



AGENDA

Council Meeting

Tuesday, 15 May 2018 at 6.30pm

Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Town of East Fremantle expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

Copyright

The Town wishes to advise that any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Procedure for Deputations, Presentations and Public Question Time at Council Meetings

Council thanks you for your participation in Council Meetings and trusts that your input will be beneficial to all parties. Council has a high regard for community input where possible, in its decision making processes.

<p style="text-align: center;">Deputations</p> <p>A formal process where members of the community request permission to address Council or Committee on an issue.</p>	<p style="text-align: center;">Presentations</p> <p>An occasion where awards or gifts may be accepted by the Council on behalf of the community, when the Council makes a presentation to a worthy recipient or when agencies may present a proposal that will impact on the Local Government.</p>
--	---

Procedures for Deputations

The Council allows for members of the public to make a deputation to Council on an issue related to Local Government business.

Notice of deputations need to be received by **5pm on the day before the meeting** and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email admin@eastfremantle.wa.gov.au to arrange your deputation.

Where a deputation has been agreed to, during the meeting the Presiding Member will call upon the relevant person(s) to come forward and address Council.

A Deputation invited to attend a Council meeting:

- (a) is not to exceed five (5) persons, only two (2) of whom may address the Council, although others may respond to specific questions from Members;
- (b) is not to address the Council for a period exceeding ten (10) minutes without the agreement of the Council; and
- (c) additional members of the deputation may be allowed to speak with the agreement of the Presiding Member.

Council is unlikely to take any action on the matter discussed during the deputation without first considering an officer's report on that subject in a later Council agenda.

Procedure for Presentations

Notice of presentations being accepted by Council on behalf of the community, or agencies presenting a proposal, need to be received by **5pm on the day before the meeting** and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email admin@eastfremantle.wa.gov.au to arrange your presentation.

Where the Council is making a presentation to a worthy recipient, the recipient will be advised in advance and asked to attend the Council meeting to receive the award.

All presentations will be received/awarded by the Mayor or an appropriate Councillor.

Procedure for Public Question Time

The Council extends a warm welcome to you in attending any meeting of the Council. Council is committed to involving the public in its decision making processes whenever possible, and the ability to ask questions during 'Public Question Time' is of critical importance in pursuing this public participation objective.

Council (as required by the *Local Government Act 1995*) sets aside a period of 'Public Question Time' to enable a member of the public to put up to two (2) questions to Council. Questions should only relate to the business of Council and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Mayor may either answer the question or direct it to a Councillor or an Officer to answer, or it will be taken on notice.

Having regard for the requirements and principles of Council, the following procedures will be applied in accordance with the *Town of East Fremantle Local Government (Council Meetings) Local Law 2016*:

1. Public Questions Time will be limited to fifteen (15) minutes.
2. Public Question Time will be conducted at an Ordinary Meeting of Council immediately following "Responses to Previous Public Questions Taken on Notice".
3. Each member of the public asking a question will be limited to two (2) minutes to ask their question(s).
4. Questions will be limited to three (3) per person.
5. Please state your name and address, and then ask your question.
6. Questions should be submitted to the Chief Executive Officer in writing by **5pm on the day before the meeting and be signed by the author**. This allows for an informed response to be given at the meeting.
7. Questions that have not been submitted in writing by 5pm on the day before the meeting will be responded to if they are straightforward.
8. If any question requires further research prior to an answer being given, the Presiding Member will indicate that the "question will be taken on notice" and a response will be forwarded to the member of the public following the necessary research being undertaken.
9. Where a member of the public provided written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
10. A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.

During the meeting, no member of the public may interrupt the meetings proceedings or enter into conversation.

Members of the public shall ensure that their mobile telephone and/or audible pager is not switched on or used during any meeting of the Council.

Members of the public are hereby advised that use of any electronic, visual or audio recording device or instrument to record proceedings of the Council is not permitted without the permission of the Presiding Member.

CONTENTS

1.	OFFICIAL OPENING	1
2.	ACKNOWLEDGEMENT OF COUNTRY	1
3.	RECORD OF ATTENDANCE	1
3.1	Attendance	1
3.2	Apologies	1
3.3	Approved Leave of Absence	1
4.	DISCLOSURES OF INTEREST	1
4.1	Financial	1
4.2	Proximity	1
4.3	Impartiality	1
5.	PUBLIC QUESTION TIME	1
5.1	Responses to previous questions from members of the public taken on notice	1
5.2	Public Question Time	1
6.	PRESENTATIONS/DEPUTATIONS	1
6.1	Presentations	1
6.2	Deputations	1
7.	APPLICATIONS FOR LEAVE OF ABSENCE	1
8.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	2
8.1	Ordinary Meeting of Council (17 April 2018)	2
9.	ANNOUNCEMENTS BY THE PRESIDING MEMBER	2
10.	UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS	2
11.	REPORTS AND RECOMMENDATIONS OF COMMITTEES	3
11.1	Town Planning Committee Meeting (1 May 2018)	3
12.	REPORTS	31
12.1	PLANNING REPORTS	31
12.1.1	Application for partial closure of unused portion of road reserve in Canning Highway and Stirling Highway	31
12.2	FINANCE REPORTS	39
12.2.1	Monthly Financial Activity Statement 30 April 2018	39
12.2.2	Accounts for Payment – April 2018	59
12.2.3	Notice of Intention to Impose Differential Rates 2018/19, Elected Member Fees and Allowances and 2018/19 Schedule of Fees and Charges	67
12.2.4	Community Assistance Grants and Sponsorship Program – 2018-2019 Request Approvals	85

12.2.5	Library Services	93
12.3	GOVERNANCE REPORTS	97
12.3.1	Public Art On Loan	97
12.3.2	Annual Leave - Chief Executive Officer	119
12.3.3	Town of East Fremantle Reconciliation Action Plan	121
13.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	129
14.	NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING	129
15.	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	129
16.	NEW BUSINESS OF AN URGENT NATURE	129
17.	MATTERS BEHIND CLOSED DOORS	129
17.1	Revitalisation of the East Fremantle Oval Precinct – 01-2017/18 Tender Acceptance	129
18.	CLOSURE	129

NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on Tuesday, 15 May 2018 in the Council Chamber, 135 Canning Highway East Fremantle commencing at 6.30pm and your attendance is requested.



GARY TUFFIN
Chief Executive Officer

AGENDA

1. OFFICIAL OPENING

2. ACKNOWLEDGEMENT OF COUNTRY

"On behalf of the Council I would like to acknowledge the Nyoongar people as the traditional custodians of the land on which this meeting is taking place."

3. RECORD OF ATTENDANCE

3.1 Attendance

3.2 Apologies

3.3 Approved Leave of Absence

4. DISCLOSURES OF INTEREST

4.1 Financial

4.2 Proximity

4.3 Impartiality

5. PUBLIC QUESTION TIME

5.1 Responses to previous questions from members of the public taken on notice
Nil.

5.2 Public Question Time

6. PRESENTATIONS/DEPUTATIONS

6.1 Presentations

6.2 Deputations

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Ordinary Meeting of Council (17 April 2018)

8.1 OFFICER RECOMMENDATION

That the minutes of the Ordinary meeting of Council held on Tuesday, 17 April 2018 be confirmed as a true and correct record of proceedings.

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

11. REPORTS AND RECOMMENDATIONS OF COMMITTEES

11.1 Town Planning Committee Meeting (1 May 2018)

File ref	C/MTP1
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Meeting Date:	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Town Planning Committee Minutes

Purpose

To submit the minutes and delegated decisions of the Town Planning Committee for receipt by Council.

Executive Summary

The Committee, at its meeting on 1 May 2018, exercised its delegation in all three statutory matters before it.

There is no further action other than to receive the minutes, including delegated decisions, of that meeting.

Consultation

Town Planning Committee.

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Site Inspection

Not applicable.

Comment

The unconfirmed minutes of the Town Planning Committee meeting are now presented to Council to be received.

11.1 OFFICER RECOMMENDATION

That the unconfirmed Minutes of the Town Planning Committee Meeting held on 1 May 2018 be received.

TOWN OF
EAST FREMANTLE



MINUTES

Town Planning Committee

Tuesday, 1 May 2018 at 6.30pm

Disclaimer

The purpose of this Committee meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst the Committee has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Committee decision. No person should rely on the decisions made by the Committee until formal advice of the Committee decision is received by that person.

The Town of East Fremantle expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of the Committee, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Committee meeting.

Copyright

The Town wishes to advise that any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction

CONTENTS

1.	DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS	1
2.	ACKNOWLEDGEMENT OF COUNTRY	1
3.	RECORD OF ATTENDANCE	1
3.1	Attendance	1
3.2	Apologies	1
3.3	Leave of Absence	1
4.	MEMORANDUM OF OUTSTANDING BUSINESS	1
5.	DISCLOSURES OF INTEREST	1
5.1	Financial	1
5.2	Proximity	1
5.3	Impartiality	1
6.	PUBLIC QUESTION TIME	2
6.1	Responses to previous questions from members of the public taken on notice	2
6.2	Public Question Time	2
7.	PRESENTATIONS/DEPUTATIONS	2
7.1	Presentations	2
7.2	Deputations	2
8.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	2
8.1	Town Planning and Building Committee (3 April 2018)	2
9.	ANNOUNCEMENTS BY THE PRESIDING MEMBER	2
10.	REPORTS OF COMMITTEES	3
10.1	Community Design Advisory Committee	3
11.	REPORTS OF OFFICERS (COMMITTEE DELEGATION)	4
11.1	Preston Point Road No. 27 (Lot 101) – Request for Second Crossover to Preston Point Road	4
11.2	Moss Street, No. 33 (Reserve 37909) – Change of Use from Day Therapy Centre to Short Term Residential Accommodation for up to 15 Persons – Request for Second Extension of Temporary Planning Approval	10
11.3	Riverside Road, Lot 7771 (Reserve 27376) Swan Yacht Club – Request for Deck and Floating Jetty.	17
12.	REPORTS OF OFFICERS (COUNCIL DECISION)	24
13.	MATTERS BEHIND CLOSED DOORS	24
14.	CLOSURE OF MEETING	24

MINUTES OF THE ORDINARY MEETING OF THE TOWN PLANNING COMMITTEE HELD AT THE EAST FREMANTLE TOWN HALL, 135 CANNING HIGHWAY, EAST FREMANTLE ON TUESDAY 3 APRIL 2018.**1. DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS**

Presiding member opened the meeting at 6:30pm and welcomed members of the gallery.

2. ACKNOWLEDGEMENT OF COUNTRY

"On behalf of the Council I would like to acknowledge the Whadjuk Nyoongar people as the traditional custodians of the land on which this meeting is taking place and pay my respects to Elders past and present."

3. RECORD OF ATTENDANCE**3.1 Attendance**

The following members were in attendance:

Cr C Collinson	Presiding Member
Mayor J O'Neill	
Cr M McPhail	
Cr D Nardi	
Cr T Natale	
Cr A White	

The following staff were in attendance:

Mr A Malone	Executive Manager Regulatory Services
Ms J May	Minute Secretary

There were seven members of the public in the gallery.

3.2 Apologies

Cr J Harrington

3.3 Leave of Absence

Cr M McPhail advised that he will be absent for the July Town Planning Committee Meeting (away from June 21st to July 15th).

4. MEMORANDUM OF OUTSTANDING BUSINESS

Nil.

5. DISCLOSURES OF INTEREST**5.1 Financial**

Nil.

5.2 Proximity

Nil.

5.3 Impartiality

Nil.

6. PUBLIC QUESTION TIME

6.1 Responses to previous questions from members of the public taken on notice

Nil.

6.2 Public Question Time

Nil.

7. PRESENTATIONS/DEPUTATIONS

7.1 Presentations

Nil.

7.2 Deputations

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Town Planning and Building Committee (3 April 2018)

8.1 OFFICER RECOMMENDATION

Moved Nardi, seconded Cr McPhail

That the minutes of the Town Planning and Building Committee meeting held on Tuesday 3 April 2018 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

10. REPORTS OF COMMITTEES

10.1 Community Design Advisory Committee

Prepared by: Andrew Malone Executive Manager Regulatory Services

Supervised by: Gary Tuffin, Chief Executive Officer

Authority/Discretion: Town Planning & Building Committee

PURPOSE

To submit the minutes of the Community Design Advisory Committee meeting held in April for receipt by the Town Planning Committee.

EXECUTIVE SUMMARY

The Committee, at its meeting held on 30 April 2018, provided comment on planning applications listed for consideration at the June Town Planning Committee meeting and other applications to be considered in the future. Comments relating to applications have been replicated and addressed in the individual reports.

Due to the date of the CDAC meeting the minutes will be tabled at the Town Planning Committee meeting.

There is no further action other than to receive the minute.

OFFICER RECOMMENDATION

That the Minutes of the Community Design Advisory Committee meeting held on 30 April 2018 be received.

Committee did not vote on the above item as the minutes were not available at the time of the meeting.

11. REPORTS OF OFFICERS (COMMITTEE DELEGATION)**11.1 Preston Point Road No. 27 (Lot 101) – Request for Second Crossover to Preston Point Road**

Owner	S J Gaspar
Applicant	D Gaspar
File ref	P/PPT27
Prepared by	Christine Catchpole, Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Voting requirements	Simple Majority
Meeting date	1 May 2018
Documents tabled	Nil

Purpose

This report considers a request for a second crossover at No. 27 (Lot 101) Preston Point Road, East Fremantle.

Executive Summary

The following issues are relevant to the determination of this request for a second crossover.

- Maximum number of crossovers per lot: 1 permitted; 2 proposed.
- Heritage Listing and Category A rating (Federation Bungalow c1919).
- Pedestrian, cyclist and motorist safety.
- Parking within the street setback area.
- Pedestrian priority over vehicular access.
- Location of median island.
- Streetscape.
- Street tree.

Taking into consideration the heritage listing and high rating, streetscape, road safety, street tree and other site circumstances a second crossover is considered unnecessary and detrimental to the heritage property, pedestrian, cyclist and motorist safety, as well as the overall appearance of the streetscape and should not be supported. As such the application is recommended for refusal on the grounds that it does not comply with the provisions of the Residential Design Guidelines, the objectives of the Residential zone under the Planning Scheme and is contrary to the orderly and proper planning of the area.

Background

The owner wishes to apply for a second crossover on the following grounds:

“We are proposing a crossover to overcome the lack of parking for our house and area/hill in general.

We have a two car garage - however, nil other off-street access or street parking – which is very unusual. There is no parking on our corner allowed with the nearest visitor parking some 150 – 200 metres away.

At the time that we purchased the house in 2008 we were able to park across the road on Preston Point Road. This was subsequently taken away via Council road works in and around 2012.

We have previously proposed parking be made available on the Bolton Street verge - opposite our garage – however, this was declined and the verge there remains in an unattended eyesore.

The crossover we have proposed is beside our neighbour's crossover- however, it's higher on the hill which enables better viewing than their existing crossover.

The parking on our property in front of the house is behind our hedge and would not detract from the property aesthetics, which is very important to us."

DETAILS

The proposed new crossover (~3 metres wide) when constructed and nearby to the adjoining neighbour's crossover will result in two crossovers with a combined width of approximately 10.0 metres. As noted by the applicant the lot has a double garage accessed from Bolton Street.

The second crossover is sought to enable additional vehicle(s) to be parked in the front setback area off Preston Point Road. Once constructed it would be an added convenience for the owners.

LPS 3 Zoning: Residential R12.5

Site area: 776m²

Consultation

Advertising

Advertising was not required as the proposed crossover is wholly within the road reserve. Adjoining neighbours are not directly impacted.

Community Design Advisory Committee (CDAC)

The application was not referred to the CDAC as it will have no impact on the design or heritage elements of the place, in that the design of the dwelling will remain unchanged.

Statutory Environment

Planning and Development Act 2005

Town of East Fremantle Local Planning Scheme No. 3 (LPS 3)

LPS 3 - Heritage List

Policy Implications

Town of East Fremantle Residential Design Guidelines 2016 (as amended)

Municipal Heritage Inventory – Category A

Port Buffer Zone – Area 3

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

3.1 Facilitate sustainable growth with housing options to meet future community needs.

-
- 3.1.1 *Advocate for a desirable planning and community outcome for all major strategic development sites.*
 - 3.1.2 *Plan for a mix of inclusive diversified housing options.*
 - 3.2 *Maintaining and enhancing the Town's character.*
 - 3.2.1 *Ensure appropriate planning policies to protect the Town's existing built form.*
 - 3.3 *Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.*
 - 3.3.1 *Continue to improve asset management practices.*
 - 3.3.2 *Optimal management of assets within resource capabilities.*
 - 3.3.3 *Plan and advocate for improved access and connectivity.*

Natural Environment

Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.

- 4.1 *Conserve, maintain and enhance the Town's open spaces.*
 - 4.1.1 *Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*
 - 4.1.2 *Plan for improved streetscapes parks and reserves.*
- 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
- 4.3 *Acknowledge the change in our climate and understand the impact of those changes.*
 - 4.3.1 *Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

Site Inspection

April 2018

Comment

The preference for some land owners to accommodate additional vehicles on site and pave front setback areas as indicated in the applicant's submission has the potential to result in streetscapes becoming dominated by more and larger crossovers and driveways at the expense of heritage values, pedestrian, motorist and cyclist safety, landscaping, streetscape amenity, street trees and on-street parking. As a result the Town's Residential Design Guidelines (RDG) specifically addresses this issue under clause 3.7.14 where the RDG state the following as being one of the 'Desired Outcomes' for the Precinct:

- *maximum of one crossover per lot.*

and the RDG 'Performance Criteria' states, in part, that:

- *Pedestrian walk ways will take priority over vehicular access.*

also Clause 3.7.15.2.2 – 'Acceptable Development Provisions' states that:

- *A1.1 parking to be located at the rear of the block.*

There are a number of matters that are relevant to the consideration of this request for a second crossover, not the least of which is motorist, cyclist and pedestrian safety. The Policy of one crossover per lot is for the purpose of maximising the safety, comfort and convenience for pedestrians and cyclists and minimising the need for them to be overly cautious and vigilant on footpaths and roadways. Minimising the crossover points is therefore very important in maximising safety and amenity for residents and motorists.

Preston Point Road is a district distributor road recording between 6000 – 9000 vehicles per day (2016 figures) and is also a bus route, as such access points must be kept to a minimum. The location of the proposed crossover is just below the crest of the hill and a median island is almost directly behind the proposed crossover, making this location even more problematic for vehicles reversing on to the roadway. It will be extremely difficult for vehicles travelling north on Preston Point Road to see a vehicle entering or leaving the site until they have reached the crest of the hill (only ~30-40m) from the crossover point. It is also questionable whether the area set aside for the crossover and the vehicle parking area is large enough to provide a manoeuvring space within the front setback area. In the Town's opinion the proposed paved parking area would only be able to accommodate one vehicle and that vehicle would not have the manoeuvring area to enter the road in a forward direction. It is therefore not considered safe to allow the option to reverse onto Preston Point Road if it is not necessary.

Furthermore, parking in the front setback area would significantly detract from the category A rated heritage property. The property has been described in the Place Record Form as *"having exceptional aesthetic value as a Federation Bungalow. It retains a moderate to high degree of authenticity and a high degree of integrity."* The paved parking area is not supported by the Town as it would be highly visible and detract from the presence and appearance of the dwelling in the street. The rating of the property in the above regard would be significantly diminished if parking was permitted in the front setback area.

Double crossovers, or crossovers immediately adjacent to each other have an even greater visual impact, resulting in a greater proportion of paving as opposed to landscaping which in turn results in greater storm water run-off and overall less 'soft' landscaping. Also, a substantial tree on the property would need to be removed. Whilst Council cannot prevent this on private property it is disappointing to see this occur if not absolutely necessary. A substantial amount of landscaping on the property boundary would also need to be removed to provide for a sliding gate to run along the front fence line.

The request for a crossover (which is primarily not supported because of the proposed location almost at the crest of the hill and in front of the median island) is also not supported on the basis that the additional ~20m² of crossover paving on the verge is considered to detract from the streetscape and will effectively result in a triple crossover, when positioned next to the neighbour's crossover.

Also, of consideration in respect to this request is the location of a street tree approximately 1.0 metre away from the proposed crossover. The Town's Operations Manager has stated that a minimum 1.0 metre separation between a crossover and street tree is required. The proposed distance from the street tree is therefore considered to be only marginally acceptable. This tree is small and with growth it may become problematic in respect to sight lines. This is a further contributing factor as to why a second crossover should not be approved.

The applicant has commented that parking for visitors is limited but it is noted that on-street parking is available in Bolton Street and Reynolds Road (parking restrictions stop ~50 – 60 metres away from the pedestrian entrance to the applicant's property on Bolton Street and ~70 metres away on Preston Point Road. This is not considered too great a distance for visitors to walk even if parking is only available further afield. If there are mobility issues it is possible to use the garage off Bolton Street to enter the property.

Taking into consideration the above comments a second crossover to access a paved parking area is considered to be to the detriment of pedestrian and motorist/cyclist safety, as well as the overall appearance of the streetscape and heritage listed dwelling and should not be supported.

The application is recommended for refusal on the grounds that it does not comply with the provisions of the Residential Design Guidelines, the objectives of the Residential zone and is contrary to the orderly and proper planning of the area.

Conclusion

The request for a second crossover is not supportable and the application is recommended for refusal on the basis that the application does not comply with:

1. The *Acceptable Development Criteria* or the *Performance Criteria* of the Local Planning Policy Residential Design Guidelines 2016 with regard to:
 - (i) Clause 3.7.14 Footpaths and Crossovers in that a maximum of one crossover per lot is permitted and pedestrian walk ways will take priority over vehicular access;
2. Aims (b) and (f) of the Planning Scheme for a Residential zone, specifically:
 - to enhance the character and amenity of the Town, and to promote a sense of place and community identity within each of the precincts of the Town;
 - to ensure the safe and convenient movement of people throughout the Town, including pedestrians, cyclists, public transport users and motorists;
3. Also, as the proposed development conflicts with Clause 4.2 Objectives of the Zones - Residential Zone which, amongst other things, are to:
 - to recognise the importance of design elements such as the 'front yard' and the 'back yard' to the character, amenity and historical development of the Town and to the community; and
4. The proposed development also conflicts with the provisions of the Local Planning Scheme under clause 67 (Deemed Provisions) because it is incompatible with:
 - (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
 - (g) any local planning policy for the Scheme area (i.e. the Residential Design Guidelines);
 - (k) the built heritage conservation of any place that is of cultural significance;
 - (n) the amenity of the locality including the (ii) the character of the locality; and
 - (s) the proposed means of access to and egress from the site.

As such the application is recommended for refusal on the grounds that it does not comply with the provisions of the Residential Design Guidelines, the aims of the Planning Scheme, the objectives of the Residential Zone and is contrary to the orderly and proper planning of the area.

11.1 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP010518

Moved Cr Nardi, seconded Cr White

That Council refuse the application for a second crossover at No. 27 (Lot 101) Preston Point Road, East Fremantle, as proposed in the request dated 26 March 2018 for the following reasons:

- (1) The proposed development does not comply with the requirements of the 'Acceptable Development Criteria' or the 'Performance Criteria' of Local Planning Policy 3.1.1 - Residential Design Guidelines 2016 (as amended) with regard to:
 - (i) Clause 3.7.14 Footpaths and Crossovers in that a maximum of one crossover per lot is permitted and the pedestrian walkways will take priority over vehicle access;
- (2) The proposed application does not comply with the following requirements of Local Planning Scheme No. 3 as the proposed development:
 - conflicts with Clause 1.6 - Aims of the Scheme;
 - conflicts with Clause 4.2 - Objectives of the Zones: Residential Objectives; and
 - the proposed application conflicts with the provisions of the Town of East Fremantle Local Planning Scheme No. 3 – Deemed Provisions Clause 67 (a), (g), (k), (n) and (s) because it would detrimentally impact on the amenity of the area; and
- (3) The proposed crossover does not comply with the orderly and proper planning of the area.

(CARRIED UNANIMOUSLY)

Note:

As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 20 June 2017 this application deemed determined, on behalf of Council, under delegated authority.

11.2 Moss Street, No. 33 (Reserve 37909) – Change of Use from Day Therapy Centre to Short Term Residential Accommodation for up to 15 Persons – Request for Second Extension of Temporary Planning Approval

Applicant	M Stokoe on behalf of South Metropolitan Health Service
Landowner	State of WA - Minister of Public Health
File ref	P/MOSS33
Prepared by	Christine Catchpole, Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Voting requirements	Simple Majority
Documents tabled	Nil
Meeting date	1 May 2018

Purpose

The purpose of this report is for Council to consider a planning application for a second extension of a 12 month temporary planning approval for a change of use from day therapy centre to short term residential accommodation for up to 15 persons (Admission – Direction Service for Fremantle Hospital and Health Service).

Executive Summary

This application is for a second 12 month extension to the original approval. The following issues were noted as relevant to the determination of this application upon its initial assessment in 2016:

- Change of use from day therapy consulting rooms to short term accommodation;
- Residential amenity impacts and compatibility of use with surrounding residential uses;
- Car parking and access for clients, staff, visitors and service/delivery vehicles; and
- Use of 'Reserve' land with Management Orders stating the land is to be used for mental health services.

The application underwent two advertising periods in accordance with planning scheme provisions, including a public information session at Fremantle Hospital, letters to residents, signs on the site and individual ratepayer meetings with planning staff. A significant number of submissions objecting to the application were received primarily all focusing on the potential negative impact of the use on residential amenity and parking, traffic and access issues

The proposed accommodation use was, however, considered consistent with the reserve status of the land and the purpose of the 'gifting' to the Fremantle Hospital. The use of the building was also considered compatible with the surrounding residential area, particularly as it is intended for the occupants to live in a residential setting. Nonetheless a number of relevant planning issues and matters for consideration were raised in the submissions and by planning officers. These were addressed and conditions of planning approval were imposed as a result.

The time in which the current planning approval remains valid will expire on 16 May 2018. The applicant has requested a further extension of the planning approval for a second twelve month period. Since the initial approval was granted commencement of building work has been delayed in part due to the extent of the specifications required and the compliancy checks to ensure the completed works comply with the Town's requirements, heritage and building code applicable to a Class 9 building. There are no changes to the works proposed with the second application for extension of the approval.

No further public consultation is required at this stage because the applicant is only requesting a further extension of the approval already granted. There are no changes to the existing works planned for the

site, or the planning conditions imposed, or any change to the details of the initial application or the manner in which the facility will operate. There are no changes to the statutory/legislative assessment requirements used to determine this application either.

Full details in respect to the original application and initial request for the extension of the Council approval can be found in the Council Minutes of 17 May 2016 and 16 May 2017. The same conditions of approval are recommended to be imposed should Council resolve to grant a second extension of the planning approval for another 12 months.

The application for a second extension of the planning approval for another 12 months is supported under the same conditions as the current approval. The extension to the approval period to commence from the date of the Council's determination and the temporary planning approval to commence from the date the Occupancy Permit is issued.

Background

- 18 October 1982:** Council approved a change of use from general hospital to 'Psycho-geriatric Care Centre' for up to 16 persons.
- 20 August 1982:** Land denoted as 'Reserve' for 'mental health services' in Government Gazette.
- 25 June 2001:** South East Metropolitan Health Service advised that the property was to be used for a geriatric day therapy centre.
- 17 May 2016:** Council granted a 12 month temporary approval for the change of use to short term residential accommodation from day therapy centre. The 12 month approval period to commence from the date of issue of the Occupancy Permit.
- 16 May 2017** Council granted a 12 month extension of the original 12 month planning approval under the same conditions of planning approval.
- Current:** Vacant building.

The applicant has submitted a letter (refer to Attachment 3) in support of the request for a second extension of the original planning approval stating as follows:

"...Commencement of building work has been further delayed due to the extent of specifications required and the level of compliancy checks to ensure the completed works comply with the Town of East Fremantle requirements, heritage and building code applicable to a class 9 building.

We can confirm there has been no change in the works as approved in the original approved submission. The works have not progressed as yet while further consideration of the financial risk to the South Metropolitan Health Service is undertaken. The importance of providing a long term facility for the benefit of mental health patients' needs to be balanced against the risk of a half million dollar investment only being given temporary approval.

In the interim the facility at 33 Moss Street has and is being maintained, security alarm systems and fire alarm systems are operational and maintained."

Consultation

No community consultation required as the application is for a second request to extend the temporary planning approval. Should the facility commence operations the applicant is required to submit another planning approval application seeking Council's approval to continue to operate past the 12 month temporary approval. At that point further public consultation will be required.

Community Design Advisory Committee (CDAC)

Referral to the CDAC is not considered necessary given the application is for a change of use and there are no external changes to the heritage listed building proposed.

Statutory Environment

Planning and Development Act 2005

Town of East Fremantle Local Planning Scheme No. 3 (LPS No. 3)

LPS No. 3 – Heritage List – Category A

Crown Land Title – Management Order – Swan No. 37909

Policy Implications

Municipal Heritage Inventory – Category A

Fremantle Port Buffer Zone – Area 3

Financial Implications

Nil.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

3.1 Facilitate sustainable growth with housing options to meet future community needs.

3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.

3.1.2 Plan for a mix of inclusive diversified housing options.

3.2 Maintaining and enhancing the Town's character.

3.2.1 Ensure appropriate planning policies to protect the Town's existing built form.

3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.

3.3.1 Continue to improve asset management practices.

3.3.2 Optimal management of assets within resource capabilities.

3.3.3 Plan and advocate for improved access and connectivity.

Natural Environment

Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.

4.1 Conserve, maintain and enhance the Town's open spaces.

4.1.1 Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.

4.1.2 Plan for improved streetscapes parks and reserves.

4.2 Enhance environmental values and sustainable natural resource use.

4.2.1 Reduce waste through sustainable waste management practices.

4.3 Acknowledge the change in our climate and understand the impact of those changes.

4.3.1 Improve systems and infrastructure standards to assist with mitigating climate change impacts.

Site Inspection

April 2018

Comment

LPS 3 Zoning: Local Scheme Reserve – Public Purposes (Hospital)

MRS: Urban

Site area: 2,651m²**Statutory Assessment**

The following issues were noted as relevant to the determination of this application upon its initial assessment in October 2016:

- Change of use from day therapy consulting rooms to short term accommodation;
- Residential amenity impacts and compatibility of use with surrounding residential uses;
- Car parking and access for clients, staff, visitors and service/delivery vehicles; and
- Use of 'Reserve' land with Management Orders stating that the land is to be used for mental health services.

The application underwent two advertising periods in accordance with planning scheme provisions, including a public information session at Fremantle Hospital, letters to residents and signs on the site. Nineteen (19) submissions were received in the initial period with 17 objecting, one in support and one being from a repeat submitter. A 32 signature petition objecting to the proposal was also received. Sixteen (16) of the signatories also made an individual submission. One (1) submission objecting to the proposal was received in the second advertising period.

- The following planning issues were raised in submissions:
- Increased traffic over a 24 hour period;
- 50% increase in number of clients from the current service at Hampton Road;
- Inadequate car parking provision, manoeuvring area and undersized bays;
- Pedestrian safety;
- Inadequate existing on-street parking;
- Non-residential nature of the use;
- Negative impact on residential amenity;
- Suitability of building for proposed use;
- Community consultation inadequate;
- Heritage listing of the site; and
- Issues with previous use of the site as a mental health facility.

The proposed accommodation use was considered consistent with the reserve status of the land and the purpose of the 'gifting' to the Fremantle Hospital. The building was also considered compatible with the surrounding residential area, particularly as it is intended for the occupants to live in a residential setting, however, the proposed scale of the service that is the number of clients, parking and access issues for clients, staff and service vehicles were points of concern. Of particular concern was the potential impact on residential amenity and the difficulty of assessing the impact in this location based on the operation of the existing facility in Hampton Road, Fremantle.

Taking into account the amenity, car parking, access and scale of the accommodation use it was recommended that the change of use be approved for 12 months only. It was thought that during that time if the Council determined the use failed to comply with the conditions of the approval, or if the change of use caused a nuisance or annoyance to surrounding residents as determined by Council the approval may be revoked. At the end of the 12 month period the applicant is required to submit

another planning approval application for the continuance of the use at which time the suitability of the use, the number of people accommodated at any one time and the car parking demand and provision would be reassessed.

Full details in respect to the original application and the first request for an extension of the temporary planning approval can be found in the Council Minutes of 17 May 2016 and 16 May 2017. Based on the consistency with the previous approval/conditions no further advertising was undertaken. The same conditions of approval are recommended to be imposed should Council resolve to grant a second extension of the planning approval for an additional 12 months only. The application for an extension of the planning approval for a further 12 months is therefore supported under the same conditions as the current approval. The extension to the approval period to commence from the date of the Council's determination and the temporary planning approval to commence from the date the Occupancy Permit is issued.

11.2 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP020518

Moved Cr White, seconded Cr Natale

That Council grant a second 12 month extension to the 12 month temporary approval for a change of use from day therapy centre to short term residential accommodation for up to ten (10) persons and five (5) staff at No. 33 (Reserve 37909) Moss Street, East Fremantle subject to the following conditions:

- (1) No more than 10 persons and 5 staff at any one time to occupy the site (see Footnote (a) below). The approval for the number of occupants not to exceed ten (10) persons and for the number of staff not to exceed five (5) persons is valid for a period of 12 months only from the date of the issue of an occupancy permit and the applicant is required to seek a renewal of the development approval thereafter to enable the continuance of the use and for approval of the number of persons to be accommodated and the number of staff to be working at the site.**
- (2) A resident/client is not to be accommodated for any period longer than six (6) weeks in any one period of accommodation.**
- (3) The provision of vehicle and pedestrian sight lines to the satisfaction of the Chief Executive Officer in consultation with relevant officers at all pedestrian and vehicle entry and exit points to the site. The sight lines to be maintained to the Town's satisfaction and installed prior to the issue of a Building Permit for the site.**
- (4) The provision of a total of eleven (11) paved, drained and marked parking bays with adequate parking bay and manoeuvring dimensions that meet the relevant Australian Standards for clients, staff, delivery/service and disabled persons to the satisfaction of the Chief Executive Officer. The bays to be provided and marked before issue of the Occupancy Permit.**
- (5) Five (5) bays to be marked for staff use and three (3) bays to be marked for client use only. The bays to be provided and marked before issue of the Occupancy Permit.**
- (6) The provision of one (1) service/delivery bay that is marked for that purpose only and meets Australian Standards in terms of required dimensions and manoeuvring areas.**
- (7) The one (1) disabled bay and two (2) client bays in the front setback area off Moss Street to meet Australian Standards and the paving materials to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers, the details to be submitted with the Building Permit application.**
- (8) Any external alterations proposed to the main building or outbuildings considered by Council to have heritage significance to be subject to a separate development application to be submitted to Council for its consideration.**

- (9) An alternate bin storage area is to be located on site to the satisfaction of the Chief Executive Officer in consultation with relevant officers to be indicated on the plans to be submitted for a Building Permit application.
- (10) All waste storage and recycling bins are to be stored on-site (not on the verge or in view of either Moss or Bedford Streets) and screened from the streets.
- (11) The crossover to Bedford Street to be widened to 4.6 metres to the satisfaction of the Chief Executive Officer in consultation with relevant officers. The applicant is required to liaise with the Town in regard to the widening of the crossover. The cost of the widening to be borne by the applicant.
- (12) The laundry to be relocated to an alternative position on the site to the satisfaction of the Chief Executive Officer in consultation with relevant officers and the details to be submitted with the Building Permit application.
- (13) Details of any signage on-site being the subject of a separate development application to the
- (14) Town for Council's consideration and all existing redundant signage on-site to be removed.
- (15) The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.
- (16) The proposed works are not to be commenced until Council has received an application for a building permit and the building permit issued is in compliance with the conditions of this
- (17) planning approval unless otherwise amended by Council.
- (18) With regard to the plans submitted with respect to the building permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
- (19) The proposed change of use is not to occur and the building is not to be occupied until all conditions attached to this planning approval have been finalised to the satisfaction of the Chief Executive Officer in consultation with relevant officers.
- (20) All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (21) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (22) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (23) This planning approval to remain valid for a period of 12 months from the date of this approval unless otherwise revoked.

Footnote:

The following are not conditions but notes of advice to the applicant/owner:

- (a) In relation to condition 1 the temporary approval for the change of use also relates to the maximum number of people accommodated and the maximum number of staff at any one time. After a 12 month period if the applicant wishes the Council to reconsider the number of people accommodated and the number of staff on the site a fresh application will be required to be submitted for Council's consideration.*
- (b) The applicant be advised that failure to comply with the above conditions of this approval or if the change of use causes a nuisance or annoyance to owners or occupiers of the land in the neighbourhood, Council may revoke its approval for a maximum of 10 people to be accommodated on the site at any one time and at Council discretion reduce the maximum number of people that can be accommodated or working on the site.*
- (c) This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (d) A copy of the approved plans as stamped by Council are attached and the application for a building permit is to conform with the approved plans unless otherwise approved by Council.*
- (e) All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*
- (f) Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (g) It is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.*
- (h) The applicant is advised that planning approval is issued for a period of 12 months only and re-application prior to the expiry of this approval will be necessary should the continuation of the use be required. It is further noted that non-compliance with the continuation of this planning approval may result in its revocation.*

(CARRIED UNANIMOUSLY)

Note:

As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 20 June 2017 this application deemed determined, on behalf of Council, under delegated authority.

11.3 Riverside Road, Lot 7771 (Reserve 27376) Swan Yacht Club – Request for Deck and Floating Jetty.

Owner	Town of East Fremantle
Applicant	D Gaspar (Swan Yacht Club)
File ref	Reserve 27376
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Supervised by	Gary Tuffin, Chief Executive Officer
Voting requirements	Simple Majority
Meeting date	1 May 2018
Documents tabled	Nil

Purpose

This report considers an application for removal of existing jetty and proposed new deck and floating jetty, including security screen, and bar area to the existing Swan Yacht Club located at Lot 7771 (Reserve 27376) Riverside Road, East Fremantle. Under the Swan and Canning Rivers Management Act, the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service is the determining authority in this instance.

However since the subject site is on land reserved for 'Parks and Recreation' and the facility operates under a lease issued by Council, the proponents and the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service acknowledge that Council should consider its position in respect to the application prior to determination by the Department of Parks and Wildlife.

Executive Summary

There are no outstanding issues or concerns with regard to the proposal. Due to the extent of the previous approval, the proposed works are considered a further extension to the recreation area to the riverfront of the yacht club. The proposed additions and alterations maintain the overall intent of the previous approval, improve the facilities and amenity to the riverfront of the yacht club and is therefore recommended for approval subject to conditions.

Background

November 2015	That Council advise the Department of Parks and Wildlife that it supports the application by the Swan Yacht Club, plans date stamp received on 26 September and 9 October 2014, for proposed additions to the existing clubhouse, located at Lot 7771 (Reserve 27376) Riverside Road, East Fremantle, to the Department of Parks and Wildlife subject to conditions.
February 2016	Amendments approved to previous approval.

The yacht club wishes to apply for the following:

The Swan Yacht Club (SYC) is proposing to remove an existing finger jetty as demonstrated on the attached Marina Manager Plan, introduce a floating pontoon system and fixed deck to be located to the eastern side of jetty 1. (Refer to Searle Consulting Preliminary Plan).

The fixed deck will replace the first 4 boat pens on the east side of Jetty 1. The aim of the floating pontoon system is to create a user friendly system for SYC members and guests of smaller craft to dock, embark and disembark from water level. Secondly the pontoon system will create a barrier between those using the beach area for recreational purpose from vessels entering the area, improving safety.

The aim of the fixed deck area is to provide the club, affiliates and sub sections a designated area nearest to the water to hold activities such as Angling Section weigh-ins and presentations, Power Section practical activities and workshops, Navy Cadet practical skill presentations and related social activities that are part of a club environment

A preliminary plan of deck, drafted by Marine Engineer, Martin Searle is attached in company location plans of the pontoon system and design of the pontoon system by drafted by Universal Marine System. The decking and pontoon system also aim to compliment the SYC recent club house improvements by offering improved amenities on the water.

DETAILS

The proposal is wholly located in the Swan River and does include built structures that would be considered normal for a yacht club, including the improved safety for users of the beach and yacht club facilities.

LPS 3 Zoning: Reserve 27376 is vested for the purpose of 'Yacht Club and Club premises'.

Consultation

Advertising

Advertising was not required as the proposed deck and jetty are within the lease area of the yacht club, and is considered to be consistent with the intent of the operations of the club and adjoining neighbours are not directly impacted.

Community Design Advisory Committee (CDAC)

The application was not referred to the CDAC as it will have no impact on the design, in that the design of the facilities will remain unchanged as presented to Riverside Road.

Statutory Environment

*Part 5 of the Department of Parks and Wildlife Act
Town of East Fremantle Planning Scheme No. 3
Metropolitan Region Scheme
State Planning Policy 2.6 Coastal Planning Policy
Contaminated Sites Act 2003*

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies.

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

3.1 Facilitate sustainable growth with housing options to meet future community needs.

3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.

- 3.1.2 *Plan for a mix of inclusive diversified housing options.*
- 3.2 *Maintaining and enhancing the Town's character.*
- 3.2.1 *Ensure appropriate planning policies to protect the Town's existing built form.*
- 3.3 *Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.*
- 3.3.1 *Continue to improve asset management practices.*
- 3.3.2 *Optimal management of assets within resource capabilities.*
- 3.3.3 *Plan and advocate for improved access and connectivity.*

Natural Environment

Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.

- 4.1 *Conserve, maintain and enhance the Town's open spaces.*
- 4.1.1 *Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*
- 4.1.2 *Plan for improved streetscapes parks and reserves.*
- 4.2 *Enhance environmental values and sustainable natural resource use.*
- 4.2.1 *Reduce waste through sustainable waste management practices.*
- 4.3 *Acknowledge the change in our climate and understand the impact of those changes.*
- 4.3.1 *Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

Site Inspection

April 2018

Comment

The applicants have proposed to remove an existing finger jetty as demonstrated on the attached Marina Manager Plan, introduce a floating pontoon system (in place of the finger jetty) and fixed deck to be located to the eastern side of jetty 1. The proposed additions and alterations make modifications to jetties and include the removal of 4 moorings to provide for a permanent deck. The overall intent of the proposal is consistent with the overall redevelopment of the yacht club. The proposal improves client/ member amenities and improves the safety in the existing beach/ swimming area.

The application is to be determined by the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service.

Reserve – Parks and Recreation

The subject land is zoned Parks and Recreation under the Local Planning Scheme and under the Metropolitan Regional Scheme. Clause 3.2 Regional Reserves of LPS3 is relevant, which states:

- 3.2.1 *The land shown as 'Regional Reserves' on the Scheme Map are lands reserved under the Metropolitan Region Scheme and are shown on the Scheme Map for the purposes of the Metropolitan Region Town Planning Scheme Act 1959/WA Planning Commission Act 1985. These lands are not reserved under the Scheme.*
- 3.2.2 *The approval of the local government under the Scheme is not required for the commencement or carrying out of any use or development on a Regional Reserve.*

Note: The provisions of the Metropolitan Region Scheme continue to apply to such Reserves and approval is required under the Metropolitan Region Scheme from the Commission for the commencement or carrying out of any use or development on a Regional Reserve unless specifically excluded by the Region Scheme.

Council are a referral body only. The Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service is the determining authority for this development application for the proposed additions and alterations to the marina and jetty area.

Land use

The yacht club is defined as a 'Club Premises' under TPS No.3 however given the subject site is on land designated as a Local Reserve under the Scheme, this land use is not categorised within the Zoning Table. The amendments to the existing use should therefore be considered as an ancillary use to the existing 'unlisted discretionary use' which is subject to Clause 3.4.2 of the Scheme which states as follows:

- "3.4.2 In determining an application for planning approval the local government is to have due regard to -
- (a) the matters set out in clause 10.2; and
 - (b) the ultimate purpose intended for the Reserve."

The Swan Yacht Club is to remain as a club facility and the proposal is to improve the club facilities and amenities. The use is not considered to be changing. The proposed additions and alterations are primarily to improve existing infrastructure.

Matters to be Considered by Local Government

There are no specific development requirements under the Scheme or Council Policies which relate to development of a non-residential nature on land zoned Reserve.

This proposal has been assessed against the provisions of Clause 67 of the Deemed Provisions of the Town Planning Regulations and the development as proposed, is considered to comply with aims, objectives and proper planning of the area.

The proposed application has been assessed as per the provisions of the Regulations as follows:

- (a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*
- (g) *any local planning policy for the Scheme area;*
- (j) *in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (m) *the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) *the amenity of the locality including the following —*
 - (i) *environmental impacts of the development;*
 - (ii) *the character of the locality;*
 - (iii) *social impacts of the development;*
- (o) *the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*

- (p) *whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- (q) *the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (w) *the history of the site where the development is to be located;*
- (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (z) *any other planning consideration the local government considers appropriate.*

It is considered the proposed development is consistent with the existing use of the land and is consistent with the existing facilities provided by the club.

The previously approved development was for extensive redevelopment to the yacht club building, including ground floor and first floor additions and extensive landscaping. The current proposed development is to remove an existing finger jetty as demonstrated on the attached Marina Manager Plan, introduce a floating pontoon system (in place of the finger jetty) and fixed deck to be located to the eastern side of jetty 1. The proposal is consistent with the renovations and landscaped alfresco areas at the yacht club. The deck and jetties will improve member facilities and usability and provide for improved safety from the existing beach area. The extent of the proposal is considered minimal and therefore the impact is considered minor.

The proposed modifications have also been made to facilitate greater usability and safety of the alfresco area beach and small craft mooring. This proposal is considered to improve the alfresco area, river walk / club integration / presentation. The revised layout does not result in additional car parking bays being required. The proposal will not impact on the total persons permitted in the club at any one time. 144 car parking bays are remaining.

There is no change to the existing building.

It is considered the proposed additions and alterations as detailed above comply with the aims, objectives and proper planning of the area. The proposal is consistent with the existing use of the club. The proposed works improve the usability and integration with existing facilities provided for within the clubhouse. The proposal also improves the integration with the Swan River. The proposed additions are considered to comply with the Deemed Provisions of Clause 67 of the Regulations and therefore can be supported by Council.

State Coastal Policy – Sea Level Rise

With respect to physical coastal processes, SPP2.6 contains guidance for development to reduce risks associated with the effects of coastal processes, such as storm surge, tidal movement and sea level change. In this instance the jetties are floating in the river and therefore will not be significantly impacted by the above issues. The guidance for development also requires consideration of other factors such as ecological values and public access.

The proposed additions and alterations are located in the river and there is considered to be no impact for the existing building. It is for the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service as the 'approving authority' in this instance to ultimately determine the applicability of the Coastal Policy provisions, however it is considered that any determination should address the possible future liabilities which may arise in consequence of a known risk.

Contaminated Sites Act

Pursuant to section 59 of the Act, memorials have been placed on titles associated with the subject site. The memorials record the site classification as 'Possibly contaminated – investigation required'. It is understood that activities associated with the slips have given rise to concern regarding residual contaminants in the soil and marine sediment. The existing development is also un-sewered and serviced only by leach drains.

In accordance with the Act, a "responsible authority" may not grant approval under a scheme for any proposed development of the land without seeking and taking into account, advice from the Department of Environment and Conservation as to the suitability of the proposed development. The Departments advice should be sought with regard to any disturbances to the seabed.

Since the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service is the "responsible authority" in this instance, the Department will be required to undertake all necessary referrals and consider any responses from the Department of Environment and Conservation.

Conclusion

The proposal to remove an existing finger jetty and introduce a floating pontoon system (in place of the finger jetty) and fixed deck to be located to the eastern side of jetty 1 is considered minor in nature. The proposal is consistent with the existing club facilities and therefore is recommended for approval subject to conditions.

11.3 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP030518

Moved Cr Nardi, seconded Cr White

That Council advise the Department of Biodiversity, Conservation and Attractions - Parks and Wildlife Service that it supports the application by the Swan Yacht Club received on 27 March 2018, for proposed removal of existing finger jetty and introduction of floating pontoon system (in place of the finger jetty) and fixed deck to be located to the eastern side of jetty 1, located at Lot 7771 (Reserve 27376) Riverside Road, East Fremantle, subject to the following conditions:

- (1) No dinghys storage is permitted on the foreshore.**
- (2) The public access leg (1.5 metres in width) traversing through the lot along the river is to be kept free from obstructions.**
- (3) 144 car parking spaces to be provided on-site.**
- (4) The jetties and deck to be kept clean and free of graffiti and vandalism at all times and any such graffiti or vandalism to be remedied within 24 hours to the satisfaction of the Chief Executive Officer.**
- (5) Activities associated with the Swan Yacht Club such as car parking, trailer and boat storage etc. are to be contained within the defined hardstand area of the car park.**
- (6) The applicants acknowledge the development and its site may in the future be subject to the environmental consequences of sea level rise and contaminates associated with past activities and agree to indemnify the Town of East Fremantle and the Department of Parks and Wildlife from any liability arising from these consequences now and in the future to the satisfaction of these Authorities.**
- (7) No advertising signage is approved under this application. A separate planning application is required for any proposed advertising signage. All signage to comply with the Town's Local Planning Policy Design Guidelines – Signage.**
- (8) The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.**

- (9) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.
- (10) With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
- (11) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (12) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (13) This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

The following are not conditions but notes of advice to the applicant/owner:

- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (b) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (c) *All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*
- (d) *Under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document—"An Installers Guide to Air Conditioner Noise".*

(CARRIED UNANIMOUSLY)

Note:

As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 20 June 2017 this application deemed determined, on behalf of Council, under delegated authority.

12. REPORTS OF OFFICERS (COUNCIL DECISION)

Nil.

13. MATTERS BEHIND CLOSED DOORS

Nil.

14. CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 6:36pm.

I hereby certify that the Minutes of the ordinary meeting of the Town Planning Committee of the Town of East Fremantle, held on 1 May 2018, Minute Book reference 1. to 14 were confirmed at the meeting of the Committee on:

.....

Presiding Member

12. REPORTS

12.1 PLANNING REPORTS

12.1.1 Application for partial closure of unused portion of road reserve in Canning Highway and Stirling Highway

Applicant/Owner	Veris/ Main Roads Western Australia
File ref	P/CAN101, P/CAN
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Supervised by	Gary Tuffin, Chief Executive officer
Voting requirements	Simple Majority
Meeting date	15 May 2018
Documents tabled	Nil
Attachments	1. Letter of application

Purpose

This report considers an application for the closure of a portion of public road reserve Lot 2427 on Diagram DP160869 located adjoining the Old Post Office building on the corner of Canning Highway and Stirling Highway.

Executive Summary

Veris on behalf of Main Roads WA (MRWA) requested the Town of East Fremantle to commence and support this application for road closure at the Old Post Office. Veris has requested Council progress this application with the Department of Planning, Lands and Heritage (DPLH), as per section 58 of the Land Administration Act 1997 (LAA) and regulation 9 of the Land Administration Regulations 1998.

It is recommended that the request be supported, and that the CEO be requested to commence the process for the partial road closure of this subject area of land.

Background

This matter has not previously been considered by Council.

Consultation

Under the LAA, the proposed road closure is advertised in the local paper with a 35 day comment period. During this period relevant stakeholders, public authorities and the public are to be contacted for their comment.

Statutory Environment

The statutory procedure for road closure is identified in the following provisions of the *Land Administration Act*. Once the road has been closed and the land becomes "Unallocated Crown Land", the land can then be amalgamated into the Old Post Office (Lot 4247) through the normal subdivision process.

LAND ADMINISTRATION ACT 1997 – SECT 58

58. Closing Road

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.

- (2) *When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.*
- (3) *A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*
- (4) *On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3)—*
 - (a) *by order grant the request; or*
 - (b) *direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
 - (c) *refuse the request.*
- (5) *If the Minister grants a request under subsection (4) —*
 - (a) *the road concerned is closed on and from the day on which the relevant order is registered; and*
 - (b) *any rights suspended under section 55(3)(a) cease to be so suspended.*
- (6) *When a road is closed under this section, the land comprising the former road —*
 - (a) *becomes unallocated Crown land; or*
 - (b) *if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.*

[Section 58 amended by No. 59 of 2000 s. 18(1)⁹

Policy Implications

There is no policy of the Council that has a bearing on the matter.

Financial Implications

Nil

Statutory Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

Built Environment

Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.

- 3.1 *Facilitate sustainable growth with housing options to meet future community needs.*
 - 3.1.1 *Advocate for a desirable planning and community outcome for all major strategic development sites.*
 - 3.1.2 *Plan for a mix of inclusive diversified housing options.*
- 3.2 *Maintaining and enhancing the Town's character.*
 - 3.2.1 *Ensure appropriate planning policies to protect the Town's existing built form.*
- 3.3 *Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.*

- 3.3.1 *Continue to improve asset management practices.*
- 3.3.2 *Optimal management of assets within resource capabilities.*
- 3.3.3 *Plan and advocate for improved access and connectivity.*

Natural Environment

Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.

- 4.1 *Conserve, maintain and enhance the Town's open spaces.*
 - 4.1.1 *Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*
 - 4.1.2 *Plan for improved streetscapes parks and reserves.*
- 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
- 4.3 *Acknowledge the change in our climate and understand the impact of those changes.*
 - 4.3.1 *Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

Site Inspection

Site inspection undertaken on 28 November 2017 and 4 May 2018

Comment

The subject land currently is grassed but generally is un-kept and unused. The area currently serves no useful public purpose. The proposed road closure of and its amalgamation with the adjacent lot (Old Post Office) will allow access to the side of the building for maintenance and will ensure the building is located wholly within the separate lot. This section of closed road will be amalgamated into Lot 4247 and sold with the Old Post Office.

Lot 4247 is the location of the Old East Fremantle Post Office. The building on site is the original post office and is of significant heritage value being on both the State and National inventory. At present the site is owned by the MRWA who have resolved to put the lot and building on the market as an unrequired asset. In order to ensure the heritage building is properly protected, after sale, a feature survey was conducted to determine the exact position of the building relative to the cadastral boundary. This investigation found that the eaves of the building extended over the north and western boundary of the subject lot into both Stirling Highway and Canning Highway road reservations. In order to ensure the Post Office building is properly protected within its own lot it was determined that a portion of road at the corner of both highways (Lot 2427) be closed and then incorporated into the Old Post Office (Lot 4247).

The application will be advertised to MRWA, the Water Corporation of WA, Western Power and other state service authorities, other relevant stakeholders and the public.

It is considered the proposal has merit and should be supported conditional upon the applicant bearing all costs associated with the proposed closure and amalgamation.

12.1.1 OFFICER RECOMMENDATION

That Council support the application for the proposed closure of a portion of Canning and Stirling Highway (Lot 2427) intersection and amalgamation with the Old Post Office (Lot 4247) as indicated on the proposed plan of subdivision dated 16 November 2017 for the purpose of public advertising subject to the following conditions:

- 1. All costs associated with the proposed closure of Lot 2427 located at the corner of Canning and Stirling Highway to be borne by the applicant.**
- 2. All costs associated with the proposed amalgamation of Lot 2427 and Lot 4247 to be borne by the applicant.**
- 3. The application be advertised in accordance with the provisions of the Land Administration Act 1997 (sec58).**

16/11/2017

Road Closure Request Lot 4274 (101) Canning Highway, East
Fremantle



Mr. G. Tuffin
Chief Executive Officer
Town of East Fremantle
PO Box 1097
FREMANTLE WA 6959

Dear Sir,

REQUEST FOR PARTIAL ROAD CLOSURE – CORNER OF CANNING HIGHWAY AND STIRLING HIGHWAY, ADJACENT TO LOT 4247 CANNING HIGHWAY, EAST FREMANTLE

We refer to our meeting on the 2nd November 2017, where it was resolved a request for partial road closure be applied for. The extra land could then be amalgamated with the abutting Lot 4247, in order to create a freehold lot capturing the extents of the heritage building on the subject site. Veris act on behalf of the owner of this lot being Main Roads of Western Australian (MRWA).

In relation to the above, Veris request the Town of East Fremantle approve this application for road closure and resolve to progress this application with the Department of Planning, Lands and Heritage (DPLH), as per section 58 of the LAA and regulation 9 of the Land Administration Regulations 1998.

The land that is the subject of this application is shown on the attached Draft Deposited Plan, being at the south east of the Canning Highway and Stirling Highway intersection in East Fremantle.

Subject site requiring additional land.

The details of the subject site (Lot 4247) requiring the additional land from the road closure are as follow:

Lot	Plan/Diagram	Volume/Folio	Registered Proprietor
2427	DP160869	1594/799	Commissioner of Main Roads

Lot 4247 is the location of the Old East Fremantle Post Office. The building on site is the original post office and is of significant heritage value being on both the State and National inventory. At present the site is owned by the MRWA who have resolved to put the lot and building on the market as an unrequired asset.

In order to ensure the heritage building is properly protected, after sale, a feature survey was conducted to determine the exact position of the building relative to the cadastral boundary. This investigation found that the eaves of the building extended over the north and western boundary of the subject lot into both Stirling Highway and Canning Highway road reservations. In order to ensure the Post Office building is properly protected within its own lot it was determined that a portion of road at the corner of both highways be closed and then incorporated into Lot 4247.

The attached draft deposited plan shows the extent of road widening required to properly protect the heritage building.

Perth

Suite 4, First Floor
40 Hasler Rd
Osborne Park WA 6017
PO Box 99, Mount Hawthorn
WA 6915 Australia

T 08 6241 3333
F 08 6241 3300
veris.com.au

Office Locations

Over 15 offices across
Australia
veris.com.au/contactus

Whelans Australia Pty Ltd
A Veris Company
ABN 68 074 363 741

**DEVELOP
WITH _____
CONFIDENCE™**



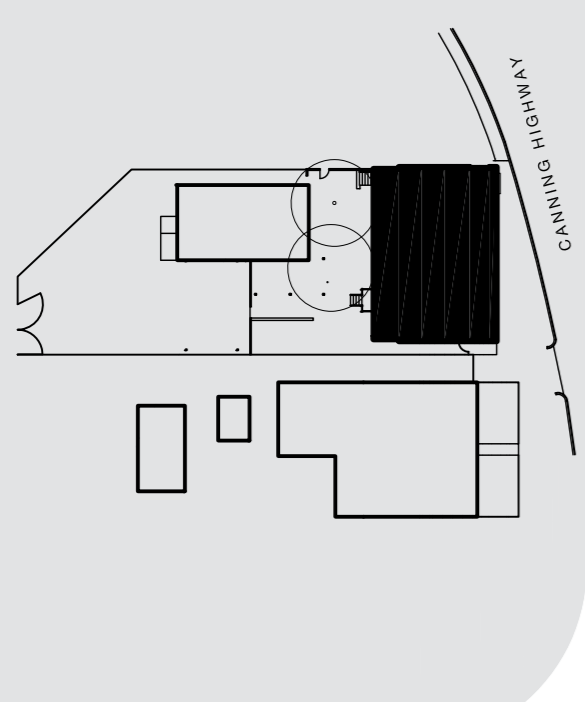
Again, in light of the above information Veris request that this application for road closure be approved by the Town and a formal application to DPLH be made to close the required portion of road. Further to this Veris have been liaising with State Heritage to ensure the proposed road closure is satisfactory to their requirements to adequately protect the building. State Heritage have requested that they be included in all stakeholder advertising, in order to provide feedback and comments during the advertising period.

If you have any queries with regards to the above or require further information please contact Steve Fernandez on 62413306 or s.fernandez@veris.com.au . We look forward to your favourable response.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Steven Fernandez", written in a cursive style.

Steven Fernandez
Town Planner
VERIS



GENERAL NOTES

1. ALL WORK NEW UNLESS NOTED AS EXISTING.
2. ALL DIMENSIONS TO BE CONFIRMED ON SITE PRIOR TO CONSTRUCTION.
3. NOTIFY THE PRINCIPAL OF ANY DISCOVERIES WHICH MAY AFFECT THE EXECUTION OF THE WORKS.
4. WHERE ARCHAEOLOGICAL MATERIAL IS REVEALED IMMEDIATELY STOP WORKS & NOTIFY THE PRINCIPAL.
5. ASBESTOS MATERIAL PRESENT ON SITE. REFER TO ACM REPORT FOR FURTHER INFORMATION.

LEGEND

- EX. X EXISTING
- T TREE
- BB BOTTLEBRUSH
- DP DOWNPIPE

PRELIMINARY ISSUE
FOR INFORMATION ONLY

P1 ISSUED FOR INFORMATION - MAIN ROADS. 02-11-2017
THIS DRAWING SHOULD BE READ IN CONJUNCTION WITH ALL RELEVANT CONTRACTS, SPECIFICATIONS AND DRAWINGS. CONTRACTORS MUST VERIFY ALL DIMENSIONS AT THE JOB BEFORE COMMENCING WORK.

EAST FREMANTLE POST OFFICE
101 CANNING HIGHWAY
CONSERVATION & COMPLIANCE WORKS
LOT BOUNDARY REALIGNMENT

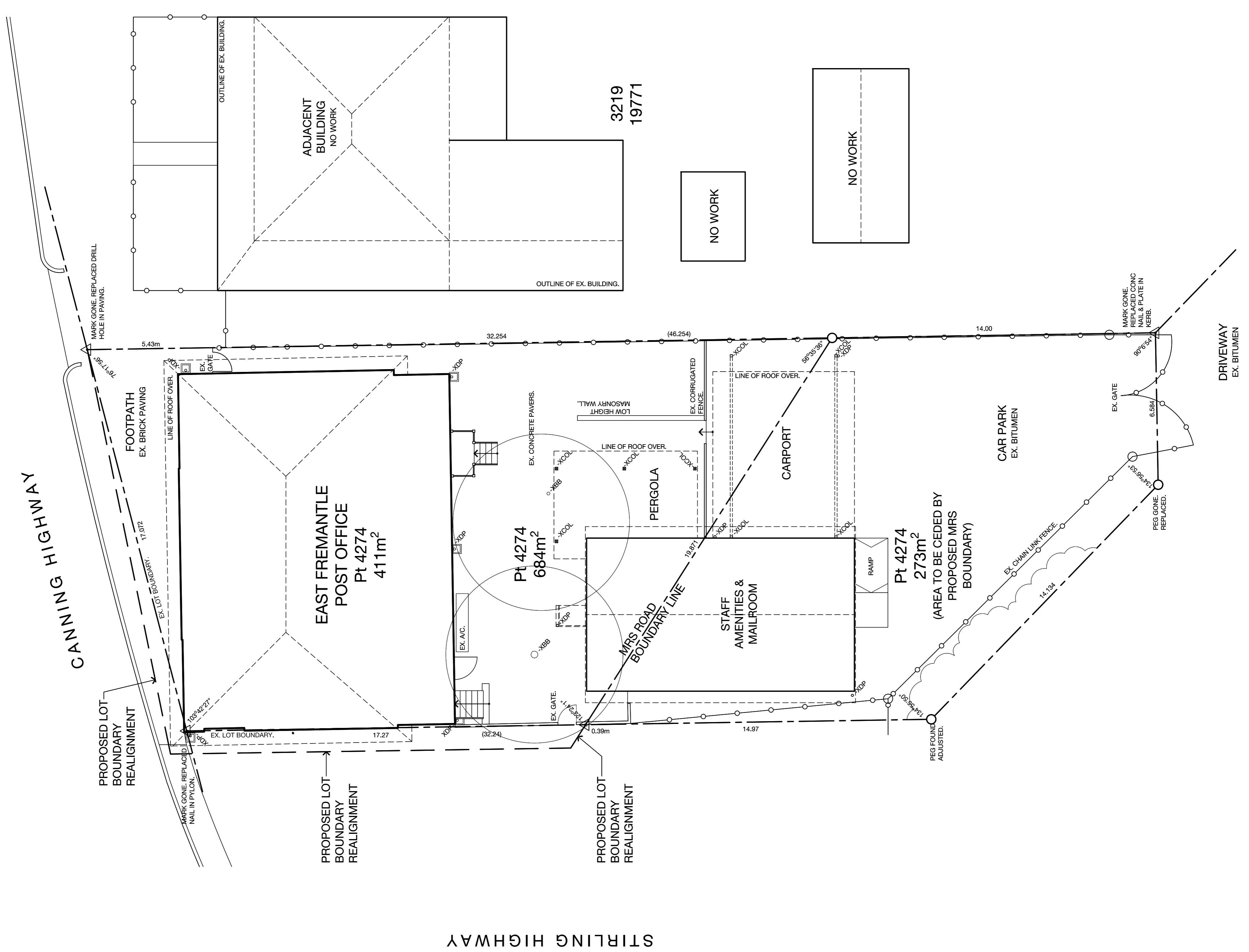
ATTACHMENT 1

REDUCTION 0 25

DATE NOVEMBER 2017
DRAWN CH
APPROVED CH
SCALE 1:100 (A1)

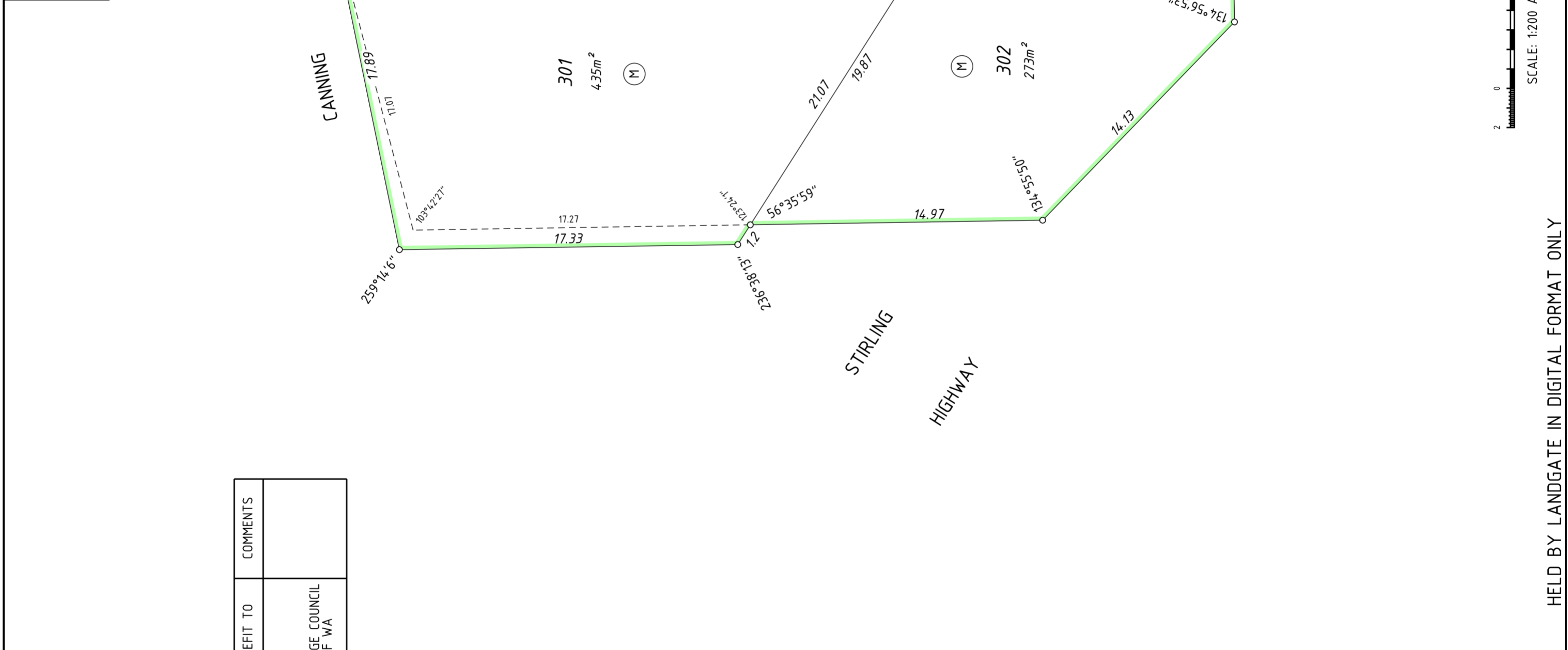
DRAWING No. DD1.01 P1

THIS IS A CAD DRAWING
DO NOT AMEND MANUALLY
FILE NAME: DD1.01 - LOT BOUNDARY
DRAWN BY: [Name]
PLOT DATE: 2 November 2017



VER:	AMENDMENT	AUTHORISED BY	DATE	TYPE	FREEHOLD	S.S.A.	YES/NO
				PURPOSE	SUBDIVISION		
				PLAN OF			
				LOTS 301 & 302			
				FORMER PI/TENURE	D.O.L. FILE		
				PT LOT 4274 LOT 301	SEE TABLE ABOVE	XXXXX	
				PT LOT 4274 LOT 302	TOWN OF EAST FREMANTLE		
					LOCALITY		
					EAST FREMANTLE		
					FIELD RECORD	XXXXX	
					SURVEYOR'S CERTIFICATE - REG 54		
					I. PATRICK JAMES BURTON		
					hereby certify that this plan is accurate and is a correct representation of the -		
					(a) *survey; and/or		
					(b) *calculations from measurements recorded in the field records,		
					[* delete if inapplicable]		
					undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.		
				DATE	FEE PAID	ASSESS No.	
				I.S.C.	EXAMINED		
				DATE	DATE		
					WESTERN AUSTRALIAN PLANNING COMMISSION		
				FILE	XXXXX		
					Delegated under S.16 P&D Act 2005		
					IN ORDER FOR DEALINGS		
				SUBJECT TO	DATE		
					FOR INSPECTOR OF PLANS AND SURVEYS		
					APPROVED		
					DATE		
					INSPECTOR OF PLANS AND SURVEYS/AUTHORISED LAND OFFICER		
					DATE		

ON PLAN/DIAGRAM	TITLE
DP 160869 SEE INSET THIS PLAN	C/T 1594/799
DP 160869	C/T 1594/799



SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
(M)	MINERAL RESERVATION	DOC C173572	DOC C173572	LOTS 301 & 302	HERITAGE COUNCIL OF WA	
(M)	MEMORIAL	SEC56(1) OF THE HERITAGE OF WA ACT 1990	DOC 124/1991	LOTS 301 & 302		

INTERESTS AND NOTIFICATIONS	
300	25m²
4274	DP 160869
19771	3219
187352	DP 187352

INSET NOT TO SCALE
CROWN LAND FOR AMALGAMATION
CLOSED ROAD FORMERLY CANNING HIGHWAY AND STIRLING HIGHWAY

**PRELIMINARY ONLY UNLOGGED VERSION
SUBJECT TO LANDGATE AUDIT**

This plan is
-Current as of 14.11.2017
-Subject to change without notice
-Not intended for design use, a LANDGATE CERTIFIED
CORRECT copy should be obtained for such purposes.

VERIS
(08) 6241 3333
www.veris.com.au
W:\Projects\2019004\4 - Spatial\SD\2019\dp.dgn
FP-2004-021-VER. 1.0

12.2 FINANCE REPORTS

12.2.1 Monthly Financial Activity Statement 30 April 2018

File ref	F/FNS2
Prepared by	Natalie McGill, Acting Manager Administration and Finance
Supervised by	Peter Kocian, Interim Executive Manager Corporate Services
Meeting Date:	15 May 2018
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Monthly Financial Activity Statement

Purpose

For Council to receive the Monthly Financial Activity Statement.

Executive Summary

To provide timely financial information to elected members including regular review of the current forecast. This statement compares actual performance against budget estimates, and summarises operating and capital results in accordance with statutory requirements.

Staff recommend that Council receives the Financial Activity Statement for the period ending 30 April 2018.

Background

The report comprises the monthly financial results with commentary focusing on comparisons to the year to date budget position.

The monthly Financial Activity Statement for the period ending 30 April is appended and includes the following:

- Financial Activity Statement
- Notes to the Financial Activity Statement including schedules of investments, rating information and debts written off.
- Capital expenditure Report

The attached Financial Activity Statements are prepared in accordance with the amended Local Government (Financial Management) Regulations 1996; together with supporting material to provide Council with easy to understand financial information covering activities undertaken during the financial year.

Consultation

Nil.

Statutory Environment

Local Government Act 1995 (As amended)

Local Government (Financial Management) Regulations 1996 (As amended)

Policy Implications

Significant accounting policies are adopted by Council on an annual basis. These policies are used in the preparation of the statutory reports submitted to Council.

Financial Implications

The April 2018 Financial Activity Statement shows variances in income and expenditure when compared with year to date draft budget estimates.

There are no proposed changes to the current budget forecast.

All amounts quoted in this report are exclusive of GST.

Strategic Implications

The matter being put to the council is not likely to have a direct impact on the strategies of the council.

4.9 A financially sustainable Town – Provide financial management services to enable the Town to sustainably provide services to the community.

Site Inspection

Site inspection undertaken: Not applicable

Comment

The following is a summary of information on the attached financial reports:

Revised Budget Forecast

The current revised budget forecast for the 30 June 2018 indicates a balanced budget.

Operating YTD Actuals (compared to the YTD Budget)

The April 2018 Financial Activity Statement shows variances in income and expenditure when compared with year to date current budget estimates.

Operating Revenue 101%; is \$82,500 more than the YTD budget. (Favourable)

Operating Expenditure 89%; is \$1,070,000 less than the YTD budget. (Favourable)

After non-cash adjustments, the total operating cash forecast is \$1,364,000 more than the YTD budget (Favourable).

Capital Programs YTD Progress Summaries

Annual Timeline 75% of year elapsed.

Land & Buildings 84% expended.

Infrastructure Assets 64% expended.

Plant & Equipment 99% expended.

Furniture & Equipment 81% expended.

Capital expenditure is \$1,022,000 less than the YTD budget (Favourable) which represents 23% of the capital programs to be completed.

More detailed commentary on all variances is provided in the appended Financial Activity Statement.

Waste Reserve

The Town of East Fremantle has been successful with a \$101,910 grant under the State Government's Better Bins Kerbside Collection Program. The objective of the grant is to part-fund the implementation of the three bin system, being a general waste bin, co-mingled recycling bin and green waste/food organics bin. There are a number of grant conditions that apply with regards to community education, staff training, data collection, and bin tagging program.

In order to support the delivery and funding of waste services in outward years, it is recommended that Council establish a Waste Reserve. The purposes of Reserves are generally to reduce business risk with regards to a change in operations, improve financial management, maximise strategic opportunities and meet asset management requirements. The establishment of a Waste Reserve would meet all of these objectives.

The 2017/18 Budget includes an approved transfer of \$150,000 into the Strategic Plan and Infrastructure Reserve to fund waste initiatives. The Town has also invoiced the State Government for an initial grant payment of \$50,000 ex GST. Should Council approve the establishment of a Waste Reserve, a budget variation will be sought seeking to transfer \$200,000 into this Reserve before 30 June.

Reserve Accounts are established in accordance with section 6.11 of the *Local Government Act 1995* and must be resolved by an Absolute Majority decision.

12.2.1 OFFICER RECOMMENDATION

That Council:

- 1. receive the Financial Activity Statement for the period ending 31 March 2018.**
- 2. pursuant to section 6.11 of the *Local Government Act 1995*, establish a Waste Reserve with the purpose of funding waste services as determined in the Annual Budget.**
- 3. pursuant to section 6.8 of the *Local Government Act 1995*, amends the 2017/18 Budget as follows resulting in a nil change in net current assets as at 30 June 2018:**

Account Description	Current Budget	Amended Budget	Change in Net Current Assets
Transfer to Strategic Plan and Infrastructure Reserve	(\$163,753)	(\$13,753)	\$150,000
Better Bins Kerbside Collection Grant	\$0	\$50,000	\$50,000
Transfer to Waste Reserve	\$0	(\$200,000)	(\$200,000)
	Change in Budget Position		\$0

Absolute Majority Decision Required for 2 and 3.



TOWN OF EAST FREMANTLE
MONTHLY FINANCIAL ACTIVITY STATEMENT
FOR THE PERIOD 1 JULY 2017 TO 30 APRIL 2018

TABLE OF CONTENTS

Financial Activity Statement	43
Notes to the Financial Activity Statement :	
Summary	44
Operating Revenue & Expenditure	45-48
Capital Expenditure	48-50
Schedule of Investments	50-52
Schedule of Capital Works	53-55
Schedule of Rates Outstanding	56
Parking Infringements Written Off	56
Net Current Assets	57

TOWN OF EAST FREMANTLE



FINANCIAL ACTIVITY STATEMENT For the Period 1 July to 30 APRIL 2018

<u>OPERATING</u>	NOTE	ORIGINAL BUDGET	REVISED BUDGET	YTD BUDGET	YTD ACTUALS	YTD Variance	Variance
			\$	\$	\$	%	\$
OPERATING REVENUE							
General Purpose Funding		7,929,114	7,989,058	7,904,108	7,911,131	100%	7,023
Governance		13,200	30,200	29,320	60,307	206%	30,987
Law, Order, Public Safety		30,560	28,180	24,230	28,387	117%	4,157
Health		12,340	15,540	15,110	14,531	96%	(579)
Education and Welfare		904,040	917,040	902,690	908,607	101%	5,917
Housing		88,800	70,000	55,200	65,609	119%	10,409
Community Amenities		193,600	182,100	166,360	202,242	122%	35,882
Recreation and Culture		511,550	417,150	363,823	341,036	94%	(22,788)
Transport		431,785	404,399	364,449	407,154	112%	42,705
Economic Services		194,800	141,800	109,300	74,890	69%	(34,410)
Other Property and Services		30,300	73,700	68,640	71,863	105%	3,223
TOTAL OPERATING REVENUE		10,340,089	10,269,167	10,003,230	10,085,756	101%	82,526
OPERATING EXPENDITURE							
General Purpose Funding		(83,324)	(83,324)	(69,420)	(61,230)	88%	8,190
Governance		(1,090,031)	(970,164)	(834,035)	(796,741)	96%	37,294
Law, Order, Public Safety		(134,097)	(124,847)	(106,892)	(84,499)	79%	22,393
Health		(209,881)	(186,081)	(157,700)	(125,655)	80%	32,045
Education and Welfare		(1,336,370)	(1,348,770)	(1,145,348)	(957,338)	84%	188,010
Housing		(58,228)	(74,210)	(65,012)	(24,821)	38%	40,191
Community Amenities		(2,508,795)	(2,572,336)	(2,140,209)	(1,737,872)	81%	402,337
Recreation and Culture		(3,589,657)	(3,053,777)	(2,644,235)	(2,237,089)	85%	407,146
Transport		(2,697,702)	(2,712,202)	(2,261,871)	(2,338,963)	103%	(77,092)
Economic Services		(146,403)	(116,403)	(87,620)	(67,130)	77%	20,490
Other Property and Services		(159,239)	(231,239)	(228,476)	(239,305)	105%	(10,829)
TOTAL OPERATING EXPENDITURE		(12,013,727)	(11,473,353)	(9,740,818)	(8,670,644)	89%	1,070,174
Adjustments for non-cash items							
Depreciation on Assets		2,438,301	2,438,301	2,031,880	2,244,746	110%	212,866
(Profit)/Loss on Asset Disposals		(12,900)	(12,900)	(9,675)	(11,945)	123%	(2,270)
TOTAL NON-CASH ITEMS		2,425,401	2,425,401	2,022,205	2,232,801	110%	210,596
TOTAL OPERATING CASH POSITION		751,763	1,221,215	2,284,617	3,647,913	160%	1,363,296
CAPITAL EXPENDITURE							
Purchase Land & Buildings		(2,188,707)	(2,254,245)	(2,254,245)	(1,902,337)	84%	351,908
Purchase Infrastructure Assets		(1,820,792)	(1,740,654)	(1,740,654)	(1,121,966)	64%	618,688
Purchase Plant & Equipment		(181,850)	(232,950)	(232,950)	(229,499)	99%	3,451
Purchase Furniture & Equipment		(260,500)	(251,000)	(251,000)	(202,812)	81%	48,188
TOTAL CAPITAL EXPENDITURE		(4,451,849)	(4,478,849)	(4,478,849)	(3,456,614)	77%	1,022,235
FINANCING ACTIVITIES							
Proceeds from Disposal of Assets		54,181	89,500	89,500	87,909	98%	(1,591)
Proceeds from New Debentures		500,000					
Transfers to Reserves		(259,082)	(259,083)	(42,722)	(68,549)	160%	(25,827)
Transfers from Reserves		2,040,262	2,040,262				
TOTAL FINANCING ACTIVITIES		2,335,361	1,870,679	46,778	19,360	41%	(27,418)
Add: Net Current Assets 1 July 2017		1,364,725	1,386,955	1,386,955	1,386,955	100%	-
Net Current Assets YTD		0	0	(760,499)	1,597,614	-210%	2,358,113

Monthly Report April 2018**Notes to the Financial Activity Statement****SUMMARY***Budget Forecast*

The Financial Activity Statement for the period ended 30 April 2018 indicates a balanced budget to 30 June 2018. The following analysis compares year to date variations against the forecast.

Operating YTD Actuals

Operating Revenue 101%; is \$82,526 more than the YTD budget (Favourable).

Operating Expenditure 89%; is \$1,070,174 less than the YTD budget (Favourable).

After non-cash adjustments, the total operating cash position is \$1,364,371 more than the YTD budget (Favourable).

Capital Programs YTD Progress

Land & Buildings 84% expended

Infrastructure Assets 64% expended

Plant and Equipment 99% expended

Furniture and Equipment 81% expended

Capital Expenditure is \$1,022,000 less than the YTD budget (Favourable), which is the value of uncompleted works.

Materiality in Financial Reporting

Material programme income and expenditure variance thresholds of either the greatest of 10% or \$10,000 are explained below and variances are reported to the nearest \$'000:

OPERATING REVENUE & EXPENDITURE**REVENUE – FAVOURABLE \$82,000**

There is a favourable YTD operating revenue variance, which is due to a combination of the following items:

GOVERNANCE – FAVOURABLE \$31,000

General Administration income has a favourable year to date budget timing variance due to receipt of annual LGIS Scheme member dividend in April as well as reimbursement of Paid Parental Leave funding.

HOUSING – FAVOURABLE \$10,000

Allen Street rentals has a favourable year to date budget timing variance amounting to \$11,000 which should be offset during the year.

COMMUNITY AMENITIES – FAVOURABLE \$36,000

Sanitation – Household Refuse has a favourable year to date budget timing variance due to the Town successfully obtaining a Better Bins Kerbside Collection Grant.

RECREATION AND CULTURE – UNFAVOURABLE \$23,000

Other Recreation and Sport has an unfavourable budget timing variance due to the establishment of the Swan Yacht Club Self Supporting Loan repayments.

TRANSPORT – FAVOURABLE \$43,000**Parking Facilities**

Fines and Penalties has a favourable year to date budget timing variance amounting to \$37,000 which will be monitored.

ECONOMIC SERVICES – UNFAVOURABLE \$34,000**Building Control**

Building Services Levy has an unfavourable year to date budget timing variance amounting to \$25,000 which will be monitored.

EXPENDITURE – FAVOURABLE \$1,070,000

There is a favourable YTD operating expenditure variance which is due to a combination of the following items:

GOVERNANCE – FAVOURABLE - \$37,000**Members of Council**

Communications, Advocacy and Public Relations has a favourable year to date budget timing variance amounting to \$72,000 as the projects are in their early stages. The account should be offset during the year.

General Administration

Employee Costs has a favourable year to date budget timing variance amounting to \$79,000 which will be monitored.

Superannuation has a favourable year to date budget timing variance amounting to \$12,000 which will be monitored.

Consultants Strategic and Business Planning has a favourable year to date budget timing variance amounting to \$96,000 which should be offset during the year.

Computer System Support has a favourable year to date budget timing variance amounting to \$28,000 which should be offset during the year.

LAW, ORDER, AND PUBLIC SAFETY – FAVOURABLE \$22,000

The ESL on Council property has a favourable year to date budget timing variance amounting to \$12,000 which will be monitored.

HEALTH – FAVOURABLE \$32,000

Employee Costs has a favourable year to date budget timing variance amounting to \$12,000 which should be offset during the year.

EDUCATION & WELFARE – FAVOURABLE \$188,000**Care of Families & Children**

There are favourable year to date budget timing variances for; HACC Salaries \$84,000 and HACC Service Unit Assessment \$46,000 which will be monitored.

HOUSING – FAVOURABLE \$40,000

Building Maintenance for the Allen Street units has a favourable year to date budget timing variance amounting to \$40,000 which should be offset during the year as projects proceed.

COMMUNITY AMENITIES – FAVOURABLE \$402,000**Sanitation – Household Refuse**

There are favourable year to date budget timing variances for; Domestic and Commercial Recycling \$72,000, Domestic Refuse Collection \$17,000, SMRC Waste Composting Facility \$26,000, SMRC Materials Recovery \$25,000 and City of Cockburn Tip Disposal Fees \$67,000 which is mainly attributable to invoices received/paid in the following month.

Town Planning & Regional Development

There are favourable year to date budget timing variances for; Consultants \$56,000 and Town Planning Salaries \$29,000 which will be monitored.

RECREATION & CULTURE – FAVOURABLE \$407,000**Other Recreation & Sport**

There are favourable year to date budget timing variances for; East Fremantle Oval Building Demolition \$20,000, Merv Cowan Park \$12,000, WH Kitson Park \$10,000, John Tonkin Park \$21,000, and Henry Jeffrey Oval \$22,000 which is due to pending works to be undertaken and should be offset during the year.

Wauhop Park has an unfavourable year to date budget timing variance amounting to \$19,000 which is due to greater emphasis having been placed on the ground in the earlier stages of the financial year and should be offset during the year.

East Fremantle Oval has a favourable year to date budget timing variance amounting to \$36,000 which will be monitored.

The John Tonkin Contribution – DPAW - has a favourable year to date budget timing variance amounting to \$90,000 which should be offset during the year.

The East Fremantle Oval Masterplan has a favourable year to date budget timing variance amounting to \$150,000 which should be offset during the year.

The East Fremantle Rowing Club – CSRFF Grant has a favourable year to date budget timing variance amounting to \$41,000 which will be offset during the year.

TRANSPORT – UNFAVOURABLE \$77,000**Maintenance Streets, Roads & Bridges**

There is an unfavourable year to date budget timing variance for Street Tree Pruning \$36,000, which is mainly due to greater emphasis having been placed on these operations as at this time of the year.

There are also unfavourable year to date budget timing variances for; Footpath and Cycleway Maintenance \$36,000 and Street Cleaning \$50,000 which will be monitored.

There are favourable year to date budget timing variances for Tree Replacements \$45,000 and Kerning Maintenance \$ 16,000 which should be offset during the year.

Parking Facilities

Employee Costs has a favourable year to date budget timing variance amounting to \$21,000 which will be monitored.

The Parking and Traffic Feasibility Study has a favourable year to date budget timing variance amounting to \$21,000 as the project is in its early stages.

ECONOMIC SERVICES – FAVOURABLE \$20,000

There are no significant items of variance within this program.

OTHER PROPERTY & SERVICES – UNFAVOURABLE \$11,000

Public Works Overheads expenditure is \$107,000 over the year to date budget in total pooled costs, whilst the Recovery of Public Works Overheads is \$115,000 over the year to date budget, based on labour hours.

Plant Operation Costs are \$42,000 under the year to date budget, whilst the Recovery of Plant Operation costs is \$49,000 under the year to date budget, based on plant hour usage volumes.

CAPITAL EXPENDITURE

There are favourable year to date Capital Expenditure timing variances of \$1,022,000 given that the works program is 64% completed.

Land & Buildings

Town Hall Remedial Works - Payments have been made to the following:

- Peter Hunt Architects for Stage 3 Design Development - Stage 4 - Construction Documents and Stage 5 - Tender Documents – Stage 6 - Commencement of on-site work.
- Steens Gray & Kelly Pty Ltd - Mechanical Design and Contract Documentation - Claims 6 to 10.
- Fire Designs Solutions - Engineering Report.
- BPA Engineering - Structural Consultancy
- Best Consultants - Electrical Design and Contract Documentation - Phase 3
- ICS Australia have been paid for year to date services as per Certificates 01 to 07.
- Ian Lush and Associates – Building Certification Services
- Azcom Electrics – Fibre Optic Works
- Satellite Security – CCTV Security System

The Council contribution towards the Glyde-In Community Centre Art Shed project has been paid.

The Sumpton Green Childcare Verandah Repairs has been completed.

The East Fremantle Bowling Club – Solar Panels Project has commenced and panels have been installed.

Plant & Equipment

The Operations Supervisor's vehicle has been replaced.

The Mini Excavator with trailer has been replaced.

The Ride-on Mower has been replaced.

The Mitsubishi Canter truck has been replaced.

The Executive Manager Corporate and Community Services vehicle has been replaced

The Operations Manager's vehicle has been replaced

Furniture & Equipment

The majority of the Town Hall Furniture has been paid for. A Samsung 55" screen has also been purchased. A Bain Marie trolley has also been purchased.

One digital camera has been purchased.

A compactus system has been purchased together with wire file racks for the Town Hall Administration Centre.

The installation of the Town Hall AV equipment has been completed.

The work station computer replacement program is complete excluding project labour costs.

Infrastructure

The Jetty Treatment and Major Maintenance program is progressing.

The John Tonkin Interpretation Node Project (carpark) is progressing.

The John Tonkin Power Upgrade is progressing.

The Swimming Areas – Foreshore Erosion Control program is progressing.

The Henry Jeffrey Cricket Nets project is progressing.

The East Fremantle Oval "Ring Main" Irrigation Upgrade has been completed.

The East Fremantle Oval "Bore Pump" Irrigation Upgrade has been completed.

The Bi-Centennial Falls Retaining Walls project has commenced with the proposed slope and retaining wall inspection having been undertaken by the consultant.

The Merv Cowan Pedestrian Bridge repairs have been completed.

Footpath Renewal – Allen Street – Marmion Street to Fletcher Street – Eastern Side has is progressing.

Footpath Renewal – Canning Highway – Town Centre to Old Post Office is progressing.

Footpath Renewal – Fortescue Street – Marmion Street to Fletcher Street – Western Side has been completed.

Footpath Renewal – Oakover Street – Millenden Street to Canning Highway – Western side has been completed.

Footpath Renewal – Petra Street (slabs) – Fraser Street to View Terrace – Western side has been completed.

Footpath Renewal – Walter Street – Canning Highway to Fraser Street – Western side has been completed.

Footpath Renewal – Windsor Road – Canning Highway to Fraser Street – Eastern side has been completed.

Initial works to Road Resurfacing – Andrews Road has been completed.

Initial works to Road Resurfacing – Clayton Street has been completed.

Road Resurfacing – Fletcher Street has been completed.

Road Resurfacing – George Street has been completed.

Road Resurfacing – Moss Street has been completed.

Road Resurfacing – Munro Street has been completed.

Initial works to Road Resurfacing – Riverside Road Carpark 7 has been completed.

Road Resurfacing – View Terrace has been completed.

Initial works to Road Resurfacing – Wolsely Road has been completed.

Road Resurfacing – Woodhouse Road has been completed.

The East Fremantle Tennis Club – Court Resurfacing has been completed.

The Town Depot Car Park Resurfacing has been completed.

Road Resurfacing – Eastern Street is has been completed.

The New Town Entry Statement project has commenced with the East Fremantle Community Centre signage and Council logo having been installed.

SCHEDULE OF INVESTMENTS

Surplus funds are held in interest bearing term deposits. The General Purpose interest year-to-date budget for the Municipal and Reserve funds is \$85,000 compared to the actual interest received which amounts to \$116,000. The timing of interest received on investments is dependent on the placement and maturity dates of term deposits. Rate revenue received will be placed on investment as surplus funds and spread forward over various months to satisfy ongoing cash flow requirements. Interest earnings are reflected as investments mature.

The graph displays the mix of investments and how funds compare with the limits of the Town's Investment policy placement (Maximum 100% with AA rated and maximum 80% with A rated institutions).

Prior to placing investments, preference is given to competitive quotations from financial institutions that are deemed not to invest in or finance the fossil fuel industry where:

- a) the investment is compliant with Council's investment policy with regards to risk management guidelines, and
- b) the investment rate of return is favourable to Council relative to other investment quotations that may be on offer within a competitive environment.

For this period, we have been re- investing and spreading funds on a one month term. What we have noticed when currently sourcing competitive quotes is that non-fossil fuel institutions tend to be more competitive on longer placements but are not as competitive on the shorter terms. Subject to cash flow requirements, we will be seeking a range of longer investment terms as investments mature.

TOWN OF EAST FREMANTLE
INVESTMENTS

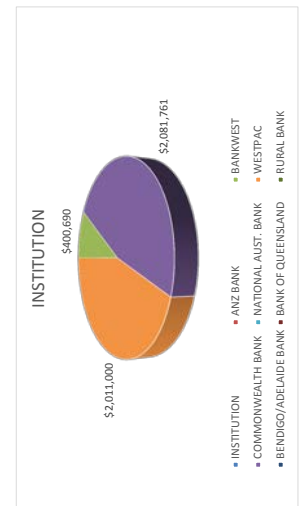
DETAILS OF INVESTMENTS HELD AS AT 30 APRIL 2018

FINANCIAL INSTITUTION	STANDARD & POORS (LT) RATING	REF. NO	RATE %	PERIOD	INVESTMENT DATE	MATURITY DATE	MUNICIPAL FUND	TRUST FUND	RESERVE FUND VARIOUS	HIGHEST (LT) % RATE QUOTED-NON FOSSIL FUEL BANKS	MATURED INVEST.	INTEREST 17/18	COMMENTS
ANZ	AA-	377712247		32	11-Apr-18	14-May-18	\$400,690.41				\$501,261.33	\$1,261.33	General Account
BANKWEST	AA-	4607122									\$200,517.81	\$517.81	General Account
BANKWEST	AA-	4612256									\$753,277.19	\$3,277.19	General Account
BANKWEST	AA-	4634819									\$501,695.21	\$1,695.21	General Account
BANKWEST	AA-	4636049									\$501,571.92	\$2,506.17	General Account
BANKWEST	AA-	4686084									\$404,489.09	\$690.41	General Account
BANKWEST	AA-	4693444	2.10								\$604,451.42	\$4,451.42	General Account
BANKWEST	AA-	4663895									\$300,731.26	\$731.26	General Account
BANKWEST	AA-	4677336									\$350,575.34	\$575.34	General Account
COMMONWEALTH BANK	AA-	169591									\$503,234.40	\$3,234.40	General Account
NAB	AA-	73659474									\$402,246.14	\$2,246.14	General Account
NAB	AA-	817620116									\$503,708.35	\$3,708.35	General Account
SUNCORP	A+	4190926									\$200,000.00	\$3,090.41	General Account
SUNCORP	A	4191279	1.60	31	13-Apr-18	14-May-18	\$603,090.41			BOO - 1.40% - S&P (BBB+)	\$552,931.73	\$2,931.73	General Account
WESTPAC	AA-	36086035937									\$703,760.44	\$3,760.44	General Account
WESTPAC	AA-	36067614124									\$150,699.78	\$699.78	General Account
WESTPAC	AA-	35071192038									\$700,563.84	\$563.84	General Account
BANKWEST	AA-	4607116									\$1,309,174.09	\$18,893.27	Various Reserves
NAB	AA-	792654685									\$444,374.89	\$444,374.89	Various Reserves
WESTPAC	AA-	36032581668	2.60	90	09-Apr-18	09-May-18			\$2,011,000.14	BOO - 2.40% - S&P (BBB+)			
COMMONWEALTH BANK	AA-	792654685	2.00	30	06-Apr-18	07-May-18			\$1,309,174.09	BOO - 1.80% - S&P (BBB+)			
COMMONWEALTH BANK	AA-	169592	1.95	30	20-Apr-18	21-May-18			\$772,587.22	BOO - 1.80% - S&P (BBB+)			
VARIOUS							\$1,003,780.82	\$772,587.22	\$3,320,174.23		\$10,635,170.16	\$127,977.68	Interest set off/Trans.in

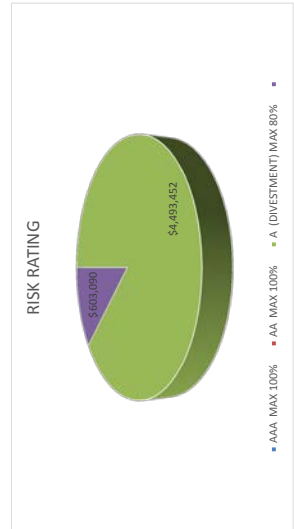
General A/c Maturity Dates:
(1) 14-May-18 \$401,360.82
(1) 14-May-18 \$606,180.82
\$1,007,561.64

Interest Balances:
Account No: 103188 General \$47,338.49
1689 Reserves \$68,548.98
223 Trust \$12,090.21
\$127,977.68

INSTITUTION	\$	%	(LT) RISK
ANZ BANK	\$0	0.00%	AA-
BANKWEST	\$400,690	7.86%	AA-
COMMONWEALTH BANK	\$2,081,761	40.85%	AA-
NATIONAL AUSTRALIAN BANK	\$0	0.00%	AA-
WESTPAC	\$2,011,000	39.46%	AA-
BENDIGO/ADELAIDE BANK			BBB+
BANK OF QUEENSLAND			BBB+
RURAL BANK	\$603,090	11.83%	BBB+
SUNCORP	\$5,096,542	100.00%	A+



(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%		
AA	MAX 100%	\$4,493,452	88.17%
A (DIVESTMENT)	MAX 80%	\$603,090	11.83%
		\$5,096,542	100.00%



COA	Description	2017/18 Budget	2017/18 Revised Budget	2017/18 Actual	Progress %
	Land & Buildings				
E04604	Buildings - Town Hall Remedial Works	\$2,094,462	\$2,020,000	1,857,637	92%
E08613	Glyde-In Community Learning Centre	\$25,000	\$25,000	25,000	100%
E10606	Sumpton Green Childcare - Verandah Repairs	\$9,245	\$9,245	7,950	86%
E10607	Sumpton Green Fence Replacement	\$0	\$25,000	-	0%
E11706	East Fremantle Bowling Club - Solar Panels	\$15,000	\$15,000	11,750	78%
E11708	Richmond Raceway - Security Bars	\$0	\$15,000	-	0%
E11709	EFFC - Upgrade of Toilets and Showers Contrib. (Unisex Convers)	\$0	\$20,000	-	0%
E11710	EF Football Club - Roof Repairs	\$0	\$15,000	-	0%
E11711	EF Tennis Club - Structural Building Repairs	\$0	\$35,000	-	0%
E11623	Buildings - EF Junior Football Clubroom - CapEx	\$45,000	\$45,000	-	0%
E14604	Depot Administration Building Upgrade	\$0	\$30,000	-	0%
	Land & Buildings Total	\$2,188,707	\$2,254,245	1,902,337	84%
	Plant & Equipment				
E04626	EMCCS - Vehicle Changeover	\$0	\$30,000	28,109	94%
E11707	Replacement of Ride-On Mower TORO Z7000	\$36,000	\$26,500	26,200	99%
E12802	Mini Excavator 1.8T with Trailer	\$36,950	\$36,950	36,856	100%
E12803	Replacement of 2008 Mitsubishi Canter with 2017 Isuzu NPR 75-190	\$70,000	\$74,000	74,040	100%
E12806	Operations Manager - Vehicle Changeover	\$0	\$30,000	29,059	97%
E12804	Replacement of Dual Cab Utility - Operations Supervisor	\$38,900	\$35,500	35,236	99%
	Plant & Equipment Total	\$181,850	\$232,950	\$229,499	99%
	Furniture & Equipment				
E04606	Town Hall Furniture	\$170,000	\$170,000	134,994	79%
E04613	Admin - Records Compactus Unit CapEx	\$20,000	\$15,000	9,700	65%
E04616	Digital Cameras (2)	\$5,000	\$2,500	2,206	88%
E04617	Surebind System (Binder)	\$4,500	\$4,500	-	0%
E04620	Town Hall AV Equipment	\$45,000	\$43,000	42,965	100%
E04621	Work Station Computer Replacements	\$16,000	\$16,000	12,946	81%
	Furniture & Equipment Total	\$260,500	\$251,000	202,812	81%

REPORT 12.2.1

ATTACHMENT 1

COA	Description	2017/18 Budget	17/18 Revised Budg	2017/18 Actual	Progress %
	Infrastructure Assets				
E10605	Inf - Jetty Treatment and Major Maintenance Program - Infrastructure CapEx	\$21,576	\$21,576	19,999	93%
E11602	Inf - John Tonkin Interpretation Node Project (Carpark). CapEx	\$10,788	\$11,788	6,665	57%
E11704	Inf - John Tonkin Power Upgrade	\$161,819	\$166,819	37,137	22%
E11687	Inf - Swimming Areas - Foreshore Erosion Control - CapEx	\$474,067	\$474,067	420,235	89%
	Swan River Foreshore Infrastructure Sub-Total	\$668,250	\$674,250	484,036	72%
E11700	Inf - East Fremantle Croquet Courts Upgrade	\$16,182	\$11,182	-	-
E11701	Inf - Henry Jeffrey Cricket Nets	\$34,669	\$41,122	27,610	67%
E11702	Inf - EF Oval - Irrigation Upgrade - Ring Main	\$43,152	\$47,152	46,566	99%
E11703	Inf - EF Oval - Irrigation Upgrade - Bore Pump	\$43,151	\$31,151	28,375	91%
E11696	Inf - Bicentennial Falls Retaining Walls - CapEx	\$11,435	\$12,835	1,750	14%
E11697	Inf - I.G Handcock Reserve Stage 2 - CapEx	\$5,349	\$5,891	-	0%
E11705	Inf - Merv Cowan Pedestrian Bridge	\$6,934	\$6,934	5,480	79%
E11712	INF - Glasson Park - Bore Replacement	\$0	\$21,500	-	0%
E11713	INF - Parks/ Reserve Sign Replacement	\$0	\$16,500	-	0%
E12761	Inf - Drainage - Realignment of Drainage - Merv Cowan Park - CapEx	\$17,335	\$9,335	-	0%
	Clubs/Parks Infrastructure Sub-Total	\$178,207	\$203,602	\$109,781	54%
E12789	Infr - Footpath Renewal - Allen Street - Marmion to Fletcher Street - Eastern Side (322m)	\$37,558	\$38,632	12,497	32%
E12790	Infr - Footpath Renewal - Canning H'way - Town Centre to Old Post Office	\$79,740	\$91,082	76,395	84%
E12791	Infr - Footpath Renewal - Fortescue Street - Marmion Street to Fletcher Street - Western Side	\$46,226	\$42,163	37,712	89%
E12792	Infr - Footpath Renewal - Marmion Street - Hubble Street to Sewell Street - Northern Side	\$13,289	\$20,346	-	0%
E12793	Infr - Footpath Renewal - Oakover Street - Millenden Street to Canning H'way - Western Side	\$4,623	\$24,817	23,388	94%
E12794	Infr - Footpath Renewal - Penshurst Street - Pier Street to View Terrace - Eastern Side	\$13,289	\$2,346	-	0%
E12795	Infr - Footpath Renewal - Petra Street (slabs) - Fraser Street to View Terrace - Western Side	\$34,669	\$36,122	36,895	102%
E12796	Infr - Footpath Renewal - St. Peters Road - Sewell Street to King Street - Southern Side	\$28,891	\$24,102	-	0%
E12797	Infr - Footpath Renewal - Walter Street - Canning H'way to Fraser Street - Western Side	\$46,226	\$37,163	27,617	74%
E12798	Infr - Footpath Renewal - Windsor Road - Canning H'Way to Fraser Street - Eastern Side	\$40,445	\$38,143	32,838	86%
	Footpath Infrastructure Sub-Total	\$344,956	\$354,916	\$247,343	70%
E12776	Inf - Roads - Reconstruct Pavement - Aldgate Place	\$9,245	\$1,633	-	0%
E12777	Inf - Roads - Road Resurfacing - Andrews Road	\$29,794	\$33,262	24,186	73%
E12778	Inf - Roads - Road Resurfacing - Clayton Street	\$24,269	\$27,786	24,901	90%
E12747	Inf - Roads - Parking Machines	\$75,000	\$0	-	-
E12779	Inf - Roads - Road Resurfacing - Fletcher Street	\$62,405	\$47,021	40,927	87%
E12780	Inf - Roads - Road Resurfacing - George Street	\$19,461	\$19,437	16,840	87%
E12781	Inf - Roads - Road Resurfacing - King Street	\$60,094	\$47,613	-	0%
E12782	Inf - Roads - Road Resurfacing - Moss Street	\$14,303	\$17,025	18,237	107%
E12783	Inf - Roads - Road Resurfacing - Munro Street	\$19,617	\$20,464	16,975	83%
E12784	Inf - Roads - Road Resurfacing - Riverside Road Carpark 7	\$19,345	\$22,917	13,489	59%
E12785	Inf - Roads - Road Resurfacing - Silas Street	\$17,335	\$20,561	-	0%
E12786	Inf - Roads - Road Resurfacing - View Terrace	\$17,335	\$18,061	15,000	83%
E12787	Inf - Roads - Road Resurfacing - Wolsely Road	\$17,335	\$19,561	16,607	85%
E12788	Inf - Roads - Road Resurfacing - Woodhouse Road	\$83,206	\$41,693	26,308	63%
E11603	Inf - East Fremantle Tennis Club - Court Resurfacing	\$49,624	\$49,624	46,000	93%
E12799	Inf - Town Depot Car Park Resurface	\$12,195	\$15,153	9,784	65%
E12800	Inf - Road Resurfacing - Eastern Street	\$12,143	\$12,644	10,508	83%
E12807	INF - View Terrace Bus Stop	\$0	\$10,000	-	0%
E12808	INFR - Footpath Renewal - May St (Adjacent Car Park)	\$0	\$13,000	-	0%
E12809	INF - Release Retention Money - Prior Year Roadworks	\$0	\$30,000	-	0%
E12805	Inf - New Town Entry Statement	\$86,673	\$40,431	1,044	3%
	Road Infrastructure Sub-Total	\$629,379	\$507,886	\$280,806	55%

REPORT 12.2.1

		Infrastructure Assets Total	\$1,820,792	\$1,740,654	\$1,121,966	64%
		Total All Capital Works	\$4,451,849	\$4,478,849	3,456,614.260	77%
		RESERVE - TRANSFERS				
000217	TRANSFER TO LEGAL FUNDS RESERVE	\$3,470	\$3,470	-	0%	
000221	TRANSFER TO PLANT RESERVE	\$6,312	\$6,312	-	0%	
000224	TRANSFER TO STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	\$163,753	\$163,753	-	0%	
000225	TRANSFER TO STAFF LEAVE RESERVE	\$9,929	\$9,929	-	0%	
000226	TRANSFER TO OFFICE RESERVE	\$1,850	\$1,850	-	0%	
000228	TRANSFER TO CIVIC BUILDING RESERVE	\$15,360	\$15,360	-	0%	
000229	TRANSFER TO HACC RESERVE	\$5,286	\$5,286	-	0%	
000251	TRANSFER TO ARTS & SCULPTURE RESERVE	\$48,579	\$48,579	-	0%	
000341	TRANSFER FROM STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	-\$460,000	-\$460,000	-	0%	
000343	TRANSFER FROM OFFICE RESERVE	-\$149,842	-\$149,842	-	0%	
000344	TRANSFER FROM UNSPENT GRANTS RESERVE	-\$186,251	-\$186,251	186,251	100%	
000350	TRANSFER FROM CIVIC BUILDING RESERVE	-\$1,244,169	-\$1,244,169	-	0%	
		NET TRANSFER TO / (FROM) RESERVES	-\$1,785,723	-\$1,785,723	186,251	10%

RATES BALANCES
30 APRIL 2018

30-April-2018	Levied	GST	Receipts	Balance
Rates - Current	7,570,471.51	0.00	7,295,480.34	274,991.17
Rates - Arrears	221,007.27	0.00	141,632.66	79,374.61
Interest	56,495.67		24,369.44	32,126.23
Legal Costs - Current	9,967.55	0.00	696.17	9,271.38
Excess Receipts	0.00	0.00	42,105.13	-42,105.13
Back Rates 13/14	9.14		0.00	9.14
Back Rates 16/17	3,007.41		3,007.41	0.00
Additional Recycling Bin	2,250.00	0.00	2,250.00	0.00
Additional Refuse Bin	8,800.69		8,550.69	250.00
Additional Refuse - Arrears	650.38	0.00	404.38	246.00
ESL Penalty Current	3,713.96	0.00	1,577.25	2,136.71
ESL Penalty Arrears	2,864.26	0.00	1,419.63	1,444.63
Instalment Admin Fee Current	41,613.00		41,613.00	0.00
Instalment Interest Current	40,279.06	0.00	40,279.06	0.00
Refuse & Recycling Service	87,113.70		86,613.70	500.00
Refuse & Recycling Service	491.00	0.00	491.00	0.00
Swimming Pool	8,217.98		8,126.78	91.20
Swimming Pool - Arrears	119.89		105.49	14.40
Emergency Services Levy - Current	1,245,194.84	0.00	1,209,375.67	35,819.17
Emergency Services Levy - Arrears	22,887.47	0.00	13,796.79	9,090.68
3288 Properties	9,325,154.78	0.00	8,921,894.59	403,260.19
Less Deferred Rates - GL Account 10001070				-52,576.76
Less Deferred ESL - GL Account 10001070				-4,861.06
BALANCE OF COLLECTIBLE RATES AS AT 30 APRIL 2018				345,822.37
TOTAL GRV VALUATIONS AS AT 30 APRIL 2018			107695915	
TOTAL % OF COLLECTIBLE OUTSTANDING RATES AS AT 30 APRIL 2018			3.71	

GL Balances		
RATES CONTROL ACCOUNT	10001060	344,228.56
ESL CONTROL ACCOUNT	10001110	43,698.94
EXCESS RATES	10001240	-42,105.13
DEFERRED RATES	10001070	57,437.82
GL TOTAL		403,260.19
LESS RATES TRIAL BALANCE		403,260.19
VARIANCE		0.00

MONTHLY ADVICE OF DEBTS WRITTEN OFF

PARKING INFRINGEMENTS WRITTEN OFF FOR THE MONTH OF APRIL 2018

- Current Infringements deemed uncollectable	\$4,071.45
- Interstate/overseas Infringements deemed uncollectable	\$546.50
	\$4,617.95

TOWN OF EAST FREMANTLE

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position	YTD Actual \$	2017/18 Budget \$
Cash - Unrestricted	1,744,069	538,968
Cash - Restricted Reserves	3,320,279	1,470,550
Receivables	589,540	-
	5,653,888	2,009,518
 LESS: CURRENT LIABILITIES		
Payables and Provisions	(1,133,167)	(936,141)
NET CURRENT ASSET POSITION	4,520,721	1,073,377
Less: Cash - Restricted	(3,320,279)	(1,470,550)
Add: CashBacked Leave Reserve	397,173	397,173
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	1,597,614	(0)
 <u>Restricted Cash Breakup</u>		
Plant Replacement Reserve	258,118	258,792
Staff Leave Reserve	406,041	407,102
Office Reserve	151,296	0
Legal Costs Reserve	141,912	142,282
HACC Reserve	216,172	216,737
Strategic Plan Reserve	562,419	253,888
Civic Buildings Reserve	1,256,246	0
Unspent Grants	181,708	0
Arts & Sculpture Reserve	146,367	191,749
	3,320,279	1,470,550

12.2.2 Accounts for Payment – April 2018

File ref	F/FNS2
Prepared by	Natalie McGill, Acting Manager Finance & Administration
Supervised by	Peter Kocian, Acting Executive Manager Corporate Services
Meeting Date	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly List of Payments – April 2018

Purpose

For Council to receive the monthly list of accounts paid.

Executive Summary

To endorse the list of payments made under delegated authority for the month of April 2018.

It is therefore recommended that Council receives the Lists of Accounts paid for the period 1 April to 30 April 2018, as per the summary table.

Background

The Chief Executive Officer has delegated authority to make payments from the Municipal and Trust Accounts in accordance with budget allocations.

The Town provides payments to suppliers by electronic funds transfer, cheque or credit card. Attached is an itemised list of all payments made under delegated authority during the said period.

Consultation

Nil.

Statutory Environment

Regulation 13: *Local Government (Financial Management) Regulations 1996 (as amended)*

Policy Implications

Policy F8.1 Ordering of Goods and Services.

Financial Implications

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

STRATEGIC PRIORITY 5: Leadership and Governance

A proactive, approachable Council which values community consultation, transparency and accountability.

Site Inspection

Not applicable.

Comment

The attached itemised list of payments is prepared in accordance with Regulation 13 of the amended *Local Government (Financial Management) Regulations 1996*.

12.2.2 OFFICER RECOMMENDATION

That the list of accounts paid for the period 1 April to 30 April 2018 be received, as per the following summary table:

APRIL 2017		
Voucher No	Account	Amount
5150 – 5154	Municipal (Cheques)	7,508.57
EFT25649 – EFT25800	Electronic Transfer Funds	\$616,724.33
Payroll	Electronic Transfer Funds	\$253,203.26
Superannuation	Electronic Transfer Funds	\$40,358.59
Credit Card	Corporate Credit Card	\$3,270.80
	Total Payments	\$921,065.55

TOWN OF EAST FREMANTLE					
List of Accounts paid by the Chief Executive for April 2018 & submitted for the information of the Council Meeting to be held on 15 May 2018					
Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
CHEQUES				\$	\$
5146			CHEQUE CANCELLED DUE TO PRINTING ERROR	0.00	0.00
5147			CHEQUE CANCELLED DUE TO PRINTING ERROR	0.00	0.00
5148			CHEQUE CANCELLED DUE TO PRINTING ERROR	0.00	0.00
5149			CHEQUE CANCELLED DUE TO PRINTING ERROR	0.00	0.00
5150	05/04/2018	MS JENNY HOGAN	DONATION - LACROSSE CHAMPIONSHIPS	150.00	150.00
5151	05/04/2018	ALLISON ANNE MARTIN	DONATION - U15 HOCKEY CHAMIONSHIPS	150.00	150.00
5152	16/04/2018	TOEF	ADMIN PETTY CASH RECOUNP 04/04/18	290.84	290.84
5153	16/04/2018	TOEF	RESPITE CENTRE PETTY CASH RECOUNP 27/03/18	289.50	289.50
5154	18/04/2018	WATER CORPORATION	WATER USE & SERVICE CHARGES VARIOUS LOCATIONS	6,628.23	6,628.23
CHEQUE TOTAL				\$ 7,508.57	\$ 7,508.57
EFTs		Supplier	Description	Inv Amount	EFT
EFT25649	05/04/2018	AUSTRALIAN TAXATION OFFICE	GST PAYABLE MARCH 2018	7,270.00	7,270.00
EFT25650	05/04/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS MARCH 18	54.90	54.90
EFT25651	05/04/2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS MARCH 18	469.58	469.58
EFT25652	05/04/2018	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND COLLECTED MARCH 18	2,690.47	2,690.47
EFT25653	05/04/2018	BUNNINGS	VARIOUS ITEMS	725.62	725.62
EFT25654	05/04/2018	MCLEODS	PROFESSIONAL FEES - LEGAL ADVICE - DEVELOPMENT APPLICATION	924.35	924.35
EFT25655	05/04/2018	OPTUS	MOBILE PHONE USE 22/02/2018-21/03/2018	304.14	304.14
EFT25656	05/04/2018	MAYOR JIM O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE FOR APRIL 18	3,633.00	3,633.00
EFT25657	05/04/2018	ST JOHNS AMBULANCE ASSOC	WALL MOUNTABLE FIRST AID KITS AND EQUIPMENT	463.14	463.14
EFT25658	05/04/2018	TELSTRA	CEO MOBILE PHONE USE 16/02/18 - 15/03/18	66.50	66.50
EFT25659	05/04/2018	SYNERGY	POWER SUPPLY JOHN TONKIN SUB METER - 24/01/18 - 16/02/18	130.70	130.70
EFT25660	05/04/2018	YOUNGS PLUMBING SERVICE	REPAIRS TO MEN'S TOILET - SUPPLY AND FIT NEW CISTERN - TRICOLORE CENTRE	733.60	733.60
EFT25661	05/04/2018	FASTA COURIERS	COURIER COSTS MARCH 18	165.89	165.89
EFT25662	05/04/2018	STEANN PTY LTD	BULK GREEN WASTE VERGE COLLECTION 26/02/18 - 02/03/18	18,492.46	18,492.46
EFT25663	05/04/2018	TREE PLANTING & WATERING	STREET TREE WATERING FOR MARCH	6,729.84	
			STREET TREE WATERING FOR FEB	6,729.84	13,459.68
EFT25664	05/04/2018	ALSCO PTY LTD	SANITARY SERVICES FOR DOVENBY, OLD POLICE STATION & ZEPHYRS	29.98	29.98
EFT25665	05/04/2018	KENNARDS HIRE	STUMP GRINDER HIRE 07/03/18	217.00	217.00
EFT25666	05/04/2018	SATELLITE SECURITY SERVICES	CCTV SECURITY SYSTEM FOR TOWN HALL	4,888.70	4,888.70
EFT25667	05/04/2018	STRATA GREEN	TREE TIES AND STRAPS, 4 X SHOVELS, 50 X TRAFFIC CONES, BARRIER MESH, SURVEY MARKERS, EARMUFFS, GLOVES, SAFETY SIGNS & 5 X BAGS OF WORKSHOP RAGS	2,516.22	2,516.22
EFT25668	05/04/2018	CR. JENNY HARRINGTON	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25669	05/04/2018	WOOLWORTHS	RESPITE CENTRE GROCERIES 19/03/18	161.51	
			RESPITE CENTRES GROCERIES 04/04/18	194.50	
			RESPITE CENTRE GROCERIES 22/03/18	134.60	490.61
EFT25670	05/04/2018	CYNTHIA WILLIAMSON - HEART INSPIRED EVENTS	EAST FREMANTLE FESTIVAL 2017 - FACEBOOK BOOST REIMBURSEMENT	423.93	423.93
EFT25671	05/04/2018	CR. CLIFF COLLINSON	SITTING FEES FOR APRIL 18	1,292.00	1,292.00
EFT25672	05/04/2018	CR. DEAN NARDI	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25673	05/04/2018	FOODWORKS EAST FREMANTLE	HACC, ADMIN, WORKS & RANGERS CONSUMABLES FEBRUARY 18	322.76	322.76
EFT25674	05/04/2018	THE TURBAN INDIAN RESTURANT	CATERING - PRESENTATION 4/4/18	304.35	304.35
EFT25675	05/04/2018	METRO CONCRETE	CONCRETE WORKS - VARIOUS LOCATIONS	13,948.00	13,948.00
EFT25676	05/04/2018	DVG MELVILLE VOLKSWAGEN	SERVICE TO VOLKSWAGON 1EWA 247	1,312.10	1,312.10
EFT25677	05/04/2018	WORLD DIESEL	MECHANICAL SERVICE FOR BUS 1DXU 938	708.29	
			MECHANICAL SERVICE FOR BUS 1DTB 605.	707.56	1,415.85

EFT25678	05/04/2018	CR. MICHAEL MCPHAIL	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE FOR APRIL 18	1,867.00	1,867.00
EFT25679	05/04/2018	CR. TONY WATKINS	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25680	05/04/2018	HORIZON WEST LANDSCAPE & IRRIGATION PL	IRRIGATION REPAIRS RICHMOND RACEWAY	1,714.09	1,714.09
EFT25681	05/04/2018	CORPORATE LIVING	SUPPLY AND INSTALLATION OF TOWN HALL FURNITURE	116,050.85	116,050.85
EFT25682	05/04/2018	REPCO	CAR DETAILING SUPPLIES	60.24	60.24
EFT25683	05/04/2018	CR. ANDREW MCPHAIL	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25684	05/04/2018	CR. ANDREW WHITE	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25685	05/04/2018	SIMPLEPAY SOLUTIONS	SIMPLE PAY CREDIT CHARGE TRANSACTIONS FOR LEEUWIN BOAT RAMP - MARCH 18	312.66	312.66
EFT25686	05/04/2018	MERGER CONTRACTING PTY LTD T/AS J & M ASPHALT	14 x PROPERTY CROSSOVERS FORTESCUE STREET	20,020.00	20,020.00
EFT25687	05/04/2018	CR. TONY NATALE	SITTING FEES & ICT ALLOWANCE FOR APRIL 18	1,542.00	1,542.00
EFT25688	05/04/2018	PERTH SECURITY SERVICES	OUTDOOR MOVIE NIGHTS, FRIDAY 9 & SATURDAY 10 MARCH 2018- 2 GUARDS PER EVENT	734.45	734.45
EFT25689	05/04/2018	WENDY COOKE	REIMBURSEMENT FOR GOODS PURCHASED	697.56	697.56
EFT25690	05/04/2018	MICHAEL SAVAGE	EAST FREMANTLE FESTIVAL 2017 - ENTERTAINMENT	400.00	400.00
EFT25691	05/04/2018	FREMANTLE PICTURE FRAMERS	MOUNT CABINET AND PICTURE IN TOWN HALL	190.00	190.00
EFT25692	05/04/2018	ROBERT BIAGIONI CONSTRUCTIONS	FOOTPATH WORKS - PENSHURST STREET	3,300.00	3,300.00
EFT25693	05/04/2018	RHONDA ANN HARRIS	RATES REFUND	658.31	658.31
EFT25694	05/04/2018	MAY MCGUIRE	TOWN HALL OPENING - WELCOME TO COUNTRY	500.00	500.00
EFT25695	05/04/2018	KIRA GUNN	TOWN HALL OPENING - ENTERTAINMENT	300.00	300.00
EFT25696	05/04/2018	DAMIAN MICHAEL STAUDE	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25697	05/04/2018	ROBIN TAYLOR	FOOTPATH DEPOSIT REFUND	2,000.47	2,000.47
EFT25698	05/04/2018	CRAIG PETERS	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25699	05/04/2018	PHASE 3 LANDSCAPE CONSTRUCTION PTY LTD	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25700	05/04/2018	HELEN JANE HARDING	FOOTPATH DEPOSIT REFUND	1,505.80	1,505.80
EFT25701	05/04/2018	TALO CONSTRUCTION	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25702	05/04/2018	KIM HOOGERWAARD	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25703	05/04/2018	FRANCES ELIZABETH PRESTON	FOOTPATH DEPOSIT REFUND	1,500.00	1,500.00
EFT25704	13/04/2018	AUSTRALIA POST	POSTAGE COST MARCH 2018	1,036.52	1,036.52
EFT25705	13/04/2018	IMPRINT PLASTIC	STAFF NAMES BADGES X 3	39.60	39.60
EFT25706	13/04/2018	SHERIDANS FOR BADGES	PLAQUE FOR TOWN HALL OPENING + HIRE OF EASEL	761.75	761.75
EFT25707	13/04/2018	TOTAL EDEN PTY LTD	IRRIGATION PARTS	1,341.12	1,341.12
EFT25708	13/04/2018	SYNERGY	POWER SUPPLY TOWN HALL 20/02/18 - 19/03/18	1,206.00	1,206.00
EFT25709	13/04/2018	WIDDESON'S HIRE SERVICE	TOWN HALL OPENING - HIRE EQUIPMENT PA ETC.	283.00	283.00
EFT25710	13/04/2018	TOTAL PACKAGING (WA)	15 CARTONS (60 BOXES) OF CANINE BAGS	1,006.72	1,006.72
EFT25711	13/04/2018	HARVEY NORMAN AV/IT SUPERSTORE	SMALL OFFICE EQUIPMENT	757.00	757.00
EFT25712	13/04/2018	SOUTHERN METROPOLITAN REGIONAL COUNCIL	MSW GATE FEES FOR MARCH 2018 - 01/03/18 - 11/03/18	17,064.98	
			GREEN WASTE GATE FEES FOR MARCH 18 - 3 X TRAILER PASSES - 01/03/18 -31/03/18	90.00	
			MRF GATE FEES FOR MARCH 18	1,347.30	
			GREEN WASTE GATE FEES FOR MARCH 18	2,516.24	21,018.52
EFT25713	13/04/2018	BUILDING COMMISSION	BUILDING SERVICES LEVY COLLECTED - MARCH 18	2,538.53	2,538.53
EFT25714	13/04/2018	HAVILAH LEGAL	PROFESSIONAL SERVICES - LEGAL FEES	3,559.65	3,559.65
EFT25715	13/04/2018	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA SALARY AND WORKFORCE SURVEY 2017	1,089.00	1,089.00
EFT25716	13/04/2018	SATELLITE SECURITY SERVICES	SECURITY DOWNLOAD FOR ALARM ACCESS CODE FOR RANGER	50.00	50.00
EFT25717	13/04/2018	VISIMAX SAFETY PRODUCTS	RANGER PATCHES, CAPS, ID WALLET & SAFETY VESTS	515.60	515.60
EFT25718	13/04/2018	WOOLWORTHS	WEEKLY SHOPPING FOR RESPITE CENTRE 10/04/18	162.29	162.29
EFT25719	13/04/2018	EAST FREMANTLE LAWN TENNIS CLUB	EAST FREMANTLE TENNIS CLUB LOAN FOR EASTERN HARDCOURTS	30,000.00	
			EF TENNIS CLUB GRANT FOR EASTERN HARDCOURTS	46,000.00	76,000.00
EFT25720	13/04/2018	INDIANIC SERVICES PTY LTD	REPLACEMENT OF 3 PYLONS - INCLUDES REMOVAL AND INSTALLATION	21,998.90	21,998.90
EFT25721	13/04/2018	CYNTHIA WILLIAMSON - HEART INSPIRED EVENTS	EAST FREMANTLE FESTIVAL 2017 - REIMBURSEMENTS	1,185.74	1,185.74
EFT25722	13/04/2018	DAVID GRAY & CO. PTY LTD	REPLACEMENT WHEELS, LIDS AND BINS	3,057.56	3,057.56
EFT25723	13/04/2018	ASSA ABLOY ENTRANCE SYSTEMS AUSTRALIA	INSPECTION AND REPAIRS TO AUTOMATIC DOOR AT THE TOWN HALL	4,824.60	4,824.60

EFT25724	13/04/2018	CARINYA OF BICTON	HACC CENTRE BASED DAY CARE MEALS FOR MARCH 2018 10/03/18 - 30/03/18	475.20	475.20
EFT25725	13/04/2018	D.J. PALMER (WA) PTY LTD	VARIOUS FENCE MATERIALS	252.14	252.14
EFT25726	13/04/2018	FOODWORKS EAST FREMANTLE	ADMIN, WORKS & EVENTS CONSUMABLES MARCH 18	331.73	331.73
EFT25727	13/04/2018	FOCUS NETWORKS	SCHEDULED SUPPORT - FEBRUARY REQUESTS THAT EXCEED 1 HR	400.40	
			SCHEDULED SUPPORT + HELPDESK AND MONTHLY SERVER UPDATES FEBRUARY 2018	3,592.60	
			EMAIL PROTECTION SERVICE, ONLINE BACKUP & DISASTER RECOVERY SERVICE & HOSTED ANTIVIRUS APRIL 18	1,453.43	5,446.43
EFT25728	13/04/2018	THE WORKWEAR GROUP	STAFF UNIFORMS - L MCNAB	343.37	343.37
EFT25729	13/04/2018	LANDGATE	GRV INTERIM VALUATIONS DATED 24/02/18 - 09/03/18 AND 10/03/18 - 23/03/18	461.49	461.49
EFT25730	13/04/2018	THE INFORMATION MANAGEMENT GROUP (TIMG)	OFFSITE TAPE STORAGE ARCHIVE 01/03/18 - 31/03/18	153.48	153.48
EFT25731	13/04/2018	MOORE STEPHENS (WA)	MOORE STEPHENS - BUDGETING WORKSHOPS 2018	907.50	907.50
EFT25732	13/04/2018	ZIRCODATA	OFFSITE STORAGE, TRANSPORTATION, LODGEMENT AND PURCHASE OF BARCODES AND BOXES 26/02/18 - 25/03/18	56.14	56.14
EFT25733	13/04/2018	CELLARBRATIONS AT EAST FREMANTLE	REFRESHMENTS - TOWN HALL	1,400.88	1,400.88
EFT25734	13/04/2018	SPECIALISED SECURITY SHREDDING	3 x 240 LITRE DESTRUCTION BIN SERVICE FOR 21/02/2018	60.72	60.72
EFT25735	13/04/2018	KEYS BROS	DELIVER TOWN HALL ITEMS FROM STORAGE	490.00	
			RELOCATION FROM DOVENBY HOUSE AND OLD POLICE STATION TO TOWN HALL	3,300.85	
			STORAGE OF FURNITURE FROM TOWN HALL 25/02/18 - 31/03/18,	325.00	
			FURNITURE STORAGE - TOWN HALL ITEMS - INSPECTION JANUARY 2018	1,568.59	5,684.44
EFT25736	13/04/2018	PETER HUNT ARCHITECT	TOWN HALL REFURBISHMENT VARIATION REQUEST BUILDING EXTENSION	3,850.00	3,850.00
EFT25737	13/04/2018	TREE'S A CROWD TREE CARE	TREE PRUNING AT VARIOUS SITES	4,620.00	4,620.00
EFT25738	13/04/2018	LIFTRITE HIRE AND SALES	MAINTENANCE OF EXCAVATOR	638.26	638.26
EFT25739	13/04/2018	IRON MOUNTAIN	UPLIFT AND STORAGE RETENTION, BARCODES FOR VAULT STORAGE 01/04/18 - 30/04/18	9.50	9.50
EFT25740	13/04/2018	KAREN DORE	REIMBURSEMENT FOR PURCHASE OF BIKE WEEK COMMUNITY EVENT PROMO PRIZE	100.00	100.00
EFT25741	13/04/2018	ACO PTY LTD	INDUSTRIAL DRAIN 300ML X 4M & SMALL BUBBLE UP	668.80	668.80
EFT25742	13/04/2018	PAUL DAVIES	FOOD TRUCK FEB FINALE, MUSIC IN THE PARK - INTERACTIVE MUSIC SHOW: 25/02/18	150.00	150.00
EFT25743	13/04/2018	APC COMMERCIAL STORAGE SOLUTIONS	SUPPLY OF COMPACTUS + 267 WIRE FILE RACKS FOR TOWN HALL AS PER QUOTE	10,670.00	10,670.00
EFT25744	13/04/2018	BUZZ ENTERPRISES PTY LTD TRADING AS SIFTING SANDS	CLEAN SAND IN VARIOUS PARKS AND RESERVES	4,241.60	4,241.60
EFT25745	13/04/2018	COMPLETE FILM SOLUTIONS	BLACK FINISH SOLAR FILM INSTALLATION FOR PRIVACY & AESTHETICS - 14 GROUND FLOOR PANELS, MULTIPLE APARTMENTS.	1,567.50	1,567.50
EFT25746	13/04/2018	CLEAR BRIDGE GROUP	2 X PAIRS CAST METAL LEG WEIGHTS AS PER QUOTE 27612	44.63	44.63
EFT25747	13/04/2018	AUSTRAL MASONRY HOLDINGS PTY LTD T/AS URBANSTONE	PURCHASE OF PAVERS FOR CANNING HIGHWAY	27,732.00	27,732.00
EFT25748	13/04/2018	SUEZ RECYCLING & RECOVERY PTY LTD	COMMERCIAL REFUSE & RECYCLING, DOMESTIC REFUSE & RECYCLING, LITTER BINS , PARKS & RESERVES LITTER BINS WEEKEND COLLECTION- JANUARY 18	29,240.93	
			COMMERCIAL REFUSE & RECYCLING, DOMESTIC REFUSE & RECYCLING, LITTER BINS , PARKS & RESERVES LITTER BINS WEEKEND COLLECTION- FEBRUARY 18	29,666.49	58,907.42
EFT25749	13/04/2018	HAND MADE FRAMES	MOUNTING PHOTOS AND PICTURES IN TOWN HALL	814.00	814.00
EFT25750	13/04/2018	WINC	20 x HP E233 MONITORS	4,776.64	
			10 x HP MINI DESKTOP COMPUTERS	9,254.74	
			10 x 4 YEARS EXTENDED WARRANTY ON NEW COMPUTERS	209.44	14,240.82
EFT25751	13/04/2018	BY WORD OF MOUTH CATERING	CATERING/HIRE OF EQUIPMENT/STAFF - TOWN HALL OPENING FUNCTION 23/3/18	3,361.60	3,361.60
EFT25752	13/04/2018	FARMTASTIC PARTY HIRE	EAST FREMANTLE FESTIVAL 2017 - BOUNCY CASTLES & STAFF	900.00	900.00
EFT25753	13/04/2018	CLAIRE TERRY	RATES REFUND	649.05	649.05
EFT25754	13/04/2018	LIAM GUINEY	EAST FREMANTLE FESTIVAL 2017 - EVENT SUPPORT STAFF	240.00	240.00
EFT25755	13/04/2018	SAMPHIRE CATERING	CATERING - CONCEPT FORUM 10/4/18	300.00	300.00
EFT25756	13/04/2018	ABOUT BIKE HIRE	BIKE WEEK 2018 -COMMUNITY EVENT SUPPLY OF FREE BIKE HIRE	600.00	600.00
EFT25757	13/04/2018	CYNTONE CONSULTING	EAST FREMANTLE FESTIVAL 2017 - EVENT / STAGE MANAGEMENT	1,320.00	1,320.00
EFT25758	13/04/2018	CALTEX AUSTRALIA	FUEL USE MARCH 2018	5,351.08	5,351.08
EFT25759	18/04/2018	BUNNINGS	VARIOUS HARDWARE	254.78	254.78
EFT25760	18/04/2018	OFFICEMAX AUSTRALIA LTD	STATIONERY - ORDER	349.27	349.27
EFT25761	18/04/2018	CITY OF COCKBURN	TIP PASSES FEES - MARCH 2018	1,320.00	1,320.00
EFT25762	18/04/2018	IMPRINT PLASTIC	STAFF NAME BADGES X 3	39.60	39.60
EFT25763	18/04/2018	IT VISION	SYNERGYSOFT UPDATE "PLAY ACCOUNT" SCHEDULED AFTERHOURS ON 21/03/2018	412.50	

			UPDATE BUILDING APPROVAL FORMS - TEMPLATES	825.00	1,237.50
EFT25764	18/04/2018	MARTINS TRAILER PARTS	TRAILER TOW HITCH, JOCKET WHEEL BRACKETS, JOCKEY WHEEL, 4 TRAILER BEARING KITS, WHEEL BEARING GREASE	340.99	340.99
EFT25765	18/04/2018	SUEZ ENVIRONNEMENT RECYCLING & WASTE RECOVERY	SCHEDULED WASTE COLLECTION 46 EAST STREET - MARCH 2018	2,328.22	2,328.22
EFT25766	18/04/2018	PENNANT HOUSE	CANVAS BANNER BAG FOR BANNERS IN THE TERRACE SUBMISSION	136.40	136.40
EFT25767	18/04/2018	O'CONNOR LAWNMOWER & CHAINSAW CENTRE	6 FILES AND 1 CHAINSAW CHAIN BAR NUT	26.00	26.00
EFT25768	18/04/2018	TELSTRA	TOWN HALL PHONE LINES	77.50	
			HACC MOBILE	5.19	82.69
EFT25769	18/04/2018	WORK CLOBBER	1 PAIR OF BOOTS	142.20	142.20
EFT25770	18/04/2018	SYNERGY	POWER SUPPLY STREET LIGHTS 25/02/18 - 24/03/18	8,685.60	8,685.60
EFT25771	18/04/2018	ROAD & TRAFFIC SERVICES	LINE MARKING AT VARIOUS LOCATIONS	1,340.90	1,340.90
EFT25772	18/04/2018	YOUNGS PLUMBING SERVICE	REPAIRS TO FOUNTAIN AT JOHN TONKIN PARK	227.70	
			INSPECT AND REPAIR MEN'S TOILET	237.60	465.30
EFT25773	18/04/2018	KOOL LINE ELECTRICAL & REFRIGERATION	REPAIR BBQ	200.00	
			REPAIR TO THE NORTHERN END BBQ AT JOHN TONKIN	460.00	
			INSTALLATION OF HOT WATER SYSTEM - CROQUET CLUB	935.00	
			REPAIR TO BBQ AT NORM MCKENZIE PARK	465.00	2,060.00
EFT25774	18/04/2018	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING FOR RANGER -ELEARNING (B) AIIMS AWARENESS	215.00	215.00
EFT25775	18/04/2018	PETRA CLEAN	CLEANING OF TOWN HALL, DEPOT, SUMPTON GREEN & TRICOLORE MAR 18 PLUS CLEANING CONSUMABLES	5,776.73	5,776.73
EFT25776	18/04/2018	KERB DOCTOR	INSTALLATION OF BARRIER KERING RIVERSIDE ROAD CARPARK NO 7	1,009.80	1,009.80
EFT25777	18/04/2018	WOOLWORTHS	RESPIRE CENTRE GROCERIES 18/04/18	160.63	160.63
EFT25778	18/04/2018	CYNTHIA WILLIAMSON - HEART INSPIRED EVENTS	EVENT MANAGEMENT - POST EVENT PAYMENTS PAYMENT 1	4,400.00	4,400.00
EFT25779	18/04/2018	HYDRO JET	REMOVAL OF GRAFFITI AT VARIOUS LOCATIONS AS ADVISED	1,045.00	1,045.00
EFT25780	18/04/2018	KONICA MINOLTA BUSINESS SOLUTIONS	KONICA MINOLTA BIZHUB C658 - OLD POLICE STATION - MARCH 2018	447.47	447.47
EFT25781	18/04/2018	FOCUS NETWORKS	EMAIL PROTECTION SERVICE 44 MAIL BOXES - JULY 17 - JAN 18	1,504.58	1,504.58
EFT25782	18/04/2018	ADCO SERVICES	CROQUET CLUB - PLUMBING REPAIRS AND UPGRADES AS QUOTED, SUPPLY & INSTALL SOLID CORE DOOR, REMOVE AND REINSTATE AWNING, REPLACE FASCIA WITH NEW TIMBER	9,955.00	9,955.00
EFT25783	18/04/2018	MACKAY URBANDESIGN	PREPARE 3D MODELS AND PRESENTATION AND ATTEND WORKSHOPS FOR LOCAL PLANNING SCHEME AMENDMENT 14	5,500.00	5,500.00
EFT25784	18/04/2018	ENVIRO SWEEP	SWEEPING OF DESIGNATED STREETS MAR 18	4,510.00	4,510.00
EFT25785	18/04/2018	WA POLICE	1X VOLUNTEER CHECK	14.90	14.90
EFT25786	18/04/2018	GARAGE SALE TRAIL FOUNDATION LTD	FIRST YEAR PAYMENT OF PARTICIPATION IN GARAGE SALE TRAIL	2,544.30	2,544.30
EFT25787	18/04/2018	FUJI XEROX	FUJI XEROX DC5C6675T - DOVENBY HOUSE - COPY CHARGES 2017/2018	49.43	49.43
EFT25788	18/04/2018	MICHAEL VAUGHAN	REMOVE AND RELAY BRICK PAVING - KING ST TO GEORGE ST, DEPOT CARPARK, GUTTER MAINTENANCE DEPOT	3,782.00	3,782.00
EFT25789	18/04/2018	HORIZON WEST LANDSCAPE & IRRIGATION PL	LOWER ALTERATIONS AND CHANGES TO PIPE WORK VALVE AND FITTINGS - IRRIGATION REPAIR	1,215.48	1,215.48
EFT25790	18/04/2018	COURTNEY HOLLOWAY PHOTOGRAPHY	EAST FREMANTLE FESTIVAL 2017 - PHOTOGRAPHY SERVICES	1,080.00	1,080.00
EFT25791	18/04/2018	VOCUS COMMUNICATIONS	SESSION INITIATION PROTOCOL (SIP) LINES / SERVICES CHARGES FOR VOICE OVER INTERNET PROTOCOL (VOIP) 01/03/2018-01/04/2018	515.56	
			UNLIMITED INTERNET SERVICE ENHANCED FIBRE 10MBPS - 01/05/2018-01/06/2018	50.00	565.56
EFT25792	18/04/2018	REPCO	20kg HT GREASE	274.00	274.00
EFT25793	18/04/2018	APARC AUSTRALIAN PARKING & REVENUE CONTROL	HOST CMS INCLUDING LICENCE AND COMMUNICATION COSTS - MARCH 18	165.00	165.00
EFT25794	18/04/2018	AZCOM ELECTRICS	RELOCATE FAX, MOUNT 3 X WIRELESS ACCESS POINT (EXISTING DATA CABLING), REMOVE TEMP WIRELESS LINK TO OLD POLICE STATION	957.00	957.00
EFT25795	18/04/2018	KEYS BROS	STORAGE OF FURNITURE FROM TOWN HALL	260.00	260.00
EFT25796	18/04/2018	SOLAR GAIN PV PTY LTD	FULLY INSTALLED SOLAR PV SYSTEM - EAST FREMANTLE BOWLING CLUB - MILESTONE 2 -40% APPROVAL OF DISTRIBUTOR APPLICATION	5,875.20	5,875.20
EFT25797	18/04/2018	MCI AUSTRALIA	STAFF REGISTRATION AT PLANNING CONGRESS CONFERENCE - 10 & 11 MAY	945.00	945.00
EFT25798	18/04/2018	EAST FREMANTLE PLAYGROUP	COMMUNITY ASSISTANCE GRANT - NEW SIGN	1,000.00	1,000.00
EFT25799	18/04/2018	JW & A HONDROS(DG TRUST A/C)	RATES REFUND	359.96	359.96
EFT25800	18/04/2018	SUZANNE ALEXANDER	REFUND OF PARK TICKET OVERPAYMENT	12.00	12.00
			EFT TOTAL	\$ 616,724.33	\$ 616,724.33

Direct Debit	Supplier	Description	Inv Amount	EFT
DD11155.1	CLICK SUPER	SUPER CREDITORS APRIL 18	\$18,305.71	\$18,305.71
DD11156.1	CLICK SUPER	SUPER CREDITORS APRIL 18	\$22,052.88	\$22,052.88
		DIRECT DEBIT TOTAL	\$ 40,358.59	\$ 40,358.59
Date	Credit Card	Supplier	AMOUNT	
26-Apr	GARY TUFFIN	ENJO PTY LTD (TOWN HALL EQUIPMENT)	\$ 203.95	\$ 203.95
		ST JOHN AMBULANCE (TRAINING)	\$ 160.00	\$ 160.00
		TOWN OF CAMBRIDGE	\$ 5.60	\$ 5.60
		FREEDOM OF INFORMATION	\$ 192.50	\$ 192.50
		COMFORT TAXI	\$ 30.40	\$ 30.40
		MCGETTIGAN'S	\$ 61.16	\$ 61.16
		COMFORT TAXI	\$ 10.10	\$ 10.10
		FOUR POINTS BY SHERATON	\$ 19.13	\$ 19.13
		FORUM SEAFOOD	\$ 117.19	\$ 117.19
		CABFARE	\$ 67.30	\$ 67.30
		FOUR POINTS BY SHERATON	\$ 1,913.90	\$ 1,913.90
		MAY STREET LARDER	\$ 12.00	\$ 12.00
		LOCAL GOVERNMENT MANAGERS ASSOC	\$ 20.00	\$ 20.00
		PALMYRA POST SHOP	\$ 300.00	\$ 300.00
		CITY OF PERTH	\$ 9.07	\$ 9.07
		SONIC HEALTH PLUS (NEW EMPLOYEE MEDICAL)	\$ 148.50	\$ 148.50
		CREDIT CARD TOTAL	\$ 3,270.80	\$ 3,270.80
		Description	Inv Amount	EFT
		PAYROLL P/E 10/04/18	\$ 134,635.27	\$ 134,635.27
		PAYROLL P/E 24/04/18	\$ 118,567.99	\$ 118,567.99
		PAYROLL TOTALS	\$ 253,203.26	\$ 253,203.26
		GRAND TOTAL	\$ 921,065.55	\$ 921,065.55

12.2.3 Notice of Intention to Impose Differential Rates 2018/19, Elected Member Fees and Allowances and 2018/19 Schedule of Fees and Charges

File ref	F/ABT1
Prepared by	Peter Kocian, Acting Executive Manager Corporate Services
Supervised by	Gary Tuffin, CEO
Meeting Date	15 May 2018
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Statement of Rating Objects and Reasons2. 2018/19 Rates Model3. 2018-19 Schedule of Fees and Charges

Purpose

This report recommends endorsement by Council for advertising of the proposed differential rates and minimum payments, for which public submissions are sought over a period of not less than 21 days, prior to Council adopting the differential rates.

Council is also requested to consider Elected Member Fees and Allowances for 2018/19 and the Schedule of Fees and Charges.

Executive Summary

Under Section 6.36 of the *Local Government Act 1995*, before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c), a local government is required to give local public notice of its intention to do so including an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days of the notice.

It is recommended that Council resolves to endorse the following differential rates and minimum payments with a general yield increase of 2.5% across all rating categories and calls for public submissions under Section 6.36 of the *Local Government Act 1995*.

Rate Category	Proposed Rate in \$	Proposed Minimum Payment
Residential	6.831 cents	\$1,080
Commercial	10.3738 cents	\$1,615

Background

This year's budget preparation has occurred on a dual budget emphasis of planning for an extended future whilst giving consideration to the current economic climate. The executive group have sought to implement prioritised operating objectives and forward capital works programs based upon asset condition assessments using reasonable funding estimations. As a result the draft budget is based upon a general yield increase from rates of 2.5% across all rating categories. This compares to a 4.15% increase in 2016/17 and 2.0% in 2017/18.

Differential rates proposed to achieve a rate yield of 2.5% are shown in the following table, with the full model appended as Attachment 2:

2.5% Increase in Rate Yield and Minimum Payment

Total Props	GRV Value - Non-Minimum	GRV Value - Minimum	Total Value	Min Amt	GRV %	Non Minimum Rates	Props on Min	Min Rates	Actual Rates to Raise
3267	90,581,990	3,563,980	94,145,970	1,080	6.8310	6,187,656	265	286,200	6,473,856
126	10,902,838	135,755	11,038,593	1,615	10.3738	1,131,039	10	16,150	1,147,189
5	1,530,350	0	1,530,350	1,615	10.3738	158,755	0	0	158,755
						7,477,450		302,350	7,779,800

When examining the draft budget and considering adding projects not currently provided for or amending existing projects, elected members should be mindful of the following considerations that affect rates:

- a 1% movement in rates generally is approximately \$77,000;
- a 1% movement in Residential rates is approximately \$64,000;
- a 1% movement in Commercial rates is approximately \$13,000.

Consultation

Council workshops were conducted on the 26 April and 2 May 2018.

Statutory Environment

Section 6.33 and 6.36 of the *Local Government Act 1995* reads:

6.33. Differential general rates

- (1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —
 - (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the *Planning and Development Act 2005*;
 - (b) a purpose for which the land is held or used as determined by the local government;
 - (c) whether or not the land is vacant land; or
 - (d) any other characteristic or combination of characteristics prescribed.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

6.36. *Local government to give notice of certain rates*

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) —*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency;*
 - (b) *is to contain —*
 - (i) *details of each rate or minimum payment the local government intends to impose;*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),**it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.*

Section 6.17 of the *Local Government Act 1995* refers to setting the level of Fees and Charges and states in part:

In determining the amount of a fee and charge for a service or for goods a local government is required to take into consideration the following factors-

- (a) *the cost to the local government of providing the service or goods;*
- (b) *the importance of the service or goods to the community; and*
- (c) *the price at which the service or goods could be provided by an alternative provider*

Section 6.16 – 6.19 of the *Local Government Act 1995* is relevant to the setting of fees and charges.

Section 7B(2) of the *Salaries and Allowances Act 1995* requires the Salaries and Allowances Tribunal each year to determine the setting of fees, allowances and reimbursement of expenses to be paid under the *Local Government Act* to Elected Members.

Sections 5.98, 5.98A, 5.99 and 5.99A of the *Local Government Act 1995* provide the fees and allowances applicable to Elected Members, Mayor or President and Deputy Mayor or President.

The *Local Government (Administration) Regulations 1996* prescribe further details on limits and extent of fees, allowances and expenses for reimbursement:

- Regulation 30 Meeting Attendance Fees
- Regulation 31 Expenses to be reimbursed
- Regulation 32 Expenses that may be approved for reimbursement
- Regulation 33 Annual local government allowance for mayors or presidents
- Regulation 33A Annual local government allowance for deputies
- Regulation 34 Annual attendance fees

Section 5.63 (1) of the *Local Government Act 1995* specifically excludes the need to declare a financial interest where matters; have an interest in common to a significant number of ratepayers/electors; relate to the imposition of any rate, charge or fee; relate to a fee, reimbursement of an expense or an allowance payable to elected members.

Policy Implications

Nil.

Financial Implications

As outlined, the proposed differential rates increase of 2.5% will yield an amount of \$7.78m million, which is estimated to meet the requirements of the current draft budget shortfall.

Strategic Implications

This draft budget follows the general principles as set down in the 2017 updated Strategic Plan.

Site Inspection

Site inspection undertaken: Not applicable

Comment

Rates:

Rate Revenue is a substantial source of discretionary revenue for the Town, accounting for approximately 75% of total operating revenue. As such, the overall objective of the Town's rating strategy is to provide for the net funding requirements of the Town's services, activities, financing costs and the current and future capital requirements of the Town as outlined in the Strategic Community Plan, Corporate Business Plan and Long-Term Financial Plan.

Section 6.32 (1) of the *Local Government Act 1995* states that when adopting the annual budget a Local Government, in order to make up the budget deficiency, is to impose a general rate and minimum payment on rateable land. In adopting its annual budget, the Council must also consider its Strategic Community Plan and Corporate Business Plan under section 5.56 of the Act.

The basis for the proposed 2.5% increase in rate yield is mainly attributed to the following cost-drivers:

- The Local Government Cost Index is forecast to increase by 1.8% in 2018/19 with a WA Wage Price Index of 1.75% and further increases in electricity and street light tariffs;
- The cost of waste disposal is forecast to increase by \$87,000 due to the disposal costs for recyclables increasing from \$15/t to \$65/t. This equates to a funding requirement of more

than 1% of rate revenue given that the cost of waste services is contained within the general rate.

The Town is also forecasting a reduction in revenue from fees and charges due to the softening of building construction, equating to an estimated \$70,000 or a further 1% increase in rates to offset the reduction. In addition, grant fund payments under the State Road Funds to Local Government Agreement will further reduce in 2018/19, and Royalties for Regions will be re-directed to State Government services. A reduction in external revenue sources exacerbates the funding reliance on rates to meet the cost of service delivery to the community.

The Town is committed to cost restraint and identifying operational efficiencies where possible, whilst still maintaining the current level of service. Main service areas include:

- Community Amenities – 21% of operating expenditure
- Recreation and Culture – 30% of operating expenditure
- Transport – 23% of operating expenditure

The above service areas include waste services (\$1.6m operating), public open space and active recreation facilities (\$2.6m operating) and transport infrastructure maintenance such as roads and footpaths (\$2m operating). These amounts do include depreciation expense representing a significant asset management challenge.

Minimum Payment

Minimum payments have been increased in line with differential rate increases to a level of \$1,080 for Residential (LY \$1,055), and Commercial \$1,615 (LY \$1,575). Minimum payments affect 8% of Residential properties and 8% of Commercial properties. The level of minimum payment is considered appropriate as recognition of the minimum benefit received from works and services provided which includes an estimated waste collection and disposal benefit of approximately \$500 per residential property.

Domestic Waste Charges Included

It is noted that general rates for 3,267 domestic premises are inclusive of the refuse & recycling collection charges and ratepayers are also provided with a tip pass valued at \$55.00. For Commercial properties the waste and recycling service charge is added separately where collection services are provided.

With the provision of weekly rubbish and recycling services, we are estimating collection of 1,106 tonnes of recycling (yellow top bin), 2,414 tonnes of general waste (green top bin) and 200 tonnes of bulk green waste from three kerbside pickups.

Fees and Charges:

Council is requested to adopt the 2018/19 Schedule of Fees and Charges, and advertise the Schedule prior to the implementation date of 1 July 2018.

The Schedule of Fees and Charges has been reviewed by the Administration and was discussed at a Council Workshop on 25 April 2018. The Local Government Cost Index forecast for 2018/19 is 1.8%, and as a base-line this index has been applied to all non-statutory fees.

The Town has considered the following guiding principles when setting the level of fees and charges:

- Private Benefit – the service benefits particular users without any broader benefits to the community. Full cost recovery is expected.
- Public Benefit – the service provides broad community benefit. Nil to partial cost recovery.
- Shared Benefit – the service provides both community benefits and a private benefit. Partial cost recovery is expected.

The application of these principles to specific service areas is summarised as follows:

SERVICE	PRINCIPLE	COST RECOVERY
Administration	Private	100%
Ranger	Private	100%
Health Services	Private	100%
Planning Services	Private	100%
Waste	Private	100%
Community Halls	Private	Partial
Sports Ovals and Facilities	Private	Partial
Community Bus	Private	100%
Engineering Services	Private	100%
Building Services	Private	100%

Elected Member Fees and Allowances:

The Salaries and Allowances Tribunal is required each year to determine:

- The amount of fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* to elected members for attendance at meetings;
- The amount of expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the *Local Government Act 1995* to elected members;
- The amount of allowances or the minimum and maximum amounts of allowances, to be paid under the *Local Government Act 1995* to elected members.

Elected Members are entitled to the following fees and allowances:

1. Meeting Attendance Fees – either an annual allowance or per meeting fee for attendance at Council and Committee Meetings;
2. Annual Allowance for Mayor – paid in addition to meeting attendance fees and recognises a range of factors including; the leadership role of the Mayor, the statutory functions for which the Mayor is accountable, the ceremonial and civic duties required of the Mayor and the relative ‘size’ of the local government;
3. Annual Allowance for Deputy Mayor – 25% of the mayoral allowance;
4. Information Communication Technology – either an annual allowance (maximum \$3,500) or reimbursement of rental charges for one telephone and one facsimile machine.

Council is required to set a fee within the prescribed range set by the Tribunal. The most recent determination of the Tribunal was made on the 10 April 2018 and comes into operation on 1 July 2018. The Tribunal determined that there was to be no increase in the prescribed ranges listed below (Town of East Fremantle is a Band 3 Local Government):

Meeting Attendance Fees:

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$24,360	\$31,364	\$24,360	\$47,046
2	\$14,718	\$23,000	\$14,718	\$30,841
3	\$7,612	\$16,205	\$7,612	\$25,091
4	\$3,553	\$9,410	\$3,553	\$19,341

Annual Allowance for Mayor:

For a mayor or president		
Band	Minimum	Maximum
1	\$50,750	\$88,864
2	\$15,225	\$62,727
3	\$1,015	\$36,591
4	\$508	\$19,864

Fees and Allowances for the 2017/18 financial year:

Description	17/18 Budget	% Prescribed Maximum
Annual Meeting Attendance Fee – Mayor	\$25,000	99%
Annual Meeting Attendance Fee – Elected Members	\$15,500	96%
Annual Allowance – Mayor	\$15,600	43%
Annual Allowance – Deputy Mayor	\$3,900	43%
Annual Information Communication and Technology Allowance	\$3,000	86%

12.2.3 OFFICER RECOMMENDATION

That Council:

1. endorse the Statement of Rating Objects and Reasons as per Attachment 1.
2. endorse a 2.5% increase in the total rate yield for 2018/19 budget purposes, which will derive \$7,779,800 in rate revenue.
3. endorse the following differential rates with a general yield increase of 2.5% across all rating categories and calls for public submissions pursuant to section 6.36 of the *Local Government Act 1995*:

Rate Category	Proposed Rate in \$	Proposed Minimum Payment
Residential	6.831 cents	\$1,080
Commercial	10.3738 cents	\$1,615

4. pursuant to section 6.16 of the Local Government Act 1995, adopt the 2018/19 Schedule of Fees and Charges as per Attachment 3.
5. requests the Chief Executive Officer give local public notice of the Schedule of Fees and Charges, pursuant to section 6.19 of the Local Government Act 1995, with an implementation date of 1 July 2018.
6. pursuant to sections 5.98, 5.99, 5.99A of the *Local Government Act 1995* and regulations 33, 33A 34, 34A and 34AA of the *Local Government (Administration) Regulations 1996* adopts the following annual amounts for elected member fees and allowances for the 2018/19 financial year:

Annual Meeting Attendance Fee – Mayor	\$25,000
Annual Meeting Attendance Fee – Elected Members	\$15,500
Annual Allowance - Mayor	\$25,000
Annual Allowance – Deputy Mayor	\$6,250
Annual Information Communication and Technology Allowance	\$3,000



TOWN OF EAST FREMANTLE

DIFFERENTIAL RATES – OBJECTS & REASONS

GROSS RENTAL VALUES (GRV)

Pursuant to section 6.36 of the *Local Government Act 1995*, the Town of East Fremantle is required to publish its Objects and Reasons for implementing Differential Rates.

Object:

The overall objective of the proposed rates and charges in the 2018/19 Budget is to provide for the net funding requirement of the Council's Operational and Capital Program, being \$7.78m.

The rates-in-the-dollar (\$) are set against independent valuations for Gross Rental Value (GRV) provided by the Valuer Generals Office, in order to provide an equitable contribution to the shortfall in income that is required for the Town to provide necessary works and services in the 2018/19 financial year after taking into account all other non-rate sources of income.

The general increase in total rates yield across all differential rates is 2.5%.

Reasons:

Residential Improved and Not Improved

Characteristics: This differential rate category imposes a general rate on land valued on a gross rental value basis, which is zoned, held or used for residential purposes and having improvements erected on it.

Reasons and Objects: The object of this proposed rate is to apply a base differential general rate to land zoned and used for residential purposes and to act as the Town's benchmark differential rate by which all other GRV rated properties are assessed. The reason for this rate is to ensure that all ratepayers make a reasonable or minimum contribution towards the ongoing maintenance and provision of works, services and facilities throughout the Town. The proposed rate in the dollar of GRV value for this category is 0.06831 with a minimum payment amount of \$1,080. This will apply to 3,267 or 96% of the Town's rateable properties, and this rate in the dollar is all-inclusive incorporating standard waste service charges.

Commercial Improved and Not Improved

Characteristics: This differential rate category imposes a rate on land valued on a gross rental value basis, which is zoned, held or used for commercial purposes and having improvements erected on it.

Reasons and Objects: The object of this differential rate category is to apply a rate to Commercial properties in order to raise additional revenue to offset the costs associated higher levels of services to properties in this category, such as parking infrastructure, road construction, maintenance and refurbishment including road drainage systems, urban style guides and parking compliance. The proposed rate in the dollar of GRV value for this category is 0.103738 with a minimum payment amount of \$1,615. This will apply to 131 or 4% of the Town's rateable properties.

Submissions:

Submissions are invited from any elector or ratepayer with respect to the proposed rates, and any related matter, within a minimum 21 days of the date of this notice. Submissions should be addressed to the Chief Executive Officer, Town of East Fremantle, PO Box 1097, FREMANTLE WA 6959.

Submissions should be clearly marked 'Submission – 2018/19 Differential Rates'.

All submissions should be received no later than 4.00pm on XX June 2018.

Gary Tuffin

Chief Executive Officer

2.5% Increase in Rate Yield and Minimum Payment

No Change in Rate in Dollar - Valuations Current at 3 May 2018

Code	Total Props	GRV Value	Min Amts	GRV %	Calculated Rates	Props on Min	Actual Rates to Raise	2.5% Increase	Total Props	GRV Value - Minimum	Total Value	Min Amts	GRV %	Non Minimum Rates	Props on Min	Actual Rates to Raise
00	4	22,360			0		0		3267	90,581,990	94,145,970	1,080	6.8310	6,187,656	265	286,200
01 Residential	3267	94,145,970	1,055	6.6640	6,273,888	265	6,315,959	6,473,858								
02	12	886,892	0	0.0000	0		0									
03	60	54,000	0	0.0000	0		0									
05 Commercial	126	11,038,593	1,575	10.1204	1,117,150	10	1,119,161	1,147,140	126	10,902,838	11,038,593	1,615	10.3738	1,131,039	10	16,150
06 Commercial - Clubs	5	1,530,350	1,575	10.1204	154,878		154,878	158,749	5	1,530,350	0	1,530,350	10.3738	158,755	0	158,755
07	14	17,750	0	0.0000	0		0									
99					0		0									
TOTALS	107,695,915				7,545,915		7,589,998	7,779,748						7,477,450		302,350

Synergy Output - Model Name: 1819RATESMODEL

Line	Code	Total Props	UV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Actual Rates to Raise
1 00		4	0				0		0
2 01		3267	0	1,080		6.8310	6,431,111	265	6,473,856
3 02		12	0	0	0.0000	0	0		0
4 03		60	0	0	0.0000	0	0		0
5 05		126	0	1,615		10.3738	1,145,122	10	1,147,189
6 06		5	0	1,615		10.3738	158,755		158,755
7 07		14	0	0	0.0000	0	0		0
8 99							0		0

Printed on : 03.05.18 at 09:27
 Page No. : 1
 For Period Ending : 31.05.18

East Fremantle Town Council

VALUATION REGISTER BY RATE CODE SUMMARISED LISTING

Rate Code	Description	UV	GRV	GRV for ESL
00	Description NON-RATEABLE	0	22360	0
01	Description GRV	0	94145970	0
02	Description EXEMPT	0	0	886892
03	Description NON RATEABLE	0	0	54000
05	Description COMMERCIAL	0	11038593	0
06	Description RATEABLE ORGANISATIONS	0	1530350	0
07	Description NOT RATED	0	0	17750
	Grand Total	0	106737273	958642

SCHEDULE OF FEES AND CHARGES 2018-19

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge

GENERAL PURPOSE FUNDING RATES

- Instalment Fee - per instalment
- Rate Enquiry Fee
- Orders & Requisitions
- Combined Enquiry
- Ownership enquiry
- Rates - Special Arrangements to Pay

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
LGA 1995				
LGA 1995	Enquiry	16.50	Exempt	16.50
LGA 1995	Per Application	55.00	Exempt	55.00
LGA 1995	Per Application	69.50	Exempt	69.50
LGA 1995	Per property	112.00	Exempt	112.00
LGA 1995	Per Application	14.09	1.41	15.50
LGA 1995	Per Application	49.00	Exempt	49.00

GOVERNANCE

General Administration

- Sale of Electoral Rolls
- Sale of Street listings
- Photocopying
 - General Public - A4 Sheets (Colour)
 - General Public - A4 Sheets (Black & White)
 - General Public - A3 Sheets (Colour)
 - General Public - A3 Sheets (Black & White)
- Community & Organisations - A4 Sheets (Colour and B &W)
- Community & Organisations - A3 Sheets (Colour and B &W)

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
LGA 1995	Per Copy	69.50	Exempt	69.50
LGA 1995	Per Copy	193.64	19.36	213.00
LGA 1995	Per Copy	0.86	0.09	0.95
LGA 1995	Per Copy	0.45	0.05	0.50
LGA 1995	Per Copy	1.73	0.17	1.90
LGA 1995	Per Copy	0.86	0.09	0.95
LGA 1995	Per Copy	Per Above	Yes	50% discount
LGA 1995	Per Copy	Per Above	Yes	50% discount

Freedom Of Information

- Application
- FOI photocopying
- Staff Time (search & discovery of documents)

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
FOI Act 1992	Per Application	30.00	Exempt	30.00
FOI Act 1992	Per Copy	0.20	Exempt	0.20
FOI Act 1992	Per Hour	30.00	Exempt	30.00

Sale of History Book

- Small but Strong
- This is East Fremantle

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
LGA 1995	Each	26.82	2.68	29.50
LGA 1995	Each	10.91	1.09	12.00

Trust Account Management Fee

- Administration charge for holding funds in Trust
- Lessor of the monthly Fee or the interest earned.

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
LGA 1995	Each and every Deposit	6.09	0.61	6.70

LAW, ORDER & PUBLIC SAFETY

- Dog Impounding fees - Poundage
- Dog Impounding fees - Sustainance
- Release of impounded dog
- Failure to remove dog excreta
- Dog Registration Fees
 - Unsterilised - 1 year
 - Unsterilised - 3 year
 - Unsterilised - Lifetime Registration
 - Sterilised - 1 year
 - Sterilised - 3 year
 - Sterilised - Lifetime Registration
- * Dog owned by pensioner - 50% of fee otherwise payable
- ** Effective 31 May each year - 50% of normal fee on 1 year licence
- Application to keep a third dog

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
Dog Act 1976	Full recovery	Cost + 15%	Exempt	Cost + 15%
Dog Act 1976	Full recovery	At Cost	Exempt	At Cost
Dog Local Law 2.3(2)	Dog Copy	Cost + 15%	Exempt	Cost + 15%
Dog Act 1976	Dog Copy	100.00	Exempt	100.00
Dog Act 1976	Dog Copy	50.00	Exempt	50.00
Dog Act 1976	Dog Copy	120.00	Exempt	120.00
Dog Act 1976	Dog Copy	250.00	Exempt	250.00
Dog Act 1976	Dog Copy	20.00	Exempt	20.00
Dog Act 1976	Dog Copy	42.50	Exempt	42.50
Dog Act 1976	Dog Copy	100.00	Exempt	100.00
Dog Act 1976	Dog Copy	136.36	13.64	150.00

Dogs kept in an approved kennel establishment licensed under Sect 27, where not otherwise registered

- Euthanasia for a dog
- Cat Fees
- Registration - 1 Year
- Registration - 3 Years

Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
Cat Act 2011	Full recovery +15%	200.00	Exempt	200.00
Cat Act 2011	Full recovery +15%	Cost + 15%	Exempt	Cost + 15%
Cat Act 2011	Registration - 1 Year	20.00	Exempt	20.00
Cat Act 2011	Registration - 3 Years	42.50	Exempt	42.50

**SCHEDULE OF FEES AND CHARGES
2018-19**

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge	Legislation	Details	2018/19 Fees		
			GST (excl) \$	GST \$	GST (incl) \$
Registration - Lifetime * Cat owned by pensioner - 50% of fee otherwise payable ** Effective 31 May each year - 50% of normal fee on 1 year licence	Cat Act 2011		100.00	Exempt	100.00
Annual application for approval or renewal of approval to breed cats (per cat) Release of impounded cat Cat - Sustenance and pound costs Cat Trap Hire (Bond \$300) Fire Break Clearing Impounding of Abandoned Shopping Trolley	Cat Act 2011 LGA 1995 Bush Fire Act LGA 1995	Full recovery Full recovery Nil Hire Fee, Bond only Actual Cost + 25%	100.00 Cost + 15% Cost + 15% Cost Plus 240.91	Exempt Exempt 0.00 24.09	100.00 Cost + 15% At Cost 0.00 Cost plus 265.00
Recovery of impounded vehicles/Goods					
Towage Fees Storage Fee - Motor Vehicle Storage Fee - Other Goods		FULL Recovery+15% per part or full day per part or full day	Cost + 15% 20.00 20.00	Exempt Exempt	Cost + 15% 20.00 20.00
HEALTH Health					
E H Gray Centre Mid Wifery - Annual Building Hire Bee Keeping - Application Stall Holders permit application fee / renewal Trading in Public Places - Application fee Trading in Public Places - Per Day fee Outdoor Eating Area permit - Application fee Outdoor Eating Area permit - Annual fee Food Hygiene & Safety course	LGA 1995 LGA 1995	Per Application Per Application Per Application Per Application Per sq mtr Per Applicant	2,590.91 128.63 167.51 84.22 50.90 282.26 28.23 40.72	259.09 12.86 167.74 8.43 5.10 28.24 2.82 4.08	2,850.00 141.50 184.25 92.65 56.00 310.50 31.05 44.80
Septic Tank installation - Application Greywater system installation - Application Permit to use apparatus Permit to use apparatus - Greywater system	Health (Treatment of Sewage) Regs 1974 Health (Treatment of Sewage) Regs 1974 Health (Treatment of Sewage) Regs 1974	Fee V Fee V Fee V	118.00 Fee Waiver 118.00 Fee Waiver	Exempt Exempt Exempt	118.00 Fee Waiver 118.00 Fee Waiver
Application to construct a new public building	Health (Public Buildings) Regs 1992		895.00	Exempt	895.00
Section 39 Certificate/inspection for licenced premises	Health (Public Buildings) Regs 1992		85.45	8.55	94.00
EDUCATION & WELFARE Community Care Services Community Bus Use Metro Area - Full Day - plus Fuel Social Support	LGA 1995	Per Hour Per Occasion (small group)	100.00 7.27 7.27	10.00 0.73 0.73	110.00 8.00 8.00
Social Support Centre Based Respite Aged Care Centre Based Respite Youth Care Home Help Gardening Respite Transport CRDC Transport Shopping	LGA 1995 LGA 1995 LGA 1995 LGA 1995 LGA 1995	Per Hour Per Hour Per Hour Per Hour Per Hour Per one way trip Per trip (small group)	7.27 7.27 7.27 7.27 7.27 2.27 2.27	0.73 0.73 0.73 0.73 0.73 0.23 0.23	8.00 8.00 8.00 8.00 8.00 2.50 2.50
COMMUNITY AMENITIES Sanitation					

**SCHEDULE OF FEES AND CHARGES
2018-19**

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge	Legislation	Details	2018/19 Fees		
			GST (excl) \$	GST \$	GST (incl) \$
Refuse & Recycling Service - 2 MGB's Weekly Refuse Service - Additional per MGB Refuse Service - Additional per MGB - 240 lt cart Recycling Service - Additional per MGB Recycling Service - Additional per MGB - 240 lt cart	WARR Act 2007	Per MGB per Annum	500.00	Exempt	500.00
	WARR Act 2007	Per MGB per Annum	250.00	Exempt	250.00
	WARR Act 2007	Per 240 ltr cart/collect	8.50	Exempt	8.50
		Per MGB per Annum	250.00	Exempt	250.00
		Per 240 ltr cart/collect	8.50	Exempt	8.50
Bulk - 660 litre cart	WARR Act 2007	Actual Cost + 25%	Cost +15%		Cost +15%
Bulk - 5 cubic metres Compactor unit	WARR Act 2007	Actual Cost + 25%	Cost +15%		Cost +15%
Bulk - per cubic metre	WARR Act 2007	Actual Cost + 25%	Cost +15%		Cost +15%
Sale / Replacement of 240 Litre MGB's	LGA 1995	Actual Cost + 25%	Cost +15%		Cost +15%
Other Sanitation					
Sale of 150 Litre Compost Bins	LGA 1995	Subsidised	Cost +15%		Cost +15%
Sale of Worm Cafe	LGA 1995	Subsidised	Cost +15%		Cost +15%
Sale of Worm Farm Wheelie Bins	LGA 1995	Subsidised	Cost +15%		Cost +15%
Community Amenities					
Room Hire (Casual) - Community Groups	LGA 1995	Per Hour	63.45	6.35	69.80
Room Hire (Sumpton Green) - Private eg Children's Parties	LGA 1995	Per Hour	38.00	3.80	41.80
Room Bond (Casual) - Private & Community Groups	LGA 1995		281.64	28.16	309.80
Application for Non-Compliance Noise Event	Envir. Prot. Act 1986	Per Application	1,000.00	Exempt	1,000.00
Registration of new Lodging Houses	Health Act 1911	Per Application	272.09	27.21	299.30
Renewal of registration of existing Lodging Houses	Health Act 1911	Per Application	300.82	30.08	330.90
Permits					
Outdoor Eating Area Fee	LGA 1995	Application Licence Fee	224.00	22.40	246.40
Annual Outdoor Area Eating permit fee (p/sqm)		/ sq.metre	18.50	1.85	20.35
Town Planning Administration fees					
Application Fees - Dev. value between	P & D Act 2005		147.00	Exempt	147.00
(a) Less than \$50,000			Variable	Exempt	Variable
(b) More than \$50,000 but not more than \$500,000		0.32% of estimated cost of Development	Variable	Exempt	Variable
(c) More than \$500,000 but not more than \$2,500,000		\$1,700.00 + 0.257% for each \$1 in excess of \$500,000	Variable	Exempt	Variable
(d) More than \$2,500,000 but not more than \$5,000,000		\$7,161.00 + 0.206% for each \$1 in excess of \$2,500,000	Variable	Exempt	Variable
(e) More than \$5,000,000 but not more than \$21,500,000		\$12,633.00 + 0.123% for each \$1 in excess of \$5,000,000	Variable	Exempt	Variable
(f) More than \$21,500,000		\$34,196	34,196.00	Exempt	34,196.00
Penalty if development commenced or carried out prior to Approval	P & D Act 2005	Twice the fee payable for the determination of the Application	Twice Fee	Exempt	Twice Fee
Extension of Planning Approval prior to expiry	P & D Act 2005	50% of Applicable Fee			Variable

SCHEDULE OF FEES AND CHARGES 2018-19

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge

2018/19 Fees

Description of Fee or Charge	Legislation	Details	GST (excl) \$	GST \$	GST (incl) \$
Refund of planning application fee Prior to assessment Following assessment	P & D Act 2005	(Min \$147) 50% of fee Nil			Variable
General Planning and Development Fees					
Advertising/Public Comment:	P & D Act 2005				
Newspaper Notice					
Sign & Notice to Neighbours					
Notices to Neighbours only					
Installation of Sign by Council					
Community Design Advisory Committee Referral fee					
Actual cost (inc GST) + Administration Fee			Cost +15%	Yes	Cost + 15%
Minimum			122.18	12.22	134.40
Maximum			203.64	20.36	224.00
Minimum			23.14	2.31	25.45
Maximum			183.23	18.32	201.55
Minimum			101.82	10.18	112.00
Maximum			23.14	2.31	25.45
Subdivision/Strata Approval (Form 1A)	P & D Act 2005				
(a) Amalgamation - multiple lots into single lot			2,263.00	Exempt	2,263.00
(b) 2 or more lots (up to and including 100 lots)			Variable	Exempt	Variable
(c) 101 or more lots			Variable	Exempt	Variable
Subdivision/Strata Endorsement (Form 1C)	P & D Act 2005				
(a) Amalgamation - multiple lots into single lot			526.00	Exempt	526.00
(b) 2 or more lots (up to and including 100 lots)			Variable	Exempt	Variable
(c) 101 or more lots			Variable	Exempt	Variable
Amended Application	P & D Act 2005				
Minor			Variable	Exempt	Variable
Major			Variable	Exempt	Variable
Infrastructure Bond - Single Frontage	P & D Act 2005				
Infrastructure Bond - Corner Lot	P & D Act 2005				
Soil Stabilisation Bond	P & D Act 2005				
Refundable			1,500.00	Exempt	1,500.00
Refundable			2,500.00	Exempt	2,500.00
Refundable			1,000.00	Exempt	1,000.00
Town Planning Administration fees (continued)					
Signage Application					
Application for Planning Approval	P & D Act 2005	Per application	147.00	Exempt	147.00
Town Planning Administration fees (cont.)					
Miscellaneous Planning Fees					
Application for change of street number	P & D Act 2005	Actual cost (inc GST)	106.45	10.65	117.10
Heritage assessment					
Property Settlement Questionnaire / Written Planning Advice/Zoning Certificate			74.30	Exempt	74.30
T P Scheme No. 3 Text and Map			63.86	6.39	70.25
T P Scheme No. 3 Map Only			16.18	1.62	17.80
Archival Search Fee - Plans - (Photocopying in excess of \$15 to be charged at cost)			92.55	9.25	101.80
Crossover Variation Application fee			291.00	Exempt	291.00
Cash-in-lieu of Parking Space - Valuation					
Scheme Amendments (Including advertising and gazettal) and Rezoning Applications.					
Application Fee - Basic	P & D Act 2005	Minimum	6,818.18	681.82	7,500.00

SCHEDULE OF FEES AND CHARGES 2018-19

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge

Description of Fee or Charge	Legislation	Details	2018/19 Fees		
			GST (excl) \$	GST \$	GST (incl) \$
East Fremantle Seniors Cricket Teams	LGA 1995	Per season			
- Per Player Fee - Seniors		Per player (for season)	58.27	5.83	64.10
Other Recreation & Culture (continued)					
East Fremantle Lacrosse	LGA 1995	Per season			
- Per Player Fee - Juniors		Per player (for season)	15.54	1.55	17.10
- Per Player Fee - Seniors		Per player (for season)	58.27	5.83	64.10
East Fremantle Soccer	LGA 1995	Per season			
- Training Fees		Per season	679.27	67.93	747.20
- Per Player Fee - Juniors		Per player (for season)	15.54	1.55	17.10
- Per Player Fee - Seniors		Per player (for season)	58.27	5.83	64.10
Other Culture					
East Fremantle Festival	LGA 1995		100.00	10.00	110.00
Unpowered Site	LGA 1995		130.00	13.00	143.00
Powered Site			260.00	26.00	286.00
Unpowered Stall			290.00	29.00	319.00
Powered Stall			26.82	2.68	29.50
East Fremantle Art Award - per entry	LGA 1995				
Other Culture (continued)					
Special Events Fees					
Use of Car Parking areas- Unlicensed- per m2	LGA 1995		23.59	2.36	25.95
Use of Car Parking areas- Licenced- per m2	LGA 1995		37.91	3.79	41.70
Left Bank Special Event Fee	LGA 1995		3,491.73	349.17	3,840.90
On-call Ranger Fee - per 8 hours		Per event	532.14	53.21	585.35
TRANSPORT					
Transport					
Road, Verge, Footpath & Crossover Reinstatements and Crossover Construction	LGA 1995	Per hour	63.64	6.36	70.00
Reinstatement Inspection fees	LGA 1995		Cost + 15%		Cost + 15%
Reinstatement Works	LGA 1996		Cost + 15%		Cost + 15%
Red Asphalt per m ¹	LGA 1995		Cost + 15%		Cost + 15%
Black Asphalt per m ²	LGA 1995		Cost + 15%		Cost + 15%
Concrete per m ²	LGA 1995		Cost + 15%		Cost + 15%
Recoverable Works - Cost plus 15% administration fee			Cost + 15%		Cost + 15%
Recoverable Graffiti Removal - Cost plus 15% administration fee			Cost + 15%		Cost + 15%
Parking Facilities					
Vehicle Impounding Fee	LGA 1995	Initial cost	248.95	24.90	273.85
Vehicle Impounding Fee		Per day thereafter	39.82	3.98	43.80
Parking Fees - Launching Ramp No1 Carpark per hour for the first 4 hours Thereafter \$12.00 for Maximum 24 hours)	LGA 1995	Per hour	3.64	0.36	4.00
Parking Fees - Various locations per hour other than Launching Ramp No1.	LGA 1995	Maximum per 24 hours	14.55	1.45	16.00
		Per hour	3.64	0.36	4.00
Reminder Letter and Final Notice Fee (28 Days)	Fines, Penalties & Infringement Notices Enforcement Regs 1994	Each	16.40	Exempt	16.40
Skip Bin Permits		Each	44.45	4.45	48.90
Skip Bin Permits - Extension		Each	11.27	1.13	12.40
Jetty A mooring permits		Each	44.45	4.45	48.90
Sea container placement permits		Each	44.45	4.45	48.90

**SCHEDULE OF FEES AND CHARGES
2018-19**

Local Government Cost Index 2018/19 1.018

Description of Fee or Charge	Legislation	Details	2018/19 Fees		
			GST (excl) \$	GST \$	GST (incl) \$
ECONOMIC SERVICES Building Fees Based on valuation of new building or improvements - Minimum \$96.00 Class 1 & 10 - Uncertified Class 2 to 9 - Uncertified BCITF levy Building Services Levy Infrastructure Bond - Building Infrastructure Bond - Building Non-refundable Inspection Fee for Infrastructure Bond - Building Materials on Verge licence	Bldg Reg 2012				
	0.32% of est' const'. cost (ex GST)	Vari	Variable	Exempt	Variable
	0.32% of est' const'. cost (ex GST)	Vari	Variable	Exempt	Variable
	0.2% of est' const' (over \$20,000inc GST) cost	Vari	Variable	Exempt	Variable
	Building Act 2011 (from 2 April 2012)	Vari	Variable	Exempt	Variable
	Single frontage		1,500.00	Exempt	1,500.00
	Corner lots		2,500.00	Exempt	2,500.00
			45.45	4.55	50.00
	\$1 per sq m (min \$100)				Variable
Building Approval Certificate - Minimum \$95.00 Class 1 & 10 - Certified Class 2 to 9 - Certified Refund of Building Licence fee Prior to assessment Following assessment	Bldg Reg 2012				
	0.19% of est' const'. cost (ex GST), but not less than \$95.00	Vari	Variable	Exempt	Variable
	0.09% of est' const'. cost (ex GST), but not less than \$95.00	Vari	Variable	Exempt	Variable
	50% of fee		50% of fee	Exempt	50% of fee
	Nil				Nil
Strata Titles (Form 7) per Strata Titles Gen Regs 1996 - Min \$105.80 + GST	\$0.20 per sq m floor space + GST	Vari	Variable	Exempt	Variable
R-Code Compliance Assessment Fee (From 30 Nov 2015)	LGA 1995		133.64	13.36	147.00
Pool inspection annual fee - 4 Yearly Statutory inspection \$57.45	Building Regulations 2012		14.40	Exempt	14.40
Pool inspection fee - Request for inspection	LGA 1995		60.91	6.09	67.00

12.2.4 Community Assistance Grants and Sponsorship Program – 2018-2019 Request Approvals

File ref	A/CFG1
Prepared by	Karen Dore, Economic and Community Development Officer
Supervised by	Peter Kocian, Acting Executive Manager Corporate Services
Meeting Date	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Community Grants Advisory Group Minutes dated 16/04/18

Purpose

Council is requested to consider endorsing the recommendation from the Community Grants Advisory Group meeting, held on the 16 April 2018, to approve the eight (8) proposed Community Assistance Grants 2018-2019 requests.

Executive Summary

The Community Grants Advisory Group met on 16 April 2018 to assess eight (8) submissions received under the Community Assistance Grants (CAG) Program, 2018-2019.

Group	Purpose	Amount requested
Dads of Richmond Kids	Event Sponsorship – The Richmond Cup (annual event)	500.00
East Fremantle Croquet Club	Infrastructure Improvement – Air Conditioning System (new)	1,000.00
East Fremantle Lawn Tennis Club	Infrastructure Improvement – Court Fencing (new)	1,940.00
East Freo Farm	Event Sponsorship – Sustainability Workshops (new event)	1,920.00
Fremantle City Football Club	Equipment – Junior Size, Folding Goals (new)	4,620.00
Hurricane Dragon Boat & Outrigger Canoe Club	Equipment – Junior Paddles (new)	999.28
Lions’ of East Fremantle	Equipment – Gazebo / BBQ (replacement)	861.00
Richmond Primary School P&C	Event Sponsorship – Let’s Ride (new event)	1,800.00
TOTAL		\$13,640.28

The Advisory Group members, being Mayor Jim O’Neill, Cr Andrew McPhail, community members Suzi Nelson and John Chisholm and Chief Executive Officer Gary Tuffin discussed all eight (8) submissions and recommended that the following five (5) requests be funded as requested.

Group	Amount requested
Dads of Richmond Kids	500.00
East Fremantle Croquet Club	1,000.00
East Fremantle Lawn Tennis Club	1,940.00
Hurricane Dragon Boat & Outrigger Canoe Club	999.28
Lions’ of East Fremantle	861.00
SUB-TOTAL	\$5,300.28

The remaining three (3) applicants were required to amend and resubmit their applications, and upon resubmission are recommended to be funded as follows.

Group	Amount requested
East Freo Farm	1,200.00
Fremantle City Football Club	1,540.00
Richmond Primary School P&C (Community Movie Night)	1,200.00
SUB-TOTAL	\$3,940.00
TOTAL OF ALL RECOMMENDED APPLICATIONS	\$9,240.28

Background

The Community Grants and Sponsorship Policy and the Community Assistance Grants Program were adopted by Council in June 2016 to provide an orderly and consistent way of dealing with small funding requests on an annual basis. The program was introduced for the first time in 2016-2017 financial year and the following allocations have been made to date:

- 2016-2017 \$9,305.00
- 2017-2018 \$9,699.00

For 2018-2019 eight (8) submissions, totalling \$13,640.28 were received.

Consultation

On 20 February 2018 twenty nine (29) local community and sporting groups were emailed information, including guidelines and an application form, regarding the opportunity to apply for funds. An invitation to attend an information session / grant writing workshop on Wednesday 14 March 2018 was included.

A further two (2) emails were sent during March and April. The information was also circulated, on multiple occasions, through the Town's E-Newsletter, website and Facebook page.

Statutory Environment

Not applicable.

Policy Implications

1.2.2 Community Grants and Sponsorship

Financial Implications

Should Council endorse the recommendation of the Community Assistance Grants Advisory Group, an allocation of \$20,000.00 would be required in the 2018-2019 budget.

Strategic Implications

Community Strategic Plan 2017-2027:

Strategic Priority 1 – Social – A socially connected, inclusive and safe community

1.1 Facilitate appropriate local services for the health and wellbeing of the community

1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level

1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation

1.2 Inviting open spaces, meeting places and recreational facilities

1.2.1 Provision of adequate recreational, sporting and social facilities

1.2.2 Activate inviting open spaces that encourage social connection

1.3 Strong community connection within a safe and vibrant lifestyle

1.3.1 Partner and educate to build a strong sense of community safety

1.3.2 Facilitate opportunities for people to people to develop community connections and foster local pride

1.3.3 Enrich identity, culture and heritage through programs, events and celebrations

1.3.4 Facilitate community group capacity building

Site Inspection

Not applicable.

Comment

All members of the Community Assistance Grants Advisory Committee were fully agreeable to the following recommendation.

12.2.4 OFFICER/COMMITTEE RECOMMENDATION

That Council:

- 1. fund the following grant applications;**
 - \$ 500.00 Dads of Richmond Kids
 - \$ 1,000.00 East Fremantle Croquet Club
 - \$ 1,940.00 East Fremantle Lawn Tennis Club
 - \$ 1,200.00 East Freo Farm
 - \$ 1,540.00 Fremantle City Football Club
 - \$ 999.28 Hurricane Dragon Boat and Outrigger Canoe Club
 - \$ 861.00 Lions' of East Fremantle
 - \$ 1,200.00 Richmond Primary School P&C
- 2. allocate \$20,000.00 in the 2018-2019 budget, to cover the successful submissions including an allocation of \$10,759.72 for a second round of Community Assistance Grants during 2018-2019;**
- 3. advise all applicants of the outcomes.**

MINUTES

1. DECLARATION OF OPENING OF MEETING

The Mayor welcomed everyone and declared the meeting open at 5.37pm.

2. RECORD OF ATTENDANCE

2.1 Attendance

Mayor Jim O'Neill

Cr Andrew McPhail

John Chisholm, Community Member

Suzi Nelson, Community Member

Gary Tuffin, Chief Executive Officer

Karen Dore, Economic & Community Development Officer

2.2 Apologies

Nil

3. DISCLOSURES OF INTEREST

3.1 Financial

Nil

3.2 Proximity

Nil

3.3 Impartiality

Nil

4. BUSINESS

4.1 Community Assistance Grants Submissions 2018-2019

File ref	A/CGF1
Prepared by	Karen Dore, Economic & Community Development Officer (ECDO)
Meeting Date:	16 April 2018
Attachments	1. Summary of Submissions 2. Submissions

Purpose

To review the submissions in order to make a recommendation to Council.

Background

The Community Grants and Sponsorship Policy and the Community Assistance Grants Program were adopted by Council in June 2016 to provide an orderly and consistent way of dealing with small funding requests on an annual basis. The program was introduced for the first time in 2016-2017 financial year and the following allocations have been made:

- 2016-2017 \$9,305.00
- 2017-2018 \$9,699.00

2018-2019 Submissions

Submissions totalling \$13,640.28 were received for 2018-2019 (see attached Summary for more detailed information).

Each submission was discussed in detail;

Dads of Richmond Kids

\$500.00 for event sponsorship (The Richmond Cup)

The Committee were fully supportive of the application, upon the condition that the group could confirm that they were covered by suitable insurances. It was also suggested that the Town could have some minor involvement in the event through Elected Member attendance.

APPROVED: 56% of a \$900.00 project – \$500.00

East Fremantle Croquet Club

\$1,000.00 for infrastructure improvement (air-conditioning)

It was acknowledged that the funding request was slightly above the recommended 50% contribution (applicable to projects from \$1,001 to \$3,000 in total value), however the Committee unanimously agreed that as it was a worthwhile project that sought to improve the amenity of a Council owned building they were comfortable approving the request in full.

APPROVED: 57% of a \$1,752.00 project – \$1,000.00

East Fremantle Lawn Tennis Club

\$1,940.00 for infrastructure improvement (court fencing)

The Committee were fully supportive of the application, acknowledging that the project met the objectives of the recently released draft Tennis West State Strategy and was part of a bigger proposed improvement plan for the facility.

APPROVED: 33% of a \$5,830.00 project – \$1,940.00

East Freo Farm

\$1,920.00 for event sponsorship (Sustainability Workshops)

Whilst fully supporting the objectives of the project, the Committee raised some concerns regarding the minimal numbers of attendees that could be accommodated at the proposed workshops in relation to the cost of the expert speaker (ie \$1,400.00 for 40 attendees equating to \$35 per person). It was suggested that a revised proposal be drafted by the Town's ECDO, and if this was agreed to by the East Freo Farm that funding up to \$1,500.00 be approved.

APPROVED, with amendments, up to \$1,200.00

Revised proposal disseminated via email to CAG Advisory Group Members

\$1,200.00 for event sponsorship (Sustainability Workshops)

The proposed amendments (additional attendees and increased in-kind contributions) reduce the cash cost per head to \$22 per person. Whilst unable to alter the venue the East Freo Farm are amenable to running the first workshop in early October so that it can be tied in the Garage Sale Trail promotions.

APPROVED: 37% of a \$3,180.00 project – \$1,200.00

Fremantle City Football Club

\$4,620.00 for equipment (14 sets of folding junior size goals)

The Committee requested that further information be sought regarding where the new equipment would be deployed (as the joint venture Fremantle – East Fremantle Club is located over three sites) and what percentage of users (364 Miniroos) were from East Fremantle. The Committee were supportive of assisting local clubs with the growth of junior involvement, however, the request was a significant one which was above the recommended contribution level.

PENDING, additional information: \$9,240 project, up to 33% support would equate to \$3080.00

Amended application disseminated via email to CAG Advisory Group Members

\$1,540.00 for equipment (14 sets of folding junior size goals)

As Town of East Fremantle residents represent approximately one third of the players who will utilise the equipment and the local venue is utilised for one third of training, the Committee consider that one third of the project cost is 'local' ie \$3,080.00 is one third of \$9,240.00 (as per quote provided).

APPROVED: 50% of a \$3,080 project (local portion) – \$1,540.00

Hurricane Dragon Boat and Outrigger Canoe Club

\$999.28 for equipment (junior paddles)

The Committee were fully supportive of the application, acknowledging that the group were currently looking to grow their junior membership.

APPROVED: 100% of a \$999.28 project – \$999.28

Lions' of East Fremantle

\$861.00 for equipment (gazebo and BBQ)

The Committee were fully supportive of the application, acknowledging that voluntary work undertaken by the group to host community markets in the Town. It was suggested that additional support could be given through further assistance with the marketing and promotion of the monthly markets.

APPROVED: 87% of a \$986.00 project – \$986.00

Richmond Primary School P&C

\$1,800.00 for event sponsorship (Let's Ride)

Whilst fully supporting the objectives of the project, the Committee raised some concerns regarding the training event being limited to Richmond Primary School students and costing ≈\$70 per child. It was also noted that the education classes was proposed to be held prior to the endorsement of the budget, and that funding could not be paid retrospectively. It was decided that an amount of up to \$1,200 be offered in this instance on the proviso that the classes could be postponed until at least mid-July. It was suggested that for future education there might be the possibility of a partnership with the "Dads of Richmond Kids" group to create the necessary infrastructure required to be permanently onsite for the use of all students.

APPROVED, with amendments, up to \$1,200.00

Amended application as disseminated via email to CAG Advisory Group Members

\$1,200.00 for event sponsorship (Community Movie and Arts Night)

The Movie & Arts Night is an annual community building event that the P&C runs at a loss, it is scheduled to be held in Term 4, 2018 and will once again include:

- Richmond Primary School Kids Art Exhibition
- Mobile Food Stands
- Outdoor Movie Night on the School Lawn

APPROVED: 50% of a \$2,400.00 project – \$1,200.00

Several suggestions were also made with regards to the Community Grants and Sponsorship Process which were noted for action by the ECDO prior to the release of Round 2 applications.

COMMITTEE RECOMMENDATION

That the Community Grants Advisory Group recommends that Council:

- (a) fund the following grant applications;
- \$ 500.00 Dads of Richmond Kids
 - \$ 1,000.00 East Fremantle Croquet Club
 - \$ 1,940.00 East Fremantle Lawn Tennis Club
 - \$ 1,200.00 East Freo Farm
 - \$ 1,540.00 Fremantle City Football Club
 - \$ 999.28 Hurricane Dragon Boat and Outrigger Canoe Club
 - \$ 861.00 Lions' of East Fremantle
 - \$ 1,200.00 Richmond Primary School P&C
- (b) allocate \$9,240.28 in the 2018-2019 budget to cover these submissions and provide an additional \$10,759.72 for advertising a second round of Community Assistance Grants during the year; and
- (c) advise all applicants of the outcomes.

5. CLOSURE OF MEETING

The Mayor thanked everyone for their attendance and declared the meeting closed at 7.00pm.

12.2.5 Library Services

File ref	H/HRW3
Prepared by	Gary Tuffin, Chief Executive Officer
Meeting Date	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

Purpose

Council is requested to consider the ongoing financial support to the City of Fremantle for shared public library arrangements and what contribution will be provided for the 2018/19 financial year.

Executive Summary

The Town does not have a public library service, nor does it contribute financially to any other local government libraries. However, historically the Town has made an annual financial contribution to the City of Fremantle for library services. It is understood that this payment was made to assist the City with the operational costs of providing a public library.

The City of Fremantle has recently requested that the Town consider continuing its “voluntary contribution” for 2018/19 for the provision of library services at its current level of \$200,000.

The Town is not compelled to make any payment to allow its residents to use the Fremantle library or any public library. Whilst there may well have been very good justification in the past for making such a payment it is no longer considered appropriate or equitable.

Background

It is understood that the Town has never provided library services in its own right, and therefore an arrangement (agreement) was entered into with the City of Fremantle to assist them with the operation of their library services.

To formalise the arrangement an agreement was entered into by both parties. The current agreement between the City and Town expired a number of years ago with the understanding that a new agreement would be put in place for continued service provision. Services provided include the provision of access to a library, toy library and history services to the Town of East Fremantle by the City of Fremantle.

The Fremantle library provides early childhood literacy services to the East Fremantle community through the East Fremantle Child Health New Parent Groups in which we provide advice about library services, early literacy programs and distribute Better Beginnings early literacy materials to children and families. The City also provides access to the “*Its All About Rhyme*” program to this group.

The City currently stores and provides access to the Town’s local history resources including books, oral histories, images and council minutes dating to 1903. It has been recently advised that this service will be restricted for the next few years whilst the City’s new Administration building (including library space) is constructed.

The current contribution paid by the Town for Library services is not considered normal practice, as it is very common for East Fremantle residents to use other libraries of neighbouring local governments without the requirement for a contribution by the Town.

Consultation

City of Fremantle
City of Melville
All Councillors - Budget Workshop (2/05/18)

Statutory Environment

Local Government Act 1995 2.7. Role of council

- (1) *The council —*
- (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
- (a) *oversee the allocation of the local government's finances and resources;*
- and*
- (b) *determine the local government's policies.*

Policy Implications

There are no policy implications in considering this item.

Financial Implications

The Town's financial contribution to the City of Fremantle over the last three (3) financial years for use of public library services:

Year	Contribution
2015/16	\$239,000
2016/17	\$240,000
2017/18	\$200,000

Note in the current financial year (2017/18), the Town reduced its annual contribution by \$40,000 to \$200,000.

Furthermore, please note this payment is a "*voluntary contribution*" that the Town is not required to pay.

Historical services

It is likely that if the annual contribution is to cease in 2019/20, the Town will need to either relocate its historical records to another facility, or request a fee for service from the City of Fremantle for their retention. It is recommended in the first instance that the City be requested to provide a fee for service for the ongoing retention and access to the Town's historical records.

Strategic Implications

Town of East Fremantle Strategic Community Plan 2017-2027:

Strategic Priority 1 – Social – A socially connected, inclusive and safe community

1.1 Facilitate appropriate local services for the health and wellbeing of the community

1.1.3 Facilitate or partner to ensure a range of quality services are provided at a local level

- 1.1.4 *Strengthen the sense of place and belonging through inclusive community interaction and participation*
- 1.2 *Inviting open spaces, meeting places and recreational facilities***
- 1.2.1 *Provision of adequate recreational, sporting and social facilities*
- 1.2.2 *Activate inviting open spaces that encourage social connection*
- 1.3 *Strong community connection within a safe and vibrant lifestyle***
- 1.3.1 *Partner and educate to build a strong sense of community safety*
- 1.3.2 *Facilitate opportunities for people to people to develop community connections and foster local pride*

Site Inspection

Not applicable

Comment

Membership

According to Fremantle Library Annual Reports, library membership by East Fremantle residents over recent years is as follows:

As at 30 June	Membership
2013	1932
2014	1199
2015	1415
2016	1428
2017	1414

Following a request for the number of “active” East Fremantle library members the following information has been obtained from the Cities of Fremantle and Melville:

(CITY OF FREMANTLE LIBRARY)

Current Active Users - *Active members are considered to be those who borrow a physical item at least once a quarter.*

724 residents from East Fremantle (As at end of 2016/17 financial year)

Toy Library - 63 from East Fremantle (As at end of 2016/17 financial year)

(CITY OF MELVILLE LIBRARIES x 5)

Current Active Users - *Active members over 2 years*

1,125 residents from East Fremantle (As at 1 April-30 June 2017 quarter)

Broken up as follows:

- | | |
|---------------------------|--------------|
| 1. AH Bracks Library | 1000 |
| 2. Bullcreek Library | 11 |
| 3. Canning Bridge Library | 15 |
| 4. Civic Square Library | 70 |
| 5. Willagee Library | 29 |
| | 1,125 |

Whilst the Town is keen to continue to work in partnership with the City of Fremantle, it is felt that this contribution is no longer appropriate, and perhaps these funds (or portion) could be better used for the development of other shared services with the City.

In light of the time of year (2018/19 Budget process), it is believed it would not be fair or reasonable to fully withdraw from the services without providing adequate notice (12 months). Therefore, it is recommended that the Town reduce the payment by a further \$50,000 (2018/19), and provide written notice of our intention to withdraw the contribution in total for 2019/20. Therefore, total proposed contribution for 2018/19 would be \$150,000, and \$ nil for 2019/20.

The suggested action to withdraw the payment has not arisen from any dissatisfaction with the services or the City, but rather due to the Town's Budget constraints, and because the payment is no longer considered appropriate or equitable given we do not provide a financial (cash) contribution to any other local government library service.

12.2.5 OFFICER RECOMMENDATION

That Council:

- 1. reduce the contribution by \$50,000, reducing the total payment in 2018/19 to \$150,000**
- 2. make no further payments after 2018/19 financial year.**
- 3. seek a fee for service proposal for the continuation of the Historical services for 2019/20.**
- 4. advise the City of Fremantle of (1) (2) and (3) in writing.**

12.3 GOVERNANCE REPORTS

12.3.1 Public Art On Loan

File ref	A/ART1
Prepared by	Karen Dore Economic & Community Development Officer
Supervised by	Peter Kocian, Interim Executive Manager Corporate Services
Meeting Date:	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Artwork Loan Agreement, Tony Jones2. Safety Review Report, Donald Veal Consultants3. Starboard and Port (visual)4. LGIS Insurance Quote

Purpose

Council is requested to consider endorsing the *Public Art On Loan* project and authorise the co-signing of the Artwork Loan Agreement.

Executive Summary

Following the Town being offered the loan of several pieces of artwork extensive research was undertaken, with reference to community safety and Town liability, to ensure that this *Public Art On Loan* project could be facilitated for the benefit of the community in a responsible manner.

Upon advice from LGIS the Town prepared an Artwork Loan Agreement, which clarifies the responsibilities of each party, including (but not limited to) insurance, installation and deinstallation (including transportation).

Background

In mid-2017 renowned local artist, Tony Jones, offered to loan the Town of East Fremantle some pieces of artwork to be publicly displayed.

Tony is a sculptor who works across a wide range of mediums. His artistic vision encompasses cultural and political issues, local history, maritime and aeronautical imagery along with imagined themes.

His work is featured in many collections, both private and public as well as commissioned pieces, across WA. Recent projects include – but are not limited to – the Perth Children's Hospital, Bicton Baths, Perry Lakes, Mundaring Weir, Fiona Stanley Hospital and Sculptures by the Sea.

Source: www.tonyjonesartprojects.com

It is proposed that the two maritime themed pieces, "Port" and "Starboard" (see Attachment 3), be installed in the centre of two Preston Point Road roundabouts which overlook the river – namely those at the Petra Street and Wauhop Road intersections. Separate to the proposed public art project, both roundabouts will be re-landscaped with lower growing native shrubs/groundcover to ensure that visibility is not impeded for vehicles approaching the intersections.

Consultation

Chief Executive Officer, Gary Tuffin
Operations Manager, Steve Gallagher

Elected Members

Tony Jones

Donald Veal Consultants

LGIS

Potentially affected residents (refer following)

On 29 March 2019 letters (180) were mailed to residents within the vicinity of the project location. Five (5) submissions were received, summary as follows;

1. Ref: OEM28332 – *supportive of the project, choice of artwork and location.*
2. Ref: IEM65422 – *supportive of the removal of shrubs from the roundabouts, however, not supportive of the location, feels that the placement of the artwork will be a distraction, suggests that they should be placed in a park.*
3. Ref: IEM65433 – *no objection to the project, artwork or location. Suggests ensuring that the new greenery is very low growing.*
4. Ref: IEM64539 – *supportive of the project, choice of artwork and location.*
5. Ref: IEM65521 – *not supportive of the location or art choice. Feels that as the art works represent important navigational symbols it would be confusing to have them placed on a road.*

Each submitter has had their input acknowledged, has been advised of this report and will be advised of the outcome of said report.

Statutory Environment

Nil.

Policy Implications

4.2.6 Public Art Policy

This proposal meets the principles of the *Public Art Policy* as follows:

- 2.1 Placemaking – *these instalments will enhance the public spaces*
 - 2.2 Site Specific – *with their nautical theme these pieces are responsive to the area*
 - 2.3 Universal Access – *these pieces are universally engaging*
 - 2.4 Local and Unique – *these pieces have been created and loaned by a local artist, and are unique*
 - 2.5 Best Practice – *the pieces will be installed on their bespoke bases under the direction of the artist*
 - 2.6 Collection Management – *these pieces are on loan and will be covered by an MOU*
 - 2.7 Criteria: *each piece will be;*
 - publicly visible
 - an original
 - of high quality
 - durable, sustainable and easy to maintain
 - attractive and stimulating
 - reflecting the nautical nature of the local area
 - monitored for vandalism
- And will not;*
- detract from amenity or safety, as they are in roadways it may not be appropriate for them to be lit at night

Financial Implications

Should Council endorse the **Public Art On Loan** project an additional insurance premium of \$13.65 would be payable in the 2017-2018 financial year. For future budget considerations an annual amount of ≈\$60.00 would be expected.

The Town of East Fremantle would also be liable for the cost of transporting the pieces, which has been estimated at a cash cost of \$300.00 (equipment hire) along with three (3) hours labour for two (2) Council employees.

Strategic Implications

Town of East Fremantle Strategic Community Plan 2017-2027

Strategic Priority 1: Social. "A socially connected inclusive and safe community"

- 1.1.1 Strengthen the sense of place and belonging through inclusive community interaction and participation
- 1.3.3 Enrich identity, culture and heritage through programs, events and celebrations

Strategic Priority 4 – Natural Environment – Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity

- 4.1.2 Plan for improved streetscapes, parks and reserves

Site Inspection

Further to an initial site inspection undertaken by the Town's Operations Manager, Donald Veal Consultants were engaged to prepare a Safety Review Report (refer to Attachment 2).

Two potential issues were identified, visibility and roadside hazard. The report states:

Visibility: As the artworks are to be mounted in the central islands of the two roundabouts, and are of a slim design that will not extend beyond the inner kerbing, there is no likelihood of critical sight lines being compromised for any road users.

Roadside Hazard: Whilst non-frangible hazards should not be located within any clear zone along any road, unless protected by a suitable crash barrier system, the artworks to be installed are considered frangible, and will also be secured by suitable shear bolts, therefore they should not pose a significant roadside hazard.

Comment

Mr Jones' offer presents an exciting, and extremely cost effective, opportunity to enhance two (2) highly visible, well-trafficked locations within the Town.

12.3.1 OFFICER RECOMMENDATION

That Council:

- 1. endorse the *Public Art On Loan* project; and**
- 2. authorise the co-signing of the Artwork Loan Agreement.**



135 Canning Highway
 EAST FREMANTLE WA 6158
 PO Box 1097, FREMANTLE WA 6959
 T: 9339 9339 F: 9339 3399
 E: admin@eastfremantle.wa.gov.au
 W: www.eastfremantle.wa.gov.au

ARTWORK LOAN AGREEMENT

This Agreement is entered into by The Lender (see below) and the Town of East Fremantle as follows;

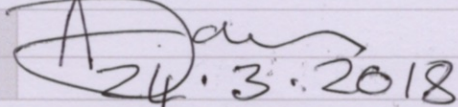
Information Required	Your Response
THE LENDER (NAME):	Tony Jones
LENDER'S MAILING ADDRESS:	45 Bedford Street, East Fremantle WA 6158
LENDER'S TELEPHONE NUMBER:	9339 1127 / 0409 680 401
LENDER'S EMAIL ADDRESS:	tonyjonesart@arach.net.au
TITLE OF ARTWORK/S:	1) "Port" and 2) "Starboard"
SUMMARY OF ARTWORK/S:	
VALUE OF WORK/S:	\$12,500 each, total \$25,000
ARTIST:	Tony Jones
COPYRIGHT HOLDER:	Tony Jones
MEDIUM:	Sculpture
DIMENSIONS:	approx 350 x 80 x 80 cm
PERIOD OF LOAN – FROM:	April 2018
PERIOD OF LOAN – TO:	To be advised
DISPLAY LOCATION:	Preston Point Road, East Fremantle
TRANSPORT TO LOCATION (DETAILS):	To be organised by The Lender, with reasonable and agreed upon costs covered by the Town of East Fremantle
INSTALLATION DETAILS:	To be organised by The Lender, with reasonable and agreed upon costs covered by the Town of East Fremantle
DEINSTALLATION DETAILS:	To be organised by The Lender, with reasonable and agreed upon costs covered by the Town of East Fremantle
TRANSPORT FROM LOCATION (DETAILS):	To be organised by The Lender, with reasonable and agreed upon costs covered by the Town of East Fremantle

Under this agreement the artwork/s remain the property of The Lender. The responsibility for maintenance (not related to an accidental damage or vandalism incident) remains with The Lender.

The Town of East Fremantle agrees to be responsible for;

- the acquisition of suitable insurance for the artwork/s whilst on display; and
- repairs (in consultation with The Lender) required due to accidental damage or vandalism to the artwork/s.

I have read and agree to the Terms and Conditions (reverse). I certify that as 'The Lender' I am authorised to sign this agreement and confirm that the details above are correct to my knowledge.

Signed (The Lender):		<i>*By entering your name you acknowledge you are authorised to sign this agreement.</i>
Date:	24.3.2018	

Please sign, date and return the completed Artwork Loan Agreement to the Town of East Fremantle.

Signed (on behalf of the Town of East Fremantle):	_____ Chief Executive Officer	<i>A countersigned copy will be returned to you for your records.</i>
Date:	_____	

Terms and Conditions Governing this Artwork Loan Agreement

1. Unless permission is refused in writing, it is understood that The Lender authorises the Town to photograph and reproduce in any media the loaned artwork/s for archival, educational and publicity purposes. The Town will grant credit to The Lender where possible and appropriate. The Town will utilise the provided "Summary of Artwork/s" (see reverse) to reference the piece/s.
2. The Town of East Fremantle will insure the artwork/s under their existing policy, for the amount indicated on the face of this agreement, against all risks of physical loss or damage from any external cause whilst on location during the period of the loan.
3. The artwork/s will remain in the possession of the Town for the period specified in this agreement. However, the artwork/s may be withdrawn from display at any time by the Town. Except in the case of emergency to preserve the artwork/s, the piece/s will not be cleaned, restored or otherwise altered without the written consent of The Lender. In the case of an emergency The Lender will be advised by telephone.
4. If the artwork/s are available for purchase the prospective buyer should be advised of the term of this agreement.
5. The Lender warrants that they have all right, title and ownership interest in the artwork/s and that the artwork/s is/are not subject to any ownership, lien, encumbrance, copyright infringement or other claim by any person or entity.
6. Either party may terminate this Agreement by giving the other party thirty calendar day's written notice.

Artwork Transportation

Transportation of the artwork/s, including insurance of the artwork/s whilst in transit, shall be the responsibility of the party named in the Artwork Loan Agreement (see reverse).

Artwork Installation and Deinstallation

Installation of the artwork/s, including insurance of the artwork/s during the installation, shall be the responsibility of the party named in the Artwork Loan Agreement (see reverse).

Deinstallation of the artwork/s, including insurance of the artwork/s during the deinstallation, shall be the responsibility of the party named in the Artwork Loan Agreement (see reverse).



April 2018

Draft

Preston Point Road Art Installations

Prepared For:
Town of East Fremantle



Safety Review
Report



DOCUMENT ISSUE AUTHORISATION

Issue	Rev	Date	Description	Prepared By	Checked By	Approved By
0	0	17/04/2018	Draft Report	SGY	DNV	DNV

The information contained in this document is solely for the use of the client identified for the purpose for which it has been prepared. It is not to be used by any third party and no responsibility is undertaken to any third party. All photographs remain the copyright of Donald Veal Consultants and are included for illustration only.

Donald Veal Consultants

TABLE OF CONTENTS

	PAGE
1. INTRODUCTION.....	3
1.1 BACKGROUND.....	3
1.2 SITE VISIT.....	3
2. ARTWORKS.....	4
3. CURRENT SITUATION.....	5
3.1 GENERAL LOCATION.....	5
3.2 ROAD HIERARCHY.....	5
3.3 TRAFFIC DATA.....	6
3.4 CRASH HISTORY.....	6
4. PETRA STREET ROUNDABOUT.....	7
4.1 GENERAL.....	7
5. WAUHOP ROAD ROUNDABOUT.....	9
5.1 GENERAL.....	9
6. SAFETY REVIEW AND RISK ASSESSMENT.....	11
6.1 VISIBILITY.....	11
6.2 ROADSIDE HAZARD.....	11
6.3 RISK ASSESSMENT.....	11
7. CONCLUSIONS AND RECOMMENDATIONS.....	12
7.1 CONCLUSIONS.....	12
7.2 RECOMMENDATIONS.....	12

1. INTRODUCTION

1.1 BACKGROUND

The Town of East Fremantle has commissioned Donald Veal Consultants (DVC) to undertake a safety review and risk assessment of the proposed installation of Public Art on two roundabouts along Preston Point Road.

The artworks are intended to be located on the central islands at the intersections of Preston Point Road with Petra Street and Wauhop Road.

This report provides a safety review of the current situation at the locations, and provides a recommendation with regard to improvements that might be made.

1.2 SITE VISIT

A site visit was carried out by our Principal Consultant, Steve Yapp, who is also an accredited Senior Road Safety Auditor. The site visit was carried out on Monday March 26th 2018. Stephen Gallagher, Operations Manager with the Town, also attended.

Notes and photographs were taken during the site visit, some of which appear in this report.

2. ARTWORKS

It is understood that the artworks to be installed at the two roundabouts are some 4m in height, and constructed of fairly thin metal.

Whilst it was not possible to physically examine the construction of the items, as they were locked in a storage compound, they were visually inspected and photographed. Additional photos were supplied later by the Town. See **Photos 1 & 1a**.



Photos 1 & 1a: Artworks in storage prior to installation.

It was concluded that whilst the structures appeared to be sufficiently robust to withstand general wind loading and the like, they are not particularly heavy-duty, and would not withstand a significant impact from an errant vehicle without collapsing in a similar manner to a modern street lighting column.

The artworks are generally narrow at the base, where they will be mounted with bolts to a concrete base. Should there be any doubt as to the frangibility of the artworks themselves, in the event of being struck by an errant vehicle, the bolts should be of a type that will shear off under an appropriate lateral load.

3. CURRENT SITUATION

3.1 GENERAL LOCATION

The two roundabouts are located along Preston Point Road in East Fremantle, just south of the Swan River. See **Figure 3.1**.



Figure 3.1: Location of roundabouts

3.2 ROAD HIERARCHY



Figure 3.2: MRWA Road Hierarchy

3.3 TRAFFIC DATA

The speed limit along Preston Point Road is 50km/h through both roundabouts, whilst the side roads are also limited to the urban default speed limit of 50km/h.

The latest traffic count along Preston Point Road in MRWA's Metropolitan Traffic Digest comes from 2014/15 and was recorded as 5,270 vpd, with 5.2% being classed as heavy vehicles.

No counts were available for the side roads.

3.4 CRASH HISTORY

MRWA's CARS crash database returned 6 crashes at the Petra Street roundabout and 3 crashes at the Wauhop Road roundabout, in the last 5-year period (2013-17).

Of the crashes at Petra Street, three were rear-enders, two were thru-thru crashes and one was an off carriageway crash, on the left hand side. One of the rear end crashes resulted in medical treatment being required, whilst the others were all property damage only.

Of the crashes at Wauhop Road, one was a rear-ender, one was a thru-thru crash and one was an off carriageway crash, on the left hand side. All three crashes resulted in property damage only.

4. PETRA STREET ROUNDABOUT

4.1 GENERAL

The intersection of Petra Street with Point Preston Road is set out as a single lane roundabout. The central island of the roundabout has a diameter of approximately 5.0m. The trafficable annulus increases this diameter to around 10m.

As can be seen in **Photo 2**, the southern Petra Street approach to the roundabout is on a noticeable downhill gradient, which continues north of the roundabout as the road drops down to the river.



Photo 2: Petra Street roundabout.

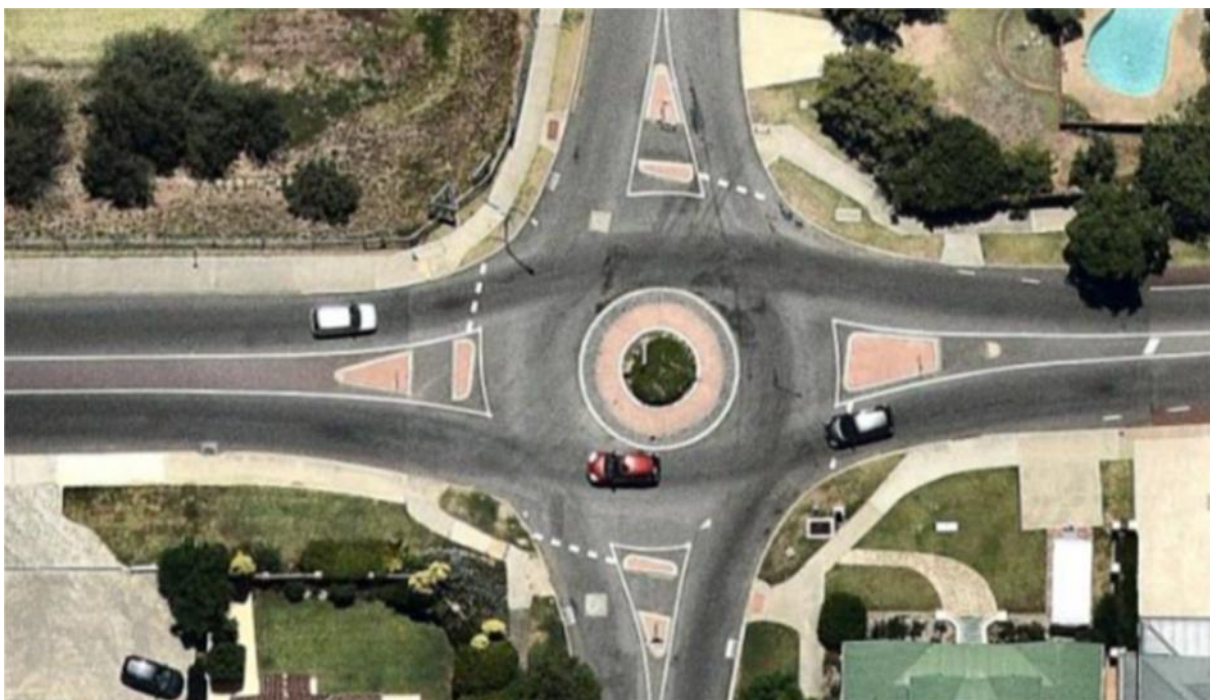


Figure 4.1: Intersection layout.

The approaches to the roundabout all have median splitter islands, mounted upon which are Give Way signs. See **Figure 4.1**. These islands effectively direct approaching vehicles onto the circulatory carriageway, providing suitable deflection away from the roundabout's central island.

The central area has recently been cleared, in preparation for the installation of the artwork, however, two direction signs remain within this area, directing people to the nearby East Fremantle Tennis Club and Yacht Club.

5. WAUHOP ROAD ROUNDABOUT

5.1 GENERAL

The intersection of Wauhop Road with Point Preston Road is set out as a single lane roundabout. The central island of the roundabout has a diameter of approximately 12.0m. The trafficable annulus increases this diameter to around 15m.

As can be seen in **Photo 3**, the southern Wauhop Road approach to the roundabout is on a noticeable downhill gradient, which continues north of the roundabout.



Photo 3: Wauhop Road roundabout



Figure 5.1: Intersection layout.

The approaches to the roundabout all have median splitter islands, mounted upon which are Give Way signs. See **Figure 5.1**. These islands effectively direct approaching vehicles onto the circulatory carriageway, providing suitable deflection away from the roundabout's central island.

The central area of the roundabout has been recently cleared, in preparation for the installation of the artwork.

6. SAFETY REVIEW AND RISK ASSESSMENT

There are primarily two potential issues with the installation of these artworks in the central island of the two roundabouts. These are the possibility of the artworks compromising visibility for other road users, and the likelihood of an errant vehicle impacting the structures.

6.1 VISIBILITY

As the artworks are to be mounted in the central islands of the two roundabouts, and are of a slim design that will not extend beyond the inner kerbing, there is no likelihood of critical sight lines being compromised for any road users.

6.2 ROADSIDE HAZARD

Whilst non-frangible hazards should not be located within any clear zone along any road, unless protected by a suitable crash barrier system, the artworks to be installed are considered frangible, and will also be secured by suitable shear bolts. Provided the artworks can be confirmed as being frangible and are secured by shear bolts, they should not pose a significant roadside hazard.

6.3 RISK ASSESSMENT

It should be noted that there is no recorded history of errant vehicles tracking across the central island of the roundabout in either location, and there does not appear to be any reason why the installation of the artworks should cause this to change.

Should an errant vehicle strike the artwork at either location, the structure is expected to collapse, in a similar manner to a frangible lighting column. In the case of the Wauhop Road intersection, this would occur wholly within the roundabout's central area. At Petra Street, the reduced size of the roundabout may result in the collapsed structure encroaching into the circulatory carriageway. However, the risk of this is considered small, and the likelihood of the collapsing artworks actually hitting either another vehicle or a pedestrian is considered very low.

The artworks will be located centrally in each roundabout, where they will not present a visibility issue on any of the approaches, and this aspect should not therefore contribute to any additional crashes at either location.

7. CONCLUSIONS AND RECOMMENDATIONS

7.1 CONCLUSIONS

The installation of the artwork in these two locations would not appear likely to affect visibility for any road users in any meaningful way, and would not present a significant hazard to any errant vehicle that might impact them.

There is no recorded history of vehicles crashing through the central islands of these two roundabouts, and the presence of the artworks is not expected to change this.

However, should such an event occur, the structures are expected to collapse. Being around 4m in height, the structures should remain mostly within the central island and annulus at both roundabouts, but could potentially be pushed into the circulatory carriageway at Petra Street. Hypothetically, this may affect other vehicles on or approaching the roundabout. Nonetheless, the likelihood of the collapsing artworks actually hitting either another vehicle or a pedestrian is considered very low.

7.2 RECOMMENDATIONS

It is recommended, after confirmation that the design and materials employed in the construction of the artworks is compatible with them being considered 'frangible', that the structures be installed at the two roundabout locations, secured to a suitable concrete foundation by bolts with the appropriate maximum shear resistance. If necessary, advice regarding the design and specification of the foundation and shear bolts should be sought from a suitably qualified structural engineer.

The direction signs for the Tennis and Yacht Clubs currently installed in the central area of the Petra Street roundabout will need to be relocated to a safe and visible alternative position.



“Starboard” and “Port”
Dimensions: ≈350cm x 80cm x 80cm
Artist, Tony Jones

IEM63384

From: Claire Choo [REDACTED]
Sent: Monday, 18 December 2017 2:01 PM
To: Terry Paparone [REDACTED]
Subject: RE: INSURANCE FOR PUBLIC ART ON LOAN

Hi Terry

As discussed this morning, approximate premium to add the \$30,000 worth of public art from 01 March 2018 would cost \$13.66 + GST

Also as mentioned we trust the Town has carried out their own risk assessments in the placement of public art situated at various roundabouts where there may be higher risk of property damage claims.

Hope this helps, should you have any further queries please do not hesitate to contact me

Many thanks,

Claire Choo | Account Broker, Member Services
Level 3, 170 Railway Parade West Leederville WA 6007
[REDACTED] | www.lgiswa.com.au



From: Terry Paparone [REDACTED]
Sent: Thursday, 14 December 2017 11:20 AM
To: Choo, Claire - AUS PRS
Subject: INSURANCE FOR PUBLIC ART ON LOAN

Hi Claire

In David Taylor's absence it has been suggested I seek advice on the following:

In the New Year there is a possibility of Council having three pieces of outdoor loaned artwork on public display.

An MOU will be in place, along the lines of;

- Each piece will be given a value by the artist (Tony Jones) - **Estimated value of each art piece is \$10,000 (\$30,000 in total)**
- Each piece remains the property of the artist
- Each piece is received on the understanding that it will remain 'displayable' for the period of the time lent – ie if they fade it will be the artists responsibility to have them resprayed or removed

- LGA are to be responsible for;
 - Installation
 - Maintenance, should they be damaged (vandalism or accident)
 - Insurance cover for the period of their display
 - Public liability cover for the period of their display
 - De-installation at the end of the term
 - Installation of a plaque acknowledging and thanking the donor

I would appreciate your assistance in advising how we would go about covering the items. I have attached the confidential draft discussion paper for your information showing the artwork and proposal of where they may be installed.

With regards to the timeline for this 'project', it is anticipated the installation may take place in March 2018.

I kindly await your advice on the above, including anticipated insurance costs.

Regards



Terry Paparone | Manager Administration and Finance
Town of East Fremantle
Phone: [REDACTED] | Fax: 08 9339 3399
Email: [REDACTED]
Website: www.eastfremantle.wa.gov.au



Please consider the environment before printing this e-mail

The Town Hall is now closed for renovations. Please note that all deliveries and reception enquiries can be made at Dovenby House, 1 Council Place (adjacent to the car park at the rear of the Town Hall). All contact details remain the same.

12.3.2 Annual Leave - Chief Executive Officer

File ref	A/ST1
Prepared by	Gary Tuffin, Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil.

Purpose

To inform Council of the Chief Executive Officer's approved annual leave.

Executive Summary

The Mayor has approved the Chief Executive Officer's request for annual leave for the period 6th July to 13th July 2018.

Mr Andrew Malone (Executive Manager Regulatory Services) has been appointed as the Acting Chief Executive Officer for these dates.

Background

An annual leave request form was submitted, and approved by the Mayor in accordance with policy 4.1.1.

Consultation

Mayor O'Neill

Statutory Environment

Not applicable.

Policy Implications

"Policy 4.1.1 - CEO Approval" in part states;

The Chief Executive Officer shall liaise with, and obtain the approval of the Mayor prior to the taking of any form of leave accrued in accordance with the Chief Executive Officer's contract of employment.

Councillors will be advised when leave has been approved and the arrangements for an Acting Chief Executive Officer.

Delegation DA1 – Acting Chief Executive Officer

On making any appointment under this delegation the Chief Executive Officer shall inform the Council of the details of the appointment.

Financial Implications

The Acting Chief Executive Officer will be paid higher duties for the period.

Site Inspection

Not applicable

Comment

The Mayor has approved the Chief Executive Officer's request for annual leave for the period 6th July to 13th July 2018.

The Executive Manager Regulatory Services (Mr Andrew Malone) has been appointed as the Acting Chief Executive Officer for this period pursuant to delegation DA1.

12.3.2 OFFICER RECOMMENDATION

That Council notes:

- 1. the Chief Executive Officer's annual leave approval for the period 6th July to 13th July 2018.**
- 2. the appointment of Mr Andrew Malone (Executive Manager Regulatory Services) as the Acting Chief Executive Officer for the above period.**

12.3.3 Town of East Fremantle Reconciliation Action Plan

File ref	A/ABA1
Prepared by	Wendy Cooke, Project Coordinator
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	15 May 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Draft Terms of Reference Reconciliation Action Plan Working Group

Purpose

The purpose of this report is for Council to consider the establishment of a Reconciliation Action Working Group (RAWG) to assist the development of the RAP to guide the Town in its journey towards Reconciliation.

Executive Summary

The Town of East Fremantle has allocated funds (\$25,000) in the current Budget (2017/18) to facilitate the initial development of a Reconciliation Action Plan (RAP).

Brief investigations has revealed that the following metropolitan local governments have developed a RAP;

- City of Stirling
- City of Vincent (Reflect)
- City of Melville (Reflect),
- City of Belmont
- City of Rockingham

It is intended to establish a RAWG and liaise closely with Reconciliation Australia, who can guide and support the Town and the working group through the process to the development of a Reflect RAP.

Background

Our nation is home to the oldest continuous living culture in the world which is something we as Australians can all take pride in. The Town recognises the importance of furthering meaningful engagement, mutual respect, creating trust and utilising culturally appropriate practices and protocols to truly understand the needs of local communities. Through a RAP process the Town can continue to build trust and create opportunities to develop positive outcomes.

What is a RAP (source www.reconciliation.org.au)

The Reconciliation Action Plan (RAP) program provides a framework for organisations to support the national reconciliation movement. According to information on Reconciliation Australia's website, no matter where an organisation is on its reconciliation journey, there is a RAP to suit.

A RAP is a strategic document that includes practical actions that will drive an organisation's contribution to reconciliation both internally and in the communities in which it operates.

The RAP Program contributes to advancing the five dimensions of reconciliation – *Race Relations; Equality and Equity; Unity; Institutional integrity; Historical Acceptance* - by supporting organisations to develop respectful relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples.

There are four RAP types (Reflect, Innovate, Stretch, Elevate) that set out the minimum elements required to build strong relationships, respect and opportunities within an organisation and community.

Reconciliation Australia

Reconciliation Australia (RA) provides support and assistance to organisations who are committed to making their own unique contribution to reconciliation in Australia by building relationships, showing respect and generating opportunities for all Australians.

A “*Reconciliation Action Plan*” or “*RAP*” is a valued trademark of Reconciliation Australia. RA are proud to share the RAP logo with organisations that work with them through their feedback and quality assurance process to develop a RAP that meets the minimum elements for all RAPs.

Four Types of RAP

There are four different types of RAPs that can be developed, which are set out below:

Reflect RAP – Laying the Foundations for building respectful relationships (12 month RAP). A Reflect RAP clearly sets out the steps that should take place to build relationships with Aboriginal and Torres Strait Islander stakeholders, and implement a RAP for your organisation. Committing to a Reflect RAP would allow the Town to spend time developing relationships, deciding on a vision for reconciliation and exploring our sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable.

Innovate RAP - Trying new approaches (2 year RAP). The Innovate RAP is where an organisation will develop programs and initiatives to pilot or trial. Deciding on an organisation’s unique vision for reconciliation and developing a deeper understanding their sphere of influence plays a critical role in guiding focus and actions for this type of RAP and are key aspects of your organisation’s Innovate RAP.

Stretch RAP – Setting measurable targets (3 year RAP). Once an organisation has worked to pilot and test strategies and approaches, it may choose to develop a Stretch RAP. This type of RAP is focused on implementing longer-term strategies, and working towards defined targets and goals. The Stretch RAP expects organisations to embed initiatives into business strategies and become ‘business as usual’.

Elevate RAP – Focused attention towards reconciliation (3-4 year RAP). An Elevate RAP is for organisations that have a Stretch RAP in place and are considered leaders in reconciliation. Elevate RAPs require resources and a dedicated effort to incorporate Aboriginal and Torres Strait Islander engagement, employment and community and economic development into your organisation’s core business to contribute towards societal change. They also require greater transparency and accountability through external assessment of their activities.

RA has provided a high-level description of the RAP development process, which needs to occur to receive endorsement

Working Group: *Ensure you have a working group to oversee the development and implementation of the RAP. This group should be representative of your organisation's units, including executive level staff and Aboriginal or Torres Strait Islander representatives. Once the working group is formed, they should determine which type of RAP would best suit the organization.*

Drafting: *At the drafting stage, the organisation is working off the template for the type of RAP they are aspiring towards. Once a draft has been developed that includes all the minimum requirements along with any extra goals/targets the draft is sent to Reconciliation Australia (RA) for formal review.*

Review - [estimate - 3 months]

The review process is meant to ensure that the RAP is consistent with RA's framework, and that it meets the endorsement standards.

During this process the organisation works closely with their allocated RAP officer to develop a final product which meets Reconciliation Australia's requirements for endorsement.

For each round of feedback, we endeavour to return the draft within 2-3 weeks. There can be up to 4-5 rounds of feedback but usually less than this.

Endorsement - [estimate - 1-2 weeks]

Once the RAP meets all requirements the RAP program manager will do a final review and grant conditional endorsement.

There are 2 stages to the endorsement process:

Conditional Endorsement: At this stage the endorsement is of the content from the RAP draft, RA/ RAP logos are provided along with our most current brand guide.

Full Endorsement: Once an organisation has finalised their RAP, including any design work and the inclusion of RA's logos it should be sent to RA for a final go over. If the content remains unchanged from the conditional endorsement stage, and the logo is incorporated in accordance with RA's branding guidelines then the RAP is given full endorsement and is ready to be launched and implemented. (This process typically takes 1-2days

Launch

After the launch, with the approval of the RAP partner the RAP is uploaded on the RA website

Once the RAP is launched it is time to start making change!

Consultation

A Discussion Paper was presented to the May Council Concept Forum outlining the process involved in the development of a RAP.

Statutory Environment

Whilst not a formal committee of council it is recommended that TOR be endorsed to guide the development of the RAP – see attached.

Policy Implications

Not applicable.

Financial Implications

\$25,000 has been allocated in the 2017/18 Budget. This project will be carried over into the 2018/19 Financial Year, subject to Council endorsement of this item.

Strategic Implications

Town of East Fremantle Strategic Community Plan 2017-2027:

Strategic Priority 1 – Social – A socially connected, inclusive and safe community

1.1 Facilitate appropriate local services for the health and wellbeing of the community

1.1.1 *Facilitate or partner to ensure a range of quality services are provided at a local level*

1.1.2 *Strengthen the sense of place and belonging through inclusive community interaction and participation.*

Site Inspection

Not applicable

Comment

The Town's Project Coordinator has been in touch with a RA Western Australia representative who advised they would be available to guide and assist the Town with the development of a Reconciliation Action Plan (RAP).

It is felt at the current time a *Reflect Reconciliation Action Plan* would be an appropriate starting point for the Town on its journey to reconciliation, as via this instrument, the Town will be able to build the foundations for a respectful relationship with Aboriginal and Torres Strait Islander people.

Should Council wish to progress a "*Reflect Reconciliation Action Plan*" it is recommended in line with RA development processes, that a Reconciliation Action Working Group (RAWG) should be established, and it should consist of the following membership;

- Two elected members (Mayor or Deputy Mayor and elected member)
- CEO and/or Representative
- Four community members (including an aboriginal member)

A Draft 'Terms of Reference' for the RAWG have been developed outlining the objectives and role of the group (See attachment).



12.3.3 OFFICER RECOMMENDATION

That Council:

1. in conjunction with Reconciliation Australia (RA) commence work towards establishing the Town's first *"Reflect Reconciliation Action Plan"*.
2. establish a Reconciliation Action Working Group (RAWG) comprising of the following membership;
 - (i) two elected members (Mayor or Deputy Mayor and elected member) being _____ and _____
 - (ii) CEO and/or Representative
 - (iii) four community members (including an aboriginal member)

to assist with the development of the *Town of East Fremantle Reflect Reconciliation Action Plan*.
3. adopt the Reconciliation Action Working Group Terms of Reference;
4. authorise the CEO to call for nominations, and to appoint the four community members to the RAWG.



Terms of Reference

Reconciliation Action Plan (RAP) Working Group

1. Objectives of the Town of East Fremantle RAP Working Group

The primary objective of the RAP Working Group is to advise and assist the Town of East Fremantle in developing a Reconciliation Action Plan (RAP) in consultation with Reconciliation Australia, using their toolkit, templates and resources.

The first essential 'minimum element' for developing a RAP is to establish a working group made up of Aboriginal and Torres Strait Islander stakeholders and non-Aboriginal and Torres Strait Islander stakeholders.

2. Powers of the Town of East Fremantle RAP Working Group

The Working Group is an informal working group appointed by the Council and is responsible to that body. The Working Group does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Working Group does not have any management functions and cannot involve itself in management processes or procedures.

The Working Group is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the CEO.

3. Membership

The Working Group shall consist of elected members, designated Town of East Fremantle employees and Aboriginal and Torres Strait Islander community members as follows:

- Two (2) Elected Members (the Mayor or Deputy Mayor and one councillor);
 - _____
 - _____
- Town of East Fremantle CEO or nominated officer.
- Minimum of four (4) community members including Aboriginal and Torres Strait Community members (to be invited by way of public advertisement).

4. Structure

The RAP working group will be administered by the CEO or representative and include:

- Taking and disseminating minutes to the RAP working group.
- Planning up-coming meetings.



- Locating and sharing research or other documents as determined by the working group members.
- Facilitating consultation with interested staff, external stakeholders (as decided by the RAP working group), and Reconciliation Australia.

5. Agenda

Members of the RAP working group can ask for any item relating to the core business of the group to be placed on any agenda.

6. Meetings

The Working Group shall meet as and when required.

Additional meetings shall be convened at the discretion of the presiding member.

Decisions made at the meetings will only be valid if there is Aboriginal and Torres Strait Islander representation at the meeting.

7. Reporting

Notes and recommendations of each Working Group meeting shall be presented to the Council via the Council Concept Forum and or next Ordinary Meeting of the Council.

The RAP working group is responsible for liaising with all relevant staff to complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia as required.

8. Duties and Responsibilities

The following activities will be carried out by the RAP working group:

- Develop a RAP within the context of the Town's core business and in-line with:
 - Over-arching community strategic plan and corporate business plan.
- Establish a collaborative/consultative process for engaging staff across the organisation so that they can provide ideas for the RAP and comment on drafts.
- Develop a project plan and timeline to development, launch and begin implementing the RAP, including consultation with Reconciliation Australia at regular intervals.
- Regularly liaise with relevant staff and stakeholders to review progress of RAP actions and:
 - Report RAP progress to Reconciliation Australia annually
 - Report RAP progress internally to Council and staff as per Town requirements
 - Report RAP progress to the community and relevant Aboriginal and Torres Strait Islander stakeholders
 - Reflect on key learnings in the development of new RAPs.



- Consider RAP implementation issues and consult with relevant business units to find solutions.
- Liaise with Town staff to finalise the RAP document, and register it on Reconciliation Australia's website.

9. Tenure of Membership

Until the Town of East Fremantle Reconciliation Plan has been adopted by Council.

Positions on Working Group are voluntary, however refreshment will be provided.

10. Working Group

10.1. Chairperson

The members shall appoint the Chairperson.

10.2. Secretary

As appointed by the Chief Executive Officer.

10.3. Quorum

The quorum at any meeting shall be half plus one of the number of offices. Therefore the number for a Quorum shall be four (4) voting members.

10.4. Voting

Shall be in accordance with the Local Government Act, Section 5.21

10.5. Minutes

Shall be in accordance with the Local Government Act, Section 5.22.

10.6. Who Acts If No Presiding Member

Shall be in accordance with the Local Government Act, Section 5.14.

10.7. Meetings

Meetings shall be generally open to the public pursuant to Section 5.23 of the Local Government Act and include question time for members of the pursuant to Section 5.24 of the Local Government Act.

10.8. Members Interests to be Disclosed

Members of the Working Group are bound by the provisions of the Local Government Act Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

10.9. Code of Conduct

Members of the Working Group are bound by Council's Code of Conduct.

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
14. NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING
15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
16. NEW BUSINESS OF AN URGENT NATURE
17. MATTERS BEHIND CLOSED DOORS

That Council resolve the meeting be closed to the public to discuss item 17.1 under the terms of the *Local Government Act 1995, Section 5.23(2)(e)*.

- 17.1 Revitalisation of the East Fremantle Oval Precinct – 01-2017/18 Tender Acceptance
18. CLOSURE