of the proposed works.
23. An application to clear native vegetation has been lodged with the Department of Environment Regulation (formerly Department of Environment and Conservation).

ALTERNATE OPTIONS

24. Council can accept or reject tenders as submitted.

SUMMARY CONCLUSION

25. Although AD Contractors achieved the highest evaluation score, the evaluations are conducted based on the project being standalone.
26. AD Contractors are the recommended contractor for a similar project which will run concurrently. The evaluation process does not consider the capacity of the contractor to deliver more than one project of similar nature concurrently.

27. On the above basis, it is considered appropriate to recommend the contractor achieving the next best score being Palmer Earthmoving to mitigate risk of possible project schedule over runs.
28. The submission from Palmer Earthmoving is considered suitable across the evaluation criteria in terms of cost, demonstrated understanding, key personnel (skills & experience) and relevant experience. Palmer Earthmoving is recommended to be awarded the Millbrook Road contract.

Consulted References	:	Local Government (Functions and General) Regulations 1995 Council Policy – Purchasing Council Policy – Buy Local (Regional Price Preference)
File Number (Name of Ward)	:	C13015 (Kalgan Ward)
Previous Reference	:	Not applicable

PD011: PLANNING AND BUILDING REPORTS JULY 2013

Proponent : City of Albany
Attachment : Planning and Building Reports July 2013
Responsible Officer(s) : Executive Director Planning & Development Services
(D Putland)

Responsible Officer's Signature:



RECOMMENDATION

PD011: RESOLUTION
VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR SUTTON

THAT Council NOTE the Planning and Building Reports for July 2013.

CARRIED 11-0

PD011: RESPONSIBLE OFFICER RECOMMENDATION

THAT Council NOTE the Planning and Building Reports for July 2013.

XIV. MOTIONS WITH NOTICE:

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

15.1: NOTICE OF MOTION BY COUNCILLOR STOCKS – EN BLOC VOTING

15.1: RESOLUTION

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

THAT Council SUSPEND the use of En Bloc voting in Council meetings.

CARRIED 9-2

Record of Vote

Against: Councillors Hammond and Hortin.

15.1: MOTION BY COUNCILLOR STOCKS

THAT Council SUSPEND the use of En Bloc voting in Council meetings.

Councillor Reason:

Voting en bloc occurs when the Council votes upon motion to adopt, by one resolution, a number of items, motions or recommendations either from a committee or from an Officer's report.

Until appropriate training is conducted, it is felt that the use of en bloc voting should be suspended.

En bloc voting may increase the situation whereby a motion is voted on prior to adequate consideration by Council.

15.2: NOTICE OF MOTION BY COUNCILLOR STOCKS – AGENDA BRIEFING SESSIONS

15.2: RESOLUTION

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR GOODE**

THAT Council:

- 1. OPEN monthly Agenda Briefing Sessions to the public.**
- 2. Support the implementation of live streaming of Council Public Meetings and instruct the CEO to investigate the requirements to implement live streaming to all Council Public Meetings.**

CARRIED 11-0

Councillor Stocks as the mover of the original motion, agreed to the amendment by Councillor Bowles.

Councillor Bowles moved the following amendment:

15.2: AMENDMENT BY COUNCILLOR BOWLES

THAT Council:

- 1. OPEN monthly Agenda Briefing Sessions to the public.**
- 2. Support the implementation of live streaming of Council Public Meetings and instruct the CEO to investigate the requirements to implement live streaming to all Council Public Meetings.**

15.2: MOTION BY COUNCILLOR STOCKS

THAT Council OPEN the Monthly Agenda Briefing Sessions to the public.

Councillor Reason:

To uphold and promote the principles of open, transparent and informed decision making in line with the key theme and goals expressed by the Community through Council's adopted Community Strategic Plan (Albany 2023), being to engage effectively with our community.

XVI. URGENT BUSINESS TO BE APPROVED BY DECISION OF THE MEETING:

**ITEM 16.1: REQUEST FOR NOMINATIONS TO COMMITTEES OF COUNCIL
(STANDING COMMITTEES) AND EXTERNAL COMMITTEES**

Proponent : City of Albany
Attachments : Nil
Responsible Officers: : Acting Chief Executive Officer (G Adams)
Manager Governance & Risk Management (S Jamieson)

Responsible Officer's Signature:



STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the [City of Albany Strategic Community Plan 2023](#) and [Corporate Business Plan 2013-2017](#):
 - a. **Key Theme:** 5. Civic Leadership.
 - b. **Strategic Objectives:**
 - 5.1. To establish and maintain sound business and governance structures.
 - 5.3 To engage effectively with our community.
 - c. **Strategic Initiative:** 5.3.2. Councillor Forums

In Brief:

- Note that re-appointment to Committees of Council are required to be conducted post the Ordinary Council Election. Request that nominations be received prior to the October ordinary meeting of Council.

**ITEM 16.1: PROCEDURAL MOTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

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

THAT Item 16.1: Request for Nominations to Committees of Council (Standing Committees) and External Committees be ACCEPTED as an URGENT item.

**CARRIED 11-0
ABSOLUTE MAJORITY**

Officer's Reason:

This report was presented to the Special Council Meeting held on 24 October 2013, in order that Council note that re-appointment to Committees of Council is required to be conducted following the Ordinary Council Election.

In accordance with section 5.11(1)(d) of the *Local Government Act 1995*, a person's membership of a Committee continues until the next ordinary election.

Therefore, all Committee members must be reappointed after the 19 October 2013 ordinary election.

ITEM 16.1: MOTION BY MAYOR WELLINGTON
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR SUTTON

THAT the Terms of Reference for the **Planning and Development Committee** and **Economic Development Committee** be **AMENDED** to open membership of these committees to any Councillor who wishes to become a member.

CARRIED 11-0
ABSOLUTE MAJORITY

RECOMMENDATION

ITEM 16.1: RESOLUTION
VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: MAYOR WELLINGTON
SECONDED: COUNCILLOR GOODE JP

THAT Council **APPOINT** the nominated elected members to the following committees:

- a. **Audit and Risk Committee** - Statutory Requirement
 - Mayor Wellington
 - Deputy Mayor, Councillor Stocks
 - Councillor Hammond
 - Councillor Sutton
 - Councillor Calleja
- b. **Bushfire Advisory Committee**
 - Councillor Williams
 - Councillor Gregson
 - Councillor Price
- c. **Community Services Committee**
 - Councillor Williams
 - Councillor Hortin JP
 - Councillor Goode JP
 - Councillor Bowles
- d. **Corporate Services & Finance Committee**
 - Mayor Wellington
 - Deputy Mayor, Councillor Stocks
 - Councillor Hammond
 - Councillor Calleja
 - Councillor Price
 - Councillor Sutton
 - Councillor Dowling
 - Councillor Bowles
 - Councillor Hortin JP

- e. **Economic Development Committee**
 - Mayor Wellington
 - Deputy Mayor, Councillor Stocks
 - Councillor Hammond
 - Councillor Calleja
 - Councillor Price
 - Councillor Sutton
 - Councillor Dowling
 - Councillor Bowles
 - Councillor Hortin JP
- f. **Local Emergency Management Committee (LEMC) – Statutory Requirement**
 - Councillor Hammond
 - Councillor Gregson
- g. **LEMC Sub-Committee: Airport Emergency Committee**
 - Councillor Gregson
 - Councillor Hammond
- h. **Planning & Development Committee**
 - Mayor Wellington
 - Councillor Hammond
 - Councillor Calleja
 - Councillor Williams
 - Councillor Sutton
 - Councillor Goode JP
 - Councillor Bowles
 - Councillor Gregson
 - Councillor Hortin JP
- i. **Works & Services Committee**
 - Mayor Wellington
 - Councillor Hortin JP
 - Councillor Gregson
 - Councillor Dowling
 - Councillor Bowles
- j. External Committees:
 - (1) **Albany Entertainment Centre (AEC) Operational Advisory Committee**
 - Councillor Bowles
 - Councillor Calleja
 - (2) **Great Southern Joint Development Assessment Panel**
 - Councillor Hortin JP
 - Councillor Hammond
 - Councillor Sutton
 - (3) **Great Southern Recreational Advisory Group (GSRAG)**
 - Councillor Bowles
 - (4) **Great Southern Regional Road Group. (GSRRG)**
 - Councillor Gregson
 - Councillor Hortin JP

- (5) **Road Wise Advisory Committee**
 - Councillor Williams
 - Councillor Hortin JP
- (6) **South Coast Management Group**
 - Councillor Bowles
- (7) **WA Local Government Association (WALGA)**
 - No nominations received.

**CARRIED 11-0
ABSOLUTE MAJORITY**

BACKGROUND

2. In accordance with section 5.11(1)(d) of the *Local Government Act 1995*, a person's membership of a Committee continues until the next ordinary election.
3. Therefore, all Committee members must be reappointed after the 19 October 2013 ordinary election.
4. The purpose of each committee is defined in the Council Policy "Governance and Meeting Framework".
5. Committees are charged with the responsibility of reporting to the whole of Council with recommendations on matters it considers.

DISCUSSION

6. Council may consider it appropriate to appoint the Chair and Deputy Chair of each Committee to expedite the administrative process, noting that the Committee nominations must be confirmed by full Council.
7. Please note that if the Mayor informs the local government of his wish to be a member of a committee, the local government is to appoint the Mayor as a member of the committee.
8. Committees are a decision making tool, not an end in themselves.
9. Committees are structured in a way that provides two-way information and assists in the delivery of the Community Strategic Plan. The Strategic Plan Key Result Areas, being:
 - a. Smart, Prosperous and Growing (Economic Development)
 - b. Clean and Green (Works & Services)
 - c. A Liveable Built Environment (Planning & Building)
 - d. Our Sense of Community (Community Services)
 - e. Civic Leadership (Corporate Services and Finance)
10. To ensure that representation is evenly maintained it is recommended that Council give consideration to the inclusion of one Ward representative on each Committee and that Committee continues to take responsibility for reporting to the whole of Council with recommendations on the matters it considers.
11. An abridged version of each Committee's Terms of Reference (TOR) follows:
 - a. **AUDIT AND RISK COMMITTEE - TOR**. The Audit and Risk Committee will be responsible for assisting Council discharge its responsibilities with regard to the exercise of due care, diligence and skill in relation to:
 - (1) the reporting of financial information, the application of accounting policies, and the management of the financial affairs of the City; and
 - (2) the assessment of the adequacy of the management Risk.
 - It will achieve this by:

(3) **Audit Function:**

- (i) Considering and approving the brief for the provision of audit services;
- (ii) Evaluating the responses to the request for the provision of audit services and to make a recommendation to Council on the appointment of an auditor;
- (iii) Meeting with Council's external auditors and review the Audit Plan prior to the conduct of the interim audit each year;
- (iv) Ensuring that the audit is being conducted in accordance with the brief and the terms of appointment and that matters of concern to the Council and/or the Committee are being addressed;
- (v) Ensuring that the Council's financial affairs and systems and processes are being managed and reported in accordance with statutory requirements and Australian Accounting Standards;
- (vi) Ensuring that relevant financial information is reported to Council in a form that meets the needs and expectations of Council, clearly setting out the key relevant financial data, such that the Council can confidently understand the financial performance of the Council's affairs;
- (vii) Reviewing the audit report and make appropriate recommendations to Council; and
- (viii) Where appropriate and with the approval of Council seek advice and/or assistance in relation to matters pertaining to the audit or financial affairs of the City.

(4) **Risk Management Function:**

- (i) At least once every year consider a report in relation to the management of risk within the City of Albany and satisfy itself that appropriate controls and processes are in operation, and are adequate for dealing with the risks that impact on the City.
- (ii) To address any specific requests referred to it from Council in relation to issues of risk and risk management.

- **Membership:** Minimum of 4 and a maximum of 7 elected members.
- **Delegated Authority:** The Committee does not have delegated authority from Council.

b. **BUSH FIRE ADVISORY COMMITTEE - TOR.** This Committee is responsible for reviewing decisions and recommendations from the Bushfire Advisory Groups and provide advice to Council on *Bush Fires Act 1954* matters.

- It will achieve this by:

(1) Advising on:

- (i) strategic matters relating to the preventing, controlling and extinguishing of bush fires;
- (ii) the strategic requirements for planning of the layout of fire-breaks in the district;
- (iii) the performance of the City in regards to its obligations under the *Bush Fires Act 1954*;
- (iv) the operational efficiency of bush fire brigades and the grouping thereof under group brigade officers;
- (v) opportunities and deficiencies identified in the levels of co-operation and co-ordination of bush fire brigades in their efforts

and activities and between bush fire brigades and other fire agencies; and

(vi) any other matter relating to bush fire control.

(2) Ensuring the minutes of this Committee are reported to the Local Emergency Management Committee (LEMC):

- **Membership:** Minimum of 2 and a maximum of 4 elected members.
 - **Community representation:**
 - (i) Chief Bush Fire Control Officer
 - (ii) Deputy Bush Fire Control Officer (North East Sector) – Proxy Senior Fire Control Officer (North East Sector)
 - (iii) Deputy Bush Fire Control Officer (South West Sector) – Proxy Senior Fire Control Officer (South West Sector)
 - (iv) Chair of the Bushfire Advisory Group
 - The Committee Chair may invite persons other than those listed above to be members of the Committee; however this will have to be endorsed and appointed by Council.
 - **Guests of committee (non-voting):**
 - (i) Department of Fire and Emergency Services (DFES) Representative
 - (ii) Department of Parks and Wildlife (DPaW) Representative
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
 - **Recommendation:** Recommended that the Bush Fire Advisory Committee (BFAC), in accordance with the Independent Review into improving support to the Volunteer Bush Fire Brigades and overall Emergency Management reports directly to Council and not continue as a subcommittee of the Local Emergency Management Committee (LEMC).
- c. **COMMUNITY SERVICES COMMITTEE - TOR.** The Community Services Committee will be responsible for the delivery of the following Sense of Community Objectives contained in the City of Albany Strategic Plan:
- (1) To build resilient and cohesive communities with a strong sense of place and community spirit;
 - (2) To create interesting places, spaces and events that reflect our community's identity, diversity and heritage
 - (3) To develop and support an inclusive and accessible community.
- It will achieve this by:
 - (4) Developing policies and strategies;
 - (5) Establishing ways to measure progress;
 - (6) Receiving progress reports;
 - (7) Considering officer advice;
 - (8) Debating topical issues;
 - (9) Providing advice on effective ways to engage and report progress to the Community ; and
 - (10) Making recommendations to Council.
 - **Membership:** Minimum of 4 and a maximum of 7 elected members.

- **Delegated Authority:** The Committee does not have delegated authority from Council.
- d. **CORPORATE SERVICES AND FINANCE COMMITTEE - TOR.** The Corporate Services and Finance Committee will monitor and comment on the financial health and strategies of Council and will be responsible for the delivery of the following Civic Leadership Objectives contained in the City of Albany Strategic Plan:
- (1) To establish and maintain sound governance structures;
 - (2) To provide strong, accountable leadership supported by a skilled and professional workforce;
 - (3) To engage effectively with our community.
- It will achieve this by:
 - (4) Monitoring and commenting on the financial health and strategies of Council;
 - (5) Developing policies and strategies;
 - (6) Establishing ways to measure progress;
 - (7) Receiving progress reports;
 - (8) Considering officer advice;
 - (9) Debating topical issues;
 - (10) Providing advice on effective ways to engage and report progress to the Community ; and
 - (11) Making recommendations to Council.
 - **Governance Function:**
 - (12) Review of Council's policies;
 - (13) Supporting Elected Members in their governance role;
 - (14) Developing amendments to existing, or new, local laws;
 - (15) Consideration of the Council's draft Strategic Plan;
 - (16) Consideration of the Council's draft Annual Report;
 - (17) Matters pertaining to the conduct of the Council's Annual General Meeting;
 - (18) Consideration of the proposed meeting schedule for Council and its Committees;
 - (19) Receiving reports from Council representatives on outside bodies, and from other bodies as determined by Council;
 - (20) Considering matters not falling within the terms of reference of any other Council committee.
 - **Chief Executive Officers Performance Appraisal Function:** This committee is responsible for reviewing the performance of the CEO in accordance with s5.38 of the *Local Government Act 1995* and conditions of contact.
 - **Service Complaint Internal Review Function:** This Committee is responsible for reviewing unresolved service complaints, in accordance with the Service Complaints Policy.
 - **Membership:** All elected members.
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
- e. **ECONOMIC DEVELOPMENT COMMITTEE - TOR.** The Economic and Development Committee will be responsible for:

- Considering and recommending to Council ways to strengthen the local Albany economy; and
 - Delivering the following Smart, Prosperous and Growing Objectives contained in the City of Albany Strategic Plan:
 - (1) To foster links between education, training and employment that support economic development.
 - (2) To strengthen our region's economic based.
 - (3) To develop and promote Albany as a unique and sought after visitor destination.
 - It will achieve this by:
 - (4) Developing policies and strategies;
 - (5) Establishing ways to measure progress;
 - (6) Receiving progress reports;
 - (7) Considering officer advice;
 - (8) Debating topical issues;
 - (9) Providing advice on effective ways to engage and report progress to the Community ; and
 - (10) Making recommendations to Council.
 - **Membership:** All elected members.
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
- f. **LOCAL EMERGENCY MANAGEMENT COMMITTEE - TOR.** The *Emergency Management Act 2005* requires that a local government is to ensure that local emergency management arrangements are prepared and maintained for the local government district. The local emergency management arrangements contain the overarching emergency management arrangements relevant to that local government district. The LEMC is responsible for reviewing, planning and testing the local community emergency management arrangements, including but not limited to:
- Advising and assisting the City of Albany in ensuring that local emergency management arrangements are established for its district;
 - Liaising with public authorities and other persons and entities in the development, review and testing of local emergency management arrangements; and
 - Carrying out other emergency management activities as required by the City of Albany Emergency Management Plan or as prescribed by legislation and regulations.
 - It will achieve this by:
 - (1) Developing policies and strategies;
 - (2) Establishing ways to measure progress;
 - (3) Receiving progress reports;
 - (4) Considering officer advice;
 - (5) Debating topical issues;
 - (6) Providing advice on effective ways to engage and report progress to the Community ; and
 - (7) Making recommendations to Council.
 - **Chairperson:** Elected member appointed by Council. Deputy Chair (Officer in Charge of the Albany Police Station (WAPOL).
 - **Membership:** Committee membership is extended to include representatives from agencies, organisations and community groups with expertise relevant to

the identified community hazards and risks and emergency management arrangements.

- g. **LEMC SUB COMMITTEE: AIRPORT EMERGENCY COMMITTEE – TOR.** The Committee is established under the *Civil Aviation Act (1998)* and the *Emergency Management Act 2005*. This Committee is responsible for ensuring the currency of the Airport Emergency Plan and associated procedures in support of response and recovery agencies plans.
- It will achieve this by:
 - (1) Overseeing the development of and compliance with the Airport Emergency Plan and procedures in accordance with the Civil Aviation Safety Regulations 1998 and the Emergency Management Act 2005.
 - (2) Evaluating and considering the post activity report of the annual emergency exercise and any report recommendations.
 - (3) Ensuring the minutes of this Committee are reported to the Local Emergency Management Committee (LEMC).
 - **Membership:** (Minimum of 1 Maximum of 2 elected members)
 - Membership to the Committee is prescribed under the *Civil Aviation Act 1998*.
 - The airport operator (City of Albany) must ensure that the following persons are invited to be members of the Committee:
 - (i) the Albany WA Police Local Commander, or their nominee (Hazard Management Agency responsible for Air Crash)
 - (ii) senior representatives of key industry stakeholders (including airlines); and
 - (iii) a senior representative from the Office of Transport Security.
 - The Committee must also consist of representatives of relevant agencies or organisations expected to be involved in responses under the Airport Emergency Plan. These representatives must be sufficiently senior to commit their organisations to the Committee's agreed decisions.
 - The Chair may invite persons other than those listed above to be members or observers of the Committee.
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
- h. **PLANNING AND DEVELOPMENT COMMITTEE - TOR.** The Planning and Development Committee will be responsible for the delivery of the following Liveable Environmental Objectives contained in the City of Albany Strategic Plan:
- (1) To advocate, plan and build connected, liveable communities;
 - (2) To create a community that supports people of all ages and backgrounds;
 - (3) To create vibrant neighbourhoods which are safe yet retain our local character and heritage.
- It will achieve this by:
 - (4) Developing policies and strategies;
 - (5) Establishing ways to measure progress;
 - (6) Receiving progress reports;
 - (7) Considering officer advice;
 - (8) Debating topical issues;
 - (9) Providing advice on effective ways to engage and report progress to the Community ; and

- (10) Making recommendations to Council.
- **Membership:** All elected members.
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
- i. **WORKS & SERVICES COMMITTEE - TOR.** The Works & Services Committee will be responsible for the delivery of the following Clean and Green Objectives contained in the City of Albany Strategic Plan:
- (1) To protect and enhance our pristine natural environment;
 - (2) To promote environmental sustainability;
 - (3) To promote our region as clean and green;
- It will achieve this by:
 - (4) Developing policies and strategies;
 - (5) Establishing ways to measure progress;
 - (6) Receiving progress reports;
 - (7) Considering officer advice;
 - (8) Debating topical issues;
 - (9) Providing advice on effective ways to engage and report progress to the Community ; and
 - (10) Making recommendations to Council.
 - **Membership:** Minimum of 4 and a maximum of 7 elected members.
 - **Delegated Authority:** The Committee does not have delegated authority from Council.
- j. **EXTERNAL COMMITTEES:**
- (1) **Albany Entertainment Centre (AEC) Operational Advisory Committee.** The Perth Theatre Trust has statutory responsibilities in relation to the governance and management of venues, including the Albany Entertainment Centre. The Committee will receive reports on the overall operational and financial activities and performance of the Albany Entertainment Centre and will report to the Chair of the Operational Advisory Committee to the Perth Theatre Trust to enable it to fulfil its governance and management responsibilities pursuant to the *Perth Theatre Trust Act 1973* and the Perth Theatre Trust Strategic Plan for the period 2009 - 2014, noting that the strategic objectives of the Perth Theatre Trust in its Strategic Plan include optimizing the use of the venue and services for the benefit of the whole community and excellence in continuous improvement in customer service and management.
- The AEC Operational Advisory Committee will consider and recommend programming activities for the AEC and make recommendations for the usage of allocated funds for programming activities. The programming activities will be assessed in the context of the Perth Theatre Trust programming policy which requires that program activities should aim to be commercially viable and promote innovation in the use of venues, approaches to particular audience segments, and the potential to reach new audiences.
- In addition programming activities are to include a suitable scale performing arts activities not presently provided by existing companies and for which there is a perceived local interest and demand. They will also include events

which would bypass Albany if not supported through Perth Theatre Trust programming activities. They should also include suitable events which will foster performing arts practice development and audience development along with events which provide opportunities for the arts industries generally.

The AEC Operational Advisory Committee will formulate and oversight the implementation of strategic marketing and promotional policies and practices for the Albany Entertainment Centre including as an arts/cultural venue and as a community facility available for broader community uses including major community events and commercial conferencing functions and events.

Meeting Schedule/Location: As required at the City of Albany.

Past Representatives: Members (Councillors Sarah Bowles and Vince Calleja).

- (2) **Great Southern Joint Development Assessment Panel.** An independent decision-making body comprised of 3 technical experts and 2 elected local government representatives. These panels determine development applications made under local and region planning schemes, in the place of the City of Albany Council.

Meeting Schedule/Location: As required at the City of Albany.

Past Representatives: Members (Councillors Don Dufty, Chris Holden) Proxies (Mayor Wellington and Councillor Caroline Dowling).

Note: *Compulsory training must be completed to be a member of this committee.*

- (3) **Great Southern Recreational Advisory Group (GSRAG).** The Great Southern Recreation Advisory Group meets regularly to discuss and develop community sport and recreation opportunities for residents (and visitors) of the Great Southern.

Meeting Schedule/Location: Quarterly various locations in Great Southern.

Past Representative: Councillor Sarah Bowles

Note: *The Department of Sport and Recreation is the responsible agency.*

- (4) **Great Southern Regional Road Group (GSRRG).** Responsible for allocating State Government funding for regional road maintenance and construction and oversee the implementation of State Government 'Black spot' funding.

Meeting Schedule/Location: Quarterly meetings 10.00am – 3.00pm, at locations throughout the Great Southern.

Past Representative: Councillor Don Dufty

Note: *GSRRG Elected Members must be elected Council Representatives (External Committee Motion passed 25 August 2003 12/0).*

- (5) **Road Wise Advisory Committee.** The aim of WA Local Government Association's (WALGA's) road safety programs is, on a state-wide basis, to facilitate the active engagement and involvement of Local Governments and the community (through the community road safety network) in effectively contributing to the adoption and application of the safe system approach and

the implementation of specific initiatives of the Towards Zero, Western Australian Road Safety Strategy 2008-2020.

Meeting Schedule/Location: Monthly at the City of Albany, North Road.

Past Representatives: Councillor Don Dufty (Member), Councillor Gerry Gregson (Alternate Proxy)

Note: *Coordinated by WALGA.*

- (6) **South Coast Management Group.** To bring together people, organisations and information, so that communities in the South Coast Region are able to work in partnership, to improve the quality of the coastal and marine environment, resulting in environmental, social and economic sustainability.

Goals:

- Preparing a regional strategy between Denmark and Esperance for Coastal issues.
- Focus on local government and Community groups.

Meeting Schedule/Location: Bi Monthly (March, July, September and December) various locations throughout the South Coast.

Past Representatives: Nil. However, Council may reconsider representation on this committee as a major regional centre.

Note: *Coordinated by the management group.*

- (7) **WA Local Government Association (WALGA) – Great Southern Zone.** The WA Local Government Association is the voice of Local Government in Western Australia. As the peak industry body WALGA advocates on behalf of the State's 142 Local Governments and negotiates service agreements for the sector.

Please note that WALGA is not a government department or agency.

<http://www.walga.asn.au>

Meeting Schedule/Location: Monthly meetings, conducted via teleconference and face to face throughout the Great Southern.

Past Representatives: Councillor Sarah Bowles and Councillor Gerry Gregson.

Note: Coordinated by WALGA.

GOVERNMENT & PUBLIC CONSULTATION

12. Public. Public consultation was conducted during the formulation of the Community Strategic Plan, which resulted in Council adopting a new Committee Structure.
13. Government. The following legislation and Department of Local Government Guidelines were consulted:
 - a. *Local Government Act 1995;*
 - b. *Planning and Development (Development Assessment Panels) Regulations 2011;*
 - c. Department of Local Government Guideline – Audit Committees in Local Government, Their Appointment, Function and Responsibilities;
 - d. Great Southern Regional Road Group (GSRRG) Policy and Procedure Manual; and

- e. Department of Local Government Guideline – Council Forums.

STATUTORY IMPLICATIONS

14. There is a statutory requirement for Council to have an Audit Committee.
15. In accordance with s5.11(1)(d) of the *Local Government Act 1995*, a person’s membership of a Committee continues until the next ordinary election.
16. Division 2, Part 5 of the *Local Government 1995* deals with Council Meetings, committees and their meetings.
17. In accordance with section 5.10(4) of the *Local Government Act 1995*, if the Mayor informs the local government of his wish to be a member of a committee, the local government is to appoint the mayor to be a member of the committee.
18. For the purposes of Section 5.98 (2) of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*, s32 (1) (c) and s32 (2), travel and child care cost are reimbursable in full for attendance at all meetings and briefings provided for in this policy as well as site inspection visits arising from agenda briefing requests.

POLICY IMPLICATIONS

19. There are no policy implications related to this item.

RISK IDENTIFICATION & MITIGATION

20. The risk identification and categorisation relies on the City’s [Enterprise Risk Management Framework](#).

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Committee does not appoint members to Committees</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Medium</i>	<p><i>Council appoints elected members at a future meeting of Council.</i></p> <p><i>Officer reports will be submitted straight to the monthly ordinary meeting of Council for resolution.</i></p> <p><i>Noting this would not mitigate appointing Council representatives to external committees, such as the Great Southern Regional Roads Group to ensure City of Albany has input into funding allocation decisions.</i></p>

FINANCIAL IMPLICATIONS

21. Appropriate budget line exists for the cost of administering Council Committees.

LEGAL IMPLICATIONS

22. There are no legal implications related to this item except for compliance with specific provisions of the *Local Government Act 1995*, including subdivision 2 – Committees and their meetings.

ENVIRONMENTAL CONSIDERATIONS

23. There are no direct environmental considerations related to this item; however an efficient meeting schedule will reduce wasted resources (time, travel, and office consumables).

ALTERNATE OPTIONS

24. Elected members can reserve the right not to nominate to Committees until a later date.

25. Council may consider it appropriate to appoint the Chair and Deputy Committee Chair until a future meeting.

Consulted References	:	<ul style="list-style-type: none"> • <i>Local Government Act 1995</i> • <i>Planning and Development (Development Assessment Panels) Regulations 2011</i> • Department of Local Government Guideline – Audit Committees in Local Government, Their Appointment, Function and Responsibilities • Council Policy – Governance & Meeting Framework • Independent Review into improving support to the Volunteer Bush Fire Brigades and overall Emergency Management • Great Southern Regional Road Group (GSRRG) Policy and Procedure Manual, last updated 15 October 2012
File Number (Name of Ward)	:	(All Wards)
Previous Reference	:	<ul style="list-style-type: none"> • SCM 18/10/2011 Item 6.3 • OCM 15/11/2011 Item 1.5 • OCM 16/07/2013 Item 1.3 • SCM 24/10/2013 SCM001

XVII. REQUEST FOR REPORTS FOR FUTURE CONSIDERATION:

Nil.

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

Nil.

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

Revised Pricing and Marketing Strategy-“The Ridge” Subdivision

XX. NEXT ORDINARY MEETING DATE:

6.00pm 26 November 2013

XXI. RESUME STANDING ORDERS 3.1:

PROCEDURAL MOTION

**MOVED: COUNCILLOR SUTTON
SECONDED: COUNCILLOR DOWLING**

THAT Standing Order 3.1 be RESUMED to stop recording of proceedings.

CARRIED 11-0

XXII. CLOSURE OF MEETING:

There being no further business, the Mayor declared the meeting closed at [7:23:54 PM](#)



Dennis W Wellington
MAYOR

XXIII. STATUS REPORT ON DEFERRED ITEMS FROM PREVIOUS MEETINGS:

Meeting Date	Committee/ Report Item Number	Details/Status
		Nil.

PRESENTATION TO COUNCIL BY MR RUSSELL CLARK, CEO ACCI

Albany Chamber of Commerce & Industry Inc.

Proposed CMCA Rally October 2015



Campervan & Motorhome Club of Australia

Background:

- Founded in 1986 and is a not for profit organisation
- As of April 2013 the club has over 64,500 members
- Largest RV Club in Southern Hemisphere
- 6th Largest RV Club in the world
- Two rallies a year: April (Anniversary), October (AGM)



Campervan & Motorhome Club of Australia

Economic Benefits:

- On Road members spend an average \$572 per week.
- Historical figures show that the bi-annual rallies generate between \$1.5m and \$2.5m to the local economy.
- Six homes sold in Maryborough QLD
- Ongoing promotion of Albany to CMCA Members
- Future Business



Campervan & Motorhome Club of Australia

Local Community Benefit:

- Schools – morning teas & official functions
- Rotary - Poets Breakfasts BBQ Open Day
- Lions – Night Catering, day catering
- Sporting Bodies – Catering
- User groups – Mens Shed, demonstrations etc
- Local Business – fuel, food, medical supplies, repairs, LP Gas, hardware, RV related companies



Campervan & Motorhome Club of Australia

Year	Rally	Attendance	Motorhomes
2012	27 th Nat Rally – Boonah (Qld)	2350	1125
2012	26 th Ann. Rally – Sale (Vic)	1720	880
2011	26 th Nat Rally – Kalgoorlie (WA)	1580	810
2011	25 th Ann. Rally – Deniliquin (NSW)	2100	1100
2010	25 th Nat. Rally – Pt Macquarie (NSW)	2000	1018
2010	24 th Ann. Rally – Quercus Park (Tas)	1850	1000
2009	24 th Nat. Rally – Rockhampton (Qld)	1900	1010
2009	23 rd Ann. Rally – Whyalla (SA)	1600	785
2008	24 th Nat. Rally – Bingara (NSW)	2100	1049



Campervan & Motorhome Club of Australia



Campervan & Motorhome Club of Australia



Campervan & Motorhome Club of Australia



Campervan & Motorhome Club of Australia

The Site:

- Require approx. 24 Acres
- Single & three phase power required
- Required for 20 days. (10 days prior, 7 day rally, 3 day bump out)
- Water Supply for toilets and showers
- Sewage Lines / dump points on site
- Garbage removal
- Kitchen for volunteer meals
- Site Office
- Secured site (fenced).



Campervan & Motorhome Club of Australia

What is required from the City of Albany:

- **Venue to host the Rally** (in-kind)
- **Cash Contribution**
(assist in costs of bringing CMCA equipment to Albany)



Campervan & Motorhome Club of Australia

Contribution from Albany Chamber of Commerce and Industry:

- Pitched the concept of Albany to CMCA
- Attended Rally in Maryborough 2013
- Implementation of the Marketing Strategy
- On the ground resource at rallies in 2014 & 2015 (3)



Campervan & Motorhome Club of Australia

Other Local Councils:

- RV Friendly council
- Marketing Assistance – provision of material
- Potential funding contributions
- Sporting Bodies – Catering
- User groups – Men's Shed, demonstrations etc
- Local Business – fuel, food, medical supplies, repairs, LP Gas, hardware, RV related companies

Albany Chamber of Commerce & Industry Inc.

Thank you





ATTACHMENTS

Ordinary Meeting of Council

Tuesday 29 October 2013

6.00pm

City of Albany Council Chambers

ORDINARY COUNCIL MEETING
ATTACHMENTS –29/10/2013
** REFER DISCLAIMER **

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	ED006	• Campervan Motorhome Club of Australia Ltd (CMCA) 30 th National Rally-October 2015	46-47
B	CS	Community Services Committee	
		Nil	
C	CSF	Corporate Services & Finance Committee	
	CSF024	• Financial Activity Statement-31 August 2013	48-56
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D	WS	Works & Services Committee	
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E		Planning & Development Committee	
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City of Albany Economic Development Strategy 2013 - 2017



Offices: 102 North Road
Postal Address: PO Box 484, ALBANY WA 6331
Phone: (08) 9841 9333
Fax: (08) 9841 4099
Email: staff@albany.wa.gov.au
Synergy Reference No: ED.PLA.4/ NS0910505_2
Maintained by: Community Services Directorate
Version: 4/10/13

1.0 Executive Summary:

Albany is a vibrant coastal community of 34,000 people and the commercial heart of the Great Southern. It is the only City located along the south coast of the State and is one of the largest cities in regional Western Australia. The region rates highly in terms of overall live ability with most of the conveniences of city living yet surrounded by an amazing natural environment only minutes drive in any direction.

Albany is also the place of first European settlement and continues to impress visitors with its magnificent natural harbors and coastline. This strong sense of history continues today with fine examples of heritage buildings, a lively cultural centre hosting the annual PIAF (Great Southern Festival), as well as offering a warm and welcoming modern country town atmosphere.

Albany has a strong connection to the Anzac story being the departing port City of the Gallipoli campaign of 1914 and the site of the first ever Dawn service in April 2016. Recent infrastructure upgrades and developments to the City's Mt Clarence and Mt Adelaide sites will create a legacy for heritage tourism for generations to come.

Surrounding Albany are some of Australia's most impressive National Parks and spectacular coastlines with large numbers of nature based enthusiasts attracted to the clean and fresh environs each year. The region is also renowned for its organically grown produce, award winning wines, and a burgeoning gourmet foodie scene that drives the highly successful Taste Great Southern annual festival.

Nestled between the clean and clear waters of the Great Southern Ocean and the impressive backdrop of both the Stirling and Porongurup mountain ranges, Albany remains green year round courtesy of consistent rainfall and sunshine. The region boasts significant natural biodiversity with impressive home gardens, parks and reserves. Its 18 wind turbines also maintain the City's green credentials producing 80% of Albany's electricity needs with clean renewable energy.

Albany offers a safe and friendly country town setting and a strong sense of local community supported by a range of quality facilities and services. These include the newly opened \$170m Health Campus, the impressive Albany Entertainment Centre, the Albany Leisure and Aquatic Centre with supporting range of first class sporting and recreation facilities, quality educational opportunities and important economic infrastructure of the Albany Port and Albany Regional Airport.

Albany possesses many natural and built advantages when considered within a state, national and global context and it is now considered timely to realize the significant potential of the region.

Reflecting this, the City of Albany's vision is to be Western Australia's most sought after and unique Regional City to live, work and visit.

The City's Community Strategic Plan – Albany 2023 has identified 5 key themes for the City to focus upon. "Smart, prosperous and growing" is one of these key themes and forms the platform from which the City's Economic Development Strategy is derived.

These themes are supported by a number of strategic objectives from which strategic initiatives will be developed. The three key strategic objectives are:

- **Strategic Objective 1** **To strengthen and diversify our economic base.**
- **Strategic Objective 2** **To foster links between education training and employment that support our economic growth and development.**
- **Strategic Objective 3** **To develop and promote Albany as a unique and sought after visitor destination.**

Each of these objectives have their own strategies for the appropriately identified departments within the City to action as well required deliverables that will be measured on an annual basis.

The degree to which the City can be effective in addressing strategies within these three key focus areas is dependent on its ability to **take a leadership role with key regional stakeholders**; to think and act **in both visionary and strategic terms** and to develop a unique **destination/regional brand(s)** for recognized industry sectors and to target appropriate market segments.

Higher level **Strategic Regional Priorities** have been identified in this document to address effectiveness in achieving regional economic outcomes whilst **City of Albany Strategic Initiatives** have been identified that benefit the City of Albany more directly.

To achieve these economic outcomes it will be necessary to address a number of challenges that impact Albany’s regional economic prosperity some of which local government may have little to no control. The goal of this strategy is to identify and implement initiatives that the Council can directly and jointly influence and thereby create an attractive local environment for economic growth.

A review of available recent demographic and research data reveals Albany faces issues ranging from youth disengagement; a low proportion of tertiary trained residents, outward migration of youth, limited professional career opportunities and a growing sea change and ageing population. The lower socio-economic profile of its workforce also poses considerable threat to Albany’s long term community sustainability.

Nonetheless, Albany’s infrastructure capacity, its natural environment and rich heritage compared to other regional cities provides a strong foundation from which to build a sustainable economic future.

Finally the City of Albany’s economic development potential is linked to International trends and influences. It is imperative therefore that a regional approach to economic development takes into account international trends and influences and how it can leverage its regional natural advantage.

2.0 Guiding Principles

This Economic Development Strategy is built upon the following key principles;

Principle One:

Council acknowledges that economic development is part of the City of Albany's core business and is undertaken for the wellbeing of the local community as a whole. All things should link directly to improving the overall wellbeing of the Albany community.

Principle Two:

Albany is the major commercial centre for the Great Southern and Southern Coastal regions of the State. The economic health of these wider regions also underpins the economic health of the City of Albany.

Principle Three:

Economic development is a broad pursuit that interlinks numerous industry sectors and for a destination should not be viewed in isolation. A number of the issues affecting economic development for the region are beyond the control of the City of Albany alone and there must be a cooperative approach between all levels of local government, private industry, state and regional organisations in order to be effective.

Principle Four:

The focus of economic development should be on the growth of wealth per capita, equity and quality of life rather than simple growth in population or income for a few.

3.0 Methodology

This report has adopted the following five step process in determining the Economic Development priorities for the City of Albany:

- Identify the role of the City of Albany in Economic Development.
- Identify the global trends and influences relevant to our region.
- Identify our regional economic competitiveness and advantages.
- Identify our regional economic challenges.
- Develop strategies and priorities that take into account the global opportunities, build on regional competitiveness and aim to improve on our regional challenges.

3.1 Role of the City

The City of Albany has a key role to play in economic development, but has varying degrees of influence to lead, promote and coordinate the drivers of economic growth. Although Albany Local Government Australia centric, this Strategy adopts a regional focus and strives to leverage opportunities with its partners wherever possible. In short, what is good for the region is good for Albany and vice versa and it is not possible to isolate the economy of Albany from the surrounding region.

Economic development is typically measured in terms of gross regional product (GRP). Persons in the Great Southern Region have a GRP of \$63,782 per annum which is 15% lower than the South West Regions GRP. Importantly economic development measures, should include improvements in business and industry development, education, health, social well being and environmental sustainability.

This Economic Development Strategy has been developed as a result of the City of Albany's Integrated Planning Framework which also includes the City of Albany's;

- **Community Strategic Plan – Albany 2023**
- **Corporate Plan 2013-2017.**

True economic development requires a whole of organisation approach with all City of Albany departments focused upon economic development objectives. The City of Albany is currently very active in the advocacy and delivery of major infrastructure projects for the region and is currently performing a similar role to that of a metropolitan redevelopment authority in this regard with its **Major Projects** team. (See *N:\ICORP.COMM.SERVICE\Community_Services\Economic_Development\Major Projects 2013*).

The role of the City of Albany's **Planning Directorate** is considered essential in creating opportunities rather than challenges to economic development through land use policy and the reduction in barriers to investment.

The Community Services Directorate has a major role to play in achieving economic development outcomes for the city and the region through the management of infrastructure such as the Albany Airport and through visitor destination servicing and the attraction and funding of significant events.

Ideally the City of Albany's Economic Development Strategy would be developed within the context of and complementary to the Great Southern Development Commission (GSDC) broader Regional Economic Plan and the Regional Development Australia (RDA) Great Southern Regional Plan.

Within the region more generally there has been a perceived lack of leadership and responsibility for the non achievement of the Great Sothern's potential and in some circles blame for the lack of economic progress has been attributed to government at all levels.

The reality is however that vision, leadership and coordinated actions are required from all the key stakeholders in each industry sector to change our fortunes.

“Until a change in perception from glass half empty to glass half full is affected and there is a collective commitment to combine energy and resources to achieve a regional vision the Great Southern and the City of Albany is unlikely to reach its full potential”
Minister for Regional Development and Lands 2012.

Going forward it is imperative that the City of Albany engages cooperatively with the GSDC, RDA Great Southern and key business and government departments in developing and aligning its Economic Development objectives so they are complimentary to the region and to those adopted by state and national policy makers.

This report recognizes that responsibility for regional economic development in Australia is shared across all three tiers of government and that partnerships are critical to successful regional economic development efforts.

3.2 Global Trends and Influences Relevant to our Region

In November 2012 the Department of Regional Development and Lands presented The Regional Centers Futures Forum. As a result of this forum the following information is considered relevant in influencing the future Economic Development Strategy for the City of Albany.

Key Findings

- Regional economic development strategies must be developed with an understanding of global trends and influences and the identified local (regional) competitive advantages.
- Whilst the growing Perth metropolitan region will remain a key market for Great Southern industries, products and services identifying and realising opportunities beyond the State borders should be a key focus of regional economic growth.
- The global context with the most relevance to Australia over the next twenty years is that Asia will not only be the most populous region in the world, it will be the biggest economic zone, the biggest consumption zone and the home to the majority of the world's middle class. On a state level Western Australia shares the same time zone as 60% of the world's population and China, India, Indonesia, Malaysia and Singapore represent the greatest opportunities for economic growth of the twenty-first century.
- By the year 2030 there are expected to be over three billion people in the middle income bracket in the Asia Pacific region. The significance of this is that this dramatic rise in middle class purchasing power is the increased demand and change in consumption.

- Increased demand for protein, for refined foods, for wine, for tourism, nature based experiences and a massive new appetite for consumer goods and health and education services.

The challenge for Albany and the Great Southern is to maximize the opportunities that this growing middle class and its change in demand and consumption requires by strategically matching the natural regional competitive advantages to this demand and distinguishing our products (branding) and services from our competitors.

Both the federal and state governments have major roles to play in developing international markets via agencies like Austrade (Wine Australia / Trade Start) and through the West Australian Department of State Development.

The Regional Development Commission role is to increase the economic prosperity of this region whilst Regional Development Australia has a key role to play with regional infrastructure funding. The City of Albany's effectiveness in the economic development space is directly linked to its ability to work with, influence and align its strategies to the regional plans and leverage funding and support from existing national and state funded programs.

Key Points

- The Great Southern is currently one of only 16 internationally recognised quality wine regions in Australia and one of only two in this state. Source Wine Australia.
- China is now ranked first and represents 30% (and growing) of the Western Australia Wine Export market.
- China is ranked second and growing for agricultural produce and has a growing need for animal proteins (meat and dairy) whilst still being a large consumer of grain products and wool.
- Chinese visitations to Western Australia have grown 24% over the last three years with annual growth this year of 13% despite only being 4.1% of the Total Western Australia Visitor Spend.
- Singapore (11.9%), Malaysia (11.5%), and Indonesia (4.8%) and China together make up 32.3% of all Western Australia visitors spend.
- Chinese Visitors on average spend \$5,066 the largest of any international visitor; India is ranked second at \$4,228; Malaysia third at \$3,618 and Indonesia fourth at \$3,218.
- China has been Western Australia's largest market for international education students since 2004 at 20% of the total market with India (14% and declining) and Malaysia (9%).
- Australia is facing strong competition from United States of America, England and China for Indian students and Hong Kong and Singapore are seeking to establish themselves as major regional hubs for international students.

3.3 Situational Analysis of Regional Competitiveness

Regional Development Australia via Insight ID has identified the 560 local government localities and 55 regional areas in Australia and measured and ranked them based on their economic competitiveness against 10 key themes.

3.3.1 Key Findings City of Albany Regional Competitiveness

The City of Albany performed strongly in the following theme areas.

- Ranked 118th for Infrastructure and Essential Services:
 - with a ranking of 19th for Technical Education
 - 37th for Port and
 - 56th for aviation infrastructure
 - Since these results were developed the State Government has also opened a \$170 million health campus

***Note:** despite performing much lower for Tertiary Education Facilities the City of Albany does host an external campus of The University of Western Australia.*

- Ranked 120th for Natural Resources
 - ranked 37th for access to coastal parks
 - ranked 99th for access to national parks
 - ranked 54th for timber production
 - ranked 104th for commercial fishing and aquaculture
- Ranked 182nd for Human Capital
 - Ranked 74th for a technically qualified workforce
 - Ranked 192nd for tertiary qualified workforce

3.3.2 Key Findings Great Southern Regional Competitiveness

- Ranked 10th of 55 regions for Natural Resources and is comparative with the City of Albany's ranking.
- Ranked 14th of 55 for business sophistication. This is in contrast to the City of Albany which ranked 321 of 560. Due largely to a lack of large employers.
- Ranked 15th of 55 for Labor Market Efficiency, this is also in contrast to the City of Albany which ranked 342nd of 560 due to a high proportion of welfare dependent and aged persons (21.2%) and a lack of skilled labor (only 27% of workforce).

3.3.3 City of Albany natural advantages

The Albany Baseline Study (UWA, 2013) performed a range of interviews with local Albany business and community stakeholders combined with a detailed analysis of available Australian Bureau of Statistics socio economic and demographic data. From this work three major themes have been identified that clearly highlight Albany's points of difference and areas for leveraging economic development opportunity.

Environment

- Pleasant climate and unique topography offers great lifestyle particularly in natural and historical amenity, making it a popular sea/tree-change and tourism destination, particularly for intrastate visitations.
- Affordable housing and relatively even income distribution making the South Coast an attractive sea/tree change destination for residents of Perth metropolitan region.
- Surrounding environment of Albany provides instant practical context for students of specialised courses of agriculture, natural resource management, environmental and related studies, as well as other studies related to rural environments (health, education and adventure tourism).
- Clean, green, organic, slow food, sustainable food and wine production potential and opportunities.
- Pristine marine and native bush environment, as well as diversity in flora, fauna, is supported by generally strong environmental sentiment for natural resource management.
- Natural resource features (wind, water, wave, timber) make Albany a natural location for various renewable energy and resource programs, contributing National Clean Energy Council's targets. Strong foundations to develop 'green' industries, such as renewable resources and carbon farming, which fit well with competitive advantage in natural resource management and nature-based tourism.
- Well-placed to service future world food shortages, with competitive advantage in agriculture, aquaculture and timber.

Regional Centre & Infrastructure

- Largest urban centre of the region with good range of public and private amenity (health campus, schools, police, shopping, entertainment centre, port, etc), a reflection of strong non-residential investment.
- Good service infrastructure (port, airport, education, health, police, shopping, entertainment complex).
- Well-developed schedule of arts, festivals and events, reflection of strong arts and music culture.
- Well developed and internationally recognised wine production region with well developed brand awareness particularly in Asia.
- Strong sense of community and place.

- Attracts relatively high proportion of intra-state and inter-state visitors relative to Perth, as well as overseas (slightly less than Perth).
- Major university presence outside of Perth.
- Well placed to facilitate research for range of government/private organisations in areas of agriculture, natural resource management, environmental and related studies, as well as other studies related to rural environments (health, education).

Historic & Cultural Advantages

- Only location outside of Perth to attract Perth International Arts Festival (PIAF).
- Strong historic connection with crucial role played in indigenous, military and settlement history.
- Strong ANZAC connection with Albany a major focal point for ANZAC Centenary Commemorations commencing November 2014.
- Diverse and nationally-significant heritage including indigenous, military, first settlers, whaling, maritime, car racing. Significant destination to intra-state and inter-state tourists also attracts international visitors. Potential to better leverage sporting and natural resource tourism.

4.0 Albany Regional challenges

The Albany Baseline Study identified the following challenges that relate directly to the economic development of the City of Albany.

4.1 Industry Challenges Identified:

- Main industries are fishing, farming and tourism. The first two are highly subject to environmental conditions and commodity prices; all are subject to exchange rate fluctuations.

Strategy Focus: Planning scheme amendments and Albany Local Planning Strategy-2010 to recognise the importance of protecting valuable agricultural land and that encourages business innovation and ways to achieve financial sustainability.

Economic development initiatives that assist in research and development of value added agricultural industries and marketing and brand development that promote quality produce.

Develop a Visitor Destination Development Strategy as a key priority of the City of Albany's Economic Development Plan.

- Lack of structured activities and quality accommodation for tourists.

Strategy Focus: City has a key role to play to improve tourism experiences and accommodation working with stakeholders such as the Tourism Council WA and Landcorp.

- Limited walk-ability and cycle-ability.

Strategy Focus: The City of Albany to develop an effective Cycling and Trails strategies.

- Lack of vibrant town centre and diversity of leisure/entertainment activities

Strategy Focus: Central Business District (CBD) revitalization through master planning, place activation programming, and retail trading initiatives with local industry and the Albany Chamber of commerce and Industry.

- Issues with Internet connection and low business web presence.

Strategy Focus: Support Regional Development Australia and Great Southern Development Commission in a regional solution to the opportunities proposed by the National Broadband Network. Be an active partner in the Great Southern Digital Action Plan.

4.2 Environmental Challenges Identified:

- Energy and water capacity constraints to expanding industry and infrastructure.

Strategy Focus: City of Albany projects and planning strategies to consider sustainable solutions to water shortages and renewable energy sources as well as promoting research and development of industries in this area.

- Protection of valuable agricultural land, pristine marine & bush environment against urban development, given economic importance to future community sustainability.

Strategy Focus: Planning for future population growth to protect and manage natural resources and agricultural land. Urban infill and assessment and protection of biodiversity whilst promoting education and research employment opportunities.

4.3 Socio Economic Challenges Identified:

- Compared to other Southern Western Australian towns, Albany is relatively more disadvantaged socio-economically, particularly in regards to education levels and occupation. It also has generally lower per capita wealth, education and skills than rest of Western Australia, despite having similar regional price index to Perth. There is risk of social polarisation between low and high income earners.
- Lack of diversity in jobs, particularly middle-management upwards. Proportionally lower number of professional occupations (likely to receive higher pay), but higher number of services, sales and laborers (likely to receive lower pay) compared to rest of the State.
- Lack of diversity of educational choice leads to outward migration and inhibits inward migration of younger families. Contributes to dumping-down of the region.
- Lack of a large employer or main industry supported by service industries of a non seasonal nature.

Strategy Focus: A visionary and strategic approach with state and regional partners is required to influence the establishment of a regional university similar to the success of University of New England Armidale in regional New South Wales.

- Lack of housing diversity for more diverse population (e.g. student, apartment, etc).

Strategy Focus: Identify City land and work with UWA and other stakeholders to identify suitable for student housing close to the City centre.

Local planning scheme to address the need for higher density housing in and around the City centre.

- Changing the perception of Albany as a cold and wet destination within the Perth market.

Strategy Focus: Visitor Strategy to develop a Perth campaign to change perception and promote benefits of mild and attractive summers.

5.0 Economic Development Objectives

The development of economic objectives has been formulated into Regional Priorities and City of Albany Priorities having considered:

- community consultation through the Cities Strategic Planning Process
- the city and the regions areas of economic competitiveness
- the challenges faced by the city and region
- understanding that effectiveness in achieving economic outcomes is directly linked to regional leadership and partnerships and limited by a lack of vision and strategic planning

5.1 Strategic Objective One; Strengthen and Diversify our Economic Base

The City of Albany's future depends on its ability to grow both socially and economically and to offer choice to its residents in all aspects of their lives. The City of Albany will use its resources to support increased opportunities by promoting economic activity that strengthen and diversify the regional economic base.

5.1.1 Regional Strategic Initiatives

1.1 Provide input into the Great Southern Development Commissions Regional Economic Blueprint that reflects the City of Albany's regional economic priorities identified in this strategy.	
Timeframe	October / November 2013
Outcome	Regional Economic Blueprint adopted with City of Albany objectives included
Resources	N/A
Officer	Executive Director Community Services

1.2 Prioritise the construction of a 4/5 star hotel at the waterfront and the sale and development of the Esplanade Hotel Sites are the number 1 and 2 tourism infrastructure projects to be realised. Ensure these are incorporated in the Regional Blueprint.	
Timeframe	October / November 2013
Outcome	Regional Economic Blueprint adopted with City of Albany objectives included
Resources	N/A
Officer	Executive Director Community Services

1.3 Invite Austrade, Trade Start and WA Department of Development to send representatives to full day Economic Development Futures Forum to identify opportunities and provide direction for Regional ED.	
Timeframe	November 2013
Outcome	Delivery of the Economic Development Futures Forum in partnership with Albany Chamber of Commerce and Industry
Resources	Sponsorship of airfares and accommodation of guest speakers
Officer	Executive Director Community Services / Manager Tourism and Development Services / Albany Chamber of Commerce and Industry

1.4 Prepare a business case for the employment of a Great Southern Regional Trade Start Officer and identify funding partners.	
Timeframe	March 2014 for commencement July 2014
Outcome	Great Southern development Commission to confirm joint funding and accommodation of resource
Resources	Budget \$10,000
Officer	Executive Director Community Services / Manager Tourism and Development Services

1.5 Development of a sub regional tourism strategy for the Lower Great Southern that addresses the establishment of a Local Tourism Organisation to represent our unique sub region.	
Timeframe	Completed by March 2014
Outcome	Adopted Strategy by three Regional Councils with funding allocated in 2014/15
Resources	Funding previously identified for the establishment of a Local Tourism Organisation \$30,000
Officer	Manager Tourism and Development Services

1.6 Develop a sub regional brand and marketing strategy to promote products services and experiences from the Lower Great Southern in partnership with Denmark and Plantagenet Shires.	
Timeframe	By June 2014
Outcome	Adoption of the brand by the three local government authorities
Resources	External consultant jointly funded by three Local Government Association
Officer	Manager Tourism and Development Services

1.7 Establish a Regional Education working group and prepare a feasibility study into the development of a Science and Technology Park and Regional University as the number one and two Regional Economic Priorities.	
Timeframe	November 2013
Outcome	Establishment of terms of reference and membership
Resources	Budget for administration and meeting costs
Officer	Executive Director Planning and Development / Executive Director Community Services

5.2 Strategic Objective Two: To foster links between education training and employment that support our economic growth and development.

5.2.1 City Strategic Initiatives to become a Learning City

A Learning City places innovation and learning at the core of economic development. Broadly defined, a Learning City sustains economic activity through various combinations of individual and institutional learning, innovation and creative uses of information and communication technologies. Stakeholder partnerships are considered essential where learning and knowledge dissemination are at the centre of development.

1.1 Assist the Department of Sport and Recreation to establish the Outdoor Centre of Excellence in Albany	
Timeframe	2014/15
Outcome	Commitment by Department Sport and Recreation to fund and commence program
Resources	Unknown currently
Officer	Manager Tourism and Development Services

1.2 Partner with the Princess Royal Sailing Club and Department of Sport and Recreation to establish links with Singapore with a view to establishing a sailing Centre of Excellence	
Timeframe	2014/15
Outcome	Singaporean Investment and enrolments in sailing education and Princess Royal Sailing Club
Resources	Officer time
Officer	Manager Tourism and Development Services

1.3 Investigate aviation training opportunities that could be provided by the Albany Regional Airport.	
Timeframe	November 2014
Outcome	Formal response from aviation training provided in response to incentives to commence operations from Albany Regional Airport
Resources	Officer time and funds to develop the relationship and show case Albany
Officer	Manager Tourism and Development Services

1.4 Provide funding and input to Regional Development Australia Great Southern in the development of a regional Digital Action Plan	
Timeframe	2013/14
Outcome	Adoption of Great Southern Digital Action Plan
Resources	Funded in 2012/13 Budget
Officer	Manager Tourism and Development Services

1.5 Assist the Great Southern Employment Development Committee in presenting the Inaugural Education Futures Conference in 2013.	
Timeframe	October 2013
Outcome	Delivery of the Education Futures Conference
Resources	\$2200 plus officer time
Officer	Manager Tourism and Development Services

5.2.2 City Strategic Initiative Central Business District (CBD) Revitalisation

The City of Albany’s Albany Central Area Master plan 2010 Vision for Albany’s Central Area is to become the most vibrant, safe, accessible, livable and commercially successful neighborhood in regional Western Australia. The aim is to create;

- Family, pedestrian and cycle friendly
- a vibrant cultural hub stimulated by attractive inner city residential and historical tourism precincts
- A unique and accessible retail experience.

The successful revitalisation of Albany City centre is considered essential if Albany is to reinforce and grow as the commercial and cultural hub of the Great Southern region. City centre revitalisation includes attracting investment including both upgrades to existing and the building of new commercial and residential mix infrastructure, implementing an effective retail trading policy and working cooperatively with local retailers, and delivering a range of programs and strategies that work to add vibrancy and life to the City of Albany’s central area.

2.1 Develop a City Centre Precinct Plan and business case that drives City centre revitalisation and investment from the public and private sectors.	
Timeframe	2014/15
Outcome	Adoption of a precinct plan
Resources	Funding for consultancy in 2014/15 budget \$60,000
Officer	Manager Tourism and Development Services / Executive Director Planning and Development

2.2 Partner with the Albany Chamber of Commerce and Industry and Small Business Association to develop a retail trading strategy that leads to increased vibrancy particularly in light of the looming international and national visitor focus from major events commencing November 2014.	
Timeframe	2013/14
Outcome	Endorsement by retailers and the community of a retail strategy
Resources	Officer time
Officer	Manager Tourism and Development Services

2.3 Investigate a differential rating strategy for the City centre precinct that encourages greater occupancy of retail space.	
Timeframe	2013/14
Outcome	Report on options for Council Consideration
Resources	Officer time
Officer	Executive Director Corporate Services

2.4 Jointly fund the Waterfront Precinct Master Plan Feasibility study to determine solutions to the connectedness and vibrancy of the Water Front to the City centre.	
Timeframe	2013/14
Outcome	Endorsement of Waterfront precinct plan
Resources	\$5,000 in funding for preliminary report
Officer	Manager Tourism and Development Services

2.5 The City Business District working group to develop a priority list of projects that can be implemented to assist in the delivery of Anzac Events in 2014 and beyond and increases place activation and community use of the City centre centered around the Library and Town Hall.	
Timeframe	December 2013
Outcome	Endorsement of projects
Resources	Officer time
Officer	Executive Director Works and Services / Facilitator Strategy and Improvement

2.6 Establish and promote a Free Wi-Fi Zone in the City centre focused around the Albany Regional Library grounds and surrounds.	
Timeframe	October 2013
Outcome	Delivery of free wifi
Resources	IT upgrades
Officer	Manager Cultural and Community Development

5.2.3 Strategic Initiative Develop and promote Albany as a sought after visitor destination

Tourism Infrastructure

The City of Albany is a major contributor to local tourism most visibly via the direct operation/management of the Albany Visitor Centre, the Albany Regional Airport and various visitor attractions including the Princess Royal Fortress. In addition the City of Albany allocates some \$75,000 per annum towards tourism destination development and marketing budget and leverages this amount by working cooperatively with the local industry, Albany Chamber of Commerce and Industry, Australia's South West regional tourism organisation and other government agencies.

3.1 Complete the Albany Regional Airport terminal and runway upgrades prior to 30 June 2014	
Timeframe	30 June 2014
Outcome	Project complete
Resources	Fully funded from Regional Airports Development Scheme (RADS) and Reserves
Officer	Manager Tourism and Development Services

3.2 Complete the Trails and Cycle Strategies and commence the development of infrastructure to a level that the City becomes a nationally and internationally recognized Cycle City and Trails destination capable of hosting events and attracting visitors.	
Timeframe	Cycle Strategy December 2013 Trails Strategy March 2014
Outcome	Adoption of Strategies
Resources	Fully funded in 2013/14 budget
Officer	Manager Recreation Services

3.3 Develop an iconic Heritage and Tourism precinct at Mt Adelaide and Mt Clarence (Albany Heritage Park) and develop and market the visitor experience to an international standard.	
Timeframe	August 2014
Outcome	Adoption of Albany Heritage Park Masterplan and Marketing Strategy
Resources	Funded from ANZAC reserve
Officer	General Manager Albany Heritage Park / Major Projects

Tourism Planning and Partnerships

The Council is also involved in the planning, provision and management of community activities, services and infrastructure that are shared by residents and visitors. These include parks and reserves, roads, water management, pedestrian and streetscape improvements, and public amenities such as toilets, bikeways and parking areas. Council also owns and leases a number of tourist commercial accommodation facilities and attractions and contributes to tourism related initiatives on a project style basis. Council's central role in tourism also includes acting as the consenting authority for most development applications and is responsible for decisions related to land use planning.

3.4 Develop a City of Albany Tourism Strategy and work in partnership on specific tourism related marketing initiatives with Denmark and Plantagenet Shires to increase visitors to the Lower Great Southern.	
Timeframe	March 2014
Outcome	Adoption of Strategy
Resources	Internal resources
Officer	Manager Tourism and Development Services

Tourism Events

The staging of major special events has the ability to produce a wide range of significant economic and social benefits for communities and is considered a major promotional tool for successful tourism destination development. Special events increase the opportunities for new expenditure within a host region by attracting visitors to that destination and by also retaining the expenditure of locals who may have spend their leisure dollars elsewhere. Special events should be used to attract visitors during the quieter or shoulder periods of a tourist season to boost demand for local accommodation, tourism and hospitality service providers. A major special event attracts significant number of visitors from outside the region and is more than just a local festival; it must possess substantial drawing power.

3.5 Identify and secure events to Albany that has the ability to generate significant economic impact and align with our community strategic plan and build on our natural advantages and our Brand.	
Timeframe	Ongoing
Outcome	Confirmed events of significance with Economic benefit calculated
Resources	Internal resources plus funding to bid and attract events \$100,000 – \$250,000 per annum in future years
Officer	Executive Director Community Services / Manager Tourism and Development Services

3.6 Take the lead role in the development and delivery of Anzac Centenary Events that maximize the City of Albany’s economic outcomes whilst reducing reputational risk from poor visitor experiences. Where possible events and event supporting infrastructure are to leave a legacy.	
Timeframe	2013/14
Outcome	Delivery of a fully funded events Calendar
Resources	External and internal resources and funding from external sources
Officer	Manager Cultural and Community Development

3.7 Develop a new Community Funding and Event Sponsorship Program that encourages community based and significant events to deliver events within the City of Albany.	
Timeframe	July 2013
Outcome	Delivery and review of funding in September / October 2013
Resources	Internal staff resources plus \$135,000 per annum in budget
Officer	Manager Cultural and Community Development

Tourism Coastal Assets

A large number of Albany’s competitive advantages relate directly to its natural and built coastal assets. Effective long term strategic planning for its various coastal precincts is considered essential to providing a conducive and attractive investment environment. Without this investment platform it is difficult for government agencies and private sector partners to work together cooperatively and to understand one another’s priorities. The City of Albany will show strong local leadership by investigating the planning and development of Middleton Beach precinct that encourages sustainable investment.

3.8 Develop our coastal camping reserves to a standard that attracts recreational camping visitations whilst protecting the natural environment and market these assets as part of the City of Albany’s existing holiday planner and visitor website.	
Timeframe	Ongoing
Outcome	Upgrades to existing reserves with fee paying structure and promotion of locations via holiday planner and website.
Resources	Internal staff and financial resources in 2014/15 budget
Officer	Executive Director Works and Services / Manager Tourism and Development Services

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Council Strategy

Economic Development Strategy (2010-2015)

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Revision Status

Revision No	Status	Distribution	Issue Date	Comment
01	Preliminary	Executive Director Corporate and Community Services	2 October 2009	<u>Preliminary draft</u> for EDMT review prior to undertaking selected stakeholder consultation workshops
	First Draft	<ul style="list-style-type: none"> • Albany Chamber of Commerce and Industry • Great Southern Development Commission • Regional Development Australia 	23 October 2009	<u>First draft</u> for selected stakeholder engagement with local organisations having official roles in regional economic development. Consensus approach to priority ranking of proposed actions
02	Second Draft	Economic and Community Development Policy and Strategy	6 November 2009	<u>Second Draft and Priority Matrix</u> for review by Economic and Community Development Policy and Strategy Committee on 20/11/09
03	Adopted	Council Agenda	1 December 2009	<u>Final Draft</u> adopted by Council at OCM 15/12/09
04	Reviewed	Executive team, Councillors and economic development stakeholders		Commence implementation 2010-2015 – review progress by 30/11/2014

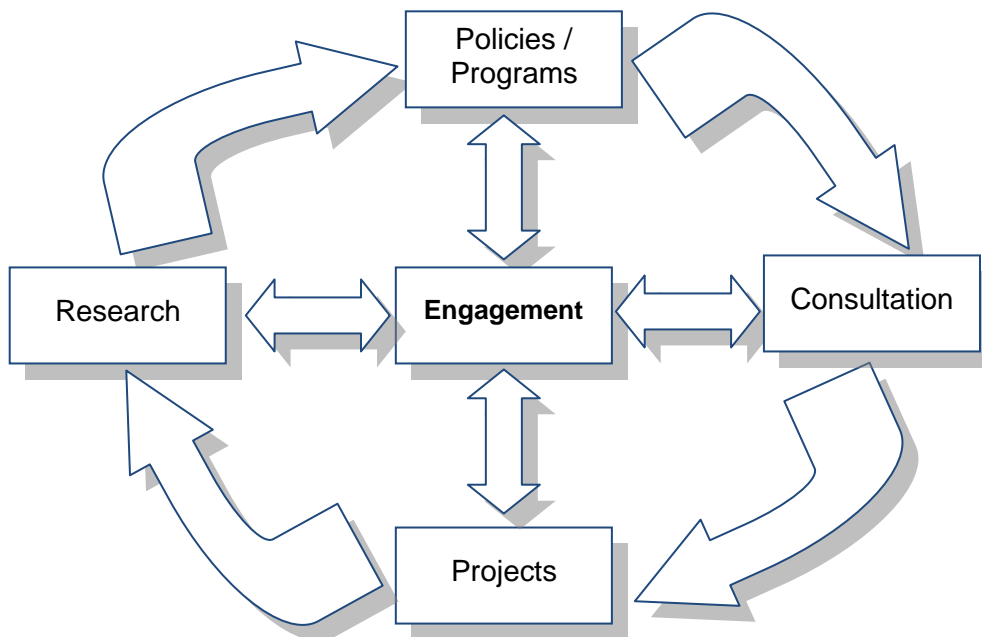
Executive Summary

The City of Albany Economic Development Strategy provides Council and relevant stakeholders with a general guide to the City of Albany's planned involvement in economic development projects and activities over the period 2010-2015.

Economic Development is the name given to the outcome of a process that results in the creation of wealth (social/community well being) in the economy. Council's approach to economic development incorporates consideration of environmental responsibility, fair market mechanisms and the provision of community infrastructure that makes Albany an attractive place to work, live and visit.

The ultimate goal of economic development facilitation is to expand the size of the economy (through an increase in income and capital) and to distribute the wealth (through investment, expenditure and employment) amongst the community.

The economic development tool box we can use to influence or facilitate economic development outcomes consists of a number of tools that are summarised in the diagram below. Each of these tools has as a central feature, **'engagement'**.



Council acknowledges that the economic development challenge is shared by all levels of Government, industry associations, community groups and most importantly, business enterprises (this is where jobs are created that sustains community well-being).

There are many factors that affect regional economic prosperity over which local government has little to no control. Several of these factors include:-

- interest rates, which impacts on the level of regional investment;
- world commodity prices, which impacts incomes and expenditure levels, particularly in the rural sector which Albany is largely dependant on, and;

- global and domestic economic conditions which affects business and household income and expenditure and the ability for project proponents to access debt and equity markets.

It is primarily the responsibility of the Australian Government through monetary and fiscal policy settings to respond to and adapt to global economic conditions. At the local level, the Council has an important role in creating an attractive environment for economic growth by:-

- creating a suitable environment for local investment (through sound and consistent statutory land-use policy and planning and also by marketing Albany as a place to live, work, invest and visit)
- providing and advocating for infrastructure and services provision to facilitate economic and enterprise development
- local leadership by developing policies and programs to achieve the community's vision for economic and community development.

There are obvious synergies that can be created when Council sets about working together in partnership with other levels of Government and local business and community groups to achieve a common vision. It is therefore essential that positive partnerships are developed between Council and other regional leaders in developing a shared vision and a set of objectives that are aligned to achieve regional economic prosperity.

The State Government's agenda for reform of Local Government in Western Australia is likely to result in a greater emphasis on regional co-operation with financial incentives being provided for local governments that co-operate regionally or amalgamate to service larger geographic areas.

The Key Focus Areas (KFA's) for influencing economic development for the period 2010-2015 are summarised as follows:-

Key Focus Area 1 Strategic Infrastructure Projects:- Council will advocate, facilitate and co-ordinate the development of selected strategic infrastructure projects that may have a major impact on the economic and social development of Albany.

Key Focus Area 2 Investment Attraction:- Council will facilitate the positioning of Albany as Western Australia's most highly sought after place to live, work and invest.

Key Focus Area 3 Community-based Economic and Enterprise Development:- Council will partner with community, business and industry groups to identify economic and enterprise growth opportunities

Key Focus Area 4 Tourism Development:- Council will aid in positioning and maintaining Albany within the top two fastest growing visitor destinations in the Australia's South West Tourism region by 2015

Key Focus Area 5 Regional Leadership:- Council will manage and develop stakeholder relationships and deliver services that will maximise the City's economic development potential.

Strategic Context

Council's strategic plan 'Albany Insight' establishes the community's and Council's vision for Albany's future to 2025 and establishes a set of broad objectives and actions within each of Council's core work functions.

***Albany Insight
Vision for Albany***
 By 2025 Albany will be... "Historic Albany – Home to a vibrant, resourceful and culturally diverse community driven by a spirit of generosity and opportunity, nestled around a spectacular natural harbour in a region of unique beauty".

One of the major goals identified by the community and Council is '**Economic Development**'....

'Albany will be Western Australia's first choice for regional investment offering a wide range of development, employment and learning opportunities within a robust economy'. Albany will be a City where:-

- Renewable energy completely powers the region.
- Investment is complementary to Albany's sense of place and occurs within an up to date and effective planning framework.
- Our airport is a regional, national, and international tourism gateway
- Our strategic proximity to Antarctica is exploited to its maximum potential.
- Our unique cultural heritage attractions deliver world class tourism experiences.
- A significant annual international festival is hosted.
- We are recognised as a true University City and vocational development is supported by quality educational and training services

Other relevant goals identified by the community and Council and relate to the economic development function include:-

'**City Centre**'..... 'Albany's City Centre will be the most vibrant, safe, accessible and liveable in regional WA'.

Albany's City Centre will be...

- Family and pedestrian friendly.
- A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation.
- A unique and accessible retail experience.
- Serviced by regular and affordable public transport service.

'**Lifestyle & Environment**'..... 'Albany will be Western Australia's regional City of first choice offering a diverse range of healthy and active lifestyle opportunities, with energy efficient housing and development that respects our environment'

Albany will be a City where ...

- Our health services are significantly improved in order to accommodate the real needs of the region.
- Young adults are well catered for.
- Recreation facilities provide a diverse range of sporting and exercise opportunities.
- Our cultural and artistic communities are valued, celebrated and supported.
- Development ...
 - ✓ responds to our unique historical and environmental values;
 - ✓ embraces environmentally responsible approaches to energy and water consumption; and
 - ✓ incorporates healthy lifestyle activities and access to green space.
- The long term problems of Climate Change and Peak Oil have been recognised and responded to.

This document outlines specific actions and strategies associated with the major goals for Albany identified in Albany Insight that will be further developed in partnership with key State and Australian Government agencies and community and business organisations.

Strategic Focus Areas

Key Focus Area 1:- Strategic Infrastructure Projects

Strategic Objective
Council will advocate, facilitate and co-ordinate the development of selected strategic infrastructure projects that have a major impact on the economic and social development of Albany.

Albany's physical infrastructure is important to both business and to the community in general. It affects the ability of businesses to operate within the global economy and to move their products and services to their markets. The provision of high quality community infrastructure also impacts on people's decisions to locate to Albany to live and work and to stay and raise a family, thus facilitating a stable, skilled workforce.

Activity Areas in which the City of Albany will be involved:

- 1.1. Advocate and promote the development of a new Albany Health Campus (Hospital Development) which is developed and funded to a standard commensurate with the needs of the Great Southern region
- 1.2. Lead the development of a master plan for the Centennial Park Sports and Recreation Redevelopment concept plan and seek State and Australian Government funding for implementation
- 1.3. Advocate for a forward capital works funding commitment from State and Australian Governments for the proposed Bunbury to Albany Gas Pipeline (A 2008 Liberal Party Election Commitment)
- 1.4. Support the establishment of renewable energy projects to establish Albany as a net exporter of renewable energy generation (Wave, Wind and Biomass Power)
- 1.5. Plan and deliver an urban regeneration program for the CBD
- 1.6. Co-ordinate and deliver infrastructure improvements for the ANZAC Centenary in 2014/15 (primarily based on Mt Clarence)
- 1.7. Advocate a commitment to the construction of the Albany Ring Road (Stage 2 and 3) for heavy haulage to bypass Albany's urban areas

- 1.8. Partner Landcorp in the completion of the Albany Waterfront project
- 1.9. Advocate Improvements to regional transport and utility infrastructure:-
 - Albany Highway (particularly increased overtaking lanes)
 - Port Infrastructure to support growing and potential new exports
 - Airport infrastructure to accommodate jet services should they be introduced as an RPT service
 - Local electricity infrastructure to accommodate renewable energy projects and major industry projects

Key Focus Area 2:- Investment Attraction

Strategic Objective
Council will facilitate the positioning of Albany as Western Australia’s most highly sought after place to live, work and invest.

Albany’s image influences perceptions about the community’s future and impacts business investment decisions. Within the community, it is important Albany people feel good about the place they live and work. Outside of the community, Albany must have a reputation as an attractive and supportive place to live, invest or visit.

Activity Areas in which the City of Albany will be involved:

- 2.1 Development of marketing materials promoting Albany as Western Australia’s premier regional city to live, work and invest.
- 2.2 Promote Albany at relevant industry and consumer trade exhibitions
- 2.3 Research and publish an economic and demographic profile of the City
- 2.4 Advocate Albany as a service base for Bremer sub-basin oil and gas exploration
- 2.5 Facilitate aviation training opportunities using the City’s regional airport
- 2.6 Support education, training, health and community service providers to promote and build Albany’s reputation as a city with excellent education, health and community facilities
- 2.7 Advocate Albany as a base for direct fly-in fly-out operations for resource development projects.
- 2.8 Support the establishment of a biennial economic forum to promote current and future development projects/prospects

Key Focus Area 3:- Community-based Economic and Enterprise Development

Strategic Objective
Council will partner with community, business and industry groups to identify economic and enterprise growth opportunities

Supporting and partnering community, business and industry groups to achieve a common set of objectives, is a sensible way to apply the Council’s resources. Albany has a diverse range of small businesses and community groups that help make Albany an attractive place to live and visit. It is important that strategies are in place to assist the retention and growth of small to medium enterprises and that community groups are empowered to support the city’s vitality.

Activity Areas in which the City of Albany will be involved:

- 3.1 Lead and co-ordinate a program of events for the 2014/15 ANZAC Centenary
- 3.2 Support the continued development and growth of the Perth International Arts Festival (PIAF) Great Southern Program as the regions' most significant annual international festival
- 3.3 Support the preparation of bids for major sporting and cultural events, conventions and conferences
- 3.4 Support community initiated projects that have an economic or enterprise development outcome
- 3.5 Implementation of economic development initiatives within the Indigenous Accord
- 3.6 Advocate for improved broadband access for residents and businesses in outlying areas of the City
- 3.7 Partner with lead agencies to monitor the effects of climate change on business
- 3.8 Engage with local organisations to develop a program of community and business initiatives and incentives to revitalise the CBD

Key Focus Area 4 Tourism Development

Strategic Objective
Council will aid in positioning and maintaining Albany within the top two fastest growing visitor destinations in the Australia's South West Tourism region by 2015

Albany has a diverse and spectacular natural environment and unique maritime and military heritage that is attractive to domestic and international tourists. It is also acknowledged that tourism injects significant income and employment across a diverse range of businesses in Albany and the wider region which has a large multiplier effect that stimulates the local economy, making Albany a more attractive place for residents to live. The City of Albany has a very important advocacy, leadership and coordination role in the development and growth of tourism.

Activity Areas in which the City of Albany will be involved:

- 4.1 Investigate the delivery of the new 'Local Government Pathways to Sustainable Tourism Workshop Program' (*through the Sustainable Tourism Co-operative Research Centre (STCRC) and Economic Development Australia (EDA)*)
- 4.2 Facilitate and advocate the delivery of cultural heritage tourism product
- 4.3 Develop a tourism partnership strategy and marketing plan building on the City's existing 'amazingalbany' brand.
- 4.4 Advocate for the development of additional 4-5 star tourism accommodation
- 4.5 Market the new Performing Arts Centre to the Meetings, Industry, Conventions and Exhibitions (MICE) business tourism sector and to the performing arts sector

Key Focus Area 5:- Regional Leadership

Strategic Objective

Council will manage and develop stakeholder relationships and deliver programs and services that will maximise the City's economic development potential and position the organisation as a respected and effective development facilitator

By working together in a partnership with other organisations that have an economic development function, far more will be achieved. Having a shared vision in developing individual strategies will help us all pull in the same direction and allocate resources more efficiently.

Activity Areas in which the City of Albany will be involved:

- 5.1 Encourage collaboration in meeting the objectives of the City's Economic Development Strategy through quarterly progress meetings between the City of Albany and key economic development organisations.
- 5.2 In implementing the identified strategies collaborate with other Great Southern local governments to identify partnering opportunities for regional economic development.

Key Action Plan

Key Focus Area 1:- *Strategic Infrastructure Projects*

Strategic Objective

Council will advocate, facilitate and co-ordinate the development of selected strategic infrastructure projects that may have a major impact on the economic and social development of Albany.

1. Advocate and promote the development of a new Albany Health Campus (Regional Hospital) which is developed and funded to a standard commensurate with the needs of the Great Southern region	
Timeframe	From October 2009
Resources	Officer time
Officer/s	Manager Economic Development
Internal References	<ul style="list-style-type: none"> • Albany Insight 1 – Lifestyle and Environment Objective 1.1 – Our health services are significantly improved in order to accommodate the real needs of the region • http://www.albany.wa.gov.au/your-council/major-city-projects/
External References	Albany Health Campus Community Reference Group
Key Partners	<ul style="list-style-type: none"> • Country Health Service, Department of Health • Albany Chamber of Commerce and Industry (Advocacy) • Great Southern Development Commission (Advocacy) • Local Health Service Providers (Advocacy)

2. Lead the development of a master plan for the Centennial Park Sports and Recreation Redevelopment concept plan and seek State and Australian Government funding for implementation	
Timeframe	January 2010 to December 2015
Resources	Operational and Capital Works Budget
Officer/s	<ul style="list-style-type: none"> • Executive Manager Community Services • Community Development Officer (Project Manager) • Executive Director Works and Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 1 – Lifestyle and Environment Objective 1.3 – Recreation facilities provide a diverse range of sporting and exercise opportunities • Centennial Park Sports and Recreation Redevelopment concept plan • http://www.albany.wa.gov.au/your-council/major-city-projects/
External References	<ul style="list-style-type: none"> • 2008 WA Liberal Party Election Policy • http://www.wa.liberal.org.au/index.php?option=com_docman&task=doc_view&qid=128&tmpl=component&format=raw&Itemid=141
Key Partners	<ul style="list-style-type: none"> • Department of Sport and Recreation (Funding/planning) • Great Southern Development Commission (Funding/advocacy) • Albany Chamber of Commerce and Industry (Advocacy) • Local sporting groups

3. Advocate for a forward capital works funding commitment from State and Australian Governments for the proposed Bunbury to Albany Gas Pipeline.	
Timeframe	January – December 2010
Resources	Officer time
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complementary to Albany’s sense of place and occurs within an up to date effective planning framework
External References	<ul style="list-style-type: none"> 2008 WA Liberal Party Election Policy http://www.wa.liberal.org.au/index.php?option=com_docman&task=doc_view&qid=128&tmpl=component&format=raw&Itemid=141
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission (State funding/advocacy) Regional Development Australia (Federal funding/advocacy) Albany Chamber of Commerce and Industry (Advocacy) Department of State Development (Planning)

4. Support the establishment of renewable energy projects to establish Albany as a net exporter of renewable energy generation (Wave, Wind and Biomass Power)	
Timeframe	Ongoing
Resources	Officer time
Officer	<ul style="list-style-type: none"> Chief Executive Officer Executive Director Development Services (Planning Approvals) Executive Director Corporate and Community Services (Property Leasing) Manager Economic Development (Facilitation/Advocacy)
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.1 – Renewable energy completely powers the region
External References	2008 WA Liberal Party Election Policy http://www.wa.liberal.org.au/index.php?option=com_docman&task=doc_view&qid=128&tmpl=component&format=raw&Itemid=141
Key Partners	<ul style="list-style-type: none"> Renewable energy generators Great Southern Development Commission (State Funding/advocacy) Regional Development Australia (Federal Funding/advocacy) Albany Chamber of Commerce and Industry (Advocacy)

5. Plan and deliver an urban regeneration program for the CBD	
Timeframe	2010-2015
Resources	Operating and Capital Works budget
Officer	<ul style="list-style-type: none"> Chief Executive Officer Executive Director Development Services Executive Services Manager Planning and Councillor Liaison (Project Manager – CBD Master Plan) Manager Economic Development (External funding/advocacy/business/industry group liaison) Executive Director Works and Services (Infrastructure delivery)
Internal References	<ul style="list-style-type: none"> Albany Insight 3 – City Centre Objective 3.2 – A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation Project Initiation Brief – CBD Masterplan http://www.albany.wa.gov.au/website/uploads/projects/original/MicrosoftWordPIB_CBD_FINAL_2_.pdf City of Albany CBD Master Plan (drafting commenced 2009).

5. Plan and deliver an urban regeneration program for the CBD	
Timeframe	2010-2015
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Great Southern Development Commission (Funding/advocacy) • Regional Development Australia (Funding/advocacy) • Albany Chamber of Commerce and Industry (Advocacy and Planning)

6. Co-ordinate and deliver infrastructure improvements for the ANZAC Centenary in 2014/15 (primarily based on Mt Clarence)	
Timeframe	2010 – 2015
Resources	Annual Operational and Capital Works Budget
Officer	<ul style="list-style-type: none"> • Executive Director Works and Services (Lead) • Executive Director Corporate and Community Services (Client/Strategy development) • Manager Economic Development (Project Facilitation/Advocacy)
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.5 – Our unique cultural heritage attractions deliver world class tourism experiences • Project Initiation Brief – Mount Clarence (Corndarup) ANZAC Infrastructure Improvements • 2014/15 ANZAC Centenary Strategy Committee • City Mounts Management Plan
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Returned and Services League • Apex Club of Albany • Tourism WA (Funding/advocacy) • Great Southern Development Commission (Funding/advocacy) • Regional Development Australia (Funding/advocacy) • Albany Chamber of Commerce and Industry (Advocacy support)

7. Advocate a commitment to the construction of the Albany Ring Road (Stage 2 and 3) for heavy haulage to bypass Albany's urban areas	
Timeframe	2011-2012
Resources	Staff time
Officer	<ul style="list-style-type: none"> • Manager Economic Development • Executive Director Works and Services • Executive Director Development Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework • Albany Local Planning Strategy
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Main Roads WA • Great Southern Development Commission (Advocacy support) • Albany Chamber of Commerce and Industry (Advocacy support)

8. Partner Landcorp in the completion of the Albany Waterfront project	
Timeframe	2010-2015
Resources	Staff time Operational funding
Officer	<ul style="list-style-type: none"> Executive Director Works and Services (Lead)
Internal References	<ul style="list-style-type: none"> Albany Waterfront Memorandum of Agreement between the State of Western Australia and the City of Albany Anzac Peace Park Concept Plan <p>http://www.albany.wa.gov.au/your-council/major-city-projects/</p>
External References	<ul style="list-style-type: none"> Albany Waterfront Structure and Precinct Plans <p>http://www.albanywaterfront.com.au</p>
Key Partners	<ul style="list-style-type: none"> Landcorp (Developer) Tourism WA (Advocacy/Funding) Great Southern Development Commission (Funding/Advocacy) Albany Chamber of Commerce and Industry (Advocacy)

9. Advocate Improvements to regional transport and utility infrastructure	
<ul style="list-style-type: none"> Albany Highway (particularly increased overtaking lanes) Port Infrastructure to support growing and potential new exports Airport infrastructure to accommodate jet services should they be introduced as an RPT service Local electricity infrastructure to accommodate renewable energy projects and major industry projects 	
Timeframe	2010-2015
Resources	Staff time
Officer	<ul style="list-style-type: none"> Manager Economic Development Executive Director Works and Services Chief Executive Officer
Internal References	N/A
External References	N/A
Key Partners	<ul style="list-style-type: none"> Main Roads WA Department of Transport Western Power Great Southern Development Commission Albany Chamber of Commerce and Industry Albany Port Authority Regional Development Australia

Key Focus Area 2:- Investment Attraction

Strategic Objective
 Council will facilitate the positioning of Albany as one of Western Australia's most highly sought after places to live, work and invest.

10. Development of marketing materials promoting Albany as Western Australia's premier regional city to live, work and invest.	
Timeframe	Commence 2010/11
Resources	Operational Budget
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission (Funding) Albany Chamber of Commerce and Industry (Funding) Regional Development Australia (Funding)

11. Promote Albany at relevant industry and consumer trade exhibitions	
Timeframe	Ongoing
Resources	Operating budget
Officer	<ul style="list-style-type: none"> Manager Economic Development Tourism Development Officer Project Officer City Events
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission Albany Chamber of Commerce and Industry Regional Development Australia Business/Industry Partners

12. Research and publish an economic and demographic profile of the City	
Timeframe	June 2010
Resources	City Operating Budget
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	N/A

13. Advocate Albany as a service base for Bremer sub-basin oil and gas exploration	
Timeframe	2010-2015
Resources	City Operating budget
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany’s sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	<ul style="list-style-type: none"> Exploration companies Great Southern Development Commission Albany Chamber of Commerce and Industry Regional Development Australia Albany Port Authority Department of Minerals and Energy

14. Facilitate aviation training opportunities using the City’s regional airport	
Timeframe	2010-2015
Resources	Operating Budget
Officer	<ul style="list-style-type: none"> Executive Manager Community Services Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.3 – Our airport is a regional, national and international tourism gateway <ul style="list-style-type: none"> Albany Regional Airport Business Plan http://intranet.albany.wa.gov.au/search/download.php?id=927
External References	N/A
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission Albany Chamber of Commerce and Industry Regional Development Australia

15. Support education, training, health and community service providers to promote and build Albany’s reputation as a city with excellent education, health and community facilities.	
Timeframe	2010-2015
Resources	Operating Budget
Officer	<ul style="list-style-type: none"> Executive Director Corporate and Community Services Executive Manager Community Services Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.7 – We are recognised as a true University city and vocational development is supported by quality educational and training services <ul style="list-style-type: none"> Albany Insight 3 – City Centre Objective 3.2 – A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation
External References	N/A

15. Support education, training, health and community service providers to promote and build Albany's reputation as a city with excellent education, health and community facilities.	
Timeframe	2010-2015
Key Partners	WA Country Health Service (Great Southern) Great Southern TAFE University of WA

16. Advocate Albany as a base for direct fly-in fly-out operations for resource development projects..	
Timeframe	2010-2015
Resources	Operating Budget
Officer	<ul style="list-style-type: none"> • Manager Economic Development • Executive Manager Community Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development <p>Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework</p>
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Great Southern Development Commission • Albany Chamber of Commerce and Industry • Regional Development Australia

17. Support the establishment of a biennial economic forum to promote current and future development projects/prospects	
Timeframe	2010-2015
Resources	Operating Budget
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development <p>Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework</p>
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Great Southern Development Commission • Albany Chamber of Commerce and Industry • Regional Development Australia • Albany Port Authority • Landcorp

Key Focus Area 3 Community-based Economic and Enterprise Development

Strategic Objective
 Council will partner with community, business and industry groups to identify economic and enterprise growth opportunities

18. Lead and co-ordinate a program of events for the 2014/15 ANZAC Centenary	
Timeframe	2009/10 to 2014/15
Resources	Operating Budgets
Officer	<ul style="list-style-type: none"> • Executive Director Corporate and Community Services • Manager Economic Development • Project Officer Tourism and City Events
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.5 – Our unique cultural heritage attractions deliver world class tourism experiences • 2014/15 Anzac Centenary Strategy (Committee of Council)
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Lotterywest • Great Southern Development Commission • Regional Development Australia • Tourism WA • Returned and Services League • Other Sponsors

19. Support the continued development and growth of the Perth International Arts Festival (PIAF) Great Southern Program as the regions' most significant annual international festival	
Timeframe	2009/10 – 2014/15
Resources	Staff time Community Financial Assistance Program
Officer	Executive Director Corporate and Community Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.6 – A significant annual international festival is hosted
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Perth International Arts Festival • Great Southern Development Commission • Albany Chamber of Commerce and Industry

20. Support the preparation of bids for major sporting and cultural events and conventions and conferences	
Timeframe	Ongoing
Resources	Staff time
Officer	<ul style="list-style-type: none"> • Manager Economic Development • Tourism Development Officer

20. Support the preparation of bids for major sporting and cultural events and conventions and conferences	
Timeframe	Ongoing
Internal References	<ul style="list-style-type: none"> Albany Insight 1 – Lifestyle and Environment Objective 1.4 – Our cultural and artistic communities are valued, celebrated and supported
External References	N/A
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission Albany Chamber of Commerce and Industry Regional Development Australia

21. Support community initiated projects that have an economic or enterprise development outcome	
Timeframe	Ongoing
Resources	Staff time and Community Financial Assistance Program
Officer	
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany’s sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	<ul style="list-style-type: none"> Great Southern Development Commission Albany Chamber of Commerce and Industry Regional Development Australia

22. Implementation of economic development initiatives within the Indigenous Accord	
Timeframe	Ongoing
Resources	Operational Budget
Officer	<ul style="list-style-type: none"> Manager Economic Development Indigenous Liaison Officer
Internal References	<ul style="list-style-type: none"> Albany Insight 1 – Lifestyle and Environment Objective 1.4 – Our cultural and artistic communities are valued, celebrated and supported Albany Insight 2 – Economic Development Objective 2.5 – Our unique cultural heritage attractions deliver world-class tourism experiences City of Albany Indigenous Accord http://intranet.albany.wa.gov.au/search/download.php?id=215
External References	N/A
Key Partners	<ul style="list-style-type: none"> Department of Indigenous Affairs Great Southern Development Commission Local Aboriginal Corporations

23. Advocate for improved broadband access for residents and businesses in outlying areas of the City	
Timeframe	Ongoing
Resources	Staff time
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany’s sense of place and occurs within an up to date and effective planning framework
External References	National Broadband Initiative
Key Partners	<ul style="list-style-type: none"> Telecommunications companies Great Southern Development Commission Regional Development Australia

24. Partner with lead agencies to monitor the effects of climate change on business	
Timeframe	Ongoing
Resources	Staff time Community Financial Assistance Program
Officer	Manager Economic Development
Internal References	<ul style="list-style-type: none"> Albany Insight 1 – Lifestyle and Environment Objective 1.6 – The long term problems of climate change and peak oil have been recognised and responded to.
External References	N/A
Key Partners	<ul style="list-style-type: none"> Albany Chamber of Commerce and Industry Albany Small Business Centre Great Southern Development Commission Regional Development Australia

25. Engage with local organisations to develop a program of community and business initiatives and incentives to revitalise the CBD	
Timeframe	2010-2012
Resources	Staff time Operating budget
Officer	<ul style="list-style-type: none"> Manager Economic Development Executive Services Manager Planning and Councillor Liaison (Project Manager – CBD Master Plan)
Internal References	<ul style="list-style-type: none"> Albany Insight 3 – City Centre Objective 3.2 – A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation Project Initiation Brief – CBD Masterplan http://www.albany.wa.gov.au/website/uploads/projects/original/MicrosoftWordPIB_CBD_FINAL_2_.pdf City of Albany CBD Master Plan (drafting commenced 2009).
External References	N/A

25. Engage with local organisations to develop a program of community and business initiatives and incentives to revitalise the CBD	
Timeframe	2010-2012
Key Partners	<ul style="list-style-type: none"> • Great Southern Development Commission (Funding/advocacy) • Regional Development Australia (Funding/advocacy) • Albany Chamber of Commerce and Industry (Advocacy and Planning)

Key Focus Area 4 - Tourism Development

Strategic Objective
 Council will aid in positioning and maintaining Albany within the top two fastest growing visitor destinations in the Australia's South West Tourism region by 2015

26. Investigate the delivery of the new 'Local Government Pathways to Sustainable Tourism Workshop Program' (through the Sustainable Tourism Co-operative Research Centre (STCRC) and Economic Development Australia (EDA))	
Timeframe	2010
Resources	Staff time Operating Budget
Officer	<ul style="list-style-type: none"> • Executive Director Corporate and Community Services • Manager Economic Development • Tourism Development Officer
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework
External References	Sustainable Tourism Co-operative Research Centre http://www.crctourism.com.au/WMS/Upload/Resources/media%20and%20industry%20releases/Industry%20release%209-10.pdf
Key Partners	<ul style="list-style-type: none"> • Economic Development Australia • Sustainable Tourism Co-operative Research Centre • Albany Chamber of Commerce and Industry • Albany And Great Southern Tourism Alliance • Regional Councils • Great Southern Development Commission • Tourism WA • Australia's South West Regional Tourism Organisation

27. Facilitate and advocate the delivery of cultural heritage tourism product	
Timeframe	Ongoing
Resources	Staff time Operational Budget
Officer	<ul style="list-style-type: none"> • Executive Manager Community Services (Lead) • Manager Economic Development • Manager Community Development • Tourism Development Officer • Indigenous Liaison Officer
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.5 – Our unique cultural heritage attractions deliver world-class tourism experiences • Implementation of Mounts Management Plan • Amity Heritage Precinct Management Plan • Princess Royal Fortress Business Plan • Implementation of Cultural Plan
External References	<ul style="list-style-type: none"> • Kinjarling Trail Development Plan (Albany Maritime Foundation Inc)
Key Partners	<ul style="list-style-type: none"> • Tourism WA • Great Southern Development Commission • Regional Development Australia • Department of Indigenous Affairs

28. Develop a tourism partnership strategy and marketing plan building on the City's existing 'amazingalbany' brand.	
Timeframe	From 2010 - Annually
Resources	Operating Budget
Officer	Tourism Development Officer
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany's sense of place and occurs within an up to date and effective planning framework
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Albany Chamber of Commerce and Industry • Albany and Great Southern Tourism Alliance • Regional Councils • Great Southern Development Commission • Tourism WA • Australia's South West Regional Tourism Organisation

29. Advocate for the development of additional 4-5 star tourism accommodation	
Timeframe	2010 – 2015
Resources	Officer time
Officer	<ul style="list-style-type: none"> • Manager Economic Development • Executive Director Development Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 2 – Economic Development Objective 2.2 – Investment is complimentary to Albany’s sense of place and occurs within an up to date and effective planning framework • Albany Insight 3 – City Centre Objective 3.2 – A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation • City of Albany Draft Tourist Accommodation Planning Study http://intranet.albany.wa.gov.au/search/download.php?id=1115
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Property Developers • Landcorp • Tourism WA (Advocacy Support) • Albany Chamber of Commerce and Industry (Advocacy support) • Great Southern Development Commission (Advocacy support)

30. Market the new Performing Arts Centre to the Meetings, Industry, Conventions and Exhibitions (MICE) business tourism sector and to the performing arts sector	
Timeframe	June 2010 – December 2015
Resources	Application for \$1.5m from Jobs Fund Annual Operating Budget (AEC and tourism)
Officer	Executive Director Corporate and Community Services
Internal References	<ul style="list-style-type: none"> • Albany Insight 3 – City Centre Objective 3.2 – A vibrant cultural hub stimulated by attractive inner city residential and tourism accommodation • Albany Waterfront Memorandum of Agreement between the State of Western Australia and the City of Albany • AEC Business plan • Annual Tourism Marketing Plans
External References	N/A
Key Partners	<ul style="list-style-type: none"> • Albany and Great Southern Tourism Alliance • Australia’s South West Regional Tourism Organisation • Perth Convention Bureau • Tourism WA • Albany Chamber of Commerce and Industry

Key Focus Area 5 Regional Leadership

Strategic Objective

Council will manage and develop stakeholder relationships and deliver programs and services that will maximise the City's economic development potential and position the organisation as a respected and effective development facilitator

31. Encourage collaboration in meeting the objectives of the City's Economic Development Strategy through quarterly progress meetings between the City of Albany and key economic development organisations.	
Timeframe	Quarterly
Resources	Staff time
Officer	Manager Economic Development (Convene quarterly meetings of key stakeholder organisations) Chief Executive Officer (Working Together forum)
Internal References	<ul style="list-style-type: none"> • Albany Insight 4 – Governance Objective 4.3 – Deliver excellent community services that needs and interests of our diverse communities
External References	N/A
Key Partners	<u>Quarterly review</u> <ul style="list-style-type: none"> • Albany Chamber of Commerce and Industry • Great Southern Development Commission • Regional Development Australia <u>Annual Review</u> <ul style="list-style-type: none"> • Working Together Forum

32. Collaborate with other Great Southern local governments to identify partnering opportunities in the implementation of the strategy	
Timeframe	Ongoing
Resources	Staff time
Officer	<ul style="list-style-type: none"> • Chief Executive Officer • Executive Director Corporate and Community Services • Manager Economic Development
Internal References	<ul style="list-style-type: none"> • Albany Insight 4 – Governance Objective 4.3 – Deliver excellent community services that needs and interests of our diverse communities
External References	Local Government Reform Process
Key Partners	<ul style="list-style-type: none"> • Regional Councils • Great Southern Development Commission • Regional Development Australia

Performance Measurement

Measuring the degree of influence the City of Albany achieves in local economic development is a difficult process. As described in the introduction, there are many factors that impact economic growth, many of which are influenced by global economic conditions and by State and Federal policy settings.

The primary focus for the City of Albany is to ensure its scarce resources are targeted toward areas where it can have the biggest influence. It is particularly important that its land use planning decisions, which are guided by a range of statutory and Council policies are supportive of economic development and accordingly, these policies need to be regularly reviewed to ensure they do not unnecessarily constrain economic growth. It is also important that clear messages are transmitted to developers and Government at all levels that Albany is welcoming of investment and accordingly, Council also has an important advocacy role.

Outputs achieved from delivery of this strategy will be assessed by preparing annual reports on the level of activity for each action item identified. A number of qualitative and quantitative measures will be used to guide the measurement of outcomes from the strategy. They include:-

Primary data collection

- Feedback from key stakeholders with regard to their assessment of the level of influence the City has achieved in the projects identified in this strategy
- Leverage of external funds used to finance projects
- Commitments made to projects as a measure of the success of the City's advocacy efforts

Analysis of secondary data

- Data sources include employment data, tourism visitation and expenditure

Review

Manager Economic Development to review on or before 30/11/2014

Associated Documents

1. Direct hyperlinks are attached to this document for specific policies or documents relating to specific projects or proposed actions. Other references include:-
 - Albany Insight Strategic Plan (2008)
 - Organisational Improvement Plan (2009)
 - City of Albany Financial Assistance Policy (2009)
 - City of Albany Aboriginal Accord Action plan (2006)
 - Albany Regional Airport Business Plan (2007)
 - Albany Entertainment Centre Business Plan (2009)



ABN 16 095 568 157

13 September 2013

Mr Graham Foster
Chief Executive Officer
City of Albany
P O Box 484
ALBANY WA 6330

Dear Graham

Firstly, I thank you and your staff, Matthew Bird and Cameron Woods along with Cr Vince Callega, for taking the time out to meet with CMCA WA Representative Bevin Martin and myself on 5 & 6 August.

Albany in Western Australia has been identified as a possible venue for the CMCA 30th National Rally.

As a part of the CMCA assessment of a proposed site we addressed the economic and social viability of staging an event in a region.

The concept of staging a Rally at this time compliments the 100 year commemorations when the first ship left the area for World War 1. We are aware that there will be 12 months of activities in the City commencing November 2014 and concluding at the end of October 2015.

Proposed timing – October 2015
Venue – Albany Showground and sports fields

To stage the event CMCA will require the following:

- \$100,000 in kind support through the provision of supplying the entire site, power consumption, water consumption, use of temporary power equipment and facilities from the Show Society. Access to all buildings and amenities blocks, black water disposal, daily garbage removal, signed agreements with all user groups. Access to football clubrooms and amenities across the road, access to soccer clubrooms and area in area adjacent to the main site. Assistance with the traffic management plan and appointment of a Council or grounds liaison person.
- \$60,000 cash sponsorship to assist with the logistical managements of containers, equipment and assistance with the additional costing's involved with staff and Board attending the event.
- A need to have access to the venue for 20 days including 10 days set up, 7 days for Rally and 3 days pack up.
- Since the grounds will be redeveloped, we are seeking permission to drop grey water directly onto the grounds.

Getting there is half the fun

- Albany and nearby towns to become part of CMCA's RV Friendly Town™ Scheme.
- Albany City Council will have the opportunity to seek marketing funds for the event from WA Tourism.
- Albany Chamber of Commerce has offered administration assistance in principle to the Rally Manager when appointed.
- Assist CMCA with support marketing and promotion.

CMCA involvement

- CMCA in turn will heavily promote the region and especially the Local Government at least two years prior.
- Stories and associated promotions in the Club's magazine, *The Wanderer* and Rallies to operate concurrently.
- Issue a contract that outlines the understandings and commitment of both parties.
- Encourage a large contingent of our Membership to travel to Albany to participate in the Rally.
- At this stage it is expected between 800 – 1000 vehicles may attend. We envisage a large percentage of these will come from the eastern states and are expected to be in the area and WA for at least 3 months.
- An estimated economic boost between \$2.5 - \$3mil, before and during the Rally. It is hard to quantify an economic spend after the Rally because repeat visitation is assured on a successful event, plus Members will relate the benefits of the area to others.
- Opportunity for Council and the business community to finish the commemorations with a large finale.
- Marketing and communication assistance.

I believe this will be a fantastic venue and a great opportunity for our Members to enjoy the fruits of a marvellous region.

I look forward to hearing from you soon, so we can move forward with an announcement to our Membership that we are coming to **ALBANY**.

If you would like further information please advise on 02 49788788.

Kind regards



Richard Barwick
 General Manager
Campervan and Motorhome Club of Australia Limited

City of Albany
MONTHLY FINANCIAL REPORT
For the Period Ended 31st August 2013

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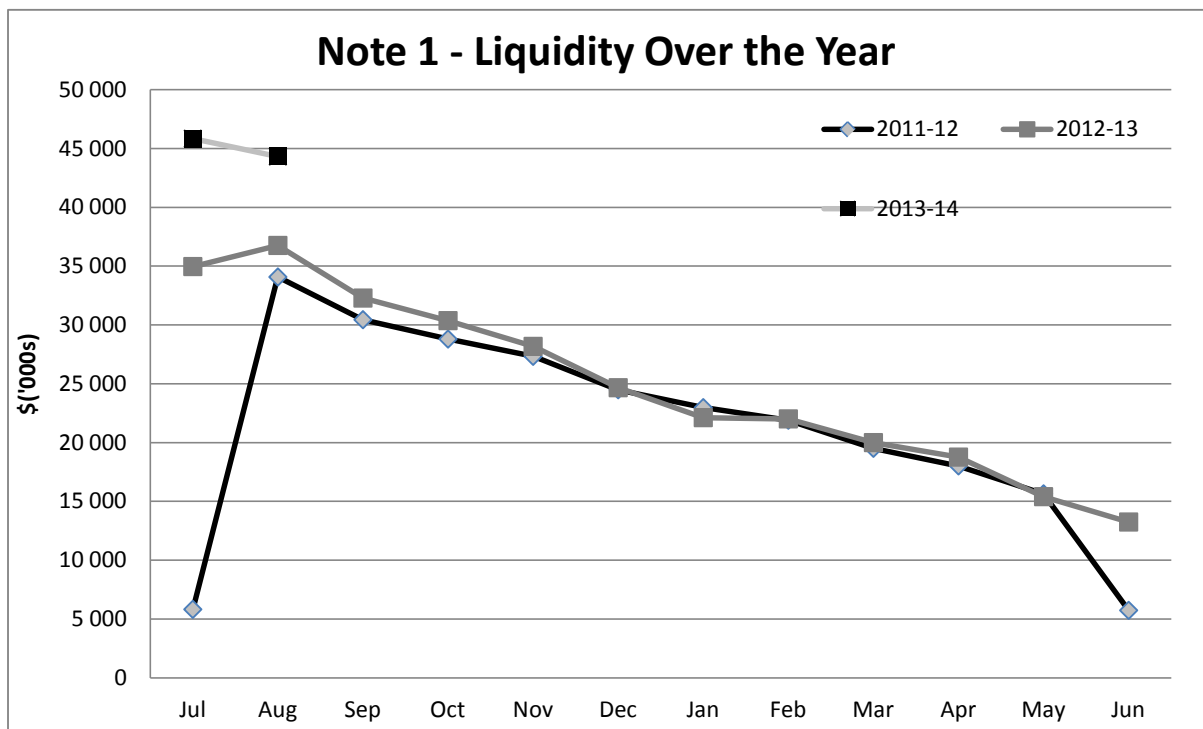
City of Albany
STATEMENT OF FINANCIAL ACTIVITY
(Nature or Type)
For the Period Ended 31st August 2013

Note	Original Annual Budget	Revised Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(b)	
Operating Revenues							
		\$	\$	\$	\$	%	
Grants & Subsidies	2 760 891	2 760 891	212 391	112 108	(100 283)	(89.5%)	▼
Contributions, Donations & Reimbursements	489 278	489 278	3 291	185 368	182 077	98.2%	▲
Profit on Asset Disposal	129 637	129 637	21 606	0	(21 606)	(100.0%)	▼
Fees and Charges	15 082 994	15 082 994	6 615 001	6 846 853	231 852	3.4%	▲
Interest Earnings	1 086 913	1 086 913	84 586	103 835	19 249	18.5%	
Other Revenue	404 000	404 000	26 617	16 622	(9 995)	(60.1%)	▼
Total (Excluding Rates)	19 953 713	19 953 713	6 963 492	7 264 787	301 295		
Operating Expense							
Employee Costs	(21 172 866)	(21 172 866)	(3 201 812)	(2 714 828)	486 984	17.9%	▼
Materials and Contracts	(16 386 158)	(16 386 158)	(2 623 785)	(1 618 885)	1 004 900	62.1%	▼
Utilities Charges	(1 750 726)	(1 750 726)	(291 784)	(172 677)	119 107	69.0%	▼
Depreciation (Non-Current Assets)	(12 271 352)	(12 271 352)	(2 045 226)	(2 045 226)	0	0.0%	
Interest Expenses	(859 851)	(859 851)	22 214	(3)	(22 217)	(787830.5%)	▼
Insurance Expenses	(745 892)	(745 892)	0	0	0		
Loss on Asset Disposal	(313 743)	(313 743)	(52 290)	0	52 290	100.0%	▼
Other Expenditure	(2 208 658)	(2 208 658)	(244 198)	(563 584)	(319 386)	(56.7%)	▲
Less Allocated to Infrastructure	788 531	788 531	131 404	32 343	(99 061)	306.3%	▼
Total	(54 920 715)	(54 920 715)	(8 305 477)	(7 082 861)	1 321 678		
Contributions for the Development of Assets							
Grants & Subsidies	23 720 796	23 720 796	2 338 055	892 645	(1 445 410)	(161.9%)	▼
Contributions, Donations & Reimbursements	1 000 000	1 000 000	0	0	0		
Net Operating Result Excluding Rates	(10 246 206)	(10 246 206)	996 070	1 074 571	177 562		
Funding Balance Adjustment							
Add Back Depreciation	12 271 352	12 271 352	2 045 226	2 045 226	0	0.0%	
Adjust (Profit)/Loss on Asset Disposal	184 106	184 106	30 684	0	(30 684)	(100.0%)	▼
Funds Demanded From Operations	2 209 252	2 209 252	3 071 980	3 119 797	146 878		
Capital Revenues							
Proceeds from Disposal of Assets	1 924 400	1 924 400	219 902	153 445	(66 457)	(43.3%)	▼
Total	1 924 400	1 924 400	219 902	153 445	(66 457)		
Acquisition of Fixed Assets							
Land and Buildings	(8 025 741)	(8 025 741)	0	(54 989)	(54 989)	(100.0%)	▲
Plant and Equipment	(3 654 492)	(3 654 492)	0	(307 355)	(307 355)	(100.0%)	▲
Furniture and Equipment	(842 314)	(842 314)	(123 238)	(7 319)	115 919	1583.9%	▼
Infrastructure Assets - Roads	(5 953 283)	(5 953 283)	(60 000)	(69 337)	(9 337)	(13.5%)	▼
Infrastructure Assets - Other	(26 542 942)	(26 542 942)	(1 293 317)	(609 041)	684 276	112.4%	▼
Total	(45 018 772)	(45 018 772)	(1 476 555)	(1 048 041)	428 514		
Financing/Borrowing							
Debt Redemption	(2 615 254)	(2 615 254)	(17 628)	(17 331)	297	1.7%	
Loan Drawn Down	2 127 000	2 127 000	0	0	0		
Total	(488 254)	(488 254)	(17 628)	(17 331)	297		
Demand for Resources							
	(41 373 374)	(41 373 374)	1 797 699	2 207 870	509 232		
Restricted Funding Movements							
Opening Funding Surplus(Deficit)	11 100 936	11 100 936	11 100 936	13 246 574	2 145 638	(16.2%)	▲
Transfer to Reserves	(13 640 795)	(13 640 795)	0	0	0		
Transfer from Reserves	15 090 919	15 090 919	0	0	0		
Rate Revenue	28 961 011	28 961 011	28 736 011	28 871 727	135 716	0.5%	▲
Closing Funding Surplus(Deficit)	138 697	138 697	41 634 646	44 326 171	2 790 586		

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st August 2013

Note 1: NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit)		
	2013-14		
	Note	This Period	Last Period
	\$	\$	\$
Current Assets			
Cash Unrestricted	19 736 971	13 525 345	13 742 205
Cash Restricted	13 850 508	13 842 525	8 962 134
Receivable - Rates and Rubbish	26 556 180	37 123 960	25 903 791
Receivables - Other	2 072 245	1 918 133	2 298 541
Accrued Income	26 266	31 659	0
Prepaid Expenses	0	0	0
Investment Land	967 500	1 312 138	1 681 028
Stock on Hand	530 637	518 158	665 791
	63 740 307	68 271 920	53 253 490
Less: Current Liabilities			
Payables	(5 441 094)	(7 661 946)	(4 153 147)
Accrued Expenses	(17 923)	0	0
Income in advance	(66 453)	(432 926)	0
Provisions	(2 692 130)	(2 803 171)	(2 770 791)
Retentions	(147 259)	(147 259)	0
	(8 364 858)	(11 045 303)	(6 923 938)
Add Back: Loans	2 597 541	2 597 541	770 406
Less: Cash Restricted	(12 679 319)	(12 679 319)	(8 658 475)
Self Supporting Loans	0	0	0
Investment land	(967 500)	(1 312 138)	(1 681 028)
Net Current Funding Position	44 326 171	45 832 700	36 760 455



Comments - Net Current Funding Position

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st August 2013

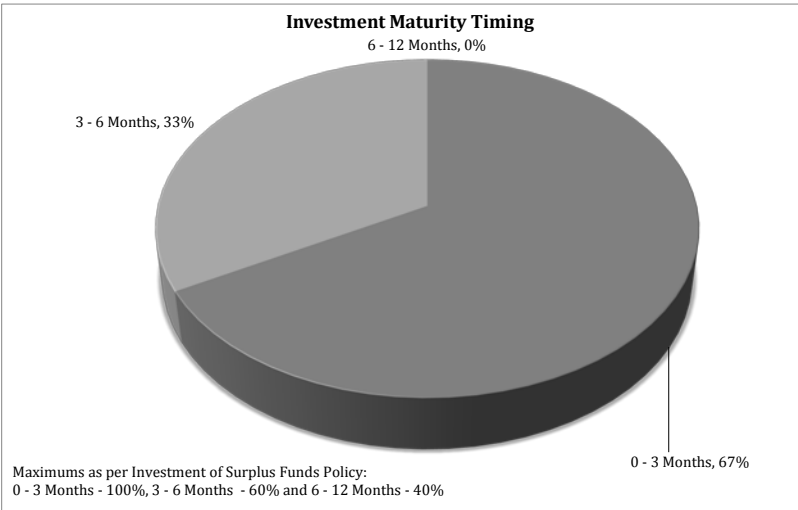
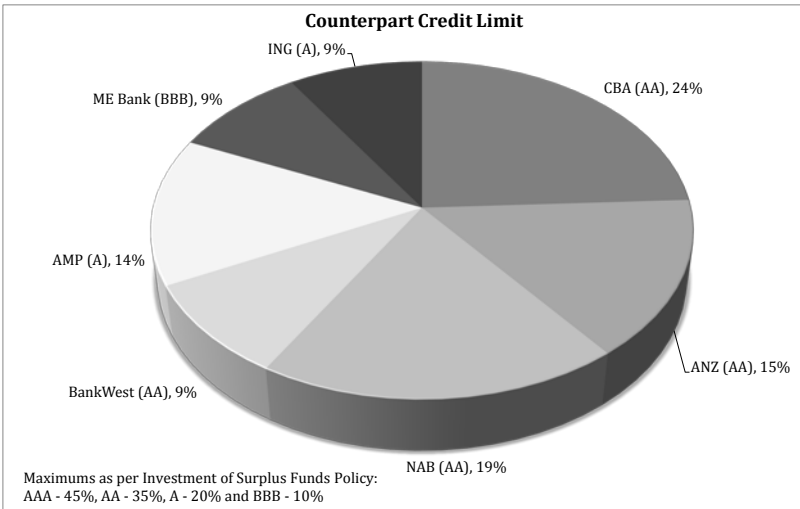
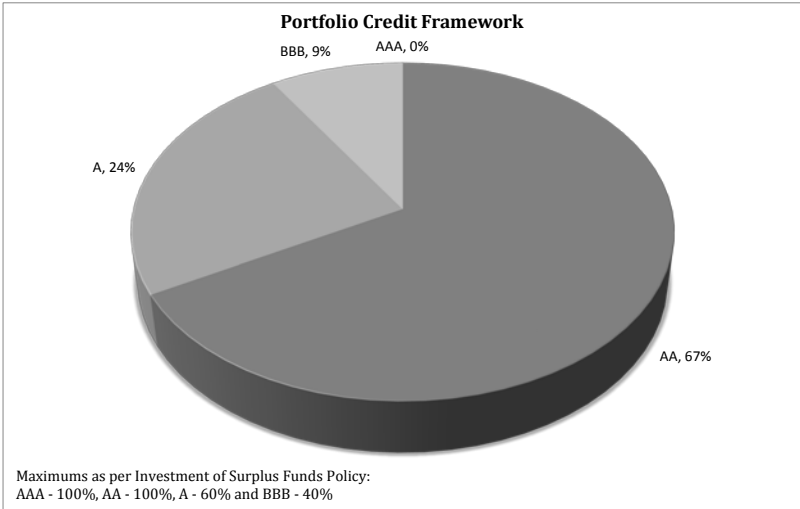
Note 2: CASH INVESTMENTS

Deposit Ref	Institution	Rating	Deposit Date	Term (Days)	Invested Interest rates	Amount Invested	Expected Interest	Amount Invested (Days)			Comparative rate		Budget v Actual				
								0 - 3 Months	3 - 6 Months	6 - 12 Months	Prior Month Interest Rate	Interest Rate at time of Report	Year to Date Budget	Year to Date Actual	Var.\$		
General Municipal																	
TD 33768604	CBA	AA	07/08/2013	30	3.53%	1 000 000	2 901	1 000 000			3.77%	3.53%					
TD 86804	CBA	AA	17/08/2013	30	3.44%	2 500 000	7 068	2 500 000			3.80%	3.44%					
TD 4081410	BWA	AA	05/07/2013	60	3.70%	2 000 000	12 164	2 000 000			3.70%	3.70%					
TD 5478	NAB	AA	09/07/2013	90	4.13%	3 000 000	30 551	3 000 000			4.13%	4.13%					
Call 2031	NAB	AA	06/02/2013	30	2.45%	1 000 000	2 015	1 000 000			2.93%	2.45%					
Call 6654	ANZ	AA	21/09/2012	30	3.25%	200 000	534	200 000			2.80%	3.25%					
TD 35190	ME Bank	BBB	20/08/2013	120	3.95%	2 000 000	25 973		2 000 000		4.15%	3.95%					
TD AMP	AMP	A	20/08/2013	180	4.10%	3 000 000	60 658		3 000 000		na	4.10%					
					Subtotal	14 700 000	141 864	9 700 000	2 000 000	-				50 885	37 938	12 947	
Restricted																	
Call 4108	CBA	AA	20/07/2013	30	2.69%	1 500 000	3 320	1 500 000			2.48%	2.69%					
TD ING	ING	A	15/03/2013	180	4.48%	2 000 000	44 186		2 000 000		4.48%	4.48%					
TD 99656	ANZ	AA	04/08/2013	60	3.80%	3 000 000	18 740	3 000 000			3.60%	3.80%					
					Subtotal	6 500 000	66 246	4 500 000	2 000 000	-				12 630	22 029	(9 399)	
Commercial Securities - CDOs																	
Corsair (Kakadu)	Corsair	CCC	21/12/2009		BBSW+1%	68 750	-				BBSW+1%	BBSW+1%					
					Subtotal	68 750	-	-	-	68 750							
					Total Funds Invested	21 268 750	208 110	14 200 000	4 000 000	68 750				63 515	59 967	3 548	

Comments/Notes - Cash Investments

City of Albany
 Monthly Investment Report
 For the Period Ended 31st August 2013

Note 2A: GRAPHICAL REPRESENTATION - CASH INVESTMENTS



City of Albany
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31st August 2013

Note 3: MAJOR VARIANCES

Comments/Reason for Variance in excess of \$50,000	Variance	
	Timing	Permanent
3.1 Operating Revenues		
<i>Grants & Subsidies</i>		
Timing of receipt for a number of smaller grants, budgeted for, not yet received.	■	
<i>Contributions, Donations & Reimbursements</i>		
Receipt of insurance refund, actual receipt in July, budgeted for later in the year.	■	
<i>Profit on Asset Disposal</i>		
No material variance		
<i>Fees and Charges</i>		
2012/13 year end adjustments for income, with some prepaid income allocated to 2013/14, plus refuse charge income slightly over budget.	■	
<i>Interest Earnings</i>		
No material variance		
<i>Other Revenue</i>		
No material variance		
3.2 Operating Expense		
<i>Employee Costs</i>		
Primary reason for under budget is no provision for annual leave or long service leave yet raised (\$160 000). Balance of under budget amount due to vacant positions, increase in budget to allow for possible EA increase - EA not yet formally in place, and under budget to date on training.	■	
<i>Materials and Contracts</i>		
No one significant issue. Primarily timing issue on receipt of regular contract invoices for items such waste management, fuel and oil, and airport security screening. Due to weather, major construction period on infrastructure repairs and maintenance not yet commenced.	■	
<i>Utilities Charges</i>		
Invoices received in July allocated to 2012/13 accounts, due to year end adjustments.	■	
<i>Depreciation (Non-Current Assets)</i>		
No material variance		
<i>Interest Expenses</i>		
No material variance		
<i>Insurance Expenses</i>		
No material variance		
<i>Loss on Asset Disposal</i>		
At time of report, no profit or loss on sale of assets yet determined, due to fair value of assets still be undertaken for year end 30 June 2013.	■	
<i>Other Expenditure</i>		
Number of smaller variances. Member fees budgeted monthly but paid end of quarter, community funding budgeted monthly not yet acquitted.	■	
<i>Less Allocated to Infrastructure</i>		
Timing issue. Major construction on infrastructure not yet commenced.	■	
3.3 Contributions for the Development of Assets		
<i>Grants & Subsidies</i>		
Three road grants budgeted for receipt in July, actual receipt in August, grant for Padre White works budgeted for July, not yet received.	■	
<i>Contributions, Donations & Reimbursements</i>		
No material variance		
3.4 Funding Balance Adjustment		
<i>Add Back Depreciation</i>		
No material variance		
<i>Adjust (Profit)/Loss on Asset Disposal</i>		
At time of report, no profit or loss on sale of assets yet determined, due to fair value of assets still be undertaken for year end 30 June 2013.	■	

City of Albany
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31st August 2013

Note 3: MAJOR VARIANCES

Comments/Reason for Variance in excess of \$50,000	Variance	
	Timing	Permanent
3.5 Capital Revenues		
<i>Proceeds from Disposal of Assets</i>		
Fewer assets disposed of year to date, compared to budget.	■	
3.6 Acquisition of Fixed Assets		
<i>Land and Buildings</i>		
Timing issue. Minor land purchases/land resumption.	■	
<i>Plant and Equipment</i>		
Timing issue of ute purchases. Budget allocated to September onwards. Some deliveries already taken.	■	
<i>Furniture and Equipment</i>		
Some budget allocated to July, minimal actual expense to date.	■	
<i>Infrastructure Assets - Roads</i>		
No material variance		
<i>Infrastructure Assets - Other</i>		
Timing issue of major projects (some ANZAC related), plus Eyres Park bike path - budgeted, invoice not yet received at time of report.	■	
3.7 Financing/Borrowing		
<i>Debt Redemption</i>		
No material variance		
<i>Loan Drawn Down</i>		
No material variance		
3.8 Restricted Funding Movements		
<i>Opening Funding Surplus(Deficit)</i>		
Carried Forward adjustments - reference details in Budget Review.		■
<i>Transfer to Reserves</i>		
No material variance		
<i>Transfer from Reserves</i>		
No material variance		
<i>Rate Revenue</i>		
Actual rates raised slightly above budget (under 1%). Budget amount is worked on 2012/13 Rate Book, whereas Actual Billings done on 2013/14 Rate Book after updates for change in property use, any valuation changes and other data changes.		■

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st August 2013

Note 4: RECEIVABLES

Receivables - Rates and Refuse

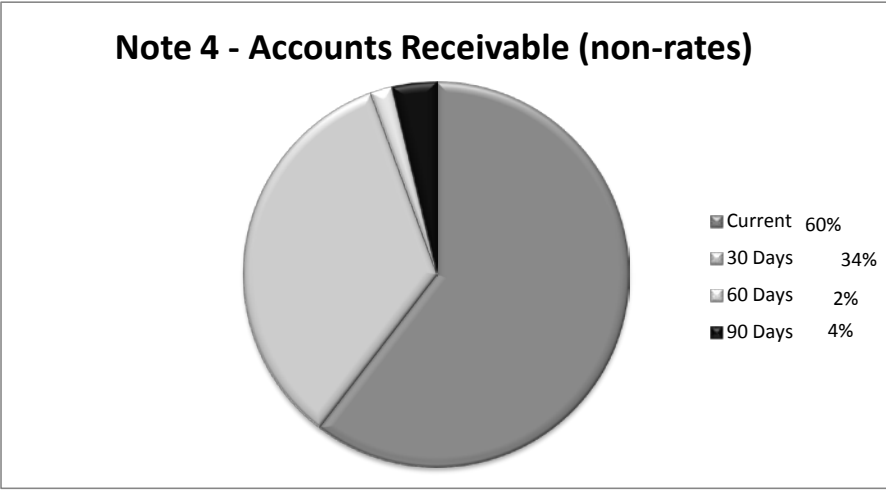
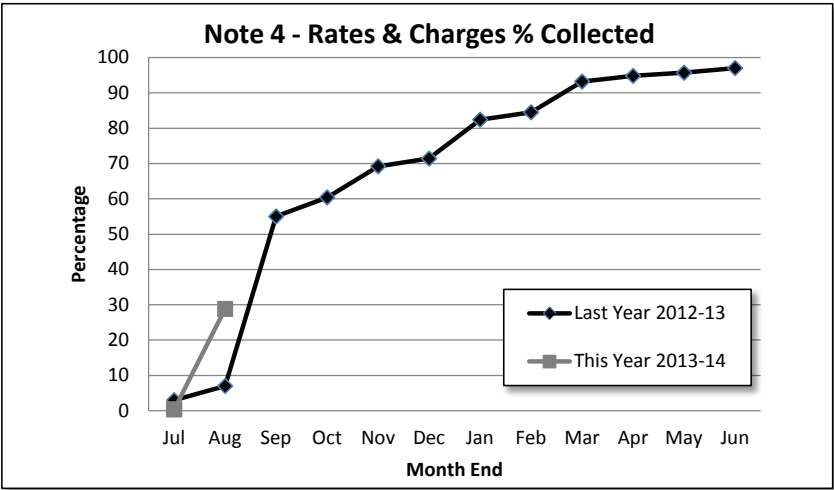
	Current 2013-14	Previous 2012-13	Total
	\$	\$	\$
Opening Arrears Previous Years		1 014 148	1 014 148
Rates Levied this year	28 871 727		28 871 727
Refuse Levied	5 036 328		5 036 328
ESL Levied	2 339 155		2 339 155
Other Charges Levied	62 611		62 611
<u>Less</u> Collections to date	(10 593 332)	(174 457)	(10 767 789)
Equals Current Outstanding	25 716 489	839 691	26 556 180
Total Rates & Charges Collectable			26 556 180
% Collected			28.85%

Receivables - General

Current	30 Days	60 Days	90 Days
\$	\$	\$	\$
556 963	313 874	17 119	33 910
			921 866

Total Outstanding

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates and Rubbish

Comments/Notes - Receivables General

City of Albany
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31st August 2013

Note 5: CAPITAL ACQUISITIONS

Contributions Information				Summary Acquisitions						
Grants	Reserves	Borrowing	Total		Original Budget	Current Budget	YTD Budget	Actual	Variance	
\$	\$	\$	\$		\$			\$	\$	
412 000	590 000	0	1 002 000	Property, Plant & Equipment	8 025 741	8 025 741	0	54 989	33 177	▲
0	0	0	0	Land and Buildings	3 654 492	3 654 492	0	307 355	307 355	▲
178 946	0	0	0	Plant & Equipment	842 314	842 314	123 238	7 319	(115 919)	▼
				Furniture & Equipment						
				Infrastructure						
2 500 000	0	0	2 500 000	Roadworks	5 953 283	5 953 283	60 000	69 337	9 337	▲
868 939	0	0	868 939	Drainage	2 467 890	2 467 890	19 867	8 812	(11 055)	▼
0	0	0	0	Bridges	3 393 000	3 393 000	0	0	0	
0	0	0	0	Footpath & Cycleways	1 895 184	1 895 184	306 666	317	(306 349)	▼
77 200	9 721	0	86 921	Parks, Gardens & Reserves	6 628 137	6 628 137	960 784	574 944	(385 840)	▼
1 125 000	1 800 000	0	2 925 000	Airport	1 300 000	1 300 000	0	1 253	1 253	▲
0	1 260 557	0	1 260 557	Sanitation	1 260 557	1 260 557	0	0	0	
9 388 749	80 634	0	452 390	Other Infrastructure	9 598 174	9 598 174	6 000	23 715	17 715	▲
14 550 834	3 740 912	0	9 095 807	Totals	45 018 772	45 018 772	1 476 555	1 048 041	(450 326)	

Comments - Capital Acquisitions

TRUST CHEQUES AND ELECTRONICS FUNDS TRANSFER PAYMENTS

EFT/CHQ	Date	Name	Description	Amount
EFT84661	29/08/2013	DEPARTMENT OF HOUSING AND WORKS	ACCOUNT: 1/1219071/8599 PROJECT NO: 80131	1,468.22

Total \$ **1,468.22**

MASTERCARD TRANSACTIONS - AUGUST 2013

Date	Payee	Description	Amount
31/07/13	Planning Institute	2013 WA Conference Registration J Van der Mescht	1,145.00
31/07/13	Planning Institute	2013 WA Conference Registration D Delury	1,145.00
31/07/13	WOTIF.com	Accommodation J Van Der Mescht & D Delury	1,187.50
31/07/13	Eventarc	Conference A Nicol & C Simpson	1,080.00
31/07/13	WOTIF.com	Accommodation A Nicol & C Simpson	1,199.50
1/08/13	Virgin	Airfare D Putland Conference	746.36
2/08/13	Comfort Inn	Accommodation J Van Der Mescht & P Camins	1,272.50
17/08/13	Virgin	Airfare H Munt	378.20
15/08/13	Albany Chamber Commerce	ACCI Women's Leadership Forum	2,667.60
19/08/13	Local Governments	Women in Local Govt Conference	2,385.00
23/08/13	Qantas	Airfare A Page AAA Conference Darwin	618.00
23/08/13	Perth Riverview Holiday Apartments	Accommodation A McEwan	647.00
23/08/13	Eventarc	Conference A McEwan International Biodiversities Conference	600.00
13/08/13	Bannister Suites	Accommodation D Marsh	430.00
21/08/13	Virgin	Airfares Crock Specialists	775.10
13/08/13	ICTC Society	CIlr Bowles - Dynamic Cities	995.00
16/08/13	ICTC Society	Mayor Wellington - Dynamic Cities	445.00
21/08/13	Dan Murphy's	Wine - Council Meetings	362.18
30/07/13	Holiday Inn	Accommodation S Dwyer - Training Perth	1,009.93
30/07/13	Holiday Inn	Accommodation I McLoughlin - Training Perth	1,100.26
13/08/13	WOTIF.com	Accommodation T Catherall - Training Perth	562.50
13/08/13	Prokon Software	License Agreement: Maintenance Expiry 1/9/2014	2,856.99
30/07/13	Virgin	Airfare T Flett - Volunteer Conference	337.48
30/07/13	Economic Development	Economic Development Conference - C Woods	1,020.00
30/07/13	Virgin	Airfare P Neilsen PLNA AGM	357.70
30/07/13	Virgin	Airfare K Parker Albany Art Prize	357.70
1/08/13	Qantas	Airfare C Woods EDA Conference	650.00
1/08/13	City of Albany	Accommodation W Westmore - ALAC Manager	264.80
2/08/13	Qantas	Airfare W Westmore - ALAC Manager	1,113.00
2/08/13	Virgin	Airfare W Westmore - ALAC Manager	357.70
13/08/13	Virgin	Airfare D Adeline - Conference	357.70
14/08/13	Hotels.com	Accommodation S Majidi - Conference	402.33
21/08/13	All Occasions Management	AAA Conference A Page	1,516.30
Various	Sundry < \$ 200.00		1,842.85

Total **32,186.18**

PAYROLL - 16/8/13-15/9/13

Date	Description	Amount
19/08/2013	Sundry Pay	\$ 40,434.18
21/08/2013	Payroll	\$ 501,691.33
22/08/2013	Sundry Pay	\$ 247.30
4/09/2013	Payroll	\$ 502,975.04
6/09/2013	Sundry Pay	\$ 13,252.34
10/09/2013	Sundry Pay	\$ 2,299.74

Total \$ **1,060,899.93**

Chq	Date	Name	Description	Amount
29222	22/08/2013	DEPARTMENT OF TRANSPORT	VEHICLE REIGISTRATION	91.30
29223	22/08/2013	DEPARTMENT OF JUSTICE - FINES ENFORCEMENT	PARKING - LEGAL FEES	688.00
29224	22/08/2013	PETTY CASH - ALBANY AQUATIC AND LEISURE CENTRE	NETBALL UMPIRE FEES	2,000.00
29225	22/08/2013	SENSIS PTY LTD	SENSIS VALUE PACKAGE - BUSINESS ESSENTIALS	39.58
29227	22/08/2013	TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	17,457.30
29228	22/08/2013	VODAFONE PTY LTD	PHONE CHARGES	49.00
29229	22/08/2013	WATER CORPORATION	WATER CONSUMPTION VARIOUS LOCATIONS	1,028.92
29230	22/08/2013	KYLIE COWARD	CROSSOVER SUBSIDY	164.44
29231	29/08/2013	GEOFF AND ROSEMARY CUGLEY	CROSSOVER SUBSIDY	97.41
29232	29/08/2013	ANDREW PENSON	CROSSOVER SUBSIDY	173.27
29233	29/08/2013	AMP FLEXIBLE LIFETIME SUPER PLAN	Superannuation contributions	1,702.51
29234	29/08/2013	AMP RSA	Superannuation contributions	675.70
29235	29/08/2013	AMP LIFE LIMITED	Superannuation contributions	425.36
29236	29/08/2013	ASGARD	Superannuation contributions	337.85
29237	29/08/2013	CARE SUPER PTY LTD	Superannuation contributions	451.24
29238	29/08/2013	COLONIAL FIRST STATE ROLLOVER & SUPER FUND	Superannuation contributions	468.36
29239	29/08/2013	HESTA SUPER FUND	Superannuation contributions	1,371.15
29240	29/08/2013	HOSTPLUS PTY LTD	Superannuation contributions	719.04
29241	29/08/2013	IOOF INVESTMENT MANAGEMENT LTD	Superannuation contributions	496.94
29242	29/08/2013	MEDIA SUPER	Superannuation contributions	346.66
29243	29/08/2013	MLC NOMINEES PTY LTD	Superannuation contributions	417.26
29244	29/08/2013	MLC MASTERKEY BUSINESS SUPER	Superannuation contributions	327.52
29245	29/08/2013	MLC NOMINEES PTY LIMITED	Superannuation contributions	646.65
29246	29/08/2013	NATIONAL MUTUAL RETIREMENT FUND	Superannuation contributions	241.48
29247	29/08/2013	PLUM NOMINEES P/L PLUM SUPER FUND	Superannuation contributions	334.58
29248	29/08/2013	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	513.36
29249	29/08/2013	IOOF GLOBAL ONE (EX SKANDIA GLOBAL)	Superannuation contributions	403.33
29250	29/08/2013	SPECTRUM SUPER	Superannuation contributions	486.32
29251	29/08/2013	SUNSUPER SUPERANNUATION	Superannuation contributions	738.78
29252	29/08/2013	SUPERWRAP PERSONAL SUPER PLAN	Superannuation contributions	736.88
29253	29/08/2013	TAL SUPERANNUATION LIMITED	Superannuation contributions	343.40
29254	29/08/2013	UNI SUPER	Superannuation contributions	281.40
29255	29/08/2013	AUST INSTITUTE OF BUILDING SURVEYORS	2013 STATE CONFERENCE - WA CHAPTER	1,135.00
29256	29/08/2013	BRIDGESTONE AUSTRALIA LTD	TYRE PURCHASES/MAINTENANCE	631.36
29257	29/08/2013	DEPARTMENT OF TRANSPORT	AMAZING ALBANY NUMBER PLATE	180.00
29258	29/08/2013	GIRL GUIDES GREAT SOUTHERN	KIDSPORT VOUCHERS	348.00
29259	29/08/2013	MLC MASTERKEY SUPERANNUATION GOLD STAR	Superannuation contributions	133.43
29260	29/08/2013	THE MURRAY HOTEL	ACCOMMODATION OFFICER TRAINING	775.00

		REPORT ITEM CSF025 REFERS	
29261	29/08/2013 PETTY CASH - DEPOT	PETTY CASH REIMBURSEMENTS	405.15
29262	29/08/2013 TELSTRA CORPORATION LIMITED	MOBILE TELEPHONE ACCOUNT	8,724.74
29263	29/08/2013 WATER CORPORATION	WATER CONSUMPTION	62.34
29264	05/09/2013 JULIE HOLT	REFUND CANCELLED SWIM LESSONS	42.00
29265	05/09/2013 DEPARTMENT OF TRANSPORT	AMAZING ALBANY NUMBER PLATES	180.00
29266	05/09/2013 IML LOGISTICS	PALLET SODA ASH - ALAC	449.23
29267	05/09/2013 PETTY CASH - ALBANY PUBLIC LIBRARY	PETTY CASH REIMBURSEMENTS	333.70
29268	05/09/2013 PETTY CASH - VISITORS CENTRE	PETTY CASH REIMBURSEMENTS	292.10
29269	05/09/2013 TELSTRA CORPORATION LIMITED	TELEPHONE CHARGES	169.66
29270	05/09/2013 PAUL UHLMANN	750 word Catalogue introduction for the 2013 Albany Art Prize	750.00
29272	12/09/2013 GLENDA IRVING	REFUND OF PARKING INFRINGEMENT #2140	120.00
29273	12/09/2013 KRISTY WEBB	REFUND OF SWIM LESSONS	48.00
29274	12/09/2013 DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION	668.70
29275	12/09/2013 DEPARTMENT OF JUSTICE - FINES ENFORCEMENT	PARKING - LEGAL FEES - UNPAID INFRINGEMENT TO FER	258.00
29276	12/09/2013 PIVOTEL SATELLITE PTY LIMITED	SATELLITE PHONE CHARGES	225.00
29277	12/09/2013 ROYAL LIFE SAVING SOCIETY AUSTRALIA	Purchase Swim and Survive Certificates and Badges for Swim School	123.75
29278	12/09/2013 COMMISSIONER OF STATE REVENUE	REFUND SENIORS REBATE - RATES	240.44
29279	12/09/2013 WATER CORPORATION	WATER CONSUMPTION VARIOUS LOCATIONS	3,936.94

TOTAL

\$ 48,866.70

REPORT ITEM CSF025 REFERS

EFT	Date	Name	Description	Amount
EFT84524	22/08/2013	14 PEELS PLACE	CATERING	180.00
EFT84525	22/08/2013	ABA SECURITY	Repairs to locking device front door/ mains failure to alarm keypad	465.15
EFT84526	22/08/2013	ABBOTTS LIQUID SALVAGE PTY LTD	PUMP PUBLIC TOILETS	50.00
EFT84527	22/08/2013	ABLE TRAILERS	Aluminium Trade Top 7' x 4' trailers complete with 14 tyres/rims	5,200.00
EFT84528	22/08/2013	ACORN TREES AND STUMPS	The removal of tree	572.00
EFT84529	22/08/2013	ACTIV FOUNDATION INC.	E WASTE REYCLING	4,162.40
EFT84530	22/08/2013	AD CONTRACTORS PTY LTD	Litres of Catamol (Emulsion)	1,170.40
EFT84531	22/08/2013	ADVANCE PRESS(2013) PTY LTD	SUPPLY AND DEL TO ZIP FORM 16000 FIRE MANAGEMENT REQUIREMENT NOTICES	2,992.00
EFT84532	22/08/2013	ALBANY BRAKE AND CLUTCH	VEHICLE MAINTENANCE	15.40
EFT84533	22/08/2013	ALBANY INDUSTRIAL SERVICES PTY LTD	Hire of excavator	1,581.25
EFT84534	22/08/2013	ALBANY PRINTERS	RURAL TIP PASSES X 4,800	1,719.00
EFT84535	22/08/2013	ALBANY FARM TREE NURSERY	NURSERY SUPPLIES	32.56
EFT84536	22/08/2013	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	438.77
EFT84537	22/08/2013	ALBANY SWEEP CLEAN	SWEEPING SERVICE	346.50
EFT84538	22/08/2013	ALBANY STATIONERS	STATIONERY SUPPLIES	242.30
EFT84539	22/08/2013	ALBANY REFRIGERATION	REFRIGERATION & AIRCONDITIONING REPAIRS & MAINTENANCE	275.00
EFT84540	22/08/2013	ALBANY SKIPS AND WASTE SERVICES	Skip bin rental fees	430.00
EFT84541	22/08/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	STATIONERY SUPPLIES	822.50
EFT84542	22/08/2013	ALBANY LEGAL PTY LTD	PROFESSIONAL FEES	752.40
EFT84543	22/08/2013	JANE ALLEN	WALGA PROCUREMENT WORKSHOP - reimbursements	77.77
EFT84544	22/08/2013	AQUENTA CONSULTING PTY LTD	For the provision of Quantity Surveyor Services for Albany Airport Terminal Security Upgrade (Stage 2)	3,645.72
EFT84545	22/08/2013	ARDESS NURSERY	STREET TREES	685.55
EFT84546	22/08/2013	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	4,136.08
EFT84547	22/08/2013	BADGEMATE	MAGNETIC & PIN BADGES	172.87
EFT84548	22/08/2013	BANDICOOT NURSERY	Manual weeding and removal of material	1,050.00
EFT84549	22/08/2013	BAREFOOT CLOTHING MANUFACTURERS	UNIFORMS	551.65
EFT84550	22/08/2013	ALBANY TRAFFIC CONTROL	Hours Hire of Traffic Control	9,678.29
EFT84551	22/08/2013	BLACKWOODS	PROTECTIVE WORKWEAR	1,061.69
EFT84552	22/08/2013	BRANDNET PTY LTD T/AS MILITARY SHOP	FORTS MERCHANDISE	653.53
EFT84553	22/08/2013	BREAKSEA ELECTRICAL	Supply & install new underground cabling Rutherford Street Lower King	3,652.00
EFT84554	22/08/2013	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	389.37
EFT84555	22/08/2013	BUNNINGS GROUP LIMITED	HARDWARE/TOOL SUPPLIES	295.74
EFT84556	22/08/2013	CAREERONE PTY LTD	EOFY CAREERONE OFFER RECRUITMENT COSTS	6,050.00
EFT84557	22/08/2013	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	3,524.19
EFT84558	22/08/2013	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	169.06
EFT84559	22/08/2013	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT	305,210.42
EFT84560	22/08/2013	COCA-COLA AMATIL PTY LTD	SOFT DRINK SUPPLIES FOR ALAC CAFE	583.93
EFT84561	22/08/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	504.96
EFT84562	22/08/2013	CONSTRUCTION EQUIPMENT AUSTRALIA	VEHICLE PARTS	259.38
EFT84563	22/08/2013	COURIER AUSTRALIA	FREIGHT FEES	200.97
EFT84564	22/08/2013	ALBANY SIGNS	ASSORTED SIGNAGE	352.00
EFT84565	22/08/2013	COVS PARTS PTY LTD	PROTECTIVE GLOVES	107.89

REPORT ITEM CSF025 REFERS

EFT84566	22/08/2013	AL CURNOW HYDRAULICS	VEHICLE PARTS/MAINTENANCE	175.16
EFT84567	22/08/2013	DE JONGE MECHANICAL REPAIRS	VEHICLE REPAIRS/MAINTENANCE	70.00
EFT84568	22/08/2013	LANDGATE - PROPERTY & VALUATIONS	TITLE SEARCHES- RENTAL VALUATIONS	3,105.17
EFT84569	22/08/2013	JANINE DETERMES	FITNESS INSTRUCTION	180.00
EFT84570	22/08/2013	DREW MARSH	TRAVELL EXPENSE CLAIM FOR METRO COURT TRAINING COURSE AND CERTIFICATION	233.25
EFT84571	22/08/2013	EASIFLEET MANAGEMENT	MOTOR VEHICLE LEASE RENTAL/ESP BUREAU FEE/BUREAU FEE REBATE	5,548.07
EFT84572	22/08/2013	SIMON EDWARDS	AIR BP CALL OUT FEES	10.42
EFT84573	22/08/2013	ALBANY ENGINEERING COMPANY	VEHICLE REPAIRS/MAINTENANCE	822.80
EFT84574	22/08/2013	ESSENTIAL ENVIRONMENTAL	PROJECT MANAGEMENT, WATER MANAGEMENT STRATEGY	8,756.00
EFT84575	22/08/2013	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES	48.63
EFT84576	22/08/2013	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ANNUAL MONITORING FEE FOR 2013/14	4,936.20
EFT84577	22/08/2013	THE FIXUPPERY	WINDOW CLEANING	1,138.01
EFT84578	22/08/2013	ALLAN DAVID FLETT	VEHICLE REPAIRS/MAINTENANCE	10,729.35
EFT84579	22/08/2013	FRANEY & THOMPSON	TIMBER SUPPLIES	152.54
EFT84580	22/08/2013	FRIENDS OF THE ART GALLERY OF WESTERN AUSTRALIA	ADVERTISING	530.00
EFT84581	22/08/2013	FUELS WEST PETROLEUM	litres DIESEL FUEL	10,907.45
EFT84582	22/08/2013	GALLERY 500	ART SUPPLIES	119.05
EFT84583	22/08/2013	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS	220.00
EFT84584	22/08/2013	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	Course Registration fees	1,470.00
EFT84585	22/08/2013	SOUTHERN SHARPENING SERVICES	KNIFE & BLADE SHARPENING	128.40
EFT84586	22/08/2013	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING SUPPLIES	2,778.11
EFT84587	22/08/2013	GREAT SOUTHERN TURF	120 sq metres turf	660.00
EFT84588	22/08/2013	STEPHEN GRIMMER	BEST PRACTICE IN LOCAL GOVERNMENT CONFERENCE - REIBURSEMENTS	125.00
EFT84589	22/08/2013	GSM AUTO ELECTRICAL	VEHICLE PARTS/MAINTENANCE	919.36
EFT84590	22/08/2013	GT BEARING AND ENGINEERING SUPPLIES	ELECTRODES/VEHICLE PARTS	445.00
EFT84591	22/08/2013	GWN GREAT SOUTHERN	ADVERTISING	4,004.00
EFT84592	22/08/2013	HARVEY NORMAN ELECTRICAL ALBANY	UNIDEN CORDLESS PHONE	200.00
EFT84593	22/08/2013	CHRISTOPHER HOLDEN	MILEAGE CLAIM	211.92
EFT84594	22/08/2013	JETBLACK MC	PLANNING/ADVERTISING PROCESS	462.00
EFT84595	22/08/2013	JOHN KINNEAR AND ASSOCIATES	Survey of gravel pit	1,388.75
EFT84596	22/08/2013	KINJARLING INDIGENOUS CORPORATION	MONITORING FEES	400.00
EFT84597	22/08/2013	KRISTINA KING	RATES REFUND A94065	3,252.15
EFT84598	22/08/2013	KNOTTS GROUP PTY LTD	PLUMBING REPAIRS/MAINTENANCE	579.38
EFT84599	22/08/2013	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2013/2014	8,924.26
EFT84600	22/08/2013	DEPARTMENT OF LOCAL GOVERNMENT	MISCELLANEOUS PURCHASE - PROPORTION OF LG STANDARDS	105.60
EFT84601	22/08/2013	LOCKEEZ LUNCHBAR	CATERING	494.00
EFT84602	22/08/2013	LORLAINE DISTRIBUTORS PTY LTD	CLEANING SUPPLIES	262.80
EFT84603	22/08/2013	M2 TECHNOLOGY PTY LTD	M2 ON HOLD CUSTOMNET	1,156.63
EFT84604	22/08/2013	ANTHONY MCEWAN	TRAVEL REIMBURSEMENTS FOR COASTAL CONFERENCE IN ESPERANCE	890.90
EFT84605	22/08/2013	MCLEODS BARRISTERS & SOLICITORS	PROFESSIONAL FEES	7,440.70
EFT84606	22/08/2013	METROOF ALBANY	ROOFING SUPPLIES - GUTTERING	1,022.18
EFT84607	22/08/2013	METROCOUNT PTY LTD	Field - 30m Road Tube, Field - Figure 8 Road Cleat (Lge) 10 pack, Field - Centreline Flap 10 pack & 6V WELDED BATTERY PACK	2,357.30
EFT84608	22/08/2013	AIRPORT SECURITY PTY LTD	AVIATION SECURITY IDENTIFICATION CARDS	440.00

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EFT84609	22/08/2013	NEVILLES HARDWARE & BUILDING SUPPLIES	HARDWARE SUPPLIES	180.55
EFT84610	22/08/2013	ALBANY COMMUNITY PHARMACY	FIRST AID SUPPLIES	189.90
EFT84611	22/08/2013	OFFICEWORKS SUPERSTORES PTY LTD	Logitech Ultrathin Keyboard Cover for iPad/headphones/WD HDD 2TB	437.95
EFT84612	22/08/2013	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	70.77
EFT84613	22/08/2013	OPUS INTERNATIONAL CONSULTANTS LTD	Centennial Park - Prepare scope of services brief	1,762.20
EFT84614	22/08/2013	ORIGIN ENERGY	LP GAS DELIVERY - ALAC	8,786.30
EFT84615	22/08/2013	CORR ART	ARTISTIC DEVELOPMENT TEACHING	345.00
EFT84616	22/08/2013	OUTDOOR WORLD ALBANY	FENCING DAY CARE CENTRE	792.00
EFT84617	22/08/2013	PAULS PET FOOD	DOG FOOD	57.00
EFT84618	22/08/2013	PLASTICS PLUS	Black heavy duty basin	13.64
EFT84619	22/08/2013	RADIOWEST BROADCASTERS PTY LTD	BRANDWORKS ADVERTISING 2013-2014	895.95
EFT84620	22/08/2013	REECE PTY LTD	Product Code Lifting Keys Long handled	202.02
EFT84621	22/08/2013	REPLICA MEDALS	FORTS MERCHANDISE	39.60
EFT84622	22/08/2013	ROSMECH SALES AND SERVICE PTY LTD	SCARAB ROAD SWEEPER PARTS	126.45
EFT84623	22/08/2013	3RD ALBANY SCOUT GROUP	CATERING	400.00
EFT84624	22/08/2013	SERENITY PARK	DISPOSAL OF ANIMALS	140.00
EFT84625	22/08/2013	G & L SHEETMETAL	WINDSPRAY GUTTERS/S/STEEL CORNER PRESSING	847.00
EFT84626	22/08/2013	SKILL HIRE WA PTY LTD	CASUAL STAFF/APPRENTICE FEES	1,415.59
EFT84627	22/08/2013	SMITHS ALUMINIUM & 4WD CENTRE	The repair of Eyre Park excavator	35.00
EFT84628	22/08/2013	SUE SMITH	WORKING WITH CHILDREN CHECK RENEWAL REIMBURSEMENT	54.00
EFT84629	22/08/2013	SOUTHERN ELECTRICS	MAINTENANCE AND REPLACEMENT PARTS HOCKEY LIGHTING TOWERS/ELECTRICAL REPAIRS & MAINTENANCE ALAC	11,270.65
EFT84630	22/08/2013	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	192.04
EFT84631	22/08/2013	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING SUPPLIES	1,768.98
EFT84632	22/08/2013	SPEEDO AUSTRALIA PTY LTD	SWIMMING SUPPLIES	19.20
EFT84633	22/08/2013	BLUESCOPE DISTRIBUTION PTY LTD	STEEL SUPPLIES	157.52
EFT84634	22/08/2013	SUNNY SIGN COMPANY	ASSORTED SIGNAGE	1,601.75
EFT84635	22/08/2013	ALBANY LOCK SERVICE	PADLOCKS FOR FIRE GATES	1,165.00
EFT84636	22/08/2013	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	1,524.35
EFT84637	22/08/2013	THINKWATER ALBANY	IRRIGATION SUPPLIES	340.46
EFT84638	22/08/2013	THE TOFFEE FACTORY	VISITOR CENTRE MERCHANDISE	65.04
EFT84639	22/08/2013	TRAILBLAZERS	SAFETY BOOTS	165.55
EFT84640	22/08/2013	TRUCKLINE	VEHICLE PARTS	2,818.50
EFT84641	22/08/2013	TRU-BLU GROUP PTY LTD	Days hire of 3 Tonne Excavator	808.21
EFT84642	22/08/2013	ALBANY TYREPOWER	12 x 16.5 skidsteer tyres	1,237.20
EFT84643	22/08/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES - BULK GREEN WASTE	17,510.25
EFT84644	22/08/2013	VALENTINO'S FLOWERS	2 X SILK ARRANGEMENTS FOR ALBANY CLUB - NAIDOC WEEK	330.00
EFT84645	22/08/2013	IT VISION AUSTRALIA PTY LTD	RENEW SYNERGY SOFT AND UNIVERS ANNUAL LICENSE FEES TO 30/6/14	121,429.85
EFT84646	22/08/2013	WRITING WA INC	ANNUAL MEMBERSHIP RENEWAL	135.00
EFT84647	22/08/2013	WAUTERS ENTERPRISES PTY LTD	Mount Clarence Infrastructure Upgrade	368,517.23
EFT84648	22/08/2013	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	212.96
EFT84649	22/08/2013	WESTERBERG PANEL BEATERS	INSURANCE EXCESS	300.00
EFT84650	22/08/2013	WESTRAC EQUIPMENT PTY LTD	VEHICLE PARTS	401.58
EFT84651	22/08/2013	WESTSHRED DOCUMENT DISPOSAL	DOCUMENT DISPOSAL	550.00
EFT84652	22/08/2013	WESTERN WORK WEAR	UNIFORMS	387.00

REPORT ITEM CSF025 REFERS

EFT84653	22/08/2013	WOOD AND GRIEVE ENGINEERS	DESIGN FOR WILLYUNG ROAD WIDENING & RECONSTRUCTION	18,284.75
EFT84654	22/08/2013	WOODLANDS DISTRIBUTORS AND AGENCIES	STAINLESS STEEL POWDER COATED DOG WASTE BAG DISPENSERS/ROLLS OF BLACK OXO DEGRADABLE DOG WASTE BAGS	854.70
EFT84655	22/08/2013	WORKWISE OCCUPATIONAL HEALTH	RETURN TO WORK PROGRAM, CASE MANAGEMENT & CO-ORDINATE RETURN TO WORK PROGRAM	402.44
EFT84656	22/08/2013	WREN OIL	WASTE DISPOSAL - WASTE OIL - BULK LITRES	145.20
EFT84657	22/08/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	UNIFORMS	413.20
EFT84658	22/08/2013	ZENITH LAUNDRY	LAUNDRY SERVICES	41.99
EFT84659	22/08/2013	ZIPFORM	RATE NOTICE PRODUCTION 2013/14	21,976.13
EFT84660	22/08/2013	THE SUNDAY TIMES	ADVERTISING	1,762.20
EFT84662	29/08/2013	ASGARD	SUPER CONTRIBUTIONS	70.76
EFT84663	29/08/2013	ABUNDANT SPERANNUATION FUND	Superannuation contributions	300.76
EFT84664	29/08/2013	AJW SUPERANNUATION FUND	Superannuation contributions	410.76
EFT84665	29/08/2013	ALBANY COMMUNITY HOSPICE	Payroll deductions	44.00
EFT84666	29/08/2013	AMP SUPERANNUATION LIMITED	Superannuation contributions	1,689.14
EFT84667	29/08/2013	AUSTRALIAN TAXATION OFFICE	Payroll deductions	275,809.47
EFT84668	29/08/2013	AUSTRALIAN SERVICES UNION WA BRANCH	Payroll deductions	4,277.12
EFT84669	29/08/2013	PRIME SUPER	Superannuation contributions	906.28
EFT84670	29/08/2013	AUSTRALIAN SUPER	Superannuation contributions	4,643.66
EFT84671	29/08/2013	BANSCOTT SUPER FUND	Superannuation contributions	549.02
EFT84672	29/08/2013	BT SUPER FOR LIFE	Superannuation contributions	417.26
EFT84673	29/08/2013	BT SUPER FOR LIFE	Superannuation contributions	302.10
EFT84674	29/08/2013	BT SUPER FOR LIFE	Superannuation contributions	136.53
EFT84675	29/08/2013	CHILD SUPPORT AGENCY	Payroll deductions	1,770.00
EFT84676	29/08/2013	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	818.10
EFT84677	29/08/2013	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	845.40
EFT84678	29/08/2013	CULLOTON SUPERANNUATION FUND	Superannuation contributions	52.53
EFT84679	29/08/2013	FIRST STATE SUPER	Superannuation contributions	716.02
EFT84680	29/08/2013	GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	88.24
EFT84681	29/08/2013	GENERATIONS PERSONAL SUPER FUND	Payroll deductions	449.70
EFT84682	29/08/2013	GENERATIONS PERSONAL SUPER FUND	Superannuation contributions	49.03
EFT84683	29/08/2013	HBF OF WA	Payroll deductions	854.40
EFT84684	29/08/2013	ING INTEGRA SUPER	Superannuation contributions	229.91
EFT84685	29/08/2013	ING ONE ANSWER PERSONAL SUPER	Superannuation contributions	481.77
EFT84686	29/08/2013	JACQUI AND ROSS SUPER FUND	Superannuation contributions	102.57
EFT84687	29/08/2013	NORTH PERSONAL SUPERANNUATION & PENSION FUND	Superannuation contributions	514.76
EFT84688	29/08/2013	OAK TREE SUPERANNUATION FUND	Superannuation contributions	259.05
EFT84689	29/08/2013	ONEPATH LIFE LIMITED	Superannuation contributions	150.78
EFT84690	29/08/2013	REST SUPERANNUATION	Superannuation contributions	5,192.32
EFT84691	29/08/2013	MARITIME SUPER	Superannuation contributions	177.97
EFT84692	29/08/2013	SPECTRUM SUPER	Superannuation contributions	377.62
EFT84693	29/08/2013	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	336.17
EFT84694	29/08/2013	WA LOCAL GOVT SUPERANNUATION	Superannuation contributions	123,165.21
EFT84695	29/08/2013	WAYNE JOHN STEAD PTY LTD SUPERANNUATION FUND	Payroll deductions	1,495.34
EFT84696	29/08/2013	WESTSCHEME	Superannuation contributions	2,460.72

REPORT ITEM CSF025 REFERS

EFT84697	29/08/2013	3D CATERING	CATERING	160.00
EFT84698	29/08/2013	ABACUS (WA) PTY LTD	OLYMPUS DIGITAL RECORDER KIT & DELIVERY COSTS REC - DICTATION	693.00
EFT84699	29/08/2013	ACORN TREES AND STUMPS	VEGETATION CHIPPING	1,496.00
EFT84700	29/08/2013	ACTIV FOUNDATION INC.	CLEANING RAGS	90.00
EFT84701	29/08/2013	GARRY ADAMS	REIMBURSEMENTS FOR ED MEETING	200.00
EFT84702	29/08/2013	ALBANY ADVERTISER LTD - NORTH ROAD	ADVERTISING	698.01
EFT84703	29/08/2013	OPTEON (ALBANY AND GREAT SOUTHERN WA)	RENTAL VALUATIONS	715.00
EFT84704	29/08/2013	ALBANY SWEEP CLEAN	Sweeping of car parks, pathways and board walks	3,116.50
EFT84705	29/08/2013	ALBANY INDOOR PLANT HIRE	INDOOR PLANT HIRE	980.31
EFT84706	29/08/2013	ALBANY RETRAVISION	CORDLESS TELEPHONE	159.95
EFT84707	29/08/2013	ALBANY REFRIGERATION	QUARTERLY MAINTENANCE OF AIR CONDITIONING	1,232.00
EFT84708	29/08/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	STATIONERY SUPPLIES	551.50
EFT84709	29/08/2013	ALBANY AND REGIONAL VOLUNTEER SERVICE	SERVICE AGREEMENT BETWEEN CITY OF ALBANY, ALBANY AND REGIONAL VOLUNTEER SERVICES	8,800.00
EFT84710	29/08/2013	ALBANY ADVERTISER LTD - VAC	MONTHLY ADVERTISING	212.30
EFT84711	29/08/2013	ALINTA	GAS USAGE CHARGES	355.45
EFT84712	29/08/2013	PAPERBARK MERCHANTS	NEWSPAPERS/BOOKS/MAGAZINES/STATIONERY	778.97
EFT84713	29/08/2013	ARMADALE VISITOR CENTRE	ACOMMODATION - VISITORS CENTRE MANAGER	520.00
EFT84714	29/08/2013	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	4,548.45
EFT84715	29/08/2013	AUSTSWIM LTD	AUSTSWIM TEACHER LICENCE RENEWAL	210.00
EFT84716	29/08/2013	BADGEMATE	MAGNETIC BADGES	226.16
EFT84717	29/08/2013	BANDICOOT NURSERY	NURSERY SUPPLIES	2,857.80
EFT84718	29/08/2013	BAREFOOT CLOTHING MANUFACTURERS	UNIFORMS	82.50
EFT84719	29/08/2013	BENNETTS BATTERIES	BATTERY PURCHASES	466.40
EFT84720	29/08/2013	BLACKWOODS	PROTECTIVE WORKWEAR	314.00
EFT84721	29/08/2013	ALBANY BOBCAT SERVICES	Site Works by bobcat & Compaction sand 10m3	1,147.00
EFT84722	29/08/2013	BOC GASES AUSTRALIA LIMITED	CONTAINER SERVICE RENTAL	250.84
EFT84723	29/08/2013	BONSER DESIGN	PUBLICATION WESTERN AUSTRALIAS SOUTH COAST	1,056.00
EFT84724	29/08/2013	BOOKEASY AUSTRALIA PTY LTD	BOOKASY BOOKING RETURNS COMMISSION	1,572.72
EFT84725	29/08/2013	BRIAN RYDER CARPETS	Festival Flags	186.00
EFT84726	29/08/2013	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	376.24
EFT84727	29/08/2013	CAMLYN SPRINGS WATER DISTRIBUTORS	WATER CONTAINER REFILLS	1,183.00
EFT84728	29/08/2013	STACEY CARTER	FITNESS INSTRUCTION	225.00
EFT84729	29/08/2013	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	1,772.32
EFT84730	29/08/2013	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	110.00
EFT84731	29/08/2013	COCA-COLA AMATIL PTY LTD	SOFT DRINK FOR ALAC CAFE	2,133.65
EFT84732	29/08/2013	COLRAY EXHAUST AND TOWBAR	VEHICLE PARTS	6.00
EFT84733	29/08/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	1,876.34
EFT84734	29/08/2013	CONSTRUCTION EQUIPMENT AUSTRALIA	VEHICLE PARTS	708.65
EFT84735	29/08/2013	COURIER AUSTRALIA	FREIGHT FEES	106.62
EFT84736	29/08/2013	ALBANY SIGNS	ASSORTED SIGNAGE	99.00
EFT84737	29/08/2013	DOWNER EDI WORKS PTY LTD	Tonnes Cold mix	2,491.69
EFT84738	29/08/2013	AL CURNOW HYDRAULICS	Repair hydraulic oil leak on EWP slew motor as required.	1,751.90
EFT84739	29/08/2013	ALBANY CYCLING CLUB	KIDSPORT VOUCHERS	200.00
EFT84740	29/08/2013	D & K ENGINEERING	Repair damaged front slasher bracket	519.80

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EFT84741	29/08/2013	DE JONGE MECHANICAL REPAIRS	VEHICLE REPAIRS/MAINTENANCE	583.00
EFT84742	29/08/2013	DE LAGE LANDEN PTY LIMITED	PROFESSIONAL FEES	5,300.90
EFT84743	29/08/2013	LANDGATE - PROPERTY & VALUATIONS	TITLE SEARCHES	2,712.00
EFT84744	29/08/2013	DEPARTMENT OF TRANSPORT	ANNUAL LCENCE FEE - PUBLIC SEAWALL	36.31
EFT84745	29/08/2013	JANINE DETERMES	FITNESS INSTRUCTION	180.00
EFT84746	29/08/2013	DON DUFTY	INFORMATION TECHNOLOGY ALLOWANCE	1,231.91
EFT84747	29/08/2013	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL QUARTER 1 IN ACCORDANCE WITH THE DEPARTMENT OF FIRE AND EMERGENCY SERVICES OF WAAC=T 1998 PART 6A - EMERGENCY SERVICES LEVY - SECTION 36ZJ AND OPTION B AGREEMENT ARRANGEMENTS . ESLB 1ST QTR CONTRIBUTION	703,092.79
EFT84748	29/08/2013	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ANNUAL MONITORING OF TOWN HALL 2013/14	1,645.40
EFT84749	29/08/2013	THE FIXUPPERY	WINDOW CLEANING AT ALBANY AIRPORT	461.00
EFT84750	29/08/2013	TAMMIE FLOWER	FITNESS INSTRUCTOR	585.00
EFT84751	29/08/2013	FUELS WEST PETROLEUM	Litres DIESEL FUEL	18,567.52
EFT84752	29/08/2013	GALLERY 500	ART SUPPLIES	137.25
EFT84753	29/08/2013	BILL GIBBS EXCAVATIONS	EXCAVATE OPEN DRAIN	566.50
EFT84754	29/08/2013	GLASS SUPPLIERS	Supply and install heavy duty security doors/GLASS REPLACEMENTS	6,709.00
EFT84755	29/08/2013	GOAD RESOURCES PTY LTD	FREIGHT CHARGES	599.50
EFT84756	29/08/2013	GORDON WALMSLEY PTY LTD	Removal of existing bitumen	4,895.00
EFT84757	29/08/2013	JULIE-ANN GRAY	CATERING SUPPLIES REIMBURSEMENT FOR SOCIAL MEDIA CONFERENCE	96.74
EFT84758	29/08/2013	GREAT SOUTHERN GROUP TRAINING	CASUAL STAFF APPRENTICES FEES	10,550.17
EFT84759	29/08/2013	GREAT SOUTHERN INSTITUTE OF TECHNOLOGY	Course registration fees for 7 staff to attend Front End Loader training	3,060.00
EFT84760	29/08/2013	GREEN SKILLS INC	CASUAL STAFF/APPRENTICE FEES	4,732.48
EFT84761	29/08/2013	GREAT SOUTHERN PEST & WEED CONTROL	PEST & WEED CONTROLS	99.00
EFT84762	29/08/2013	GSP WORKFORCE	GARDENING	369.00
EFT84763	29/08/2013	GREAT SOUTHERN PACKAGING SUPPLIES	SECURITY SERVICES	1,062.89
EFT84764	29/08/2013	GREAT SOUTHERN TURF	110 metres of turf	550.00
EFT84765	29/08/2013	GREAT SOUTHERN BIO LOGIC	OVERFLOW MONITORING - HANRAHN RD LANDFILL - SAMPLE COLLECTION AND HANDLING, SUBCONTRACT FEES AND SAMPLE ANALYSIS	1,937.10
EFT84766	29/08/2013	GSP - ALBANY PCYC BOOKLET	KIDSPORT VOUCHERS	6,365.00
EFT84767	29/08/2013	HARLEY GLOBAL	Survey gravel pit on Old Boundary Road for initial volume survey & Survey gravel pit on Old Boundary Road for final volume survey	2,555.30
EFT84768	29/08/2013	HAVOC BUILDERS PTY LTD	REMOVAL OF EAVES LINING DAY CARE CENTRE	362.00
EFT84769	29/08/2013	JACK THE CHIPPER	Mulching of greenwaste	605.00
EFT84770	29/08/2013	JENNIFER COBBOLD	CATERING SUPPLIES REIMBURSMENT	73.96
EFT84771	29/08/2013	JETBLACK MC	ADVERTISING PART 1 - EDITS/UPDATES	1,980.00
EFT84772	29/08/2013	JOHN KINNEAR AND ASSOCIATES	Survey gravel pit at 554 Kuch Road for final volume survey	2,509.38
EFT84773	29/08/2013	JUST SEW EMBROIDERY	EMBROIDERY	49.50
EFT84774	29/08/2013	KNOTTS GROUP PTY LTD	PLUMBING REPAIRS/MAINTENANCE	4,671.89
EFT84775	29/08/2013	THE LEISURE INSTITUTE OF WA (AQUATICS) INC	LIWA CONFERENCE FEES. BLOFFWITCH	700.00
EFT84776	29/08/2013	STATE LIBRARY OF WA	ROOM HIRE OF GOLDFIELDS ROOM	72.00
EFT84777	29/08/2013	MARIO LIONETTI	GROCERIES FOR DAYCARE	186.17
EFT84778	29/08/2013	LLOYD GEORGE ACOUSTICS PTY LTD	CONSULTING SERVICES BY WAY OF ASSESSMENT OF NOISE FROM PROPOSED MOTORCROSS FACILITY IN ALANY INCLUDES NOISE MODELLING, CONTOURS AND REPORT 65	2,420.00
EFT84779	29/08/2013	LMW HEGNEY	VALUATION OF LAND	6,600.00

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EFT84780	29/08/2013	LOCKEEZ LUNCHBAR	CATERING	166.50
EFT84781	29/08/2013	ALBANY CITY MOTORS	TONNEAU COVER & MATS	894.23
EFT84782	29/08/2013	MARGOT CREATIONS	VISITORS CENTRE MERCHANDISE	86.00
EFT84783	29/08/2013	MICROELECTRONIC TECHNICAL SERVICES	Tate radio change overs	1,912.00
EFT84784	29/08/2013	WESTERN AUSTRALIAN RANGERS ASSOCIATION INC	CONFERENCE ATTENDANCE BY RANGERS	1,176.95
EFT84785	29/08/2013	MT BARKER COMMUNICATIONS	TWO WAY RADIO REPAIRS/MAINT	697.20
EFT84786	29/08/2013	NAZZY BEADS	VISITORS CENTRE MERCHANDISE	288.00
EFT84787	29/08/2013	OCS SERVICES PTY LTD	CLEANING SERVICES	10,499.15
EFT84788	29/08/2013	OFFICEWORKS SUPERSTORES PTY LTD	COMSOL C14-3PF POWER CBL 15CM	39.80
EFT84789	29/08/2013	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	69.83
EFT84790	29/08/2013	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES	348.50
EFT84791	29/08/2013	ANNA PAGE	REIMBURSEMENT FOR EXCHANGING OF FLIGHT TICKET	417.69
EFT84792	29/08/2013	PATHWEST LABORATORY MEDICINE WA	MON007 PRE-EMP SCREEN	35.00
EFT84793	29/08/2013	PENROSE PROFESSIONAL LAWN CARE	MOWING & EDGING OF GROUNDS AT VAC	264.00
EFT84794	29/08/2013	PERTH THEATRE TRUST	CONTRIBUTIONS TO PTT FOR THE OPERATIONS OF AEC FOR 2013/14	400,000.00
EFT84795	29/08/2013	PETER GRAHAM AND COMPANY LTD	Solo telescopic wand & Solo strap clips	241.05
EFT84796	29/08/2013	KRISTIE PORTER	FITNESS INSTRUCTION	270.00
EFT84797	29/08/2013	REECE PTY LTD	Supply 6 Metre lengths of 300ml PVC pipes and 1 Roll of 100ml subsoil drainage pipe 100 metres in length	3,425.77
EFT84798	29/08/2013	REPLICA MEDALS	FORST MERCHANDISE	216.21
EFT84799	29/08/2013	REXEL AUSTRALIA	FL20BL BLACK LIGHT	26.64
EFT84800	29/08/2013	RICOH	PHOTOCOPIER CHARGES	13,480.74
EFT84801	29/08/2013	RIDING FOR THE DISABLED - ALBANY GROUP	RIDERS REGISTRATION 2013 - KIDSPORT VOUCHERS	975.00
EFT84802	29/08/2013	COLIN NEVILLE RAYMOND ROBERTS	MAINTENANCE WORK - AIRPORT	2,013.37
EFT84803	29/08/2013	ROYAL LIFE SAVING SOCIETY AUSTRALIA	Purchase RLSS certificates and manuals for Swim School	1,616.50
EFT84804	29/08/2013	SALES EXCHANGE	WORKSTATION/PEDESTAL & BOOKCASE	1,390.00
EFT84805	29/08/2013	3RD ALBANY SCOUT GROUP	WA BRANCH MEMBERSHIP FEES & UNIFORM - KIDSPORT VOUCHERS	508.00
EFT84806	29/08/2013	SHILLER IMAGES	VISITORS CENTRE MERCHANDISE	609.72
EFT84807	29/08/2013	SKAL INTERNATIONAL ALBANY	AUGUST MEETING HIDEAWAY HAVEN	32.00
EFT84808	29/08/2013	SKILL HIRE WA PTY LTD	CASUAL STAFF/APPRENTICE FEES	4,757.43
EFT84809	29/08/2013	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING GOODS	1,468.19
EFT84810	29/08/2013	SPORTSWORLD OF WA	SPORTS STORE PURCHASES	300.30
EFT84811	29/08/2013	SQUIRES SANDERS LEGAL COUNSEL WORLDWIDE	NATIVE TITLE CLAIMS	78.09
EFT84812	29/08/2013	STATEWIDE BEARINGS	VEHICLE PARTS	122.72
EFT84813	29/08/2013	SUE HOWARD MEDIATION	PROFESSIONAL SERVICES	900.00
EFT84814	29/08/2013	SUNNY SIGN COMPANY	ASSORTED SIGNAGE	1,082.13
EFT84815	29/08/2013	ALBANY LOCK SERVICE	LOCK SUPPLIES/REPAIRS/MAINTENANCE	721.05
EFT84816	29/08/2013	SYNERGY	ELECTRICITY SUPPLIES	67,417.62
EFT84817	29/08/2013	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	3,118.79
EFT84818	29/08/2013	T-QUIP	V-BELT SUPPLIES	139.75
EFT84819	29/08/2013	C.Y. O'CONNOR COLLEGE OF TAFE	ADVANCED PROSECUTIONS TRAINING COURSE	1,044.80
EFT84820	29/08/2013	THE ALBANY CLUB	CATERING & CATERING SUPPLIES	3,113.30
EFT84821	29/08/2013	THINKWATER ALBANY	IRRIGATION SUPPLIES	262.08
EFT84822	29/08/2013	TRAILBLAZERS	SAFETY BELTS RANGERS	183.90
EFT84823	29/08/2013	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	14.00

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EFT84824	29/08/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	GREEN WASTE SERVICES	108.00
EFT84825	29/08/2013	SARAH VALLENTINE	CASUAL HOURS VANCOUVER ARTS CENTRE	360.70
EFT84826	29/08/2013	JULIA WARREN	FITNESS INSTRUCTION	315.00
EFT84827	29/08/2013	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	483.12
EFT84828	29/08/2013	LINDY WEINERT	FITNESS INSTRUCTION	270.00
EFT84829	29/08/2013	WELLSTEAD AUTOMOTIVE SERVICES	VEHICLE REPAIRS/MAINTENANCE	1,370.60
EFT84830	29/08/2013	WESTRAC EQUIPMENT PTY LTD	PLANT REPAIRS/PARTS	1,275.66
EFT84831	29/08/2013	WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING	11,388.85
EFT84832	29/08/2013	LANDMARK LIMITED	PETSICIDES/HERBICIDES	786.94
EFT84833	29/08/2013	WESTERN WORK WEAR	SAFETY WORK WEAR	142.60
EFT84834	29/08/2013	DONALD WOODS	MONITORING FOR FORTS GUN RELOCATION	400.00
EFT84835	29/08/2013	WORKWISE OCCUPATIONAL HEALTH	CASE CO-ORDINATION, EMPLOYER LIASON, PRE-EMPLOYMENT SCREEN ASSESSMENT, TRAVEL & PRE-EMPLOYMENT SCREEN REPORT	506.78
EFT84836	29/08/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	SAFETY WORK WEAR	232.84
EFT84837	29/08/2013	YVETTE JOLIDON	RECORDS TRAINING COURSE REIMBURSEMENTS	65.92
EFT84838	29/08/2013	ZENITH LAUNDRY	LAUNDRY SERVICES/LINEN HIRE	138.13
EFT84839	29/08/2013	SELEX SYSTEMS INTERGRATION INC	CCA MONITOR	1,050.00
EFT84840	02/09/2013	BENJAMIN MALE	FORTS VOLUNTEER TRAVELLING ALLOWANCE	216.00
EFT84841	05/09/2013	3D CATERING	CATERING	75.00
EFT84842	05/09/2013	ABA SECURITY	SECURITY SERVICES	88.00
EFT84843	05/09/2013	ACTIV FOUNDATION INC.	PACKAGING - INDUSTRIAL BROOM HEADS	1,534.50
EFT84844	05/09/2013	ACURE TECHNOLOGY PTY LTD	Installation of aCure Technology Managed WiFi Service	847.00
EFT84845	05/09/2013	AECOM AUSTRALIA PTY LTD	MOUNT CLARENCE INFRASTRUCTURE UPGRADE SUPERINTENDENT SERVICES	45,682.12
EFT84846	05/09/2013	AFL SPORTSREADY LTD	CASUAL STAFF/APPRENTICES FEES	1,214.40
EFT84847	05/09/2013	ALBANY BRAKE AND CLUTCH	VEHICLE MAINTENANCE	295.85
EFT84848	05/09/2013	ALBANY FARM TREE NURSERY	NURSERY SUPPLIES	140.80
EFT84849	05/09/2013	ALBANY AGRICULTURAL SOCIETY INCORPORATED	BOOKING OF INDOOR MARQUEE SITE AT THE ALBANY SHOW	590.00
EFT84850	05/09/2013	ALBANY REFRIGERATION	AIR CONDITIONER MAINTENANCE	137.50
EFT84851	05/09/2013	ALBANY PSYCHOLOGICAL SERVICES	EA CONSULTATION	198.00
EFT84852	05/09/2013	ALBANY MILK DISTRIBUTORS	MILK SUPPLIES	776.46
EFT84853	05/09/2013	ANDREW HALSALL PHOTOGRAPHY	VISITORS CENTRE MERCHANDISE	462.00
EFT84854	05/09/2013	ARTSOUTH WA	2013 BENDIGO BANK SOUTHERN ART & CRAFT TRAIL	4,000.00
EFT84855	05/09/2013	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	1,000.65
EFT84856	05/09/2013	AUDIOCOM ALBANY	IPhone4S Front and back screen protectors	45.00
EFT84857	05/09/2013	BENNETTS BATTERIES	ENGINE OIL SUPPLIES	818.40
EFT84858	05/09/2013	ALBANY TRAFFIC CONTROL	Hours Hire of Traffic Control	2,726.36
EFT84859	05/09/2013	BEST OFFICE SYSTEMS	PHOTOCOPIER CHARGES	1,325.39
EFT84860	05/09/2013	BLACKWOODS	SAFETY WORK WEAR	102.72
EFT84861	05/09/2013	BLOOMIN FLOWERS	CONDOLENCE FLORAL ARRANGEMENT	80.00
EFT84862	05/09/2013	ALBANY BOBCAT SERVICES	HARE ST & WITTENOOM FIRE ACCESS TRACK STABILIZATION & MT ADELAIDE FIRE ACCESS TRACK STABILIZATION	748.00
EFT84863	05/09/2013	BUNNINGS GROUP LIMITED	HARDWARE/TOOL SUPPLIES	230.21
EFT84864	05/09/2013	BWS CONSULTING	PROVISION OF ORGANISATIONAL CULTURE AND LEADERSHIP DEVELOPMENT SERVICES	6,600.00
EFT84865	05/09/2013	CABCHARGE AUSTRALIA LIMITED	TAXI FARES	601.04

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EFT84866	05/09/2013	CAMTRANS ALBANY PTY LTD	FREIGHT CHARGES	41.80
EFT84867	05/09/2013	CHRIS MORRISON	Volunteer Bush Fire Brigade Report	10,499.46
EFT84868	05/09/2013	CIVIC LEGAL	PROFESSIONAL FEES	2,648.58
EFT84869	05/09/2013	CJD EQUIPMENT PTY LTD	VEHICLE PARTS	125.61
EFT84870	05/09/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	551.45
EFT84871	05/09/2013	CONNECTION REALTY	RATES REFUND A137899	482.48
EFT84872	05/09/2013	COURIER AUSTRALIA	FREIGHT COSTS	33.87
EFT84873	05/09/2013	HOLCIM (AUSTRALIA) PTY LTD	SUPPLY OF SLUMP FOOTPATH MIX	684.97
EFT84874	05/09/2013	BRONWYN CUTLER	EAP COUNSELLING	330.00
EFT84875	05/09/2013	CYNERGIC COMMUNICATIONS	MANAGED SERVER XEON/DOMAIN NAME ALBANY TOURIST	1,613.70
EFT84876	05/09/2013	DATA #3 LIMITED	Adobe Acrobat Renewal Upgrade Plan 2 years	4,536.94
EFT84877	05/09/2013	35 DEGREES SOUTH	Albany Highway and North Road Streetscape Feature Survey	20,770.20
EFT84878	05/09/2013	JANINE DETERMES	FITNESS INSTRUCTION	90.00
EFT84879	05/09/2013	DISPLAYS 2 GO	PURCHASE OF DISPLAY EQUIPMENT FOR COMMUNITY CONSULTATION	14,066.80
EFT84880	05/09/2013	SHELLY DWYER	CRYSTAL REPORTS TRAINING	161.00
EFT84881	05/09/2013	EASIFLEET MANAGEMENT	MOTOR VEHICLE LEASE RENTAL/ESP BUREAU FEE/BUREAU FEE REBATE	6,319.22
EFT84882	05/09/2013	EYERITE SIGNS	ASSORTED SIGNAGE	2,751.10
EFT84883	05/09/2013	FARMERS CENTRE (1978) PTY LTD	VEHICLE PARTS	363.25
EFT84884	05/09/2013	FLIPS ELECTRICS	Repairs to electric air compressor	295.35
EFT84885	05/09/2013	TAMMIE FLOWER	FITNESS INSTRUCTION	405.00
EFT84886	05/09/2013	FORTEC	SCOUT GUARD CAMERAS	892.00
EFT84887	05/09/2013	FUELS WEST PETROLEUM	Litres DIESEL FUEL	8,993.19
EFT84888	05/09/2013	GALLERY 500	ART SUPPLIES - HANGING CORD	25.00
EFT84889	05/09/2013	GREAT SOUTHERN GROUP TRAINING	CASUAL STAFF/APPRENTICES FEES	1,350.52
EFT84890	05/09/2013	GREAT SOUTHERN PEST & WEED CONTROL	PEST & WEED CONTROLS	149.60
EFT84891	05/09/2013	GREAT SOUTHERN TURF	600m2 of turf	3,300.00
EFT84892	05/09/2013	GREAT SOUTHERN LIQUID WASTE	HIGH PRESSURE CLEAN KERB TO REMOVE MOSS/ALGAE DUE TO LEAKING GUTTERS.	2,145.00
EFT84893	05/09/2013	PROTECTOR FIRE SERVICES PTY LTD	FIRE EQUIPMENT MAINTENANCE	159.50
EFT84894	05/09/2013	HARLEY GLOBAL	Survey gravel pit at 1872 Gnowellen Road	2,505.80
EFT84895	05/09/2013	HART SPORT	SPORTS STORE PURCHASES	232.50
EFT84896	05/09/2013	HELEN LEEDER-CARLSON	WEDNESDAY PAINTING CLASSES	491.25
EFT84897	05/09/2013	H AND H ARCHITECTS	Albany Airport Terminal Security Upgrade Stage 2	20,790.00
EFT84898	05/09/2013	IRIS CONSULTING GROUP PTY LTD	RECORDS MANAGEMENT BASICS, KEYWORD CLASSIFICATION AND RECORDS DISPOSAL TRAINING	840.00
EFT84899	05/09/2013	JASON SIGNMAKERS	ASSORTED SIGNAGE	715.00
EFT84900	05/09/2013	JAZZIE CAZZIES	PERFORMANCE AT VANCOUVER ARTS CENTRE	225.00
EFT84901	05/09/2013	JOCK'S COMMERCIAL MOWING	Contract Mowing Round August 2013	6,545.00
EFT84902	05/09/2013	JUST SEW EMBROIDERY	EMBROIDERY	11.00
EFT84903	05/09/2013	KLB SYSTEMS	DUAL PLY 76x76 DUAL PLY PAPER BOX OF 50	143.00
EFT84904	05/09/2013	KNOTTS GROUP PTY LTD	PLUMBING REPAIRS/MAINTENANCE	1,590.70
EFT84905	05/09/2013	LATRO LAWYERS	DEED OF LEASE - RIVERVIEW COUNTRY CLUB	2,280.30
EFT84906	05/09/2013	LGIS RISK MANAGEMENT	MENTAL HEALTH TRAINING	1,354.12
EFT84907	05/09/2013	STATE LIBRARY OF WA	LOST/DAMAGED BOOKS	114.40
EFT84908	05/09/2013	MARIO LIONETTI	GROCERIES	164.77
EFT84909	05/09/2013	LYNETTE JOY MACKENZIE	RATES REFUND A12637	322.74

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EFT84910	05/09/2013	LANI MALAN	FITNESS INSTRUCTION	270.00
EFT84911	05/09/2013	ALBANY CITY MOTORS	VEHICLES/VEHICLE PARTS/REPAIRS	250.22
EFT84912	05/09/2013	MSS SECURITY	MONTHLY FEE FOR PERMANENT GUARD SERVICES	49,936.24
EFT84913	05/09/2013	NAME REFACE INDUSTRIES PTY LTD	STATIONARY SUPPLIES	130.28
EFT84914	05/09/2013	NATALIE RADIVOJEVIC	COORDINATION OF GREAT SOUTHERN ART AWARD	950.14
EFT84915	05/09/2013	PN & ER NEWMAN QUALITY CONCRETE PRODUCTS	CREAM POST FOR RETAINING WALL	336.60
EFT84916	05/09/2013	ALBANY NEWS DELIVERY - ALAC	NEWSPAPER DELIVERIES	221.52
EFT84917	05/09/2013	PAUL NIELSEN	IPAD COVER	31.39
EFT84918	05/09/2013	OCS SERVICES PTY LTD	CONTRACT CLEANING SERVICES	9,595.92
EFT84919	05/09/2013	OFFICEWORKS SUPERSTORES PTY LTD	GBC CombBind C150 Pro Binding Machine - PEBMC150	399.00
EFT84920	05/09/2013	OKEEFE'S PAINTS	PAINT & PAINTING SUPPLIES	130.07
EFT84921	05/09/2013	OPUS INTERNATIONAL CONSULTANTS LTD	Preparation of drawings and bill of quantities for Pfeiffer Road	3,734.50
EFT84922	05/09/2013	ORIGIN ENERGY	LP GAS DELIVERY	13,911.25
EFT84923	05/09/2013	PALMER EARTHMOVING AUSTRALIA PTY LTD	Mobilisation/Demobilisation to Old Boundary Road/cubic metres WIN, CRUSH and STOCKPILE gravel to -75mm/square metres TOPSOIL removed and stockpiled	54,387.02
EFT84924	05/09/2013	KATE PARKER	MILESTONE PAYMENT 8 FOR ALBANY ART PRIZE CO-ORDINATION	1,385.71
EFT84925	05/09/2013	PENROSE PROFESSIONAL LAWN CARE	SPRAYING OF WEEDS IN DRIVEWAYS, CARPARKS AND PATHS AT VAC	44.00
EFT84926	05/09/2013	PHILLIPS MEDIA	MEDIA MANAGEMENT SERVICES MAY_JUNE 2013	2,890.25
EFT84927	05/09/2013	KRISTIE PORTER	FITNESS INSTRUCTION	450.00
EFT84928	05/09/2013	PRINT IDEAS PTY LTD T/AS ART GUIDE AUSTRALIA	ADVERTISING	1,320.00
EFT84929	05/09/2013	PROJECT3 PTY LTD	ANZAC EVENTS CONSULTANCY TRAVEL	1,360.00
EFT84930	05/09/2013	REDMOND SAWMILL	Rough cut Jarrah, 10 lengths, 1.2mts x100mm x25mm. Cosy Corner Maintenance.	72.00
EFT84931	05/09/2013	REECE PTY LTD	CAROMA UNISEAT DOUBLE FLAP	54.66
EFT84932	05/09/2013	REXEL AUSTRALIA	Metal halide Elliptical bulb HQI-E 70W/WDL coated E27	810.98
EFT84933	05/09/2013	RYDE BUILDING COMPANY PTY LTD	Being for the painting of the Surf club toilets after the surf club rebuild	1,375.00
EFT84934	05/09/2013	SERCUL	TWO PLACES AT THE FERTILISE WISE FERTILISER TRAINING	200.00
EFT84935	05/09/2013	SKILL HIRE WA PTY LTD	CASUAL STAFF/APPRENTICE FEES	707.80
EFT84936	05/09/2013	SMITHS ALUMINIUM & 4WD CENTRE	REPAIRS TO KING RIVER TANK	250.00
EFT84937	05/09/2013	SOUTHERN ELECTRICS	REPLACEMENT OF LIGHTBULBS/ELECTRICAL REPAIRS & MAINTENANCE	1,195.52
EFT84938	05/09/2013	SOUTHERN STATIONERY	STATIONARY SUPPLIES	54.45
EFT84939	05/09/2013	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING GOODS	2,055.33
EFT84940	05/09/2013	SOUTH COAST CRANES	FRANNA CRANE HIRE	154.00
EFT84941	05/09/2013	SPEEDO AUSTRALIA PTY LTD	SPORTS STORE PURCHASES	4,492.40
EFT84942	05/09/2013	GARY OWEN SPENCE	LAWN MOWING DAY CARE CENTRE - JULY	220.00
EFT84943	05/09/2013	STATEWIDE BEARINGS	VEHICLE PARTS	959.67
EFT84944	05/09/2013	SUNNY SIGN COMPANY	ASSORTED SIGNAGE	2,324.84
EFT84945	05/09/2013	ALBANY LOCK SERVICE	LOCKSMITH SERVICES,REPAIRS ETC	204.80
EFT84946	05/09/2013	T & C SUPPLIES	HARDWARE/TOOL SUPPLIES	188.19
EFT84947	05/09/2013	T-QUIP	FILTER SPIN ON, GASKET COVER HEAD & FILTER HYD	202.70
EFT84948	05/09/2013	C.Y. O'CONNOR COLLEGE OF TAFE	EMERGENCY MANAGEMENT BASICS TRAINING COURSE	240.00
EFT84949	05/09/2013	DAVID THEODORE	FIREARMS LICENCE APPLICATION	179.20
EFT84950	05/09/2013	THINKWATER ALBANY	IRRIGATION SUPPLIES	1,017.10
EFT84951	05/09/2013	TOLL FAST	FREIGHT COSTS	120.01
EFT84952	05/09/2013	MATTHEW RICHARD TOMLINSON	LABOUR HIRE	736.52
EFT84953	05/09/2013	TRAILBLAZERS	SAFETY BOOTS	60.65

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EFT84954	05/09/2013	TRUCKLINE	VEHICLE PARTS	4,110.32
EFT84955	05/09/2013	ALBANY TYREPOWER	Supply and fit 2 steerer and 2 recap truck tyres.	1,007.20
EFT84956	05/09/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	SCREENED TOP SOIL	577.13
EFT84957	05/09/2013	SARAH VALLENTINE	CASUAL HOURS VANCOUVER ARTS CENTRE	360.70
EFT84958	05/09/2013	IT VISION AUSTRALIA PTY LTD	TRAINING - SQL REPLICATION, SYNERGYSOFT SECURITY, REPORT MANAGER AND INTRO TO RECORDS REGISTRATION	1,782.00
EFT84959	05/09/2013	JULIA WARREN	FITNESS INSTRUCTION	202.50
EFT84960	05/09/2013	WATERCOM PTY LTD	Drains Premium upgrade	3,012.90
EFT84961	05/09/2013	ALBANY & GREAT SOUTHERN WEEKENDER	ADVERTISING	67.10
EFT84962	05/09/2013	LINDY WEINERT	FITNESS INSTRUCTION	450.00
EFT84963	05/09/2013	WILLIAM THOMAS WELLS	RATES REFUND A12637	322.74
EFT84964	05/09/2013	WA LOCAL GOVERNMENT ASSOCIATION	TRAINING - INTRODUCTION TO SUPERVISION	1,298.00
EFT84965	05/09/2013	LANDMARK LIMITED	Organic grow 2000 25kg	34.69
EFT84966	05/09/2013	WESTERN POWER CORPORATION	QUOTATION FEE FOR STREETLIGHTS SANFORD RD	3,000.00
EFT84967	05/09/2013	WREN OIL	WASTE OIL DISPOSAL	102.85
EFT84968	05/09/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	SAFETY WORK WEAR	433.93
EFT84969	05/09/2013	AMANDA IRENE YORKE	FORTS VOLUNTEER TRAVELLING ALLOWANCE	58.80
EFT84970	05/09/2013	ZENITH LAUNDRY	LAUNDRY SERVICES/LINEN HIRE	65.20
EFT84974	12/09/2013	ACURE TECHNOLOGY PTY LTD	Installation of aCure Technology Managed WiFi Service	5,588.44
EFT84975	12/09/2013	ALBANY V-BELT AND RUBBER	FILTERS/VEHICLE PARTS	1,111.09
EFT84976	12/09/2013	ALBANY OFFICE PRODUCTS DEPOT - NORTH ROAD	BULK STATIONERY ORDER	25,765.98
EFT84977	12/09/2013	ALBANY NEWS DELIVERY - NORTH ROAD	NEWSPAPER DELIVERIES	138.90
EFT84978	12/09/2013	ALBANY QUALITY LAWNMOWING	LAWN MOWING AT LOTTERIES HOUSE	100.00
EFT84979	12/09/2013	ALBANY MILK DISTRIBUTORS	MILK DELIVERIES - REFUSE SITE	98.10
EFT84980	12/09/2013	ALBANY LEGAL PTY LTD	WINDFARM ACCESS AGREEMENT - PROFESSIONAL FEES	2,457.40
EFT84981	12/09/2013	ALBANY JUNIOR SOCCER ASSOCIATION	KIDSPORT VOUCHERS	240.00
EFT84982	12/09/2013	AMPAC DEBT RECOVERY (WA) PTY LTD	RATES DEBT RECOVERY	3,285.75
EFT84983	12/09/2013	ATC WORK SMART	CASUAL STAFF/APPRENTICE FEES	3,706.42
EFT84984	12/09/2013	ATF SERVICES PTY LTD	Fence panels ,concrete blocks and clamps.	263.12
EFT84985	12/09/2013	AUSTRALIA POST	POSTAL COMISSIONS/AGENCY FEES	9,415.71
EFT84986	12/09/2013	BT EQUIPMENT PTY LTD (TUTT BRYANT EQUIPMENT)	VEHICLE PARTS	46.01
EFT84987	12/09/2013	BARNESBY FORD	VEHICLE PURCHASE	33,051.22
EFT84988	12/09/2013	BAREFOOT CLOTHING MANUFACTURERS	EMBROIDERY	115.00
EFT84989	12/09/2013	BATTERY WORLD	HEAVY DUTY BATTERIES 6V BLACK	66.00
EFT84990	12/09/2013	ALBANY TRAFFIC CONTROL	Hours Hire of Traffic Control	3,934.30
EFT84991	12/09/2013	ALBANY BITUMEN SPRAYING	Repairs to Bitumen roadways	704.00
EFT84992	12/09/2013	BLACKWOODS	SAFETY GLOVES/WORKWEAR	233.58
EFT84993	12/09/2013	BLACK DUCK GOURMET PANTRY	VISITORS CENTRE MERCHANDISE	48.40
EFT84994	12/09/2013	BLOOMIN FLOWERS	CONDOLENCE HAMPER	80.00
EFT84995	12/09/2013	BOOKED OUT AGENCY PTY LTD	CBW AUTHOR PRESENTATION FOR GREAT SOUTHERN LIBRARIES INCLUDING ALBANY KATANNING MOUNT BARKER AND DENMARK	7,700.00
EFT84996	12/09/2013	BROWNES FOODS OPERATIONS PTY LTD	CATERING SUPPLIES	217.44
EFT84997	12/09/2013	BUNNINGS GROUP LIMITED	TREATED PINE SLEEPERS AND FIXINGS	226.13
EFT84998	12/09/2013	BUSBY INVESTMENTS PTY LTD T/AS BUDGET RENT A CAR	CAR HIRE 70	691.36
EFT84999	12/09/2013	CALDWELL LAND SURVEYS PTY LTD	Preparation and lodgement of a Deposited Plan - Stanley Road, Young's Siding	4,663.00

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EFT85000	12/09/2013	STACEY CARTER	FITNESS INSTRUCTION	135.00
EFT85001	12/09/2013	J & S CASTLEHOW ELECTRICAL SERVICES	ELECTRICAL REPAIRS/MAINTENANCE	1,952.95
EFT85002	12/09/2013	TANYA CATHERALL	REIMBURSEMENTS FOR TRAINING	332.37
EFT85003	12/09/2013	IMAGELAB CIRCUIT ADVERTISING	ADVERTISING JULY SEPT 2013 EDITION	308.00
EFT85004	12/09/2013	BIS CLEANAWAY LIMITED	RUBBISH REMOVAL CONTRACT	4,569.13
EFT85005	12/09/2013	COCA-COLA AMATIL PTY LTD	SOFT DRINK SUPPLIES ALAC	2,847.30
EFT85006	12/09/2013	COLES SUPERMARKETS AUSTRALIA PTY LTD	GROCERIES	99.57
EFT85007	12/09/2013	COURIER AUSTRALIA	FREIGHT CHARGES	961.01
EFT85008	12/09/2013	ALBANY SIGNS	ASSORTED SIGNAGE	1,909.60
EFT85009	12/09/2013	COVS PARTS PTY LTD	VEHICLE PARTS	444.38
EFT85010	12/09/2013	HOLCIM (AUSTRALIA) PTY LTD	Tonnes METAL DUST	1,110.27
EFT85011	12/09/2013	THE LAMINEX GROUP (CULLITY'S)	TREATED PINE TIMBER SUPPLIES	1,634.71
EFT85012	12/09/2013	DATA #3 LIMITED	CS6 Adobe Design Std v6 Multiple Platforms License 1 USER	2,358.52
EFT85013	12/09/2013	LANDGATE - PROPERTY & VALUATIONS	TITLE SEARCHES - CONSOLIDATED MINING TENEMENT ROLL	142.00
EFT85014	12/09/2013	JANINE DETERMES	FITNESS INSTRUCTION	135.00
EFT85015	12/09/2013	G & M DETERGENTS & HYGIENE SERVICES ALBANY	HYGIENE CONTRACT	1,513.81
EFT85016	12/09/2013	DICK SMITH ELECTRONICS	TV Wall Mount, TV Antenna, DECT Twin Handset, Power board & Extension Lead	406.84
EFT85017	12/09/2013	DOG ROCK MOTEL	Accommodation & MEALS	2,512.05
EFT85018	12/09/2013	ELDERS LIMITED	CHICKEN NETTING	452.10
EFT85019	12/09/2013	FARM FRESH W/SALERS (VIOLET PARK HOLDINGS P/L	CATERING SUPPLIES	313.05
EFT85020	12/09/2013	ALBANY FILTER CLEAN	FILTER CHANGING/CLEANING	56.00
EFT85021	12/09/2013	CAROLYN FLETT LEADLIGHTS	VISITORS CENTRE MERCHANDISE	65.00
EFT85022	12/09/2013	FLIPS ELECTRICS	ELECTRICAL REPAIRS/MAINTENANCE	222.20
EFT85023	12/09/2013	TAMMIE FLOWER	FITNESS INSTRUCTION	405.00
EFT85024	12/09/2013	FORMITT CONSTRUCTIONS	Concrete landing	198.00
EFT85025	12/09/2013	FOXTEL MANAGEMENT PTY LTD	BUSINESS PREMIUM PACKAGE	350.00
EFT85026	12/09/2013	FRANEY & THOMPSON	TIMBER SUPPLIES	99.00
EFT85027	12/09/2013	FUELS WEST PETROLEUM	Litres DIESEL FUEL	13,995.74
EFT85028	12/09/2013	GLASS SUPPLIERS	REGLAZE WINDOWS/DOORS	2,850.80
EFT85029	12/09/2013	GRANDE FOOD SERVICE	CATERING SUPPLIES	2,678.10
EFT85030	12/09/2013	GRANT THORNTON AUSTRALIA LIMITED	GRANT AQUITTAL FOR CENTENNIAL PARK AND PADRE WHITE LOOKOUT PROJECTS	1,100.00
EFT85031	12/09/2013	GREAT SOUTHERN GROUP TRAINING	CASUAL STAFF APPRENTICES FEES	10,265.70
EFT85032	12/09/2013	GREAT SOUTHERN PACKAGING SUPPLIES	CLEANING GOODS	1,021.98
EFT85033	12/09/2013	GREAT SOUTHERN SAFETY CONSULTANTS	DELIVERY OF OHS PRESENTATION	275.00
EFT85034	12/09/2013	GREAT SOUTHERN LIQUID WASTE	PUMP OUT, CLEAN AND DISINFECT PORTA LOO	132.00
EFT85035	12/09/2013	GREAT SOUTHERN EMPLOYMENT DEVELOPMENT COMMITTEE INC	REGISTRATION OF EDUCATION FUTURE CONFERENCE 2013	260.00
EFT85036	12/09/2013	GT BEARING AND ENGINEERING SUPPLIES	VEHICLE PARTS	124.00
EFT85037	12/09/2013	PROTECTOR FIRE SERVICES PTY LTD	REPLACE FAULTY ALARM DETECTOR OLD B/BALL STOREROOM/FIRE EQUIPMENT	655.60
EFT85038	12/09/2013	HART SPORT	SPORT EQUIPMENT	245.00
EFT85039	12/09/2013	HELEN LEEDER-CARLSON	SETTING UP OF NOONGAR ART EXHIBITION	1,005.00
EFT85040	12/09/2013	HERBERT	Gravel Royalties	14,326.40
EFT85041	12/09/2013	THE HONEY SHOP	VISITORS CENTRE MERCHANDISE	149.00
EFT85042	12/09/2013	RATTEN & SLATER MACHINERY	VEHICLE PARTS	72.93
EFT85043	12/09/2013	ICKY FINKS WAREHOUSE SALES	PAINTING SUPPLIES	80.28

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EFT85044	12/09/2013	JILL O'MEEHAN	GREAT SOUTHERN ART AWARD 2013 - SALE OF PAINTING BORDEN""	350.00
EFT85045	12/09/2013	JIMS TEST AND TAG	TEST SINGLE PHASE APPLIANCE	278.30
EFT85046	12/09/2013	JOHN KINNEAR AND ASSOCIATES	Preparation and lodgement of a Deposited Plan for road widening required- Pfeiffer Road, Manypeaks	5,466.00
EFT85047	12/09/2013	JUST SEW EMBROIDERY	EMBROIDERY	33.00
EFT85048	12/09/2013	JUST A CALL DELIVERIES	INTERNAL MAIL DELIVERIES	1,087.79
EFT85049	12/09/2013	KANGA LOADERS WA	Kanga DW625 loader. Accessories to include Spare Wheel 4-in-1 Bucket, promotional deal Standard Trencher Straight Edge Standard Bucket	43,277.45
EFT85050	12/09/2013	KNOTTS GROUP PTY LTD	PLUMBING REPAIRS/MAINTENANCE - LOTTERIES HOUSE	2,460.51
EFT85051	12/09/2013	LA FREEGARD	REMOVAL OF PINE TREES	8,800.00
EFT85052	12/09/2013	ALBANY WORLD OF CARS	VEHICLE SERVICING	126.50
EFT85053	12/09/2013	ABNOTE AUSTRALASIA PTY LTD	6000 Barcodes	464.20
EFT85054	12/09/2013	LGIS RISK MANAGEMENT	BCM PROJECT PHASE 4 & 5 COMPLETION	5,280.00
EFT85055	12/09/2013	CALTEX ENERGY WA	FUEL PURCHASES	7,831.91
EFT85056	12/09/2013	LOCKEEZ LUNCHBAR	CATERING SUPPLIES	239.00
EFT85057	12/09/2013	LOWER KING LIQUOR & GENERAL STORE	ALCOHOL PURCHASES	175.96
EFT85058	12/09/2013	MARK'S WOOD TURNING	MERCHANDISE ORDER	74.00
EFT85059	12/09/2013	MCLEODS BARRISTERS & SOLICITORS	AGREEMENT FOR CONSTRUCTION OF INTERNAL ROAD WORKS - GROVE STREET ALBANY	183.99
EFT85060	12/09/2013	METROOF ALBANY	ROOFING TEK SCREWS	14.96
EFT85061	12/09/2013	MICROELECTRONIC TECHNICAL SERVICES	Tate radio change overs	1,133.00
EFT85062	12/09/2013	MOTEL LE GRANDE	ACCOMODATION & MEALS	815.50
EFT85063	12/09/2013	MOUNT ROMANCE AUSTRALIA PTY LTD	VISITORS CENTRE MERCHANDISE	202.46
EFT85064	12/09/2013	LGIS INSURANCE BROKING	INSURANCES - MOTOR VEHICLE	3,096.71
EFT85065	12/09/2013	LGIS LIABILITY	INSURANCES - SKIN CANCER SCREENING - FAILURE TO ATTEND	176.55
EFT85066	12/09/2013	MY PLACE COLONIAL ACCOMMODATION	ACCOMODATION & MEALS FOR CBW AUTHOR	420.00
EFT85067	12/09/2013	NATALIE RADIVOJEVIC	VAC COORDINATION DUTIES FOR THE GREAT SOUTHERN ART AWARD	1,390.02
EFT85068	12/09/2013	ALBANY NEWS DELIVERY - VAC	NEWSPAPER DELIVERIES	12.40
EFT85069	12/09/2013	SANDRA O'DOHERTY	ART EXHIBITION INSTALLATION - JULY 2013	330.00
EFT85070	12/09/2013	ORCHIDS OF SOUTH-WEST AUSTRALIA	VISITORS CENTRE MERCHANDISE	80.00
EFT85071	12/09/2013	ORICA AUSTRALIA P/L	CHLORINE SUPPLIES - ALAC	1,012.44
EFT85072	12/09/2013	ORIGIN ENERGY	GAS SUPPLIES ALAC	4,348.30
EFT85073	12/09/2013	CORR ART	ARTISTIC DEVELOPMENT TEACHING WEEK 5 & 6	315.00
EFT85074	12/09/2013	OTIS ELEVATOR COMPANY P/L	LIFT MAINTENANCE	1,496.64
EFT85075	12/09/2013	PALMER EARTHMOVING AUSTRALIA PTY LTD	Mobilisation/Demobilisation to Gnowellen Road gravel pit	34,209.84
EFT85076	12/09/2013	KATE PARKER	REIMBURSEMENT - ALBANY ART PRIZE	256.20
EFT85077	12/09/2013	PETER GRAHAM AND COMPANY LTD	Solo extension wand	78.95
EFT85078	12/09/2013	PLASTICS PLUS	KWULTI/ULTI MAT 1.2 PER MTR, BLACK CRATE & STORGE CONTAINERS LARGE	470.14
EFT85079	12/09/2013	PLANT SUPPLY COMPANY	NURSERY SUPPLIES	350.57
EFT85080	12/09/2013	KRISTIE PORTER	FITNESS INSTRUCTION	225.00
EFT85081	12/09/2013	PRECISION HEARING	Baseline Hearing Test	88.00
EFT85082	12/09/2013	PROJECT3 PTY LTD	ANZAC EVENTS CONSULTANCY - AUGUST 2013 RETAINER	5,500.00
EFT85083	12/09/2013	QUEENSBERRY INFO TECHNOLOGY PTY LTD	ANNUAL SECURE PAY FEE	495.00
EFT85084	12/09/2013	REEVES AND COMPANY BUTCHERS PTY LTD	CATERING72	290.00

REPORT ITEM CSF025 REFERS

EFT85085	12/09/2013	REECE PTY LTD	Supply and deliver 6m x 750mm stormpro poly pipes Sn8	5,725.50
EFT85086	12/09/2013	REXEL AUSTRALIA	PLUMBING PARTS	6.50
EFT85087	12/09/2013	RIDING FOR THE DISABLED - ALBANY GROUP	RIDERS REGISTRATION 2013 KIDSPORT VOUCHERS	150.00
EFT85088	12/09/2013	UNITED TOOLS ALBANY	HARDWARE/TOOL SUPPLIES	368.27
EFT85089	12/09/2013	SAXXON IT	CISCO ASA 5510 - 1-YEAR SUPPORT - SECURITY PLUS for the DR site	4,362.60
EFT85090	12/09/2013	SHEILAH RYAN	13HRS @ \$30 PR HRGARDENING AT THE VANCOUVER ARTS CENTRE	390.00
EFT85091	12/09/2013	SKILL HIRE WA PTY LTD	CASUAL STAFF/APPRENTICE FEES	6,420.28
EFT85092	12/09/2013	SMITHS ALUMINIUM & 4WD CENTRE	For the construction of a handrail for the workshop at the depot	687.00
EFT85093	12/09/2013	SOUTHERN ELECTRICS	SCHEDULED PREVENTATIVE MAINTENANCE	3,547.79
EFT85094	12/09/2013	SOUTHERN TOOL & FASTENER CO	HARDWARE SUPPLIES	1,199.49
EFT85095	12/09/2013	SOUTHWAY DISTRIBUTORS PTY LTD	CATERING SUPPLIES	1,721.50
EFT85096	12/09/2013	SOUTHCOAST SECURITY SERVICE	SECURITY SERVICES	584.19
EFT85097	12/09/2013	SPEEDO AUSTRALIA PTY LTD	SPORT STORE PURCHASES	13.75
EFT85098	12/09/2013	STATEWIDE BEARINGS	VEHICLE PARTS	37.71
EFT85099	12/09/2013	BLUESCOPE DISTRIBUTION PTY LTD	STEEL SUPPLIES	32.04
EFT85100	12/09/2013	STIRLING FREIGHT EXPRESS	FREIGHT CHARGES	302.84
EFT85101	12/09/2013	VISITOR CENTRE ASSOCIATION OF WA INC	2013 WA VISITOR SERVICING CONFERENCE, TOP TOURISM AWARDS GALA DINNER	775.00
EFT85102	12/09/2013	SUNNY SIGN COMPANY	ASSORTED SIGNAGE	1,150.42
EFT85103	12/09/2013	ALBANY LOCK SERVICE	Being for the purchase of 6 bi-lolocks for the Frenchman's bay BBQ's	703.10
EFT85104	12/09/2013	T & C SUPPLIES	Bags QUICK SET CEMENT/HARDWARE/TOOL SUPPLIES	882.79
EFT85105	12/09/2013	TELSTRA CORPORATION, PLANT DAMAGES	DAMAGE TO TELSTRA PROPERTY 8 BANESVY DRIVE YAKAMIA	1,454.03
EFT85106	12/09/2013	THE NAKED BEAN COFFEE ROASTERS	COFFEE SUPPLIES FOR ALAC CAFE	150.00
EFT85107	12/09/2013	THINKWATER ALBANY	IRRIGATION SUPPLIES	1,042.17
EFT85108	12/09/2013	TRAILBLAZERS	SAFETY BOOTS	160.95
EFT85109	12/09/2013	TRUCKLINE	VEHICLE PARTS	1,386.50
EFT85110	12/09/2013	TRU-BLU GROUP PTY LTD	Days hire of 1.5 tonne mini excavator	2,488.70
EFT85111	12/09/2013	ALBANY TYREPOWER	TYRE PURCHASES/MAINTENANCE	150.00
EFT85112	12/09/2013	VANCOUVER WASTE SERVICES (ARMOGEDIN PTY LTD)	METAL DUST	46.00
EFT85113	12/09/2013	SARAH VALLENTINE	CASUAL HOURS VANCOUVER ARTS CENTRE	850.22
EFT85114	12/09/2013	THE VINES RESORT AND COUNTRY CLUB	ACCOMMODATION FEES	1,556.00
EFT85115	12/09/2013	JULIA WARREN	FITNESS INSTRUCTION	225.00
EFT85116	12/09/2013	WAVESOUND PTY LTD	Subscription to Transparent Languages Online service for LIBRARY	1,760.00
EFT85117	12/09/2013	ALBANY & GREAT SOUTHERN WEEKENDER	CENTENNIAL PARK ADVERTISING	590.36
EFT85118	12/09/2013	WESTRAC EQUIPMENT PTY LTD	208L drum of Cat TDTO 30 oil.	1,144.03
EFT85119	12/09/2013	WEST AUSTRALIAN NEWSPAPERS LIMITED	ADVERTISING	3,154.10
EFT85120	12/09/2013	WESTSHRED DOCUMENT DISPOSAL	DOCUMENT DISPOSAL	313.50
EFT85121	12/09/2013	WESTERN POWER CORPORATION	Street light - Sydney St	3,117.00
EFT85122	12/09/2013	WESTERN WORK WEAR	SAFETY BOOTS	445.00
EFT85123	12/09/2013	WEST COAST ANALYTICAL SERVICES	Water monitoring	4,217.50
EFT85124	12/09/2013	WEST-OZ WEB SERVICES	VISITORS CENTRE MERCHANDISE	14.80
EFT85125	12/09/2013	WHITFIELD ESTATE & PICNIC IN THE PADDOCK	VISITORS CENTRE MERCHANDISE	86.14
EFT85126	12/09/2013	THE WINDOW WASHER MAN	WINDOW CLEANING	40.00
EFT85127	12/09/2013	YAKKA PTY LTD (KINGGEE WORKWEAR GROUP)	UNIFORMS	314.75
EFT85128	12/09/2013	ZENITH LAUNDRY	LAUNDRY SERVICES/HIRE	16.30
EFT85129	12/09/2013	TECTONICS CONSTRUCTION GROUP P/L	Construction of Anzac Peace Park Shared Path	83,365.62

TOTAL

\$ 3,680,198.45

Summary - List of Accounts for Payment

Trust	\$	1,468.22
Credit Cards	\$	32,186.18
Payroll	\$	1,060,899.93
Cheques	\$	48,866.70
Electronic Funds Transfer	\$	3,680,198.45
Total	\$	4,823,619.48

EXECUTED DOCUMENT REGISTER

Document Number	FILE NUMBER	DATE SENT RECD	Ext Cor Name	Description	Respond By Date
EDR1332265	EM.PLA.3	15/08/2013	TUCKER	EXECUTED DOCUMENT. ITEM: 3.3 OCM: 15.3.11 RE: APPLICATION FOR CLEARING PERMIT FORM C1 - GRASMERE ELLEKER ROAD PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 1 COPY	22/08/2013
EDR1332269	D8 GS.PRG.42	15/08/2013	TURNER	EXECUTED DOCUMENT. ITEM:4.6 OCM: 15.3.11 RE: ANNUAL GRANTS ACQUITTAL FOR 2012-2013 YEAR PARTIES: CITY OF ALBANY AND FIRE AND EMERGENCY SERVICE AUTHORITY SIGNED BY CEO G FOSTER 1 COPY	22/08/2013
EDR1332275	A90148	16/08/2013	DAVIDSON	EXECUTED DOCUMENT. ITEM: N/A OCM: N/A RE: PLANNING SCHEME CONSENT - 28 FLINDERS PARADE, ALBANY PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 1 COPY	23/08/2013
EDR1332312	D8 GS.PRG.29	20/08/2013	PEPPER	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: ROADS TO RECOVERY FUNDING PROGRAM - ANNUAL ACQUITTAL PARTIES: CITY OF ALBANY AND DEPARTMENT OF INFRASTRUCTURE AND TRANSPORT - ROADS TO RECOVERY PROGRAM SIGNED BY CEO G FOSTER 1 COPY	27/08/2013
EDR1332317	GS.APC.84	20/08/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.03.11 RE: APPLICATION FOR STRENGTHENING AVIATION SECURITY INITIATIVE - SECURITY CATEGORY 3 UPGRADE OF ALBANY HARRY RIGGS AIRPORT PARTIES: CITY OF ALBANY AND DEPARTMENT OF INFRASTRUCTURE AND TRANSPORT SIGNED BY CEO G FOSTER 1 COPY	27/08/2013
EDR1332356	SD.DEC.12	22/08/2013	PEPPER	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: COUNTRY LOCAL GOVERNMENT FUND 2011/2012 PARTIES: CITY OF ALBANY AND DEPARTMENT OF REGIONAL DEVELOPMENT SIGNED BY CEO G FOSTER 2 COPIES	29/08/2013
EDR1332468	GS.APC.60	28/08/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: VARIATION OF GRANT AGREEMENT FOR PRE-MASTERPLAN REPORT FOR ALBANY WATERFRONT CULTURAL HERITAGE AND TOURISM PRECINCT PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT COMMISSION SIGNED BY CEO G FOSTER 2 COPIES	04/09/2013
EDR1332516	GS.APC.82	30/08/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: GRANT APPLICATION FOR TOURISM INDUSTRY REGIONAL DEVELOPMENT FUND (TIRF). PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 2 COPIES	06/09/2013
EDR1332537	GS.PRG.51	02/09/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: GRANT ACQUITTAL FOR GREAT SOUTHERN DEVELOPMENT COMMISSION - CONSTRUCTION PADRE WHITE LOOKOUT PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT COMMISSION SIGNED BY CEO G FOSTER 1 COPY	09/09/2013

REPORT ITEM CSF026 REFERS

EDR1332541	GS.APC.44	02/09/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: GRANT ACQUITTAL FOR GREAT SOUTHERN DEVELOPMENT COMMISSION - BUSINESS CASE FOR APPLICATION TO CLGF 2012/2013 (NEW MULTI-PURPOSE PLAYING FIELDS AND SHARED CLUBROOMS FOR SOCCER, CRICKET AND HOCKEY AT CENTENNIAL PARK IN ALBANY) PARTIES: CITY OF ALBANY AND GREAT SOUTHERN DEVELOPMENT COMMISSION SIGNED BY CEO G FOSTER 1 COPY	09/09/2013
EDR1332566	PE.COT.7	04/09/2013	VORSTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: CONTRACT C13012 - PANEL OF SUPPLIERS - SURVEY SERVICES PARTIES: CITY OF ALBANY AND HSV NOMINEES PTY LTD, JOHN KINNEAR AND ASSOC. ALBANY MAPPING, HARLEY GLOBAL, OPUS INTERNATIONAL SIGNED BY CEO G FOSTER 1 COPY	11/09/2013
EDR1332568	EM.PCD.1	04/09/2013	TUCKER	EXECUTED DOCUMENT. ITEM: 3.3 OCM: 15.3.11 RE: TRACK REMEDIATION AND STABILISATION WORKS REQUIRED AT NORMANS INLET RESERVE 2031 PARTIES: CITY OF ALBANY AND DEPARTMENT OF ENVIRONMENT REGULATION SIGNED BY CEO G FOSTER 1 COPY	11/09/2013
EDR1332585	ES.AWP.1	04/09/2013	TURNER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: KALGAN BUSH FIRE BRIGADE MEMBER RECOGNITION OF SERVICE PARTIES: CITY OF ALBANY AND FIRE AND EMERGENCY SERVICES AUTHORITY SIGNED BY CEO G FOSTER 1 COPY	11/09/2013
EDR1332604	GS.APC.77	05/09/2013	RICHTER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.3.11 RE: LETTER OF ACCEPTANCE NEW YEARS EVE FIREWORKS SPONSORSHIP BY LANDCORP PARTIES: CITY OF ALBANY AND LANDCORP SIGNED BY CEO G FOSTER 1 COPY	12/09/2013
EDR1332615	PS.TEN.5	06/09/2013	BLASZKOW	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: WALGA QUOTATION P13020 PARTIES: CITY OF ALBANY AND KOMATSU AUSTRALIA PTY LTD SIGNED BY CEO G FOSTER 1 COPY	13/09/2013
EDR1332616	PS.TEN.5	06/09/2013	BLASZKOW	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: WALGA QUOTATION P13020 PARTIES: CITY OF ALBANY AND JCB CONSTRUCTION EQUIPMENT SIGNED BY CEO G FOSTER 1 COPY	13/09/2013
EDR1332623	D8 GR.STL.6	06/09/2013	PEPPER	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: COMMONWEALTH FUNDING AGREEMENT FOR BRIDGE ALLOCATION PARTIES: CITY OF ALBANY AND DEPARTMENT OF LOCAL GOVERNMENT SIGNED BY CEO G FOSTER 1 COPY	13/09/2013
EDR1332694	PRO357	12/09/2013	HUBBLE	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.03.11 RE: SALE OF LOT 444(6) RAYBOLD STREET LOCKYER - AUTHORITY TO ACT PARTIES: CITY OF ALBANY AND HHG LEGAL GROUP SIGNED BY CEO G FOSTER 1 COPY	19/09/2013
EDR1332704	RD.TEN.5	13/09/2013	VORSTER	EXECUTED DOCUMENT. ITEM: 1.1 OCM: 18.09.12 RE: P13014 -WALGA E-QUOTE SUPPLY BITUMEN PARTIES: CITY OF ALBANY AND FULTON HOGAN AND RNR CONTRACTING SIGNED BY CEO G FOSTER 1 COPY	20/09/2013
EDR1332706	GO.ELE.6	13/09/2013	SHEPHARD	EXECUTED DOCUMENT. ITEM: N/A OCM: N/A RE: LOCAL GOVERNMENT CERTIFIED RESIDENT ROLL PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 1 COPY	20/09/2013

REPORT ITEM CSF026 REFERS

EDR1332707	D8 RV.RPY.2	13/09/2013	SHEPHARD	EXECUTED DOCUMENT. ITEM: N/A OCM: N/A RE: REPRESENTATION OF CITY IN LEGAL PROCEEDINGS PARTIES: CITY OF ALBANY SIGNED BY CEO G FOSTER 2 COPIES	20/09/2013
EDR1332709	D8 PS.ACQ.1	13/09/2013	TURNER	EXECUTED DOCUMENT. ITEM: 4.6 OCM: 15.03.11 RE: NEW HEAVY TANKER 2.4 FOR KALGAN AND NAPIERS BUSH FIRE BRIGADE IN ACCORDANCE WITH THE RISK TO RESOURCE PLAN PARTIES: CITY OF ALBANY AND DEPARTMENT OF FIRE AND EMERGENCY SERVICES SIGNED BY CEO G FOSTER 1 COPY	20/09/2013

REPORT ITEM CSF026 REFERS

COMMON SEAL REGISTER

Document Number	FILE NUMBER	DATE SENT RECD	Ext Cor Name	Description	Respond By Date
NCSR1332316	RD.DEC.17	20/08/2013	GREENWOOD	COPY OF COMMON SEAL ITEM: N/A OCM: N/A RE: APPLICATION FOR CLEARING PERMIT FOR MILLBROOK ROAD RECONSTRUCTION AND WIDENING PARTIES: CITY OF ALBANY AND DEPARTMENT OF ENVIRONMENT REGULATION SIGNED BY MAYOR AND CEO G FOSTER 1 COPY	20/08/2013
NCSR1332374	RD.DEC.18	22/08/2013	GREENWOOD	COPY OF COMMON SEAL ITEM: N/A OCM: N/A RE: APPLICATION FOR CLEARING PERMIT FOR WILLYUNG ROAD RECONSTRUCTION AND WIDENING PARTIES: CITY OF ALBANY AND DEPARTMENT OF ENVIRONMENT REGULATION SIGNED BY MAYOR AND CEO G FOSTER 1 COPY	22/08/2013
NCSR1332470	D8 GS.APC.31	28/08/2013	RICHTER	COPY OF COMMON SEAL ITEM: 4.6 OCM: 15.03.11 RE: GRANT AGREEMENT FOR KALGAN RIVER FEASIBILITY STUDY (UNDER RECREATIONAL BOATING FACILITIES SCHEME RD 18) PARTIES: CITY OF ALBANY AND DEPARTMENT OF TRANSPORT SIGNED BY MAYOR AND CEO G FOSTER 2 COPIES	28/08/2013
NCSR1332570	PRO372	04/09/2013	CATHERALL	COPY OF COMMON SEAL ITEM: 4.5 OCM: 15.11.12 RE: LEASE FOR AIRPORT CAFE PARTIES: CITY OF ALBANY AND JACQUINE HEATHER DANIEL TRADING AS JACQUI DANIEL SIGNED BY MAYOR AND CEO G FOSTER 2 COPIES	04/09/2013
NCSR1332614	PRO371	06/09/2013	CATHERALL	COPY OF COMMON SEAL ITEM: 1.1 OCM: 18.09.12 RE: DEED OF EXTENSION OF LICENCE TELECOMMUNICATION FACILITY ON PORTION OF LOT 117 MOUNTAIN ROAD BORNHOLM PARTIES: CITY OF ALBANY AND OCEAN BROADBAND LTD (LICENSEE) AND MARK NEIL JENDRZEJCZAK AND MEAGAN MARIE DE PIAZZI SIGNED BY MAYOR AND CEO G FOSTER 2 COPIES	06/09/2013
NCSR1332650	RD.ACQ.1 A6270	09/09/2013	VELD	COPY OF COMMON SEAL ITEM: 4.6 OCM: 15.03.11 RE: WITHDRAWAL OF CAVEAT ON LOT 4559 ON DEPOSITED PLAN 144789 - STANLEY ROAD, YOUNG SIDING PARTIES: CITY OF ALBANY SIGNED BY MAYOR AND CEO G FOSTER 1 COPY	09/09/2013
NCSR1332651	RD.DEC.2 A37843 A63387	09/09/2013	VELD	COPY OF COMMON SEAL ITEM: 4.6 OCM: 15.03.11 RE: WITHDRAWAL OF CAVEAT ON LOT 34 ON PLAN 3301 - ULSTER ROAD, ALBANY PARTIES: CITY OF ALBANY SIGNED BY MAYOR AND CEO G FOSTER 1 COPY	09/09/2013
NCSR1332663	TT.TEN.2 TT.TEN.2	10/09/2013	ALLEN	COPY OF COMMON SEAL ITEM: WS003 OCM: 27.08.13 RE: CONTACT FOR C13004 PROVISION OF TRAFFIC CONTROL PARTIES: CITY OF ALBANY AND TMSW PTY LTD ATFT TMSW UNIT TRUST TRADING AS TRAFFIC FORCE SIGNED BY MAYOR AND CEO G FOSTER 2 COPIES	10/09/2013

City of Albany Policy / Council Policy – Environmental Impact Assessments

1. Policy Statement

City of Albany will ensure works are conducted in a manner that minimise the environmental impact on land vested in the care and control of the City of Albany.

2. Objective

This policy and associated procedure aim to minimise the environmental impacts that could be caused by works carried out on City controlled land, and ensure compliance with legislative and statutory requirements (including International, Federal and State Government legislation and policies).

3. Scope

The Environmental Impact Assessment Procedure is to be implemented during the planning stage of any works proposed by City of Albany staff, contractors, other Government departments or members of the community on City controlled land. Works to be assessed include new, upgrade and maintenance works.

4. Legislative and Strategic Context

- *Agriculture and Related Resources Protection Act 1976*
- *Country Areas Water Supply Act 1947*
- *Environmental Protection Biodiversity Conservation Act 1999*
- *Fish Resource Management Act 1994*
- *Metropolitan Water Supply, Sewerage and Drainage Act 1909*
- *Rights in Water and Irrigation Act 1914*
- *Wildlife Conservation Act 1950*
- *Waterways Conservation Act 1976*
- *Environmental Protection Act 1986*

5. Review Position and Date

Chief Executive Officer to review on or before 30 June 2014

6. Associated Documents

- *Environmental Impact Assessment Procedure*

7. Definitions

- None required.

Version Control

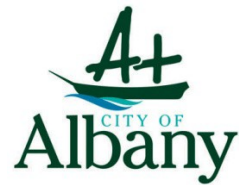
Version	Date	Status	Distribution	Comment
01	04 April 2013	Draft Version 1	Internal Document <ul style="list-style-type: none"> • Works and Services • Environment & Reserves Committee 2012 EMT Meeting 2012	Author: Reserves Officer

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Council Procedure

Environmental Impact Assessment

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1. Objectives

City of Albany will ensure works are conducted in a manner that minimise the environmental impact on land vested in the care and control of the City of Albany.

2. Scope

This procedure aims to minimise the environmental impacts that could be caused by works carried out on City controlled land, and ensure compliance with legislative and statutory requirements (including International, Federal and State Government legislation and policies).

3. Definitions

ASS	Acid Sulphate Soils
DAFWA	Department of Agriculture and Food Western Australia
DEC	Department of Environment and Conservation
DOW	Department of Water
DRF	Declared Rare Flora
EIA	Environmental Impact Assessment
ESA	Environmentally Sensitive Area
PEC	Priority Ecological Community
PGA	Proclaimed Groundwater Area
PSA	Proclaimed Surfacewater Area
TEC	Threatened Ecological Communities

Also see Glossary of Terms.

4. Procedure for Environmental Impact Assessment (EIA)

- (1) This procedure sets out the process to minimise the environmental impacts that could be caused by works carried out on City controlled land.
- (2) This procedure sets out the process to ensure that works are conducted in compliance with legislative and statutory requirements (including International, Federal and State Government legislation and policies) and that any approvals required are in place prior to the commencement of works.
- (3) Figure 1 illustrates the EIA Process.
- (4) Figure 2 indicates each step of the EIA process, and who is responsible for implementing each step.
- (5) It is essential that works approved through the EIA process also acquire all other necessary City of Albany and external approvals, before works commence.

4.1 Project Description (Step 1)

- (1) The first step of the EIA process requires the Responsible Officer to provide the Reserves Officer with the below:
 - (a) a brief written description of the proposed works;
 - (b) a site map comprising of proposed works overlaid on an aerial photograph; and
 - (c) a proposed starting date for the project, to determine the urgency for the results of the EIA.

4.2 Environmental Impact Assessment Checklist (Step 2)

- (1) The EIA Checklist (Appendix 1) is the second step of the EIA process. All proposed works will be screened using this checklist to identify those works that are “low impact” and those works that are potentially “medium to high impact”.
- (2) **Low impact works** are those that have “no” against all items in the checklist, and are considered to have a low impact on the environment. These works can be approved internally from an environmental perspective without completing an EIA Report (Section 4.3). Low impact works are considered to be adequately management through ordinary work area procedures.

Note: Low impact works may still require a clearing permit from the Department of Environment and Conservation (DEC) before works can be undertaken, if not an exempt activity (Section 8.2).

- (3) **Medium to high impact works** are those that have “yes” to one or more items in the checklist, and are considered to have the potential to have a medium to high impact on the environment. These works require further assessment and require an EIA Report (Section 4.3).
- (4) The EIA Checklist is to be undertaken by a City of Albany Reserves Officer or other suitably trained staff (Figure 2).

4.3 Environmental Impact Assessment Report (Step 3)

- (1) Following the completion of the EIA Checklist, an EIA Report (Appendix 2) must be completed for works that have been identified as having the potential to have medium to high impact on the environment.
- (2) These works may be approved internally from an environmental perspective only once further environmental assessment has been carried out, other relevant agencies are consulted, necessary approvals and permits acquired and specific work procedures have been developed and adopted where necessary.
- (3) The EIA Report is to be undertaken by a City of Albany Reserves Officer or other suitably trained staff (Figure 2).
- (4) Major projects and projects, where significant environmental values / issues have been identified, may require further environmental impact assessment through external consultants to ensure values / issues are adequately addressed.

4.4 Implement Works or Modify and Reassess (Step 4)

- (1) Once internal environmental approval is achieved, along with any other necessary approvals, the works can be implemented. Ordinary work procedures, as well as any specific work procedures must be implemented to ensure works minimise impacts on the environment.
- (2) In some cases, proposed works may need to be modified or relocated, if impacts on the environment are too high. Modified projects then need to reassessed.

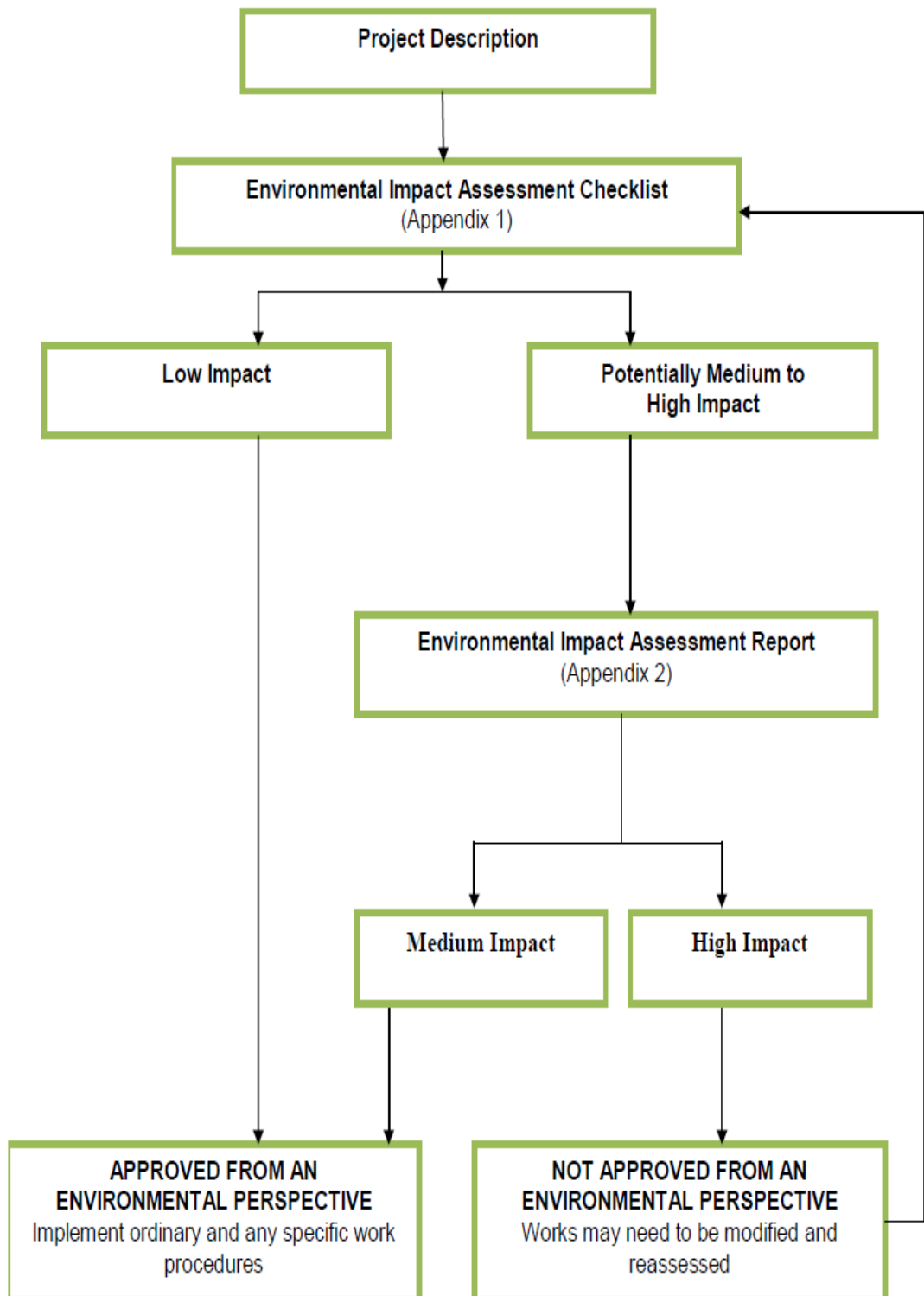






Figure 1 – Environmental Impact Assessment Process

Steps	Responsibilities	How	Evidence
1. Works Description 	Responsible Officer	<ul style="list-style-type: none"> Prepare works description, map and proposed start date Refer to Reserves Officer for Environmental Impact Assessment 	<i>Project description complete</i>
2. Environmental Impact Assessment Checklist 	Reserves Officer	<ul style="list-style-type: none"> Complete Environmental Impact Assessment Checklist Reserves Officer to email or write to Responsible Officer with internal approval OR notify Responsible Officer of potential timelines for any necessary liaison and/or approvals 	<i>Checklist complete and correspondence with Responsible Officer</i>
3. Environmental Impact Assessment Report 	Reserves Officer*	<ul style="list-style-type: none"> Liaise with relevant Government agencies to gain necessary approvals or support for works Engage consultants if necessary Prepare specific work procedures to address any special conditions or requests Reserves Officer to email or write to Responsible Officer with assessment outcome 	<i>Environmental Impact Assessment Report complete and correspondence with Responsible Officer</i>
4. Implement works or modify and reassess 	Reserves Officer and Responsible Officer	<ul style="list-style-type: none"> Responsible Officer to note special conditions and specific works procedures Responsible Officer to consider and plan for implementation of special conditions and proposed specific work procedures If environmental approval is not achieved, consider modifying project and reassess 	<i>Works undertaken in accordance with any ordinary and specific work procedures</i>

*The Responsible Officer can also assist at this stage to speed up the process.

Figure 2 – Steps and Responsibilities of Environmental Impact Assessment

4.5 Potential Timelines for Assessment and Approvals

- (1) Once the Project Description is received by the Reserves Officer, feedback to the Responsible Officer on the outcome on the EIA checklist can be expected within ten working days. This feedback will indicate if the proposed works have been approved from an environmental perspective, or if further investigations are required to complete the EIA. If further investigations are required, an expected timeline will also be provided, based on the figures listed in Table 1. Responsible Officers will also be advised on any associated costs.
- (2) If projects are urgent, the EIA checklist can be undertaken quicker. However, if further investigations are required, the process cannot be accelerated due to dependence on external factors.
- (3) Delays to the EIA process may occur due to the work load of the Reserves Officers, and if the assessment involves multiple works projects e.g the Capital Works Program for the coming financial year. In these situations; works will be prioritised based on urgency. .

Approval/Liaison	Who	Timeline	Cost
EIA Checklist	Reserves Officer	Ten business days	\$0
Clearing Permit	DEC	Up to three months	\$50 (<1ha) \$200 (>1ha)
Flora or fauna assessment and report	Consultant	Twenty business days, but depends on consultant	Depends on project, but could be approximately \$2,000.
Flora or fauna license	DEC	Twenty business days	\$0
Acid Sulphate Soil assessment and management plan	Consultant	Twenty business days, but depends on consultant	Depends on project, but could be \$5,000 upwards
Large EIA assessment and report	Consultant	Up to three months, but depends on consultant	Depends on project, but could be approximately \$5,000
Referral to other State Government Departments	DEC, DOW, DAFWA, DOF	Twenty business days	\$0
Referral to Commonwealth Minister	DSEWPC	Twenty business days	\$0, but could change
Commonwealth Minister assessment	DSEWPC	Max of 40 business days from provision of additional requested documents	\$0, but may change

Table 1 - Potential Timelines for Assessment and Approvals.

5. Environmentally Sensitive Areas and Other Significant Sites

- (1) Under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, and the *Environmental Protection (Environmentally Sensitive Areas) Notice 2005*, the following areas are declared to be Environmentally Sensitive Areas (ESA) within the City of Albany:
- (a) declared World Heritage property as defined in section 13 of the *Environment Protection and Biodiversity Conservation Act 1999* of the Commonwealth;
 - (b) an area that is registered on the Register of the National Estate, because of its natural values, under the Australian Heritage Commission Act 1975 of the Commonwealth.

Note: Not applicable as of February 2012 when Register ceased to exist. It is expected that the sites on this list will be protected under other National, State and Local Government heritage lists.

- (c) a defined wetland and the area within 50 m of the wetland;
- (d) the area covered by vegetation within 50 m of rare flora, to the extent to which the vegetation is continuous with the vegetation in which the rare flora is located;
- (e) the area covered by a threatened ecological community;
- (f) – (j) *not applicable to the City of Albany Local Government Area.*

Note: If proposed works are located within an ESA, many exemptions under the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 do not apply. Also refer to A Guide to the exemptions and regulations for clearing native vegetation prepared by DEC.

- (2) Other significant environmental values / issues that need to be considered when planning works include:
- State listed threatened fauna species;
 - National listed threatened flora;
 - National listed Threatened Ecological Communities;
 - National listed threatened fauna;
 - National listed migratory fauna;
 - Public Drinking Water Source Areas, Proclaimed Groundwater and Surfacewater Areas;
 - *Phytophthora* Dieback Protectable Areas and *Phytophthora* Dieback-free Areas;
 - conservation estate and other pristine areas;
 - acid sulphate soils;
 - other wetlands, waterways and harbours;
 - declared pest; and
 - environmental weeds.

Note: Proposed works must also be assessed according to the City's Land and Heritage Assessment Procedure (2012) which covers European and Aboriginal heritage sites.

5.1 Declared World Heritage Areas

- (1) World heritage sites are places that are important to and belong to everyone, irrespective of where they are located. They have universal value that transcends the value they hold for a particular nation. Australia currently has 18 properties on the World Heritage List, three of which occur within Western Australia. In Australia, these sites are protected under the *Environmental Protection Biodiversity Conservation Act 1999 (EPBC Act)*.
- (2) At the time of preparing this report, there were no declared World Heritage Areas within the City of Albany.
- (3) The relevant web site needs to be checked annually to identify any relevant additions to the List.

If proposed works are within a World Heritage Area, a clearing permit is required from DEC.

If the proposed works will impact on a World Heritage Site, there is a requirement that the proposal be referred (Section 6.4) to the Commonwealth Environment Minister.

5.2 Defined Wetlands

- (1) A "defined wetland", under the *Environmental Protection (Environmentally Sensitive Areas) Notice 2005*, means 50 m within:
- (a) a wetland included in the List of Wetlands of International Importance kept under the Ramsar Convention;
 - (b) a nationally important wetland as defined in A Directory of Important Wetlands in Australia (2001), 3rd edition, published by the Commonwealth Department of the Environment and Heritage, Canberra;

- (c) a wetland designated as a conservation category wetland in the geomorphic wetland maps held by, and available from, the Department of Water (DOW).

(d) & (e) not applicable to the City of Albany area.

5.2.1 Ramsar Wetlands

- (1) The Convention on Wetlands of International Importance, called the Ramsar Convention, is an intergovernmental treaty that provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources. Ramsar wetlands are recognised as a matter of national environmental significance under the *EPBC Act*.
- (2) At the time of preparing this report, there were no Ramsar listed wetlands within the City of Albany.
- (3) The relevant website needs to be checked annually to identify any relevant additions to these lists.

5.2.2 Important Wetlands

- (1) There are three wetlands within the City of Albany listed in A Directory of Important Wetlands in Australia (2001), 3rd edition, including:
 - Lake Pleasant View System, within Lake Pleasant View and North Sister Nature Reserves;
 - Moates Lake System, comprising of Angove and Moates Lakes within Two Peoples Bay Nature Reserve; and
 - Oyster Harbour.
- (2) Although these wetlands are not located on Council controlled land, they all adjoin parcels of City land, and therefore are relevant when proposed works are within 50 m of these areas.
- (3) This list is static, and does not need to be checked for updates.

5.2.3 Conservation Category Wetlands

- (1) The Conservation Category Wetlands database is maintained by the DOW, and has been developed using information from a number of relevant studies. The City has a copy of this database that needs to be checked as part of the EIA.
- (2) The City needs to check with DOW for updated versions of this database on an annual basis.

If proposed works are within 50 m of a defined wetland, a clearing permit is required from DEC.

If proposed works have the potential to impact on a defined wetland, DOW and DEC in Albany will be consulted to determine their support and recommendations for the proposed works.

5.3 State Listed Rare Flora

- (1) Rare flora are plants which have been assessed as being at risk of extinction. In Western Australia, the term Declared Rare Flora (DRF) is applied to threatened flora due to the laws regarding threatened flora conservation. The *Wildlife Conservation Act 1950 (WC Act)* is the primary wildlife conservation legislation in the State and the Minister for the Environment can declare taxa (species, subspecies or variety) as

“rare flora” if they are considered to be in danger of extinction, rare or otherwise in need of special protection.

- (2) A database search for locations of State listed rare flora in the vicinity of proposed works must be undertaken. In addition, any newly listed DRF, where the City has received notification from DEC, must also be considered.
- (3) An up-to-date version of the DRF database is to be obtained from DEC annually.
- (4) In some cases, a flora or vegetation survey may be required as part of the process to obtaining a clearing permit through DEC.

If proposed works are within 750 m of a DRF record, to the extent to which the vegetation is continuous with the vegetation in which the rare flora is located, DEC in Albany is to be consulted to determine if any populations may be impacted by the proposed works.

If the proposed work will impact on a DRF population, then the City needs to:

- *determine if works can be modified or relocated to avoid or minimise disturbance to the DRF;*
- *apply for a clearing permit (Section 6.2) if works are within 50 m of DRF; and*
- *apply for a license to take rare flora (Section 6.3) from DEC, if necessary.*

5.4 National Listed Threatened Flora

- (1) Flora can also be listed as “threatened” under the *EPBC Act*. At the time of preparing this document, approximately 80% of State listed rare flora, are also protected under the *EPBC Act*, with a few species on the *EPBC Act* list, but not on the State list (Sarah Barrett *pers comm*).
- (2) To determine what National listed flora species might occur in the vicinity of a site, it is necessary to generate an *EPBC Act* Protected Matters Report (see glossary). The State rare flora database can then be used to check for known records for those species that are on both lists. For species listed only under the *EPBC Act*, a Naturemap report for the site can be checked for any known records. FloraBase (see glossary) and online recovery plans can also be checked for records. Liaison with the Rare Flora Officer at DEC may be required.

If the proposed works may impact on a threatened flora species listed under the EPBC Act, there is a requirement that the proposal be referred (Section 6.4) to the Commonwealth Environment Minister.

5.5 State Listed Threatened Ecological Communities

- (1) A Threatened Ecological Community (TEC) is a community that has been endorsed by Western Australia’s Environment Minister as being subject to processes that threaten to destroy or significantly modify it across much of its range. There is currently no Western Australian legislation that deals specifically with TECs. However, TECs are indirectly protected under Western Australian legislation through the *Environmental Protection Act 1986* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*, where it is identified as an Environmentally Sensitive Area (Section 5).
- (2) In Western Australia, Ecological communities with insufficient information available to be considered a TEC, or which are rare but not currently threatened, are placed on the Priority list and referred to as Priority Ecological Communities (PECs).

- (3) At the time of preparing this report, there were no State listed TEC within the City of Albany. However, there were a number of State listed PECs within the City boundary.
- (4) A database search for locations of TEC/PEC in the vicinity of proposed works must be undertaken. The shapefile for this database comprises a 500 m buffer zone around TEC/PECs. In addition, any newly listed TEC/PEC, where the City has received notification from DEC, must also be considered.
- (5) An up-to-date version of the TEC/PEC database is to be obtained from DEC annually.

If any proposed works are located within the 500 m buffer zone of a TEC/PEC, the Rare Flora Officer at the DEC office in Albany is to be consulted to determine if any communities may be impacted by the works.

If the proposed works will impact on a State listed TEC, then the City needs to:

- *determine if works can be modified or relocated, to avoid disturbing the community; and/or*
- *apply for a clearing permit, as the works are within an ESA.*

If the proposed works will impact on a State listed PEC, then the City needs to:

- *determine if works can be modified or relocated, to avoid disturbing the community.*

There is no permit system for taking PEC.

5.6 National Listed Threatened Ecological Communities

- (1) TECs that occur in Western Australia may also be listed as nationally threatened under the Commonwealth Government's *EPBC Act*.
- (2) At the time of preparing this report, there is no National listed TEC within the City of Albany. However, to determine if a National listed TEC might occur in the vicinity of a site, it is necessary to generate an *EPBC Act* Protected Matters Report (see glossary).

If the proposed works could have significant impact on a TEC listed under the EPBC Act, there is a requirement that the proposal be referred (Section 6.4) to the Commonwealth Environment Minister.

5.7 State Listed Threatened Fauna

- (1) Under the *WC Act*, there is a list of fauna regarded as being threatened in Western Australia. The City of Albany is required to determine if there is likely to be significant impact on any threatened fauna on a site that needs to be disturbed or cleared.
- (2) In order to determine this, a Level 1 fauna survey is required, which involves the following steps:
 - Step 1 - undertake a search for threatened fauna on Naturemap (see glossary);
 - Step 2 - review any known fauna surveys from or near by the site; and

- Step 3 - assess the habitat on the site, against the key habitat requirements of State listed threatened fauna species.
- (3) To assist in assessing the site for threatened fauna habitat, the City maintains a working checklist of key habitat requirements for State (and National listed) threatened fauna that occur within the City of Albany Local Government Area. This checklist has been developed by a qualified fauna consultant, and will be maintained to ensure that information is up-to-date and accurate.
 - (4) If the Level 1 survey identifies potential habitat for threatened fauna, an assessment will then be undertaken to determine if the proposed works are likely to have a significant impact on the species. It is likely that this assessment will require the assistance of a suitably qualified fauna consultant to make a determination.
 - (5) In some cases, a Level 2 fauna survey (i.e. to confirm use of an area by particular fauna) may be required as part of the process to obtaining a permit through DEC (or under the direction of the Commonwealth Environment Minister). The Level 2 survey needs to be undertaken by a suitably qualified consultant i.e. a zoologist with at least 3 years local fauna survey experience.
 - (6) The relevant websites need to be checked annually to determine if there have been any additions to the threatened fauna lists.

If it is determined that proposed works may have a significant impact on threatened fauna, then the City needs to:

- *determine if works can be modified or moved to another location, to minimise or avoid disturbing threatened fauna; and*
- *develop specific procedures that will reduce the impact on threatened species.*

5.8 National Listed Threatened Fauna

- (1) Under the *EPBC Act* there is a list of nationally threatened fauna species. The City of Albany is required to determine if there is likely to be a significant impact on any National listed threatened fauna on a site that needs to be disturbed or cleared.
- (2) Assess as for State listed threatened fauna (Section 5.7). In addition, it is necessary to generate an *EPBC Act* Protected Matters Report (see glossary), to determine what Nationally listed species may occur within the vicinity of the subject site.

If the proposed works may impact a fauna species listed under the EPBC Act, there is a requirement that the proposal be referred (Section 6.4) to the Commonwealth Environment Minister.

5.9 National Listed Migratory Fauna Species

- (1) Migratory fauna species can be listed as Nationally significant on the *EPBC Act*. The national list of migratory species consists of species listed under the following International Conventions:
 - Japan-Australia Migratory Bird Agreement (JAMBA)
 - China-Australia Migratory Bird Agreement (CAMBA)
 - Convention on the Conservation of Migratory Species of Wild Animals - (Bonn Convention)
- (2) Assess as for National listed threatened fauna (Section 5.8).

If the proposed works may impact on a migratory species listed under the EPBC Act, there is a requirement that the proposal be referred to the Commonwealth Environment Minister.

5.10 Public Drinking Water Source Area, Proclaimed Groundwater and Surfacewater Areas

- (1) The Department of Water is responsible for managing and protecting Western Australian water resources. In order to protect drinking water reservoirs and bore fields, DOW defines and proclaims water reserves, catchment areas and underground water pollution control areas. These water reserves, catchment areas and underground water pollution control areas are collectively known as Public Drinking Water Source Areas (PDWSA). They are proclaimed under the *Metropolitan Water Supply, Sewerage and Drainage Act 1909* or the *Country Areas Water Supply Act 1947*. By-laws created under these Acts enable the Department to control potentially polluting activities, to regulate land use, inspect premises and to take the necessary steps to prevent or clean up pollution.
- (2) Within the City of Albany, there are four gazetted PDWSAs, including:
 - Angove Creek Catchment Area;
 - Limeburners Creek Catchment Area;
 - Marbellup Water Reserve; and
 - South Coast Water Reserve.
- (3) In order to protect surfacewater and groundwater, particular areas can be declared as Proclaimed Groundwater Areas (PGA) or Proclaimed Surfacewater Areas (PSA) under the *Rights of Water and Irrigation Act 1914*. In proclaimed areas, it is illegal to take water from a watercourse or groundwater aquifer without a license. Permit application forms are available from the DOW website.
- (4) Within the City of Albany, there is no PSA, and one PGA.
- (5) The City has shapefiles of PDWSAs and PGAs, which will be checked as part of the EIA Process.
- (6) Reference should also be made to the relevant Water Quality Protection Notes produced by DOW, which are located on the DOW website. These notes discuss what activities and land-uses are acceptable within PDWSAs, and suggest work procedures that will reduce the impact of activities on water in these areas.

If proposed works are within a PDWSA, the DOW office in Albany will be consulted to determine their support and/or recommendations for the proposed works.

If the City of Albany proposes to draw water from a PGA, it will apply for a licence from DOW to take water from that area.

5.11 *Phytophthora* Dieback Protectable and Dieback Free Areas

- (1) “*Phytophthora* Dieback Protectable Areas” and “*Phytophthora* Dieback Unprotectable Areas” have been mapped for a number of City of Albany reserves. The reserves mapped were selected as they are large in size, or they were where the City of Albany and/or the community were actively undertaking management actions (e.g. bush rehabilitation, fire breaks).
- (2) The shapefiles of this data will be checked as part of the EIA process.

- (3) Given “Dieback-Free Areas” have not been mapped for all City of Albany reserves, the potential of an area being dieback-free needs to be determined as part of the EIA process. For example, sites in or adjacent to bushland with little or no disturbance, will be classified as possibly *Phytophthora* Dieback-free.

If proposed works are located within, or access is through, a “Dieback Protectable Area” or a possible “Dieback-free Area”, appropriate Dieback hygiene work procedures will be developed for the site.

Alternatively, a consultant may be hired to confirm the dieback status of the site to determine if hygiene procedures are required.

If the site is “Unprotectable” or dieback infected, Dieback operating procedures do not need to be implemented. However, ordinary work procedures for works within natural reserves already include soil hygiene procedures to reduce the risk of spreading weeds and dieback.

5.12 Conservation Estate and Other Pristine Areas

- (1) Conservation Estate is Crown land managed by DEC. Given these areas are managed for their high conservation values, any works that have the potential to impact on conservation estate need to be referred to DEC in Albany for comment.
- (2) DEC is also interested in being consulted on any projects that will impact on other pristine areas, even when not on conservation estate.

If proposed works are located adjacent to conservation estate, or within a pristine environment, DEC in Albany will be consulted to determine their support and/or recommendations for the works.

If proposed works are likely to adversely impact conservation estate or a pristine area, the City needs to:

- *determine if works can be modified or relocated, to avoid or minimise disturbance to the estate or pristine area; and/or*
- *develop operating procedures to avoid adversely affecting these areas.*

5.13 Acid Sulphate Soils

- (1) Acid Sulphate Soil (ASS) is the common name given to soils and sediments containing iron sulfides, the most common being pyrite. When exposed to air due to drainage or disturbance, these soils produce sulfuric acid, often releasing toxic quantities of iron, aluminium and heavy metals.
- (2) The disturbance of ASS can have negative environmental, social and economic consequences. Therefore it is important to identify the presence of ASS within proposed work sites. ASS Risk Maps produced by the DEC, can be viewed to determine the likelihood of ASS being present on site. However, these maps are not intended to provide site specific information. When works are proposed in wet or seasonally wet areas, advice will be sought from the DEC on the potential for a site to have ASS.

If proposed works are located within a site that could have ASS, an assessment will be required.

If ASS are identified on site and works cannot be avoided in these areas, then a management plan for ASS must be developed and implemented to mitigate any negative impacts.

5.14 Other Wetlands, Waterways and Harbours

- (1) Although “defined wetlands” are highlighted as being of particular importance (Section 5.2), the impact of proposed works on any wetland, waterway or harbour will be assessed during the EIA Process.
- (2) In addition, if works might interfere with or obstruct a watercourse or its banks or surrounds, a permit may be required under the *Rights in Water and Irrigation Act 1914*. This process is to ensure that suitable management strategies are applied to works to reduce any impacts on the environment. Permit application forms are available from the DOW website.

If proposed works have the potential to adversely impact on any wetland, DOW and DEC will be consulted to determine their support and recommendations for the proposed works.

If proposed works have the potential to adversely impact on any waterway or harbour, DOW will be consulted to determine their support and recommendations for the proposed works.

5.15 Declared Pests

- (1) Plants and animals may be “declared” by the Agriculture Protection Board under the *Agriculture and Related Resources Protection Act 1976*. Under this Act, the City is required to control declared species on land under its control.
- (2) For the purpose of this EIA, only declared plant will be assessed given their stationary habit. However, the City will liaise and cooperate with the Department of Agriculture and Food Western Australia (DAFWA), where situations arise with regards to declared animals. The City will also report any sightings of declared animals to DAFWA.
- (3) In order to determine the presence of declared plants on a proposed work site, a site assessment will be undertaken. Given the longevity of seed of some declared plant species, a history of declared pests on a site will be determined using a dataset and shapefile obtained from the DAFWA. This dataset contains declared plant records for the last 10 years.

If declared plants are identified as an issue on a proposed work site, then procedures for managing soil and vegetative material will be developed in consultation with the DAFWA.

5.16 Environmental Weeds

- (1) The City of Albany has been controlling environmental weeds on City controlled land for over 10 years. In contrast to declared plants, the City’s environmental weed control program targets particular reserves, rather than particular species, with the aim of protecting priority areas from this major environmental threat.
- (2) The presence of environmental weeds (see *Environmental Weeds Strategy for City of Albany Reserves*) on proposed work sites will be identified as part of the EIA process, through a site assessment. Although there is no legal requirement for the City to control or manage environmental weeds, work procedures that can be practically

applied to reduce the spread of environmental weeds will be developed for projects, especially if the proposed work is near a site where environmental works have already been undertaken or near areas of high conservation value.

If environmental weeds are identified on a proposed work site and ordinary work procedures are not considered adequate to address the situation, then specific procedures for managing soil and vegetative material may be developed.

6. External Liaison and Approval Requirements

6.1 Liaison with other Government Departments

- (1) Liaison with other Government Departments may be required for reasons listed in the EIA Checklist (Appendix 1) and described in Section 5 of this document.
- (2) Liaison can comprise of either an email to the relevant officer for single issue referrals, or an email or letter to the relevant department head for multiple issue referrals. For example, the City may need to liaise with DEC about the presence of rare flora, as well as the close proximity of conservation estate.
- (3) Up to twenty (20) business days is required for liaison with other Government Departments.

6.2 Permits to Clear Native Vegetation

- (1) If the City of Albany needs to clear native vegetation, it will need to apply for either a permit from DEC or qualify to clear under an exemption (DEC 2010). An exemption is a clearing activity that does not require a permit. There are two types of exemptions. The first type can be found in Schedule 6 of the *Environmental Protection Act 1986*. The second type is found in a set of regulations known as the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.
- (2) The need for a permit to clear native vegetation will be determined during the EIA Process.
- (3) Permit application forms are available from the DEC website. Up to three (3) months is required for an application for a clearing permit to be processed.

6.3 Licenses to Take Flora and Fauna

- (1) Under the *WC Act*, a license to take flora or fauna may also be required before works can commence. These licenses are separate from the clearing permit process. However, a license may be required in order to implement conditions specified in a clearing permit (e.g. if fauna needs to be relocated from the clearing site).
- (2) Some situations where a flora or fauna license will be required as part of proposed works on City controlled land include:
 - To take declared rare flora as part of a clearing operation (even if a clearing permit has been obtained).
 - To undertake a fauna survey.
 - To collect flora samples for prescribed purposes.
 - To collect seed for revegetation.
 - To capture and relocate fauna.
 - To take timber or firewood from a legal clearing operation and sell it.

- (3) License application forms are available from the DEC website. Up to twenty (20) working days is required for an application for a license to be processed.

6.4 Referrals to Australian Environment Minister

- (1) If proposed works could have a significant impact on a matter of National environmental significance, the proposed works will need to be referred to the Australian Government Minister for Sustainability, Environment, Water, Population and Communities (DSEWPAC). The purpose of a referral is to determine whether the proposed works will need formal assessment and approval under the *EPBC Act*.
- (2) A number of guidelines on how to assess whether works are likely to have a significant impact on matters of National environmental significance are available on the DSEWPAC website (Section 10.1). This website also contains information on how to make a referral to the Australian Environment Minister.
- (3) Referrals to the Commonwealth Environment Minister take twenty (20) business days to process.
- (4) If it is determined that a formal assessment and approval is required, then a determination will take up to forty (40) business days once additional requested information is provided to the Commonwealth Environment Minister for consideration.

6.5 Engagement of Consultants

- (1) Consultants may need to be engaged to undertake assessments for the following environmental values / issues, if identified as required through the EIA process:
 - detailed flora and vegetation assessments and reports. Usually at the request of DEC as part of an application for a clearing permit;
 - fauna surveys, assessments and reports;
 - ASS assessments and management plans; and
 - full EIA assessments and reports.

7. Implementation, Training and Compliance

- (1) Relevant City of Albany staff will be trained by the Reserves Officers on the EIA process, to ensure its implementation.
- (2) Compliance with specific work procedures developed through the EIA process for medium to high impact works will be monitored by the Reserves Officers, to ensure that specific conditions are implemented.
- (3) Compliance with ordinary work procedures, not covered in this document, will be undertaken by the relevant coordinator, leading hand or Responsible Officer. Incidental inspections will be undertaken by the Reserves Officers. The purpose of this level of inspection is to further educate operational staff and contractors on best practice environmental procedures.

8. Update of EIA Process and Data

- (1) Given legislation can change any time, the EIA process will be modified and updated with any relevant legislative changes.
- (2) Given available databases can be updated any time by the custodian, the data held by the City of Albany will be updated on a regular basis. Table 2 lists those environmental values / issues that need to be regularly updated.

SECTION NO.	VALUE / ISSUE	HOW OFTEN	WHERE
5.1	World Heritage Areas	Annually	Check relevant website
5.3.1	Ramsar Wetlands	Annually	Check relevant website
5.3.3	Conservation Category Wetlands	Annually	Check with DOW
5.4	State listed rare flora	Annually	Request from DEC Note any notifications
5.5	National listed threatened flora	Annually	Check relevant website
5.6	State listed PEC/TEC	Annually	Request from DEC Note any notifications
5.7	National listed PEC/TEC	Annually	Check relevant website
5.8	State listed threatened fauna	Annually	Check with DEC Update fauna habitat table
5.9	National listed threatened fauna	Annually	Check relevant website
5.10	National listed migratory species	Annually	Check relevant website
5.16	Declared Pests	Biannually	Check with DAFWA

Table 2 – Values / Issues that need to be regularly updated

9. Glossary of Terms

Clearing	Any activity that kills native vegetation.
Continuous Vegetation	An area of vegetation that is continuous with another area of vegetation, if any separation of area is less than 5 m at one point or more.
Declared Animal	Any animal declared under the <i>Agriculture and Related Resources Protection Act 1976</i> as noxious to the State of Western Australia.
Declared Plant	Any plant declared under the <i>Agriculture and Related Resources Protection Act 1976</i> as noxious to the State of Western Australia.
Dieback <i>Phytophthora cinnamomi</i>	Is an introduced soil borne pathogen (water mould) that kills a diverse range of plant species in South West of Western Australia.
Dieback Protectable Area	Areas free from infestation of <i>Phytophthora cinnamomi</i> and due to natural drainage and topographical position will remain free from autominious spread of the disease.
Dieback Unprotectable Area	Areas that due to their topographical position in relation to existing <i>Phytophthora cinnamomi</i> infestations, natural drainage and drainage or surrounding infrastructure ascertain that the area will be engulfed by autominious spread of the disease in time.
Environmental Weed	Any plant that invades natural vegetation, usually adversely affecting regeneration and the survival of native flora and fauna.
EPBC Act Protected Matters Report	These online generated reports provide general guidance on matters of national environmental significance and other matters protected by the <i>EPBC Act</i> in a selected area. The search area used for these reports should cover the entire subject site, with a minimum search area of 1 km.
Fauna	Animals.
Flora	Plants.
FloraBase	Is an online search tool for Western Australian herbarium records. Maintained by the DEC.
Habitat	The nesting, roosting or foraging area of a plant or animal.
Native Vegetation	Vegetation which occurs naturally within the City of Albany.
Naturemap	Naturemap is an online search tool maintained by DEC that references many different data layers of flora and fauna. By selecting the relevant search criteria, a search for all records of flora and fauna can be undertaken using this tool. Due to the

	mobile nature of fauna, DEC has recommended that a search area, with a 1 to 5 km buffer around the work area, should be adequate for most sites. More remote areas may require a buffer of 20 km (Amy Mutton <i>pers comm</i>). This is due to there being more records in built up areas, as well as in areas where targeted surveys have been undertaken. For this reason, this data cannot be relied upon alone.
Ordinary Work Procedures	The day-to-day procedures for the work area.
Project	Includes any matter which will involve a physical change to the environment.
Ramsar Wetlands	Wetlands of International Importance.
Pristine Area	An area that is largely undisturbed and still supports its original vegetation and landform.
Responsible Officer	City of Albany officer, who is primarily responsible for the works. This person will be the primary point of contact for any questions that might arise, and will hold the responsibility for all approvals being completed before works commence. If an external client is the proponent, then the Responsible Officer is the person at the City who is liaising with the external client.
Specific Work Procedures	Work procedures developed for a particular project to minimise impact of works on the values / issues identified on the EIA checklist. Specific work procedures are to be implemented in addition to ordinary work procedures.
Works	Includes the construction, upgrade and maintenance of any project.

10. Bibliography

10.1 References

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Wildlife Conservation Act 1950

10.2 Personal Communications

Amy Mutton	Project Officer – Fauna	Department of Environment and Conservation
Greg Freebury	Operations Officer	Department of Environment and Conservation
Holly Raudino	Zoologist DEC	Department of Environment and Conservation
John Riley	Native Vegetation Branch	Department of Environment and Conservation
John Watson	Land Use Officer	Department of Environment and Conservation
Karen McKeough	Land Use Officer	Department of Water
Kevin Donohue	Manager Southern Region	Department of Fisheries
Norm Press	Fauna Licensing	Department of Environment and Conservation
Sandra Gilfillan	Zoologist	Fauna Consultant
Sarah Barrett	Botanist	Department of Environment and Conservation
Sarah Comer	Ecologist	Department of Environment and Conservation

10.3 Websites

- www.dec.wa.gov.au
- www.water.wa.gov.au
- www.agric.wa.gov.au
- www.ramsar.org
- www.unesco.org
- www.environment.gov.au

Version Control

Version	Date	Status	Distribution	Comment
01	04 April 2013	Draft	Works and Services Environment & Reserves Committee 2012 Executive Management Team Meeting 2012	Operational Procedure Council Adaption not required

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

Synergy File: EM.PCD.1

Synergy Number: NF _____

APPENDIX 1 ENVIRONMENTAL IMPACT ASSESSMENT CHECKLIST

Responsible Officer: _____

Site Location: _____

Proposed Works: _____

Is the site on City of Albany controlled land? YES NO Site Visited on: _____

NO.*	ENVIRONMENTAL VALUE / ISSUE	NO	YES	N/A	COMMENT
5.1	Are works within a World Heritage Area?				
5.2	Is there a "defined wetland" within 50m of site:				
	5.2.1 Ramsar wetland?				
	5.2.2 Important wetland?				
	5.2.3 Conservation category wetland?				
5.3	Is there a State listed rare flora record within 750 m (continuous vegetation) of the site?				
5.4	Is there a National listed rare flora record within 750 m (continuous vegetation) of the site?				
5.5	Is the site within the buffer zone of a State listed TEC/PEC?				
5.6	Is the site within the buffer zone of a National listed TEC?				
5.7	Does the site support known or potential habitat for State listed threatened fauna species?				
5.8	Does the site support known or potential habitat for National listed threatened fauna?				
5.9	Does the site support known or potential habitat for National listed migratory fauna?				
5.10	Is the site in a Public Drinking Water Source Area or Proclaimed Groundwater Area (if relevant)?				
5.11	Is the site within a <i>Phytophthora</i> dieback protectable area or a dieback-free area?				
5.12	Is the site immediately adjacent to conservation estate or within a pristine area?				
5.13	Does the site potentially have Acid Sulphate Soil?				
5.14	Do works have the potential to impact any wetland, waterway or harbour?				
5.15	Are there any declared plants on the site?				
5.16	Are specific procedures required to address any environmental weeds?				

* Corresponds with relevant section in EIA Procedure document.

Tick the appropriate box:

 Low Impact (works can be internally approved from an environmental perspective) Potentially Medium to High Impact (complete an Environmental Impact Assessment Report)Is the site within an Environmentally Sensitive Area (5.1 - 5.6 above)? Yes No Is a clearing permit required? Yes No Unknown at this stage

Completed by: Name _____ Title _____

Signature _____ Date _____

Synergy number for feedback to Responsible Officer: _____

APPENDIX 2 ENVIRONMENTAL IMPACT ASSESSMENT REPORT

PROJECT DETAILS

Responsible Officer:
Site Location:
Proposed Works:

ASSESSMENT OF ENVIRONMENTAL VALUES / ISSUES (more space over page)

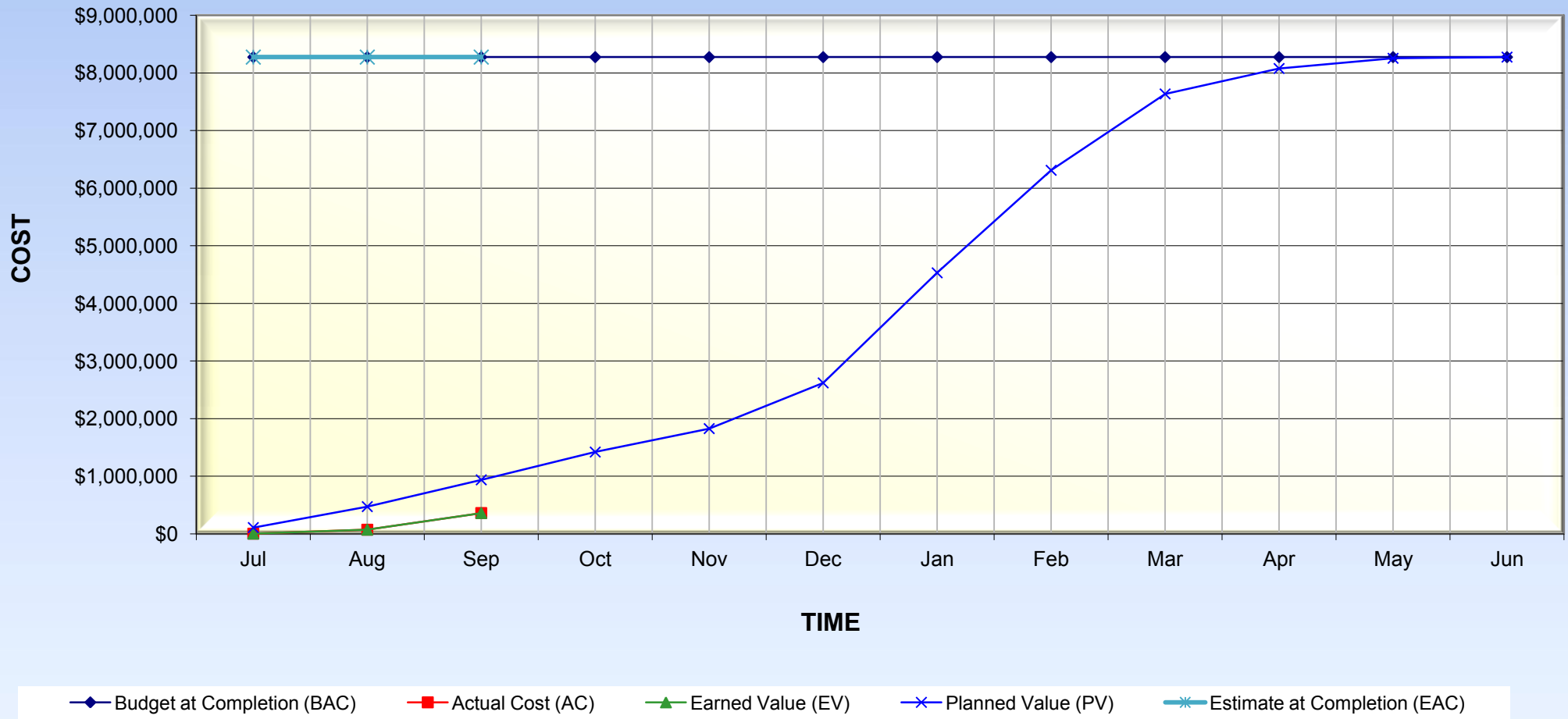
<p>Document how values / issues identified on the EIA Checklist have been followed up. Who has been consulted and what approvals have been sought and received? Have any specific operating procedures been developed.</p>

FORM COMPLETED BY

Officer's Name:	Position:
Signed:	Date:

Synergy number for feedback to Responsible Officer: _____

Capital Works Progress Report as at 27 September 2013



City of Albany
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 September 2013

Summary Acquisitions					
	Original Budget	Current Budget	YTD Budget	Actual	Variance
	\$			\$	\$
Infrastructure					
Roadworks	5,953,283	5,917,364	249,311	249,904	593
Drainage	2,467,890	2,575,473	49,734	10,514	(39,220)
Bridges	3,393,000	3,393,000	0	0	0
Footpath & Cycleways	1,895,184	1,895,184	541,099	101,350	(439,749)
Parks, Gardens & Reserves	6,628,137	6,733,203	1,430,016	969,817	(460,199)
Sanitation	1,260,557	1,257,978	0	14,305	14,305
Other Infrastructure	9,598,174	9,598,009	358,515	37,851	(320,664)
Totals	31,196,225	31,370,211	2,628,675	1,383,741	(1,244,934)

Roads	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Subdivisions Handed over to the City	1,000,000	1,000,000	0	0	0
Lower Denmark Rd (SLK 18.15-21.50)	0	37,621	37,621	37,621	(0)
Lower Denmark Rd (SLK 11.93-14.65)	0	0	0	870	870
Bettys Beach Rd (Slk 2.62 - 2.68)	0	0	0	235	235
Lower Denmark Rd (Slk 0.0 - 0.76) (100% R)	37,068	33,765	0	778	778
Thompson Rd (Slk 1.25 - 4.25)	0	0	0	329	329
Gnowellen Rd - 3Km Various Sections	0	0	0	818	818
Chillinup Rd - Gravel Resheet (Slk 21.80-27.00) (100% R)	180,000	180,000	120,000	139,773	19,773
Dempster Rd - Second Coat Seal (Slk 2.38-4.50) (100% R)	70,000	70,000	0	0	0
Dragon Road - Seal (Slk 0.27 - 0.62) (20% U, 80% R)	35,000	35,000	0	134	134
Frenchman/Princess Intersection - Widen For Turning Bulge (Slk 3.37 - 3.55) (20% U, 80% R)	150,000	150,000	0	0	0
Hanson St - Overlay, Box Out & New Kerb On North Side (Slk 0.46 - 0.62) (100% R)	89,000	89,000	0	0	0
Hope St - Asphalt Overlay (Slk 0.00 - 0.15) (100% R)	40,000	40,000	0	0	0
Johnson Rd - Gravel Resheet (Slk 0.00 - 5.00) (100% R)	175,000	175,000	0	408	408
Leonora St - Asphalt Overlay (Slk 0.55 - 0.91) (100% R)	65,000	65,000	0	0	0
Lion St - Asphalt Overlay, Kerb & Drainage (Slk 0.00 - 0.24) (40% U, 60% R)	80,000	80,000	0	0	0
Lower Denmark Rd - Second Coat Seal (Slk 6.2-11.91) (100% R)	228,500	228,500	0	0	0
Lower Denmark Rd - Second Coat Seal (Slk 25.18 - 36.81) (100% R)	461,300	461,300	0	0	0
Lower Denmark/Roundhay Int - Widen For Turning Pocket Design (Slk 1.47-1.68) (30% U, 70% R)	30,000	30,000	0	0	0
Millbrook Rd - Reconstruct And Widen Through Bends (Slk 5.30 - 6.90) (15%U, 85%R)	567,000	567,000	0	0	0
North Road Pedestrian Crossing (Slk 0.67 - 0.75) (100% R)	25,000	25,000	0	0	0
Old Elleker Road/George St - Seal Staggered Intersection (Slk 2.47 - 2.59) (20%U, 80%R)	38,000	38,000	0	0	0
Pfeiffer Rd - Reconstruct Sections Showing Signs Of Failure (Slk 20.02-22.44) (15% U, 85% R)	390,000	390,000	0	393	393
Piggot Martin Rd - Gravel Resheet (Slk 0.00 - 4.36) (100% R)	150,000	150,000	0	324	324
Princess Ave - Reconstruct & Upgrade (Slk 0.00-0.80) (15% U, 85% R)	420,001	336,765	81,690	0	(81,690)
Redhen Rd - Gravel Resheet (Slk 0.00-3.62) (100% R)	130,000	130,000	0	0	0
Redmond West Rd - Gravel Resheet (Slk 18.00 - 22.72) (100% R)	165,000	165,000	0	528	528
Sinclair St - Asphalt Overlay & Kerbing (Slk 0.00-0.15) (30% U, 70% R)	70,002	70,002	0	904	904

ITEM WS011 REFERS

Willyung Rd Gravel Overlay, 9M Formation; 7M Two Coat Seal (Slk 0.02-1.76) (15% U, 85% R)	600,000	600,000	0	591	591
Winifred Road - Seal Rail Crossing (Slk 0.00 - 0.07) (20% U, 80% R)	20,000	20,000	0	0	0
Emu Point Car Park (100% R)	30,000	30,000	0	33,326	33,326
Lake Seppings Roadworks (Slk 0.22-0.57) (100% E)	120,000	120,000	0	134	134
Millbrook Rd (100% R)	111,424	124,737	0	365	365
Perkins Beach Rd (Slk 0.44-1.73) (100% R)	45,670	45,670	0	0	0
Pfeiffer Rd (Slk 20.02-22.14) (100% R)	300,000	300,000	0	0	0
Scrub Bird Rd (Slk 0.18-0.6) (100% R)	30,318	30,004	0	439	439
2013-14 Design Costs	100,000	100,000	10,000	31,935	21,935
Totals	5,953,283	5,917,364	249,311	249,904	593

Drainage	Current Budget				
	This Year				Variance (Under)Over
	Original Budget	Current Budget	YTD Budget	Actual	
	\$			\$	\$
Frederick St/Aberdeen/Peel Pl Verge - Crossover Footpath (100% U)	12,999	12,999	0	400	400
Lower Barnesby Dr Drainage Upgrade	0	0	0	537	537
Drainage Rectification - Beaufort Rd	0	0	0	515	515
96 Wylie Crescent Wylie Cres Drainage (50% U, 50% R)	9,999	9,999	0	775	775
Activ Industries - Pipe & Pit Trucation (100% U)	0	0	0	0	0
North Rd Drainage Project (100% R)	580,000	687,583	0	1,138	1,138
Ulster Road Woodthorpe School Drainage (100% U)	59,600	59,600	39,734	0	(39,734)
Bayonet Head Meananger Rd Flood Mitigation - Improve Storm Sump Outfall (80% E, 20% U)	45,000	45,000	0	0	0
Cull Park Catchment Stage 2 - Re Route Drainage To Symers St Design (75% E, 25% U)	80,000	80,000	10,000	0	(10,000)
Federick St/Aberdeen/Peels Pl Verge - Crossover Footpath (20% E, 60% U, 20% R)	30,000	30,000	0	1,380	1,380
Lower Barnesby Drive Upgrade Driveway Culvert (40% U, 60% R)	1,125,000	1,125,000	0	5,205	5,205
Proudlove Pde/Uwa Building/Stirling Tce - New Pipe Installation (100% E)	70,000	70,000	0	564	564
Proundlove Pde - Timber Box Culvert Replacement Near Railway Station (20% E, 80% U)	140,000	140,000	0	0	0
Railways Football Club - Culvert Removal (100% U)	5,000	5,000	0	0	0
Replace Damaged And Worn Drainage Pits Covers, Raise Buried Pits (100% U)	22,500	22,500	0	0	0
Beaufort Rd/Barnesby & Target Road Verge Flooding (50% U, 50% R)	9,999	9,999	0	0	0
Stephen St Basin	187,794	187,794	0	0	0
York Street Gross Pollutant Trap Installation (100% U)	55,000	55,000	0	0	0
Broughton Street Overflow (100% U)	25,000	25,000	0	0	0
Maitland Avenue, Paulas Way, Little Grove Maitland Ave Drainage (50% U, 50%R)	9,999	9,999	0	0	0
Totals	2,467,890	2,575,473	49,734	10,514	(39,220)

Bridges	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Elleker Grassmere Bridge 4689 (100% R)	3,312,000	3,312,000	0	0	0
Lower King - King River Bridge 4630 (100% R)	81,000	81,000	0	0	0
					0
Totals	3,393,000	3,393,000	0	0	0

Footpaths & Cycleways	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Eyre Park Shared Paths	190,000	190,000	189,999	1,298	(188,701)
Anzac Peace Park Shared Path	120,000	120,000	120,000	76,303	(43,697)
Middleton Road Shared Path	70,000	70,000	35,000	16,007	(18,993)
Albany Cycling Strategy	70,000	70,000	35,000	0	(35,000)
Mundi Bididi Re-alignment	155,084	155,084	0	91	91
Minerva / Leslie - Construct A 1.5Mtr Path From Edward St To North Rd (100% E)	170,300	170,300	0	0	0
Angove Rd - Construction Of A Pedestrian Refuse Island (100% E)	6,100	6,100	6,100	3,350	(2,750)
Bicycle Strategy Priorities (20%E, 60% U, 20% R)	600,000	600,000	150,000	0	(150,000)
Earl St - Patch Existing Surface, Overlay With Asphalt, From Rowley To Spencer St (40%U, 60% R)	10,200	10,200	0	0	0
Middleton - Replacing With A New 2M Wide Asphalt Path And Barrier Kerb (40% U, 60% R)	62,500	62,500	0	0	0
Nanarup Rd Foreshore Trail - Stage 1 (80% E, 20% U)	260,000	260,000	0	0	0
South Coast H/Way - Replace Existing Slabs With Concrete From Barrett To Lurline St (20% U, 80% R)	176,000	176,000	0	0	0
295 Albany Hwy Pram Ramp Installation (100% U)	5,000	5,000	5,000	4,301	(699)
Totals	1,895,184	1,895,184	541,099	101,350	(439,749)

Parks, Gardens & Reserves	Current Budget				
	This Year				Variance (Under)Over
	Original Budget	Current Budget	YTD Budget	Actual	
	\$			\$	\$
Mt Clarence Landscape/Infrastructure Works	5,027,348	5,134,244	1,283,562	944,697	(338,865)
Mt Adelaide Heritage Park	400,000	400,000	0	0	0
North Road Roundabouts	9,505	9,505	0	0	0
Bettys Beach Reserve - Picnic Tables X 5	10,000	10,000	5,000	0	(5,000)
Bettys Beach Reserve - Upgrade Tracks	40,000	40,000	20,000	0	(20,000)
Cosy Cnr East - Upgrade Camping Grounds And Toilet Upgrade	83,000	83,000	0	0	0
Frenchman Bay - Replace Bbq's	27,000	27,000	0	4,431	4,431
Whaling Cove - Upgrade Toilet And Day Use Area	30,000	30,000	0	1,257	1,257
Upgrade Mills Park	72,684	70,854	70,854	5,132	(65,722)
Emu Point - Coastal Adaption Protection Works	413,000	413,000	0	0	0
Eyre Park - Replace Bbq'S	15,000	15,000	15,000	0	(15,000)
Hull Park - Construct Limestone Brick Retention Barrier For Sand Soft Fall	5,600	5,600	5,600	0	(5,600)
Nesbit Gardens - Replace Kerbing Around Gardens	5,000	5,000	5,000	0	(5,000)
North Rd/Albany Hway Median Strip - Median Strip Amenity	200,000	200,000	0	14,300	14,300
Town Square Development	150,000	150,000	0	0	0
Railways Irrigation System	65,000	65,000	0	0	0
Capital Seed Funding for Sporting Clubs	75,000	75,000	25,000	0	(25,000)
Totals	6,628,137	6,733,203	1,430,016	969,817	(460,199)

Sanitation	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Enlarge current drainage settlement pond	100,000	100,000	0	0	0
Clay capping and soil cover at finished level of landfill	100,000	100,000	0	0	0
Waste OSH Work Environment Improvement	70,557	67,978	0	0	0
Install new groundwater monitoring bores	100,000	100,000	0	0	0
Clay capping and soil cover at finished level of landfill	100,000	100,000	0	0	0
Improvements to access roads and car parks	100,000	100,000	0	0	0
Construct leachate drainage system for landfill site	650,000	650,000	0	14,305	14,305
Perimeter fencing around land acquisition	40,000	40,000	0	0	0
Totals	1,260,557	1,257,978	0	14,305	14,305

Other Infrastructure	Current Budget				
	This Year				
	Original Budget	Current Budget	YTD Budget	Actual	Variance (Under)Over
	\$			\$	\$
Emu Point Boat Pens Upgrade	80,634	76,180	0	7,075	7,075
Emu Point Car Park - Boat Trailer Park	0	0	0	335	335
Little Grove Trailer Parking	160,580	165,210	165,210	0	(165,210)
Little Grove Fish Cleaning Facilities	23,470	23,470	23,470	0	(23,470)
Little Grove Toilets	123,835	123,835	123,835	0	(123,835)
Emu Point Coastal Works	89,662	89,321	0	26,513	26,513
Centennial Park - Western, Eastern & Central Precinct Development - Infrastructure	9,119,993	9,119,993	46,000	2,974	(43,026)
Natural Resource Management	0	0	0	955	955
Totals	9,598,174	9,598,009	358,515	37,851	(320,664)

Key User Group	Project Name	Start	End	Length (m)	Width	Surface	Cost Estimate	Comments/Issues
ACTIVE SCHOOL ROUTES								
School Students	NASHS Anson Road (north side)	North Albany Senior High School exit driveway	Existing path leading to Richard Street	125	2	Asphalt	\$75,000	Construct concrete path along northern verge between high school and existing path.
School Students	Great Southern Grammar School	Barrameda Road - Kalgan Heights	GSGS	500	2	Asphalt and boardwalk	\$100,000	Construct asphalt cycle path and boardwalk to link to Great Southern Grammar School.
ACTIVE RECREATIONAL & TOURISM ROUTES - EMU POINT MIDDLETON BEACH LOOP								
Recreational/Tourist (Off-Street)	Emu Point-Middleton Beach Loop Griffiths Street car park	End of existing path	Start of existing path	140	2.5	Sealed Shoulder and linemarking	\$90,000	1. Construct missing section of asphalt path along the southeastern verge of Griffiths Street, with connection to Lower King path (as per Andrew Greenwood's sketch). Remove 90 degree parking and provide formal parallel parking bays. 2. Provide bicycle direction signage at the junction of two paths
ACTIVE COMMUTER & CLUB ROUTES - GOLF LINKS ROAD								
Recreational/Tourist (On-Street)	Golf Links Road	Wollaston Road	Troode Street	1800	2	Asphalt	\$170,000	Reseal and widen sealed shoulders on both sides in red asphalt.
Recreational/Tourist (On-Street)	Golf Links Road/Troode Street			150			\$15,000	Provide 'Green Lane' treatment through intersection on northbound side.
Recreational/Tourist (On-Street)	Emu Point Drive	Troode Street	Clark Street	1600	1.5	Sealed Shoulder and linemarking	\$150,000	Reseal and widen sealed shoulders on both sides in red asphalt. Provide suitable termination treatment at Clark Street.
Recreational/Tourist (On-Street)	Troode Street	Golf Links Road	Collingwood Road	700	1.5	Asphalt	-	Reseal and widen sealed shoulders on both sides in red asphalt. Design Only
TOTAL							\$600,000	

CITY OF ALBANY

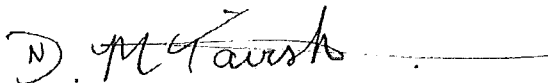
REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Development
Subject : Building Activity – July 2013
Date : 2 August 2013

1. In July 2013, 73 building permits were issued for building activity worth \$9,376,868. This included 2 demolition licences.

It is brought to Council's attention that these figures included building licence 130424 for a grouped dwelling consisting of 3 separate town houses; estimated value \$1,200,000.

2. The two (2) attached graphs compare the current City activity with the past three (3) fiscal years. One compares the value of activity, while the other compares the number of dwelling units.
3. A breakdown of building activity into various categories is provided in the Building Construction Statistics form.
4. Attached are the details of the permits issued for July 2013, the first month of activity in the City of Albany for the financial year 2013/2014.



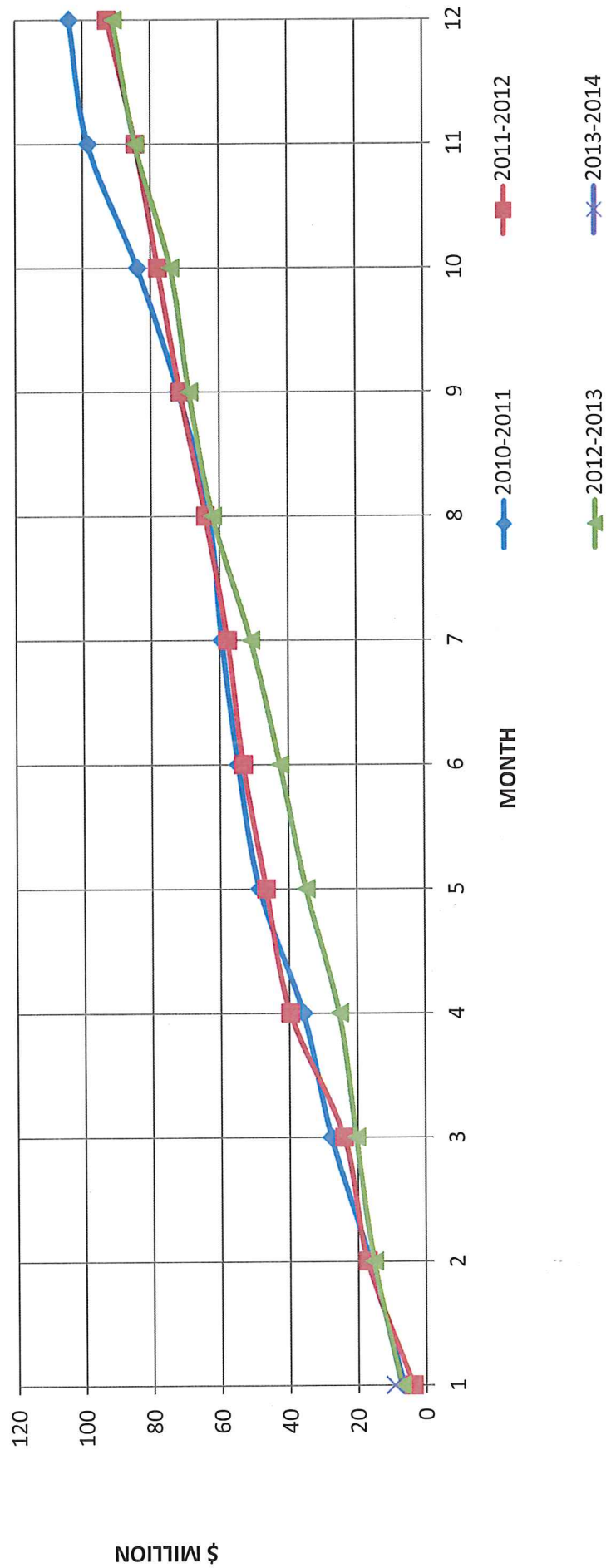
Druella McTavish
Building Services Liaison Officer

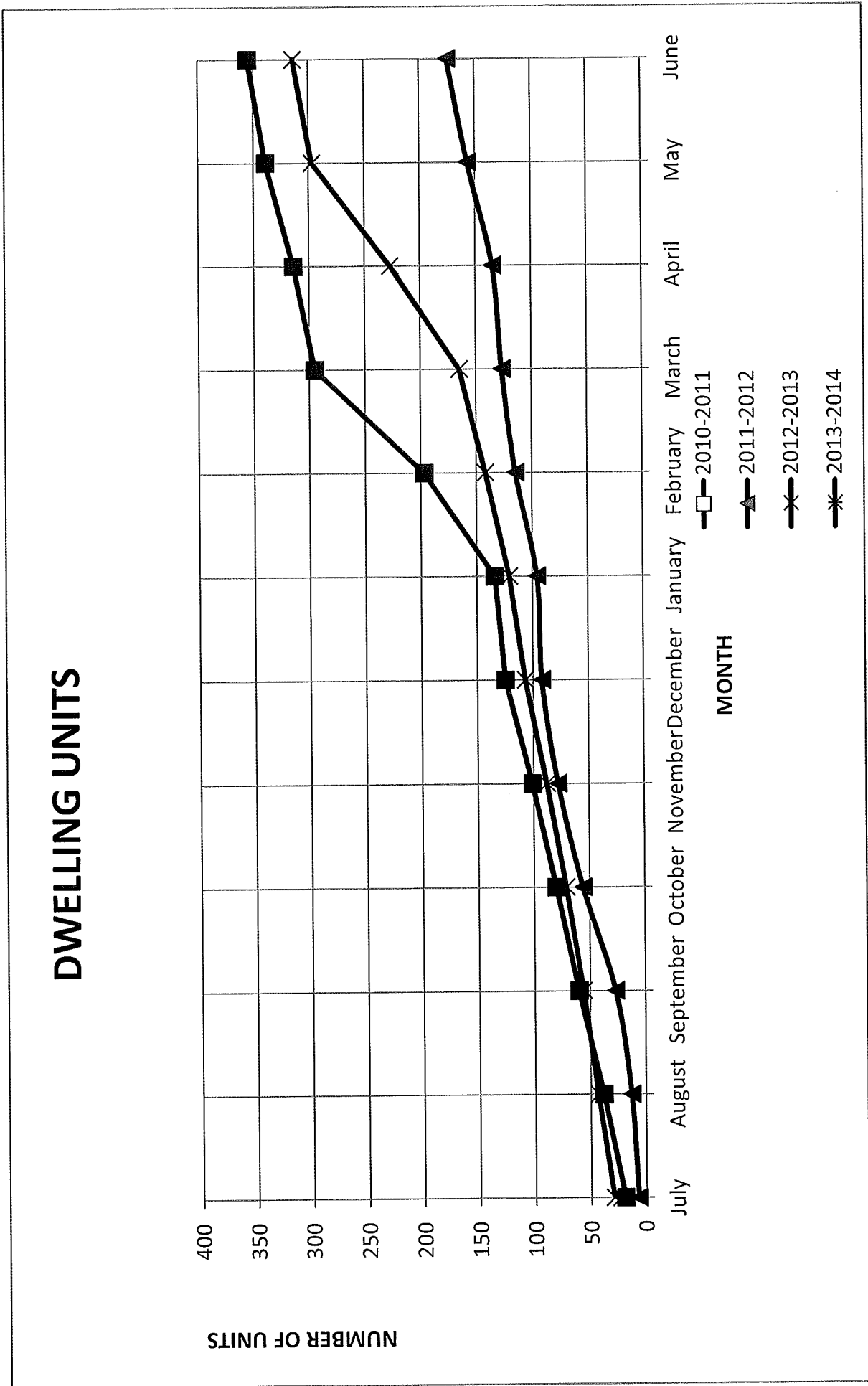
CITY OF ALBANY

BUILDING CONSTRUCTION STATISTICS FOR 2013 - 2014

2013/2014	SINGLE DWELLING		GROUP DWELLING		DOMESTIC/ OUTBUILDINGS	ADDITIONS/ DWELLINGS	HOTEL/ MOTEL	NEW COMMERCIAL		ADDITIONS/ COMMERCIAL		OTHER		TOTAL \$ VALUE			
	No	\$ Value	No	\$ Value				No	\$ Value	No	\$ Value	No	\$ Value				
JULY	21	5,370,893	2	1,900,000	23	209,771	24	1,048,880	0	0	1	570,000	1	1,800	11	275,524	9,376,868
AUGUST																	0
SEPTEMBER																	0
OCTOBER																	0
NOVEMBER																	0
DECEMBER																	0
2012																	0
JANUARY																	0
FEBRUARY																	0
MARCH																	0
APRIL																	0
MAY																	0
JUNE																	0
TOTALS TO DATE	21	5,370,893	2	1,900,000	23	209,771	24	1,048,880	0	0	1	570,000	1	1,800	11	275,524	9,376,868

BUILDING ACTIVITY \$M Value





Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130299	ALBANY ELITE	BG SMITHSON & A	RETAINING WALL -	6	Lot 12	DURMAN PLACE	MOUNT
130304	EARTHMOVING WISHART HOMES PTY LTD	SMITHSON I & S CHAPMAN	UNCERTIFIED GROUPED DWELLING X 2	23	Lot 17	SEYMOUR STREET	MELVILLE MIRA MAR
130364	RYDE BUILDING COMPANY PTY LTD	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	25	Lot 113	ELIZABETH STREET	LOWER KING
130379	PLUNKETT HOMES	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	360	Lot 154	LOWANNA DRIVE	MARBELUP
130380	(1903) PTY LTD OUTDOOR WORLD	Owner's name & address not shown at their request	CERTIFIED SHED - UNCERTIFIED	44	Lot 117	BAKER STREET NORTH	LOWER KING
130382	PLUNKETT HOMES	Owner's name & address not shown at their request	NEW DWELLING -	36	Lot 672	GREYHOUND CIRCLE	GLEDHOW
130396	(1903) PTY LTD WA COUNTRY	Owner's name & address not shown at their request	CERTIFIED NEW DWELLING -	90	Lot 681	LANGOVE ROAD	SPENCER PARK
130403	BUILDERS PTY LTD HOME GROUP WA	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	70	Lot 227	WILSON STREET	LITTLE GROVE
130404	HOME GROUP WA	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	46	Lot 1	GLEDHOW SOUTH ROAD	ROBINSON
130405	HOME GROUP WA	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	7	Lot 128	LUNAR RISE	MCKAIL
130410	PTY LTD PLUNKETT HOMES	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	5	Lot 180	MARY STREET	MILPARA
130413	(1903) PTY LTD SOUTH COAST SHEDS	Owner's name & address not shown at their request	UNCERTIFIED CARPORT - UNCERTIFIED	80	Lot 305	BUSHBY ROAD	LOWER KING
130415	DENNIS BEERE & BEVERLEY DOIG	RANGA TIKI INVESTMENTS PTY LTD	NEW DWELLING -		Lot 506	PINE RISE	KALGAN
130417	HOME GROUP WA	Owner's name & address not shown at their request	UNCERTIFIED NEW DWELLING -	197	Lot 50 51 146 5	LOWER DENMARK ROAD	ROBINSON
130418	GREAT SOUTHERN PTY LTD SHANE BROWN	Owner's name & address not shown at their request	UNCERTIFIED PATIO - UNCERTIFIED	18	Lot 14	ROWLEY STREET	ALBANY
130419	MATTHEW POCKOCK	VD HAYES	NEW DWELLING - UNCERTIFIED	12	Lot 2	GEORGE STREET	YAKAMIA

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130420	ECOFIT HOMES	ALBANY LIFESTYLE	PARK HOME-SITE 43	20	Lot 501	ALISON PARADE	BAYONET HEAD
130421	ECOFIT HOMES	VILLAGE PTY LTD ALBANY LIFESTYLE	PATIO - SITE 43	20	Lot 501	ALISON PARADE	BAYONET HEAD
130422	AD CONTRACTORS PTY LTD	ROYAL AUTOMOBILE CLUB OF WA	WHOLE DEMOLITION OF WORKSHOP	108-114	Lot 16	ALBANY HIGHWAY	CENTENNIAL PARK
130423	OWNER BUILDER	F & W GALE	PATIO CARPORT & SHED	691	Lot 506	MCKAIL STREET	TORANA
130424	MATTHEW POCKOCK	NJ OEHMEN & M OEHMEN	UNCERTIFIED GROUP DWELLING X 3 -	7	Lot 12	ANZAC ROAD	MIRA MAR
130426	BRIAN NEWBOLD	ELMS COURT HOLDINGS	UNCERTIFIED AMENDMENT TO FACTORY APPROVED	121	Location 4805	THOMAS ROAD	TORBAY
130427	ROBERT BRUCE	PTY LTD R & L JACKSON	UNDER BP130308 - CERTIFIED	21	Lot 131	CHARLES STREET	MILPARA
130428	JACKSON MR CHARLES CLARK	C & C CLARK	ALTERATION - CERTIFIED - CONSTRUCTION VARIATION TO ORIGINAL NEW DWELLING -	21B	Lot 253	INNES STREET	ALBANY
130429	SOUTH COAST SHEDS	J & J EYRE	UNCERTIFIED SHED - UNCERTIFIED	522	Lot 30	NANARUP ROAD	KALGAN
130430	OWNER BUILDER	JV LEE	SHED - UNCERTIFIED	5	Lot 326	COMET CORNER	MCKAIL
130432	OWNER BUILDER	L & L AYTON	CHANGE OF CLASSIFICATION - CERTIFIED - FROM CARPORT TO ENSUI SHED - UNCERTIFIED	54	Lot 12	GORDON STREET	LITTLE GROVE
130433	KOSTERS STEEL CONSTRUCTION PTY LTD	M & G O'KEEFE					
130435	TWA COUNTRY	Owner's name & address not shown at their request	NEW DWELLING - UNCERTIFIED	68	Lot 222	MINOR ROAD	TORANA
130436	BUILDERS PTY LTD BUILDING APPROVAL CERT	LAURA & NIGEL FRANCIS MANNING	UNAPPROVED OUTDOOR BBQ AREA	12	Lot 74	BOHEMIA ROAD	YAKAMIA

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130437	TURPS STEEL	MURRAY WILLIAM &	PATIO - UNCERTIFIED	4	Lot 816	NOTLEY STREET	YAKAMIA
130439	FABRICATIONS ECOFIT HOMES	KARENNE SARAH DEERE ALBANY LIFESTYLE VILLAGE PTY LTD ALBANY LIFESTYLE	PARK HOME - SITE 57	20	Lot 501	ALISON PARADE	BAYONET HEAD
130440	ECOFIT HOMES	VILLAGE PTY LTD ALBANY LIFESTYLE	CARPORT PATIO SITE 57	20	Lot 501	ALISON PARADE	BAYONET HEAD
130441	CERT OF DESIGN	VILLAGE PTY LTD J & P ARNOLD	UNCERTIFIED CERTIFICATE OF DESIGN COMPLIANCE SHORT TERM HOLIDAY MECHANICAL	31	Lot 32	BARRY COURT	COLLINGWOOD
130442	COMPLIANCE DUNKELD CONSTRUCTION PTY LTD	HYSNEX PTY LTD	WORKSHOP SHOWROOM OFFICES & DWELLING	189	Lot 868	CHESTER PASS ROAD	PARK MILPARA
130443	PLUNKETT HOMES	TERRY MAXWELL &	DWELLING	341	Lot 192	LOWANNA DRIVE	MARBELUP
130444	(1903) PTY LTD SOUTH COAST SHEDS	MARGARET ANNE GENGE TANIA CALTON	UNCERTIFIED SHED - UNCERTIFIED	45	Lot 73	MCKAIL STREET	ORANA
130445	OWNER BUILDER	RACHEL MARGARET MORDY	FRONT FENCE - UNCERTIFIED DWELLING	280	Lot 51	MIDDLETON ROAD	CENTENNIAL PARK
130446	RYDE BUILDING	NIGEL DE SNOO &	UNCERTIFIED DWELLING	12	Lot 215	BANDICOOT DRIVE	LANGE
130447	COMPANY PTY LTD RYDE BUILDING	PATRICIA ANNE KEELEY WARREN JAMES LEE	UNCERTIFIED AMENDMENT TO ORIGINAL BUILDING PERMIT 130225 PIERS AND WALL	33	Lot 202	BYLUND WAY	MCKAIL
130449	COMPANY PTY LTD OCCUPANCY PERMIT	PERPETUAL TRUSTEES	SHOP 4 - OCCUPANCY PERMIT	70-88	Lot 105	ALBANY HIGHWAY	CENTENNIAL PARK
130450	OWNER BUILDER	AUSTRALIA LTD D & J BRIGHT	PATIO - UNCERTIFIED	18	Lot 38	KEYSER ROAD	SEPPINGS
130451	OWNER BUILDER	D J & MRS E J BUGGINS	ADDITION OF ENSUITE	7	Lot 390	HALL RISE	YAKAMIA
130453	GS & LA IRONMONGER	TAE WOOD & MRS FATHIMA RUMEENA	TO EXISTING BEDROOM ADDITION TO DWELLING	49	Lot 126	HILL STREET	ALBANY
130455	PULS PATIOS	NIZAM WOO SARAH WILLISS	UNCERTIFIED PATIO/CARPORT - UNCERTIFIED	4-6	Lot 51	BOURKE STREET	MOUNT MELVILLE

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130456	BUILDING APPROVAL	RYDE BUILDING	2 X SINGLE STOREY RESIDENTIAL UNITS -	1-3	Lot 101	ESPERANCE CRESCENT	LANGE
130457	CERT OWNER BUILDER	COMPANY PTY LTD TERRY MAXWELL GENGE	APPROVAL CERTIFICATE SHED/CARPORT & WATER TANK -	341	Lot 192	LOWANNA DRIVE	MARBELUP
130459	OWNER BUILDER	& MRS MARGARET ANNE MAURICE FREDERICK	UNCERTIFIED RAINWATER TANK X 2 -	75	Lot 111	GLADVILLE ROAD	MCKAIL
130460	MS SUSANNE IRENE	BUFFHAM & MS PATRICIA SUSANNE IRENE NELSON	UNCERTIFIED AMENDMENT TO ORIGINAL BUILDING PERMIT 120440 -	2-4	Lot 32 33	DICKS STREET	MOUNT
130461	NELSON CHRISTOPHER MARK	C M & MRS S G	ADDITIONAL WI NEW DWELLING & RAIN WATER TANK -	24	Lot 44	LEVARDIA ROAD	MELVILLE KRONKUP
130462	FITZPATRICK CLAIRE BEW	FITZPATRICK TEN YEAR	UNCERTIFIED ALTERATIONS TO EXISTING SHOP - YOGA ROOM - CERTIFIED RETAINING WALL -	86-90	Lot 7	FREDERICK STREET	ALBANY
130463	JOHN SMALL	DEVELOPMENTS PTY LTD ROBYN FRANCES	NEW DWELLING & RAIN WATER TANK -	58	Lot 144	DAVID STREET	SPENCER PARK
130464	WORLD MD PHILIP	WILSON ALBANY LIONS COMMUNITY CARE CENTRE (WA)	UNCERTIFIED NEW PHYSIO ROOM & STAFF ROOM -	73	Lot 1456	HARDIE ROAD	SPENCER PARK
130465	BUILDING APPROVAL	G S & MR P J HUGHES &	CERTIFIED HORSE STABLES - BUILDING APPROVAL	258	Lot 82	ROBERTS ROAD	ROBINSON
130467	CERT JOHN BOCCAMAZZO	MR GERRARD ANDREW SOUTHERN ABORIGINAL CORPORATION	CERTIFICATE ADDITIONS/ALTERATION S - UNCERTIFIED SHED - UNCERTIFIED	13	Lot 301	BRYANT COURT	LOWER KING
130468	OWNER BUILDER	PAPOSTOLES & KM APOSTOLES	SHED - UNCERTIFIED		Lot 202	BON ACCORD ROAD	KALGAN
130469	OWNER BUILDER	BC SQUIERS	SHED - UNCERTIFIED	39	Lot 59	HARDIE ROAD	SPENCER PARK
130470	KOSTERS OUTDOOR	B & J EBERT	PATIO - UNCERTIFIED	45	Lot 161	THE ESPLANADE	LOWER KING
130471	PTY LTD OWNER BUILDER	S & D CAPPLEMAN	RAINWATER TANK - UNCERTIFIED	338	Lot 2	ELLEKER-GRASMERE ROAD	ELLEKER

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130472	IRANBUILD GREAT SOUTHERN	BL BEVAN-WILSON & ME WILSON	CARPURT - UNCERTIFIED	83	Lot 7	CAMPBELL ROAD	SPENCER PARK
130473	OWNER BUILDER	MA HADFIELD	SHED - UNCERTIFIED	221	Location 2753	EDEN ROAD	YOUNGS SIDING
130474	AD CONTRACTORS	GREAT SOUTHERN	DEMOLITION OF HOUSE	182	Lot 31	ALBANY HIGHWAY	CENTENNIAL
130475	PTY LTD	GROUP TRAINING INC. GREAT SOUTHERN	LAND SHED - DEMOLITION OF CONCRETE SECURE	5	Lot 30	BARKER ROAD	PARK CENTENNIAL
130476	PTY LTD	GROUP TRAINING INC. Owner's name & address	STORE (SHED) OCCUPANCY PERMIT	648	Lot 6097	LOWER KING ROAD	PARK LOWER KING
130478	GRAEME & ANNETTE OVENS	not shown at their request Owner's name & address	NEW DWELLING - UNCERTIFIED	9	Lot 303	BYLUND WAY	MCKAIL
130480	HOME GROUP WA GREAT SOUTHERN	not shown at their request Owner's name & address	NEW DWELLING - UNCERTIFIED	41	Lot 336	SATELLITE CLOSE	MCKAIL
130481	PTY LTD	not shown at their request DEPARTMENT OF HOUSING	UNCERTIFIED PATIO - UNCERTIFIED	28	Lot 81	DAVID STREET	SPENCER PARK
130482	PLUNKETT HOMES	Owner's name & address	AMENDMENT TO BP130379 ALTERATION TO ROOF	360	Lot 154	LOWANNA DRIVE	MARBELUP
130485	(1903) PTY LTD	not shown at their request J & S FAULKNER	CONSTRUCTION DETAIL VERANDAH ADDITION -	48	Lot 5	CHIPANA DRIVE	LITTLE GROVE
130487	MATTHEW POCKOCK	Romeo Gianni	UNCERTIFIED NEW DWELLING -	42	Lot 669	GREYHOUND CIRCLE	GLEDHOW
130488	TECTONICS	EA ADAMSON & TG	UNCERTIFIED ALTERATIONS/ADDITION	194	Lot 2	GREY STREET WEST	ALBANY
130490	GROUP PTY LTD	WHEELER WJ LEE	TO DWELLING - CERTIFIED	33	Lot 202	BYLUND WAY	MCKAIL
130492	TURPS STEEL FABRICATIONS	MC TAYLOR	NEW SHED & PATIO - UNCERTIFIED	326	Lot 3	HUNWICK SOUTH ROAD	TORBAY
130497	OCCUPANCY PERMIT	CITY OF ALBANY (VESTED CROWN LAND)	DWELLING - CERTIFIED OCCUPANCY PERMIT	41	Lot 1474	FLINDERS PARADE	MIDDLETON BEACH

Application Number	Builder	Owner	Description of Application	Street #	Property Description	Street Address	Suburb
130498	OWNER BUILDER	J & N PEARSON	RELOCATED SHED -	17	Lot 64	ABERCORN STREET	ORANA
130500A	BOCCAMAZZO	MR LEMBO	UNCERTIFIED GAMES ROOM ADDITION -	11	Lot 200	EDINBURGH ROAD	MCKAIL
			UNCERTIFIED				

No.	SINGLE DWELLING	GROUP DWELLING	DOMESTIC/ OUTBUILDINGS	ADDITIONS/ DWELLINGS	HOTEL/ MOTEL	NEW COMMERCIAL	ADDITIONS/ COMMERCIAL	OTHER
1	267800	700000	14824	10000		570000	1800	8000
2	425598	1200000	11500	19000				200000
3	167522		17700	5000				100
4	282748		10000	18500				12000
5	226835		50647	54400				11000
6	501193		19200	1000				5800
7	233436		18300	15000				6824
8	252356		10000	250000				4800
9	300000		15000	135795				12000
10	306933		3500	308000				5000
11	193150		19000	50000				10000
12	375000		18000	63700				
13	235121		2100	11500				
14	215634			6300				
15	279964			16000				
16	190000			6578				
17	160000			15000				
18	273970			4400				
19	198995			6578				
20	140284			2000				
21	144354			7500				
22				8959				
23				3800				
24				29870				
Total	\$5,370,893.00	\$1,900,000.00	\$209,771.00	\$1,048,880.00	\$0.00	\$570,000.00	\$1,800.00	\$275,524.00

Grand Total **\$9,376,868.00**

NB Red font denotes Park Home Licence

CITY OF ALBANY

REPORT

To : His Worship the Mayor and Councillors
From : Administration Officer - Planning
Subject : Planning Scheme Consents – July 2013
Date : 2 August 2013

1. The attached report shows Planning Scheme Consents issued under delegation by a planning officer for the month of January 2013.
2. Within this period 52 Planning Scheme Consent applications were determined, of these;
 - 49 Planning Scheme Consent applications were approved under delegated authority;
 - 2 Planning Scheme Consent application was approved by Council; and
 - 1 Planning Scheme Consent application was deferred.



Jessica Davidson
Administration Officer – Planning

PLANNING SCHEME CONSENTS ISSUED UNDER DELEGATED AUTHORITY

Applications determined for July 2013.

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2130171	26/04/2013	P & C Browne	Parade Street	Albany	Single House - Additions (Including Demolition Of Sleepout And Patio)	Delegate Approved	5/07/2013	Tom Wenbourne
P2130228	21/05/2013	D Faulkner	Albany Highway	Albany	Private Recreation (24 Hour Gym)	Delegate Approved	8/07/2013	Deb Delury
P2130255	25/06/2013	Ironmonger Building Company	Hill Street	Albany	Single House - Additions (Design Codes Relaxation)	Delegate Approved	2/07/2013	Christopher Lynch
P2130234	12/06/2013	Powerhouse Architectural Drafting	Green Island Crescent	Bayonet Head	Single House - Addition (Design Codes Relaxation)	Delegate Approved	2/07/2013	Deb Delury
P2130271	5/07/2013	Powerhouse Architectural Drafting	Anchorage Vista	Bayonet Head	Single House (Design Codes Relaxation)	Delegate Approved	18/07/2013	Alex Bott
P2130286	16/07/2013	Powerhouse Architectural Drafting	Bayonet Head Road	Bayonet Head	Single House (Design Codes Relaxation)	Delegate Approved	22/07/2013	Alex Bott
P2130242	18/06/2013	TD Barnes	Boronia Avenue	Collingwood Heigh	Single House - Additions (Garage & Retaining Wall)	Delegate Approved	17/07/2013	Deb Delury
P2130232	11/06/2013	C Jackson	Wright Street	Elleker	Ancillary Accommodation	Delegate Approved	24/07/2013	Tom Wenbourne
P2130241	18/06/2013	JA Howchin	Cunningham Street	Emu Point	Holiday Accommodation	Delegate Approved	9/07/2013	Adrian Nicoll
P2130224	6/06/2013	R Chilton	Helen Street	Gledhow	Grouped Dwelling x 2 (1 x New To Rear Of Existing)	Deferred	31/07/2013	Deb Delury
P2130250	21/06/2013	Plunkett Group	Greyhound Circle	Gledhow	Single House (Design Codes Relaxation)	Delegate Approved	2/07/2013	Tom Wenbourne
P2130288	17/07/2013	U Ben-Avraham	Regent Street	Gledhow	Home Occupation	Delegate Approved	24/07/2013	Christopher Lynch
P2130064	19/02/2013	R Walker	Riverside Road	Kalgan	Shed (Domestic Storage)	Approved	5/07/2013	Tom Wenbourne
P2130079	26/02/2013	Koster's Steel Constructions Pty Ltd	Churchlane Road	Kalgan	Shed (Domestic Storage And Policy Relaxation - Size To Allow 200m2)	Approved	2/07/2013	Tom Wenbourne
P2130206	27/05/2013	P Apostoles	Bon Accord Road	Kalgan	Shed (Domestic Storage)	Delegate Approved	8/07/2013	Alex Bott
P2130254	25/06/2013	Ranga Tiki Investments Pty Ltd	Pine Rise	Kalgan	Single House	Delegate Approved	1/07/2013	Adrian Nicoll
P2130273	8/07/2013	Koster's Outdoor Pty Ltd	Walford Road	Kalgan	Single House - Outbuilding	Delegate Approved	31/07/2013	Julian Berzins

REPORT ITEM PD011 REFERS

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2130248	20/06/2013	DR & RL De Bonde	Coombes Road	Kronkup	Single House - Additions	Delegate Approved	5/07/2013	Alex Bott
P2130269	5/07/2013	M Pocock	Elaray Way	Lange	Single House And Outbuilding (Design Codes Relaxation)	Delegate Approved	15/07/2013	Christopher Lynch
P2130287	17/07/2013	C Gliosca	Chipana Drive	Little Grove	Single House - Addition (Design Codes Relaxation)	Delegate Approved	23/07/2013	Alex Bott
P2130237	11/06/2013	Ryde Building Company Pty Ltd	Bushby Road	Lower King	Single House	Delegate Approved	12/07/2013	Tom Wenbourne
P2130245	19/06/2013	Turps Steel Fabrications	Boulton Lane	Lower King	Non-Habitable Structure	Delegate Approved	2/07/2013	Adrian Nicoll
P2130263	2/07/2013	J Boccamazzo	Bryant Court	Lower King	Single House - Additions And Carport	Delegate Approved	9/07/2013	Christopher Lynch
P2130272	8/07/2013	Koster's Outdoor Pty Ltd	Bushby Road	Lower King	Single House - Additions (Shed)	Delegate Approved	18/07/2013	Alex Bott
P2130296	15/07/2013	Ryde Building Company Pty Ltd	Morilla Road	Lower King	Single House	Delegate Approved	24/07/2013	Christopher Lynch
P2130243	18/06/2013	Plunkett Group	Lowanna Drive	Marbelup	Single House	Delegate Approved	4/07/2013	Julian Berzins
P2130259	28/06/2013	Powerhouse Architectural Drafting	Satellite Close	McKail	Single House And Outbuilding (Design Codes Relaxation)	Delegate Approved	15/07/2013	Christopher Lynch
P2130265	3/07/2013	Turps Steel Fabrications	Bylund Way	McKail	Single House - Additions (Patio) And Outbuilding	Delegate Approved	10/07/2013	Christopher Lynch
P2130308	26/07/2013	Albany Garage Doors	Comet Corner	McKail	Single House - Outbuilding	Delegate Approved	31/07/2013	Alex Bott
P2130246	19/06/2013	Greg Leeder Building Services	Garden Street	Middleton Beach	Single House	Delegate Approved	5/07/2013	Alex Bott
P2130260	28/06/2013	B Bullock & P McLean	Millbrook Road	Millbrook	Single House - Non-Habitable Structure (Shed)	Delegate Approved	25/07/2013	Julian Berzins
P2130278	10/07/2013	L Brown	Newbey Street	Milpara	Change Of Use - Light Industry (Filter Cleaning)	Delegate Approved	26/07/2013	Christopher Lynch
P2130207	27/05/2013	Benson Design	Kershaw Place	Mira Mar	Single House (Design Codes Relaxation)	Delegate Approved	26/07/2013	Tom Wenbourne
P2130264	2/07/2013	P Wignall	Mcleod Street	Mira Mar	Single House (Design Codes Relaxation)	Delegate Approved	22/07/2013	Christopher Lynch
P2130306	25/07/2013	Powerhouse Architectural Drafting	Adelaide Place	Mount Clarence	Single House - Additions (Design Codes Relaxation)	Delegate Approved	30/07/2013	Alex Bott
P2130253	20/06/2013	Southern Haulage Industries	Hanrahan Road	Mount Elphinstone	Change Of Use Application - General Industry	Delegate Approved	1/07/2013	Adrian Nicoll

REPORT ITEM PD011 REFERS

Application Number	Application Date	Applicant	Street Address	Locality	Description of Application	Decision	Decision Date	Assessing Officer
P2130282	12/07/2013	Puls Patios	Bourke Street	Mount Melville	Single House - Additions (Design Codes Relaxation)	Delegate Approved	12/07/2013	Christopher Lynch
P2130225	7/06/2013	Peak Drafting & Design Solutions	Rock Cliff Circle	Nullaki	Single House	Delegate Approved	31/07/2013	Deb Delury
P2130055	18/02/2013	Albany Model Aero Club	Roberts Road	Robinson	Private Recreation (Model Aero Club)	Delegate Approved	5/07/2013	Deb Delury
P2130218	31/05/2013	W & S Mills	Batelier Close	Spencer Park	Holiday Accommodation	Delegate Approved	3/07/2013	Adrian Nicoll
P2130226	7/06/2013	D Brenzi	Hardie Road	Spencer Park	Single House (Design Codes Relaxation) - Retaining Wall On Boundary	Delegate Approved	5/07/2013	Alex Bott
P2130258	27/06/2013	Retaining And Paving World	David Street	Spencer Park	Development (Earthworks In Excess Of 600mm) - Retaining Wall	Delegate Approved	5/07/2013	Alex Bott
P2130262	2/07/2013	B Squiers	Hardie Road	Spencer Park	Single House - Addition (Carport) - Design Codes Relaxation	Delegate Approved	10/07/2013	Julian Berzins
P2130294	19/07/2013	N Widdison	Coyanarup Place	Warrenup	Single House - Addition (Water Tank)	Delegate Approved	23/07/2013	Alex Bott
P2130236	11/06/2013	Ryde Building Company Pty Ltd	Henry Street	Warrenup	Single House	Delegate Approved	30/07/2013	Tom Wenbourne
P2130256	27/06/2013	G Brenton & S Reed	Randell Crescent	Warrenup	Single House	Delegate Approved	10/07/2013	Alex Bott
P2130252	24/06/2013	A & C Wiegele	Bray Court	Willyung	Single House (Non-Habitable Structure - Outbuilding)	Delegate Approved	12/07/2013	Deb Delury
P2130270	5/07/2013	Powerhouse Architectural Drafting	Greenwood Drive	Willyung	Single House And Outbuilding	Delegate Approved	30/07/2013	Alex Bott
P2130299	22/07/2013	S & J Carman	Kelty View	Willyung	Single House - Addition (Patio Extension)	Delegate Approved	24/07/2013	Alex Bott
P2130274	5/07/2013	Ryde Building Company Pty Ltd	Hume Corner	Yakamia	Single House And Outbuilding (Design Codes Relaxation)	Delegate Approved	31/07/2013	Julian Berzins
P2130280	11/07/2013	B Elvey	Ardeana Crescent	Yakamia	Development (Earthworks In Excess Of 600mm) - Retaining Wall	Delegate Approved	31/07/2013	Alex Bott
P2130281	11/07/2013	B Elvey	Ardeana Crescent	Yakamia	Development (Earthworks In Excess Of 600mm) - Retaining Wall	Delegate Approved	23/07/2013	Alex Bott