



MINUTES

Council Meeting

Tuesday, 19 November 2019 at 6.33pm

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, 135
CANNING HIGHWAY EAST FREMANTLE ON TUESDAY 19 NOVEMBER 2019.**

1. OFFICIAL OPENING

The Presiding Member opened the meeting at 6.33pm

2. ACKNOWLEDGEMENT OF COUNTRY

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

I am proud to be an Australian having grown up in a country with the oldest living culture in the world.”

3. RECORD OF ATTENDANCE

3.1 Attendance

The following members were in attendance:

Mayor J O’Neill	Presiding Member
Cr C Collinson	
Cr K Donovan	
Cr A McPhail	
Cr A Natale	
Cr D Nardi	
Cr J Harrington	
Cr A Watkins	

The following staff were in attendance:

Mr G Tuffin	Chief Executive Officer
Mr A Malone	Acting Chief Executive Officer
Mr P Kocian	Executive Manager Corporate Services
Mr S Gallagher	Operations Manager
Ms J May	Minute Secretary

There were three members of the public in attendance.

3.2 Apologies

Nil.

3.3 Approved

Cr M McPhail

4. DISCLOSURES OF INTEREST

4.1 Financial

Nil.

4.2 Proximity

Nil.

4.3 Impartiality
Nil.

5. PUBLIC QUESTION TIME

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

5.2 Public Question Time

5.2.1 Ms C Gepp – Local Planning Strategy – Community Consultation

Given the advertising requirements for this document are governed by the Planning and Development (Local Planning Schemes) Regulations 2015 and not Council's adopted Community Engagement Plan, what level of community consultation was intended for the Strategy?

The Executive Manager Regulatory Services advised that the Town will utilise a combination of communication and engagement strategies, including but not limited to workshops, drop in sessions, letters, the Town's website, newsletter and Facebook. The Town at this point envisages an extended engagement process above the prescribed statutory 21 days advertising period. During this advertising period the Town's staff will also be available to answer any queries ratepayers or members of the community might have.

5.2.2 Ms C Gepp – East Fremantle Festival on George Street

What is the reason for the substantial discrepancy of wages for the East Fremantle Festival detailed in the statutory budget as \$2,954 compared to the amount of \$12,840 estimated in the officer's East Fremantle's George Street Festival update (September 2019 Council Meeting).

Mayor O'Neill advised that this question would be taken on notice and a written response would be provided to Ms Gepp and appear in the next Council Minutes.

6. PRESENTATIONS/DEPUTATIONS

6.1 Presentations
Nil.

6.2 Deputations

6.2.1 Item 13.2 Climate Change Strategies – Ms M Flynn

Thank you for the opportunity to address you this evening.

I wish to support the Mayors motion regarding the climate emergency.

I do this to honour the passion, commitment and hard work of local resident Peta Bowden who, along with others in 2016 collected over 750 signatures on a petition of East Fremantle residents calling on the Town of East Fremantle to take action on climate change.

The Council at the time, as a result of the petition, unanimously passed a motion to give deliberate preference for investment with financial institutions that do not invest in, or finance the fossil fuel industry. This was an important policy shift in the right direction.

However, since then the impacts of climate change have continued to escalate. In the weeks since the last council meeting when the Mayor gave notice of the motion that will be debated tonight, we have seen over 11,000 scientists worldwide signing a scientific paper declaring a climate emergency.

A week later we watched on with dread as New South Wales and Queensland battled unprecedented bushfires in November.

So, why is it important for the Town of East Fremantle to make a stand and declare a climate emergency? We are a long way from bushfires, the impact of sea level rise will be minimal for us, most of us can afford to protect ourselves from the worst impacts of hotter summers and wilder storms.

But morally and ethically we can no longer stand back and watch on. It is crucially important that we all personally take action, and demand urgent action on climate change for the sake of the world our grandchildren will grow up in. This is an issue where the Town of East Fremantle can display leadership.

The 21 submissions received in support of this motion are only the tip of the iceberg of support in this community for action on climate change.

In 2016 when Peta Bowden and others collected those signatures by door knocking in East Fremantle, they were overwhelmed that, of those people they managed to catch at home, around 80% were wholeheartedly enthusiastic to sign the petition.

People we spoke to wanted more to be done on climate change and felt that if action was not forthcoming at a state and national government level, at least they could call on their own local government to take action.

The Mayors motion, if passed tonight, will send a strong message to state and federal governments that people want climate change addressed. This is a vital first step.

The next very important step is for the Town to develop an action plan to implement a council based climate emergency response.

Many of us East Fremantle residents have felt powerless in the face of government inaction, but together we are now calling on our local government authority to advocate for stronger action on climate change.

Sadly, Peta Bowden died last year after a short illness. What she taught me in the brief time I knew her was that now is the time stand up and be counted on climate change, and where better to do this than in our own community of East Fremantle.

I congratulate the Mayor taking the initiative on this motion.

The opportunity now exists for the Council as a group to display leadership pass the motion to declare a climate emergency.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Meeting of Council (15 October 2019)

8.1 OFFICER RECOMMENDATION

Moved Cr A McPhail, seconded Cr Watkins

That the minutes of the Ordinary meeting of Council held on Tuesday, 15 October 2019 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

8.2 Meeting of Council (22 October 2019)

8.2 OFFICER RECOMMENDATION

Moved Cr Nardi, seconded Cr Harrington

That the minutes of the Special meeting of Council held on Tuesday, 22 October 2019 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

8.3 Meeting of Council (5 November 2019)

8.3 OFFICER RECOMMENDATION

Moved Cr Natale, seconded Cr Nardi

That the minutes of the Special meeting of Council held on Tuesday, 5 November 2019 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil.

11. REPORTS AND RECOMMENDATIONS OF COMMITTEES

11.1 Town Planning Committee Meeting (5 November 2019)

File ref	C/MTP1
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Meeting Date:	19 November 2019
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 and consider an application for development to the rear of Dovenby House.

Executive Summary

The Committee, at its meeting on 5 November 2019, exercised its delegation in five statutory matters where at least four members voted in favour of the Reporting Officer's recommendations or the Executive Manager Regulatory Services supported the amended resolution.

The planning application relating to the relocation of a railway carriage to the rear of Dovenby House and the resulting proposal to amend the current lease agreement between Council and the Perth History Association requires Council's endorsement and the Committee's recommendation is included below.

Consultation

Town Planning Committee.

Statutory Environment

Nil.

Policy 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.

11.1.1 COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION 031119

Moved Cr Collinson, seconded Cr Harrington

That the unconfirmed Minutes of the Town Planning Committee Meeting held on 5 November 2019 be received.

(CARRIED UNANIMOUSLY)

11.1.2 COMMITTEE RECOMMENDATION

That Council:

- (1) authorise an amendment to the current lease agreement between Council and The Perth History Association Inc for the lease area for Dovenby House to include the surrounding gardens.
- (2) grant approval for proposed railway carriage to be relocated to the rear of the heritage listed building at 135 (Dovenby House) Canning Highway, East Fremantle, as indicated on the plans and information date stamped received 18 October 2019 subject to the following conditions:
 - (a) This is a temporary planning approval which permits the railway carriage to be located as indicated in its nominated location for a period of the lease agreement between the Town and the Perth History Association Inc. At the end of this time the carriage shall be removed (within one (1) month after the termination of the lease) and relocated to another site and all costs associated with the removal and restoration of the carriage are to be borne by the applicant.
 - (b) Upon the removal of the carriage all Council infrastructure and property is to be reinstated and remediated to the satisfaction of the Chief Executive Officer.
 - (c) The applicant to lodge with the Town a five thousand dollar (\$5000) bond for the protection of Council's infrastructure and property. The bond shall be repaid upon the removal of the carriage and all remediation works have been completed to the satisfaction of the Chief Executive Officer.
 - (d) No signage is approved or permitted in regards to this application. Should the applicant wish to install signage, a signage application will be required to be submitted to Council for determination.
 - (e) 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.
 - (f) All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan submitted to the satisfaction of the Chief Executive Officer.
 - (g) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
 - (h) 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.
 - (i) 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.

- (j) This approval does not relate to other works or uses. A development application is required to be submitted to the Town for any other proposed works or changes of use for the consideration of Council.
- (k) This planning approval is to remain valid for a period of 24 months from date of this approval.
- (l) The carriage is fully restored prior to installation at the site
- (m) The interpretive panels are approved by the Town's Art Advisory Committee

Footnote:

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

- (i) *this decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) *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.*
- (iii) *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.*
- (iv) *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).*
- (v) *matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (vi) *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".*

*Moved Cr Harrington, seconded Cr A McPhail
The adoption of the Committee's recommendation.*

Amendment

Moved Cr Collinson seconded Cr Watkins

That condition (l) be deleted.

(LOST ON CASTING VOTE OF THE PRESIDING MAYOR)

Amendment

Moved Mayor seconded Cr Natale

That condition (l) be amended to read:

"Major restoration works to the carriage are to occur offsite and only minor painting, sanding and associated repairs are permitted onsite"

(CARRIED 7:1)

The substantive motion, as amended, was put.



11.1.2 SUBSTANTIVE MOTION/COUNCIL RESOLUTION 041119

Moved Cr Harrington, seconded Cr A McPhail

That Council:

- 1. authorise an amendment to the current lease agreement between Council and The Perth History Association Inc for the lease area for Dovenby House to include the surrounding gardens.**
- 2. grant approval for proposed railway carriage to be relocated to the rear of the heritage listed building at 135 (Dovenby House) Canning Highway, East Fremantle, as indicated on the plans and information date stamped received 18 October 2019 subject to the following conditions:**
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 - (b) Upon the removal of the carriage all Council infrastructure and property is to be reinstated and remediated to the satisfaction of the Chief Executive Officer.**
 - (c) The applicant to lodge with the Town a five thousand dollar (\$5000) bond for the protection of Council's infrastructure and property. The bond shall be repaid upon the removal of the carriage and all remediation works have been completed to the satisfaction of the Chief Executive Officer.**
 - (d) No signage is approved or permitted in regards to this application. Should the applicant wish to install signage, a signage application will be required to be submitted to Council for determination.**
 - (e) 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.**
 - (f) All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan submitted to the satisfaction of the Chief Executive Officer.**
 - (g) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.**
 - (h) 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.**
 - (i) 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.

- (j) This approval does not relate to other works or uses. A development application is required to be submitted to the Town for any other proposed works or changes of use for the consideration of Council.
- (k) This planning approval is to remain valid for a period of 24 months from date of this approval.
- (l) Major restoration works to the carriage are to occur offsite and only minor painting, sanding and associated repairs are permitted onsite
- (m) The interpretive panels are approved by the Town's Art Advisory Committee

Footnote:

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- (iii) 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.*
- (iv) 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).*
- (v) matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (vi) 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)

12. REPORTS

12.1 PLANNING

12.1.1 Endorsement of Draft Local Planning Strategy as Suitable for Public Advertising

File ref	LPS1; TPR3
Prepared by	Stacey Towne, Urban Project Planner
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting Date:	19 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Draft Town of East Fremantle Local Planning Strategy – Part 1: Local Planning Strategy2. Draft Town of East Fremantle Local Planning Strategy – Part 2: Background Information and Analysis

Purpose

The purpose of this report is for Council to consider initiation of the approval process for the attached Draft Town of East Fremantle Local Planning Strategy 2019 under the provisions of Part 3 – Local Planning Strategies of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which includes seeking certification from the Western Australian Planning Commission (WAPC) to commence advertising for public comment.

Executive Summary

The Draft Local Planning Strategy (LPS) has been prepared by the Town of East Fremantle (the Town) pursuant to the *Planning and Development (Local Planning Schemes) Regulations, 2015* (the Regulations). Once finally approved and endorsed by the WAPC, this LPS will supersede the Town of East Fremantle Local Planning Strategy 2003 (LPS 2003) and will guide the review of Local Planning Scheme No. 3.

Earlier attempts to review LPS 2003 commenced in 2012-13, however, a number of events led to that not proceeding to finalisation at that time. This latest Draft LPS has been developed taking into consideration the previous LPS review work and has also been informed by a number of recent strategic reports, studies and community surveys undertaken by (or on behalf of) the Town.

In accordance with the WAPC's *Local Planning Manual (2010)*, this Draft LPS has been developed in two parts as follows:

- Part 1 – Local Planning Strategy; and
- Part 2 – Background Information and Analysis.

The Draft LPS provides strategies and actions according to the following broad themes: Housing – additional dwellings; Heritage, Character and Urban Design; Commercial/Economy/Employment; Open Space and Community; Social Wellbeing; Environment and Sustainability; and Transport, Traffic and Infrastructure.

Subject to the WAPC's certification, the Draft LPS will be advertised for public comment. Any submissions will then be considered and assessed and the documents may be modified before

adoption. Council will then reconsider the documents. The WAPC must also endorse the LPS, which may require further modifications before approval is finalised.

Background

Regulation 65(2) provides the review periods for existing schemes prepared under the Regulations. For schemes gazetted prior to 18 October 2010, these were to be reviewed in 2017. The Town of East Fremantle Local Planning Scheme No. 3 was gazetted on 3 December 2004 and should soon be reviewed. In accordance with Part 3 of the Regulations, the Town is to prepare a LPS for its Local Planning Scheme.

In accordance with regulation 67 of the regulations, Council at its ordinary Meeting held on 18 September 2018, adopted a Report of Review for Local Planning Scheme No. 3 and resolved to advise the WAPC that:

1. *The Town of East Fremantle Local Planning Scheme No. 3 requires review, a new Local Planning Scheme No. 4 should be prepared, and Local Planning Scheme No. 3 be repealed upon gazettal of the new local planning scheme; and*
2. *The Town of East Fremantle Local Planning Strategy (2003) is not satisfactory in its present form and is currently in the process of review, it should be repealed and a new strategy prepared in its place.*

Previous Local Planning Strategy Documents

LPS 2003 has been the subject of a review process since 2012-13 and a draft was most-recently advertised for public comment between 30 April 2016 and 23 May 2016. Council's consultant at that time prepared a report on submissions in August 2016, however, this has not been considered by Council and no further action has taken place to date.

The development of a relevant LPS has been somewhat stymied by delays that have occurred during the statutory planning process, complicated further by the State Government's now defunct proposals for Local Government reform (including amalgamation), changes to the State government planning framework and guidelines as well as further studies being undertaken by the Town of East Fremantle and others over that timeframe.

The Town of East Fremantle also proposed a number of changes to Local Planning Scheme No. 3 (through omnibus Amendment 10) to support the initial drafts of the LPS, however, these were partially rejected by the Minister for Planning indicating a need to make further adjustments.

A number of years have passed since the inception of the initial draft LPS, and although modifications have been made over that time, the draft LPS advertised in April/May 2016 is not considered to fully represent best planning practice and desired strategic community outcomes. Subsequently, a number of elements within the previous draft LPS require modification and this new LPS has been prepared with particular focus on:

- Identification of higher density residential development investigation areas in specific strategic locations;
- Less emphasis on dual residential coding;
- Mixed use areas to include an increased residential function; and
- Development of planning tools that emphasise consideration of design matters.

Scope

A LPS is a high level strategic planning document that sets a long-term (10 to 20 year) planning framework for the Town, addressing social, environmental and economic factors which effect land use and development. Desired outcomes associated with the LPS will inform and guide statutory provisions within the Local Planning Scheme which, together with Council's Local Planning Policies, will assist in its implementation.

The Regulations provide that a local planning strategy must:

- Set out the long term planning directions for the local government;
- Apply State and regional planning policy that is relevant to the strategy; and
- Provide the rationale for any zoning or classification of land under the local planning scheme.

Approval Process

In accordance with Regulation 13 of the Regulations, this LPS is to be advertised for not less than 21 days inviting the public and public authorities to view the LPS and to make submissions. It is intended that advertising will be undertaken beyond the statutory requirement of 21 days and a full engagement plan will be carried out.

The Town of East Fremantle will consider and review the LPS in light of any submissions and may support it without modification, or with proposed modifications to address any issues raised. This decision is conveyed to the WAPC, who within 60 days of its receipt unless otherwise approved, may endorse the LPS without modification, endorse the LPS with some or all of the modifications if proposed by the Town of East Fremantle, require the Town of East Fremantle to make other specific modifications, or refuse to endorse the LPS.

When the LPS is endorsed (final approval) by the WAPC it is to be published in a manner the WAPC considers appropriate. The Town of East Fremantle must ensure a copy of the LPS is made available for public inspection at its offices and may also publish a copy on its website. Once it has been finalised, the LPS may be amended by the Town of East Fremantle, however, any changes must also be endorsed by the WAPC.

Consultation

1. Consultation relating to a number of strategic planning and development projects (some yet to be finalised) over the last few years has contributed to informing the development of this Draft LPS, including:
 - The previous LPS review documents that were advertised for public comment in 2013 and again in 2016 following substantial changes required by the WAPC.
 - Direction from the WAPC/Minister for Planning with regard to Amendments 10 and 11.
 - Town of East Fremantle Strategic Community Plan 2017-2027.
 - Town of East Fremantle Community Perceptions Scorecards, April 2017 and March 2019.
 - Amendments 14 and 15 (Roofing 2000 and Royal George Hotel site, respectively).
 - Town of East Fremantle Recreation and Community Facilities Strategy (2016).
 - Town of East Fremantle Foreshore Management Plan (2016).
 - Town of East Fremantle Public Art Strategy (2017).
 - Leeuwin Vision Plan (2016).
 - Town of East Fremantle Public Health Plan 2018-22 (2018).
 - Disability Access and Inclusion Plan 2016-2026 (2017).
 - East Fremantle Oval Precinct Revitalisation Vision (2019).
 - Preston Point Road North Facilities Master Plan.

- The Integrated Traffic Management and Movement Strategy.
- 2. Planning staff has also met with officers from other agencies and adjoining Local Governments including the City of Melville; the City of Fremantle; Water Corporation; and Department of Planning, Heritage and Lands.
- 3. Subject to WAPC certification, this LPS is to be advertised for not less than 21 days in accordance with Regulation 13 of the Regulations inviting the public and public authorities to view the LPS and to make submissions. Council may consider a more lengthy consultation period.

Statutory Environment

Planning and Development Act, 2005

Planning and Development (Local Planning Schemes) Regulations, 2015

Policy Implications

As a result of recommended actions within the Draft LPS and further investigations, review and/or new local planning policy is likely to be required to address a number of matters.

Financial Implications

Subject to WAPC certification of this Draft LPS, a communication plan will be implemented to provide information and seek public comments during the advertising period. Further to the statutory advertising requirements this may involve additional costs associated with producing and distributing a flyer, holding community information sessions and the like.

Once finally approved, a number of recommended LPS strategic actions will involve further investigation studies and development of new and/or revised local planning tools. These are likely to involve appointment of consultants and a number of Council staff hours.

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.*

Leadership and Governance

A pro-active, approachable Council which values consultation, transparency and accountability.

- 5.1 *Strengthen organisational accountability and transparency.*
 - 5.1.1 *Strengthen governance, risk management and compliance.*
 - 5.1.2 *Ensure an effective engagement process is undertaken with community and stakeholders.*
 - 5.1.3 *Improve the efficiency and effectiveness of services.*
- 5.2 *Proactively collaborate with the community and other stakeholders.*
 - 5.2.1 *Foster and promote strategic collaborative relationships with neighbouring LGAs, NGOs, State and Federal government representatives and agencies.*
- 5.3 *Strive for excellence in leadership and governance.*
 - 5.3.1 *Deliver community outcomes through sustainable finance and human resource management.*
 - 5.3.2 *Improve organisational systems with a focus on innovation.*
 - 5.3.3 *Increased focus on strengthening and fostering a positive customer service experience.*

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not adopt the draft LPS to be advertised for public comment.	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	9
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

Site Inspection

Not applicable

Details

Parts 1 and 2 of the Draft LPS are attached to the agenda and are outlined as follows:

Part 1 – Local Planning Strategy

This shows how the LPS vision, principles and objectives relate to the strategic priorities and principles for decision making as outlined in the *Town of East Fremantle Strategic Community Plan 2017-2027*. It provides the overall spatial strategy plan for the strategic planning future of the Town, together with a set of key strategic actions on relating to broad themes such as Housing – Additional Dwellings; Heritage, Character and Urban Design; Commercial/Economy/Employment; Open Space and Community; Social Wellbeing; Environment and Sustainability; and Transport. A number of further studies and investigations are identified (some already in progress) prior to statutory changes being initiated through the local planning scheme or other planning mechanisms.

The LPS generally promotes:

- Future development of the Leeuwin Barracks site subject to appropriate controls.
- Investigation of specific areas and sites for higher density to achieve the State's additional dwellings target (urban corridors, commercial centres, within walking catchments corridors/centres and rationalisation of areas/sites with existing high density development).
- Low density to attract and retain families and protect heritage and character.
- Town Centre as the main focus of commercial activity; the importance of the George Street Mixed Use area as a Local Centre with special character; seeking a better understanding of the future requirements for the Canning Highway Mixed Use Zone area; and recognition of the future role of the Petra Street District Centre.

- Seeking opportunities to sustainably consolidate recreational and community facilities provision.
- Protecting and celebrating the Swan River and its surrounds.
- Looking at ways to address climate change and sustainability.
- Ensuring that land uses, activities and facilities are well connected throughout the Town with appropriate linkages to those that extend beyond Town boundaries.

Part 2 – Background Information and Analysis

This provides the base on which the strategy has been developed. It identifies the State's strategic planning and policy direction which is to be followed and the implication this has on the Town of East Fremantle in a local sense. It also describes the local geographical setting, population changes and constraints and considerations for future development.

Communication Plan

Subject to certification by the WAPC, the Draft LPS will be advertised for public comment. A communication/engagement plan will be developed to ensure that the East Fremantle community is well-informed of the Draft LPS proposals; how the LPS was developed; the process involved in its approval; and how the community can provide comments and suggestions prior to final approval being considered. In addition to the statutory advertising requirements, elected members have expressed an interest to provide an extended advertising period beyond 21 days and to also involve some form of information and feedback session/s for the public to attend.

Comment

The Town of East Fremantle is the second smallest local government in Metropolitan Perth and Peel and provides for a distinctive and well sought-after lifestyle. Its heritage and character is highly valued in the local and wider community and this is a major consideration in planning and decision making for the future.

This Draft LPS has a strong focus on residential land use and the associated activities and services that are needed to support existing and future population. In addition to this local focus, the Town of East Fremantle recognises its role and responsibilities in relation to the Swan River, which has important regional significance.

This Draft LPS aims to maintain the attributes that make the Town a desirable residential environment, while accommodating the broader regional objectives set by the WAPC through its various State, regional and sub-regional planning policies and strategies. Of particular relevance is the need to provide opportunities to achieve the State Government's long term housing target of 890 additional dwellings (as detailed in *Directions 2031 and Beyond* and *Perth and Peel @ 3.5 million*) whilst upholding the local community aspirations of maintaining and preserving a high quality residential living environment, a sense of place and the heritage character of the area.

The Draft LPS addresses the State's additional dwelling target through identification of investigation areas in urban consolidation areas according to the *Central Sub-regional Planning Framework* principles. In general terms, the approach has been to identify and investigate strategic sites that may be developed for increased residential density, primarily based on activity centres/hubs and corridors/transit oriented development principles whilst being mindful of heritage, cultural, environmental and social impacts. Some development is also expected through incremental landfill opportunities (although recognised as limited).

A new urban area at the Leeuwin Barracks site will provide opportunity to well exceed the additional dwelling target in the medium to long term. Whilst supporting development of this site, the Town of East Fremantle is keen to ensure that future State and local planning controls (yet to be determined) will deliver outcomes that benefit the locality and the community as a whole. It is imperative that development design and form is respectful of the Town's identity and amenity and that final on-the-ground development delivers social, community and economic benefits without overburdening the financial and servicing capacity of the Town.

The strategies and actions put forward in this Draft LPS recognise the need to apply and implement State planning direction in a local situation, in a manner that considers local community values and visions for the future. As an outcome of this Draft LPS, direction will be provided to inform future changes/review of Local Planning Scheme No. 3 together with changes/new local planning policies and other local planning implementation tools.

12.1.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 051119

Moved Cr Collinson, seconded Mayor O'Neill

That Council:

- 1. endorse the Draft Town of East Fremantle Local Planning Strategy November 2019 as attached to the agenda as suitable for public consultation;**
- 2. in accordance with Part 3, Section 12 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, forward the Draft Town of East Fremantle Local Planning Strategy November 2019 to the Western Australian Planning Commission to seek certification to allow advertising to proceed; and**
- 3. upon receipt of certification from the Western Australian Planning Commission, make the necessary arrangements to advertise the Draft Town of East Fremantle Local Planning Strategy November 2019 in accordance with Part 3, Section 13 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

(CARRIED UNANIMOUSLY)

12.2 FINANCE

12.2.1 Monthly Financial Report (Containing the Statement of Financial Activity) – October 2019

Applicant	Not Applicable
File ref	F/FNS2
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	19 November 2019
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Monthly Financial Report for the Period Ended 31 October 20192. Capital Works Report3. Explanation of Variance in 19/20 Budget Opening Funds (Net Current Assets)

Purpose

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity) for the month ended 31 October 2019.

Executive Summary

A Monthly Financial Report workbook has been developed to provide an overview of key financial activity. Two Statements of Financial Activity have been prepared, one by program and the other by nature and type. Both of these Statements provide a projection of the closing surplus position as at 30 June 2019.

Background

The Town of East Fremantle financial activity reports use a materiality threshold to measure, monitor and report on financial performance and position of the Town.

As part of the adopted 2019/20 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2019/20 for reporting material variances shall be:

- (a) 10% of the amended budget; or*
- (b) \$10,000 of the amended budget.*

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each Nature and Type classification and capital income and expenditure in the Statement of Financial Activity.

The monthly Financial Report is appended and includes the following:

- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature and Type
- Notes to the Statement of Financial Activity including:
 - Statement of capital acquisitions and capital funding

- Significant Accounting Policies
- Explanation of Material Variances
- Net Current Funding Position
- Cash and Investments
- Budget amendments
- Receivables
- Cashed Back Reserves
- Capital Disposals
- Rating Information
- Information on Borrowings
- Grants and Contributions

The attached Monthly Financial Reports 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

Executive Leadership Team

Statutory Environment

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare its Statement of Financial Activity.

Expenditure from the municipal fund not included in the annual budget must be authorised in advance by an absolute majority decision of Council pursuant to section 6.8 of the *Local Government Act 1995*.

Fees and charges are imposed under section 6.16 of the *Local Government Act 1995*. If fees and charges are imposed after the annual budget has been adopted, local public notice must be provided before introducing the fees or charges pursuant to section 6.19 of the *Local Government Act 1995*.

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

Material variances are disclosed in the Statement of Financial Activity.

The statement of financial activity is to be supported by such information as is considered relevant by the local government containing:

- an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
- an explanation of each of the material variances; and
- supporting information as is considered relevant by the local government.

Strategic Implications

The monthly financial report is the key reporting mechanism to Council, to provide oversight of the financial management of the local government. This ties into the Strategic Community Plan as follows:

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

Site Inspection

Not applicable.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Major (4)	Low (1-4)	FINANCIAL IMPACT \$50,000 - \$250,000	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	4
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

Comment

The following is a summary of headline numbers from the attached financial reports:

	Original Budget	Year to Date Budget - October	October Actuals
Opening Surplus	758,451	758,451	951,855
Operating Revenue	10,632,263	9,119,478	8,952,461
Operating Expenditure	(12,141,244)	(4,263,619)	(3,727,254)
Capital Expenditure	(3,816,857)	(1,800,518)	(530,633)
Capital Income	919,567	328,747	349,656
Net Transfers from Reserves	1,182,814	(20,000)	(16,511)
Non-Cash Items	2,465,204	816,601	533,061
Closing Surplus	0	4,939,139	6,512,636
Unrestricted Cash			4,678,585
Restricted Cash			2,210,687

- Rates were levied in the month of July – this explains the healthy closing surplus as accrued revenue is significant compared to the fixed costs that have been incurred in the first few months of the financial year;
- Depreciation, plant cost recoveries and activity based cost distributions have been processed;
- A Capital Works Report is being produced automatically within the Town’s financial system, and emailed to Responsible Officer’s on a weekly basis to monitor projects. This Report is provided as Attachment 2;
- 66% of total rates levied (including arrears) were collected by the end of October. The due date for rates was the 6 September. Final notices have been issued. Second Instalments have also been issued, with a due date of 8 November 2019.

The Statements of Financial Activity have been updated to include additional columns; being the annual budget entered in the financial system (SynergySoft) and will also include the current budget. The current budget will capture all budget variations that have approved by Council since the original budget adoption.

Budget Variations – 19/20 Budget Opening Funds (Net Current Assets)

The 2019/20 Budget was prepared based on an opening fund position (net current assets at start of year) of \$758,451 (see Rate Setting Statement/Note 2 of the Statutory Budget). The Annual Financial Statements are nearly finalised for 2018/19, with the actual net current assets carried forward estimated at \$775,201. A reconciliation of the variance in the net current asset position is provided as attachment 3.

In essence, three capital works projects were identified as an accrued expense as part of the construction of the 2019/20 Annual Budget. However, in finalising the Annual Financial Report and following discussion with the Auditors, the accruals were reversed as these projects were not completed by 30 June, and that the outstanding balance against these contracts would be invoiced in 2019/20. This treatment has resulted in a nil budget against these projects in 2019/20. Further, ‘Trade and Other Payables’ were understated as part of the estimation of the opening fund position, explained by the following:

There was circa \$1.3m in open purchase orders as at 30 June – the Town allowed processing of all June invoices through to the mid part of August (in prior years, processing of June Invoices was cut off by the second week of July and any invoices received after this date were allocated to the new financial year)

There are also some minor consultancy budgets that were not carried over, and these amounts need to be reinstated.

The above has resulted in a budget deficiency in 2019/20, giving rise to the following recommended budget variations. The approved budget variations from the August and September Council Meetings have also been included in the schedule, to provide Council with a complete picture of all amendments to the 2019/20 Budget. Further, a number of project reallocations are recommended within the footpath and road budgets to reflect condition assessments.

Account Number	Description	19/20 Budget	19/20 Amended Budget	Change in Net Current Assets	Comment
E12784	Riverside Road Resurfacing	(1,232,800)	(1,409,618)	(176,818)	Approved Sep OCM
I12097	Grant - Roads to Recovery	60,000	236,818	176,818	Approved Sep OCM
E11707	Plant Purchases	(122,320)	(137,500)	(15,180)	Approved August OCM
	Proceeds from Disposal of Assets	37,700	42,000	4,300	Approved August OCM
E14604	Depot Admin Buildings and Surrounds	(45,385)	(72,385)	(27,000)	Approved August OCM
	Carried Forward Surplus	758,451	775,201	16,750	Un-Audited Figure
E10608	3 Bin FOGO Implementation	0	(185,000)	(185,000)	As per explanation sheet
E10629	Public Toilet	0	(111,110)	(111,110)	As per explanation sheet
341	Transfer from Strategic Asset Management Reserve	50,000	161,110	111,110	Fund Public Toilet Project
E12671	Stormwater Audit	0	(15,255)	(15,255)	As per explanation sheet
I11177	Grant - Foreshore Erosion Control	129,000	0	(129,000)	Notification received that grant applications unsuccessful
E11687	Foreshore Erosion Control Works	(238,000)	(70,000)	168,000	Contra budget adjustment against nil grant plus reduced allocation
E04203	Strategic and Business Planning	(350,000)	(150,000)	200,000	Business Improvement allocation reduced from \$266,611 to \$66,611
E11250	Licence Fee - East Fremantle Rowing Club	0	(2,000)	(2,000)	As per Licence Agreement, Town is required to reimburse rates for public use of parkland
E12306	Integrated Parking and Traffic Strategy	0	(50,000)	(50,000)	Carryover project
I12087	Recoup from Trust Fund - Integrated Parking and Traffic Strategy	0	50,000	50,000	Contra budget adjustment against E12306
E12737	Tricolore Carpark	(337,000)	(255,000)	82,000	Reallocation of Carpark Budgets
E12661	EF Football Club Carpark	0	(37,000)	(37,000)	Reallocation of Carpark Budgets
E12700	EF Yacht Club Carpark	0	(45,000)	(45,000)	Reallocation of Carpark Budgets
E12710	Footpath - Fraser Street	(45,000)	0	45,000	Reallocation of Footpath Budget
E12793	Footpath - Oakover Street	0	(55,000)	(55,000)	Reallocation of Footpath Budget
E12626	Footpath - Fletcher Street	(23,000)	(58,000)	(35,000)	Additional scope
E12763	Footpath - Bolton Street	(17,550)	0	17,550	Low priority
E12789	Footpath - Allen Street	(35,000)	(17,826)	17,174	Project completed
E12786	Roads - View Terrace	(20,000)	0	20,000	Funded from maintenance budget
E11666	Playground Equipment	(25,000)	(35,000)	(10,000)	
E10205	FOGO and Waste Education Initiatives	(50,000)	(60,000)	(10,000)	Allocation of compostable liners from CAPEX account
E11256	Preston Point North Recreation Facilities Master Plan	0	(15,000)	(15,000)	Carryover project
		(1,505,904)	(1,515,565)	(9,661)	

The two main funding strategies proposed are:

1. funding of the Glasson Park Public Toilet from the Strategic Asset Management Reserve – the expenditure is consistent with the purpose of this Reserve.
2. a reduction in the Budget for the Business Improvement Program from \$266,611 to \$66,611. Part I of Council Resolution 040719 (July 2019 OCM) quarantined this budget on the provision that the Business Improvement Plan be presented to Council for consideration. It is requested that Council release the balance of this funding (\$66,611) as Management wish to implement an Agenda and Minutes solution (circa \$26k) and digital payroll solution (circa \$40k). Both of these systems can be integrated with other enterprise systems should the Town change its core systems into the future.

12.2.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 061119

Moved Cr A McPhail, seconded Cr Natale

That Council:

1. receives the Monthly Financial Report (Containing the Statement of Financial Activity) for the month ended 31 October 2019.
2. notes the municipal surplus of \$6,512,636, which comprises of \$4,678,585 in unrestricted cash, as at 31 October 2019.
3. receives the Capital Works Report.
4. pursuant to section 6.8 of the *Local Government Act 1995*, approve the following variations to the 2019/20 Budget, resulting in a reduction in net current assets of (\$9,661) as at 30 June 2020:

Account Number	Description	19/20 Budget	19/20 Amended Budget	Change in Net Current Assets	Comment
E12784	Riverside Road Resurfacing	(1,232,800)	(1,409,618)	(176,818)	Approved Sep OCM
I12097	Grant - Roads to Recovery	60,000	236,818	176,818	Approved Sep OCM
E11707	Plant Purchases	(122,320)	(137,500)	(15,180)	Approved August OCM
	Proceeds from Disposal of Assets	37,700	42,000	4,300	Approved August OCM
E14604	Depot Admin Buildings and Surrounds	(45,385)	(72,385)	(27,000)	Approved August OCM
	Carried Forward Surplus	758,451	775,201	16,750	Un-Audited Figure
E10608	3 Bin FOGO Implementation	0	(185,000)	(185,000)	As per explanation sheet
E10629	Public Toilet	0	(111,110)	(111,110)	As per explanation sheet
	Transfer from Strategic Asset Management				
341	Reserve	50,000	161,110	111,110	Fund Public Toilet Project
E12671	Stormwater Audit	0	(15,255)	(15,255)	As per explanation sheet
I11177	Grant - Foreshore Erosion Control	129,000	0	(129,000)	Notification received that grant applications unsuccessful
E11687	Foreshore Erosion Control Works	(238,000)	(70,000)	168,000	Contra budget adjustment against nil grant plus reduced allocation
E04203	Strategic and Business Planning	(350,000)	(150,000)	200,000	Business Improvement allocation reduced from \$266,611 to \$66,611
E11250	Licence Fee - East Fremantle Rowing Club	0	(2,000)	(2,000)	As per Licence Agreement, Town is required to reimburse rates for public use of parkland
E12306	Integrated Parking and Traffic Strategy	0	(50,000)	(50,000)	Carryover project
	Recoup from Trust Fund - Integrated Parking and Traffic Strategy				
I12087	and Traffic Strategy	0	50,000	50,000	Contra budget adjustment against E12306
E12737	Tricolore Carpark	(337,000)	(255,000)	82,000	Reallocation of Carpark Budgets
E12661	EF Football Club Carpark	0	(37,000)	(37,000)	Reallocation of Carpark Budgets
E12700	EF Yacht Club Carpark	0	(45,000)	(45,000)	Reallocation of Carpark Budgets
E12710	Footpath - Fraser Street	(45,000)	0	45,000	Reallocation of Footpath Budget
E12793	Footpath - Oakover Street	0	(55,000)	(55,000)	Reallocation of Footpath Budget
E12626	Footpath - Fletcher Street	(23,000)	(58,000)	(35,000)	Additional scope
E12763	Footpath - Bolton Street	(17,550)	0	17,550	Low priority
E12789	Footpath - Allen Street	(35,000)	(17,826)	17,174	Project completed
E12786	Roads - View Terrace	(20,000)	0	20,000	Funded from maintenance budget
E11666	Playground Equipment	(25,000)	(35,000)	(10,000)	Additional scope - Wayman
E10205	FOGO and Waste Education Initiatives	(50,000)	(60,000)	(10,000)	Allocation of compostable liners from CAPEX account
	Preston Point North Recreation Facilities				
E11256	Master Plan	0	(15,000)	(15,000)	Carryover project
		(1,505,904)	(1,515,565)	(9,661)	

5. with respect to Council Resolution number 040719, authorise the release of \$66,611 against account number E04208 Strategic and Business Planning, to enable the Town to implement identified business solutions.

(CARRIED UNANMOUSLY)
(ABSOLUTE MAJORITY)

12.2.2 Accounts for Payment – October 2019

File ref	F/FNS2
Prepared by	John Mondini, Manager, Finance & Administration
Supervised by	Peter Kocian, Executive Manager, Corporate Services
Meeting Date	15 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly List of Payments – October 2019

Purpose

That Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, RECEIVES the list of payments made under delegated authority for the month ended 31 October 2019 and recorded in the minutes of the Council.

Executive Summary

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the the Local Government (Financial Management) Regulations 1996. It is therefore recommended that Council receives the Lists of Accounts paid for the period 1 October to 31 October 2019, 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.

The bulk of payments are processed by electronic funds transfer (EFT) with the exception of Water Corporation accounts which are paid by cheque and the occasional reimbursements and refunds.

Consultation

Nil.

Statutory Environment

Regulation 13: *Local Government (Financial Management) Regulations 1996 (as amended)* requires Local Governments to prepare a list of payments made under delegated authority to be prepared and presented to Council on a monthly basis.

Policy Implications

Policy 2.1.3 Purchasing. All supplier payments are approved under delegated authority pursuant to the authorisation limits outlined in Council's purchasing policy.

Financial Implications

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not accept the list of payments	Rare (1)	Moderate (3)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

Risk Matrix

Consequence / Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	3
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

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

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

Site Inspection

Not applicable.

Comment

Payments for the month of October include the following significant items:

AUSTRALIAN TAXATION OFFICE	GST PAYABLE SEPTEMBER 19	50,223.00
BURGIO CONSTRUCTION	BUILDING WORKS, INCLUDING PLUMBING AND ELECTRICAL WORKS, FOR THE RENOVATION AND UPGRADE OF ABLUTIONS AND KITCHEN AT THE TOWN OF EAST FREMANTLE DEPOT - CLAIM 2 AS PER PROGRESS CERTIFICATE DATED 02/10/19	37,476.55
GLYDE IN COMMUNITY GROUP (INC)	SECOND QUARTER OF 19/20 GRANT	23,925.00
LGISWA	SECOND INSTALMENT - LGIS LIABILITY RENEWAL 30/06/19 - 30/06/20	40,063.72
LGISWA	SECOND INSTALMENT - PROPERTY INSURANCE RENEWAL 30/06/19 - 30/06/20	35,041.68
LGISWA	SECOND INSTALMENT - LGIS WORKCARE RENEWAL 30/06/19 - 30/06/20	31,218.00
MAJOR MOTORS	INSPECT AND REPAIR COOLING SYSTEM FAULT FUSO TRUCK	21,491.56
SMRC LOAN REPAYMENT ACCOUNT	RRRC LOAN REPAYMENT SEPTEMBER QUARTER	27,677.14
SOUTHERN METROPOLITAN REGIONAL COUNCIL	FOGO & GENERAL WASTE COLLECTION AUGUST 19	24,432.57
SOUTHERN METROPOLITAN REGIONAL COUNCIL	MSW GATE FEES - 1-15 SEPTEMBER 2019	24,326.10
SOUTHERN METROPOLITAN REGIONAL COUNCIL	MSW GATE FEES - 16-30 SEPTEMBER 2019	27,363.35
SUEZ ENVIRONMENT RECYCLING & WASTE RECOVERY	DISPOSAL OF 480.62 TONNES OF MIXED WASTE FROM BUND - NOVEMBER AND DECEMBER 2018	87,617.32
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	21,614.06

12.2.2 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 071119

Moved Cr Natale, seconded Cr A McPhail

That Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, RECEIVES the list of payments made under delegated authority for the month ended 31 October 2019 and recorded in the Minutes of the Council.

OCTOBER 2019		
Voucher No	Account	Amount
5255 – 5260	Municipal (Cheques)	\$10,475.46
EFT28424– EFT 28656	Municipal (EFT)	\$1,029,224.41
Payroll	Municipal (EFT)	\$293,339.47
Credit Card/Superannuation	Municipal (Direct Debit)	\$51,830.51
	Total Payments	\$1,383,984.31

(CARRIED UNANIMOUSLY)

Following queries raised, clarification was provided regarding the following payments:

- EFT28564 Expressions Australia Pty Ltd (\$9,675)
- EFT28509 Suez Environment Recycling and Waste Recovery (\$87,617.32)

- EFT28526 Indianic Group Pty Ltd (\$11,550)

A request for details regarding EFT 28651 Matt Dickman (\$6,040) was taken on notice.

12.3 GOVERNANCE

12.3.1 Policy 2.1.3 Purchasing

File ref	C/POL1
Prepared by	Janine May, EA to CEO
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	19 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Policy 2.1.3 Purchasing (with tracked changes)

Purpose

To consider amending the purchasing process contained within this Policy in respect to the requirement for quotations.

Executive Summary

That the Purchasing Policy 2.1.3 be amended as per tracked changes in relation to the procurement of quotations.

Background

On occasions council officers are experiencing difficulty obtaining the required numbers of written quotations in accordance with the Policy, despite relevant suppliers being approached.

Consultation

Nil.

Statutory Environment

Sections 5.42 and 5.16 of the *Local Government Act*.

Policy Implications

As noted above.

Financial Implications

Nil.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Council officers in breach of the Purchasing Policy	Rare (1)	Minor (2)	Low (1-4)	COMPLIANCE Some temporary non-compliances	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	2
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

Strategic Implications

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

Strategic Priority 5: Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.1.3 Improve the efficiency and effectiveness of services

5.3 Strive for excellence in leadership and governance

5.3.2 Improve organisational systems with a focus on innovation

Site Inspection

Not applicable.

Comment

Whilst best endeavours are made to obtain the required number of quotations, on occasions it has not been possible to obtain the required number of quotes as is currently required by Council's policy 2.1.3.

A recent example being the new PA system for Council chambers, four requests for quotations were sent out directly to suppliers, and only two quotations were received.

This minor amendment to Council's Purchasing Policy will alleviate current delays for officers unsuccessfully attempting to meet the quotation criteria stipulated.

In addition, a further review of the policy has highlighted that the current policy has only applied Regulation 11 (exemptions) of the *Local Government (Functions & General) Regulations 1996* to

Tenders only and not quotations, therefore, a further amendment has been proposed to address this anomaly.

12.3.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 081119

Moved Cr Natale, seconded Cr Collinson

That the Purchasing Policy 2.1.3 be amended as per tracked changes in relation to the procurement of quotations.

(CARRIED UNANIMOUSLY)

12.3.2 Policy 2.1.11 Community Grants and Sponsorship

File ref	C/POL1
Prepared by	Janine May, EA to Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	19 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Current Policy with recommended tracked changes

Purpose

To amend Policy 2.1.11 to reflect current membership of the Community Grants Advisory Group.

Executive Summary

It is recommended that the amended Policy 2.1.11 be adopted as submitted.

Background

Council at its special meeting held on 22 October 2019 reappointed Mayor O'Neill and Cr A McPhail to the Community Grants Advisory Group, with Cr Donovan also being appointed. Membership of this Group, as set out in Policy 2.1.11 states:

- *Mayor (or his/her representative) & Councillor*
- *2 x staff members*
- *2 x community members*

Consultation

As there is no change to the community members appointments, no consultation is required.

Statutory Environment

Section 2.7 2(b) *Local Government Act 1995*

(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

The existing Policy is to be amended to reflect current membership of this Group.

Financial Implications

Nil.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council not review existing Policy	Rare (1)	Minor (2)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	2
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

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.

5.1 Strengthen organisational accountability and transparency

5.1.1 Strengthen governance, risk management and compliance

5.1.3 Improve the efficiency and effectiveness of services.

Site Inspection

Not applicable.

Comment

As this Policy was reviewed in September 2019, the only change recommended is to include “two Councillors” as part of the Group’s membership, to reflect the appointments made in October 2019.

12.3.2 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 091119

Moved Cr A McPhail, seconded Cr Natale

That Council amend Policy 2.1.11 Community Grants & Sponsorship to increase membership of the Group by an additional Councillor.

(CARRIED UNANIMOUSLY)

12.3.3 Delegation DA35 Ordering Thresholds

File ref	C/DEL1
Prepared by	Janine May, EA to CEO
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	19 November 2019
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Procedures Attachment to Purchasing Policy (2.1.3)

Purpose

To approve the inclusion of a \$1500 purchasing authority to the Executive Assistant Corporate Services.

Executive Summary

That the Executive Assistant Corporate Services be granted purchasing authority to \$1500 and Council's:

- Delegation DA35 Ordering Thresholds; and
- Procedures Attachment to Purchasing Policy (2.1.3)

be amended to reflect this inclusion.

Background

With the recent appointment of Ms Bron Browning as Executive Assistant Corporate Services, it is recommended that she have authority to approve, amongst other expenditure, property maintenance requests/quotes from Council's property manager for its Allen Street rental properties, to a value of \$1,500.

Consultation

Nil.

Statutory Environment

Sections 5.42 and 5.16 of the *Local Government Act*.

Policy Implications

The new purchasing authority would need to be included in the purchasing procedures attached to Purchasing Policy (2.1.3).

Financial Implications

Nil.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Purchasing Authority not be provided impacting day to day operations	Rare (1)	Minor (2)	Low (1-4)	SERVICE INTERRUPTION No material service interruption	Accept Officer Recommendation

Risk Matrix

Consequence		Insignificant	Minor	Moderate	Major	Extreme	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
	Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
	Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	2
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

Strategic Implications

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

Strategic Priority 5: Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.1.3 Improve the efficiency and effectiveness of services

5.3 Strive for excellence in leadership and governance

5.3.2 Improve organisational systems with a focus on innovation

Site Inspection

Not applicable.



Comment

This request is considered of a minor nature and will improve efficiencies in administration.

12.3.3 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 101119

Moved Cr Natale, seconded Cr Nardi

That the Executive Assistant Corporate Services be granted purchasing authority to \$1,500 and Council's:

- **Delegation DA35 Ordering Thresholds; and**
- **Procedures Attachment to Purchasing Policy (2.1.3)**

be amended to reflect this inclusion.

(CARRIED UNANIMOUSLY)

(ABSOLUTE MAJORITY)

12.3.4 Development Assessment Panel (DAP) Representation

File ref	B/MPL1
Prepared by	Janine May, EA to CEO
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	19 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

Purpose

To seek a nomination to replace Cr Harrington as an Alternate DAP delegate for the Town of East Fremantle.

Executive Summary

That Cr xxxxxx replace Cr Harrington as an Alternate DAP delegate for the Town of East Fremantle.

Background

At the Special Council Meeting held on 22 October 2019 Crs Collinson and Nardi were appointed as DAP delegates, with Crs M McPhail and Harrington appointed as Alternate (deputy) delegates. Since that time Cr Harrington's work commitments have increased to a point that she may be unable to take time out to attend the compulsory training required for this role and requested the position be offered to other members.

Comment

The next session of compulsory training for a new DAP delegate, comprising approximately 3 hours, will take place in Perth in the new year.

12.3.4 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 111119

Moved Cr Harrington, seconded Cr A McPhail

That Cr Natale replace Cr Harrington as an Alternate DAP delegate for the Town of East Fremantle.

(CARRIED UNANIMOUSLY)

12.4 OPERATIONS

12.4.1 Waterwise Council – Water Efficiency Action Plan Endorsement

File ref	H/WAT1
Prepared by	Stephen Gallagher, Operations Manager
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	19 November 2019
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Water Efficiency Action Plan

Purpose

To consider endorsing the newly developed Water Efficiency Action Plan (WEAP) in order that the Town may obtain a Waterwise Council status.

Executive Summary

Sustainable water management is crucial for Local Governments to operate effectively. The Town recognises that water is a scarce and valuable resource. For these reasons, the Town has committed to becoming a Waterwise Council and implementing Waterwise initiatives.

Background

On 11 December 2018 the Town resolved to authorise the Chief Executive Officer to endorse a Memorandum of Understanding with the Water Corporation of WA (WCWA) and Department of Water and Environmental Regulation (DWER) to seek endorsement as a Waterwise Council.

The Water Corporation and the Department of Water launched the Waterwise Council Program in 2009 to build a cooperative working relationship with local governments to improve water use efficiency. The program was then referred to as the 'ICLEI Water Campaign' and required local governments to achieve a number of milestones.

Why Participate in the Waterwise Council Program?

Climate change and predictions of reduced water availability present significant challenges for those responsible for planning and managing our water resources.

Local government is a high water user and as such, have an opportunity and a responsibility to lead in promoting efficient and effective water management in the community.

The new Waterwise Council Program is free to join and is open to all councils in Australia. Benefits of becoming a Waterwise Council include:

- A better understanding of water use in council operations and the community;
- Potential water and financial savings through improved efficiency;
- Access to free waterwise training for staff;
- Access to waterwise material to promote water conservation in the community;
- Access to Waterwise Council branding to promote the council as a sustainable water manager;
- Opportunities to participate in funded and co-funded water efficiency initiatives; and
- Access to services such as data logging.

Environmental Issues – Water Consumption

Altered rainfall patterns experienced in the South West of Western Australia (12% drop in rainfall since 1975), coupled with human activity, has resulted in a 50% decrease in dam inflow. Recharge of groundwater supplies has also significantly declined due to a decrease in annual rainfall.

Based on decline in groundwater levels, the Department of Water advises the need for more sustainable extraction to ensure the protection of ecosystems which depend on these groundwater schemes.

Requirements to Obtain Waterwise Council Status:

To retain Waterwise Council endorsement, the Town must fulfil the following five criteria:

	Action	Status
Criteria 1	Council commitment - Council must sign a Memorandum of Understanding confirming the council's commitment to participate in the program.	Completed
Criteria 2	Review Council water consumption and create a Water Efficiency Action Plan for potable and non-potable water sources for all of council's operations and the community. This criteria involves establishment of a WEAP that outlines the current and future actions to meet water efficiency goals. Action Plans are required to be endorsed by Council	The purpose of this report is to fulfil Criteria 2
Criteria 3	Ensure that appropriate staff member complete free waterwise training.	Completed and ongoing, a number of Council staff have completed this training.
Criteria 4	No breaches of groundwater licence terms or conditions set by the Department of Water, and no breaches of scheme water usage issued by Water Corporation in the last 12 months	No breaches of groundwater use or conditions have been issued.
Criteria 5	Report annually to retain Waterwise Council endorsement.	Completed annually.

Water Efficiency Action Plan:

The attached WEAP (Attachment 1) has been developed by the Town's officers from a template provided by the Water Corporation.

The WEAP will act as a guiding document for current and future actions to assist the Town in meeting its water conservation and management objectives. These actions are outlined in the 'Table of actions' section of the WEAP.

In addition to the demonstrated progress towards all items in sections 1 and 2 of the actions, the Town has already achieved a number of 'Other' actions including a number of community incentives as well as community education and engagement.

These 'Other' actions along with additional work in the interim will enable the Town to be considered for Gold Council Status in 2020 which recognises Councils that have demonstrated significant progress towards best practice water efficiency that is above and beyond the minimum endorsement requirements.

Consultation

Not Applicable

Policy Implications

Not Applicable

Financial Implications

The cost of scheme water continues to rise. Increasing water consumption within the Town of East Fremantle would result in increased associated costs. It is important to list funds on future budgets to enable implementation of water saving actions and water quality improvement actions.

Endorsed Waterwise Councils can apply for up to \$10, 000 dollar for dollar funding in total each year for waterwise initiatives.

It is hoped that as part of the program, all staff will become more conscious of the need to conserve water, thus reducing water bills. The program offers free waterwise training modules which include topics such as landscaping and irrigation and water auditing. There may be some cost savings, once staff have completed these courses.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to approve the plan will result in the Town not being classified as a Waterwise Council.	Unlikely (2)	Minor (2)	Low (1-4)	REPUTATIONAL Unsubstantiated, low impact, low profile or 'no news' item	Accept Officer Recommendation

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating	4
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

Strategic and Sustainability Implications

In accordance with the Town's *Strategic Community Plan 2017-2027*:

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

4.3 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

In accordance with the Town's *Corporate Business Plan 2019-2023*:

Objective 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

4.3.1.3 Register as a Waterwise Council and implement waterwise initiatives

12.4.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 121119

Moved Cr Collinson, seconded Cr Nardi

That Council endorse the developed Water Efficiency Action Plan in order for the Town to achieve a Waterwise Council status.

(CARRIED UNANIMOUSLY)

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 Mayor O'Neill – Impact of Heavy Vehicular Traffic along Stirling Highway

That Council;

- 1) *expresses its concern to the State Government regarding the growth of container truck traffic along the Stirling Highway over the last few decades. Whilst acknowledging and congratulating the State government on increasing containers on rail, residents in the Town continue to be subjected to air and noise pollution from heavy vehicles placing their health and that of their children at risk.*
- 2) *request the State government monitor the situation and the impact of heavy vehicular traffic along Stirling Highway in East Fremantle and continue to examine the Outer Harbour as a viable alternative.*

Mayor O'Neill comment:

I believe the Town needs to look at the health impacts of residents that live in close proximity to the main truck route into Fremantle. Nothing is more important than the health and safety of our residents and their children. It is imperative that we look at the air quality, noise levels and other factors that may have an impact on the residents of the Town.

There has been a letter of support received regarding this proposed motion.

Officer's comment:

Administration is supportive of the proposed motion.

COUNCIL RESOLUTION 131119

Moved Mayor O'Neill, seconded Cr Nardi

That Council;

- 1) **expresses its concern to the State Government regarding the growth of container truck traffic along the Stirling Highway over the last few decades. Whilst acknowledging and congratulating the State government on increasing containers on rail, residents in the Town continue to be subjected to air and noise pollution from heavy vehicles placing their health and that of their children at risk.**
- 2) **request the State government monitor the situation and the impact of heavy vehicular traffic along Stirling Highway in East Fremantle and continue to examine the Outer Harbour as a viable alternative.**

(CARRIED UNANIMOUSLY)

13.2 Mayor O'Neill – Climate Change Strategies

The Council;

- 1) *recognises the climate emergency and supports WALGA's request for all levels of Government to work in partnership in an attempt to address this matter.*
- 2) *adopts more strategies to play its role in trying to minimise our impact on climate change.*

Mayor O'Neill's comment:

The climate emergency must be acknowledged and action taken by governments, corporations and individuals. There is no doubt that we all must act and the Town must show leadership in acknowledging the emergency.

The proposed motion is not requesting that Council sign the WALGA declaration, rather that we acknowledge climate change and encourage further climate change actions within the Town.

Background

The following declaration comes from WALGA's Policy Statement on Climate Change (2018):

Local Government acknowledges:

- I. *The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.*
- II. *Climate change threatens human societies and the Earth's ecosystems.*
- III. *Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.*
- IV. *A failure to adequately address this climate change emergency places an unacceptable burden on future generations.*

Local Government is committed to addressing climate change.

Local Government is calling for:

- I. *Strong climate change action, leadership and coordination at all levels of government.*
- II. *Effective and adequately funded Commonwealth and State Government climate change policies and programs.*

Local Governments from across Western Australia have committed to WALGA's Climate Change Declaration demonstrating their acknowledgment of the impacts of climate change and their commitment to developing locally appropriate mitigation and adaptation strategies to manage climate change.

Officer's Comment

To address this issue the Town has more recently undertaken the following activities;

- Riverside Rd reconstruction - Paving with TonerPlas will use approximately:
 - 800,000 reclaimed plastic bag equivalents
 - 252,000 glass bottle (stubby) equivalents
 - Unused toner from 1900 printer cartridges
 - 20% reclaimed asphalt pavement

- Thermal imagery study of the Town – future development of Urban Forest Strategy.
- Implementation of FOGO
- Annual Tree planting program
- Adoption of two Wood Encouragement Policies (Council buildings and public)
- Installation of solar panels – (Bowling Club, Dovenby House)
- Becoming a Waterwise Council – November OCM Agenda item.

Financial implication

The proposed motion will not result in any financial commitment other than what Council chooses to support in relation to climate change activities, such as the ones mentioned above.

Since the Notice of Motion was submitted to the October Council Meeting, Council has received 21 letters of support for the proposed resolution (see summary of submissions attached).

*Moved Mayor O’Neill, seconded Cr Natale
The Council;*

- 1. recognises the climate emergency and supports WALGA’s request for all levels of Government to work in partnership in an attempt to address this matter.*
- 2. adopts more strategies to play its role in trying to minimise our impact on climate change.*

Amendment

Moved Cr Collinson, seconded Cr Nardi

That part 2 be deleted and the following become parts 2, 3 and 4 of the motion:

- 2. acknowledges all levels of government need to work in partnership to reduce carbon emissions*
- 3. recognises local government is in a unique position to drive and implement mitigation programs, foster innovation and support sustainability at the community level.*
- 4. will apply to join the Cities Power Partnership joining over 100 local governments and 300 towns around Australia. Within the next six months, prepare an action plan and set a time frame with targets for reducing carbon emissions.*

(LOST 5:3)

The substantive motion was put.

COUNCIL RESOLUTION 141119

Moved Mayor O’Neill, seconded Cr Natale

The Council;

- 1. recognises the climate emergency and supports WALGA’s request for all levels of Government to work in partnership in an attempt to address this matter.**
- 2. adopts more strategies to play its role in trying to minimise our impact on climate change.**

(CARRIED UNANIMOUSLY)

13.3 Mayor O'Neill – Glyphosate

The Town of East Fremantle stops the use of glyphosate based products in all its public spaces, parks and reserves etc by Council employees and contractors.

Mayor O'Neill comments:

There are multiple alternatives to the use of glyphosate which Council and its contractors can use. Whilst glyphosate is available people will continue to use it. There are multiple compensation cases before the courts. The potential risk to residents, children, Council staff, fauna and our pets is easily avoided by not using glyphosate.

Officer's comments:

Administration support the proposed motion, and have already commenced using alternative weed eradication sprays, Localsafe & Slasher that are both glyphosate free.

Localsafe's website provides;

"Our Weed Terminators are natural herbicides designed for agriculture, government, municipalities, the education sector, re-vegetation programs, national parks as well as small and large homes

When combining the active ingredient of acetic acid and Contact Organics proprietary delivery technology we penetrate the plant by breaking down the waxy covering (protective film) of the weed. This allows the moisture to escape and effectively desiccating the weed by dehydration to termination. With no residues remaining in the soil, weeds are unable to build resistance.

Being made from natural ingredients, means there are no toxins or poisons that can pass into the food chain or the human body."

Slasher

*Slasher Weedkiller is a Registered Organic herbicide that is **glyphosate-free** and rapidly kills weeds, moss, algae and lichen. Use it in gardens, paths, drive-ways, around buildings and as a spot spray in lawns. It works quickly to easily control weeds the organic way!*

Active Constituents: 525g/L Nonanoic Acid

Nonanoic acid is also known as pelargonic acid and is derived from plant oils

Financial implication:

Whilst Glyphosate is generally cheaper to purchase, the dilution ratio is much less with Localsafe & Slasher, therefore, the overall costs for the products are similar.

Council has also made provision in its current budget for the purchase of a weed spraying (foam) unit that does not use glyphosate based products.

COUNCIL RESOLUTION 151119

Moved Mayor O'Neill, seconded Cr Harrington

The Town of East Fremantle stops the use of glyphosate based products in all its public spaces, parks and reserves etc by Council employees and contractors.

(CARRIED UNANIMOUSLY)

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

17. PROCEDURAL MOTION

Moved Cr Natale, seconded Cr Harrington

That 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)(a)*.

(CARRIED UNANIMOUSLY)

- 17.1 Gratuity Payment – Terry Paparone
Confidential Report – Separate Attachment

17.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 161119

Moved Mayor O’Neill, seconded Cr Collinson

That Council;

- (1) approve the gross payment of \$5,000 (before tax) in accordance with policy 2.2.4 to Mr Terry Paparone in recognition of his 45 years of excellent service to the Town of East Fremantle.
- (2) send a letter of thanks to Mr Paparone to recognise his outstanding contribution to the Town.

(CARRIED UNANIMOUSLY)

17. PROCEDURAL MOTION

Moved Cr Watkins, seconded Cr Nardi

That the meeting be reopened to the public at 8.21pm.

18. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 8.21pm.

I hereby certify that the Minutes of the ordinary meeting of the Council of the Town of East Fremantle, held on 19 November 2019, Minute Book reference 1. to 18. were confirmed at the meeting of the Council on

10 DECEMBER 2019



Presiding Member