

# AGENDA

## Council Meeting Tuesday, 18 July 2023 at 6:30 PM

### **Disclaimer**

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

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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

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

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

<b>Deputations</b> A formal process where members of the community request permission to address Council or Committee on an issue.	<b>Presentations</b> An occasion where awards or gifts may be accepted by the Council on behalf of the community, when the Council makes a presentation to a worthy recipient or when agencies may present a proposal that will impact on the Local Government.
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### Procedures for Deputations

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

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

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

A Deputation invited to attend a Council meeting:

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

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

### Procedure for Presentations

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

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

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



### **Procedure for Public Question Time**

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

Council (as required by the *Local Government Act 1995*) sets aside a period of 'Public Question Time' to enable a member of the public to put up to three (3) questions to Council. Questions should only relate to the business of Council and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Mayor may either answer the question or direct it to a Councillor or an Officer to answer, or it will be taken on notice.

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

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

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

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

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

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## NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on 18 July 2023 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



ANDREW MALONE  
Acting Chief Executive Officer  
**14 July 2023**

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# AGENDA

## 1 OFFICIAL OPENING

## 2 ACKNOWLEDGEMENT OF COUNTRY

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

## 3 ANNOUNCEMENT TO GALLERY

*"Members of the gallery are advised that no Council decision from tonight's meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision."*

## 4 RECORD OF ATTENDANCE

### 4.1 ATTENDANCE

### 4.2 APOLOGIES

### 4.3 APPROVED

Cr McPhail

## 5 DISCLOSURES OF INTEREST

### 5.1 FINANCIAL

### 5.2 PROXIMITY

### 5.3 IMPARTIALITY

## 6 PUBLIC QUESTION TIME

### 6.1 RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

#### 6.1.1 JENNY HARRINGTON, 31 ALLEN STREET (SUBMITTED TO 20 JUNE 2023 COUNCIL MEETING)

##### Allen Street Units

1. Was the Council advised of the mould issue and if so, why wasn't the issue resolved?

*The Executive Manager Corporate Services was contacted by the tenant at 65 Allen Street on 12 June 2023 regarding maintenance issues. The Executive Manager contacted the Property Manager to obtain quotes for urgent repairs. 2 quotes have been approved for a total cost of \$6,133 (GST Inc). Works are currently being scheduled with the contractor.*

2. When was it first reported to Council by the agent?

*The Executive Manager Corporate Services received an email from the Property Manager on the 9 September 2022 following the periodic property inspections. The Agents reported "that the ceilings looked a little concerning with cracks and mould". The Executive Manager authorised a contractor (at the request of the Property Manager) to inspect the ceilings. The correspondence provided by the tenant on 12 June 2023 indicated that a contractor did not attend the property to inspect the ceilings. The Town was unaware of this until the tenant's email.*

3. Can Council advise and ensure that the Allen Street units in question, will be rectified in a timely manner?

*See response to Question 1.*

4. Can Council confirm that the units are not under consideration for demolition?

*The Council has not endorsed the demolition of the units. Council has endorsed the East Fremantle Oval Precinct Redevelopment Business Plan (June 2020). This document identifies the potential repurposing of the Allen Street residential properties as a future stage of the redevelopment project.*

*The Town received a building valuation report in June 2023, which indicates that the sub structures, super structures, roof and services of all of the Allen Street Units have a remaining useful life of between 12-15 years. A significant investment will be required if the buildings are to be retained and this will be a Council decision.*

5. Will Council attend to the responsibility of the maintenance of these units in future?

*The units are being maintained within the parameters of annual budget allocations for maintenance and renewal works. Council has spent approximately \$16,000 on maintenance works on the units since January 2022. 3-monthly Property Condition Reports are provided to the Town with maintenance items being brought to the Town's attention. The Town generally approves all recommended works.*

6. Will Council investigate whether the property manager is acting in Council's best interests?

*Notwithstanding the apparent non-attendance by the contractor in relation to the request of 9 September 2022, the Town is satisfied that the Property Manager is meeting the requirements under the Management Agreement.*

#### East Fremantle Oval Business Plan

1. Will Council organise a letter box drop outlining where the project is and what's involved in the Business Plan?

*Yes, Council will undertake an e-news and hard copy newsletter to all properties in the Town providing an update of the Oval and informing of the Business Plan. The aim will be to keep residents more regularly informed as to the progress of the EFO precinct. There will be a special edition and regular updates as the infrastructure, construction and landscaping take effect.*

2. Will Council subsequently (and timely to the letterbox drop) host an 'open forum Q&A' at the Council Chambers for the Community?

*No, at this point it is not considered necessary to undertake a pop-in session at the Town Hall. The Town's administration has been providing ongoing updates on the redevelopment. Additionally, administration have also been meeting with residents as needed to discuss the redevelopment. Should it be appropriate at a later stage to host a Town Hall meeting, such a meeting may be facilitated. The Town will monitor community enquiries such as those from yourself, which we appreciate, and if deemed necessary will address community concerns by way of greater detail in the newsletters.*

#### East Fremantle Oval Precinct Redevelopment

1. Can Council please confirm that there are no plans to develop housing units on the southern end of the reserve near Marmion Street?

*There are no plans to develop housing units on the southern end of the reserve near Marmion Street. Council has reiterated that the selling of any part of the 'A class reserve' would not occur.*

#### Locke Park

2. I understood that one of the original requests was to keep the trees in Locke Park (ie two old large trees and one 30 year-old peppermint tree that have recently been removed), is this correct?

*The intent was to retain all established trees in the area. The engineers attempted to design around those trees, however it was unfortunate that the trees did require removal. Council is disappointed about this, but significantly planting is proposed throughout the Precinct including semi mature trees.*

3. Does the landscaping plan budget allow for replanting of 3 new significant established native trees to be placed back on Locke Park's boundary to the car park? Will they be reinstated?

*A significant planting program is proposed throughout the Precinct including semi mature trees. Locke Park was planted by Council two years ago. This planting included trees adjoining the proposed car park. Some of the*

*transplanted trees have not survived and the Town is committed to ensure that the planting of significant trees in Locke Park and surrounding areas will be a focus.*

#### *Landscaping*

4. Can Council pull some funds back from other less necessary areas of the project for the landscaping promised areas such as the footpaths, the trees and other items on the schedule of listed promises at the outset of the project.

*Whilst escalation costs have impacted on the redevelopment, resulting in some reduction in scope, the Council will still provide a landscaped precinct, with footpaths, mature trees, and vegetation. Council has been investigating the re-inclusion of some landscaping elements including a footpath on the eastern bank and the drain located in the south-eastern corner.*

5. Are these (\$1.25m) funds still quarantined for landscaping. If not, why not?

*Yes. There will be no further reduction in scope for landscaping. Council has also undertaken to add more landscaping to ensure the Precinct is suitably landscaped.*

#### *Footpaths*

6. Are these paths and lighting in the landscaping plan and are they budgeted for? If so, where are they on the plan?

*Escalation costs have impacted on the redevelopment, however the project scope still includes some landscaping, pathways and lighting. Council has undertaken an examination of more work in this area. These are located on the landscaping plan.*

7. Has this facility been lessened and is it landscaped with activities accordingly?

*The facility has been lessened and the project has been significantly value engineered to ensure cost are controlled adequately and the project can be delivered, but the commitments of services and infrastructure will still be provided in the project. Landscaping was reduced but as mentioned Council is endeavoring to undertake more in this area.*

#### *Lighting Towers*

8. Can Council please confirm the height of the lighting towers - hopefully not WACA styled lighting in the small facility?

*The light towers for the Football Oval are 40 metres tall.*

#### *Dog Off Lead Area*

9. Has this facility been reduced?

*Council sees the inclusion of a significant dog exercise area as integral to the community's requirements and expectations and this area has been increased in size and whilst planning is ongoing, the area is currently planned to be in excess of 5000sqm.*

10. Is the dog park landscaped with activities accordingly?

*The dog park will include footpaths, seating, landscaping, and a water fountain. See above.*

#### *Skate Park/Basketball Hoop*

11. Is the Skate Park still in the plan?

*Yes, Council has endeavored to ensure that the community, in particular our youth, have the skate park and basketball facilities. It is an expectation of our community that these are delivered.*

12. Are the basketball hoops still included?

*Yes. See above.*

*Fencing*

13. Please confirm that the green external perimeter fencing will be dismantled

*From the outset the perimeter fence was to be removed and this is integral to the EFO precinct being a community facility. This has been to address our community's expectations that this must occur. The perimeter fencing will be removed.*

*Site Plans*

14. Will Council host a day/evening Q&A where the community can see the differences in the current plan to the original one?

*No, at this point it is not considered necessary to undertake a Q&A session at the Town Hall. Council may if required outline and make changes to the EFO precinct.*

## 6.2 PUBLIC QUESTION TIME

## 7 PRESENTATIONS/DEPUTATIONS

### 7.1 PRESENTATIONS

#### 7.1.1 LOUIS BENNETT – JUVENTUS JUNIOR WORLD SOCCER CUP IN ITALY – JUNE 9-17 2023

Louis received a \$500 donation from Council to assist with travel costs and has requested the opportunity to briefly report on his trip.

### 7.2 DEPUTATIONS

## 8 APPLICATIONS FOR LEAVE OF ABSENCE

## 9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 9.1 MEETING OF COUNCIL (20 JUNE 2023)

#### **OFFICER RECOMMENDATION**

That the minutes of the Ordinary meeting of Council held on Tuesday, 20 June 2023 be confirmed as a true and correct record of proceedings.



10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Reports start on the next page

## 12.1 WORKS COMMITTEE REPORT

<b>Report Reference Number</b>	OCR-2201
<b>Prepared by</b>	Janine May EA/Governance Coordinator
<b>Supervised by</b>	Andrew Malone Acting CEO
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Minutes of Works Committee Meeting held 27 June 2023

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### PURPOSE

To submit the minutes of the Works Committee meeting for receipt by Council.

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### EXECUTIVE SUMMARY

The Committee held its meeting on 27 June 2023, discussing items noted in the terms of reference as agreed by Council.

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### BACKGROUND

Nil

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### CONSULTATION

Works Committee

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### STATUTORY ENVIRONMENT

Nil

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### POLICY IMPLICATIONS

Nil

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### FINANCIAL IMPLICATIONS

Nil

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### STRATEGIC IMPLICATIONS

Nil

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### RISK IMPLICATIONS

Nil

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### SITE INSPECTION

Nil

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## COMMENT

Nil

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## CONCLUSION

The unconfirmed minutes of the Works Committee are now presented to Council for receipt.

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## 12.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That the unconfirmed Minutes of the Works Committee Meeting held on 27 June 2023 be received.**

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## REPORT ATTACHMENTS

Attachments start on the next page



# MINUTES

## **Works Committee Minutes** **Tuesday, 27 June 2023 6:30 PM**

### **Disclaimer**

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

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MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



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MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



## MINUTES

### MINUTES OF THE ORDINARY MEETING OF THE WORKS COMMITTEE HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY EAST FREMANTLE ON TUESDAY, 27 JUNE 2023

#### 1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

The Presiding Member opened the meeting at 6.31pm

#### 2 ACKNOWLEDGEMENT OF COUNTRY

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

#### 3 RECORD OF ATTENDANCE

##### 3.1 ATTENDANCE

The following members were in attendance:

Cr D Nardi  
Cr M Wilson      Presiding Member  
Cr A White  
Cr K Donovan  
Cr C Collinson

The following staff were in attendance:

Mr A Malone      Acting Chief Executive Officer  
Mr N King      Executive Manager Technical Services  
Ms H Clark      Operations Coordinator / Minute Secretary

##### 3.2 APOLOGIES

Mayor J O'Neill  
Cr T Natale  
Cr A McPhail

##### 3.3 APPROVED LEAVE

Nil.

#### 4 MEMORANDUM OF OUTSTANDING BUSINESS

Nil.

#### 5 DISCLOSURES OF INTEREST

Nil.

MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



6 PUBLIC QUESTION TIME

Nil.

7 PRESENTATIONS/DEPUTATIONS

Nil.

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 WORKS COMMITTEE WEDNESDAY, 26 APRIL 2023

**OFFICER RECOMMENDATION**

**Moved Cr Donovan, seconded Cr White**

**That the minutes of the Works Committee meeting held on Wednesday, 26 April 2023, be confirmed as a true and correct record of proceedings.**

**(CARRIED UNANIMOUSLY).**

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

10 REPORTS

Reports start on the next page

## MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



## 10.1 BUILDING MAINTENANCE &amp; IMPROVEMENT PROGRAM

<b>Report Reference Number</b>	WCR-147
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Building Maintenance & Improvement Program.

## EXECUTIVE SUMMARY

The Town has approximately \$37 million in building asset portfolio and 44 individual asset items relating to buildings. Considering this number the Town has allocated \$80,000 to the 2022/23 financial year for maintenance and upgrades.

## BACKGROUND

The Town's last building condition assessments were undertaken in 2017, with most of the Town's assets in good condition, and only needing minor maintenance. Since then, the allocation to maintenance of buildings annually has been below what was recommended within the asset management plan. The Building condition assessments were completed in March 2023.

In addition to the maintenance program the Town is undertaking the upgrade of the Fremantle City Women's soccer club building upgrade. The project has an existing budget of \$1,000,000, with an additional \$200,000 approved by the Department of Local Government, Sport and Cultural Industries in December 2022, and the Town committing \$80,000 towards the project during the 2022/23 mid-year review process.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Local Government Act 1995  
 Building Code of Australia 2005  
 Environment Protection Act 1994  
 Heritage Act 2004  
 and Regulations  
 Crown Lands Act 1989

## POLICY IMPLICATIONS

Purchasing Policy 2.1.3



## MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



## FINANCIAL IMPLICATIONS

Allocation of \$80,000 for the 2022/23 financial year for building maintenance and upgrades.

Fremantle City Women's soccer club building upgrade has a budget of \$1,000,000 in the 2022/23 financial year with \$20,000 spent in the 2021/22 financial year. The majority of this project is funded externally by the State Government (Department of Local Government, Sport and Cultural Industries) \$720,000, and the Club contributing \$200,000. The Town have committed \$80,000 as part of the 2022/23 mid-year review.

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states:

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

1.2 Inviting open spaces, meeting places and recreational facilities

**Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces**

3.2 Maintaining and enhancing the Town's character

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

## RISK IMPLICATIONS

## RISKS

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)
If buildings are not maintained they deteriorate and costs become more long term	Possible (3)	Minor (2)	Moderate (5-9)	SERVICE INTERRUPTION Medium term temporary interruption - backlog cleared by additional resources <1 week	Manage by updating asset management plans and maintenance budgets to avoid long term issues

## RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

## MINUTES OF WORKS COMMITTEE MEETING TUESDAY, 27 JUNE 2023



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

<b>Risk Rating</b>	10
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

## SITE INSPECTION

Nil

## COMMENT

With the condition assessments for the buildings completed in March 2023, this will flow into the five year capital building plan. The condition assessments showed that overall the Town's building assets are in good condition, with the exception of EH Gray infant health building which its remaining useful life is limited, with most components having less than 10 years left.

Fremantle City Women's soccer club building upgrade has slowed due to the issue with the first preferred construction contractor. The design has been slightly amended to further reduce costs, with the updated design to go to market in July 2023.

Within the building maintenance section, some of the works undertaken in the past two months are as below:

- Camp Waller ceiling and roof works
- Sumpton Green - external lock replacements
- Town Hall and Dovenby building and window cleaning
- Camp Waller broken window replacements

## CONCLUSION

The Town's building assets are a major component of its asset portfolio, meaning it is important to maintain our buildings to a suitable standard at all times. Considering the limited use of some of the Town's buildings they may get neglected, however the Town should be maintaining all assets to a suitable standard, so that the wider public and stakeholders can utilize them when required.

## 10.1 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

**Committee Resolution 012706**

**OFFICER RECOMMENDATION:**

**Moved Cr Nardi, seconded Cr White**

**That the Works Committee receive and note the Building maintenance and improvement report.**

**(CARRIED UNANIMOUSLY)**

## REPORT ATTACHMENTS

Nil.

## 10.2 CAPITAL WORKS PROGRESS REPORT

<b>Report Reference Number</b>	WCR-149
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Capital works program progress until June 2023.

## EXECUTIVE SUMMARY

The Council's adopted 2022/23 budget consists of over \$2 million of capital renewal and upgrade projects. Consisting of four categories; Plant and Equipment, Furniture and Equipment, Buildings, and Infrastructure. Progress costing and comments are provided monthly to Council through the Council Concept forum and as part of the monthly Council reporting.

## BACKGROUND

Following the adoption of the budget, the Officers had planned out the 2022/23 capital works program for the financial year ahead. Particular works required early procurement due to seasonal conditions, such as the Wauhop Oval resurfacing project which needed to commence in November 2022. All other major capital projects were completed by May 2023.

Projects such as the Fremantle City women's soccer club and drainage foreshore works are continuous projects and were always planned to carry through to the 2023/24 budget.

## CONSULTATION

Internal consultation with impacted Officers, including the Executive Management Team.

## STATUTORY ENVIRONMENT

**Local Government (Functions and General) Regulations 1996 – (11)**

Require that tenders be publicly invited for such contracts where the estimated cost of providing the total service is expected to be, more or worth more, than \$250,000.

## POLICY IMPLICATIONS

Purchasing Policy 2.1.3

## FINANCIAL IMPLICATIONS

As per the attached Capital works report, the Capital works renewal and upgrade program is worth over \$2 million.

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states:

**Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town’s unique heritage and open spaces**

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

## RISK IMPLICATIONS

## RISKS

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)
Individual quotes will need to be sought for minor works, delaying works and compromising capital works completion within financial year.	Unlikely (2)	Minor (2)	Low (1-4)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Manage by undertaking procurement early in the financial year to ensure works can be completed.

## RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

Risk Rating	5
Does this item need to be added to the Town’s Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

Nil



**COMMENT**

Major Capital works projects timing and information is provided below:

Description	Current Budget	Actual spend	Completion
Buildings - Specialised - Capex - Renewal - Unclassified Property	\$80,000	\$95,208	100%
Buildings - Specialised - Capex - Fremantle Women's Football Club	\$1,000,000	\$201,934	10%
Infrastructure - Parks & Ovals - Playground - Various Upgrades	\$30,000	\$17,751	80%
Infrastructure - Parks & Ovals - Lighting - Capex - New - Other Recreation & Sport	\$16,223	\$16,223	100%
Infrastructure - Parks & Ovals - Retic Upgrades	\$50,000	\$17,629	100%
Infrastructure - Parks & Ovals - Retic Controllers	\$32,000	\$0	30%
Infrastructure - Parks & Ovals - Turf - Wauhop Oval	\$110,000	\$96,528	100%
Capex - Tricolore - Bbq Replacement	\$10,000	\$0	
Capex - Bench Seats - Various Locations	\$15,000	\$14,609	100%
Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	\$10,000	\$13,997	100%
Capex - Drainage Rationalisation - Foreshore	\$100,000	\$31,382	30%
Infrastructure - Roads - Renewal - Marmion St - East St	\$361,127	\$344,302	
Infrastructure - Footpaths - Renewal - Canning Hwy (Fortescue - Irwin)	\$66,000	\$72,026	100%
Infrastructure - Footpaths - Renewal - Canning Hwy (Irwin - Oakover)	\$80,000	\$94,862	100%
Infrastructure - Footpaths - Renewal - Petra St (View Tce - Preston Point Rd)	\$68,000	\$60,549	100%
Infrastructure - Footpaths - Renewal - George St (East St - Glyde St)	\$36,000	\$29,330	100%
<b>Infrastructure</b>	<b>\$2,064,350</b>	<b>\$1,106,328</b>	<b>82%</b>

**CONCLUSION**

With the early adoption of the 2022/23 budget this allows Officers to begin procurement for major projects, all of the major projects were completed by May 2023.

**10.2 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION**

**Committee Resolution 022706**

**OFFICER RECOMMENDATION:**

**Moved Cr Nardi, seconded Cr White**

**That the Works Committee receive and note the Capital Works Program.**

**(CARRIED UNANIMOUSLY)**

**REPORT ATTACHMENTS**

Nil

## 10.3 ENGINEERING MAINTENANCE ITEMS

<b>Report Reference Number</b>	WCR-152
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works and Services Committee is requested to receive this report regarding Engineering Maintenance items.

## EXECUTIVE SUMMARY

Engineering maintenance items within the Town are generally reactive and dealt with by the Towns engineering field officers or contractors. With the highest risk asset the Town has footpaths, the Town have implemented an annual footpath inspection program which a consultant investigates and rates all of the Towns footpath network. The inspection will be undertaken in January and February every year, with the condition of the footpaths the basis for the following years budget.

## BACKGROUND

The Towns Engineering maintenance budget is approximately \$300,000 annually, and accounts for two of the Towns external work force. Although the workforce is small the importance on the department is high, with footpaths and roads some of the Towns high risk assets. One of the highest cost materials and contracts item within the engineering maintenance budget is street sweeping (E12215) \$89,917, which the contractor sweeps all of the streets and car parks once per month.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Local Government Act 1995

## POLICY IMPLICATIONS

Purchasing Policy 2.1.3

## FINANCIAL IMPLICATIONS

The Towns Engineering maintenance budget is approximately \$300,000 for the 2022/23 financial year.

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states:

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### Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces

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

#### RISK IMPLICATIONS

##### RISKS

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)
High risk items like footpath repairs are left and public liability claims increase	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, low impact, low news item	Manage by making sure assets are maintained and repaired in a timely manner

##### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

Risk Rating	11
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

#### SITE INSPECTION

Nil

#### COMMENT

With the purchasing of a concrete grinding machine in August 2022, the Town is now undertaking footpath grinding works at least four days per month. This way the minor footpath defects that can be ground down, can be fixed urgently, and the Town does not need to wait for a contractor or hiring a machine.

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The footpath defect repair numbers are as below, which the defects were picked up in the February 2022 audit, and repairs are up until June 2023:

	Defects	Pit defects	Repaired Defects
<b>Total</b>	2018	413	227

Up until December 2022 we had repaired 47 defects, to June 2023 it was up to 227 defects repaired.

Below shows the number of defects repaired as part of the capital works in 2022/23:

2022/23 Capital works footpaths	Defects repaired
Petra Street	28
George Street	15
Canning Hwy	29
<b>Total</b>	<b>72</b>

Below shows the number of defects to be repaired as part of the upcoming capital works in 2023/24:

2023/24 Capital works footpaths	Defects repaired
Clayton Street	21
Clayton Street	41
Canning Hwy	5
<b>Total</b>	<b>67</b>

At the April works committee meeting it was discussed to have Key Performance Indicators (KPI's). Internally this was discussed and agreed that we will aim to repair or eliminate 20 defects per month, this will be a combination of grinding by the Towns staff and upgrade works through the Towns nominated contractor. This work will be in addition to the capital works upgrade, which usually account for 50 or more defects each year.

Minor drainage maintenance works were undertaken along Riverside Road, adjacent to Leeuwin boat ramp, with the goal to improve drainage in the area. At this moment in time the works seem to be a success, however there will be one more pit installed on the east side of the road.

During June 2023 a contractor undertook drainage cleaning, to make sure the Towns drainage network can cope with any winter heavy rain.

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## CONCLUSION

With Engineering assets being highly visible and high risk to the Town it is important that these assets are maintained to a high standard. The external work crew for engineering maintenance are proactive when queries or complaints are received, this includes assisting in the mitigation of trip hazards within the Towns footpath network which we are progressing with each month.

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## 10.3 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

**Committee Resolution 032706**

**OFFICER RECOMMENDATION:**

**Moved Cr White, seconded Cr Donovan**

**That the Works Committee receive and note the Engineering Maintenance report.**

**(CARRIED UNANIMOUSLY)**

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## REPORT ATTACHMENTS

Nil



## 10.4 PARKS &amp; GARDENS

<b>Report Reference Number</b>	WCR-155
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works Committee is requested to receive this report regarding the Town's Parks and Gardens.

## EXECUTIVE SUMMARY

The Towns Parks, Ovals and reserves asset portfolio has an estimated value of approximately \$8 million, excluding non-depreciable assets (passive parks, sports fields and natural areas). The majority of its external work force are based within the parks and gardens team, maintaining the Towns parks and gardens on a schedule program which runs fortnightly. In addition to the maintenance, capital projects within parks account for approximately \$400,000 for the financial year 2022/23.

## BACKGROUND

The Towns parks and gardens are the most visible asset to its residents and stakeholders, meaning that the maintenance of these areas is important in keeping the Town looking proactive and mindful of its stakeholders values in relation to the environment.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Local Government Act 1995  
Environment Protection and Biodiversity Conservation Act 1999

## POLICY IMPLICATIONS

Purchasing Policy 2.1.3

## FINANCIAL IMPLICATIONS

Capital projects of approximately \$400,000 for the 2022/23 financial year  
Operating costs of approximately \$600,000 for the 2022/23 financial year

## STRATEGIC IMPLICATIONS

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

1.2 Inviting open spaces, meeting places and recreational facilities

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**Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town’s unique heritage and open spaces**

3.2 Maintaining and enhancing the Town’s character

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

4.1 Conserve, maintain and enhance the Town’s open spaces

4.2 Enhance environmental values and sustainable natural resource use

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

## RISK IMPLICATIONS

### RISKS

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)
Parks become degraded and look poor	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Manage by making sure out maintenance standards are high and checked by senior staff.

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

Risk Rating	11
Does this item need to be added to the Town’s Risk Register	No
Is a Risk Treatment Plan Required	No

### SITE INSPECTION

Nil

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**COMMENT**

The maintenance and upgrade of the Towns parks is very important as it is an amenity that is seen and used daily by residents and stakeholders. The Towns major maintenance works and projects are listed below with relevant timeframes:

- Wauhop Park resurfacing – Completed, with some additional maintenance works undertaken at the end of the project to make sure the finish was of high quality.
- Niergarup track – Weeding was undertaken in April and May 2023. Infill planting is to commence from the Merv Cowan end and in spots that need more planting in July 2023.
- Sports ovals maintenance – A meeting with the relevant clubs that use Henry Jeffery and Preston Point ovals was held on the 6 June 2023, with the clubs happy with the condition of the ovals.
- Retic Controllers – Controllers purchased, with all but one installed in June 2023.
- Tree planting – We started the Town wide verge planting in May 2023, with the plan to complete all of the verge planting and Town wide planting by July 2023. This includes replacement of any trees which have recently died through the urban canopy program last year.

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**CONCLUSION**

As works in parks and gardens is generally seasonal in terms of tree planting and recovery, most of the capital works relating to parks and gardens is undertaken in the winter months between July and September. In addition to the capital projects the Towns external work force work on a fortnightly maintenance schedule to maintain the Towns parks and gardens.

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**10.4 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION**

**Committee Resolution 042706**

**OFFICER RECOMMENDATION:**

**Moved Cr White, seconded Cr Nardi**

**That the Works Committee receive and note the Parks and Gardens report.**

**(CARRIED UNANIMOUSLY)**

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**REPORT ATTACHMENTS**

Nil

## 10.5 RISK &amp; HAZARDS

<b>Report Reference Number</b>	WCR-157
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works Committee is requested to receive this report regarding Risk & Hazards and OHS/WHs matters.

## EXECUTIVE SUMMARY

As there are no items to report on these matters for this month, items may be raised during the meeting.

## BACKGROUND

Risk & Hazards and OHS/WHs matters are important for the Town, as reporting and mitigating risk is a key component on reducing the Towns public liability. If done correctly the Town, residents and other stakeholders will benefit from a safe Town of limited risks and hazards.

## CONSULTATION

Nil

## STATUTORY ENVIRONMENT

Work Health and Safety Act 2020

## POLICY IMPLICATIONS

Policy 2.2 Risk Management

## FINANCIAL IMPLICATIONS

No direct costs associated with this item, however the Towns insurance policies may be impacted indirectly.

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states:

**Strategic Priority 5 – 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

## RISK IMPLICATIONS

## RISKS

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)
If risks are not identified then hazards can become worse, and the impact can sometimes be fatal	Unlikely (2)	Major (4)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, high impact, high news profile, third party actions	Manage by identifying risks and mitigating them early

## 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

Risk Rating	11
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

Nil

## COMMENT

As no items for this month, this section will be filled as required in coming meetings.

## CONCLUSION

Risk & Hazards and OHS/WHs are items that are important to the Town as its reputation can be damaged and the financial implications can be high if the severity of incidents is serious. It is the Town's responsibility to mitigate these risks and identify hazards, in trying to prevent serious incidents.



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The Towns risk register has recently been migrated to SharePoint, making it easier for staff members to use and get automatic reminders of when risks are to be reviewed.

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#### 10.5 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

**Committee Resolution 052706**

**OFFICER RECOMMENDATION:**

**Moved Cr Nardi, seconded Cr White**

**That the Works Committee receive and note the Risk & Hazards and OHS/WHS report.**

**(CARRIED UNANIMOUSLY)**

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#### REPORT ATTACHMENTS

Nil

## 10.6 STRATEGIC PROJECTS

<b>Report Reference Number</b>	WCR-159
<b>Prepared by</b>	Nicholas King
<b>Supervised by</b>	Andrew Malone
<b>Meeting date</b>	Tuesday, 27 June 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

## PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Strategic Projects.

## EXECUTIVE SUMMARY

The Town has several strategic projects which align with its Strategic Community Plan, Corporate Business Plan and Strategic Resource Plan. Four key projects have been identified and will be updated within this report, being:

- Implementation of Works Review
- Implementation of Integrated Traffic Management Plan
- Implementation of Foreshore Management Plan
- Implementation of Asset Management Plan

## BACKGROUND

The four key strategic projects have varied background information, with relevant information as below.

Implementation of Works Review

Works review undertaken by GFG Consulting in early 2020, with the report finalised in March 2020. 66 individual recommendations were put forward within the report to increase efficiencies in the Operations Department, and create greater transparency.

Implementation of Integrated Traffic Management Plan

The Integrated Traffic Management Plan was undertaken by Cardno in 2020, with the final report finalised in April 2021. With over 100 individual recommendations put forward, the Officers have broken the recommendations into three categories: Parking, Traffic and Active Transport. Which an implementation plan has been created to target recommendations in the next five years.

The Town has commissioned a consultant to undertake an assessment of the current line marking standards within East Fremantle. This work will be completed by July 2023.

Implementation of Foreshore Management Plan

The Town commissioned Ecoscape in 2015 to undertake a foreshore management plan, which put forward a 10 year asset maintenance priority plan. This plan has been used as the basis for subsequent foreshore management documents, including the River wall 10 year priority plan which was undertaken by MP Rogers in early 2022, with a first draft presented at the works committee in August 2022.

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Implementation of Asset Management Plan

The Town has many asset categories, with asset management plans in place for Buildings, Drainage, Footpaths, Parks, Plant and Equipment, and Roads. Best practice is to review these plans annually if not bi-annually, with the most recent review undertaken in late 2021. Asset conditions are not reviewed annually for all categories, however for high risk assets such as footpaths an annual inspection has been put in place to identify and mitigate hazards.

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CONSULTATION

All strategic projects have had varied levels of consultation, including:

Implementation of Works Review

Finalised report went to Council informally upon completion, with updates provided to Council in late 2021 at the Council Concept Forum. Further updates to be provided in mid 2023, with the status of recommendations addresses.

Implementation of Integrated Traffic Management Plan

The finalised report was presented to Council at the Council Concept Forum in mid-2021. A traffic survey of the Plympton ward was undertaken in February 2023, which this information will be provided to Council in March 2023.

Implementation of Foreshore Management Plan

Different iterations have been presented to Council both formally and informally since the 2015 plan, however the updated condition assessment and plan has not been presented to Council as of yet.

Of the works identified within the foreshore upgrade plan, two sites have been completed in October/November 2022. More designs were undertaken with the consultant, and works are planned to be undertaken in October 2023.

Implementation of Asset Management Plan

The asset management plans have not been presented to Council as of yet. The documents are informing the maintenance regimes and upcoming budgets.

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STATUTORY ENVIRONMENT

Local Government Act 1995

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POLICY IMPLICATIONS

Purchasing Policy 2.1.3

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FINANCIAL IMPLICATIONS

The four strategic projects have an impact on the Towns long term financial plan and the current 2022/23 financial year budget.

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STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 states:

**Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town’s unique heritage and open spaces**

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



## RISK IMPLICATIONS

## RISKS

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)
If strategic plans are not updated or maintained the long term financial plan may be adversely impacted	Possible (3)	Minor (2)	Low (1-4)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by annually reviewing strategic projects to make sure we are aligning with the plans and long term financial planning

## RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

Risk Rating	6
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

Nil

## COMMENT

Updates on the individual projects are as below:

Implementation of Works Review

The Operations review is reviewed monthly by the CEO and EMTS, with the recommendations commented on and updated if completed.

To date of the 66 recommendations the status is below for each:

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Status	66 (total actions)	%
Ongoing	40	61%
Completed	15	23%
No Action	11	17%

Implementation of Integrated Traffic Management Plan

Following the plan being presented to Council in mid 2021, the Officers set out an implementation plan with the relevant implementation year and comments from relevant managers. With some recommendations needing further investigation, it is proposed that within the 2022/23 budget, minor projects are concentrated on, with a budget allocation of \$60,000 for this financial year.

The Town has undertaken an additional traffic survey in February 2023, which any action from this may be presented to Council.

Implementation of Foreshore Management Plan

The updated condition assessment and five year plan outlines the Towns capital upgrade program moving forward. Within the 2022/23 financial year the Council has allocated approximately \$250,000 towards river wall upgrades, including a contribution of \$75,000 from the DBCA.

Works were completed on two sites in November 2022, Swan yacht club works to fix the wall and adjacent footpath, and the section of wall adjacent to Pier Street which the footpath was subsiding. Both sections of wall were fixed and the adjacent footpaths replaced by November 2022.

More designs are being undertaken by the consultant to work on the next section of wall works, with the wall near the Dome café the next proposed site in need of repair.

Implementation of Asset Management Plan

All Asset management plans were reviewed in late 2021, however condition assessments were only undertaken for Footpaths and Roads being too high risk assets. In the existing financial year a building condition assessment will be undertaken for all buildings the Town owns or maintains, in addition to the annual playground inspections undertaken near December every year.

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**CONCLUSION**

The Towns strategic projects are vital in capturing and updating the Towns assets and priorities in aligning with its long term financial plan. It is important that the Town review these projects regularly to make sure our annual capital program and maintenance budgets are aligning with the long term plans.

---

**10.6 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION**

**Committee Resolution 062706**

**OFFICER RECOMMENDATION:**

**Moved Cr Nardi, seconded Cr Donovan**

**That the Works Committee receive and note the Strategic projects report.**

**(CARRIED UNANIMOUSLY)**

---

**REPORT ATTACHMENTS**

Nil

MINUTES OF WORKS COMMITTEE MEETING 27/06/2023 6:30:00 PM



11 MATTERS BEHIND CLOSED DOORS

Nil.

12 CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 8.32pm.

*I hereby certify that the Minutes of the ordinary meeting of the **Works Committee** of the Town of East Fremantle, held on **27 June 2023**, Minute Book reference **1. to 12.** were confirmed at the meeting of the Committee on*

.....

\_\_\_\_\_

*Presiding Member*

## 12.2 TOWN PLANNING COMMITTEE REPORT

<b>Report Reference Number</b>	OCR-2196
<b>Prepared by</b>	Janine May EA/Governance Coordinator
<b>Supervised by</b>	Andrew Malone Acting CEO
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Minutes of Town Planning Committee Meeting held 4 July 2023

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### PURPOSE

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

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### EXECUTIVE SUMMARY

The Committee, at its meeting on 4 July 2023, exercised its delegation in four statutory matters where at least four members voted in favour of the Reporting Officer's recommendation.

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### BACKGROUND

Nil

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### CONSULTATION

Town Planning Committee

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### STATUTORY ENVIRONMENT

Nil

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### POLICY IMPLICATIONS

Nil

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### FINANCIAL IMPLICATIONS

Nil

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### STRATEGIC IMPLICATIONS

Nil

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### RISK IMPLICATIONS

Nil

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### SITE INSPECTION

N/A

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## COMMENT

Nil

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## CONCLUSION

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

---

## 12.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That the unconfirmed Minutes of the Town Planning Committee Meeting held on 4 July 2023 be received.**

---

## REPORT ATTACHMENTS

Attachments start on the next page



# MINUTES

## Town Planning Committee Tuesday, 18 July 2023 at 12:00 AM

### **Disclaimer**

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (1)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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

### **Copyright**

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MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



# MINUTES

## 1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

Presiding member opened the meeting at 6.30 pm and welcomed members of the gallery.

## 2 ACKNOWLEDGEMENT OF COUNTRY

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

## 3 ANNOUNCEMENT TO GALLERY

*"Members of the gallery are advised that no Council decision from tonight's meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision."*

## 4 RECORD OF ATTENDANCE

### 4.1 ATTENDANCE

Cr C Collinson	Presiding Member
Cr A Natale	
Cr D Nardi	
Cr A White	
Cr K Donovan	

C Catchpole	Acting Executive Manager, Regulatory Services
K Culkin	Minutes Secretary

One member of the public was present in the gallery.

### 4.2 APOLOGIES

Mayor J O'Neill

### 4.3 APPROVED LEAVE

Nil

## 5 MEMORANDUM OF OUTSTANDING BUSINESS

Nil

## 6 DISCLOSURES OF INTEREST

### 6.1 FINANCIAL

Nil

### 6.2 PROXIMITY

Nil



MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



6.3 IMPARTIALITY

Nil

7 7. PUBLIC QUESTION TIME

7.1 RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

Nil

7.2 PUBLIC QUESTION TIME

Nil

8 PRESENTATIONS/DEPUTATIONS

8.1 PRESENTATIONS

Nil

8.2 DEPUTATIONS

Nil

9 TOWN PLANNING COMMITTEE (2 MAY 2023)

9.1 OFFICER RECOMMENDATION

**9.1 OFFICER RECOMMENDATION**

**Moved Cr White, seconded Cr Nardi**

**That the minutes of the Town Planning Committee meeting held on 2 May 2023 be confirmed as a true and correct record of proceedings.**

(CARRIED UNANIMOUSLY)

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

11 REPORTS OF COMMITTEES

Nil



## 12 REPORTS OF OFFICERS (COMMITTEE DELEGATION)

**PROCEDURAL MOTION****Moved Cr Nardi, seconded Cr Donovan**

**That the order of business be changed to allow members of the gallery to speak to specific planning applications.**  
**(CARRIED UNANIMOUSLY)**

## 12.3 8 (LOT 18) CLAYTON STREET –NEW SINGLE STOREY DWELLING

<b>Owner</b>	Caitlin Fitzpatrick & Christopher Monahan
<b>Applicant</b>	Danmar Homes
<b>Report Reference Number</b>	OCR-2196
<b>Planning Reference Code</b>	P026/23
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Location and advertising plan</li> <li>2. Photos</li> <li>3. Plans submitted on 4 May 2023</li> <li>4. Community engagement checklist</li> </ol>

**PURPOSE**

The purpose of this report is for Council to consider a development application for a new single storey dwelling at 8 (Lot 18) Clayton Street, East Fremantle.

**EXECUTIVE SUMMARY**

This development application proposes a new single storey dwelling at 8 (Lot 18) Clayton Street, East Fremantle. The existing dwelling which is not heritage listed, will be demolished, and replaced with a contemporary dwelling that has 4 bedrooms, 3 bathrooms, a study, 2 living rooms, alfresco area and a double garage. Significant retaining is being undertaken on the northern side of the property in response to the slope of the site from north to south and west to east. Six variations are requested to the requirements of the Residential Design Codes and Residential Design Guidelines which are listed below:

- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks (rear) – Eastern Wall – Bedroom 3, Bedroom 4 – 6m required, 1.6m provided,
- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Southern Wall – Garage, Store – 1m required, 0m provided,
- Clause 5.4.1 – Residential Design Codes – Visual Privacy – Northern and Eastern Boundary – 7.5m setback required for outdoor active habitable spaces and 4.5m for bedroom 4, nil to 1.5m provided for outdoor active habitable spaces and 1.6m provided for bedroom 4,
- Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided,

## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



- (v) Clause 5.3.7 – Residential Design Codes – Site Works - Retaining – 1m and 1.5m setback of retaining required, 0m setback of retaining provided, and
- (vi) Clause 5.3.7 – Residential Design Codes – Site Works - Fill – Maximum of 0.5m permitted, 0.6m provided.

The proposed development application is recommended to be supported subject to the conditions that are included in the final recommendation.

---

**BACKGROUND**

<b>Zoning</b>	Residential R12.5
<b>Site Area</b>	804m <sup>2</sup>
<b>Heritage</b>	N/A
<b>Fremantle Port Buffer</b>	N/A
<b>Previous Decision of Town and/or History of Issue Onsite</b>	Nil

---

**CONSULTATION**Advertising

The proposed development was advertised from 17 April to 8 May 2023. No submissions were received.

Community Design Advisory Committee

This development application was not provided to the Community Design Advisory Committee.

External Consultation

The Water Corporation provided the following advice.

The Water Corporation has no objection to this proposal. It is noted that the proposed building is in close proximity to the sewer. The applicant must comply with the Water Corporation's requirements for Working Near Assets. This proposal appears to be compliant, however further details of the footings must be submitted at building permit stage.

A condition has been included with the final recommendation requiring the applicant to submit the Water Corporation's written approval when the building permit application is submitted. This will ensure that all requirements regarding working near Water Corporation assets are complied with.

Internal Consultation

The development application was referred to the Town's Operations Department. The advice provided has been included in the final recommendation.

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**STATUTORY ENVIRONMENT**

Planning and Development Act, 2005  
 Residential Design Codes (Volume 1)  
 Local Planning Scheme No. 3

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**POLICY IMPLICATIONS**

Local Planning Policy 3.1.1 – Residential Design Guidelines

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**FINANCIAL IMPLICATIONS**

Nil

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 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 Facilitates 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.*

*3.1.3 Plan for improved streetscapes.*

*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 within resource capabilities.*

*3.3.2 Plan and advocate for improved access and connectivity.*

## RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

## SITE INSPECTION

A site inspection was undertaken.

## COMMENT

### Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No. 3, the Residential Design Codes and Local Planning Policy 3.1.1 – Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

### Local Planning Scheme No. 3/Residential Design Guidelines/Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback	7.5m	6.5m but compensating area provided in front porch	A
Carport/garage setback	Setback demonstrated	7.5m	A
Minor incursions			N/A
Lot Boundary Setbacks			
Northern wall – ensuite, WIR, ensuite	1.5m	1.5m	A
Northern wall – alfresco, theatre, bed 3	3.7m	>3.7m	A
<b>Eastern wall</b>	<b>6m</b>	<b>1.6m</b>	<b>D</b>
Southern wall – bed 4, bathroom, laundry, scullery, kitchen	1m	1.03m	A
Southern wall – dining	1.5m	1.73m	A
Southern wall – living	1m	1.03m	A
<b>Southern wall – garage store</b>	<b>1m</b>	<b>0m</b>	<b>D</b>
Car Parking	2 car bays	2 car bays	A
Maximum wall height	7m	<7m	A

## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



Maximum roof height	10m	<10m	A
Site Works			
Retaining walls, excavation or fill behind a street setback line	Compliance with appropriate height and setback requirements	Retaining up to 0.6m high should be 1m from boundary. Retaining up to 1.177m should be 1.5m from boundary	D
Excavation or fill behind street setback line and within 1.0 m of common boundary	Max 0.5 m above NGL at lot boundary	>0.5m along northern boundary  >0.5m along eastern boundary	D
<b>Visual Privacy Setbacks</b>			
Northern – outdoor active habitable spaces	7.5m	Nil to 1.5m Dividing fence provides screening – condition screening	D
Eastern – outdoor active habitable spaces & bedroom 4	4.5m to 7.5m	Nil to 1.6m Dividing fence provides screening – condition screening	D
Overshadowing	<25%	11.9%	A
Roof form and pitch	28 to 36 degrees	Up to 36.5 degrees	D
Materials and colours			A
Open Space	55%	57%	A
Landscaping	2m x 2m deep planting zone required	Provided	A
Front fence			N/A
Footpaths and crossovers	To be conditioned		
Drainage	To be conditioned		

This development application proposes a new single storey dwelling at 8 (Lot 18) Clayton Street, East Fremantle. The existing dwelling which is not heritage listed, will be demolished and replaced with a contemporary dwelling that has 4 bedrooms, 3 bathrooms, a study, 2 living rooms, an alfresco area and a double garage. Significant retaining is being undertaken on the northern side of the property in response to the slope of the site from north to south and west to east. Six variations are requested to the requirements of the Residential Design Codes and Residential Design Guidelines in relation to lot boundary setbacks (2 locations), roof pitch and site works (2 locations).

The proposed development was advertised from 17 April to 8 May 2023. No submissions were received.



MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



Lot Boundary Setbacks – Eastern Wall – Bedroom 3, Bedroom 4

The lot is zoned R12.5 and as such a 6m rear boundary setback is required in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1 i. In this case the reduced lot boundary setback of 1.6m can be supported in accordance with design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of bulk on the adjoining properties,
- Adequate direct sunlight and ventilation reaches the building and open spaces on the site and adjoining properties, and
- Minimal overlooking and loss of privacy on adjoining properties.

The reduced lot boundary setback will have few impacts on privacy and because the dwelling is single storey and it is considered there are no issues relating to bulk and scale with the proposed single storey development. For these reasons, the reduced lot boundary setback can be supported.

Lot Boundary Setbacks - Southern Wall – Living, Store

The southern wall of the garage store which is 6.5m long and less than 3.5m high with no major openings is built up to the boundary. The Residential Design Codes deemed to comply clause 5.1.3 C3.1 i requires the wall to be setback 1m from the boundary. The reduced lot boundary setback can be supported in accordance with the Residential Design Codes design principles 5.1.3 P3.2 for the following reasons:

- It makes more effective use of the space for the enhanced privacy of the occupants,
- Minimal impacts of bulk on the adjoining properties,
- Adequate direct sunlight and ventilation reaches the building and open spaces on the site and adjoining properties,
- Minimal overlooking and loss of privacy on adjoining properties,
- It does not have an adverse impact on the amenity of the adjoining property,
- Direct sun can still reach major openings to habitable rooms and outdoor living areas for adjoining properties, and
- Positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.

The reduced lot boundary setback will have few impacts on privacy and because the dwelling is single storey it is considered there are no issues relating to bulk and scale. For these reasons, the reduced lot boundary setback can be supported.

Visual Privacy – Northern and Eastern Lot Boundaries

The Residential Design Codes deemed to comply clause 5.4.1 C1.1 require a visual privacy setback of 7.5m from outdoor active habitable spaces and bedrooms where the floor level is proposed to be greater than 0.5m (fill required to level the site) above natural ground level (in this case the outdoor active habitable area, including the pool and bedroom 4). As a result of the fill, there is a need for visual privacy screening to be installed to ensure visual privacy is maintained between the northern and the eastern lots. The plans indicate that new fencing will be installed along the northern and the eastern boundary. Failing the installation of this dividing fence, at the new higher lot levels indicated on the plans, visual privacy screening will be required to be installed along the boundaries to ensure that visual privacy is maintained between the subject lot and the northern and the eastern properties in accordance with design principles 5.4.1 P1.1. A condition is included in the final recommendation that imposes this requirement should the proposed fencing not be installed.

Roof Pitch

The Residential Design Guidelines acceptable development provision 3.7.8.3 A4.1 requires that the roof pitch of the development is between 28 and 36 degrees in the Richmond precinct. In this case the roof pitch is more than 36 degrees at 36.5 degrees for parts of the roof. Where there is increased roof pitch it can be supported in accordance with performance criteria 3.7.8.3 P4 because the roof form complements the traditional form of the surrounding development. It is marginally more than what is permitted under the acceptable development criteria and is hardly discernible. For these reasons, the increased roof pitch can be supported.



### Site Works – Retaining Walls

Significant site works are proposed for the subject site along the northern side and the north-eastern side of the site. The site slopes down from south to north and from west to east. Retaining walls up to 0.6m high are proposed along the eastern boundary and along the northern boundary up to 1.177m above the ground level. The Residential Design Codes deemed to comply clause 5.3.7 C7.2 has required setbacks for retaining walls. In this case the retaining on the eastern boundary should be setback 1m from the boundary while the northern retaining wall should be setback 1.5m from the boundary. The reduced boundary setback for the retaining can be supported in accordance with design principles 5.3.7 P7.3 because it results in land that can be effectively used for the benefit of residents and does not detrimentally affect adjoining properties, nor does it result in visual privacy issues.

It is noted that a new dividing fence is proposed to be installed along the boundary which will ensure that there is 1.8m high barrier between the properties which creates a minimum level of privacy. Although the retaining wall and dividing fence are relatively high the northern neighbour had no objections during previous discussions and no objections were received regarding the proposed construction of retaining walls during the advertising period.

### Site Works - Fill

Site levels are to be increased more than 0.5m along the northern and eastern boundary. The Residential Design Codes deemed to comply clause 5.3.7 C7.1 requires that fill does not exceed 0.5m. In this case the fill being added to the site is approximately 0.6m and can be supported in accordance with design principles 5.3.7 P7.2 because it respects the natural ground level at the lot boundary and as viewed from the street.

The dividing fences proposed to be constructed along the northern boundary and eastern boundaries will provide the minimum required level of visual privacy between the northern and the eastern properties and ensure that the impact of the raised site levels will be minimised. It was acknowledged in previous discussions held with the northern neighbouring property owner that site levels would be raised. As mentioned, no formal submissions objecting to the development application were received from advertising.

---

## CONCLUSION

Based on the preceding assessment, the proposed new single storey dwelling at 8 (Lot 18) Clayton Street, East Fremantle can be supported subject to the conditions included in the final recommendation. The proposed development will see the existing dwelling demolished and replaced with a new single storey dwelling that is considered to contribute positively to the streetscape and the Richmond precinct.

- Mr C Monahan (owner) attended the meeting and supported the officer 's recommendation.

### **12.3 OFFICER RECOMMENDATION /COMMITTEE RESOLUTION TP010723**

**Moved Cr White, seconded Cr Nardi**

**That development approval is granted, and Council exercises its discretion regarding the following:**

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks (rear) – Eastern Wall – Bedroom 3, Bedroom 4 – 6m required, 1.6m provided,
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Southern Wall – Garage, Store – 1m required, 0m provided,
- (iii) Clause 5.4.1 – Residential Design Codes – Visual Privacy – Northern and Eastern Boundary – 7.5m setback required for outdoor active habitable spaces and 4.5m for bedroom 4, nil to 1.5m provided for pool surrounds and 1.6m provided for bedroom 4,
- (iv) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided,
- (v) Clause 5.3.7 – Residential Design Codes – Site Works - Retaining – 1m and 1.5m setback of retaining required, 0m setback of retaining provided, and

- (vi) Clause 5.3.7 – Residential Design Codes – Site Works - Fill – Maximum of 0.5m permitted, more than 0.5m provided,  
for a new single storey dwelling at No. 8 (Lot 18) Clayton Street, East Fremantle, in accordance with the plans submitted on 4 May 2023, subject to the following conditions:
- (1) The development is in close proximity to a major transport corridor (Canning Highway). The development is to comply with State Planning Policy 5.4 Road and Rail Noise and implement measures to meet the requirements of this policy. Measures adopted should be included with the building permit application.
  - (2) The applicant must comply with the Water Corporation requirements regarding working near Water Corporation Assets and provide written approval from the Water Corporation for the proposed development when the building permit application is submitted to the Town.
  - (3) All parapet walls are to be fair faced brick work or cement rendered to the adjacent property face by way of agreement between the property owners and at the applicant's expense.
  - (4) Failing the installation of dividing fences that are solid surfaces and 1.8m high above retaining walls as indicated on the plans submitted on 4 May 2023 to maintain visual privacy between the subject property and the northern and eastern properties the applicant/owner will be required to install at their expense visual privacy screening along the northern and eastern boundary that complies with the Residential Design Codes deemed to comply clause 5.4.1 C1.2 that is at least 1.6m from the finished floor/ground level of the adjacent area, 75% obscure, permanently fixed, durable and restrict views in the direction of overlooking.
  - (5) The new crossover width is not to exceed 5m and to be in accordance with the Town of East Fremantle's (the Town) crossover policy, Local Planning Policy 3.1.1 - Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide.
  - (6) The existing crossover is to be removed such that there is only 1 crossover, and the verge, footpath, and kerb is to be remediated to the satisfaction of the Town.
  - (7) Existing trees located within the verge are a Local Government asset and as such must be retained and not pruned, shaped, or modified except where otherwise approved for removal or modification by the Town.
  - (8) During construction the verge trees are to be protected with a cage to ensure that they are not damaged by surrounding works, vehicles, or materials.
  - (9) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Town, and thereafter implement to the satisfaction of the Town, a construction management plan addressing the following matters:
    - a) How materials and equipment will be delivered and removed from the site.
    - b) How materials and equipment will be stored on site.
    - c) Parking arrangements for contractors.
    - d) Construction waste disposal strategy and location of waste disposal bins.
    - e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction.
    - f) How risks of wind and/or waterborne erosion and sedimentation will be minimised during and after the works.
    - g) Other matters that are likely to impact on the surrounding properties.
  - (10) The footpath is to always remain accessible to pedestrians.
  - (11) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with the Town's further approval.
  - (12) The proposed works are not to be commenced until the Town has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by the Town.
  - (13) With regards to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for the Town's attention.



- (14) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Town prior to the issue of a Building Permit.
- (15) If requested by the Town within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Town and all associated costs to be borne by the owner.
- (16) 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.
- (17) 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 the Town and if approved, the total cost to be borne by the applicant. The Town 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.
- (18) This development approval is to remain valid for a period of 24 months from the date of this approval.

**Footnote:**

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

- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (b) *A copy of the approved plans as stamped by the Town are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by the Town.*
- (c) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Town's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;*

**Crossover Specifications**

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover Specification 2017.pdf>

**Residential Design Guidelines**

[https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf)

[policies/3\\_1\\_1\\_LPP\\_Residential\\_Design\\_Guidelines\\_Amended\\_17\\_May\\_2016.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf)

**Urban Streetscape and Public Realm Style Guide**

<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>

**Application to Conduct Crossover Works**

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application to conduct crossover works.pdf>

- (d) *It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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 the Town and one copy should be given to the owner of any affected property.*
- (e) *All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*
- (f) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (g) *Any damage to other Town assets including but not limited to the kerb, drainage, footpaths, roads, and signage will have to be repaired by the applicant/owners/contractors at their cost.*

- (h) A construction management plan will have to be prepared and submitted as part of the building permit application to show traffic management, contractor parking and materials storage.**
- (i) Operations Advice:**
- 1) Stormwater**
- a. Stormwater shall be retained on site and discharged into soak wells or by any other approved method on property. Soak wells including any for crossovers are to be installed within the applicant's property.
  - b. Internal accesses and paths to be designed in such a manner as to prevent onsite storm water entering the road, footpath, right of ways and neighbouring properties.
  - c. A 300mm wide (or similar suitable) trench grate to be installed across the driveway at the property boundary. This shall be located internally across the full width of the driveway, with all collected water retained on site. Must be trafficable to a suitable standard. (Durham 2f - cat 856 mstg galvanized 300 grate or similar standard)
  - d. Stormwater pipe connections and calculations to be shown on plans.
  - e. Backwash and drainage from domestic swimming pools and spas shall be retained on site. Backwash water is to be discharged to a grassed, vegetated or garden area, or a stone-filled trench either open to the surface or underground (similar to a septic tank absorption field). Any surface run-off resulting from the discharge should be contained within the property boundaries and not affect neighbouring properties. Disposal of backwash water into the Town's stormwater drainage system is prohibited as it can harm rivers and coastal waters.
- 2) Crossovers**
- a. Crossover application required.
  - b. No street trees are to be removed/ pruned/ damaged. Crossovers are to be a minimum setback from any street tree (trunk) as required by the Town's Operations Department.
  - c. Crossover to be min 3.5m - max 5m wide with 1m x 1m wings.
  - d. Crossover to tie into existing footpath.
  - e. Vehicle crossovers no longer connected with an internal driveway must be removed and the verge, path and kerb reinstated at the applicant's expense to the satisfaction of the Town.
  - f. Access onto the site shall be restricted to that shown on the approved plan.
- 3) Adjoining Properties**
- a. Access to properties immediately adjacent and surrounding the Development to always remain accessible.
- 4) Footpath**
- a. The footpath adjacent to the development shall be maintained clear of any obstructions and be always trafficable.
- 5) Damage to Town's Assets**
- a. Any damage that occurs to the Town's assets for example but not limited to kerb, drainage, trees, footpaths, roads, signage etc. is to be repaired to the satisfaction of the Town by the applicant at their cost.
- 6) Verge Trees**
- a. No unauthorised pruning, trimming or damage to street trees is to occur as a result of the development.
  - b. The verge tree/s are to be protected as per Australian Standards AS 4970-2009.
- 7) Parking**
- a. Trade parking to follow the Road Traffic Code, Australian Standards and Local Laws and Policies as determined by the Town of East Fremantle.
- 8) General**
- a. Should the operation cause i) a safety concern, ii) undue pedestrian or traffic congestion, iii) the applicant fails to follow the described work methods or adhere to the Traffic Management Plan (including Traffic Control Drawings), the Town reserves the right to withdraw its endorsement of any work currently underway and possibly close the site to comply with accepted safety conditions.
  - b. Owner/applicant when carrying out works in the road reserve will be responsible for location and protection of public utility services within the road reserve and is to obtain details of service locations from relevant utility authorities prior to the commencement of any works within the road reserve.

**(CARRIED UNANIMOUSLY)**

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 16 May 2023, this application is deemed determined, on behalf of Council, under delegated authority.

REPORT ATTACHMENTS

Attachments start on the next page.



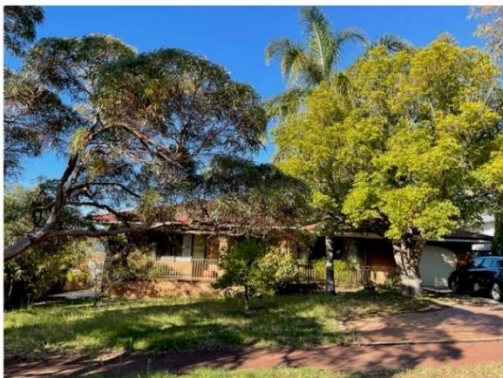
Attachment -1

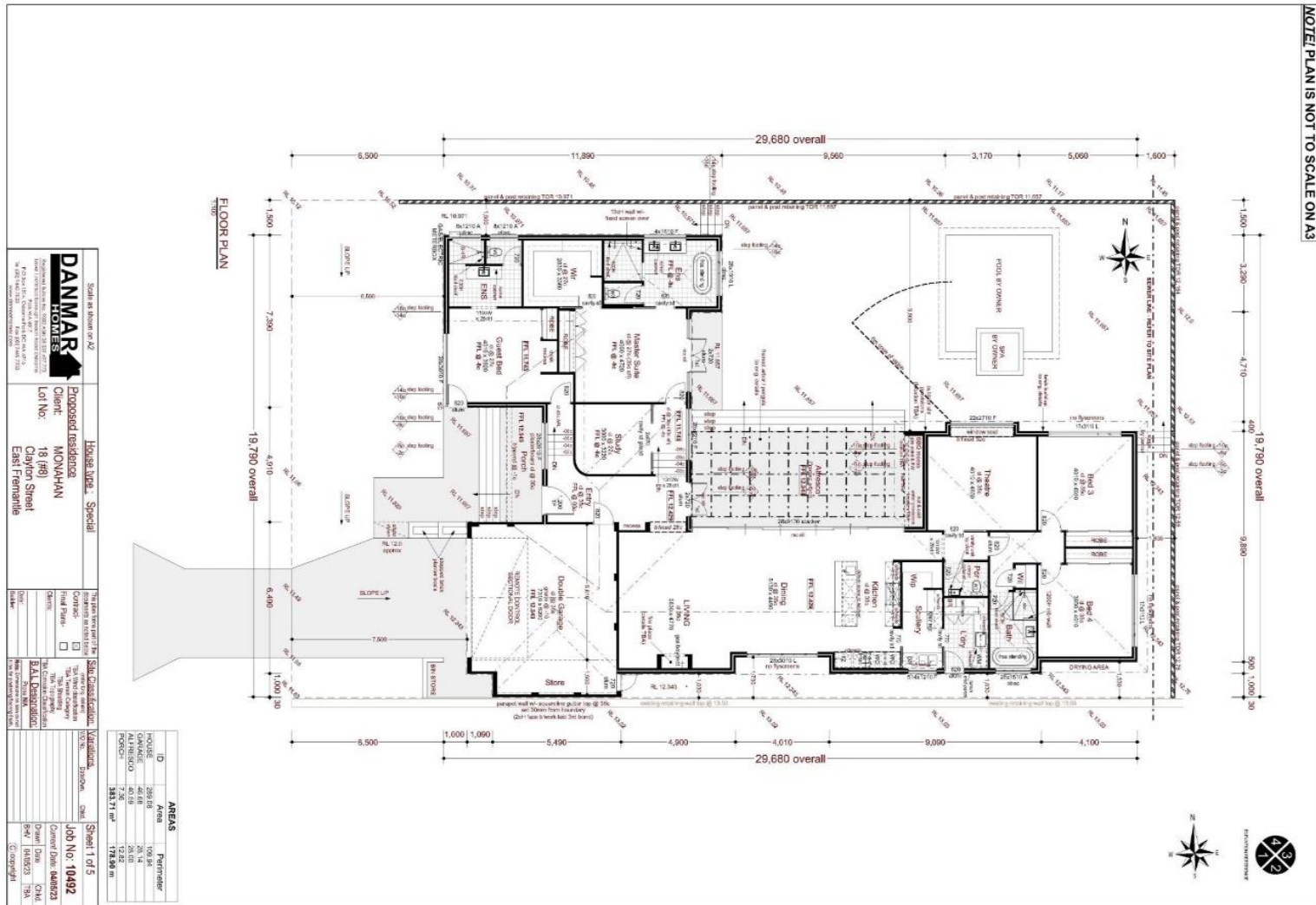
**8 Clayton Street – Location and Advertising Plan**



Attachment -2

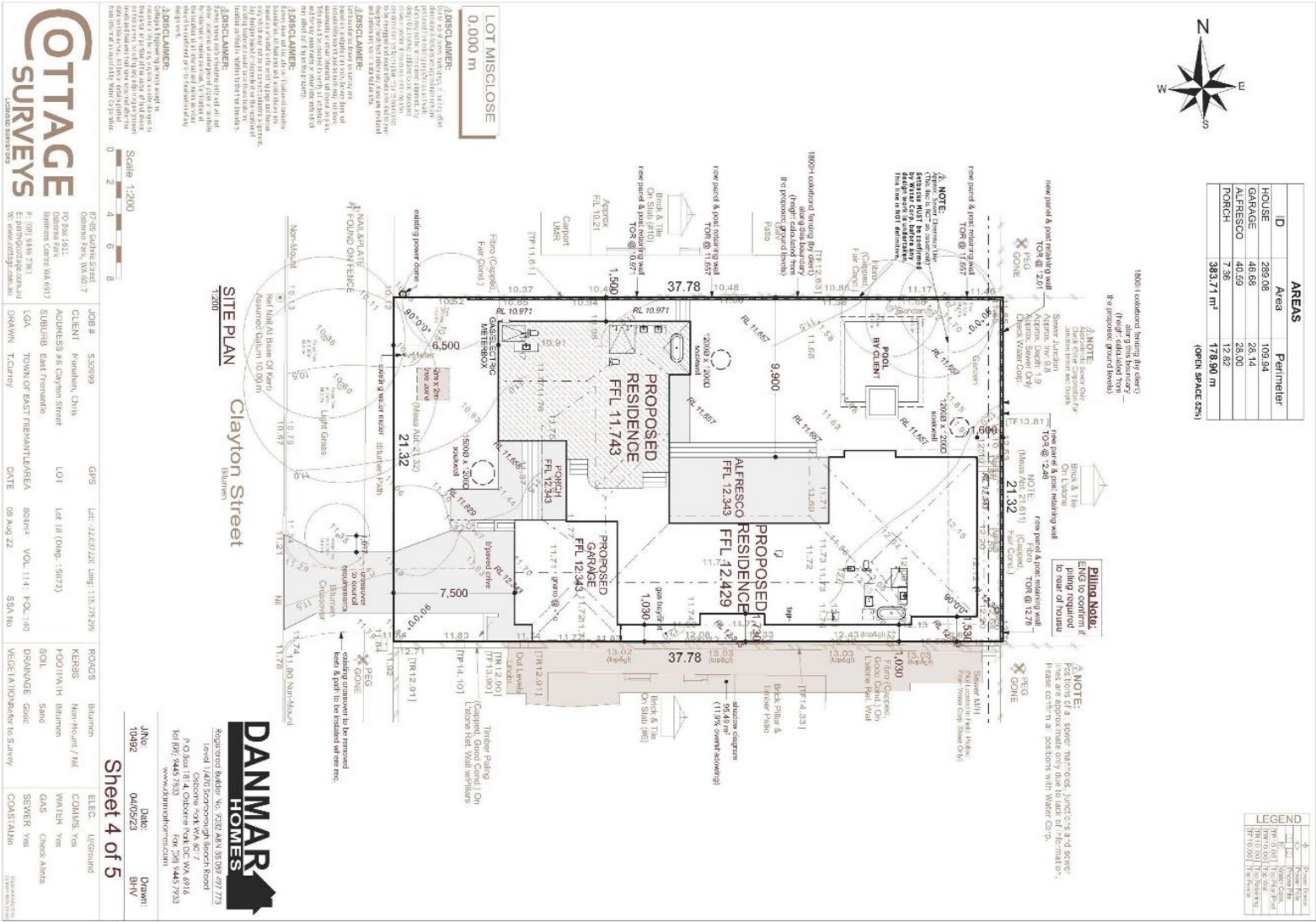
**8 Clayton Street – Site Photos**

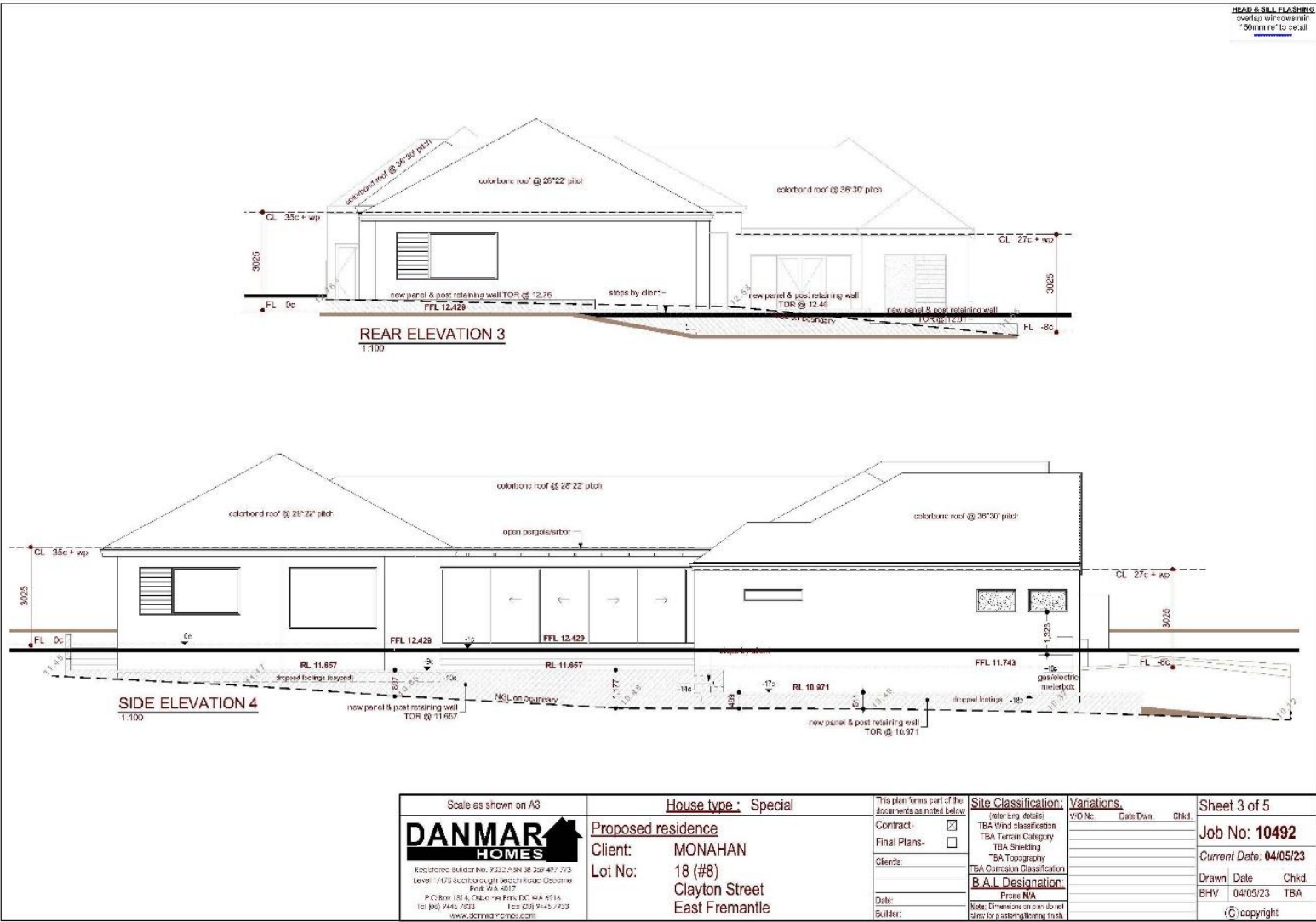


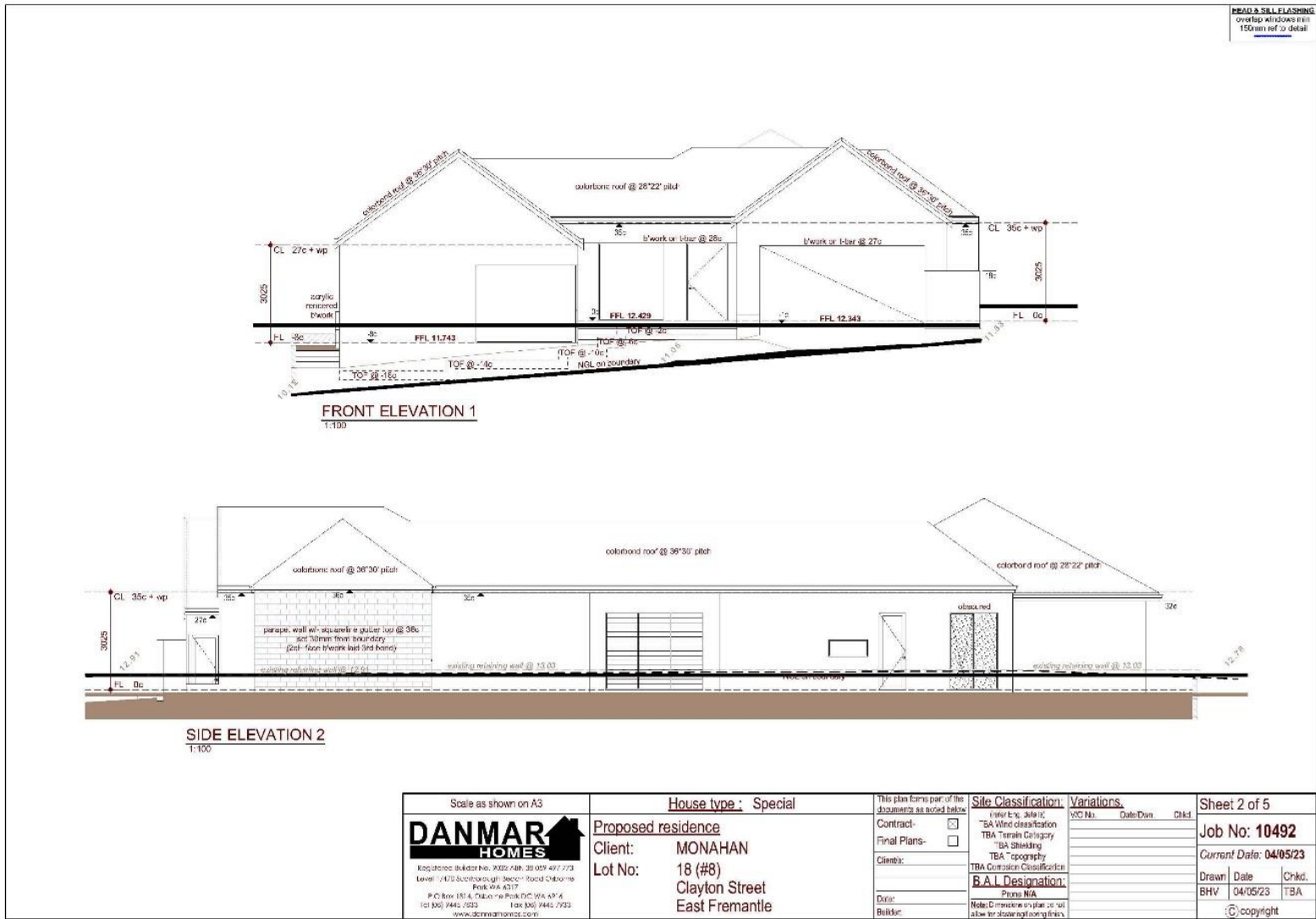
















## Community Engagement Checklist

### Development Application P026/23 – 8 Clayton Street

<b>Objective of Engagement</b>	Neighbour Consultation			
<b>Lead Officer:</b>	Regulatory Services			
<b>Stakeholders</b>				
<b>Stakeholders to be Considered</b>  <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
<b>Staff to be notified:</b>	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
<b>Community Engagement Plan</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	8/05/2023	<input checked="" type="checkbox"/> Advertised to 7 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
^Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
<b>Evaluation</b>				
<b>Summary of...</b>		<b>Date Due</b>	<b>Completed / Attached</b>	
Feedback / Results/ Outcomes / Recommendations		8/05/2023		
<b>Outcomes Shared</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>			
	<input type="checkbox"/>			
<b>Notes</b>				



## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

## 12.1 18 (LOT 233) PIER STREET – NEW SINGLE DWELLING

<b>Owner</b>	James & Casey Dornan
<b>Applicant</b>	Leanhaus Architects (Colin Henley)
<b>Report Reference Number</b>	OCR-2196
<b>Planning Reference Code</b>	P032/23
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

**Attachments**

1. Location and advertising plan
2. Photos
3. Plans submitted 15 May 2023
4. Community engagement checklist

**PURPOSE**

The purpose of this report is for Council to consider a development application for a new single dwelling at 18 (Lot 233) Pier Street, East Fremantle.

**EXECUTIVE SUMMARY**

This development application proposes a new single dwelling located at 18 (Lot 233) Pier Street, East Fremantle. It is proposed to construct a dwelling with 3 bedrooms, 2 bathrooms, a study, activity room, combined kitchen, dining and living area, guest suite, balcony, double garage, and swimming pool. The design capitalises on a site that has a much lower front section than the rear of the lot. At the front of the site the levels are between 39m and 41m (AHD) while the rear of the site is between 42m and 43.5m (AHD). The dwelling is positioned across the site with a double storey component at the front where the site levels are lower and a single storey component at the rear on the higher portion of the site. The existing dwelling is not heritage listed and is to be demolished. An existing rear shed is to be retained. A new crossover is to be constructed in a similar position to the existing crossover.

There are 2 variations proposed to the Residential Design Guidelines and the Residential Design Codes in relation to the following;

- Clause 3.7.17.4.1.3– Residential Design Guidelines – Wall Height – 5.6m maximum required, 6.3m provided,
- Clause 5.3.7– Residential Design Codes – Site Works – Retaining Wall Setback – 2.5m required, 0m provided.

The proposed variations and the associated development application is recommended for approval subject to the conditions included in the final recommendation.

**BACKGROUND**

<b>Zoning</b>	Residential R12.5
<b>Site Area</b>	890m <sup>2</sup>
<b>Heritage</b>	N/A
<b>Fremantle Port Buffer</b>	N/A

## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

Previous Decision of Town and/or History of Issue Onsite	N/A
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## CONSULTATION

Advertising

The proposed development was advertised from 10 May to 26 May 2023. One submission was received and is included below.

Submissions	Applicant Response	Town Response
<p><u>Submission 1</u></p> <p>Concerns noted as follows:</p> <ol style="list-style-type: none"> <li>Noise from the air-conditioning unit which appears to be high on the level next to our west side / a child's bedroom plus our alfresco area at rear and pool which is used substantially in summer and winter. How much extra noise will the aircon make? Is there protection from the noise?</li> <li>Proposed retaining wall on west boundary of our property affecting the existing wall and fencing which was newly constructed in 2016. Also, the swimming pool which is along that side of the property. Also, I see there is a soak well right next to our alfresco and pool – concern that this may cause pool to cave in / subside.</li> <li>Disappointed that the owners are not taking the opportunity to cut back some of the She Oak and Pine trees in their front garden during their proposed build. These trees endlessly drop pine needles on our lawn and balcony all year round and this debris needs clearing off the lawn, balcony, and side passage continuously. Their balcony at the front will be covered in pine needles very quickly (as is ours) and there is an expectation that the trees would be cut back substantially during the build to prevent this and not left unattended to continue to grow unabated.</li> </ol>	<ol style="list-style-type: none"> <li>The proposed new home is to be built to Passive House standards resulting in a highly insulated, airtight building envelope that minimises unwanted heat gains and losses. As a result, a smaller, quieter air conditioning unit (likely a max. 6kW capacity split system) is sufficient to service the home, compared with the typical 12-15kW system specified for the average 4 x 2 Perth home. Also, it is likely to be used much more infrequently than in a typical home, mainly during the height of summer or in the event of a heatwave. Further, the AC unit is proposed to be floor mounted and set well back behind the 1.8m high fence on the eastern boundary of Lot 233. It is located in a 3.6m deep alcove which, due to its function as the drying area off the laundry, is not roofed so noise from the unit can freely dissipate upwards instead of being contained and directed towards the eastern neighbouring lot. As can be seen in the proposed site plan, the proposed drying area where the AC unit is located is not directly adjacent to the existing alfresco area nor the pool to the rear of Lot 232. The distance from the drying alcove to the southmost edge of the alfresco is approximately 4.5m. In summary, the applicant anticipates that the impact of noise upon the neighbour from this AC unit will be negligible and infrequent.</li> <li>Retaining and associated new fencing will be installed at no cost to the neighbours; Proposed retaining is clear of the alfresco and pool areas. Natural ground level is proposed to be maintained in this area as can be seen in the east elevation drawing. In compliance with the Town's 'Requirements for Onsite Stormwater Drainage' document all soakwells will be located no closer than 1m or a distance equivalent to the soakwell's depth (whichever is greater) from the outside edge of the soakwell to the site boundary to prevent undermining. In summary, the applicant does not anticipate any adverse impact upon the neighbouring lot in terms of subsidence / destabilisation due to the proposed retaining or installation of soakwells along the eastern boundary. If</li> </ol>	<ol style="list-style-type: none"> <li>The applicant response to concerns from the submitter is noted. Location and resulting noise from air conditioning units is not a matter for assessment under the development application. Noise from air conditioning units is a matter that is required to be dealt with once the air conditioning units are in operation and should a complaint be registered it is then responded to at that time.</li> <li>All retaining walls will require a building permit and compliance with the requirements of the National Construction Code and sign-off from an engineer regarding the structural integrity. All drainage must be contained on site. Stormwater drainage systems are also required to comply with the requirements of the National Construction Code. These matters are assessed at Building Permit stage.</li> <li>Trees on verges are the property of the Town and can only be trimmed or removed by the Town. Trees on private property that are to be trimmed or removed are a matter for the owner of the property. The Town encourages all owners to retain as many trees on site as possible to assist with the maintenance of healthy urban ecosystems and minimise the urban heat island effect.</li> </ol>





## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

	<p>consent is required from the neighbour regarding any anticipated adverse impact upon their property due to the proposed retaining works this will be sought in the application for a Building Permit (submission of form BA1, section 6).</p> <p>3. There will likely be some trimming required to the trees in the primary setback area to provide clearance during construction, however, the applicant confirms the intention is for these trees to remain. The applicant suggests the neighbour speak directly with the property owners at 18 Pier Street should the trees in question be causing an ongoing maintenance issue.</p>	
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Community Design Advisory Committee

This development application was not provided to the Community Design Advisory Committee (CDAC).

External Consultation

Nil

Internal Consultation

The development application was referred to the Town's Operations Department. The advice provided has been included as a Footnote.

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**STATUTORY ENVIRONMENT**

Planning and Development Act, 2005  
Residential Design Codes (Volume 1)  
Local Planning Scheme No. 3

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**POLICY IMPLICATIONS**

Local Planning Policy 3.1.1 - Residential Design Guidelines

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**FINANCIAL IMPLICATIONS**

Nil

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**STRATEGIC IMPLICATIONS**

The Town of East Fremantle Strategic Community Plan 2020-2030 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 Facilitates 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.*

*3.1.3 Plan for improved streetscapes.*

*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 within resource capabilities.*

*3.3.2 Plan and advocate for improved access and connectivity.*



## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

**RISK IMPLICATIONS**

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

**SITE INSPECTION**

A site inspection was undertaken.

**COMMENT****Statutory Assessment**

This development application was assessed against the Town's Local Planning Scheme No. 3, the Residential Design Codes and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

**Local Planning Scheme No. 3/Residential Design Guidelines/Residential Design Codes**

Design Element	Required	Proposed	Status
Street Front Setback	7.5m	7.5m	A
Carport/garage setback	Impact to be demonstrated	Impact demonstrated – 9.92m	A
Minor incursions			N/A
<b>Lot Boundary Setbacks</b>			
Western wall – undercroft – guest suite	1.5m	>1.5m	A
Eastern wall – undercroft - garage	1.5m	1.5m	A
Western wall – upper ground – master bed, ensuite, alfresco	1.5m	>1.5m	A
Western wall – upper ground – hall, activity, bed 2	1.5m	>1.5m	A
Northern wall – upper ground – bed 2, bed 1	6m	11.2m	A
Eastern wall – upper ground – bed 1, bath, toilet	1m	1.2m	A
Eastern wall – upper ground - hall	1m	>1m	A
Eastern wall – upper ground – laundry, kitchen	1.5m	1.5m	A
Car Parking	3 car bays	3 car bays	A
<b>Maximum wall height</b>	<b>5.6m</b>	<b>&gt;6.3m</b>	<b>D</b>
Maximum roof height	8.1m	<8.1m	A
<b>Site Works</b>	<b>2.05m high (retaining wall) requires 2.5m setback</b>	<b>0m setback from boundary</b>	<b>D</b>
<b>Visual Privacy Setbacks</b>			
Balcony	7.5m	Visual privacy screening	A
Kitchen	4.5m	Privacy film	A
Master bedroom	4.5m	>4.5m	A
Overshadowing	Maximum 25%	Overshadows subject lot	A
Roof form and pitch	Impact to be demonstrated	Impact demonstrated	A



## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

Materials and colours	Schedule to be provided	Schedule provided	A
Open Space	55%	>55%	A
Landscaping	2m by 2m deep planting zone Trees marked on plan as being retained	Shown on plans as 6m by 3m deep planting zone	A
Front fence			N/A
Footpaths and crossovers	To be conditioned		
Drainage	To be conditioned		

This development application proposes a new single dwelling located at 18 (Lot 233) Pier Street, East Fremantle. It is proposed to construct a dwelling with 3 bedrooms, 2 bathrooms, a study, activity room, combined kitchen, dining and living area, balcony, guest suite, double garage, and swimming pool. The design capitalises on a site that has a much lower front section than the rear of the lot. At the front of the site the levels are between 39m and 41m (AHD) while the rear of the site is between 42m and 43.5m (AHD). The dwelling is positioned across the site with a double storey component at the front where the site levels are lower and a single storey component at the rear on the higher portion of the site. The existing dwelling is not heritage listed and is to be demolished. An existing rear shed is to be retained. A new crossover is to be constructed in a similar position to the existing crossover.

There are 2 variations proposed to the Residential Design Guidelines and the Residential Design Codes in relation to maximum wall height and site works as outlined below.

#### Maximum Wall Height

In accordance with the Residential Design Guidelines the maximum height permitted to the top of an external wall is 5.6m in accordance with the Residential Design Guidelines acceptable development provisions 3.7.17.4.1.3 A1.4. In this case the wall is approximately 6.3m at its maximum point.

Specifically, the wall height variation is sought for a section of the dwelling adjacent to the eastern edge of the balcony and for a small section behind this point. Although it exceeds the maximum height by 0.7m this does not occur across the whole lot. The lot slopes considerably from front to back. The difference in height between the front and the rear of the lot exacerbates the height variations from natural ground level. The height of the building towards the rear is well below the 5.6m maximum wall height and therefore compliant where the structure could have the greatest impact to the rear neighbours.

The proposal is consistent with the design and height of the prevailing built form in the area. In accordance with performance criteria 3.7.17.4.1.3 P1 the proposed development is of a compatible form, bulk, and scale to the neighbouring properties. As a result, the increased wall height can be supported. It is noted that the entire dwelling is well below the maximum 8.1m permitted roof height and as a result the overall built form outcome is considered acceptable to the Town.

#### Site Works

In accordance with the Residential Design Codes, deemed to comply clause 5.3.7 C7.2 requires that retaining walls are setback from lot boundaries in accordance with Table 4. In this case a retaining wall that is 2.05m high should be located 2.5m from the boundary. The reduced setback is considered acceptable in accordance with design principle 5.3.7 P7.3 because the retaining wall allows land to be used effectively for the benefit of residents but does not detrimentally impact the neighbouring property. The wall is to be built up to the boundary and backfilled with earth up to the main eastern wall of the proposed new building. There will be minimal impacts on privacy as the wall is located in an area where it provides access to the exterior of the building on the eastern side of the dwelling but is not an outdoor active habitable space and is adjacent to the laundry and clothes drying area. As such, the area will



## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

not be used for outdoor entertainment, but rather used for utilitarian purposes. Images included in the plans also show that a dividing fence is intended to be built along this boundary.

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**CONCLUSION**

Based on the preceding assessment, the proposed new single dwelling at 18 (Lot 233) Pier Street, East Fremantle is recommended for support subject to the recommended conditions. The proposal will result in a dwelling design that utilises the slope and area of the lot, minimises amenity impacts on neighbouring properties and attempts to maximise views to the south. As it is a single storey dwelling at the rear, the overall bulk and scale of the proposed development is not excessive and the design is considered to complement the streetscape.

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**OFFICER RECOMMENDATION / COMMITTEE RESOLUTION**
**12.1 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP020723**

Moved Cr Nardi , seconded Cr Natale

That development approval is granted, and Council exercises its discretion regarding the following;

- (i) Clause 3.7.17.4.1.3– Residential Design Guidelines – Wall Height – 5.6m maximum required, 6.3m provided,
- (ii) Clause 5.3.7– Residential Design Codes – Site Works – Retaining Wall Setback – 2.5m required, 0m provided,

for a new single dwelling at No. 18 (Lot 233) Pier Street, East Fremantle, in accordance with the plans submitted on 15 May 2023, subject to the following conditions:

- (1) Visual privacy screening that meets the requirements of the Residential Design Codes deemed to comply clause 5.4.1 C1.2 is to be installed along the eastern edge of the front balcony as shown on the plans submitted on 15 May 2023. This screening is to be at least 1.6m in height from the finished floor level, at least 75% obscure, permanently fixed, made of durable material, and restrict views in the direction of the overlooking into the adjoining property.
- (2) Visual privacy screening that meets the requirements of the Residential Design Codes deemed to comply clause 5.4.1 C1.2 is to be installed on the kitchen window as indicated on the plans submitted on 15 May 2023. This screening is to be at least 75% obscure, permanently fixed, made of durable material, and restrict views in the direction of the overlooking into the adjoining property.
- (3) The new crossover width is not to exceed 5m and to be in accordance with the Town of East Fremantle's (the Town) crossover policy, Local Planning Policy 3.1.1 - Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide.
- (4) The existing crossover is to be removed such that there is only 1 crossover, and the verge and kerb is to be remediated to the satisfaction of the Town.
- (5) Existing trees located within the verge are a Town asset and as such must be retained and not pruned, shaped, or modified except where otherwise approved for removal or modification by the Local Government.
- (6) During construction the verge tree is to be protected with a cage to ensure that it is not damaged by surrounding works, vehicles, or materials.
- (7) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Town, and thereafter implement to the satisfaction of the Town, a construction management plan addressing the following matters:
  - (a) How materials and equipment will be delivered and removed from the site.
  - (b) How materials and equipment will be stored on site.
  - (c) Parking arrangements for contractors.
  - (d) Construction waste disposal strategy and location of waste disposal bins.





## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

- (e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction.
- (f) How risks of wind and/or waterborne erosion and sedimentation will be minimised during and after the works.
- (g) Other matters that are likely to impact on the surrounding properties.
- (8) The footpath is to always remain accessible to pedestrians.
- (9) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with the Town's further approval.
- (10) The proposed works are not to be commenced until the Town has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by the Town.
- (11) With regards to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for the Town's attention.
- (12) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan submitted to the satisfaction of the Town prior to the issue of a Building Permit.
- (13) If requested by the Town within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Town and all associated costs to be borne by the owner.
- (14) 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.
- (15) 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 the Town and if approved, the total cost to be borne by the applicant. The Town 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.
- (16) This development approval is to remain valid for a period of 24 months from the date of this approval.

**Footnote:**

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

- (a) *A strip drain is required to be included across the driveway on the northern side of the front boundary.*
- (b) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (c) *A copy of the approved plans as stamped by the Town are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by the Town.*
- (d) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Town's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;*  
*Crossover Specifications*  
[https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover\\_Specification\\_2017.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover_Specification_2017.pdf)  
*Residential Design Guidelines*

## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

- [https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3 1 1 LPP Residential Design Guidelines Amended 17 May 2016.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3%201%20LPP%20Residential%20Design%20Guidelines%20Amended%2017%20May%202016.pdf)  
*Urban Streetscape and Public Realm Style Guide*  
<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>  
*Application to Conduct Crossover Works*  
[https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application to conduct crossover works.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application%20to%20conduct%20crossover%20works.pdf)
- (e) *It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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 the Town and one copy should be given to the owner of any affected property.*
- (f) *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).*
- (g) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (h) *Any damage to other Town assets including but not limited to the kerb, drainage, footpaths, roads, and signage will have to be repaired by the applicant/owners/contractors at their cost.*
- (i) *A construction management plan will have to be prepared and submitted as part of the building permit application to show traffic management, contractor parking and materials storage.*
- (CARRIED UNANIMOUSLY.)**

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 16 May 2023, this application is deemed determined, on behalf of Council, under delegated authority.

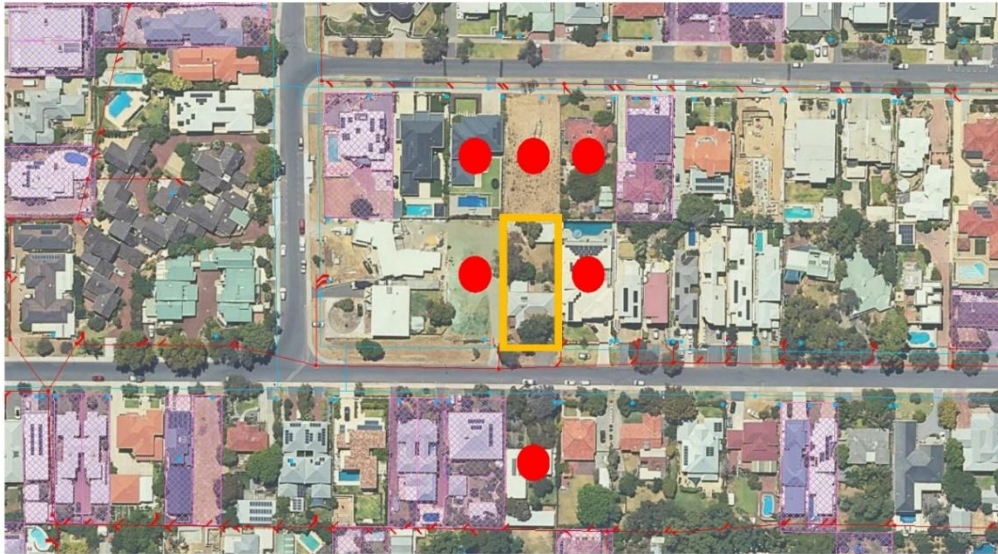
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**REPORT ATTACHMENTS**

Attachments start on the next page.

Attachment -1

**18 Pier Street – Location and Advertising Plan**





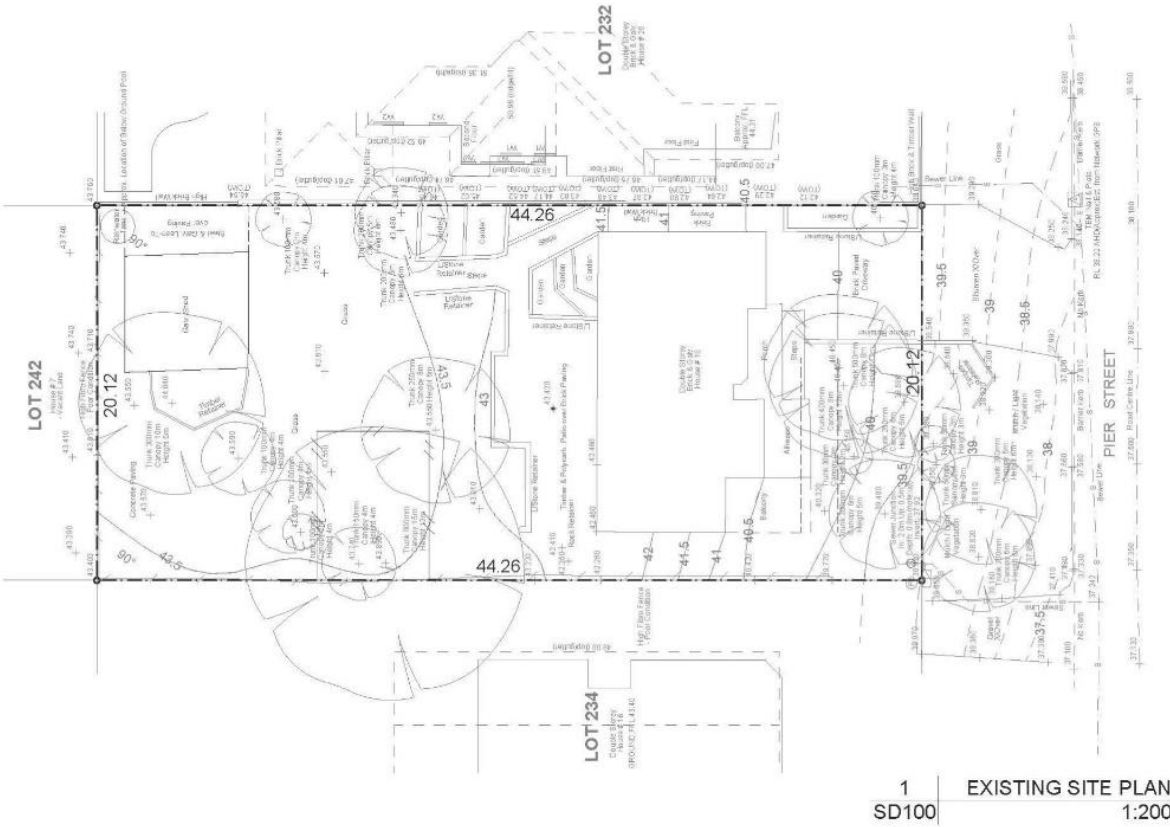
Attachment -2  
**18 Pier Street –Site Photos**



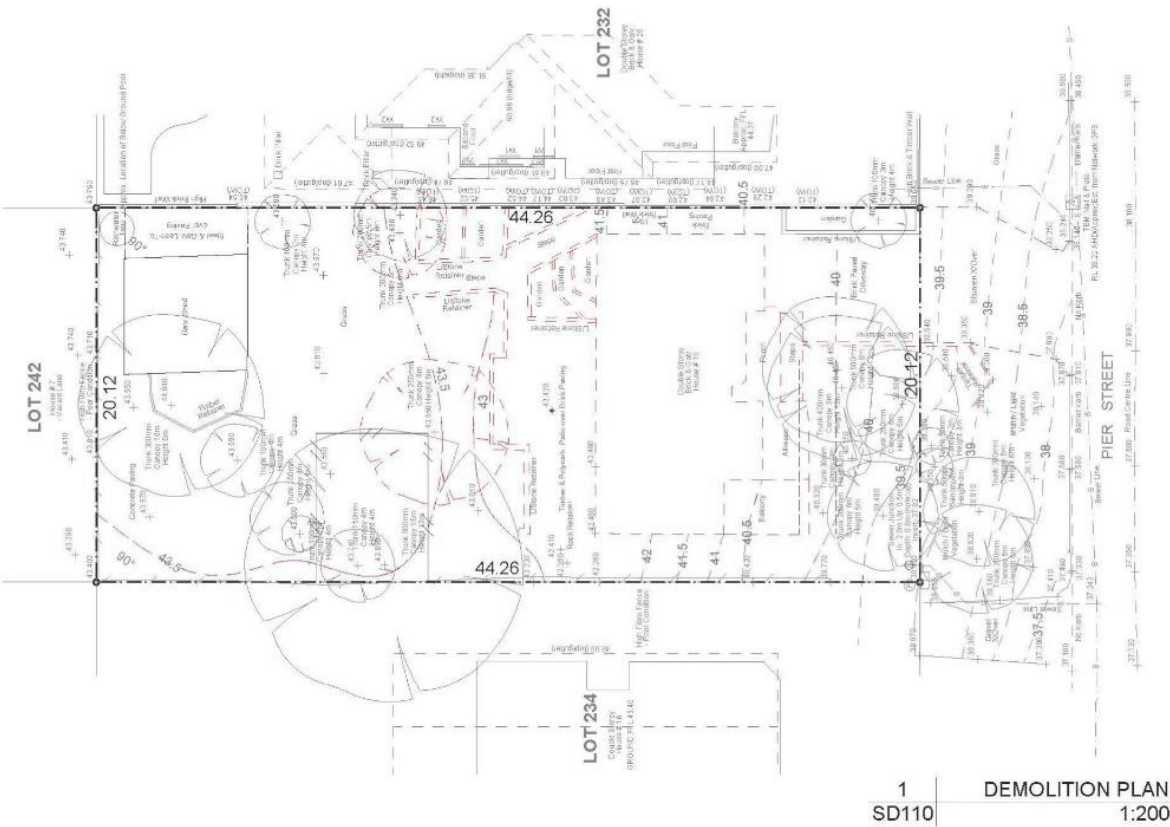


18 PIER ST, EAST FREMANTLE  
DORNAN RESIDENCE

SD000	SD	<b>DRAWN BY</b> BC, CH	<small>DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF 'LEANHAUS'. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANTS' DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.</small>	<b>PROJECT NO.</b> 22005	<b>ISSUE</b> 02/05/2023	<b>CLIENT</b> DORNAN 18 PIER STREET EAST FREMANTLE	<small>leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870</small>	<b>leanhaus</b>
		<b>ISSUE FOR</b> DEVELOPMENT APPROVAL		<b>PROJECT</b> New Residence	<b>RE-ISSUE</b> 15/05/2023			



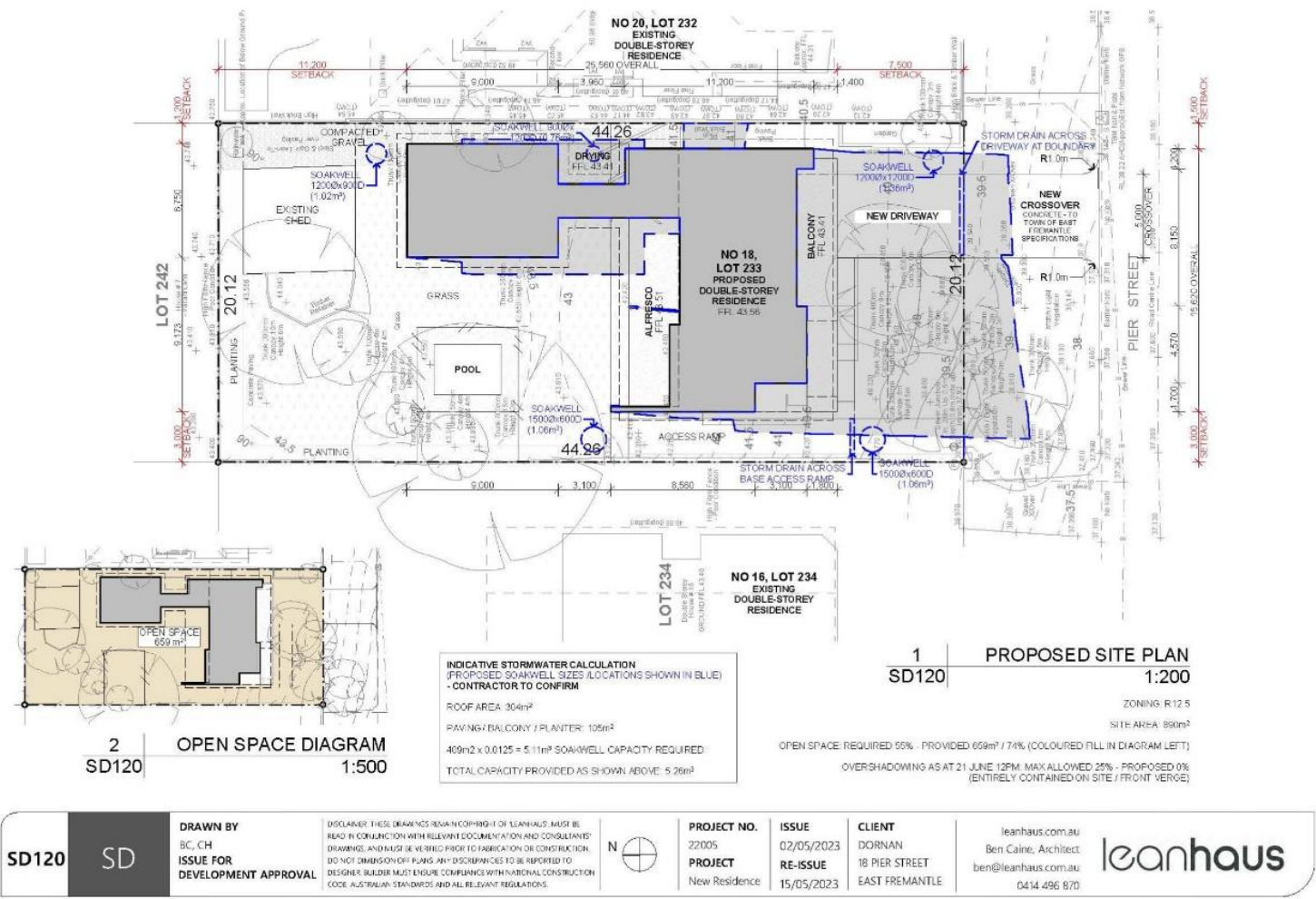
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		ISSUE FOR DEVELOPMENT APPROVAL			PROJECT New Residence	RE-ISSUE 15/05/2023	16 PIER STREET EAST FREMANTLE		



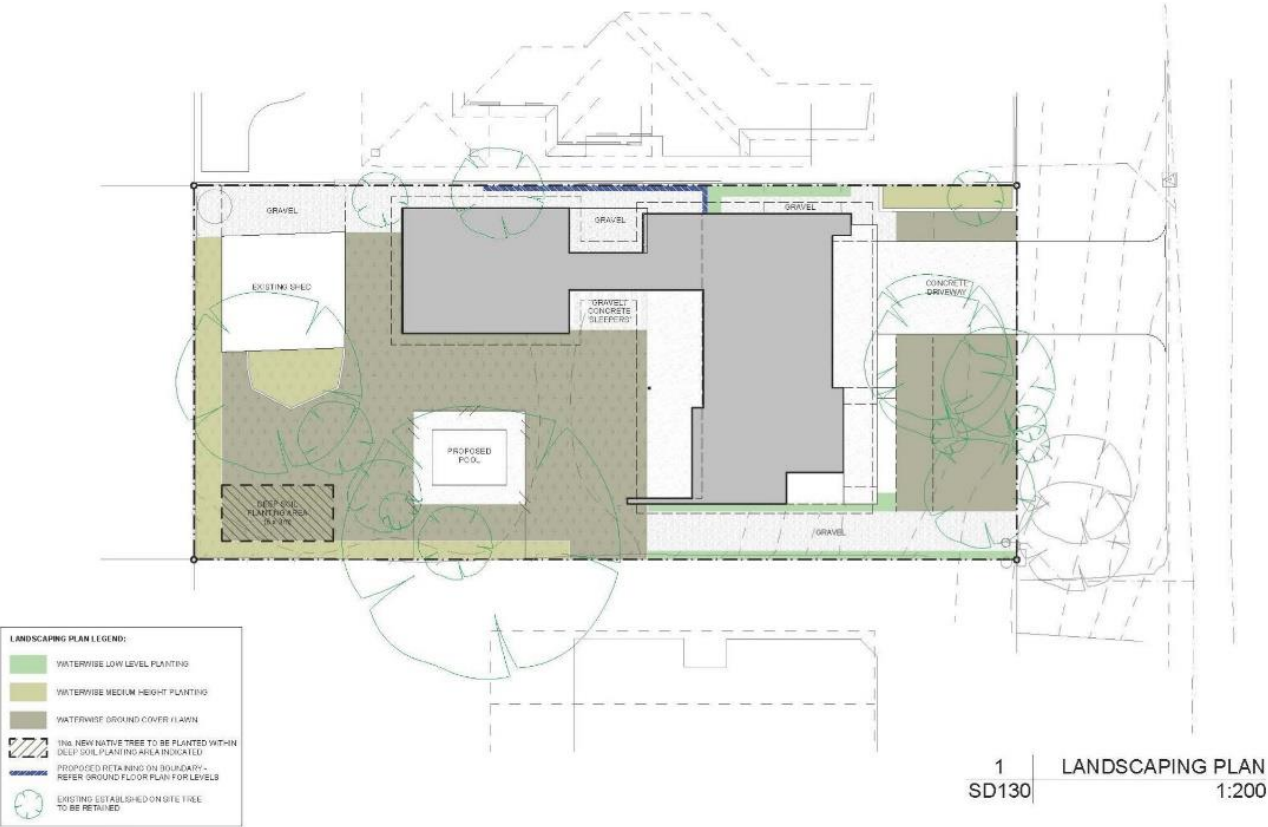
1 DEMOLITION PLAN  
SD110 1:200

SD110	SD	<b>DRAWN BY</b> BC, CH	<b>DISCLAIMER:</b> THESE DRAWINGS REMAIN COPYRIGHT OF 'LEANHAUS'. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANT'S DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS AND DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.		<b>PROJECT NO.</b> 22005	<b>ISSUE</b> 02/05/2023	<b>CLIENT</b> DORNAN	leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870	
		<b>PROJECT</b> New Residence			<b>RE-ISSUE</b> 15/05/2023	<b>CLIENT</b> 18 PIER STREET EAST FREMANTLE			

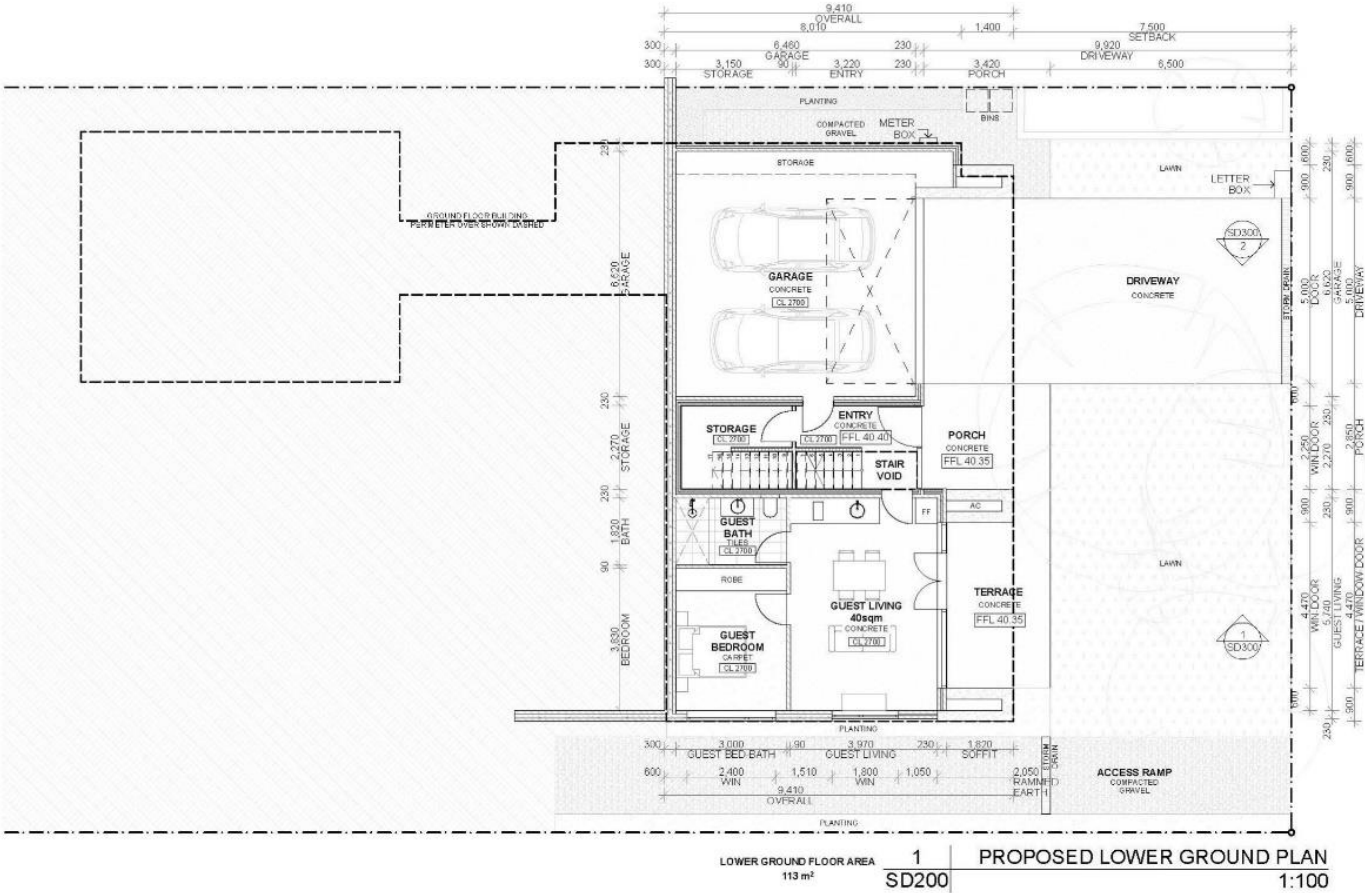




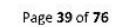


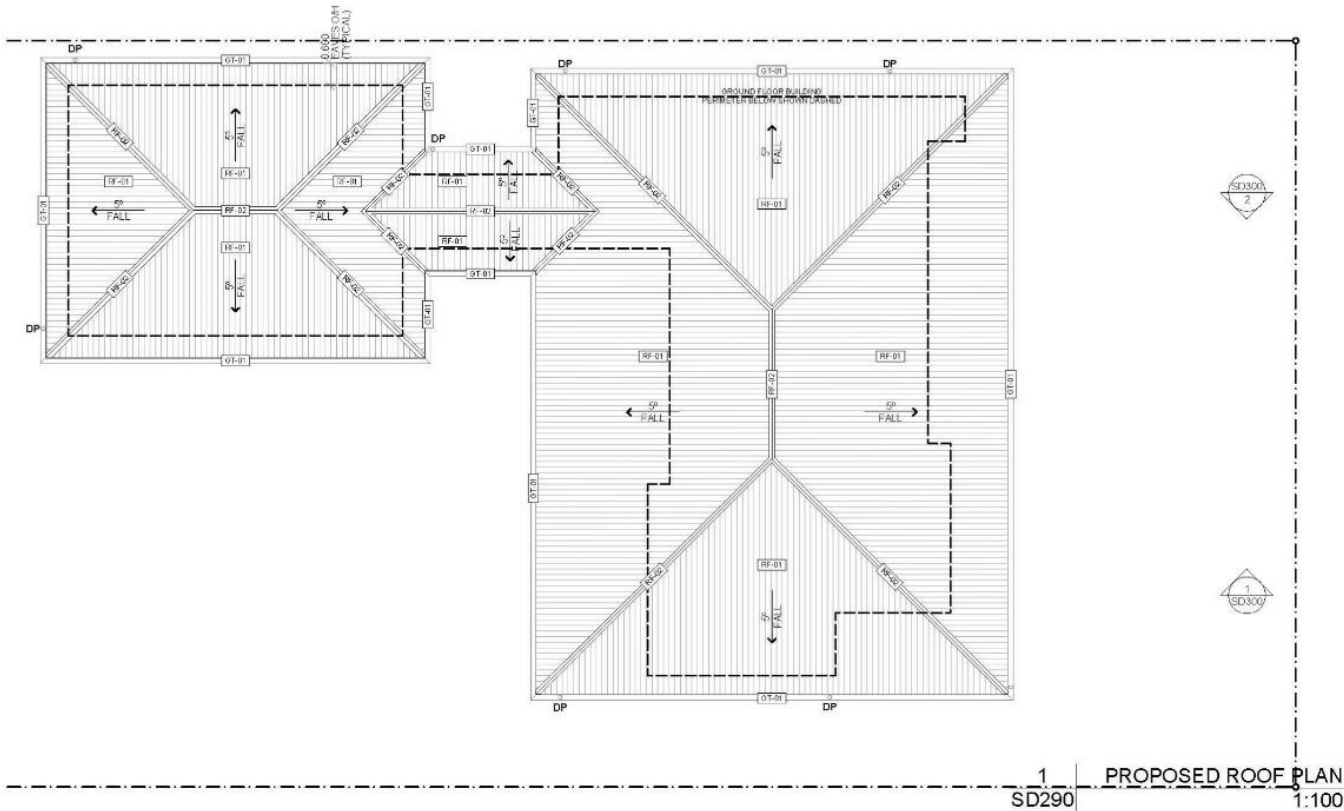


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		<b>ISSUE FOR DEVELOPMENT APPROVAL</b>			<b>PROJECT</b> New Residence	<b>RE-ISSUE</b> 15/05/2023			

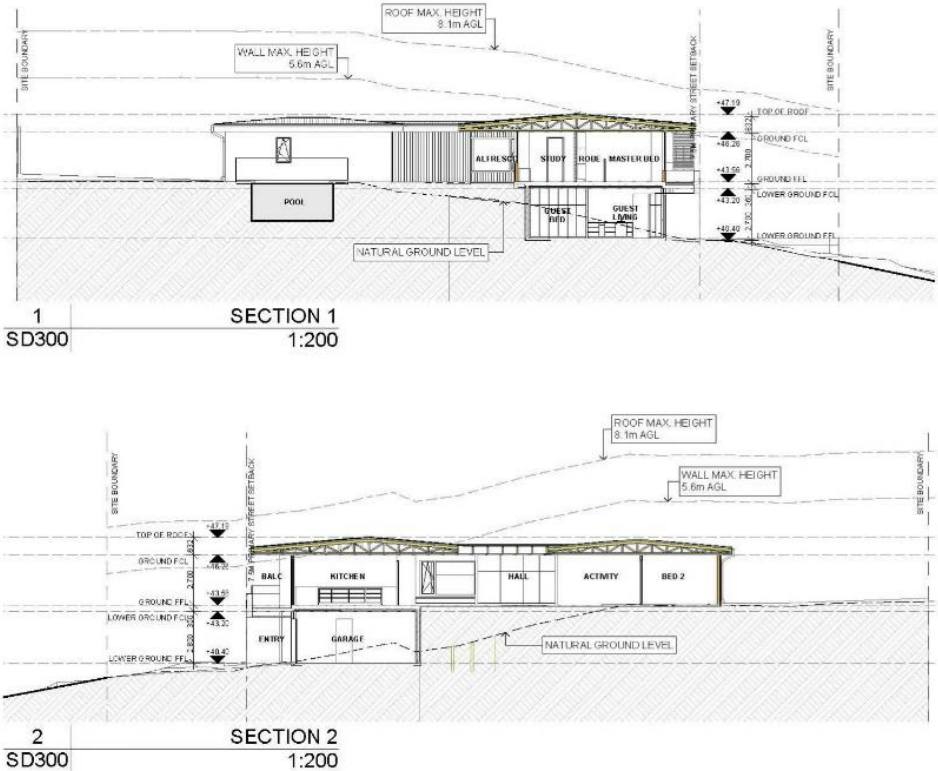


SD200	SD	DRAWN BY BC_CH	DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF LEANHAUS. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANTS' DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.	PROJECT NO. 22005	ISSUE 02/05/2023	CLIENT DORNAN 18 PIER STREET EAST FREMANTLE	leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870	leanhaus
		ISSUE FOR DEVELOPMENT APPROVAL						





SD290	SD	DRAWN BY BC, CH	DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF LEANHAUS. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANT'S DRAWINGS. AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER/BUILDER. MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.	PROJECT NO. 22005 PROJECT New Residence	ISSUE 02/05/2023 RE-ISSUE 15/05/2023	CLIENT DORNAN 18 PIER STREET EAST FREMANTLE	leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870	leanhaus
		ISSUE FOR DEVELOPMENT APPROVAL						



SD300	SD	DRAWN BY BC, CH	DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF LEANHAUS. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANTS' DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.	PROJECT NO. 22005	ISSUE 02/05/2023	CLIENT DORNAN	leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870	leanhaus
		ISSUE FOR DEVELOPMENT APPROVAL		PROJECT New Residence	RE-ISSUE 15/05/2023	18 PIER STREET EAST FREMANTLE		





SD410 SD

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BC-CH

ISSUE FOR  
DEVELOPMENT APPROVAL

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PROJECT NO.  
22005

PROJECT  
New Residence

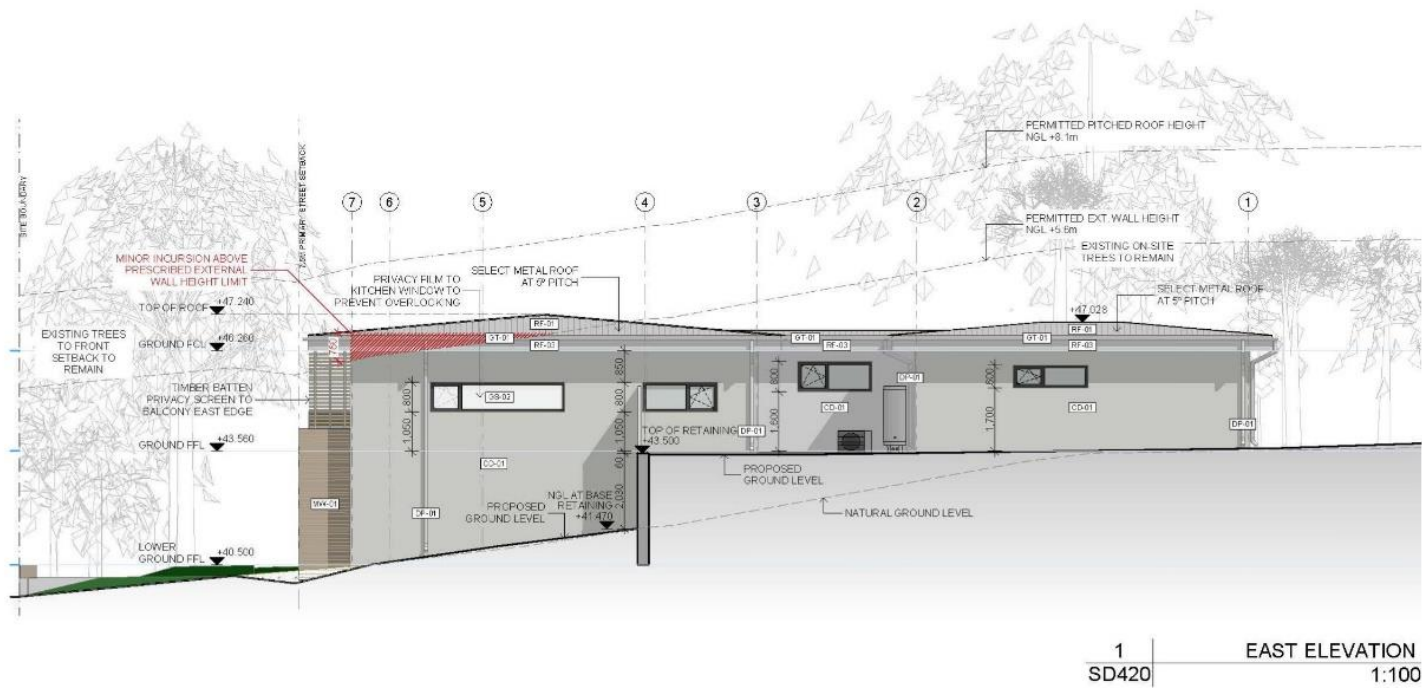
ISSUE  
02/05/2023

RE-ISSUE  
15/05/2023

CLIENT  
DORNAN  
18 PIER STREET  
EAST FREMANTLE

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Ben Caine, Architect  
ben@leanhaus.com.au  
0414 496 870

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SD420	SD	<b>DRAWN BY</b> BC, CH	<small>DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF LEANHAUS. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANTS' DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.</small>	<b>PROJECT NO.</b> 22005	<b>ISSUE</b> 02/05/2023	<b>CLIENT</b> DORNAN	leanhaus.com.au Ben Caine, Architect. ben@leanhaus.com.au 0414 496 870	<b>leanhaus</b>
		<b>ISSUE FOR DEVELOPMENT APPROVAL</b>		<b>PROJECT</b> New Residence	<b>RE-ISSUE</b> 15/05/2023	<b>CLIENT</b> 18 PIER STREET EAST FREMANTLE		



SD430	SD	<b>DRAWN BY</b> BC, CH	<small>DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF 'LEANHAUS'. MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANT'S DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS. ANY DISCREPANCIES TO BE REPORTED TO DESIGNER. BUILDER MUST ENSURE COMPLIANCE WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.</small>	<b>PROJECT NO.</b> 22005	<b>ISSUE</b> 02/05/2023	<b>CLIENT</b> DORNAN 18 PIER STREET EAST FREMANTLE	<small>leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870</small> <b>leanhaus</b>
		<b>ISSUE FOR DEVELOPMENT APPROVAL</b>		<b>PROJECT</b> New Residence	<b>RE-ISSUE</b> 15/05/2023		



1  
SD440 | STREET MONTAGE



2 PARKER ST



16 PIER ST



18 PIER ST (PROPOSED)



20 PIER ST



22 PIER ST

SD440	SD	<b>DRAWN BY</b> BC, CH <b>ISSUE FOR</b> DEVELOPMENT APPROVAL	DISCLAIMER: THESE DRAWINGS REMAIN COPYRIGHT OF 'LEANHAUS' MUST BE READ IN CONJUNCTION WITH RELEVANT DOCUMENTATION AND CONSULTANTS' DRAWINGS, AND MUST BE VERIFIED PRIOR TO FABRICATION OR CONSTRUCTION. DO NOT DIMENSION OFF PLANS, ANY DISCREPANCIES TO BE REPORTED TO EMPLOYER. ALL DRS MUST FOLLOW COMP. STAND. WITH NATIONAL CONSTRUCTION CODE, AUSTRALIAN STANDARDS AND ALL RELEVANT REGULATIONS.	<b>PROJECT NO.</b> 22005 <b>PROJECT</b> New Residence	<b>ISSUE</b> 02/05/2023 <b>RE-ISSUE</b> 15/05/2023	<b>CLIENT</b> DORNAN 18 PIER STREET EAST FREMANTLE	leanhaus.com.au Ben Caine, Architect ben@leanhaus.com.au 0414 496 870	leanhaus
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## Community Engagement Checklist

### Development Application P032/23 – 18 Pier Street

<b>Objective of Engagement</b>	Neighbour Consultation			
<b>Lead Officer:</b>	Regulatory Services			
<b>Stakeholders</b>				
<b>Stakeholders to be Considered</b>  <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
<b>Staff to be notified:</b>	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
<b>Community Engagement Plan</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	26/05/2023	<input checked="" type="checkbox"/> Advertised to 6 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
<b>Evaluation</b>				
<b>Summary of...</b>		<b>Date Due</b>	<b>Completed / Attached</b>	
Feedback / Results/ Outcomes / Recommendations		26/05/2023		
<b>Outcomes Shared</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>			
	<input type="checkbox"/>			
<b>Notes</b>				





## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

**12.2 69 DUKE STREET - ALTERATIONS AND ADDITIONS TO A SINGLE DWELLING**

<b>Owner</b>	Rachelle & Sean Mason
<b>Applicant</b>	MDC Architects
<b>Report Reference Number</b>	OCR-2196
<b>Planning Reference Code</b>	P028/23
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

**Attachments**

1. Location and advertising plan
2. Photos
3. Plans submitted on 12 May 2023
4. Place Record Form – Category C
5. Community engagement checklist

**PURPOSE**

The purpose of this report is for Council to consider a development application for alterations and additions to a single dwelling at 69 (Lot 388) Duke Street, East Fremantle.

**EXECUTIVE SUMMARY**

This development application proposes alterations and additions to a single dwelling with a Category C heritage classification located at 69 (Lot 388) Duke Street, East Fremantle. The proposed changes include demolishing existing elements at the rear of the lot, including a garage/workshop and retaining the front rooms and the ancillary dwelling. A metal roof is to replace the existing decramastic tiled roof and the original dwelling is to be reclad and a carport added on the south side of the lot.

Five variations are requested to the requirements of the Residential Design Codes and Local Planning Policy 3.1.1 - Residential Design Guidelines and are listed below:

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Southern Wall – Store, Carport, Pergola – 1.5m required, 0m provided,
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Northern Wall – Lounge, Courtyard, Master Bed – 1.5m required, 0m provided,
- (iii) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided,
- (iv) Clause 5.4.2 – Residential Design Codes – Overshadowing – maximum of 25% required, 26.3% provided, and
- (v) Clause 5.2.5 – Residential Design Codes – Sightlines – 1.5m truncation or wall height no more than 0.75m required, satisfactory sightlines provided.

The proposed development application is recommended to be supported subject to the conditions that are included in the final recommendation.



## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

**BACKGROUND**

<b>Zoning</b>	Residential R20
<b>Site Area</b>	507m <sup>2</sup>
<b>Heritage</b>	Category C
<b>Fremantle Port Buffer</b>	Area 2
<b>Previous Decision of Town and/or History of Issue Onsite</b>	<p>P121/20 – Development approval granted subsequent to construction (retrospective approval) of existing ancillary dwelling – 1 December 2020.</p> <p>P033/16 - Development approval granted for a patio – 11 April 2016.</p> <p>P59/15 – Development approval granted for a patio to be used for recreation and car parking – 30 June 2015.</p> <p>P164/08 – Development approval granted for alterations and additions – 10 September 2008.</p>

**CONSULTATION**Advertising

The proposed development was advertised from 17 April to 8 May 2023. No submissions were received.

Community Design Advisory Committee

This development application was not provided to the Community Design Advisory Committee.

External Consultation

Nil

Internal Consultation

The development application was referred to the Town's Operations Department. The advice provided has been included in the final recommendation.

**STATUTORY ENVIRONMENT**

Planning and Development Act, 2005  
 Residential Design Codes (Volume 1)  
 Local Planning Scheme No. 3

**POLICY IMPLICATIONS**

Local Planning Policy 3.1.1 - Residential Design Guidelines

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

The Town of East Fremantle Strategic Community Plan 2020-2030 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 Facilitates 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.*



## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

- 3.1.3 Plan for improved streetscapes.
- 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 within resource capabilities.
- 3.3.2 Plan and advocate for improved access and connectivity.

## RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

## SITE INSPECTION

A site inspection was undertaken.

## COMMENT

Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No. 3, the Residential Design Codes, and Local Planning Policy 3.1.1 – Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

## Local Planning Scheme No. 3/Residential Design Guidelines/Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback			N/A
Garage setback	1.2m	>1.2m	A
Minor incursions			N/A
Lot Boundary Setbacks			
<b>Southern wall – store, carport, pergola</b>	<b>1.5m</b>	<b>0m</b>	<b>D</b>
Western wall - patio	1.5m	>1.5m	A
<b>Northern wall – lounge, courtyard, master bed</b>	<b>1.5m</b>	<b>0m</b>	<b>D</b>
Car Parking	1-2 car bays	2 car bays	A
Maximum wall height	7m	4.22m	A
Maximum roof height	8m	4.22m	A
Open Space	50%	58%	A
Site Works – retaining walls, fill & excavation			N/A
Visual Privacy			
			N/A
<b>Overshadowing</b>	<b>Maximum of 25%</b>	<b>26.3%</b>	<b>D</b>
Garage width	30%	23%	A
<b>Roof form and pitch</b>	<b>28 to 36 degrees</b>	<b>&lt;28 degrees</b>	<b>D</b>
Materials and colours			A
Landscaping			N/A
Front fence			A
<b>Sightlines</b>			<b>D</b>



## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

Footpaths and crossovers	To be conditioned
Drainage	To be conditioned

This development application proposes alterations and additions to a single dwelling with a Category C heritage classification located at 69 (Lot 388) Duke Street, East Fremantle. The proposed changes include demolishing existing elements at the rear of the lot, including a garage/workshop and retaining the front rooms and the ancillary dwelling. A metal roof is to replace the existing decramastic tiled roof and the original dwelling is to be reclad and a carport added on the south side of the lot.

The property is listed in the Local Heritage Survey with a Category C classification. It is not listed in the Planning Scheme Heritage List so it could be demolished. However, a decision has been made to retain the front rooms of the original dwelling. The existing additions at the rear of the original dwelling have no heritage significance and will be demolished. It is noted that an amended set of plans was submitted which addressed several minor concerns regarding the original proposal and following discussions with the applicant, the design has been amended with a minimal number of variations. An underground pool to the very rear of the lot is included in the proposal.

Although no formal submissions were received following advertising, discussions were held with a neighbouring property owner regarding the lot boundary setback of the pool. Although swimming pools are not a matter for assessment under a development application for non-heritage listed properties in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, discussion ensued with the applicant and the setback of the pool was increased to a minimum of 0.5m from the boundary and indicated as such in the amended plans.

There are 5 variations that are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines in relation to lot boundary setbacks (2 locations), roof pitch, front fence sight lines and overshadowing.

#### Lot Boundary Setbacks - Southern Wall – Store, Carport, Pergola

The southern wall of the dwelling which includes a store, carport and pergola is 16.2m long and less than 2.904m high with no major openings and is built up to the boundary. The Residential Design Codes deemed to comply clause 5.1.3 C3.1i requires the wall to be setback 1.5m from the boundary. The reduced lot boundary setback can be supported in accordance with the Residential Design Codes design principles 5.1.3 P3.2 for the following reasons:

- It makes more effective use of the space for the enhanced privacy of the occupants,
- Minimal impacts of bulk on the adjoining property,
- Adequate direct sunlight and ventilation reaches the building and open spaces on the site and adjoining property,
- Minimal overlooking and loss of privacy on adjoining property,
- It does not have an adverse impact on the amenity of the adjoining property,
- Direct sun can still reach major openings to habitable rooms and outdoor living areas for the adjoining property, and
- Positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.

As the property is single storey and is located to the north of the two-storey neighbouring property the relative impact in terms of bulk and scale is considered negligible. Amenity and privacy impacts from the location of the proposed dwelling walls adjacent to the southern boundary are considered minimal. For these reasons, the reduced lot boundary setback can be supported.





## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

Lot Boundary Setbacks - Northern Wall – Lounge, Courtyard, Master Bed

The northern wall of the dwelling which includes a lounge, courtyard, and master bedroom and the remainder of the existing dwelling is 22.313m long and less than 2.92m high with major openings and is built up to the boundary. The Residential Design Codes deemed to comply clause 5.1.3 C3.1i requires the wall to be setback 1.5m from the boundary. The reduced lot boundary setback can be supported in accordance with the Residential Design Codes design principles 5.1.3 P3.2 for the following reasons:

- It makes more effective use of the space for the enhanced privacy of the occupants,
- Minimal impacts of bulk on the adjoining property,
- Adequate direct sunlight and ventilation reaches the building and open spaces on the site and adjoining property,
- Minimal overlooking and loss of privacy on the adjoining property,
- It does not have an adverse impact on the amenity of the adjoining property,
- Direct sun can still reach major openings to habitable rooms and outdoor living areas for the adjoining property, and
- Positively contributes to the prevailing or future development context and streetscape as outlined in the local planning framework.

Again, the relative impact of the single storey addition to the northern neighbouring property is considered negligible and it ensures that there are minimal amenity and privacy impacts from locating the proposed dwelling walls adjacent to the boundary. For these reasons, the reduced lot boundary setback can be supported.

Roof Pitch

The Residential Design Guidelines acceptable development provision 3.7.8.3 A4.1 requires that the roof pitch of the development is between 28 and 36 degrees in the Plympton precinct. In this case the roof pitch is less than 28 degrees with roofing that is 2, 12 and 13 degrees across the span of the roof. The reduced roof pitch can be supported in accordance with performance criteria 3.7.8.3 P4 because the roof form is complementary to the traditional form of the surrounding development. It is noted that the additions are predominantly hidden from the street front and the streetscape given that they are to the rear and the roof height of the existing dwelling considerably screens the proposed rear additions.

Overshadowing

The proposed development overshadows the neighbouring property to the south with a level of overshadowing equivalent to 26.3% of the lot. The Residential Design Codes deemed to comply clause 5.4.2 C2.1 requires overshadowing to not exceed 25%. In this case the proposed development achieves design principles 5.4.2 P2.2 in that the development is single storey and minimises overshadowing to the rear outdoor living area, still allows upper storey habitable rooms to access sunlight. It is noted that there is an existing building located towards the west of the proposed development on the subject site that already overshadows the rear of the southern property. The proposed development increases the overshadowing across the existing building to the south which is a double storey dwelling that is still able to access sunlight owing to its height. For these reasons, the marginal excess in overshadowing can be supported.

Sightlines

The front fence does not have a 1.5m truncation or a reduction in fence height to 0.75m (within 1.5m of the footpath/property front boundary) as required by the Residential Design Codes deemed to comply clause 5.2.5 C5. Nonetheless, because a highly visually permeable gate and front fence adjacent to the driveway is proposed it is considered sightlines are achieved for vehicles and pedestrians in accordance with design principles 5.2.5 P5. For this reason, the fence and gate as proposed can be supported.





## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

**CONCLUSION**

Based on the preceding assessment, the proposed alterations and additions to a single dwelling at 69 (Lot 388) Duke Street, East Fremantle is recommended for support subject to the conditions included in the final recommendation. The proposed development will see the elements at the rear of the existing dwelling demolished and replaced with a new single storey addition that will contribute positively to retaining the dwelling and are considered to have a negligible impact on the surrounding properties due to the proposed single storey height and use of low pitch skillion roofing. The Town welcomes the retention of a Category C heritage dwelling with contemporary rear additions as it makes a strong contribution to maintaining the character of the Plympton precinct and the longevity of the dwelling.

**OFFICER RECOMMENDATION / COMMITTEE RESOLUTION****12.2 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP030723**

Moved Cr White, seconded Cr Donovan

That development approval is granted, and Council exercises its discretion regarding the following:

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Southern Wall – Store, Carport, Pergola – 1.5m required, 0m provided,
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setbacks - Northern Wall – Lounge, Courtyard, Master Bed – 1.5m required, 0m provided,
- (iii) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, less than 28 degrees provided,
- (iv) Clause 5.4.2 – Residential Design Codes – Overshadowing – maximum of 25% required, 26.3% provided, and
- (v) Clause 5.2.5 – Residential Design Codes – Sightlines – 1.5m truncation or wall height no more than 0.75m required, adequate sightlines provided,

for alterations and additions to a single dwelling at No. 69 (Lot 388) Duke Street, East Fremantle, in accordance with the plans submitted on 12 May 2023, subject to the following conditions:

- (1) All parapet walls are to be fair faced brick work or cement rendered to the adjacent property face by way of agreement between the property owners and at the applicant's expense.
- (2) If requested by the Town within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Town and all associated costs to be borne by the owner.
- (3) Existing trees located within the verge are a Town asset and as such must be retained and not pruned, shaped, or modified except where otherwise approved for removal or modification by the Town.
- (4) During construction the verge trees are to be protected with cages around the trunks to ensure that they are not damaged by surrounding works, vehicles, or materials.
- (5) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Town, and thereafter implement to the satisfaction of the Town, a construction management plan addressing the following matters:
  - (a) How materials and equipment will be delivered and removed from the site.
  - (b) How materials and equipment will be stored on site.
  - (c) Parking arrangements for contractors.
  - (d) Construction waste disposal strategy and location of waste disposal bins.
  - (e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction.
  - (f) How risks of wind and/or waterborne erosion and sedimentation will be minimised during and after the works.



## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

- (g) Other matters that are likely to impact on the surrounding properties.
- (6) The footpath is to always remain accessible to pedestrians.
- (7) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with the Town's further approval.
- (8) The proposed works are not to be commenced until the Town has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by the Town.
- (9) With regards to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for the Town's attention.
- (10) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan submitted to the satisfaction of the Town prior to the issue of a Building Permit.
- (11) If requested by the Town within the first two years following installation, the roofing is to be treated to reduce reflectivity. The treatment is to be to the satisfaction of the Town and all associated costs to be borne by the owner.
- (12) 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.
- (13) 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 the Town and if approved, the total cost to be borne by the applicant. The Town 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.
- (14) This development approval is to remain valid for a period of 24 months from the date of this approval.

**Footnote:**

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

- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (b) *A copy of the approved plans as stamped by the Town are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by the Town.*
- (c) *It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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 the Town and one copy should be given to the owner of any affected property.*
- (d) *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).*
- (e) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (f) *Any damage to other Town assets including but not limited to the kerb, drainage, footpaths, roads, and signage will have to be repaired by the applicant/owners/contractors at their cost.*
- (g) **Operations Advice**  
1) Stormwater

## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

- a. Stormwater shall be retained on site and discharged into soak wells or by any other approved method on property. Soak wells including any for crossovers are to be installed within the applicant's property.*
- b. Internal accesses and paths to be designed in such a manner as to prevent onsite storm water entering the road, footpath, right of ways and neighbouring properties.*
- c. A 300mm wide (or similar suitable) trench grate to be installed across the driveway at the property boundary. This shall be located internally across the full width of the driveway, with all collected water retained on site. Must be trafficable to a suitable standard. (Durham 2f - cat 856 mstg galvanized 300 grate or similar standard).*
- d. Stormwater pipe connections and calculations to be shown on plans.*
- e. Backwash and drainage from domestic swimming pools and spas shall be retained on site. Backwash water is to be discharged to a grassed, vegetated or garden area, or a stone-filled trench either open to the surface or underground (similar to a septic tank absorption field). Any surface run-off resulting from the discharge should be contained within the property boundaries and not affect neighbouring properties. Disposal of backwash water into the Town's stormwater drainage system is prohibited as it can harm rivers and coastal waters.*
- 2) Crossovers**
  - a. Vehicle crossovers no longer connected with an internal driveway must be removed and the verge, path and kerb reinstated at the applicant's expense to the satisfaction of the Town.*
- 3) Adjoining Properties**
  - a. Access to properties immediately adjacent and surrounding the Development to remain accessible at all times.*
- 4) Footpath**
  - a. The footpath adjacent to the development shall be maintained clear of any obstructions and be trafficable at all times.*
- 5) Damage to Town's assets**
  - a. Any damage that occurs to the Town's assets, for example but not limited to kerb, drainage, trees, footpaths, roads, signage etc. is to be repaired to the satisfaction of the Town by the applicant at their cost.*
- 6) Verge Trees**
  - a. No unauthorised pruning, trimming or damage to street trees is to occur as a result of the development.*
  - b. The verge tree/s are to be protected as per Australian Standards AS 4970-2009.*
- 7) Parking**
  - a. Trade parking to follow the Road Traffic Code, Australian Standards and Local Laws and Policies as determined by the Town of East Fremantle.*
- 8) General**
  - a. Should the operation cause i) a safety concern, ii) undue pedestrian or traffic congestion, iii) the applicant fails to follow the described work methods or adhere to the Traffic Management Plan (including Traffic Control Drawings), the Town reserves the right to withdraw its endorsement of any work currently underway and possibly close the site to comply with accepted safety conditions.*
  - b. Owner/applicant when carrying out works in the road reserve will be responsible for location and protection of public utility services within the road reserve and is to obtain details of service locations from relevant utility authorities prior to the commencement of any works within the road reserve.*
  - c. Any hinged gates which are located or are to be located on property boundaries are to be constructed in such a manner so that the gates do not swing out on to the road reserve.*

(CARRIED UNANIMOUSLY)





## MINUTES FOR TOWN PLANNING MEETING TUESDAY, 18 JULY 2023

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 16 May 2023, this application is deemed determined, on behalf of Council, under delegated authority.

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### REPORT ATTACHMENTS

Attachments start on the next page.

Attachment -1

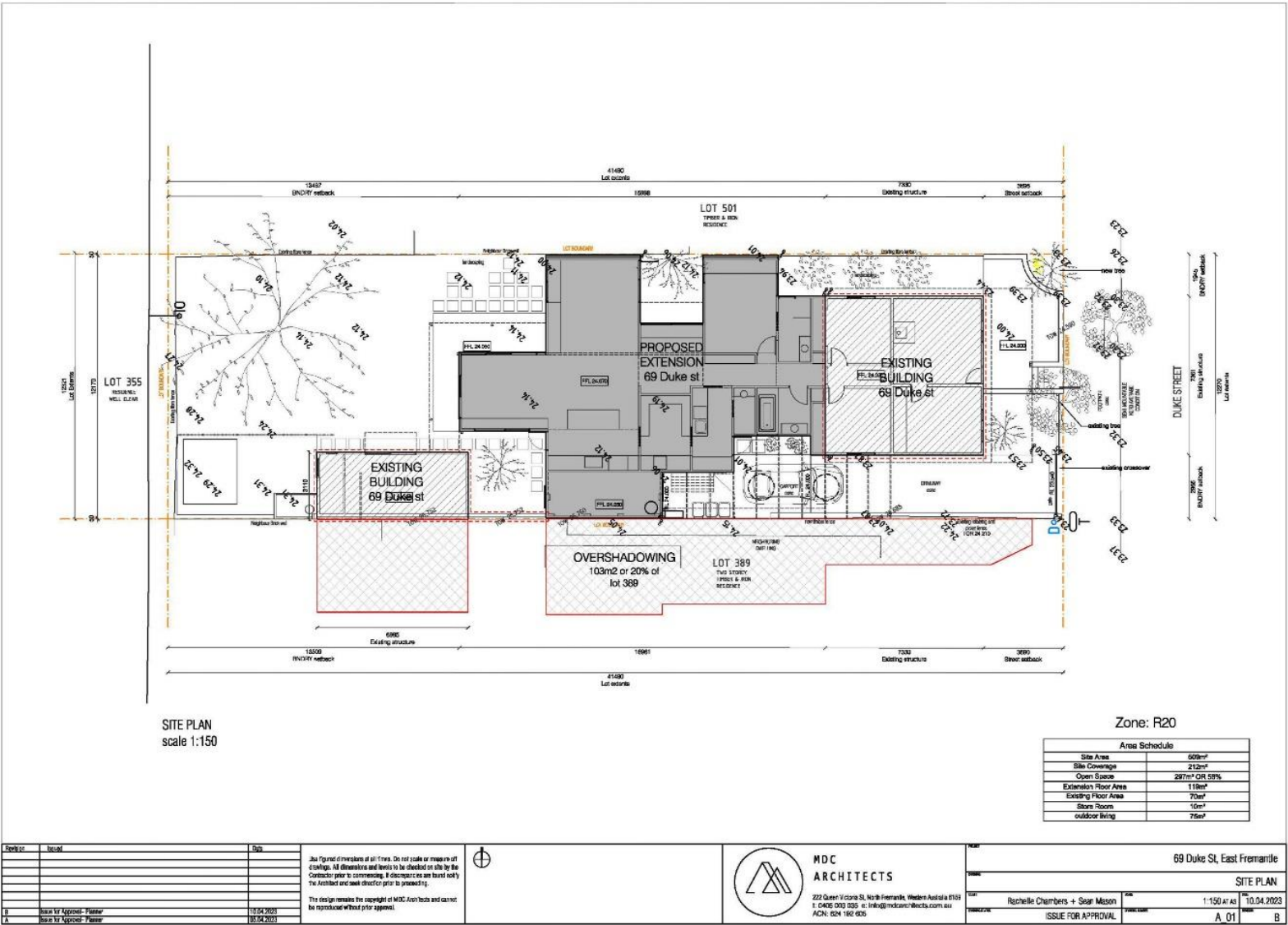
69 Duke Street – Location and Advertising Plan



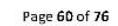


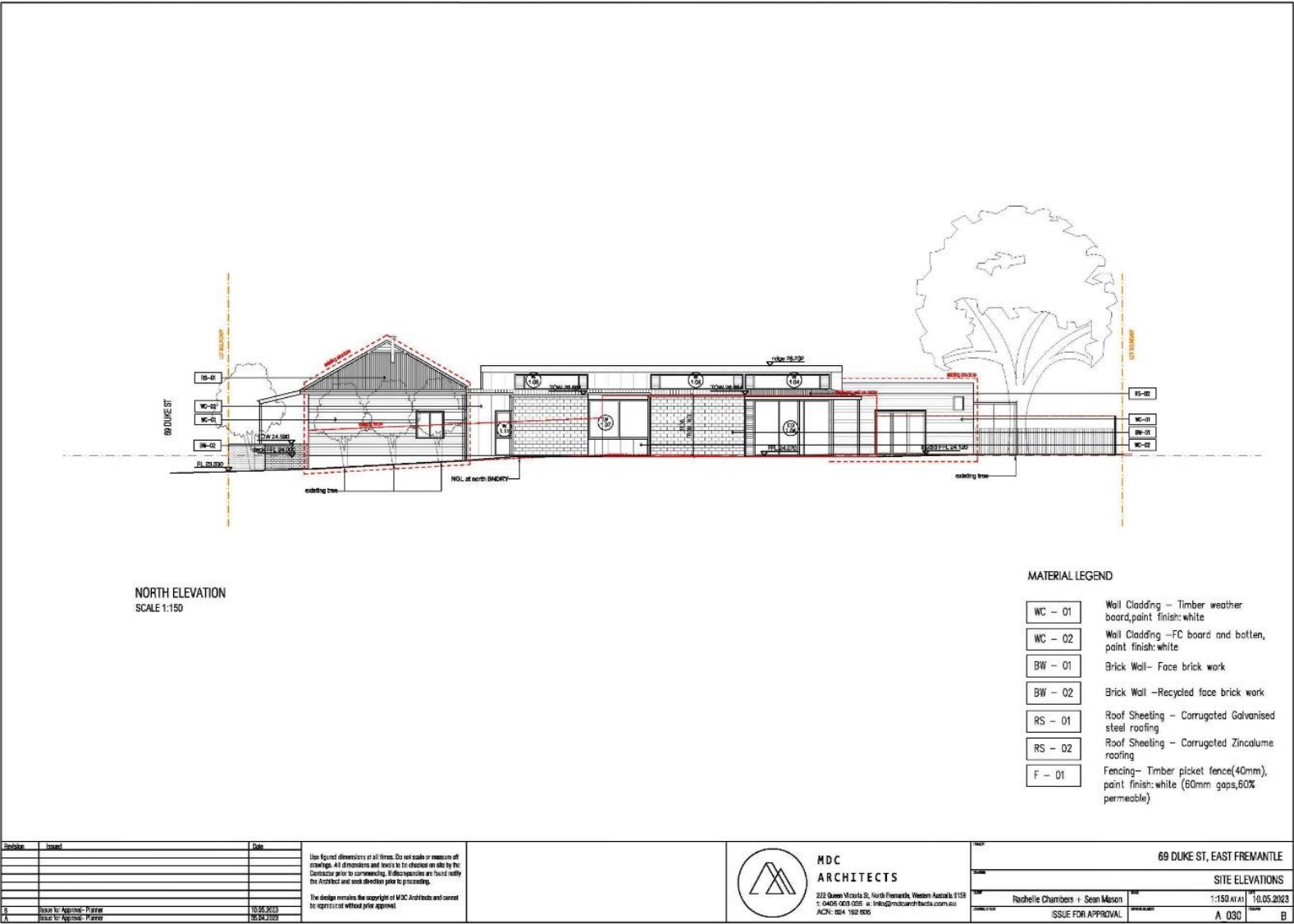
Attachment -2  
**69 Duke Street – Site Photos**



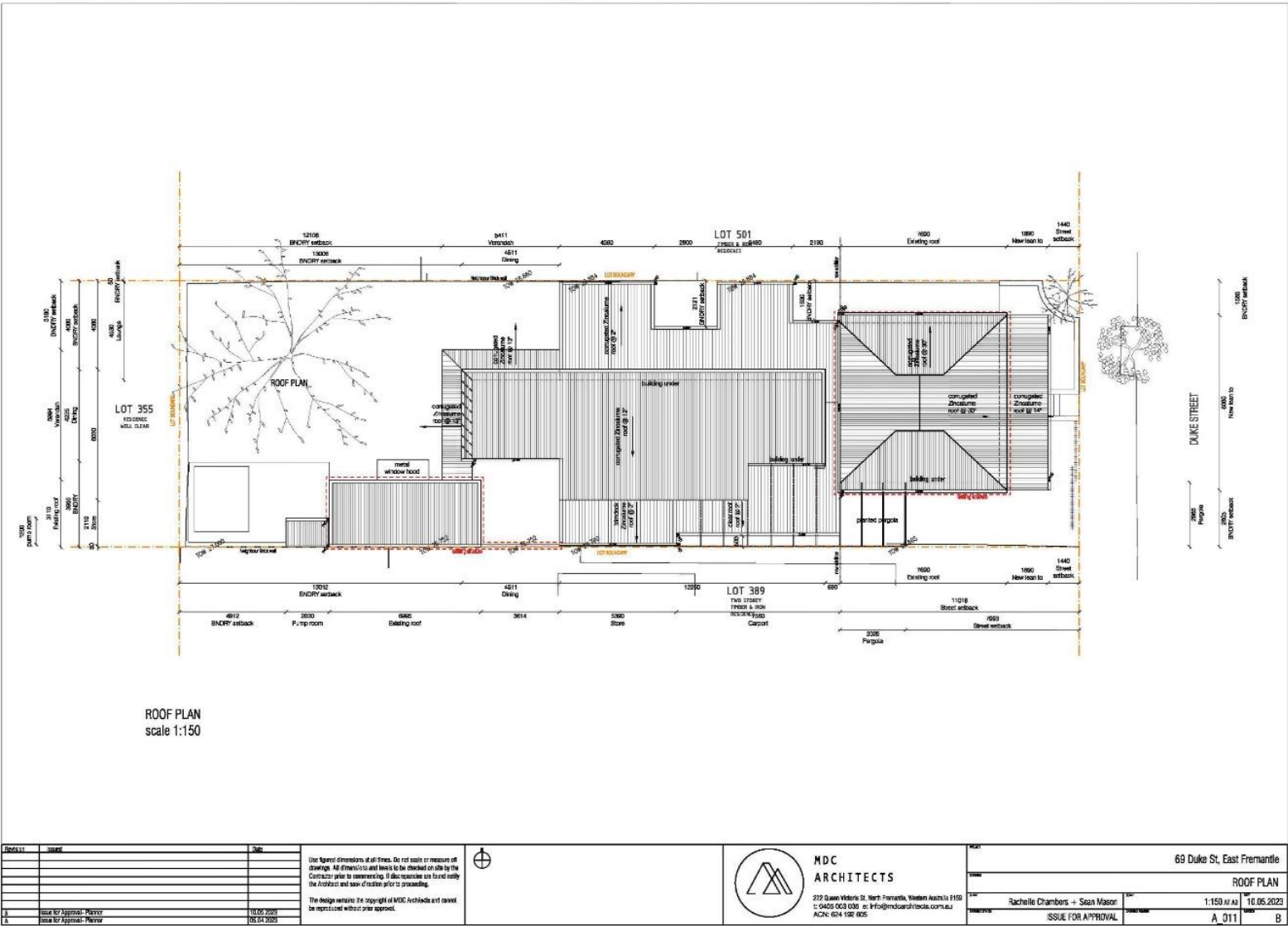


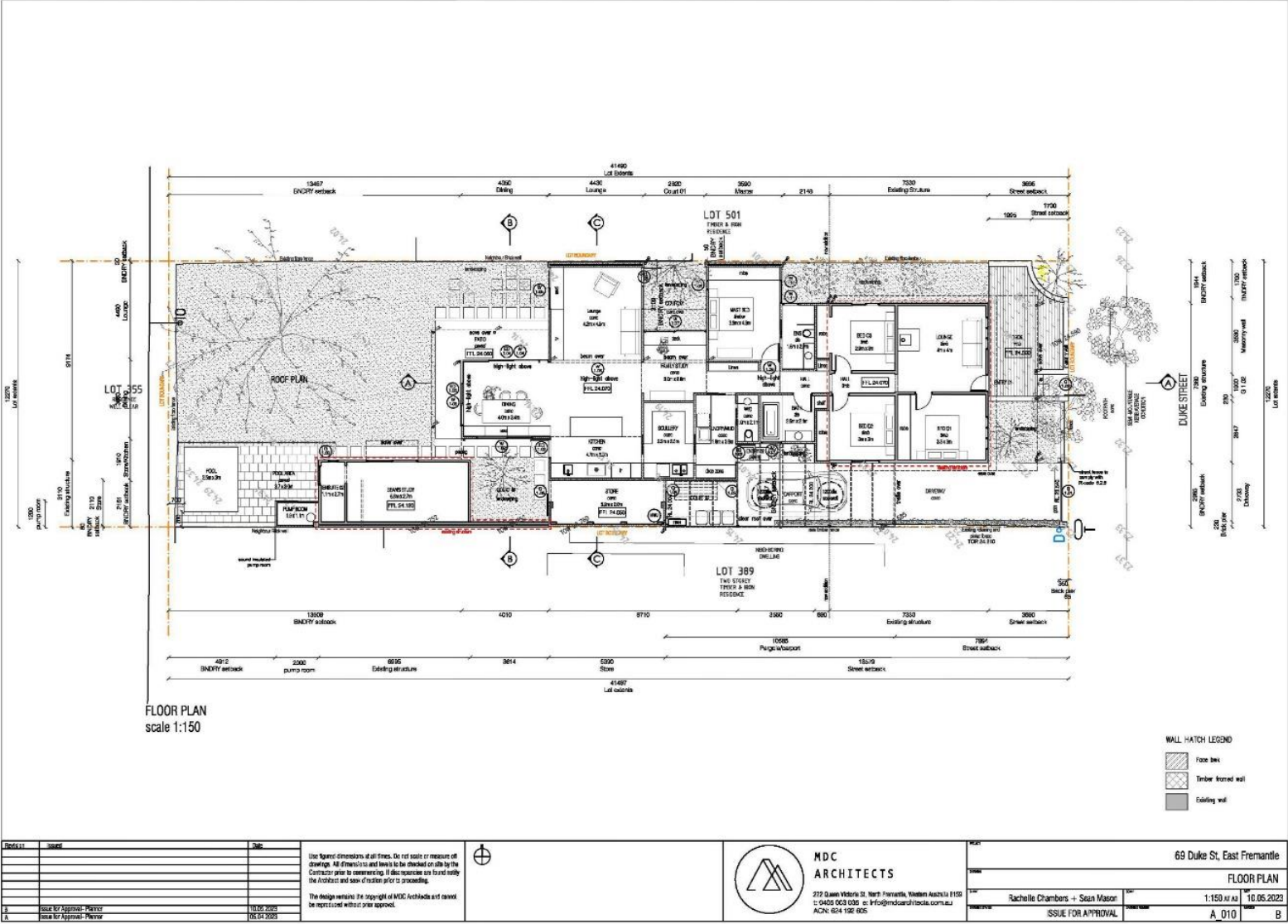


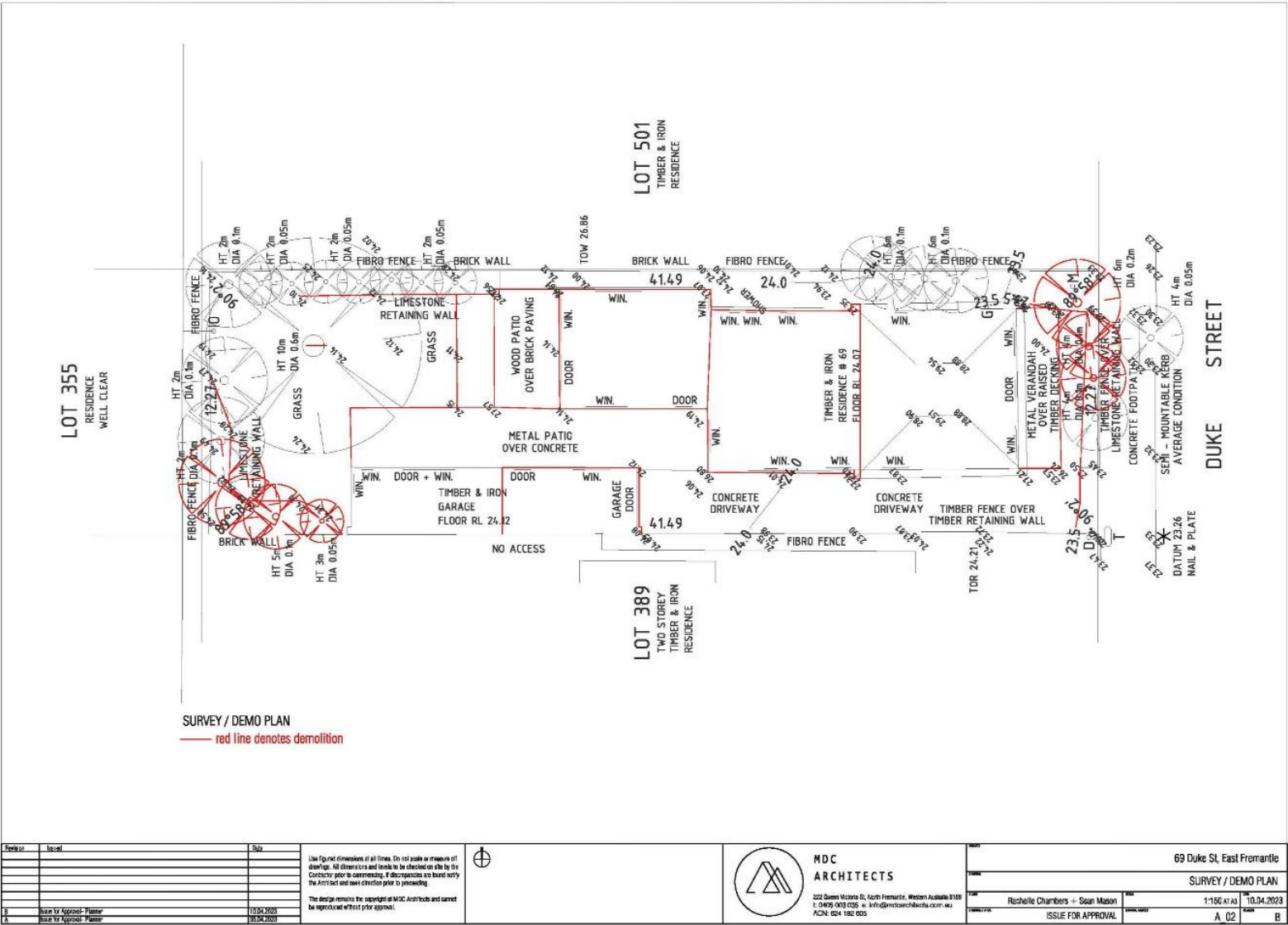












Attachment -4

**PLACE RECORD FORM**

PRECINCT	Plympton
ADDRESS	69 Duke Street
PROPERTY NAME	N/A
LOT NO	Lot 388
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1911
ARCHITECTURAL STYLE	Federation Inter-War Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category C
PHYSICAL DESCRIPTION	<p>No 69 Duke Street is a single storey cottage of timber framing, corrugated sheeting and weatherboard cladding. The place has a gambrel decramastic roof and later additions to the rear. It is a simple expression of the Federation Inter-war style with later modifications that have changed its appearance. The front elevation is symmetrically planned with a central door flanked by windows. In recent times a skillion roofed verandah on timber posts has been reinstated.</p> <p>There are skillion roofed additions to the rear.</p> <p>The place is consistent with the pattern of development in Plympton and plays an important role in the pattern of development of a working-class suburb.</p>



## Attachment -4

HISTORICAL NOTES	Plympton is a cohesive precinct where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.
OWNERS	Unknown
HISTORIC THEME	Demographic Settlements - Residential Subdivision
CONSTRUCTION MATERIALS	Walls - Timber frame, weatherboard and corrugated cladding Roof - Decramastic
PHYSICAL SETTING	The residence is situated on a flat site with a low masonry wall and picket fence at the front of the lot.
STATEMENT OF SIGNIFICANCE	<p>No 69 Duke Street is a single storey cottage of timber framing, corrugated sheeting and weatherboard cladding. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings and contributes to the local community's sense of place.</p> <p>The place has some heritage value for its intrinsic aesthetic value as a Federation Inter-War Bungalow and it retains a moderate to low degree of authenticity and a high degree of integrity.</p> <p>The rear additions have no significance.</p>
AESTHETIC SIGNIFICANCE	No 69 Duke Street has some aesthetic value as a typical Federation Inter-War Bungalow with later overlays. It retains all the characteristic features of a dwelling of the type and period.
HISTORIC SIGNIFICANCE	No 69 Duke Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 69 Duke Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.
RARITY	No 69 Duke Street is not rare in the immediate context, but Plympton has rarity value as a working-class suburb.
CONDITION	No 69 Duke Street is in good condition.
INTEGRITY	No 69 Duke Street retains a high degree of integrity.
AUTHENTICITY	No 69 Duke Street retains a moderate to low degree of authenticity.
MAIN SOURCES	





## Community Engagement Checklist

### Development Application P028/23 – 69 Duke Street

<b>Objective of Engagement</b>	Neighbour Consultation			
<b>Lead Officer:</b>	Regulatory Services			
<b>Stakeholders</b>				
<b>Stakeholders to be Considered</b>  <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
<b>Staff to be notified:</b>	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
<b>Community Engagement Plan</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	8/05/2023	<input checked="" type="checkbox"/> Advertised to 3 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
<b>Evaluation</b>				
<b>Summary of...</b>		<b>Date Due</b>	<b>Completed / Attached</b>	
Feedback / Results/ Outcomes / Recommendations		8/05/2023		
<b>Outcomes Shared</b>				
<b>Methods</b>	<b>Responsible</b>	<b>Date Due</b>	<b>Reference / Notes</b>	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>			
	<input type="checkbox"/>			
<b>Notes</b>				

## 12.4 SWAN YACHT CLUB – REPLACEMENT OF EXISTING BOAT RAMP JETTY

<b>Owner</b>	Swan Yacht Club
<b>Applicant</b>	Swan Yacht Club
<b>Report Reference Number</b>	OCR-2196
<b>Planning Reference Code</b>	N/A
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	
	1. Location plan
	2. Photos
	3. Plans submitted 30 May 2023

## PURPOSE

The purpose of this report is for Council to be informed of the intention of the Swan Yacht Club, located at Reserve 27376 and 27377 (Lot 7771) Riverside Road, East Fremantle to replace an existing boat ramp jetty on the eastern side of the complex with a new jetty in a similar position and location to the existing jetty. The Department of Biodiversity, Conservation and Attractions (DBCA) is the decision maker for the proposed development in accordance with the *Swan and Canning Rivers Management Act, 2006* and the Town is a referral agency only. This report will serve to inform Council of the referral comments the Town will make to the DBCA regarding the proposal.

## EXECUTIVE SUMMARY

It is proposed to install a new boat ramp jetty at the Swan Yacht Club. There is currently a timber jetty on the eastern side of the complex which is reaching the end of its life. The Swan Yacht Club intends to remove the existing jetty including the piles and the walkway and replace them with new piles and a new floating jetty. Works immediately abutting the jetty on the shore are also required with the widening and extension of the existing concrete abutment proposed to accommodate the new floating jetty pontoons. It is recommended that Council support the proposal to install a new boat ramp jetty and recommends conditions that the Town believes should be included in any final permit approval granted by the DBCA, noting that the Town is only a referral agency and the DBCA is the formal decision making authority.

## BACKGROUND

<b>Zoning</b>	MRS Parks and Recreation Reserve Crown Reserves 27376 & 27377
<b>Site Area</b>	~12,413m <sup>2</sup>
<b>Heritage</b>	N/A
<b>Fremantle Port Buffer</b>	N/A
<b>Previous Decision of Town and/or History of Issue Onsite</b>	A Master Plan for the club was recently submitted and an Administration report will be presented at a future Council meeting.

MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



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CONSULTATION

Advertising

The proposed development was not advertised as it is a replacement jetty of similar dimensions and in the same location as the existing jetty.

Internal Consultation

Nil

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STATUTORY ENVIRONMENT

Swan and Canning Rivers Management Act, 2006

Metropolitan Region Scheme

Local Planning Scheme No. 3

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POLICY IMPLICATIONS

Nil

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FINANCIAL IMPLICATIONS

Nil

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STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020-2030 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 Facilitates 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.*

*3.1.3 Plan for improved streetscapes.*

*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 within resource capabilities.*

*3.3.2 Plan and advocate for improved access and connectivity.*

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RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in considering this application was deemed to be negligible.

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SITE INSPECTION

A site inspection was undertaken.

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COMMENT

It is proposed to install a new boat ramp jetty at the Swan Yacht Club. There is currently a timber jetty on the eastern side of the complex which is reaching the end of its life and consequently concerns about the safety and integrity of the jetty have arisen. The Swan Yacht Club intends to remove the existing jetty including the piles and the walkway and replace them with new piles and a new floating jetty. Works immediately abutting the jetty are also required with the widening and extension of the existing concrete abutment proposed to accommodate the new floating jetty pontoons.

## MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



The club has submitted documentation associated with the application that outlines the steps they will take to ensure that the proposed development is completed with minimal disruption to the surrounding area. A site compound will be established to fence off the works area. The pedestrian path along the shoreline will be temporarily rerouted to ensure that all users are removed from any potential dangers associated with the works. The existing structures, including the piles embedded in the riverbed will be removed and disposed of at an approved waste facility. The existing abutment will be retained and extended to accommodate the new floating jetty pontoons.

New piles will be driven into the riverbed. The floating pontoons will then be assembled and installed in position. Lights will be installed along the new jetty to provide ambient lighting and limit any visual impact on neighbouring properties from light pollution or glare. Signage will be installed to provide information to club members and boat users. Upon completion the fenced site compound will be disassembled and the area around the jetty and ramp will be restored to its original state. It is expected that the works will take approximately 5 days and the chosen contractor will be expected to adhere to both the construction and environmental management plan that has been submitted as part of this application. A project manager will oversee the project to ensure compliance with these requirements.

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#### CONCLUSION

The Town is supportive of improvements to such facilities, subject to conditions that ensure that the surrounding environment is protected, and that pedestrian activity and all users of the pathway are not permanently restricted and that the works are carried out in a safe and convenient manner.

It is recommended that Council support a referral letter be sent to the DBCA regarding the proposal to install a new boat ramp jetty that includes conditions that the Town believes should be included in any final permit approval granted by the DBCA, noting that the Town is only a referral agency and that the DBCA is the formal decision making authority.

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#### OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

##### 12.4 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP040723

**Moved Cr Natale, seconded Cr Nardi**

**That Council advises the Department of Biodiversity, Conservation and Attractions that it supports the proposed works for a replacement boat ramp jetty at the Swan Yacht Club at Reserve 27376 and 27377 (Lot 7771) Riverside Road, East Fremantle in accordance with plans submitted on 30 May 2023 and recommends the following conditions are imposed in respect to the works:**

- (a) The subject area is securely fenced from the public for the duration of works.**
- (b) Signage warning of hazards in the subject area is installed for the duration of the works.**
- (c) No construction materials or equipment associated with the works are to be stored where they might obstruct the pedestrian pathway or cause a safety hazard to those using the pathway.**
- (d) All waste products are disposed of offsite at licensed waste disposal facilities in accordance with an approved waste management plan.**
- (e) The pedestrian path is rerouted only for the period associated with the works and that there will be unhindered access for pedestrians along the foreshore area beyond the works site.**
- (f) Works are undertaken from 7am to 5pm Monday to Saturday. No work is to be undertaken on Sundays or public holidays.**
- (g) All works are undertaken in accordance with the Environmental and Construction Management Plan submitted 30 May 2023 (subject to any amendments requested by the Department of Biodiversity, Conservation and Attractions).**



MINUTES OF TOWN PLANNING MEETING TUESDAY, 18 JULY 2023



- |   |
|---|
| <p>(h) The site is cleared of any equipment or materials and the pedestrian path is reopened along the foreshore and the car parking bays are reinstated upon the completion of works to the satisfaction of the Town of East Fremantle.</p> <p>(i) The pedestrian path is to be free of any damage following the works and any repairs or remediation is to be finished upon the completion of works to the satisfaction of the Town of East Fremantle.</p> <p style="text-align: right;"><u>(CARRIED UNANIMOUSLY)</u></p> |
|---|

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 16 May 2023, this application is deemed determined, on behalf of Council, under delegated authority.

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REPORT ATTACHMENTS

Attachments start on the next page.





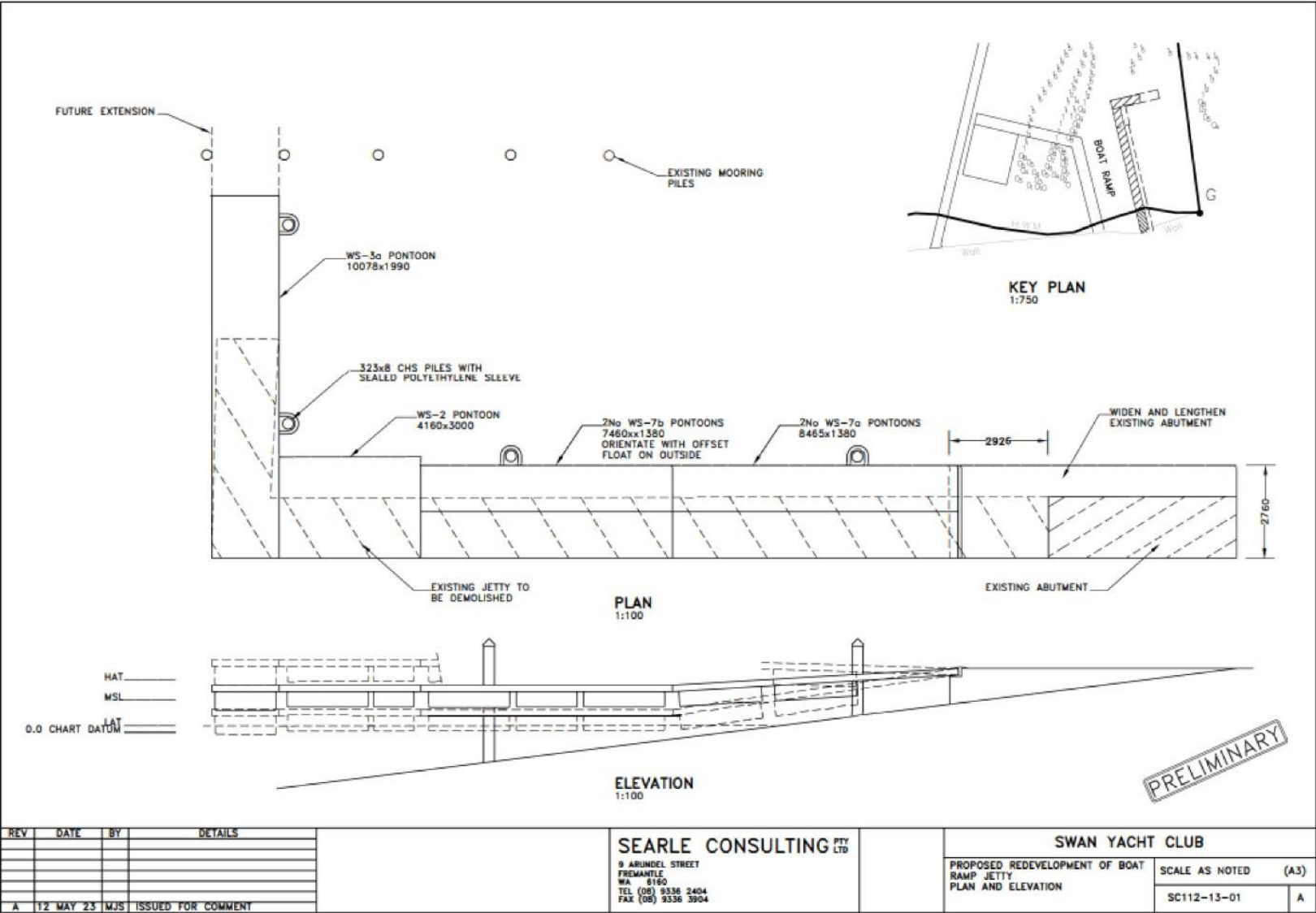
Subject area circled in red.

Attachment -2  
**Swan Yacht Club – Site Photos**









### 13 MATTERS BEHIND CLOSED DOORS

Nil

### 14 CLOSURE OF MEETING

There being no further business, the Presiding member declared the meeting closed at 6.45 pm

*I hereby certify that the Minutes of the ordinary meeting of the Town Planning Committee of the Town of East Fremantle, held on **4 July 2023**, Minute Book reference 1 to 14 were confirmed at the meeting of the Committee on:*

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\_\_\_\_\_  
*Presiding Member*



## 13 REPORTS - PLANNING

Reports start on the next page

### 13.1 15 RIVERSIDE ROAD - LEFT BANK HOTEL - LICENSED ALFRESCO DINING AREA IN ROAD RESERVE

<b>Report Reference Number</b>	OCR-1718
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil

#### Attachments

1. Location Plan
2. Plans and Photos (date stamped by Department of Planning; Lands and Heritage 8 June 2023)

#### PURPOSE

The purpose of this report is for Council to consider:

- the referral of a development application from the Department of Planning; Lands and Heritage (DPLH) for a licensed alfresco dining area (dogs permitted) in the road reserve (verge) and associated outdoor dining permit and use agreement for Crown Land at the Left Bank Hotel, at 15 (Lot 1 and 2) Riverside Road, East Fremantle; and
- recommended conditions for temporary approval for consideration by the WA Planning Commission (WAPC) in determining the application.

The WAPC is the formal decision making authority for the application.

#### EXECUTIVE SUMMARY

The Hotel owner has lodged an application with DPLH seeking approval for a permanent licensed alfresco dining area within the verge road reserve (dogs permitted) adjacent to the property at 15 (Lot 1 and 2) Riverside Road, East Fremantle being the Left Bank Hotel. The previous temporary approval was granted by the DBCA in 2022, with support from the Town, but the new application is being assessed by DPLH as per the advice of the DBCA. The WAPC becomes the decision making authority because a permanent approval is being sought and a portion of the Left Bank Hotel lease area is located within a MRS – Primary Regional Roads reserve. The Town has been requested to provide referral advice to the DPLH.

No further changes are proposed to the current use of the area, the number of patrons or works within the road reserve. The fencing, paving, seating, umbrellas within tables, and lighting were fully installed at the time the initial application was considered and there are no planned changes or additions to the fit-out of the verge area. There is no further expenditure required for the area to continue to function as intended.

The Town is not aware of any incidents relating to liability or safety issues during the time in which the use has been approved and there have been no complaints in the time the licensed alfresco dining area has been in operation. The area has been maintained to a good standard and is always neat and tidy. The Hotel owner has been issued the relevant outdoor eating permits and entered into a use agreement regarding Crown Land with the Town.

Council needs to consider whether it wishes to support a permanent approval for use of the verge area for a licensed alfresco dining area as this is now requested by the applicant. However, the Town does not support a permanent approval and recommends a two year approval period for a number of reasons, primarily related to not

relinquishing access to the road reserve on a permanent basis and therefore avoiding impediments if there is a need to upgrade or realign the road and/or access infrastructure or for any unforeseen issues that may arise such as inundation from the river.

On this basis it is recommended that the WAPC be advised that Council supports the proposal for a licensed alfresco dining area in the road reserve (dogs permitted), for a temporary approval period not exceeding two years, subject to the conditions previously included in the temporary approval issued by the DBCA and as included in the Officer recommendation. The applicant should also be advised that it will be necessary to apply to the WAPC for a continuation of the approval prior to the expiry of the two year period.

If approval is granted then the Town will require the Hotel owner to enter into a use agreement in relation to the Crown Land with the Town to ensure liability and maintenance for the verge area is the responsibility of the owner of the business. It is noted the WAPC may prefer an alternative use agreement in relation to this Crown Land; this will be determined as part of the approval process. If the approval for continuation of the use of the verge is granted then the Town will continue to authorise the outdoor dining permit pursuant to the *Public Places and Local Government Property Local Law 2016*.

## BACKGROUND

The Left Bank Hotel approached the Town several years ago requesting it consider allowing a licensed alfresco dining area, which permitted dogs, in the verge in front of the Hotel. At the time, the Hotel owner presented the proposal to elected members and had ongoing operational discussions with the Town to progress the concept. However, the COVID-19 pandemic, the State of Emergency, and an upgrade to Riverside Road delayed progress of the proposal.

The Town advertised the proposal in 2021 and received 56 submissions. The majority of these were in support of the proposal. An application was made to DBCA, and temporary approval granted with conditions. Also, the Department of Local Government and Regional Development (DLGRD) Liquor Licensing department requested the Town provide a formal letter of approval for use of the area for outdoor dining.

In July 2022, the Council endorsed a temporary outdoor dining permit and associated temporary use agreement for Crown land for the licensed alfresco dining area. Formal approval for the licensed alfresco dining area for temporary use was granted by the DBCA and the conditions were satisfied on 29 November 2022. The approval was for 6 months from the date the Liquor License was granted which was September 2022 and this period ended in February 2023.

The Town previously consulted with the Local Government Insurance Services (LGIS) to ensure the Town is not exposed to any significant risk because of the approval. The temporary outdoor dining permit was issued pursuant to the *Public Places and Local Government Property Local Law 2016* with conditions that specifically addressed relevant matters.

<b>Zoning</b>	MRS Reserves <ul style="list-style-type: none"> <li>• Parks and Recreation</li> <li>• Primary Regional Roads</li> </ul>
<b>Site Area</b>	1,513m <sup>2</sup>
<b>Heritage</b>	Category A
<b>Fremantle Port Buffer</b>	N/A
<b>Previous Decision of Town and/or History of Issue Onsite</b>	Council endorsed a temporary outdoor dining permit and temporary use agreement for Crown land - July 2022

## CONSULTATION

Consultation was undertaken internally and with elected members on several occasions as part of the previous temporary approval application process. External advertising in March and April 2021 resulted in the Town receiving

56 submissions, mostly in support of the proposal. No further advertising has been undertaken as the area is currently in use and no complaints or issues have arisen from the use of the verge area.

#### External Consultation

The Town previously consulted with LGIS and DLGRD regarding the use of the area prior to granting the previous temporary approval.

#### Internal Consultation

##### *Town of East Fremantle - Operations*

The following advice was received from Operations with regards to the current proposal.

- Riverside Road is classed as a Local Distributor. These roads typically cater for approximately 6,000 vehicles per day.
- The tables and chairs are placed in what is considered a clear zone by Main Roads.
- All the structures are in the road reserve boundary which would impact on future plans or road upgrades that may occur.
- The interface between path users and Left Bank patrons could be problematic if this were to remain as a licensed outdoor food and drinking area.
- Ideally, it is recommended that the permit is issued on a temporary basis, as the above factors could require changes to the road/path layout and this may result in adjustments to the road verge area (alfresco) area.

##### *Environmental Health Comment*

No objections or obstacles to granting an outdoor dining permit envisaged in relation to this application.

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#### STATUTORY ENVIRONMENT

Metropolitan Region Scheme  
Swan and Canning Rivers Act, 2006  
Local Planning Scheme No. 3 (LPS 3)  
LPS 3 – Heritage List – Category A

A Form 7 application was approved by the DBCA on 3 March 2022 for a period of 6 months only and expired in February 2023.

The Hotel owner has lodged an application with DPLH seeking permanent approval from the WAPC. This is the required approval pathway because a portion of the land leased to the Left Bank Hotel is located within the Stirling Highway primary regional road reservation under the MRS.

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#### POLICY IMPLICATIONS

Public Places and Local Government Property Local Law 2016  
Local Planning Strategy 2022

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#### FINANCIAL IMPLICATIONS

All costs for works regarding the licensed alfresco dining area are the responsibility of the Left Bank Hotel owner (ie fencing, footpath, shade structures, seating, concrete pad paving, lighting etc). If future removal of structures in the road verge is required, then this is to be completed by the owner/applicant. Remediation of the verge is also to be undertaken by the owners of the Left Bank Hotel at their expense. These matters have been addressed through previous conditions of approval.

There is an annual fee in Council's Fees and Charges for Outdoor Dining Areas. The 2022/23 budget amount was \$33 per square metre (GST inclusive). The Town has charged a full annual fee for the use of the land (ie \$4,092) to June

2023. A new Outdoor Dining Areas permit will be required to be paid in July 2023 for 2023/24 as per the approved fees and charges.

A bond of \$3,000 was also received and is to be held by the Town for the period of the permit. The operators of the Left Bank Hotel are to continue to indemnify the Town of any reasonable liability for use of the verge area by the Left Bank Hotel. This ongoing matter will also be addressed by the recommendation that a relevant condition of approval be imposed in the determination of the application.

The approval from the DBCA was for a period of 6 months which lapsed in February 2023. As the applicant paid for an annual Outdoor Dining Areas permit no further charges are required for the past financial year. The permit will need to be renewed in the new financial year 2023/24.

## STRATEGIC IMPLICATIONS

“Town of East Fremantle Strategic Community Plan 2020-2030”.

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

- 1.1 *Facilitate appropriate local services for the health and wellbeing of the community.*
  - 1.1.1 *Facilitate or partner to ensure a range of quality services are provided at a local level.*
  - 1.1.2 *Strengthen the sense of place and identity through inclusive community interaction and participation.*
- 1.2 *Inviting open spaces, meeting places and recreational facilities.*
  - 1.2.1 *Provision of adequate facilities to support healthy and active lifestyles.*
  - 1.2.2 *Activate inviting open spaces that encourage social connection across all age groups.*
- 1.3 *Strong community connection within a safe and vibrant lifestyle.*
  - 1.3.1 *Partner and educate to build a strong sense of community safety.*
  - 1.3.2 *Facilitate opportunities to develop community connections through events and celebrations.*
  - 1.3.3 *Facilitate community group capacity building.*

“Town of East Fremantle Public Health Plan 2022-2027”

Public Health Action Plan

### 1 – Healthy People and Community

*Strategy - Support the prevention of avoidable injuries: Action - Reduce the number of dog attacks and promote responsible dog ownership.*

### 2 – Healthy Places and Spaces

*Strategy - Conserve, maintain and enhance the Town’s open spaces: Action – Partner with stakeholders to actively protect, conserve and maintain the Swan River Foreshore. Plan for improved streetscapes, parks and reserves.*

## RISK IMPLICATIONS

### RISKS

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 refuse to support the application for a licensed alfresco dining area in the road reserve and the WAPC determines the application	Unlikely (2)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Accept Officer Recommendation



without input and conditions from the Town.					
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## 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

Risk Rating	6
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

Inspections and site meetings have occurred with Officers of the Town. The area has been maintained to a high standard.

## COMMENT

The Hotel owners have lodged an application with DPLH seeking approval for a permanent licensed alfresco dining area on the verge (dogs permitted) adjacent to the property at 15 (Lot 1 and 2) Riverside Road, East Fremantle. The previous temporary approval was granted by the DBCA in 2022, with support from the Town, but the new application is being assessed by DPLH as per the advice of the DBCA. The WAPC becomes the decision making authority because a permanent approval is being sought and a portion of the Left Bank Hotel lease area is located within a MRS – Primary Regional Roads reserve. The Town has been requested to provide referral advice to the DPLH.

Description of the Area

The verge area is currently in use and the applicant seeks to continue the use on a permanent basis. No further changes are proposed to the current layout, number of patrons or works within the road reserve. The scope and scale of the licensed alfresco dining area is described below:

1. The licensed alfresco dining area has a total area of 124m<sup>2</sup>.
2. It extends from the limestone walls at the front of the Left Bank Hotel property boundary at 15 Riverside Road and extends to the existing bollards which are 600mm from the roadside.
3. A visually permeable and decorative metal fence to a height of up to 900mm along the roadside.
4. The existing footpath remains in place and can still be used as a thoroughfare by the public.
5. Entry and exit points are clearly marked at either end of the licensed alfresco dining area where the footpath is located. All exit points are clearly displayed with signs saying, 'no alcohol beyond this point'.

6. The licensed alfresco dining verge area is grassed, although there are sections of paving blocks under each set of picnic-style tables and benches including umbrellas in the tables.
8. Tables and benches seat up to 74 patrons in accordance with the Liquor License.
9. The Left Bank Hotel will not be seeking an increase in overall licensed patron numbers permitted at the venue – the patrons in the licensed alfresco dining area will be accommodated under the existing liquor licence limit of 805 patrons.
10. Being seated is not mandatory.
11. The licensed alfresco dining area has the same operating hours as the venue.
12. The licensed alfresco dining area is exclusively non-smoking.
13. Although the licensed alfresco dining area will not be exclusively for dog owners, there will be ample signage to ensure that patrons are aware that the licensed alfresco dining area is a 'dog permitted' space.

The Town is not aware of any incidents relating to liability or safety issues during the approval period and has not received any complaints in the time the licensed alfresco dining area has been in operation. The area has been maintained to a high standard and is always neat and tidy.

Council needs to consider whether it wishes to support a permanent approval for use of the verge area for a licensed alfresco dining area (dogs permitted) as this is requested by the applicant. However, the Town does not support a permanent approval and recommends a two year approval period for several reasons which are discussed below.

#### Town of East Fremantle – Operations Advice

Advice provided by the Town's Operations department provides practical justification for recommending temporary approval only for the use of the verge for this purpose. Riverside Road is classed as a local distributor road, which caters for approximately 6,000 vehicles per day and the verge area is considered a clear zone by Main Roads. This road is an important distributor of traffic on a local and district level. The Town is of the view that access to the road reserve should not be relinquished permanently. Permanent structures in the road reserve may affect any future plans for road upgrades (or any other required infrastructure works) that might be necessary in the area. A permanent approval is not considered a sound longer term approach to managing traffic, cyclists and pedestrians along the foreshore area. The interface between pedestrians and Left Bank Hotel patrons might also become problematic in the future. There are no assurances that unforeseen matters relating to traffic safety or anti-social behaviour of patrons might require a reconsideration of the use of this area.

#### Climate Change, Sea Level Rise and Inundation

It is also noted that the subject area is only approximately 17m from the edge of the Swan River. The Town is currently undertaking a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) study to develop a better understanding of the Swan River shoreline areas, to support its future management and planning decisions. The CHRMAP will provide a framework for adaptation that can guide decision making in the short to medium term (next 10-20 years) and provide management and adaptation strategies to mitigate hazard in future planning periods (next 100 years) for areas in close proximity to the river. This area may be affected by sea level rise, and this could have potential implications if approval is granted for use of the area on a permanent basis. Future approvals for the area will be guided by the final approved CHRMAP study.

#### Temporary Approval Period

By maintaining a temporary approval period for the use of the verge area any proposed changes or required works to the subject area could be carried out after the approval period has expired. The preferred approach of maintaining a temporary approval gives the Town and other agencies the flexibility to carry out any works or other actions that might be required in the subject area in the future. A permanent approval is therefore not supported.

It is requested that a two year approval period be considered by the WAPC as a more appropriate and pragmatic approach. Furthermore, a two year approval period will not impact the owners financially or their plans for

continued operation of the area. The expenditure in relation to development of the area has already been undertaken and all seating, lighting, paving and shade structures have been installed and the Town does not wish to allow for any more seating or furniture to be installed. There is no further financial risk or cost for the applicant in continuing on a temporary basis, other than that which would be associated with the already required permits and legal agreements.

In addition, it is critical that the Town minimises exposure to any future foreseeable risks, and the Town believes it is possible for the Town to facilitate successful use of the area subject to the following considerations and conditions of approval being imposed.

#### Liability and Safety

The previous advice from LGIS and DLGRD is still relevant and supported.

- There are liability and safety issues relating to the footpath between the venue and the licensed alfresco dining area with customers crossing the footpath to the alfresco area.
- There are liability and safety issues in relation to the location of the licensed alfresco dining area relative to Riverside Road. To some extent, the design of the licensed alfresco dining area including clearly marked delineation and the installation of heavy planters (fence installed instead) to act as a barrier will improve safety in the event of a car accident.
- Liabilities relating to alcohol consumption and animal control will be the responsibility of the Left Bank Hotel.
- Indemnification of Council against all liability with respect to the use of the land.

The recommended conditions included in the final Officer Recommendation are reflective of this advice.

#### Environmental Health Advice

Advice was also received from the Town's Environmental Health department which has no objection to the outdoor dining permit being approved. It is therefore proposed that the following clauses continue to be included in any future outdoor dining permit:

"In accepting this permit, the permit holder agrees:

- to indemnify and hold indemnified the Town of East Fremantle and Council against any claim for loss, damage, or injury, however arising, from the operation of the outdoor dining area; and
- not to claim from the Town of East Fremantle or the Council or any person acting on their behalf for any loss, damage or injury however arising, from any public work in or around the public place."

#### Use Agreement – Crown Land & Outdoor Dining Permit

A condition will be also included in the final recommendation that requires that the applicant enters into a use agreement in relation to the Crown Land with the Town as part of the approved use of the subject area. It is noted the WAPC may resolve that an alternate use agreement be executed in its determination of the application.

If the approval for continuance of the use of the verge is granted then the Town will need to authorise the continuation of the outdoor dining permit pursuant to the *Public Places and Local Government Property Local Law 2016*.

#### Recommended Conditions of Approval

The following conditions are recommended to be applied should the WAPC determine to approve the application:

- The applicant to comply with the permit 2021/2579 Permit SAU 10282 conditions of the DBCA and any subsequent approval and conditions by DPLH/WAPC.
- The public must have clear and unobstructed access onto and through the public thoroughfare between the licensed alfresco dining area and the boundary of the property.
- The fencing is designed to be temporary and to comply with the relevant Australian Standards to the satisfaction of the Chief Executive Officer in consultation with relevant officers at the Town of East Fremantle.

- The payment of a \$3,000 security bond to be held by the Town for possible footpath and verge remediation.
- The approved licensed alfresco dining area to be maintained as per the plan submitted to the Town of East Fremantle dated 8 June 2023 and as approved by the Department of Biodiversity, Conservation and Attractions. Any future alterations to the plan must be approved in writing by the Department of Planning; Lands and Heritage in consultation with the Town of East Fremantle must be notified by the applicant prior to construction and installation.
- Lights, furniture, fixtures, umbrellas, signage and fittings where not appropriately fixed are to be stored when not in use.
- The outdoor dining area is to be kept clean, well maintained and free of graffiti.
- The outdoor dining area is to be a non-smoking area, including the use of all vapes or similar.
- Electrical requirements to be provided and maintained to the relevant standards.
- Access to the area for new or existing services shall be granted to the Town of East Fremantle or any utility service provider if required.
- The applicant is to thoroughly clean the area every month.

## CONCLUSION

Council needs to consider whether it wishes to support a permanent approval for use of the verge area for a licensed alfresco dining area as this is now requested by the applicant. However, the Town does not support a permanent approval, primarily related to not relinquishing access to the road reserve on a permanent basis and therefore avoiding impediments if there is a need to upgrade or realign the road and/or access infrastructure or services, or for any unforeseen issues that may arise such as inundation from the river.

Based on the above considerations, it is recommended that approval for the Left Bank Hotel to use the subject verge area is temporary and issued for a maximum of two years. Should the WAPC be of a mind to approve the use of the road reserve for this purpose for a period of greater than two years but still for a temporary basis, then the Town requests the applicant be required to apply for an extension to the temporary approval prior to the end of the approval period, through the submission of a fresh development application.

It is recommended that Council advise the DPLH that it supports the licensed alfresco dining area in the road reserve (verge) at 15 (Lot 1 and 2) Riverside Road East Fremantle, on a temporary basis for a period not exceeding two years, subject to the conditions included in the Officer recommendation.

## 13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

### OFFICER RECOMMENDATION:

**That Council advise the Department of Planning; Lands and Heritage that it supports the licensed alfresco dining area in the road reserve (dogs permitted) at 15 (Lot 1 and 2) Riverside Road, East Fremantle in accordance with plans submitted on 8 June 2023 for a temporary period of two years subject to the recommended conditions outlined below:**

1. No further tables/benches, paving, signage, shade items or related structures are to be installed in the licensed alfresco dining road reserve approved area.
2. The payment of the appropriate application fees and security bond to the Town of East Fremantle.
3. The payment of a \$3000 security bond to be held by the Town for possible footpath and verge remediation.
4. The outdoor dining permit issued by the Town of East Fremantle is approved for a maximum of 12 months from the date of issue of the approval of the licensed alfresco verge area by the Department of Planning, Lands and Heritage.

5. The permit holder agreeing:
  - (a) to indemnify and hold indemnified the Town of East Fremantle and Council against any claim for loss, damage, or injury, however arising, from the operation of the outdoor dining area, and
  - (b) not to claim from the Town of East Fremantle or the Council or any person acting on their behalf for any loss, damage or injury however arising, from any public work in or around the public place.
6. The applicant entering into a temporary use agreement in relation to the Crown Land with the Town of East Fremantle.
7. The applicant to comply with the permit 2021/2579 Permit SAU 10282 conditions of the Department of Biodiversity, Conservation and Attractions and any subsequent approval and conditions by the Department of Planning, Lands and Heritage.
8. The public must have clear and unobstructed access onto and through the public thoroughfare between the licensed alfresco area and the boundary of the property.
9. The fencing is to be designed to be temporary and to comply with the relevant Australian Standards to the satisfaction of the Chief Executive Officer in consultation with relevant officers at the Town of East Fremantle.
10. The approved licensed alfresco verge area is to be as per the plan submitted to the Town of East Fremantle (date stamped by Department of Planning, Lands and Heritage 8 June 2023) and as approved by the Department of Planning, Lands and Heritage. Any future minor alterations to the plan must be approved in writing by the Department of Planning, Lands and Heritage and the Town of East Fremantle must be notified by the applicant prior to construction and installation.
11. Lights, furniture, fixtures, and fittings that are not appropriately fixed are to be stored when not in use.
12. The licensed alfresco verge area is to be kept clean and well maintained.
13. The licensed alfresco dining verge area is to be a non-smoking area, including the use of all vapes or similar.
14. Dogs are to be always kept on leads.
15. Electrical requirements to be provided and maintained to the relevant standards.
16. Access to the area for new or existing services shall be given to the Town or any utility service provider as required.
17. The applicant is to thoroughly clean the licensed alfresco dining verge area at least once every month.
18. Shade umbrellas are to be secured to the satisfaction of the Chief Executive Officer in consultation with relevant officers of the Town.
19. Following finalisation, and adoption of the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) by the Town of East Fremantle, that the Department of Planning Lands and Heritage be advised that, in providing advice for future approvals, the Town of East Fremantle will be guided by the final recommendations of the adopted CHRMAP.
20. An application for the renewal of the approval is to be submitted to the Department of Planning, Lands and Heritage for consideration by the WAPC prior to the expiry of the two year period.

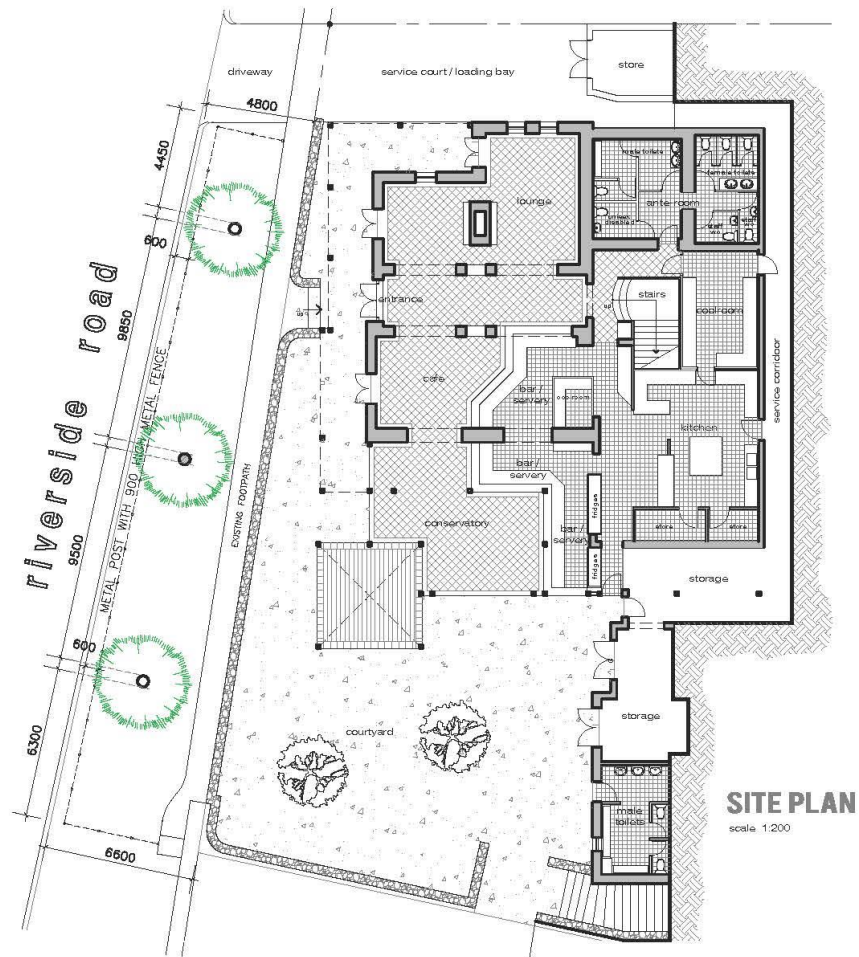
## REPORT ATTACHMENTS

Attachments start on the next page.

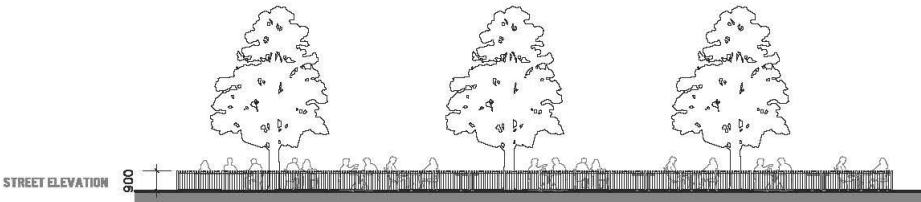




DEPARTMENT OF PLANNING, LANDS AND HERITAGE	
DATE	FILE
08-Jun-2023	24-95-6



**PROPOSED DOO ALFRESCO  
THE LEFT BANK BAR & CAFE  
15 RIVERSIDE DRIVE, EAST FREMANTLE**















## 13.2 SWAN YACHT CLUB - MASTER PLAN AND PROPOSED WORKS

<b>Report Reference Number</b>	OCR-2113
<b>Prepared by</b>	James Bannerman, Planning Officer
<b>Supervised by</b>	Christine Catchpole, Acting Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	
	1. Location plan
	2. Proposed Master Plan and associated project plans of works submitted 29 May 2023

## PURPOSE

The purpose of this report is for Council to consider the referral of information from the Department of Biodiversity, Conservation and Attractions (DBCA) in relation to the Master Plan and proposed works at the Swan Yacht Club, at Reserve 27376, Reserve 27377, Riverside Road, East Fremantle.

## EXECUTIVE SUMMARY

A 20 year Master Plan has been prepared for the Swan Yacht Club which outlines all proposed works on the site, as well as the details of works that are proposed to commence as soon as the required approvals from the DCBA have been granted.

The Swan Yacht Club has been in discussion with both the Town and the DBCA regarding these proposals for some time and the Master Plan and the development applications are the result of these discussions. To coordinate development on-site a Master Plan and associated documents have been submitted to the DBCA by the Yacht Club. These documents provide an outline of the proposed future works over the next 20 years, as well as an application for the following works that are scheduled for commencement soon and once the necessary approvals are granted:

- The demolition of the existing slipway and beautification of the area;
- Jetty 5 replacement;
- New maintenance facilities;
- Boat ramp works; and
- Negative fork wharf.

The Master Plan also highlights additional actions that are to be undertaken at different stages by the Yacht Club and these will be discussed further in the Comment section of this report. Stages of development are to be undertaken over a 20 year period and in some cases, applications have already been submitted but not yet approved, or approved by the DBCA as is the case with Jetty 5 replacement and the new roof to the upper floor terrace.

The Town is currently undertaking a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) study to develop a better understanding of the Swan River shoreline areas, to support its future management and planning decisions. On this basis, the Master Plan is supported in principle with more formal advice being forthcoming following finalisation and adoption of the CHRMAP. It is also recommended that DBCA be advised that, in providing advice regarding detailed plans for future stages with the Swan Yacht Club Master Plan area, that the Town will be guided by the final recommendations of the adopted CHRMAP.

The Town understands the Yacht Club has had discussions with the DBCA regarding removal of the western area (grassed overflow parking area) from the Lease Area and for this area to be rehabilitated and returned to public use.

Further detailed discussions regarding the implications for rehabilitation and ongoing maintenance are required before the Town can comment on whether it would support removal of this area from the Lease Area. The DBCA and Yacht Club should be advised that the Town requests further discussions occur prior to any determination regarding the removal of this land from the Lease Area.

Also, there are several environmental and health related matters that need to be highlighted to the DBCA in relation to the proposed Master Plan and works projects. These are discussed in the body of the Report and there are corresponding conditions or advice notes included in the final recommendation in response to these matters.

In consideration of the above, it is recommended the Council supports the 5 works projects that are discussed within this report subject to the advice and conditions outlined in the Officer Recommendation. Both the Master Plan and the works projects have already been submitted to the DBCA for formal assessment in accordance with the *Swan and Canning Rivers Management Act, 2006*.

The Council is not the formal decision making authority for the works under the *Swan Canning Rivers Management Act 2006*, however, it is recommended the Council provide the referral advice contained in the Officer report to the DBCA in relation to both the Master Plan and the proposed works.

## BACKGROUND

<b>Zoning</b>	MRS Parks and Recreation Reserve - Reserves 27376 & 27377
<b>Site Area</b>	1.1034 hectares
<b>Heritage</b>	N/A
<b>Fremantle Port Buffer</b>	N/A
<b>Previous Decision of Town and/or History of Issue Onsite</b>	P004/23 – roof terrace extension – approved by DBCA - 9 June 2023 P030/19 – installation of light poles – approved by DBCA – 11 June 2019 P134/14 – renovation and extension of clubhouse and redevelopment of surrounds – approved by DBCA – 2 February 2018

## CONSULTATION

The proposed development was advertised on the Town's website from 25 May to 19 June 2023. Two signs were located on site (on the northern and southern boundary facing the respective pedestrian paths) during this period. No submissions were received.

## STATUTORY ENVIRONMENT

The proposed works will be assessed in accordance with the *Swan and Canning Rivers Management Act, 2006* by the DBCA. The Town is not the formal decision making authority for this application. The Town will provide referral comments and recommended advice and conditions in relation to the proposed Master Plan and future works.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

All works are to be funded by the Swan Yacht Club and the Town has not made any commitment to funding the proposed works.

## STRATEGIC IMPLICATIONS

"Town of East Fremantle Strategic Community Plan 2020-2030"

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

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

- 1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level.
- 1.1.2 Strengthen the sense of place and identity through inclusive community interaction and participation.
- 1.2 Inviting open spaces, meeting places and recreational facilities.
  - 1.2.1 Provision of adequate facilities to support healthy and active lifestyles.
  - 1.2.2 Activate inviting open spaces that encourage social connection across all age groups.
- 1.3 Strong community connection within a safe and vibrant lifestyle
  - 1.3.1 Partner and educate to build a strong sense of community safety.
  - 1.3.2 Facilitate opportunities to develop community connections through events and celebrations.
  - 1.3.3 Facilitate community group capacity building.

## RISK IMPLICATIONS

### RISKS

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 do not support the Master Plan in principle or the proposed works and the DCBA authorise the Master Plan and works without the Council's recommended conditions and advice being considered.	Unlikely (2)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

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

### SITE INSPECTION

The site was inspected.

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## COMMENT

A formal application has been made to the DBCA for proposed works at the Swan Yacht Club at Reserve 27376, Reserve 27377, Riverside Road, East Fremantle. As part of the application the Club has prepared a 20 year Master Plan which outlines all proposed works on the site as well as the details of future. The Town is not the formal decision making authority for the works under the *Swan Canning Rivers Management Act*, however, it is recommended Council provide the referral advice contained in the Officer report to the DBCA.

The Swan Yacht Club has been in discussion with both the Town and the DBCA regarding this proposal for some time and the application is the result of these discussions. To coordinate development on-site a Master Plan and associated documents have been submitted to the DBCA by the Club which provide an outline of the proposed future works over the next 20 years as well as an application for the following works that have been prioritised for commencement once approval is granted.

- Demolition of the existing slipway and beautification of the area;
- Jetty 5 replacement;
- New maintenance facilities;
- Boat ramp works; and
- Negative forklift wharf.

### Project 1 - Demolition of the existing slipway and beautification of the area

The existing slipway and associated bosun's shed is to be demolished and replaced with an open area that can be utilised by both club members and the public. All existing infrastructure that is in place including rail tracks, winch and cable, boat cradles, fencing and sheds will be removed. The area will then be leveled in preparation for remediation and beautification. Footpaths will be restored through the area and the beach will be cleaned up and become more accessible. A large green space will be created adjacent to the existing club building that will be available to the club for an informal pop-up area for functions and events subject to the extension of the liquor license and any other necessary approvals. The demolition of the slipway and associated infrastructure will remove environmentally damaging activities that potentially allow materials from boat hulls, chemicals, and paints to enter the river.

### Project 2 – Jetty 5 Replacement

It is proposed to replace the existing westernmost jetty with a new jetty. The new jetty will be a floating concrete attenuator that is 300m in length with a deck width of 4m that will skirt the edge of the Club's jetties. The structure will be secured by steel piles in the riverbed. The new jetty will provide berths for vessels up to 23m in length. The existing jetty has suffered from a number of issues including wave motion, sediment build up inside the jetty system and vessel wake that has impacted on the integrity of the original jetty. The aim of the new jetty is to reduce the impact of wave action on the jetties and boats inside the marina. It is expected that the installation of the jetty will also reduce the frequency of dredging the riverbed. The lease boundary will have to be extended to the north and the west as a result of the proposal, and the new jetty location will enable the extension of Jetty 6 and the addition of new vessel berths along this extension.

### Project 3 – New Maintenance Facilities

The decommissioning and demolition of the existing slipway will impact on club members' ability to maintain and service vessels. It is proposed to establish a fenced maintenance area that will be designed to cater for 6 boats up to 10m in length. Boats will be delivered to the area utilising a submersible trailer hauled by a tractor that retrieves and delivers vessels via a new boat ramp (in a similar area to the existing boat ramp – see Project 4) on the eastern side of the club. Pedestrians will only be limited from walking through the area when a boat is being launched or retrieved from the river. The works that will be permitted in the area will be limited to minor works only and prohibit sand blasting, high pressure cleaning and other environmentally sensitive activities.

#### Project 4 – Boat Ramp Works

It is proposed to remove the current boat ramp and replace it with a new boat ramp. The concrete ramp will be extended further into the river and will be designed and constructed so it has 2 launching lanes that will enable larger boats to be launched and retrieved using a tractor and submersible trailer.

It is also proposed to extend the boat ramp jetty such that there is an additional collector jetty extending eastwards from a newly installed floating pontoon jetty. The collector jetty will extend eastwards from the newly proposed replacement jetty on the eastern side of the existing boat ramp for approximately 50m and then northwards for another 50m along the lease boundary. The jetty will provide an additional berthing area for vessels preparing to be lifted out of the water and for visiting vessels.

A separate application has already been made to the DBCA for a new pontoon jetty to replace the existing wooden jetty that is currently in place and was supported by the Town Planning Committee at its 4 July 2023 meeting.

#### Project 5 - Negative Forklift Wharf

The proposed new maintenance facilities involving a tractor and trailer are considered a long term, but temporary solution for the efficient handling of vessel movements within the Yacht Club. It is envisioned that a new concrete wharf that utilises a negative forklift will enable the launching and retrieval of boats up to 12m in length. The adoption of a negative forklift is driven by future plans to construct a boat stacking facility within the grounds of the Club in accordance with proposed Stage 2 in the Master Plan. This dry stack facility will be the subject of a future application to the DBCA for this structure.

#### Master Plan

A Master Plan has been submitted with the project documentation outlined above. The Master Plan highlights additional actions that are to be undertaken by the Yacht Club over a 20 year timeframe as shown in the table below. Although it may change over time the Master Plan provides the DBCA and the Town with a greater understanding of the intentions of the Yacht Club with regards to future works on-site. It reduces the likelihood of ad hoc and uncoordinated development which might have adverse consequences for the Town and the surrounding environment including the Swan River.

Stage 1	Stage 2	Stage 3
<ul style="list-style-type: none"> <li>• 20m green belt</li> <li>• New water lease line</li> <li>• Relocation of existing fire service water tanks</li> <li>• Jetty 7 replacement</li> <li>• New boat ramp</li> <li>• Removal of the western area from lease but retention for dredging and overflow usage</li> <li>• Boat working bays</li> <li>• Washdown area</li> <li>• Relocated bosun's shed</li> <li>• New roof to upper floor terrace</li> <li>• New car parking areas</li> <li>• Dragon boat and outrigger canoe storage area</li> <li>• Reserved trailer parking</li> <li>• Relocated bin store</li> <li>• New entry</li> <li>• Extension to liquor license area</li> </ul>	<ul style="list-style-type: none"> <li>• Dry stack boat storage</li> <li>• Working bays under dry stack boat storage</li> <li>• Relocated bosun shed</li> <li>• New pontoon entry</li> <li>• Removal of the western area from lease but retention for dredging and overflow usage</li> </ul>	<ul style="list-style-type: none"> <li>• 2 storey future development</li> <li>• Relocated bosun shed</li> <li>• Removal of the western area from lease but retention for dredging and overflow usage</li> </ul>

**Note:** Stages 1 to 3 are to be undertaken over a 20 year timeframe and in some cases, applications have already been approved by the DBCA (the new roof to the upper floor terrace) or submitted but not approved (e.g., Jetty 5 replacement).



The matters discussed below need to be highlighted to the DBCA in relation to the proposed Master Plan and works projects. There are corresponding conditions or advice notes included in the final recommendation in response to these matters.

#### Climate Change, Sea Level Rise, Risk of Flooding, and CHRMAP

The Town is currently undertaking a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) study to develop a better understanding of the Swan River shoreline areas, to support its future management and planning decisions. The CHRMAP will provide a framework for adaptation that can guide decision making in the short to medium term (next 10-20 years) and provide management and adaptation strategies to mitigate hazard in future planning periods (next 100 years).

Within the CHRMAP study area, the Swan Yacht Club is located in the shoreline management unit called the Reclaimed Zone. The CHRMAP study is not yet finalised however, in relation to commercial properties and community facilities within the Reclaimed Zone the preliminary draft reporting supports:

- maintenance of the existing river wall network to protect from erosion risk; and
- establishing planning measures to ensure building design and appropriate finished floor levels to accommodate inundation.

On this basis, the Master Plan is supported in principle with more formal advice being forthcoming following finalisation and adoption of the CHRMAP. It is also recommended that DBCA be advised that, in providing advice regarding detailed plans for future stages with the Swan Yacht Club Master Plan area, that the Town will be guided by the final recommendations of the adopted CHRMAP.

Based on the draft CHRMAP reporting to date, it is recommended that the DBCA consider imposing development conditions relating to finished floor levels for all construction that involves habitable room floor spaces when assessing applications within the Swan Yacht Club site in order to accommodate inundation risk.

#### Removal of the western area from Lease Area (Stage 1, 2 and 3)

The Town understands the Yacht Club has had discussions with the DBCA regarding removal of the western area (grassed overflow parking area) from its Lease Area and for this area to be remediated, landscaped and returned to public use. Although it is noted that the Master Plan proposes that the area be retained for dredging and overflow parking. The implications of the removal of this area have not been fully discussed between the parties concerned. Further detailed discussions regarding the implications for remediation, landscaping and ongoing maintenance are required before the Town can comment on whether it would support removal of this portion of land from the Lease Area. The Swan Yacht Club be advised that the Town requests further discussions with the Yacht Club and the DBCA regarding the proposal to remove a portion of land on the western edge of the Lease Area prior to any determination regarding the removal of this area from the Lease Area.

#### Sewerage Connection

The Town has been made aware that the Water Corporation has no knowledge of a formal connection of the sewerage outlet from the Swan Yacht Club to the Corporation's sewerage network. It is incumbent on the Club to ensure that the connection is verified by a licensed plumber and the Town and the Water Corporation is formally notified. If there is no sewerage connection then the Swan Yacht Club must ensure that this is undertaken promptly and the Town and the Water Corporation are informed that such works are required immediately. A condition has been included in the Officer Recommendation that requires verification of the sewerage connection.

#### Possible Environmental Contamination

The Swan Yacht Club has been identified as a potentially contaminated site according to the Town's *Contaminated Sites Register*. Should contamination be confirmed at the property in the future, remediation will be required in accordance with the Environmental Protection Act 1986. An advice note has been included in the final recommendation to address this matter.

### Safety and Amenity

A number of conditions and advice notes have been listed in the final recommendation that are intended to keep the area around the Yacht Club safe and clean for club members, visitors, and pedestrians using the footpath, and to minimise the impact of works on the surrounding area. These conditions include:

- Fencing around works areas;
- Waste is contained and removed to a licensed waste disposal facility;
- Limits to standard working hours;
- Damage to the pedestrian footpath is repaired at the completion of works;
- Works are undertaken in accordance with an environmental and construction management plan;
- The Town is also notified prior to the commencement of each works project to ensure that information can be communicated to staff and ratepayers should enquiries be made; and
- Approval for changes to the Master Plan and the individual works projects are sought from the Town and the DBCA prior to any works being undertaken that are affected by such changes.

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### CONCLUSION

The Town considers the proposed Master Plan should be implemented as a guiding document for future development at the Swan Yacht Club and one which will provide the Town with a greater understanding of Swan Yacht Club's building program over the next 20 years.

On this basis, the Master Plan is supported in principle with more formal advice being forthcoming following finalisation and adoption of the CHRMAP. It is also recommended that DBCA be advised that, in providing advice regarding detailed plans for future stages with the Swan Yacht Club Master Plan area, that the Town will be guided by the final recommendations of the adopted CHRMAP.

Based on the draft CHRMAP reporting to date, it is recommended that the DBCA consider imposing development conditions relating to finished floor levels for all construction that involves habitable room floor spaces when assessing applications within the Swan Yacht Club site in order to accommodate inundation risk.

Also, it is recommended that the Council support the 5 works projects that are discussed within this report subject to the advice and conditions listed in the Officer Recommendation.

Both the Master Plan and the works projects have already been submitted to the DBCA for formal assessment in accordance with the *Swan and Canning Rivers Management Act, 2006*.

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### 13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

#### **OFFICER RECOMMENDATION:**

**That Council advises the Department of Biodiversity, Conservation and Attractions that:**

- A. the proposed Swan Yacht Club Master Plan is supported in principle on the basis that:**
- (i) it is implemented as a guiding document for proposed future works;
  - (ii) following finalisation and adoption of the CHRMAP, that the DBCA be advised that, in providing advice regarding detailed plans for future stages with the Swan Yacht Club Master Plan area, that the Town will be guided by the final recommendations of the adopted CHRMAP; and
  - (iii) the DBCA and the Swan Yacht Club discuss with the Town of East Fremantle the proposal to remove a portion of land on the western edge of the Lease Area prior to any determination regarding removal of this land from the Lease Area; and

**B. the proposed works (including demolition of the existing slipway and beautification of the area, Jetty 5 replacement, new maintenance facilities, boat ramp works, and negative forklift wharf) at the Swan Yacht Club at Reserve 27376, Reserve 27377 Riverside Road, East Fremantle in accordance with the plans and information submitted on 29 May 2023 are supported subject to the following advice and conditions:**

- (1) Based on the draft CHRMAP reporting to date, it is recommended that the DBCA consider imposing development conditions relating to finished floor levels for all construction that involves habitable room floor spaces when assessing applications within the Swan Yacht Club site in order to accommodate inundation risk.**
- (2) Works are to be constructed in conformity with the drawings and written information submitted on 29 May 2023, other than where varied in compliance with the conditions of any subsequent approvals.**
- (3) A management plan is to be prepared prior to the commencement of each works project to address pedestrian movement, traffic management, site management, materials storage, and contractor parking. This management plan is to be submitted with the Town prior to the commencement of each works project.**
- (4) The applicant is to provide written verification from a licensed plumber and the Water Corporation that the subject site is connected to sewerage infrastructure in accordance with Water Corporation requirements prior to submitting a Building Permit application for any of the proposed works projects.**
- (5) The applicant is to receive written approval from utility providers for the relocation and reconnection of any utilities that may be required as part of the works including electricity, gas, water, sewerage, telephone, and internet, and submit these approvals with subsequent building permit applications.**
- (6) All structures are to be kept clean and free of graffiti and vandalism, and any graffiti or vandalism is to be remedied within 24 hours to the satisfaction of the Town.**
- (7) No additional signage or advertising is approved. A separate application for additional signage or advertising is required to be submitted for consideration by the Town and the Department of Biodiversity, Conservation and Attractions.**
- (8) Changes are not to be made in respect of the plans which have received approval, without those changes being specifically marked for the attention of the Town and the Department of Biodiversity, Conservation and Attractions.**
- (9) 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 the Town and if approved, the total cost to be borne by the applicant. The Town 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.**
- (10) The verge, kerb, foreshore footpath and footpath immediately adjacent to the subject lot are to be repaired and remediated following completion of the works to the satisfaction of the Town.**
- (11) The subject works areas are to be securely fenced from the public for the duration of works.**
- (12) Signage warning of hazards in the subject area is to be installed for the duration of the works.**
- (13) No construction materials or equipment associated with the works are to be stored where it might obstruct the pedestrian footpath or cause a safety hazard to those using the footpath.**
- (14) All waste products are to be disposed of offsite at licensed waste disposal facilities in accordance with a waste management plan.**

- (15) The pedestrian path is to be rerouted only for the period associated with the works and there shall be unhindered access for pedestrians along the foreshore area beyond the works site.
- (16) The pedestrian path is to be reopened along the foreshore upon the completion of works.
- (17) Works are to be undertaken from 7am to 5pm Monday to Saturday. No work is to be undertaken on Sundays or public holidays.
- (18) All works are to be undertaken in accordance with the Environmental and Construction Management Plan submitted 29 May 2023 (subject to any amendments required by the Town and the Department of Biodiversity, Conservation and Attractions).
- (19) The site is to be cleared of any equipment or materials upon the completion of works and car bays reinstated where applicable.
- (20) The Swan Yacht Club formally notifies the Town in writing a minimum of 1 week prior to the commencement of each works project.

**Advice Notes:**

- (a) The Swan Yacht Club site has been identified as a potentially contaminated site on the Town's Contaminated Sites Register. Should contamination be confirmed at the property in the future, remediation will be required in accordance with the Environmental Protection Act 1986.*
- (b) The Swan Yacht Club be advised that the Town requests further discussions with the Yacht Club and the DBCA regarding the proposal to remove a portion of land on the western edge of the Lease Area prior to any determination regarding the removal of this area from the Lease Area.*
- (c) This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (d) The application for a Building Permit is to conform with the approved plans unless otherwise approved by the Town and the Department of Biodiversity Conservation and Attractions.*
- (e) 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.*
- (f) 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).*
- (g) Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (h) A demolition permit will be required to be submitted to the Town prior to the demolition of any structures on-site and all asbestos is to be removed and disposed of in accordance with government regulations associated with the management and disposal of asbestos products pursuant to the Health (Asbestos) Regulations 1992 and as amended.*

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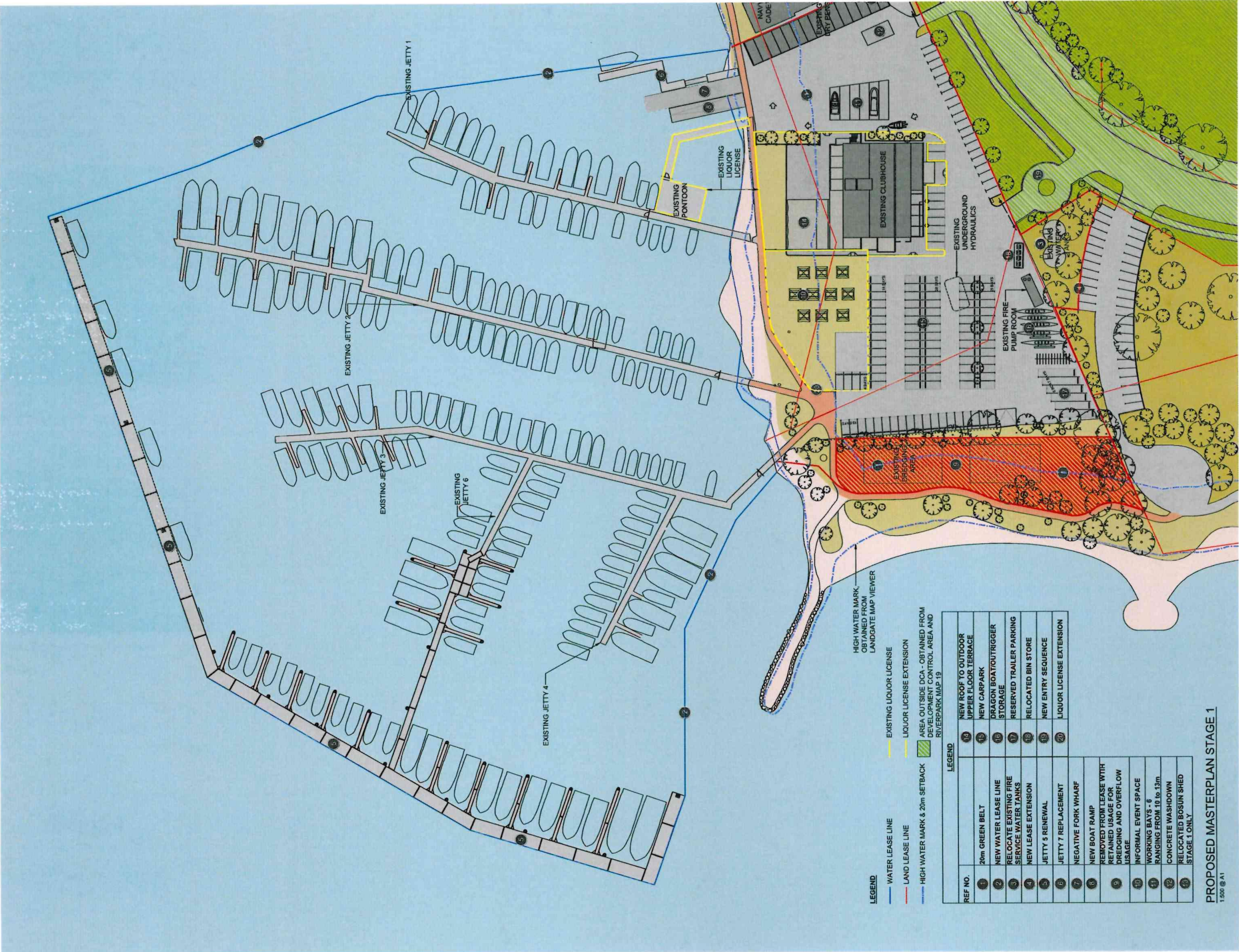
**REPORT ATTACHMENTS**

Attachments start on the next page.









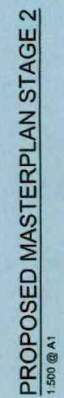
**Matthew Crawford Architects**

STUDIO 6 Burns Street North Fremantle  
MOBILE 0804 479 243  
WEBSITE [www.mccrawford.com.au](http://www.mccrawford.com.au)  
EMAIL [contact@mccrawford.com.au](mailto:contact@mccrawford.com.au)

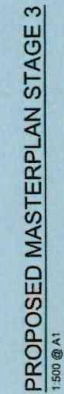
**Swan Yacht Club Masterplan**  
PROPOSED MASTERPLAN OF THE SWAN YACHT CLUB  
RIVERSIDE ROAD, EAST FREMANTLE

DRAWING TITLE: MASTERPLAN PROPOSED - STAGE 1  
DATE: SEPTEMBER 2022  
SCALE: 1:500 @ A1 1:250 @ A3  
REVISIONS: 1: 1:500 @ A1 1:250 @ A3  
P

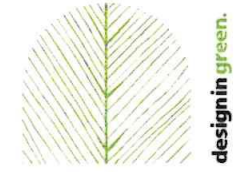
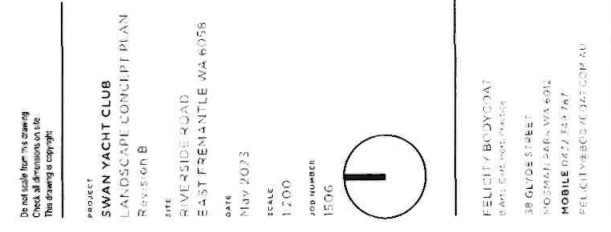


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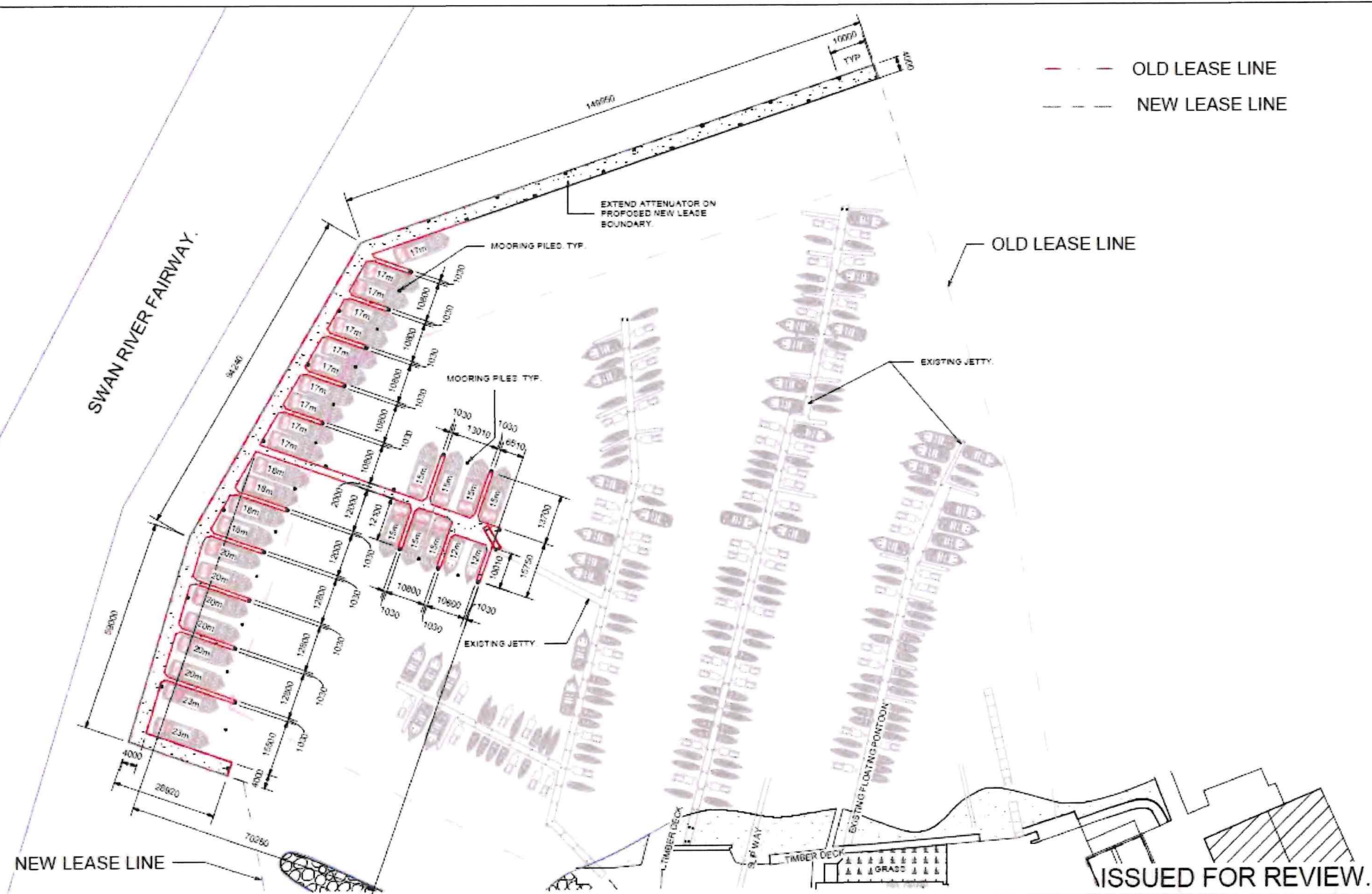


[illegible]









**Australian**  
Ports and Marinas

No	REVISION	DATE	BY
A	ISSUED FOR CLIENT APPROVAL	23.01.23	ML
B	BERTHS AMENDED	12.04.23	ML

Owner  
PLAN ON PROPOSED FLOATING STRUCTURES

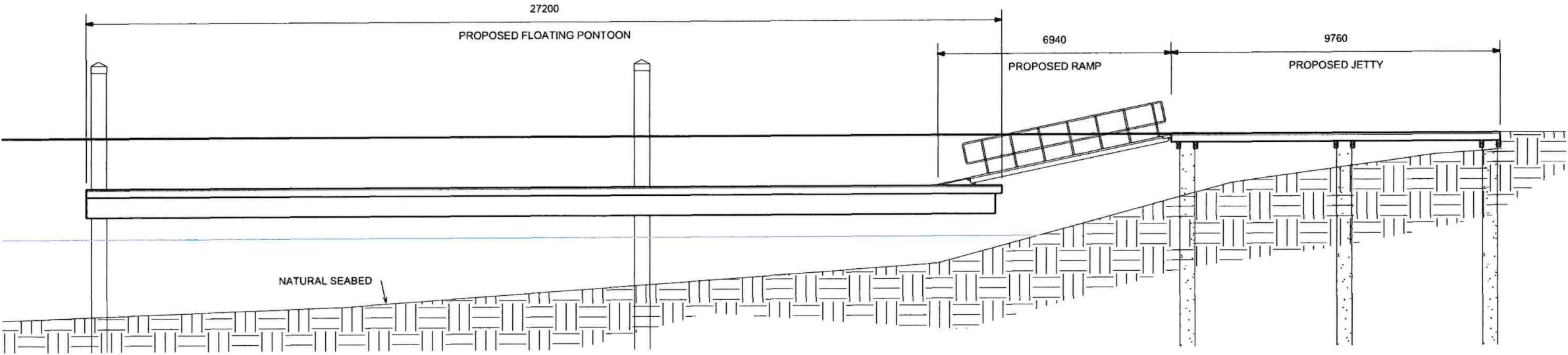
GRADLE 3

AUSTRALIAN PORTS AND MARINAS  
SUITE 703, 43 BRIDGE STREET, HURSTVILLE, NSW, AUSTRALIA  
WWW.AUSTRALIANPORTSANDMARINAS.COM.AU  
PHONE: +61 416 028 413  
EMAIL: info@australianportsandmarinas.com.au

PROPOSED NEW RAMP & PONTON.  
FOR: SWAN YACHT CLUB  
AT: RIVERSIDE ROAD, EAST FREMANTLE, WA 6158

Project number	2151122	DA.1
Date	23.01.23	
Drawn by	ML	
Checked by	JSP	Scale 1:1000

12/04/2023 11:23:10 AM



1 JETTY, RAMP & PONTOON ELEVATION  
1 : 125

ISSUED FOR REVIEW.



No	REVISION	DATE	BY
A	ISSUED FOR CLIENT APPROVAL	31.10.22	ML
B	TRAILER MOVEMENT ADDED.	06.12.22	ML

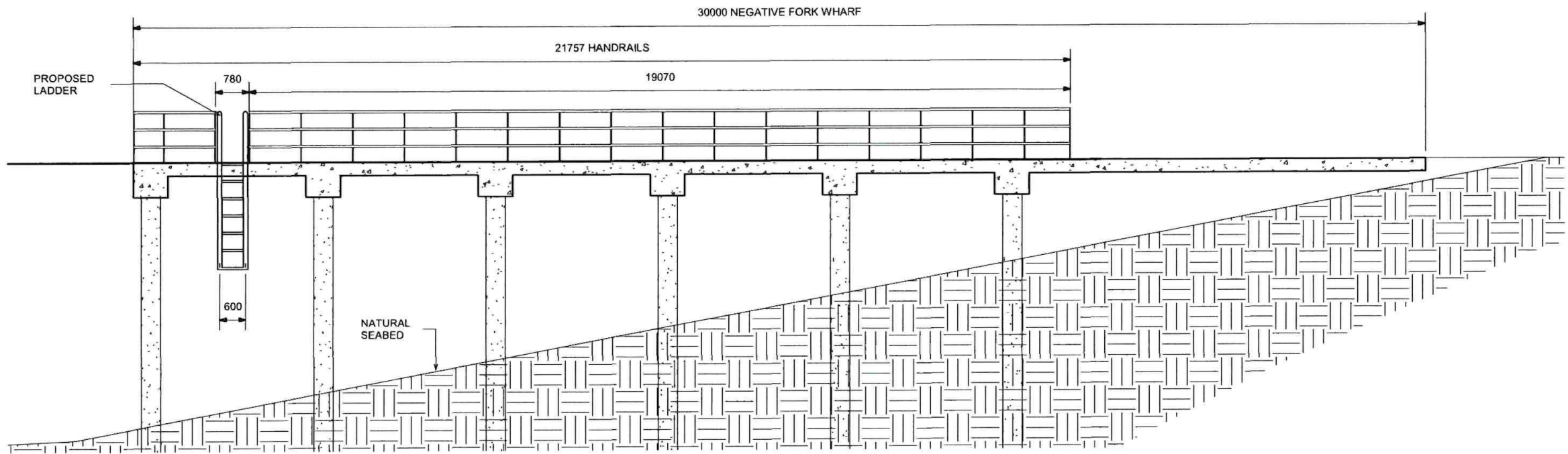
Owner  
JETTY LONG ELEVATION

AUSTRALIAN PORTS AND MARINAS.  
SUITE 703, 43 BRIDGE STREET, HURSTVILLE, NSW. AUSTRALIA.  
WWW.AUSTRALIANPORTSANDMARINAS.COM.AU  
PHONE: +61 2 9282 9926  
EMAIL: info@australianportsandmarinas.com.au

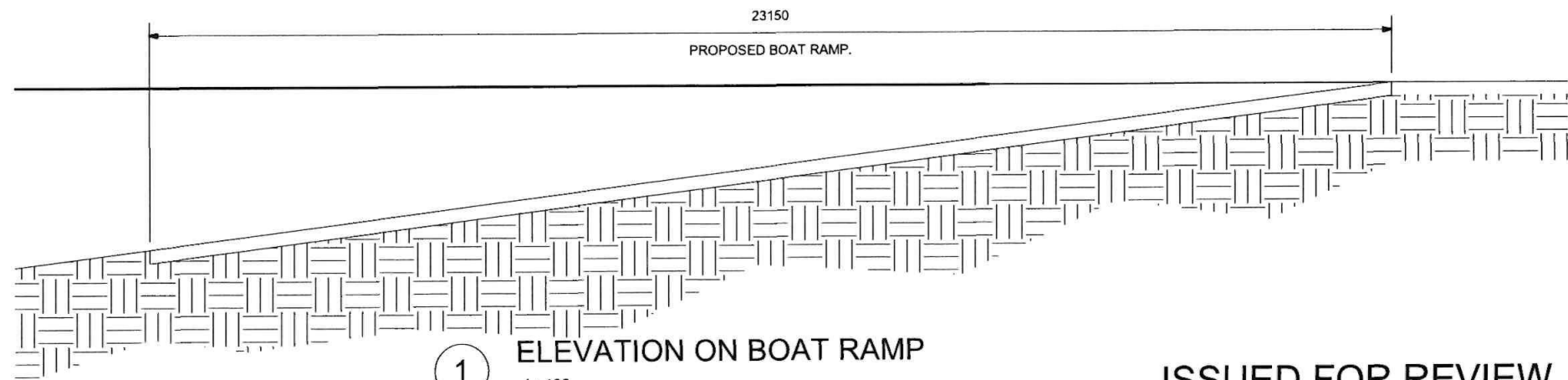
PROPOSED NEW RAMP & PONTOON. FOR: SWAN YATCH CLUB AT: RIVERSIDE ROAD, EAST FREMANTLE, WA 6158		
Project number	213722	S.8
Date	22.07.22	
Drawn by	Author	Scale
Checked by	Checker	
		1 : 125

6/12/2022 3:21:36 PM





2 ELEVATION ON NEGATIVE FORK WHARF  
1 : 100



1 ELEVATION ON BOAT RAMP  
1 : 100

ISSUED FOR REVIEW.



No	REVISION	DATE	BY
A	ISSUED FOR CLIENT APPROVAL	31.10.22	ML
B	TRAILER MOVEMENT ADDED.	06.12.22	ML

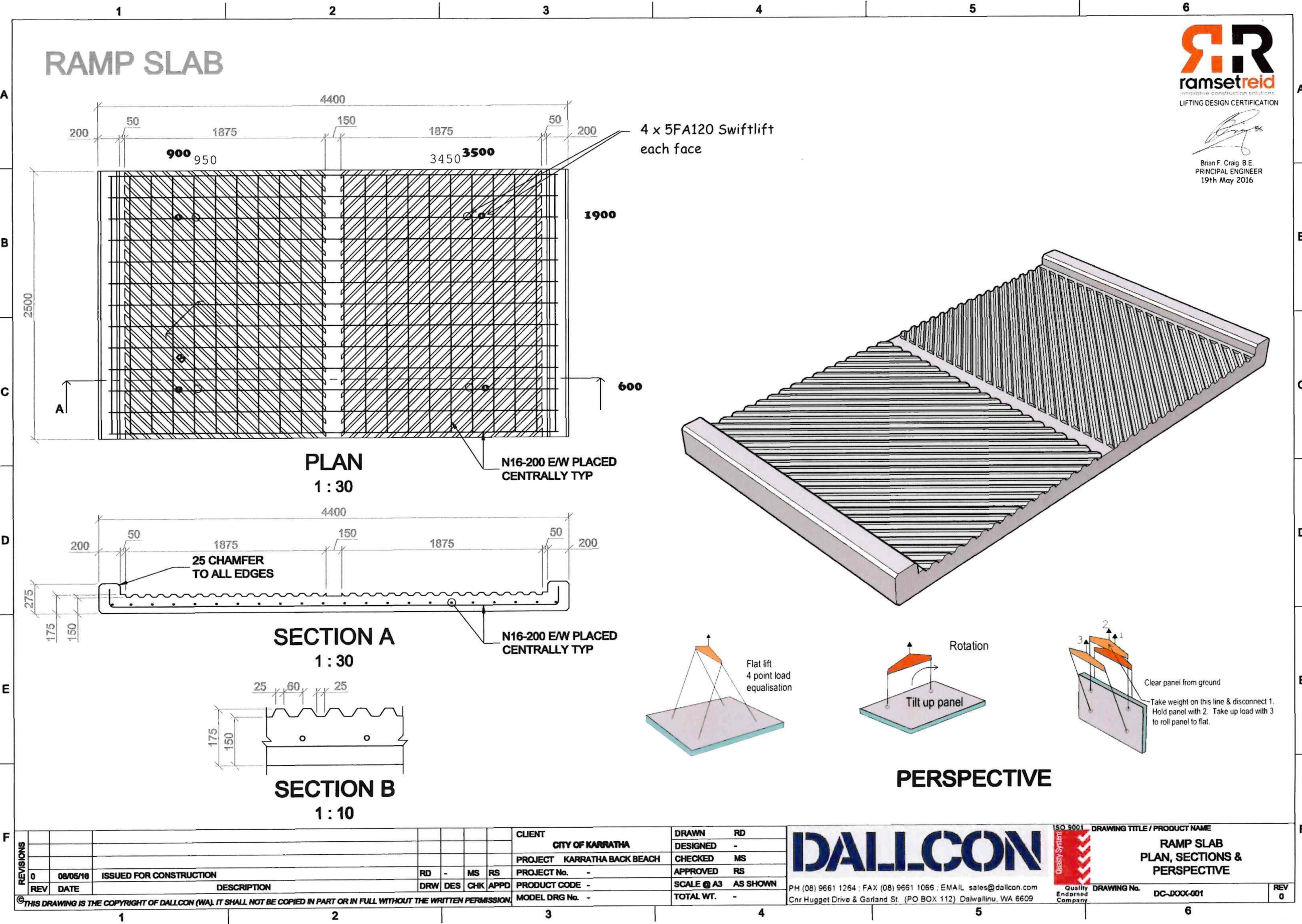
Owner  
NEGATIVE FORK & BOAT RAMP ELEVATION

AUSTRALIAN PORTS AND MARINAS.  
SUITE 703, 43 BRIDGE STREET, HURSTVILLE, NSW, AUSTRALIA.  
WWW.AUSTRALIANPORTSANDMARINAS.COM.AU  
PHONE: +61 2 9282 9926  
EMAIL: info@australianportsandmarinas.com.au

PROPOSED NEW RAMP & PONTOON. FOR: SWAN YATCH CLUB AT: RIVERSIDE ROAD, EAST FREMANTLE, WA 6158			
Project number	213722	S.7	
Date	22.07.22		
Drawn by	Author		
Checked by	Checker	Scale	1 : 100

6/12/2022 3:21:36 PM









### 13.3 PAYMENT IN LIEU OF PARKING PLAN - DRAFT LOCAL PLANNING POLICY 3.1.4

<b>Report Reference Number</b>	OCR-2167
<b>Prepared by</b>	Stacey Towne, Acting Executive Manager Regulatory Services
<b>Supervised by</b>	Andrew Malone, Acting Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil

#### Attachments

1. Schedule of Submissions
2. Draft LPP 3.1.4 – Payment in Lieu of Parking Plan

#### PURPOSE

The purpose of this report is for Council to consider adoption of Draft Local Planning Policy 3.1.4 – Payment in Lieu of Parking Plan (LPP 3.1.4) for final approval following the closure of the public advertising period.

#### EXECUTIVE SUMMARY

In accordance with recent amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), the Town of East Fremantle (the Town) is required to have an approved parking plan in place prior to 1 July 2023, in order to continue to apply conditions requiring payment in lieu of car parking to development approvals.

A parking plan was therefore prepared as Draft LPP 3.1.4 – Payment in Lieu of Parking that:

- sets out areas where payment in lieu of parking may be considered for development applications and the corresponding area within which the monies are to be spent.
- specifies how payment in lieu of parking will be calculated and what it is to be spent on.
- provides some guidance on when and how payment in lieu of parking may be acceptable.
- is intended to replace LPP 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking.

At its ordinary Meeting held on 20 June 2023, Council resolved to advertise Draft LPP 3.1.4 for public comment for a minimum period of 21 days (as per the Regulations) and to consider it for final adoption in the light of any submission received.

The advertising period closed on 17 July, 2023. At the time this agenda report was finalised, two submissions were received providing some comments however, they do not oppose the draft policy.

In the event that no substantiated (in the opinion of Council) objections are received by the closure of the advertising period, it is recommended that Draft LPP 3.1.4 be adopted without modification. However, should any further submissions expressing substantiated (in the opinion of Council) objection be received by the closure of the advertising period, these will be presented to Council for consideration with an updated Officer recommendation accordingly.

#### BACKGROUND

As part of ongoing State Government planning reform, amendments to the Regulations included a new Part 9A for car parking provisions, which came into operation on 1 July 2021. This provides for a consistent approach with



criteria, benchmarks and methodology for considering the use of payment in lieu of car parking in established town centres, retail/café corridors and other commercial and mixed-use centres.

The key parts to the new parking provisions include parking exemptions for certain types of development and a standard and consistent approach to car parking variations, waivers, payment in lieu and shared parking.

Amendments to the Regulations mean that certain requirements enabling payment in lieu of car parking under Local Planning Scheme No. 3 have been replaced with a standard set of provisions that are common to all local planning schemes in the Metropolitan Perth and Peel Region. The provisions allow for Council to condition a development application to require payment in lieu of parking for all development, other than that to which the Residential Design Codes apply. Payment in lieu is only applicable for non-residential development that requires development approval and a parking space shortfall of at least two bays is applicable.

Prior to invoking these provisions, Council must have an approved plan in place, prepared in accordance with the manner and form approved by the Western Australian Planning Commission (WAPC), specifying the area to which it applies and the purpose for which money is paid. It may apply to any part or all of the local planning scheme area and has effect for 10 years (unless otherwise approved by the WAPC).

A transitional period (until 1 July 2023) was in place for those Local Governments with an existing payment in lieu of car parking provision within a local planning scheme, local planning policy or local development plan that set out the area to which the provisions apply and the purpose for which money paid will be applied.

Previously for the Town (up to 1 July 2023):

- Clause 5.8.8 of Local Planning Scheme No. 3 enabled Council to accept or require cash in lieu of all or a portion of the required car parking, based on the estimated cost of providing the requisite parking, including any associated access and manoeuvring facilities. Payment is to be made into a trust fund and used to provide public parking in the vicinity of the development site; and
- A local planning policy relating to George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking set out how Clause 5.8.8 could be applied to seek payment in lieu of parking in the George Street Mixed Use area.
- No other policy existed for payment in lieu of parking in other areas within the Town.

From 1 July 2023, Clause 5.8.8 no longer had effect and the local planning policy for George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking became null and void.

Without a parking plan in place, the Council cannot condition a development approval in the Town to provide payment in lieu of parking.

The Town has now prepared a parking plan (Draft LPP 3.1.4 – Payment in Lieu of Parking Plan) in the form of the approved template which specifies all the areas within the Town that payment in lieu of car parking may be required and specifies where and how the monies will be calculated and spent. This draft policy has been advertised for public comment in accordance with the Regulations and is now presented for consideration of final adoption. As no submissions have been received, it is recommended to be adopted without further modification.

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## CONSULTATION

Draft LPP 3.1.4 was advertised for a minimum period of 21 days as required under the Regulations and included notices via:

- Local newspaper circulating in the Town;
- The Town's website;
- Town of East Fremantle Noticeboard;
- Town of East Fremantle social media; and

- A copy of the Policy made available at the Town's Administration office.

This agenda report was finalised a few days before the closure of the advertising period of 17 July 2023. At that time two submissions were received. Whilst providing some comments, neither of the submissions objected to the draft policy. Submissions are outlined in the Schedule of Submissions attached to this report.

Should any submissions of substantiated (in the opinion of Council) objection be received between the Council agenda finalisation and the closure of the advertising period, these will be presented to the Council together with an updated Officer recommendation for consideration.

Council may consider the proposed payment in lieu of parking plan in light of any submissions made and resolve either:

- to approve the plan without modification; or
- to approve the plan with modifications; or
- not to approve the plan.

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## STATUTORY ENVIRONMENT

Town of East Fremantle Local Planning Scheme No. 3 and *Planning and Development (Local Planning Schemes) Regulations 2015*.

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## POLICY IMPLICATIONS

Superseded LPP 3.1.4 – George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking no longer had effect from 1 July 2023. Draft LPP 3.1.4 – Payment in Lieu of Parking Plan is proposed to replace that policy.

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## FINANCIAL IMPLICATIONS

It is intended that the payment in lieu of parking contributions received as part of development approvals will cover the cost of the Town installing the car parking bays and/or associated infrastructure required. The Town would be responsible to maintain those facilities once constructed/installed.

The draft policy requires Local Government to establish and maintain a reserve account for money collected under the proposed plan.

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## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020 – 2030 states as follows:

### Economic

*Sustainable "locally" focused and easy to do business with.*

#### *2.1 Actively support new business activity and existing local businesses.*

*2.1.1 Ensure a "local" focus through supporting and promoting opportunities for local business.*

*2.1.2 Facilitate opportunities/ forums where local business people can meet and share ideas.*

#### *2.2 Continue to develop and revitalise local business activity centres.*

*2.2.1 Facilitate local small business access through planning and activation to support community and business growth.*

### Built Environment

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

#### *3.1 Facilitates 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.

3.1.3 Plan for improved streetscapes.

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 within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

## RISK IMPLICATIONS

### RISKS

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 endorse the Policy leaving Council without any payment in lieu payment provisions.	Unlikely (2)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,001 - \$1,000,000	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

Risk Rating	6
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

N/A

## COMMENT

Two submissions were received during the public advertising period which are detailed in the Schedule of Submissions, shown as Attachment 1. Comments in the submissions related to lack of parking availability in George

Street and Duke Street and being the ability to be involved with any decision if changing the traffic flow to one way direction in Duke Street. The submissions did not express specific objection to the draft policy.

Draft LPP 3.1.4 was prepared to provide a parking plan for the Town in accordance with the manner and form template – Schedule 2, clause 77J of the Regulations approved by the WAPC. This will continue to provide the Town the ability to accept payment of payment in lieu of parking from developers in commercial areas, where on-street parking is a suitable alternative to having all parking bays located on-site.

The proposed plan has the following objectives:

- (i) To detail and expand upon the circumstances under which the Town may agree to exercise discretion under the provisions of Local Planning Scheme No. 3 (LPS No. 3) by accepting cash payment in lieu of the provision of on-site car parking for development within the areas as specified in Section 3.1.
- (ii) To further detail the manner in which the Town will calculate the cash payment in lieu of the provision of car parking.
- (iii) To establish a method of managing and spending funds paid to the Town in lieu of parking for the provision of alternative parking in the public realm.
- (iv) To facilitate the provision and development of adequate parking facilities for commercial and community uses close to activity.
- (v) To facilitate the provision of supporting infrastructure to create a pleasant and safe public realm environment for parking and active (walking and cycling) and public transport in the vicinity.
- (vi) To protect the amenity of existing and future nearby residents.

The plan shows several areas where the payment in lieu of parking may be considered for developments, including:

1. Town Centre
2. Plympton
3. East Fremantle Oval Precinct
4. Petra Street Centre
5. Riverside North
6. Riverside South.

Contribution is to be calculated by an infrastructure cost of \$5,730 per parking bay shortfall (based on the WAPC method of calculation as detailed in Draft LPP 3.1.4) which is to be indexed annually. Once those monies are paid into the Town's Reserve account, future works would be considered as part of the budget process.

Money collected is to be spent in the same plan area location as the contribution was made. The proposed plan indicates the purpose for which the payment is to be used (based on the recommendations of the Integrated Traffic Management and Movement Strategy) and includes the following:

Public Car Parking Infrastructure:

- Provision and maintenance of at grade parking bays in the nearest suitable location on the streets or other Local Government managed reserve within the associated Sub-plan area in accordance with the relevant Australian Standard for either on-street or off-street car parking and may include the land and construction costs of public parking stations provided by the Town or within a joint venture; the cost of creating new additional parking bays; and/or rationalisation, improvements, upgrades and maintenance to existing parking spaces on or off street in locations most needed.

Other Transport and Ancillary Infrastructure:

- Provision and maintenance of public transport infrastructure and items supporting active transport including:
  - bus stop shelters along Transperth bus routes, including new and upgrades;
  - footpath infrastructure, including new connections and upgrades;
  - provision of, or upgrades to, bicycle networks;
  - traffic calming measures; and

- bicycle parking and other end-of-trip facilities.
- Provision and maintenance of ancillary or incidental infrastructure including:
  - street furniture;
  - public art;
  - street trees and planting;
  - street lighting; and
  - CCTV and other security measures.
  - Measures to restrict parking time limits.
  - Technology to increase efficiency and turnover of bays, parking meters or payment machines.
  - Electric vehicle charging facilities.
  - Taxi or ride share pick-up bays.
  - Signage and wayfinding, including to underutilised parking.
  - Loading zones and ACROD bays.

Draft LPP 3.1.4 also includes guidance for decision makers outlining factors to be considered when entering into payment in lieu of parking arrangements.

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## CONCLUSION

The Town's preference is for car parking for commercial uses to be provided on private land as per the requirements of Local Planning Scheme No. 3, however in some cases this is not possible due to site constraints or other factors.

The principle of payment-in-lieu contributions for car parking provides that where commercial developments have a shortfall of car parking, it may be reasonable for the Town to assist by accepting a monetary contribution that can then be used to provide car parking bays and associated infrastructure in an adjacent or nearby public area.

Draft LPP 3.1.4 – Payment in Lieu of Parking Plan has been prepared to give the Town the option of seeking payment in lieu of parking for commercial developments and provides guidance on how to arrive at a suitable outcome.

This policy has been advertised for public comment and, as no submissions of objection have been received, it is recommended that it be adopted without modification, subject to no further submissions of substantiated (in the opinion of Council) objection being received prior to the closure of the advertising period.

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## 13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

### OFFICER RECOMMENDATION:

#### That Council:

- (i) notes the matters raised in the submissions and adopts the Officer recommendations made in the Schedule of Submissions shown in Attachment 1 to this agenda;
- (ii) in accordance with CI 4 and CI 5 of Schedule 2 - Deemed Provisions for local planning schemes of the Planning and Development (Local Planning Schemes) Regulations 2015, adopts Draft Local Planning Policy 3.1.4 – Payment in Lieu of Parking for final approval as shown in Attachment 2 as attached to this agenda; and
- (iii) publishes the updated policy on the Town's website and relevant notifications in other various Town media platforms.

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REPORT ATTACHMENTS

Attachments start on the next page



**TOWN OF EAST FREMANTLE – DRAFT LOCAL PLANNING POLICY – 3.1.4  
PAYMENT IN LIEU OF PARKING PLAN**

**SCHEDULE OF SUBMISSIONS  
(Advertised 24 June 2023 to 17 July 2023)**

No.	Description of Affected Property	Submission	Officer Comment / Recommendation
1A	7/42 Duke Street, East Fremantle	As parking in the area along George St and Duke St is already very tight, it would be important that developers include parking as part of the requirements for approval. For example, cash payment in lieu of adequate parking for the Royal George project would add further stress to parking in this mixed use neighbourhood which includes residential rate payers. Unless the Council is planning to provide adequate public parking in this area, it doesn't make sense to provide this option to developers.	<p><u>Comment:</u></p> <ul style="list-style-type: none"> <li>It is considered that the draft policy aligns with this submission: <ul style="list-style-type: none"> <li>Section 3 of the draft policy states that the moneys collected in the Sub-plan areas are to be spent without the corresponding Sub-plan area; and</li> <li>Section 7.3 of the draft policy outlines when the Town may accept payment in lieu of parking for commercial developments. It states that the decision to accept payment in lieu remains at the discretion of the Council is not an automatic right and the acceptance of payment in lieu of parking is to be carried out in a way that does not relieve the owners from any obligation to provide car parking according to planning requirements. It further states that the Town may accept payment in lieu of parking where it is satisfied (amongst other things) that sufficient public parking is available to serve the development, or that the Town will be able to provide a supply increase in the short term and/or the applicant sufficiently demonstrates that the arrangement benefit the wider community through the supply of publicly and equitably managed parking for the use of the high-value or highest-need parkers. It further specifies that concessions will only be considered where Council is satisfied that the parking requirement is excessive and not simply as a mechanism to allow applicants to proceed because they are unable to provide what is deemed to be appropriate.</li> </ul> </li> <li>With regard to the reference to the Royal George Hotel, the approval process for that development application was undertaken through the State Government (State Development Assessment Unit). As part of that process, the SDAU was obliged to give 'due regard' to the Town's previous LPP 3.1.4 relating to cash in lieu of parking in George Street. In making its decision, the SDAU imposed a development condition requiring a cash in lieu of parking payment based on that policy. There is currently an application to the SDAU to amend the approved plans for the Royal George Hotel. Once again, the SDAU must give 'due regard' to any new policy of the Town. This however does not guarantee imposition of a condition requiring cash in lieu of carparking to fully cover the car bay shortfalls and will be a matter for the SDAU to consider in its decision.</li> </ul> <p><u>Recommendation:</u> That the submission be noted and the submitter be advised of the above comments.</p>

No.	Description of Affected Property	Submission	Officer Comment / Recommendation
1B	7/42 Duke Street, East Fremantle	<p>I submitted a response to the survey on parking, but I recently found out that the Town is going to change parking on George St to one hour so I would like to add a further comment, as this will also impact on the Royal George development amendment.</p> <p>The area of Duke St that is immediately across from the Royal George is already an accident waiting to happen. Heavy parking on the street decreases visibility, along with high traffic and sometimes excessive speed. The proposed Royal George amendment seems to rely very heavily on parking along this part of Duke St, as well as the rest of Duke St, George St and others in the area. Putting a one hour limit on parking will increase the stress on parking in the area.</p> <p>Perhaps you should consider having metered parking on George St, which could at least provide those visiting the other businesses, not to mention visiting those who live on George St, longer access, and have resident parking permits for those who live in the area. It would also be good to consider making Duke St a one way street to reduce traffic and provide a safer road.</p> <p>The Royal George development amendment and their marketing information for the apartments refers to the 'vibrant George St' district. I assume this means for all of us who live here too.</p> <p>I have greatly appreciated the Town's commitment to sustainability. Parking management is really important to ensure that we have a sustainable environment for mixed use areas such as ours.</p>	<p><u>Comment:</u></p> <ul style="list-style-type: none"> <li>The Town has not made any decisions to change the parking on George Street to a one hour limit.</li> <li>Comments relating to traffic and parking issues associated with the Royal George Hotel development are noted and the person making this submission is advised to contact the State Development Assessment Unit with any concerns regarding that development as they are responsible for assessing the application prior to a decision being forthcoming from the Western Australian Planning Commission.</li> <li>The suggestions made with regard to restricted parking, resident parking permits and one way traffic flow on Duke Street are already matters raised for consideration within the draft Payment in Lieu of Parking Plan.</li> </ul> <p><u>Recommendation:</u> That the submission be noted and the submitter be advised of the above comments.</p>
2	George Street Mews 107-121 George Street, East Fremantle	<p>We (<i>the owners of George Street Mews</i>) have been reading the draft plan for payment in Lieu of parking and have noticed the below mentioned in the document page 9, point two Plympton.</p> <p>'Provide for one-way traffic flow along Duke Street between King Street and George Street.'</p> <p>Any change to traffic flow in this area may affect our homes, perhaps to the benefit or maybe our detriment; however, I wish to request a briefing from the Council to the owners and to have our options considered in final decisions. We understand that the Town must consider parking and traffic flow with the future Royal George development. However, we like to be considered/included in this process as this is right on our front door.</p>	<p><u>Comment:</u></p> <ul style="list-style-type: none"> <li>The Town intends to liaise with nearby landowners and residents when considering any detailed plans for changes in traffic flow in Duke Street.</li> </ul> <p><u>Recommendation:</u> That the submission be noted and the submitters be advised of the above comments.</p>

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### 3.1.4 Payment in Lieu of Parking Plan – Local Planning Policy

<b>Type:</b>	Regulatory Services - Planning
<b>Legislation:</b>	Schedule 2, Part 9A of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
<b>Delegation:</b>	N/A
<b>Other Related Document:</b>	Town of East Fremantle Local Planning Scheme No. 3

#### 1. Introduction

##### 1.1 Regulatory compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

##### 1.2 Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for development in the area(s) identified in this Plan. This plan outlines the purposes for which payment in lieu of car parking will be used in the areas(s) identified and how money collected will be administered by the Town of East Fremantle (the Town).

##### 1.3 Operational dates

The Plan commenced operation on XXXXXXX. *Insert Date – Day after Publication of Notice of Adoption*

The Plan will cease operation on XXXXXX, being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

##### 1.4 Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M and the current version shall be published in accordance with clause 77L.

A record of amendments to the Plan shall be maintained in the table below:

Amendment No	Date	Comment

##### 1.5 Objectives of the Plan

The Plan has the following objectives:

- i. To detail and expand upon the circumstances under which the Town may agree to exercise discretion under the provisions of Local Planning Scheme No. 3 (LPS No. 3) by accepting cash payment in lieu of the provision of on-site car parking for development within the areas as specified in Section 3.1.

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- ii. To further detail the manner in which the Town will calculate the cash payment in lieu of the provision of car parking.
- iii. To establish a method of managing and spending funds paid to the Town in lieu of parking for the provision of alternative parking in the public realm.
- iv. To facilitate the provision and development of adequate parking facilities for commercial and community uses close to activity.
- v. To facilitate the provision of supporting infrastructure to create a pleasant and safe public realm environment for parking and active (walking and cycling) and public transport in the vicinity.
- vi. To protect the amenity of existing and future nearby residents.

### 1.6 Linkages to relevant adopted planning documents

This policy supersedes LPP 3.1.4 – George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking.

The Plan supports compliance with, and implementation of, the following documents and Integrated Planning and Reporting framework:

- Town of East Fremantle Community Strategic Plan 2020-30.
- Town of East Fremantle Local Planning Scheme No. 3.
- Town of East Fremantle Local Planning Strategy, 2022.
- Integrated Traffic Management and Movement Strategy (including Traffic Management and Movement Plan, Active Transport Plan and Parking Plan), 2021.
- Urban Streetscape and Public Realm Style Guide, 2020.
- Town of East Fremantle Public Art Strategy 2018 and associated local planning policy and public art plans.
- Town of East Fremantle Climate Emergency Strategy 2022-2032.
- AS 2890.5:2020 Parking Facilities On-street parking.

Works associated with payment in lieu of parking will also be expected to be provided in accordance with future precinct plans, local development plans and development applications as they are approved, adopted and endorsed.

### 2. Terms used

The terms used in the Plan have the same meaning as in the Regulations.

### 3. Parking plan application and area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Sub-plan areas of the overall Plan area must be spent in the corresponding Sub-plan area.

#### 3.1 Maps

**Attachment 1** shows the Individual Sub-plan areas within the Plan area. These include:

1. Town Centre.
2. Plympton.
3. East Fremantle Oval Precinct.
4. Petra Street Centre.
5. Riverside North.
6. Riverside South.



## DRAFT

**Attachment 2A** shows the indicative location of parking infrastructure and describes other transport infrastructure and/or ancillary purposes to be funded in each Sub-plan area. More specific intentions for the Sub-plan areas are noted in **Attachment 2B**.

### 4. Reasonable estimate of costs for payment in lieu

#### 4.1 Calculation of reasonable estimate of costs

The reasonable estimate of costs has been calculated in accordance with clause 77H and as determined by the WAPC approved method of calculation (as published in the Gazette). The approved method calculation is accessible via the following web link:

<https://www.wa.gov.au/system/files/2021-08/PD-Clause-77H-4-Method-of-calculation.pdf>

The maximum lump sum calculation for payment in lieu of parking is as follows:

\$5,730 x car parking space shortfall.

This represents an infrastructure cost (as of May 2023) of \$382 per m<sup>2</sup> x 15m<sup>2</sup>. This represents a 50% discount to a car parking space and manoeuvring area of 30m<sup>2</sup> and is to be indexed annually to maintain alignment with increases in infrastructure cost.

#### 4.2 Revisions to reasonable estimate of costs

The Reasonable Estimate of Costs in this Plan will be revised by the Town from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

Where the method of calculation includes infrastructure costs, the Town will use a recognised construction cost publication to establish the construction escalation factor.

In this Plan, updates to the Reasonable Estimate of Costs are noted in the version table in Section 1.4.

#### 4.3 Attribution of costs

Contributions paid towards parking infrastructure in terms of the plan need to be spent in the Sub-plan area within which the contribution was made.

### 5. Purposes for which payment in lieu will be applied

In accordance with clause 77I(2), money collected under the Plan must be applied for the purposes set out below:

#### 5.1 Public Car Parking Infrastructure

Provision and maintenance of at grade parking bays in the nearest suitable location on the streets or other Local Government managed reserve within the associated Sub-plan area in accordance with the relevant Australian Standard for either on-street or off-street carparking and may include the land and construction costs of public parking stations provided by the Town or within a joint venture; the cost of creating new additional parking bays; and/or rationalisation, improvements, upgrades and maintenance to existing parking spaces on or off street in locations most needed.

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### 5.2 Other Transport and Ancillary Infrastructure

In addition, the funds under control of this Parking Plan may also be used for:

- Provision and maintenance of public transport infrastructure and items supporting active transport including:
  - bus stop shelters along Transperth bus routes, including new and upgrades;
  - footpath infrastructure including kerb ramps, new connections and upgrades;
  - provision of, or upgrades to, bicycle networks;
  - traffic calming measures;
  - bicycle parking and other end-of-trip facilities.
- Provision and maintenance of ancillary or incidental infrastructure including:
  - street furniture;
  - public art;
  - street trees and planting;
  - street lighting;
  - CCTV and other security measures.
- Measures to restrict parking time limits.
- Technology to increase efficiency and turnover of bays, parking meters or payment machines.
- Electric vehicle charging facilities.
- Taxi or ride share pick-up bays.
- Signage and wayfinding, including to underutilised parking.
- Loading zones and ACROD bays.

### 6. Other information required by the WAPC

No further information has been required by the WAPC.

### 7. Operation

#### 7.1 Operational requirements

The Plan shall operate in accordance with Part 9A of the *Regulations*.

#### 7.2 Triggers for payments to be made

Payment of money shall be made to the Town to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the Town requires payment of monies to be made. This is expected to be prior to the submission of a Building Permit, in accordance with the following draft condition:

#### **Draft Condition:**

Prior to the submission of a Building Permit for the development, payment of \$<insert total amount> shall be made to the Town of East Fremantle for Payment in Lieu of <insert number of car parking bays> car parking bays which have not been provided on site or in a shared parking arrangement. This condition has been imposed under the requirements of the Town of East Fremantle LPP XXX - Payment in Lieu of Parking Plan and Schedule 2, clause 77H of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Prior to the granting of development approval and imposing a condition for payment in lieu of parking, the Town will give the applicant a notice of apportionment (similar to the one as shown as **Attachment 3**) in accordance with clause 77F(1)(b) to confirm the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition.

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### 7.3 Decision-making on Development Applications using this Plan

Decision makers are to have due regard to this Plan when making decisions on development applications that seek or require consideration of Payment in Lieu of Car Parking under the Plan.

Payment in lieu of parking can provide an alternative to developers with regard to parking requirements however, the decision to accept payment in lieu remains at the discretion of the Council and is not an automatic right. The acceptance of payment in lieu of parking is to be carried out in such a way that it does not relieve owners from any obligation to provide car parking according to planning requirements.

A broader delivery model, which allows payment in lieu funds to be used to support sustainable public infrastructure, including upgrades to pedestrian, cycling and public transport facilities, can support a more flexible use of payment in lieu of parking across the Town.

The Town may accept payment in lieu of parking where it is satisfied that:

- Sufficient public parking is available to serve the development, or that the Town will be able to provide a supply increase in the short term; and/or
- The applicant satisfactorily demonstrates that the arrangement benefits the wider community through the supply of publicly and equitably managed parking for the use of high-value or highest-need parkers.

Factors to be considered by decision makers in entering into a payment in lieu arrangement include, but are not limited to the following:

- Consistency with the objectives of the Town's local planning framework and relevant strategic documents.
- Requirements/concerns of commenting agencies.
- Whether there is an identified local government interest in providing public parking facilities in the immediate area.
- The timing for the delivery of the public parking facilities and the adequacy of alternatives to on-site parking until public parking facilities are delivered.
- Whether on-site parking deficiencies would result in a hardship for the site or surrounding area.
- Ability of the site to accommodate the proposed development, based on the available supply of parking.
- The number of spaces proposed to be considered for payment in lieu.

Concessions will only be considered for approval where the applicant can clearly demonstrate to Council's satisfaction that the parking requirement is excessive and not simply as a mechanism to allow applicants to proceed because they are unable to provide what is deemed to be an appropriate amount of parking.

Should the decision maker approve a concession because it is technically justifiable, the applicant has the option to seek approval of payment in lieu of parking to further reduce the amount of parking required on-site.

The payment in lieu amount may be set at a discount to the actual cost of providing the parking to:

- Provide a financial incentive for developers to contribute to the creation of strategically located public parking facilities.
- Recognise that the Town may be able to recover some of the costs through user fees.



## DRAFT

- Recognise that parking spaces are not allocated to specific users on a reserved basis, although the general supply will aim to meet demand.
- Recognise that the contributor may not have an ownership interest in the public parking facilities.
- Recognise that the parking may not be as conveniently located to a specific development compared to on site or other nearby parking facilities.
- Recognise that all or a portion of the parking may not be constructed at the same time as the development.
- Recognise that the developer/owner will not have any control over parking fees and use regulations.

### 8. Financial Administration (clause 77I)

#### 8.1 Reserve Account to be established and maintained

The Town shall establish and maintain a Reserve Account for money collected under the Plan (clause 77I(1)). The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

Monies held in the trust for the previous Local Planning Policy 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking is to be spent in accordance with this policy within the Plympton Sub plan area.

#### 8.2 Interest earned

Interest earned on the Reserve Account under the plan shall be treated in accordance with clause 77I which requires that interest be spent for the purposes set out in this payment in lieu of parking plan.

#### 8.3 Records to be kept

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the local government until all funds have been expended or repaid.

#### 8.4 Reporting

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. R.38 of those Regulations requires that the City's annual financial report include specific details about this Reserve Account.

#### 8.5 Invoice for payment of money

In addition to a payment in lieu of parking condition applied to a development approval under clause 77H, the Town shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval. The invoice shall specify the method and timing for payment of the money required to satisfy the payment in lieu of parking development approval condition.

#### 8.6 Money held in the Reserve Account at the expiry of the Plan

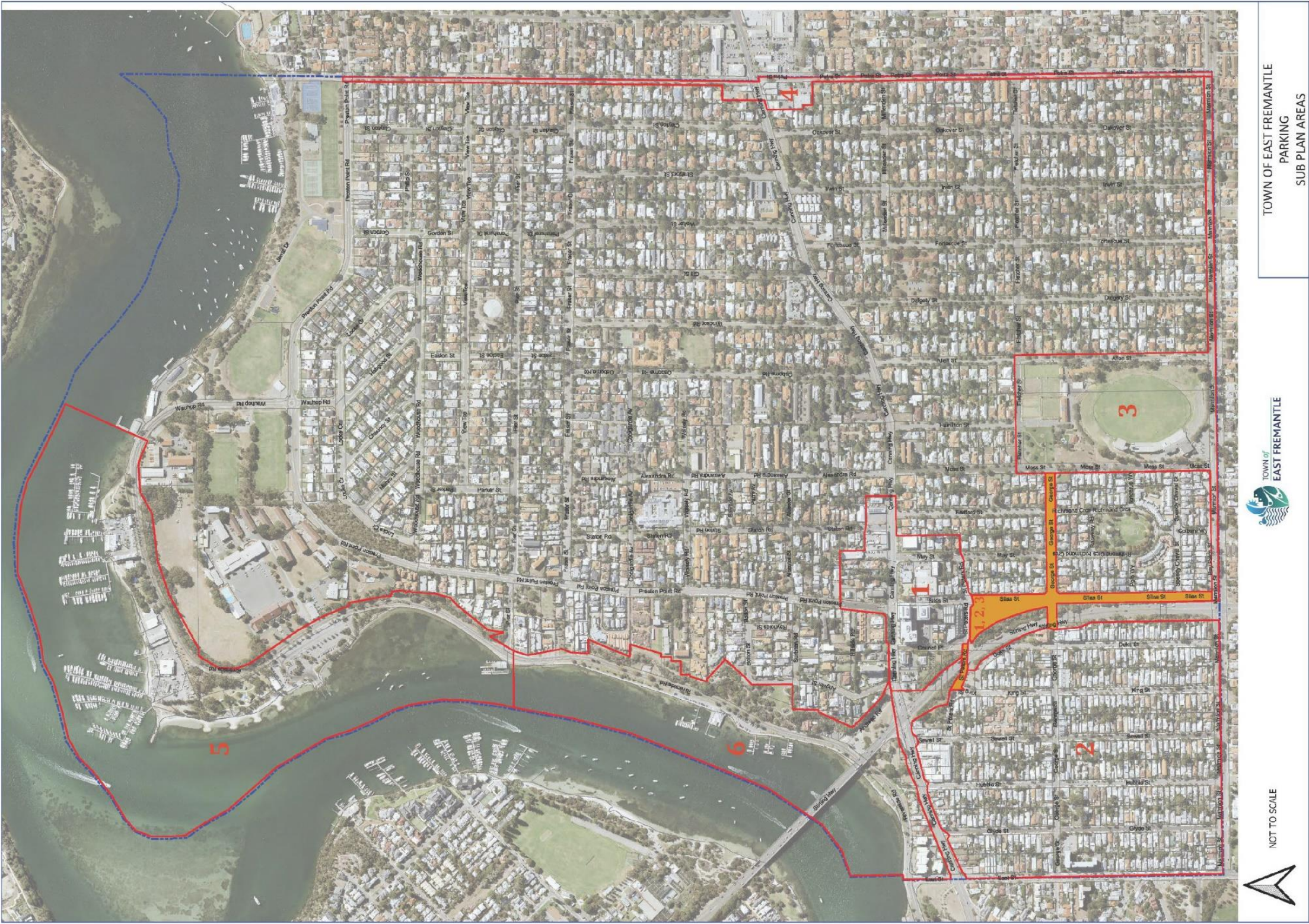
Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 77I(5), (6) and (7) which provide for repayment of unspent funds and any interest.

<b>Responsible Directorate:</b>	Regulatory Services
<b>Reviewing Officer:</b>	Executive Manager Regulatory Services
<b>Decision making Authority:</b>	Council
<b>Policy Adopted:</b>	XXXXXXXXXX
<b>Policy Amended/Reviewed:</b>	



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Attachment 1 – Sub-plan Area Map

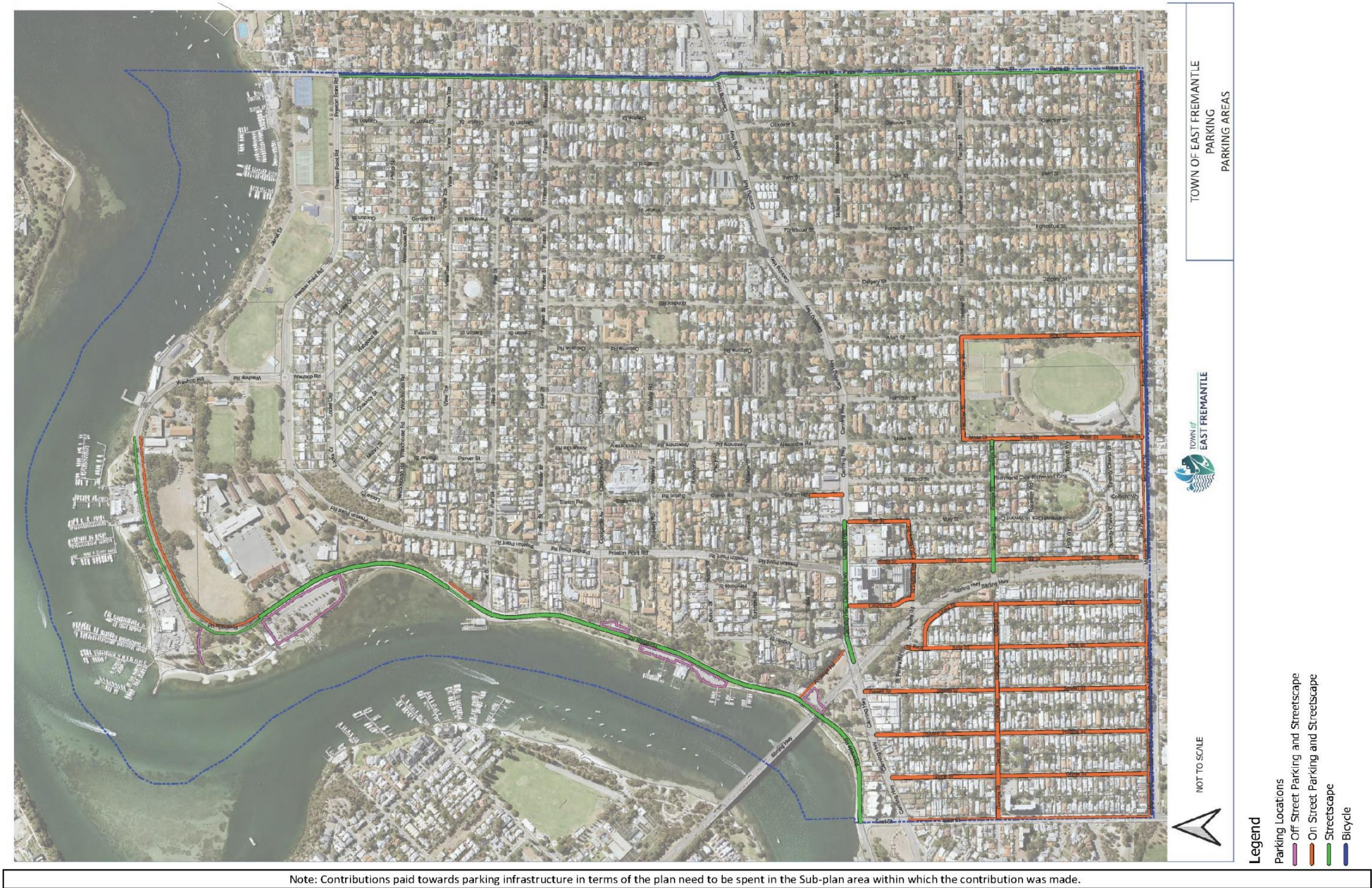


Note: Contributions paid towards parking infrastructure in terms of the plan need to be spent in the Sub-plan area within which the contribution was made.



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Attachment 2A – Parking Map and Other Infrastructure





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### Attachment 2B – More specific intentions

#### 1. Town Centre

More specific intentions:

- Speed reduction measures on Silas Street (between St Peters Road and Canning Highway) and Council Place (consideration for Safe Active Street design).
- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway).
- Provision of electric vehicle charging facilities.
- Enable and promote public parking at the Town Hall on weekends.
- Streetscape works, tree planting, street furniture on Silas Street (between Canning Highway and St Peters Road); May Street, Council Place; St Peters Road (between May Street and Council Place); Staton Road (from Canning Highway extending along the extent of the Town Centre zone); and Canning Highway (between May Street and Stirling Highway).

#### Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Street and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

#### 2. Plympton

More specific intentions:

- Streetscape works, tree planting, street furniture along George Street between East Street and Stirling Highway.
- Streetscape works, tree planting, street furniture along Duke Street between King Street and George Street.
- Provide for one way traffic flow along Duke Street between King Street and George Street.
- Clear line marking to Australian standards and standard signage to delineate parking bays and restrictions throughout the precinct including residential streets.
- Mark roadway to prevent parking in front of residential property access/driveways where considered necessary and appropriate.
- Consider potential to introduce parking permits for residents who have no onsite parking to exempt them from parking restrictions.
- Consider potential to remove local area traffic management (LATM) measures along Hubble Street and Sewell Street and replace with alternate measures as appropriate.
- High quality pedestrian and cycling infrastructure for the Royal George Hotel redevelopment and The Entrance (Roofing 2000) and any other significant development that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Provide appropriate road marking to delineate Marmion Street cycling lane between East Street and Stirling Highway.
- Speed reduction measures on George Street (between East Street and Stirling Highway) and King Street (consideration for Safe Active Street design).

## DRAFT

- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway and Marmion Street).
- Provision of electric vehicle charging facilities.

### Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Street and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

### **3. East Fremantle Oval Precinct**

More specific intentions:

- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Streetscape works, tree planting, street furniture etc. (Moss, Allen, Marmion Streets, Fletcher Road).
- Wayfinding to public transport and parking at Town Hall, directions to the Town Centre and George Street local centre.
- Provide appropriate road marking to delineate Marmion Street cycling lane between Stirling Highway and Petra Street.
- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters along Marmion Street (between Stirling Highway and Petra Street).

### Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Street and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

### **4. Petra Street Centre**

More specific intentions:

- Infrastructure upgrades to improve cycling and pedestrian amenity at the Canning Highway/Petra Street intersection in collaboration with Main Roads WA.
- Provide a connecting cycling lane along Petra Street from Hammad Street to Preston Point Road in collaboration with City of Melville.



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- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway).
- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Provision of electric vehicle charging facilities
- Streetscape works, tree planting, street furniture along Petra Street.

### 5. Riverside North

More specific intentions:

- Consider potential to consolidate Zephyr Café parking with Leeuwin Boat Ramp car park and associated streetscape works and landscaping.
- Wayfinding for alternative parking at the soccer club and other locations.
- Streetscape works, tree planting, street furniture along Riverside Road on the Swan River side, with street parking and streetscape works on the non-Swan River side.
- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.



### 6. Riverside South

More specific intentions:

- Consider potential to reconfigure parking area on the corner of Riverside Road and Andrews Road, under Stirling Bridge and associated streetscape works and landscaping.
- Streetscape works, tree planting, street furniture along Riverside Road and Andrews Road.
- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.

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Attachment 3 - Notice

 GOVERNMENT OF WESTERN AUSTRALIA	 Western Australian Planning Commission	<h2 style="margin: 0;">NOTICE OF APPORTIONMENT</h2>	Clause 77F(1)(b)(i) and (ii) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
			Version: 1.0 (June 2021)
<p>Date of Notice: <span style="border: 1px solid black; padding: 2px;">[insert date of notice]</span></p> <p>Issuing Authority: <span style="border: 1px solid black; padding: 2px;">[insert name of Local Government]</span></p> <p>Notice is hereby given that the car parking space shortfall for the  <span style="border: 1px solid black; padding: 2px;">[insert development type]</span>          at <span style="border: 1px solid black; padding: 2px;">[insert address]</span>          is <span style="border: 1px solid black; padding: 2px;">[insert total number of car parking spaces shortfall on site]</span>.</p> <p><b>Apportionment</b></p> <p><b>Payment In Lieu of Parking</b></p> <p>For the purposes of imposing a payment in lieu of parking condition in accordance with clause 77H, the number of car parking spaces for which payment in lieu is required is <span style="border: 1px solid black; padding: 2px;">[insert number of car spaces subject to payment in lieu]</span>.</p> <p><b>Shared Parking Arrangement</b></p> <p>For the purposes of imposing a shared parking arrangement condition in accordance with clause 77Q, the number of car parking spaces for which a shared parking arrangement condition is imposed is <span style="border: 1px solid black; padding: 2px;">[insert number of car spaces subject to a shared parking arrangement]</span>.</p> <p>Signed: _____</p> <p>Name: <span style="border: 1px solid black; padding: 2px;">[ ]</span></p> <p>Position: <span style="border: 1px solid black; padding: 2px;">[ ]</span></p>			

## 14 REPORTS – FINANCE

Reports start on the next page

## 14.1 DEFERRAL OF JUNE 2023 MONTHLY FINANCIAL STATEMENTS

<b>Report Reference Number</b>	OCR-2183
<b>Prepared by</b>	Phil Garoni, Manager Finance
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

**PURPOSE**

Given the end of year processes involved with producing the Annual Financial Report, it is proposed that the June 2023 Monthly Financial Statements be presented to Council at the August Ordinary Council meeting.

**EXECUTIVE SUMMARY**

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the Town to prepare a monthly Statement of Financial Activity. The monthly Statement of Financial Activity is to be presented to the Council at an ordinary meeting within 2 months after the end of the month to which the statement relates.

**BACKGROUND**

Not Applicable.

**CONSULTATION**

Executive Manager Corporate Services.

**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 way a local government is to prepare its Statement of Financial Activity.

**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**

There are no financial implications relative to this report.

**STRATEGIC IMPLICATIONS**

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

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



## RISK IMPLICATIONS

### RISKS

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	Managed by the rigorous financial tasks and analysis undertaken to finalise the end of year accounts.
Grant funding received for specific purpose is not spent in current financial year and funds cannot be acquitted in a timely matter	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Managed by the grants being a specific item of importance in the end of year tasks and analysis undertaken.

### 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

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

### SITE INSPECTION

Not applicable.

### COMMENT

A significant amount of work is required to finalise the end of year accounts (accruals, reconciliation of reserves, reconciliation of leave provisions, reconciliation of fixed assets, fair value of assets) and it is proposed that the presentation of the June Financial Statements be deferred until the accounts are finalised. This will also allow a thorough comparison of June 30 balances against the 2023/24 Budget, including net current assets carried forward.

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## CONCLUSION

Council resolves to defer the June 2023 monthly financial statements until the accounts are finalised which will then be presented at the August 2023 Ordinary Council Meeting.

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## 14.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That Council approves the deferral of the June 2023 Monthly Financial Report until the August 2023 Ordinary Council Meeting, as permissible under Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.**

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## REPORT ATTACHMENTS

No Attachments

## 14.2 ACCOUNTS FOR PAYMENTS JUNE 2023

<b>Report Reference Number</b>	OCR-2181
<b>Prepared by</b>	Natalie McGill, Senior Finance Officer
<b>Supervised by</b>	Phil Garoni, Finance Manager
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. List of Accounts for Payment – June 2023

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### 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 ending 30 June 2023.

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### EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*. It is therefore recommended that Council receives the List of Accounts paid for the period 1 June to 30 June 2023, as per the summary table.

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### 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 are itemised lists 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 occasional reimbursements and refunds.

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### CONSULTATION

Nil.

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### 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.

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### 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.

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### FINANCIAL IMPLICATIONS

All expenditure is incurred by authorised officers and made in accordance with the adopted Annual Budget.

All amounts quoted in this report are inclusive of GST.

## STRATEGIC IMPLICATIONS

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

*5.1 Strengthen organisational accountability and transparency*

*5.2 Strive for excellence in leadership and governance*

## RISK IMPLICATIONS

### RISKS

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)
<b>That Council does not accept the list of payments</b>	Rare (1)	Moderate (3)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

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

## SITE INSPECTION

N/A

## COMMENT

Payments for the period include the following significant items.



PAYEE	PARTICULARS	AMOUNT (GST INC)
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR- GENERAL - CERTIFICATE 6	\$ 1,154,280.92
DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL B - 4TH QUARTER CONTRIBUTION 2022/23	\$ 147,943.00
COOPER & OXLEY GROUP PTY LTD - RETENTION	RFT03-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR- RETENTION AMOUNT CERTIFICATE 6	\$ 128,253.43
CARABINER PTY LTD	RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT - ARCHITECT TO 32.8%, ARCHITECT VARIATION VE DESIGN TO 100%, WAYFINDING TO 100% AND LANDSCAPING VARIATION 3 TO 100%	\$ 98,196.52
RESOURCE RECOVERY GROUP (SMRC)	WASTE & RECYCLING FEES MAY 23	\$ 50,169.66
JONES LANG LASALLE ADVISORY SERVICES PTY LTD	RFQ06-2022/23 - BUILDING CONDITION ASSESSMENTS, COSTINGS & VALUATIONS - PROVISION OF PROFESSIONAL VALUATION FEES	\$ 32,890.00
TANGO INFORMATION TECHNOLOGY PTY LTD T/AS TANGO IT	ERP BUSINESS PLAN AS PER PROPOSAL T5475	\$ 23,886.50
SMRC LOAN REPAYMENT ACCOUNT	RRRC LOAN REPAYMENT FOR JUNE 2023 QUARTER - PRINCIPAL & INTEREST	\$ 22,582.79
CONSTRUCT 360 PTY LTD	PAYMENT AS PER DEED OF SETTLEMENT	\$ 20,000.00
FORPARK AUSTRALIA	JOHN TONKIN - PARK EXERCISE EQUIPMENT REPLACEMENT	\$ 19,526.10

## CONCLUSION

Nil

## 14.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

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 30 June 2023.

June 2023		
Voucher No	Account	Amount
5375-5377	Municipal (Cheques)	\$ 3,846.00
EFT 35460-35621	Municipal (EFT)	\$ 2,120,267.64
Payroll	Municipal (EFT)	\$ 306,154.29
	Municipal (Direct Debit June 2023)	\$ 59,117.19
	Credit Card (June 2023)	\$ 4,178.36
	<b>Total Payments</b>	<b>\$ 2,493,563.48</b>

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## REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE**

List of Accounts paid by the Chief Executive for June 2023 submitted for the information of the Council Meeting to be held on Tuesday 18th July 2023

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5375	08/06/2023	TOWN OF EAST FREMANTLE	ADMIN PETTY CASH RECOUP 01/06/23	158.30	158.30
5376	08/06/2023	TOWN OF EAST FREMANTLE	CHSP PETTY CASH RECOUP 31/05/23	273.70	273.70
5377	16/06/2023	WATER CORPORATION	WATER INFRASTRUCTURE CONTRIBUTION - EF TENNIS CLUB	3,414.00	3,414.00
			<b>CHEQUE TOTAL</b>	<b>3,846.00</b>	<b>3,846.00</b>
EFTS		Supplier	Description	Inv Amount	EFT
EFT35460	07/06/2023	AUSTRALIA POST	MONTHLY POSTAGE CHARGES - MAY 23	2,039.60	2,039.60
EFT35461	07/06/2023	APACE AID (INC)	NATIVE PLANT SALE MAY 2023 - APACE	5,000.00	5,000.00
EFT35462	07/06/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS JUNE 23	439.99	439.99
EFT35463	07/06/2023	CONSTRUCTION TRAINING FUND	BCITF APRIL 23	1,263.44	1,263.44
EFT35464	07/06/2023	BUNNINGS BLDG SUPPLIES LTD	REPAIR AND REPLACEMENT OF BROKEN WORKS EQUIPMENT AND PARTS	1,093.30	1,093.30
EFT35465	07/06/2023	BOC LIMITED	CONTAINER SERVICE - 28/04/23 - 28/05/23	23.94	23.94
EFT35466	07/06/2023	EAST FREMANTLE FOOTBALL CLUB	COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT -REIMBURSEMENT OF LOSS OF REVENUE- JUNE 23,	10,266.66	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT - REIMBURSEMENT OF ACTUAL COSTS INCURRED FOR STORAGE AND OVAL HIRE - JUNE 23	4,033.33	14,299.99
EFT35467	07/06/2023	FREMANTLE HERALD	ADVERTISING - SCHEDULE OF MEETINGS 23/24 & FEES & CHARGES 23/24 - 20/05/23	189.83	
			ADVERTISING -SCHEDULE OF MEETINGS 23/24 & FEES & CHARGES 23/24 - 20/05/23	379.66	
			ADVERTISING-REGULATORY SERVICES 20/05/23	189.83	
			HALF PAGE, COLOUR ADVERTISEMENT ON PAGE 7 IN FREMANTLE HERALD 17/06/23	605.00	1,364.32
EFT35468	07/06/2023	IT VISION	APACHE TOMCAT UPGRADE	277.20	277.20
EFT35469	07/06/2023	S LIMBERT	REIMBURSMENT OF COST OF PASSENGER TRANSPORT AUTHORISATION PERMIT - CHSP VOLUNTEER	99.00	99.00
EFT35470	07/06/2023	SWAN YACHT CLUB	BALANCE OF COST OF CLIENT FUNCTION 08/12/22 - NOT PREVIOUSLY PAID	2,730.00	2,730.00
EFT35471	07/06/2023	WATER CORPORATION	WATER USE AND SERVICE CHARGES VARIOUS LOCATIONS	6,922.00	6,922.00
EFT35472	07/06/2023	WORK CLOBBER	OPS STAFF UNIFORM - REPLACEMENT BOOTS & JACKET	183.60	183.60
EFT35473	07/06/2023	SYNERGY	POWER SUPPLY VARRIOUS LOCATIONS	12,202.12	12,202.12
EFT35474	07/06/2023	SMRC LOAN REPAYMENT ACCOUNT	RRRC LOAN REPAYMENT FOR JUNE 2023 QUARTER - PRINCIPAL & INTEREST	22,582.79	22,582.79
EFT35475	07/06/2023	ELLENBY TREE FARM	SUPPLY 12 X 75L TREES AND 7 X 100L TREES	4,510.00	4,510.00
EFT35476	07/06/2023	STEANN PTY LTD	GREENWASTE REMOVAL FROM BUND - MAY 2023	3,466.23	3,466.23
EFT35477	07/06/2023	FORESTVALE TREES	SUPPLY OF 78 X TREES PLUS DELIVERY	10,851.50	10,851.50
EFT35478	07/06/2023	RESOURCE RECOVERY GROUP (SMRC)	GREEN WASTE TRAILER PASS & BUND GREENWASTE - 15/05/23	392.83	
			GREEN WASTE TRAILER PASS, WCF GATE FEES GREEN FOGO - MAY 23	17,840.61	
			MRF GATE FEES - MAY 23	8,453.55	
			DIVERSIONS TO SUEZ/VEOLIA - MAY 23	12,509.78	
			RRRC OVERHEADS & WCF FIXED COSTS MONTHLY CONTRIBUTION FOR MAY 2023	10,972.89	50,169.66
EFT35479	07/06/2023	WATERLOGIC AUSTRALIA PTY LTD	RENTAL & SERVICE - FREESTANDING WATER FILTER JUNE DEPOT- AUGUST 23	197.57	197.57
EFT35480	07/06/2023	KENNARDS HIRE	HIRE 2X ENCLOSED TRAILERS FOR TREE COLLECTION - 06/06/23	182.40	182.40
EFT35481	07/06/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL B - 4TH QUARTER CONTRIBUTION 2022/23	147,943.00	147,943.00
EFT35482	07/06/2023	WOOLWORTHS	WOOLWORTHS PURCHASES DEPOT - 22/05/23	32.50	
			WOOLWORTHS PURCHASES ADMIN - 24/05/23	288.07	
			WOOLWORTHS PURCHASES DEPOT - 24/05/23	9.00	
			WOOLWORTHS PURCHASES DEPOT - 31/05/23	9.00	
			WOOLWORTHS PURCHASES DEPOT - 02/06/23	117.56	
			WOOLWORTHS PURCHASES DEPOT - 06/06/23	9.00	465.13
EFT35483	07/06/2023	HYDRO JET	GRAFFITI REMOVAL - VARIOUS LOCATIONS	959.20	959.20
EFT35484	07/06/2023	KONICA MINOLTA BUSINESS SOLUTIONS	PHOTOCOPY SERVICES - REG SERVICES - 13/04/23 - 30/05/23	564.72	
			PRINTING AND COPYING FOR CHSP -01/5/23 - 01/06/23	34.83	599.55
EFT35485	07/06/2023	FOCUS NETWORKS	MICROSOFT SERVER LICENCES	9,191.60	
			RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - BILLABLE HOURS OUTSIDE THE SCOPE OF AGREEMENT - MAY 23	338.80	
			RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - COUNCIL RESOLUTION 03270122- MANAGED PROACTIVE SERVICE (IT SUPPORT) - MAY 23	6,723.20	16,253.60
EFT35486	07/06/2023	PLANNING INSTITUTE OF AUSTRALIA LIMITED	1 X STAFF MEMBER AFFILIATE MEMBERSHIP 23/24 - PIA AIUSTRALIA	609.00	609.00
EFT35487	07/06/2023	DAIMLER TRUCKS PERTH	MITSUBISHI ROSA BUS - INVESTIGATE ENGINE LIGHT FAULT	235.95	235.95
EFT35488	07/06/2023	INCLUSIVE BUILDING CONSULTANTS	BUILDING SURVEYOR CONSULTANT SERVICES - JANUARY , FEBRUARY & MARCH 23	1,584.00	1,584.00

EFT35489	07/06/2023	PROMPT GLASS	CAMP WALLER - WINDOW REPLACEMENTS DUE TO VANDALISM	882.00	882.00
EFT35490	07/06/2023	VOCUS COMMUNICATIONS	VOIP SLIP LINES/SERVICE CHARGES TO 31/05/23	570.61	570.61
EFT35491	07/06/2023	MARKETFORCE	ADVERTISING - PUBLIC PLACES & LOCAL GOV PROPERTY AMENDMENT LOCAL LAW 2023 - STATEWIDE NOTICE (6/5/23)	772.41	772.41
EFT35492	07/06/2023	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	SUPPLY 2 X NEW TARRIF LABELS AND 2 X TARRIF MODIFICATIONS	290.40	
			ONGOING MONTHLY CHARGES & HOST CMS INCLUDING LICENCE & COMMUNICATION COSTS - MAY 23	165.00	
			PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH MAY 23	205.39	660.79
EFT35493	07/06/2023	TREE'S A CROWD TREE CARE	TREE PRUNING - VARIOUS LOCATIONS AS REQUESTED - COMPLETED 25/05/23	4,950.00	4,950.00
EFT35494	07/06/2023	VEOLIA RECYCLING & RECOVERY	GENERAL WASTE 46 EAST STREET EAST FREMANTLE - MAY	874.10	874.10
EFT35495	07/06/2023	WINC	OFFICE STATIONERIES ORDERED ON 02/05/23	441.53	
			OFFICE STATIONERIES ORDERED ON 02/06/23	313.15	754.68
EFT35496	07/06/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/05/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/05/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 31/05/23	12.00	42.00
EFT35497	07/06/2023	THE FRUIT BOX GROUP	FRUIT BOX DELIVERY - TOWN HALL AND DEPOT - MAY 23	240.00	240.00
EFT35498	07/06/2023	ELMO SOFTWARE LTD	ANNUAL LICENSE FEE FOR ELMO - RCRUITMENT, ONBOARDING, LEARNING, COURSE LIBRARY, VIDEO LIBRARY, PERFORMANCE - AMENDED CONTRACT - 11/06/23 - 10/06/24	7,526.06	7,526.06
EFT35499	07/06/2023	GRACE RECORDS MANAGEMENT	DOCUMENT SCANNING - MAY 23	1,101.06	
			TRANSPORT AND RETRIEVAL OF RECORDS & FILES MAY 23	365.21	1,466.27
EFT35500	07/06/2023	FRESH PROVISIONS BICTON	CHSP CLIENT AND VOLUNTEER LUNCHES - 02/05/23	84.14	
			CHSP CLIENT AND VOLUNTEER LUNCHES - 16/05/23	67.44	
			CHSP CLIENT AND VOLUNTEER LUNCHES - 23/05/23	11.97	
			CHSP CLIENT AND VOLUNTEER LUNCHES - 23/05/23	61.84	
			CHSP CLIENT AND VOLUNTEER LUNCHES - 30/05/23	85.26	310.65
EFT35501	07/06/2023	KYOCERA DOCUMENT SOLUTIONS	FINANCE AREA PRINTING COSTS 2022-2023 - MAY 23	71.86	71.86
EFT35502	07/06/2023	PAATSCH CONSULTING PTY LTD	VARIATION 2 (RFT01-2020/21) CLIENT LEAD EF OVAL REDEVELOPMENT - MAY 23	17,771.88	17,771.88
EFT35503	07/06/2023	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - JUNE 23	18.70	18.70
EFT35504	07/06/2023	P ROSE	LEAF LITTER CLEARING - RICHMOND CIRCUS & MOSS STREET AREAS - AUTUMN 2023	2,340.00	2,340.00
EFT35505	07/06/2023	TPG NETWORK PTY LTD	INTERNET CHARGES 01/05/23 - 31/05/23	1,920.60	1,920.60
EFT35506	07/06/2023	THINKPROJECT AUSTRALIA PTY LTD	RAMM SOFTWARE - ANNUAL SUPPORT & MAINTENANCE 2023/24	8,670.77	8,670.77
EFT35507	07/06/2023	VISIMAX	20 x SMALL NOTEBOOKS, 20 x WA RANGER BADGES, 6 x WA RANGER EMBROIDED CAPS	435.93	435.93
EFT35508	07/06/2023	SERVICEFM PTY LTD	ANNUAL ELECTRICAL TAG & TESTING - DEPOT	473.88	
			ANNUAL ELECTRICAL TAG & TESTING - DOVENBY HOUSE	207.68	
			ANNUAL ELECTRICAL TAG & TESTING - SUMPTON GREEN	156.86	
			ANNUAL ELECTRICAL TAG & TESTING - TOWN HALL	648.12	1,486.54
EFT35509	07/06/2023	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 18/05/23	12.50	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 25/05/23	15.00	27.50
EFT35510	07/06/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSMENT 25/05/23	15.00	15.00
EFT35511	07/06/2023	MARKET CREATIONS AGENCY PTY LTD	PURCHASE AND IMPLEMENT PUBLIC NOTICES MODULE FOR WEBSITE	913.00	
			PURCHASE AND IMPLEMENT COUNCIL + STAFF PROFILE MODULE FOR WEBSITE	1,056.00	
			PURCHASE AND IMPLEMENT REGISTRATION ADVANCED FEATURE MODULE ON EVENTS CALENDAR	1,529.00	3,498.00
EFT35512	07/06/2023	JACKSON MCDONALD BARRISTERS & SOLICITORS	RFQ11-2021/22 LEGAL SERVICES EF OVAL REDEVELOPMENT - MARCH 23	1,386.00	1,386.00
EFT35513	07/06/2023	JONES LANG LASALLE ADVISORY SERVICES PTY LTD	RFQ06-2022/23 - BUILDING CONDITION ASSESSMENTS, COSTINGS & VALUATIONS - PROVISION OF PROFESSIONAL VALUATION FEES	32,890.00	32,890.00
EFT35514	07/06/2023	R TETI	REIMBURSEMENT OF COST OF TAXI REQUIRED FROM FUSO, PERTH AIRPORT TO DOVENBY HOUSE DUE TO BUS BREAKDOWN	88.73	
			REIMBURSEMENT FOR COST OF FUEL FOR CAMRY AS STAFF MEMEBER WITH FUEL CARD ON LEAVE	76.97	165.70
EFT35515	07/06/2023	SCOUTTA PTY LTD T/A VIAJE STRATEGIC	EOY FINANCIAL ACCOUNT PREPARATION - 17-24 MAY 23	2,607.66	2,607.66
EFT35516	07/06/2023	J & V EARTHMOVING CONTRACTORS	FOOTPATH MAINTENANCE - 09/05/23 - BOWLING CLUB & PIER STREET	11,679.93	11,679.93
EFT35517	07/06/2023	PHOENIX CONTAINERS PTY LTD	HIRE OF SEA CONTAINER FOR BOWLING CLUB TEMP RELOCATION- JUNE 23	165.00	
			SOCCER CLUB SEA CONTAINER HIRE - JUNE 23	140.25	305.25
EFT35518	07/06/2023	ARTIFY CONSULTING PTY LTD	RFQ05-22/23 ART CO-ORDINATOR EAST FREMANTLE OVAL PRECINCT REDEVELOPMENT - PUBLIC ART RECOMMENDATION REPORT	4,180.00	4,180.00
EFT35519	07/06/2023	BROWNES DAIRY	MILK DELIVERY 29/05/23	6.40	6.40
EFT35520	07/06/2023	TANGO INFORMATION TECHNOLOGY PTY LTD T/AS TANGO IT	ERP BUSINESS PLAN AS PER PROPOSAL T5475	23,886.50	23,886.50
EFT35521	07/06/2023	FORPARK AUSTRALIA	JOHN TONKIN - PARK EXERCISE EQUIPMENT REPLACEMENT - LIKE FOR LIKE OF EXISTING EQUIPMENT	19,526.10	19,526.10
EFT35522	07/06/2023	PEACEFUL EARTH WELLBEING	CHSP CLIENT ACTIVITY - WU TAO DANCE - 30/05/23	50.00	
			CHSP CLIENT ACTIVITY - WU TAO DANCE - 06/06/23	50.00	100.00
EFT35523	07/06/2023	E METLITZKY	REIMBURSEMENT OF COST OF CATERING FOR LUNCH FOR RECRUITMENT PANEL 09/05/23	120.00	120.00
EFT35524	07/06/2023	R NESBIT	REFUND OF POOL GATE INSPECTION FEE	165.00	165.00



EFT35525	07/06/2023	R NOAKES T/AS AUSSIE PATIO DESIGNS	REFUND OF VERGE INSPECTION FEES	75.00	75.00
EFT35526	07/06/2023	L BIANCOTTI	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP 31/05/23	72.00	72.00
EFT35527	07/06/2023	AMPOL AUSTRALIA	FUEL USE 01/05/23 - 31/05/23	5,518.63	5,518.63
EFT35528	08/06/2023	TOOLTIME CONSTRUCTION PTY LTD	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT35529	08/06/2023	R WEST	INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT35530	08/06/2023	S RANDALL	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT35531	08/06/2023	JSA CONTRACTING	INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT35532	08/06/2023	D SMITH -GANDER	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT35533	08/06/2023	DEW CONSTRUCTIONS PTY LTD	INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT35534	08/06/2023	S IRELAND	INFRASTRUCTURE BOND REFUND	3,000.00	
			INFRASTRUCTURE BOND REFUND	1,500.00	4,500.00
EFT35535	08/06/2023	F MORRIS	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT35536	08/06/2023	L PETHERICK	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT35537	08/06/2023	R NOAKES T/AS AUSSIE PATIO DESIGNS	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT35538	08/06/2023	BUILDING 51	INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT35539	12/06/2023	CITY OF COCKBURN	TIP FEES - MAY 2023	1,040.00	1,040.00
EFT35540	12/06/2023	MCLEODS	PROFESSIONAL FEES - LEGAL ADVISE - RFT1 - OPERATOR SERVICES EF OVAL PROJECT	1,214.37	1,214.37
EFT35541	12/06/2023	LIME FLOWERS	FLOWERS FOR STAFF MEMBER 29/05/23	100.00	100.00
EFT35542	12/06/2023	FOCUS NETWORKS	RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - MANAGED PROACTIVE SERVICE (IT SUPPORT), MANAGED BACKUP AND RECOVERY, MANAGED INFRASTRUCTURE, MANAGED FIREWALL, MICROSOFT LICENSING - JUNE 2023	9,389.83	9,389.83
EFT35543	12/06/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 07/06/23	14.00	14.00
EFT35544	12/06/2023	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/06/23	15.00	15.00
EFT35545	12/06/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/06/23	15.00	15.00
EFT35546	12/06/2023	DMG PROPERTY PTY LTD	PROJECT ADVISORY SERVICES (VARIATION #1) - EAST FREMANTLE OVAL REDEVELOPMENT - MAY 2023	2,062.50	2,062.50
EFT35547	12/06/2023	CONSTRUCT 360 PTY LTD	PAYMENT AS PER DEED OF SETTLEMENT	20,000.00	20,000.00
EFT35548	15/06/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS JUNE 23	439.99	439.99
EFT35549	15/06/2023	CITY OF MELVILLE	122 PACKS OF COMPOSTABLE BIN LINERS	5,448.00	5,448.00
EFT35550	15/06/2023	MCLEODS	LEGAL ADVICE - FTLE WOMEN'S FOOTBALL CLUB REDEVELOPMENT - REVIEW OF TENDER DOCUMENTATION - RFT 04-2022/23	2,139.65	2,139.65
EFT35551	15/06/2023	WORK CLOBBER	OPERATIONS STAFF UNIFORM - VARIOUS	137.70	137.70
EFT35552	15/06/2023	ALCHEMY TECHNOLOGY	SMS SOFTWARE MAINTENANCE AND SUPPORT 1 JULY 2023 TO 30 JUNE 2024	3,795.00	3,795.00
EFT35553	15/06/2023	MELVILLE MITSUBISHI	SERVICE OF MITSUBISHI ECLIPSE CROSS	2,000.45	2,000.45
EFT35554	15/06/2023	J EPPS	ADDITIONAL ARBORIST REPORT - DALGETY STREET	360.00	360.00
EFT35555	15/06/2023	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BSL COLLECTED MAY 23	516.97	516.97
EFT35556	15/06/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES DEPOT -08/06/23	37.40	37.40
EFT35557	15/06/2023	SUNNY SIGN COMPANY PTY LTD	NEW MOWING SIGNS FOR PARKS TEAM INC WIRE STAND & DELIVERY	594.66	594.66
EFT35558	15/06/2023	E LIMBERT	REIMBURSEMENT OF COST OF PASSENGER TRANSPORT DRIVER AUTHORISATION RENEWAL - CHSP STAFF	99.00	99.00
EFT35559	15/06/2023	LEARNING HORIZONS	CEO RECUITMENT CONSULTANT	6,050.00	6,050.00
EFT35560	15/06/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 09/06/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 14/06/23	14.00	29.00
EFT35561	15/06/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 08/06/23	15.00	15.00
EFT35562	15/06/2023	DONALD CANT WATTS CORKE (WA)	RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT - MAY 23	3,850.28	3,850.28
EFT35563	15/06/2023	CARABINER PTY LTD	RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT - ARCHITECT TO 32.8%, ARCHITECT VARIATION VE DESIGN TO 100%, WAYFINDING TO 100% AND LANDSCAPING VARIATION 3 TO 100%	79,859.12	
			RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT - ARCHITECT TO 38.4% AND LANDSCAPING TO 5%	18,337.40	98,196.52
EFT35564	15/06/2023	NDY MANAGEMENT PTY LIMITED T/A NORMAN DISNEY & YOUNG	RFQ13-2021/22 EF OVAL REDEVELOPMENT - MECHANICAL ENGINEERING SERVICES- PHASE 6 - CONSTRUCTION & COMMISSIONING & FIT OUT 01/05/23 - 26/05/23	1,867.25	
			RFQ14-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - ELECTRICAL ENGINEERING SERVICES - PHASE 6 - CONSTRUCTION & COMMISSIONING & FIT OUT	3,043.08	
			RFQ15-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - HYDRAULIC ENGINEERING SERVICES - PHASE 6 CONSTRUCTION & COMMISSIONING & FIT OUT 01/05/23 - 26/05/23	3,201.00	8,111.33
EFT35565	15/06/2023	FORTH CONSULTING PTY LTD	RFQ16-2021/22 EAST FTLE OVAL REDEVELOPMENT CIVIL ENGINEERING - MAY 23	2,200.00	
			RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - MAY 23	2,200.00	4,400.00
EFT35566	15/06/2023	HERITAGE WAY P/L T/AS DOMUS NURSERY	SUPPLY 129 X 140MM PLANTS & 7 175MM PLANTS	1,004.08	1,004.08
EFT35567	15/06/2023	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	TOWN HALL - EXTERIOR WALLS & ALL WINDOWS CLEANING	2,541.00	2,541.00
EFT35568	15/06/2023	DMG PROPERTY PTY LTD	PEER REVIEW OF EF OVAL PROJECT MANAGEMENT	11,000.00	11,000.00
EFT35569	15/06/2023	COOPER & OXLEY GROUP PTY LTD - RETENTION	RFT03-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR- RETENTION AMOUNT CERTIFICATE 6	128,253.43	128,253.43
EFT35570	15/06/2023	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR- GENERAL - CERTIFICATE 6	1,154,280.92	1,154,280.92
EFT35571	15/06/2023	PEACEFUL EARTH WELLBEING	CHSP CLIENT ACTIVITY - WU TAO DANCE - 13/06/23	50.00	50.00
EFT35572	15/06/2023	STUART EDWARD DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 02/06/23	9.50	

			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/06/23	14.00	23.50
EFT35573	21/06/2023	APACE AID (INC)	SAMSON TREE FESTIVAL - TUBE STOCK x150	343.20	343.20
EFT35574	21/06/2023	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR VARIOUS REPAIRS	126.73	126.73
EFT35575	21/06/2023	MAYOR O'NEILL	MAYORAL ALLOWANCE, ICT ALLOWANCE & SITTING FEES - JUNE 23	4,796.67	4,796.67
EFT35576	21/06/2023	TELSTRA LIMITED	DEPOT MOBILE BACKUP 04/06/23 - 03/07/23	19.00	
			MONTHLY DATA FEES FOR OPERATIONS.RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER 22-23 - 04/06/23 - 03/07/23,	952.00	
			SUMPTON GREEN PHONE TO 07/06/23	108.02	1,079.02
EFT35577	21/06/2023	WORK CLOBBER	UNIFORMS - VARIOUS - OPERATIONS STAFF	2,365.54	2,365.54
EFT35578	21/06/2023	SYNERGY	POWER SUPPLY DOVENBY HOUSE AND EV CHARGER 23/02/23 - 01/05/23	3,025.07	
			POWER SUPPLY TOWN HALL - 16/05/23 - 19/06/23	1,117.78	4,142.85
EFT35579	21/06/2023	TOTAL PACKAGING (WA) PTY LTD	15 CARTONS (60 BOXES) OF BIODEGRADABLE DOG WASTE DISPOSAL BAGS	3,775.20	3,775.20
EFT35580	21/06/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES ADMINISTRATION 12/06/23	29.60	
			WOOLWORTHS PURCHASES CHSP 12/06/23	166.99	
			WOOLWORTHS PURCHASES DEPOT 13/06/23	9.00	
			WOOLWORTHS PURCHASES 19/06/23	16.79	222.38
EFT35581	21/06/2023	CITY OF SOUTH PERTH	IMPOUND FEES FOR ANIMAL CARE FACILITY - MAY 23	308.00	308.00
EFT35582	21/06/2023	CR. COLLINSON	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35583	21/06/2023	DAVID GRAY & CO PTY LTD	COMPLETE SETS - 360L REC BINS, SPARE WHEELS - 360L REC BIN	2,125.42	
			20x COMPLETE SETS - 240L FOGO	1,163.80	3,289.22
EFT35584	21/06/2023	CR. NARDI	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35585	21/06/2023	LANDSCAPE YARD O'CONNOR	RIVERSIDE ROAD - MULCH	1,995.00	1,995.00
EFT35586	21/06/2023	KONICA MINOLTA BUSINESS SOLUTIONS	PHOTOCOPY SERVICES - REGULATORY SERVICES - 30/05/23 - 12/06/23	129.90	129.90
EFT35587	21/06/2023	DEPARTMENT OF TRANSPORT	MONTHLY VEHICLE SEARCH FEES - MAY 23	200.90	200.90
EFT35588	21/06/2023	FOCUS NETWORKS	RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - ADDITIONAL HOURS OUTSIDE THE SCOPE OF THE SERVICE AGREEMENT - MAY 23	354.20	354.20
EFT35589	21/06/2023	ENVIRO SWEEP	STREET SWEEPING + ADDITIONAL SWEEPS FOR AUTUMN - RFQ12-2020/21 - MAY 2023 (INC FUEL SURCHARGE)	6,097.81	6,097.81
EFT35590	21/06/2023	SNAP PRINTING	REPRINT OF PARKING PERMITS	134.10	134.10
EFT35591	21/06/2023	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35592	21/06/2023	CR. WHITE	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35593	21/06/2023	CELLARBRATIONS AT EAST FREMANTLE	REFRESHMENTS PURCHASED 20/06/23	256.00	256.00
EFT35594	21/06/2023	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - JUNE 23	2,204.17	2,204.17
EFT35595	21/06/2023	COASTLINE MOWERS	SERVICE AND REPAIR KUBOTA F3960 MOWER	3,547.65	3,547.65
EFT35596	21/06/2023	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	FOGO GREEN BINS - RESIDENTIAL & PRIORITY, GENERAL - WASTE RED BINS - RESIDENTIAL & PRIORITY, PARKS & RESERVES, STREET LITTER BINS, RECYCLING - YELLOW BINS- RESIDENTIAL & PRIORITY, GENERAL WASTE - RED BINS - STREET LITTER BINS, GENERAL WASTE - RED BINS - COMMERCIAL - WEEKLY & FORTNIGHTLY, RECYCLING - YELLOW BIN - COMMERCIAL - FORTNIGHTLY, 48-50 ALEXANDRA RD - RECYCLING- MAY 23, 48-50 ALEXANDRA RD - WASTE- MAY 23	41,626.30	41,626.30
EFT35597	21/06/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 16/06/23	15.00	15.00
EFT35598	21/06/2023	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35599	21/06/2023	KYOCERA DOCUMENT SOLUTIONS	TASKALFA 5054CI COLOUR MULTIFUNCTION DIGITAL COPIER - NEW PRINTER/COPIER REG SERVICES	9,246.60	
			TASKALFA 5054CI COLOUR MULTIFUNCTION DIGITAL COPIER - IC CARD AUTHENTICATION KIT INSTALLATION - NEW PRINTER/COPIER REG SERVICES	957.00	
			TASKALFA 5054CI COLOUR MULTIFUNCTION DIGITAL COPIER - WAVEID & MINI USB READER - NEW PRINTER/COPIER REG SERVICES	413.60	
			TASKALFA 5054CI COLOUR MULTIFUNCTION DIGITAL COPIER - SCANSHARE SERVER INSTALLATION TO NEW PRINTER/COPIER REG SERVICES	2,183.50	12,800.70
EFT35600	21/06/2023	PAPERSCOUT	DESIGN, PRINT AND DISTRIBUTE JUNE 2023 TALK OF THE TOWN NEWSLETTER	2,629.00	
			DESIGN JUNE PRESS AD (FREMANTLE HERALD) BASED ON EXISTING TEMPLATE AND LAYOUT, COPY AND IMAGES SUPPLIED	385.00	3,014.00
EFT35601	21/06/2023	STANDARDS AUSTRALIA	LICENCE FEES AS400-1997 - CONTRACT STANDARDS	672.66	
			ROYALTY FEES - AS 400 - 60 ROYALTIES - COPYRIGHT LICENCE NUMBER CL0622TEF	3,956.83	4,629.49
EFT35602	21/06/2023	CR. WILSON	SITTING FEES & ICT ALLOWANCE - JUNE 23	1,609.17	1,609.17
EFT35603	21/06/2023	CALL ASSOCIATES PTY LTD T/A CONNECT CALL CENTRE SERVICES	SERVICE AGREEMENT FOR AFTER HOURS CALL CENTRE SERVICES - MAY 23	235.24	235.24
EFT35604	21/06/2023	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING SERVICES - TOWN HALL, DEPOT, DOVENBY, SUMPTON GREEN, GLASSON PARK & CONSUMABLES - MAY 2023	8,184.21	
			CLEANING SERVICES - TOWN HALL, DEPOT, DOVENBY, SUMPTON GREEN, GLASSON PARK & CONSUMABLES - APRIL 2023	7,845.87	16,030.08
EFT35605	21/06/2023	BROWNES DAIRY	TOWN HALL MILK DELIVERY 12/06/23	12.57	
			TOWN HALL MILK DELIVERY 19/06/23	12.57	25.14
EFT35606	21/06/2023	J MELIA	REIMBURSEMENT FOR COST OF FIRST AID TRAINING - CHSP STAFF MEMBER	128.00	128.00

EFT35607	21/06/2023	THE BLACK TRUFFLE COMPANY	CATERING - RAP STEERING GROUP MEETING 19/06/23	145.00	145.00
EFT35608	21/06/2023	BEILBY DOWNING TEAL PTY LTD	CEO RECRUITMENT SERVICES - 3RD STAGE INVOICE - AFTER FINAL INTERVIEWS & DIGITAL INTERVIEWS	5,802.50	5,802.50
EFT35609	21/06/2023	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/06/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 16/06/23	10.00	25.00
EFT35610	21/06/2023	M NDLOVU	REFUND OF OVERPAYMENT OF PARKING INFRINGEMENT - PAID TWICE IN ERROR	200.00	200.00
EFT35611	21/06/2023	ALINTA ENERGY	GAS USE TRICOLORE CENTRE 2/02/23 - 27/05/23	354.45	354.45
EFT35612	23/06/2023	TOWN OF EAST FREMANTLE	INFRASTRUCTURE BOND REFUND - 76 ALLEN ST - TO BE RECEIPTED AGAINST OUTSTANDING RATES	2,000.00	2,000.00
EFT35613	23/06/2023	ROBERT NOAKES T/AS AUSSIE PATIO DESIGNS	INFRASTRUCTURE BOND REFUND - 25A VIEW TERRACE	1,500.00	1,500.00
EFT35614	23/06/2023	NEXT STEP HOMES PTY LTD	INFRASTRUCTURE BOND REFUND - 21 DALGETY STREET	1,500.00	1,500.00
EFT35615	23/06/2023	SWAN WOOL PROCESSORS	INFRASTRUCTURE BOND REFUND 37 PIER STREET	3,000.00	3,000.00
EFT35616	23/06/2023	P MAMO	INFRASTRUCTURE BOND REFUND - 11 WALTER STREET	1,500.00	1,500.00
EFT35617	23/06/2023	ADVANCED PATIOS	INFRASTRUCTURE BOND REFUND - 2/34 OSBORNE ROAD EAST FREMANTLE	1,500.00	1,500.00
EFT35618	30/06/2023	TOWN OF EAST FREMANTLE	PARTIAL TRANSFER OF BOND TO PAY DR 300869	1,250.00	1,250.00
EFT35619	30/06/2023	R BODEL	INFRASTRUCTURE BOND REFUND - 70 RICHMOND CIRCUS	3,000.00	3,000.00
EFT35620	30/06/2023	G MITCHELL	INFRASTRUCTURE BOND REFUND - 59 OAKOVER STREET	1,500.00	1,500.00
EFT35621	30/06/2023	T BASLEY	MOORING PEN BOND REFUND - PEN C1	2,700.00	2,700.00
			EFT TOTAL	2,120,267.64	2,120,267.64
	Direct Debit - June 2023	Supplier	Description	Inv Amount	EFT
		EXTEL	EXTEL INTERNET	99.00	99.00
		CBA	INTEREST ADJUSTMENT	0.02	0.02
		CBA	OVERDRAFT LINE FEE	504.11	504.11
		CBA	MERCHANT FEE	246.77	246.77
		CBA	MERCHANT FEE	213.34	213.34
		SUPERCHOICE PTY LTD	EMPLOYEE SUPERANNUATION -MAY 2023	54,236.27	54,236.27
		FLEETCARE	FLEETCARE PAYMENT	2,324.79	2,324.79
		AMEX	AMEX FEE	28.57	28.57
		TILL	TILL SIMPLEPAY FEE	414.50	414.50
		SHERIFF'S OFFICE PERTH	LODGEMENT FEES - INFRINGEMENTS	891.00	891.00
		CBA	ACCOUNT SERVICE TRANSACTION FEES	5.50	5.50
		CBA	BPOINT TRANSACTION FEES	21.76	21.76
		CBA	BPAY TRANSACTION FEES	87.24	87.24
		CBA	COMMBIZ TRANSACTION FEES	44.32	44.32
			DIRECT DEBIT TOTAL	59,117.19	59,117.19
	Credit Cards - March	Supplier	Description	Inv Amount	EFT
		CREDIT CARD - ANDREW DRIVER	SUPERCHEAP AUTOS	369.99	369.99
			OFFICEWORKS	39.67	39.67
			WORK CLOBBER	199.00	199.00
		CREDIT CARD - NICK KING	WILSON PARKING	8.10	8.10
			AQUASTREAM OTY LTD	510.30	510.30
			STICKEROO	28.50	28.50
			DYMARK AUST PTY LTD	603.30	603.30
			OFFICEWORKS	63.83	63.83
		CREDIT CARD - PETER KOCIAN	FACEBOOK ADS	9.00	9.00
			OFFICEWORKS	- 10.00	- 10.00
			SWAN YACHT CLUB	28.00	28.00
			FACEBOOK ADS	12.00	12.00
			OFFICEWORKS	32.98	32.98
			HELLO VISITOR	30.37	30.37
			MELVILLE MITSUBISHI	20.00	20.00
			MAILCHIMP	78.49	78.49
			FACEBOOK ADS	20.00	20.00
			PICOBELLO	45.00	45.00
			DOMINOES EAST FREMANTLE	124.83	124.83
			FONGS CHINESE RESTURANT	262.30	262.30
			PTA SMARTRIDER	40.00	40.00
			ZOOM	147.77	147.77
			FACEBOOK ADS	30.00	30.00
		CREDIT CARD - ANDREW MALONE	JAZMAN PTY LD	118.25	118.25
			OFFICEWORKS	1,035.00	1,035.00
		CREDIT CARD - JANINE MAY	COLES CANNING VALE	44.40	44.40
			LEEMING LOTTERY CENTRE	48.00	48.00
		REGINA TETI	FARMER JACKS SUBIACO	20.39	20.39
			KMART KARDINYA	22.50	22.50
			WOOLWORTHS STH FREMANTLE	39.35	39.35
			OFFICEWORKS	157.04	157.04
			DIRECT DEBIT TOTAL	4,178.36	4,178.36
			Description	NET PAY	EFT
			PAYROLL FORTNIGHT ENDING 13/06/23	150,077.12	150,077.12
			PAYROLL FORTNIGHT ENDING 27/06/23	156,077.17	156,077.17
			PAYROLL TOTALS	306,154.29	306,154.29
			GRAND TOTAL	2,493,563.48	2,493,563.48

## 15 REPORTS – ENVIRONMENT

Reports start on the next page



## 15.1 CLIMATE ACTION REFERENCE GROUP EXPRESSIONS OF INTEREST REVIEW - REPORT

<b>Report Reference Number</b>	OCR-2178
<b>Prepared by</b>	Connor Warn, Waste & Sustainability Officer
<b>Supervised by</b>	Andrew Malone, Acting Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 July 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. EOI for CARG membership - Blair Parsons

### PURPOSE

The purpose of this Report is for Council to consider an Expression of Interest for membership on the Climate Action Reference Group (CARG) and to endorse Blair Parsons as a member of the CARG.

### EXECUTIVE SUMMARY

CARG is a community led reference group whose purpose is to assist in identifying targets, corporate and community projects as well as actions that the Town can undertake with community and local businesses to build the community's capacity to identify and address (where practicable) climate-based issues.

### BACKGROUND

At the Ordinary Council meeting held on 19 November 2019, Council acknowledged the urgent need to address the Climate Emergency and expressed support for collective action across all levels of government to mitigate the effects of climate change.

During the Annual Electors' meeting on 25 February 2020, a resolution was passed to develop a comprehensive Climate Emergency Strategy (CES) and a corresponding Climate Emergency Action Plan (CEAP). On 16 June 2020, Council approved the Terms of References for the Climate Action Reference Group (CARG) and authorised the CEO to invite nominations for up to 10 individuals from the community and experts to join the group. The Town released the Expressions of Interest (EOI) on 18 June 2020, inviting community members to apply for the CARG.

On 18 August 2020, Council officially accepted 10 members, consisting of subject matter experts and community representatives, to form the newly established Climate Action Reference Group (CARG).

The CARG worked on formulating the Climate Emergency Strategy 2022-2032, which outlines the Town's high-level climate objectives and goals. This strategy received endorsement in March 2022. In the upcoming months, the Town will finalise the Climate Emergency Action Plan (CEAP), which will outline specific actions for Council to take.

In December 2022 the Town received an expression of interest from Blair Parsons, a local resident, to join CARG however, at that time the CARG membership was full. In May 2023, Jane Melvin retracted her membership resulting in a vacancy. It is recommended that Blair Parsons fills this position.

### CONSULTATION

The Terms of Reference adopted by Council usually require vacancies for Community representatives to be advertised in a local newspaper and on the Town's social media pages for a minimum period of fourteen (14) days prior to Council selection and appointment.

It is a pre-requisite that community representatives live, work or have an active interest in the Town, unless as otherwise appointed by Council due to services or expertise which is considered to add to the proficiencies of the Reference Group.

The vacancy was not advertised as per the requirements of the Terms of Reference. The Town received an Expression of Interest (EOI) application from Blair Parsons in December 2022. Should the Council consider it necessary, administration can provide a report to Council to open up membership of the CARG for the vacant position. Given the expression of interest from Blair Parsons to join the CARG, it was not considered necessary to formally advertise the vacancy as all other pre-requisites have been fulfilled.

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## STATUTORY ENVIRONMENT

Nil.

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## POLICY IMPLICATIONS

Nil.

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## FINANCIAL IMPLICATIONS

Nil.

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## STRATEGIC IMPLICATIONS

### **Strategic Priority 4: Natural Environment**

#### **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.*

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## RISK IMPLICATIONS

A risk assessment has been undertaken and it is determined the acceptance of the nominee will have no significant risk implications for the Town.

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## SITE INSPECTION

Nil.

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## COMMENT

Members of CARG assisted in identifying targets, actions and projects for the Town's Climate Emergency Strategy. These actions strive to mitigate environmental impacts and adapt to the future effects of climate change in the Town.

Current CARG membership includes:

### **Elected Members**

Cr Tony Natale (Chair)

Cr Cliff Collinson

Cr Dean Nardi

Residents and Community Members

Miles Dracup

Rebecca James

Leigh Nicholas

Wendy Wisniewski

Maureen Flynn

Christine Finlay

Paul van der Beeke  
Fraser Maywood  
Emma McSweeney

Staff Representatives

Andrew Malone (Acting Chief Executive Officer)  
Connor Warn (Waste & Sustainability Officer)

A vacancy became available on the CARG in May 2023 with resignation of one of the members. An EOI was received from Mr Parsons who attended the last CARG meeting as an observer and requested to be formally considered for membership. It is recommended that Mr Parsons' application to be a member of the existing committee be accepted to ensure continuity and progression of the future action plan.

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**CONCLUSION**

It is recommended that based on the ability and experience of the applicant and the current shortfall in nominated CARG members, that Blair Parsons be nominated and appointed to the Climate Action Reference Group.

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**15.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION**

**That Council:**

1. accepts and appoints Blair Parsons as a member of the Climate Action Reference Group.
2. instructs the CEO to advise the applicant of his appointment to the Climate Action Reference Group.

First Name: <b>Blair</b>	Surname: <b>Parsons</b>
Phone: <b>0408 490 227</b>	Email: <b>blair.parsons@westnet.com.au</b>

Postal address:  
19 Fraser St East Fremantle 6158

I am passionate about the environment and am keen to learn more about how to approach climate action and get involved in local action. I also has an environmentally oriented career and so hope to bring some of my skills to the table.

Blair holds a PhD in Zoology from the University of Western Australia and has over 20 years of experience in ecological research, management and consultancy working across much of Western Australia.

As Greening Australia's General Manager for Science and Design, Blair leads a national team of highly-skilled science and planning experts in the design, monitoring and evaluation of ecological restoration, as well as strategy and research.

Blair is passionate about accelerating positive environmental change and seeing Greening Australia's restoration efforts generate multiple benefits for biodiversity, people and productivity based on sound science. His specialisations and research experience include landscape and restoration ecology, terrestrial vertebrate ecology, biodiversity offsets, Conservation Action Planning, threatened species monitoring and conservation management, GIS and habitat and distribution modelling.

Prior to joining Greening Australia, Blair has held roles in ecological consultancy, and with Australian Wildlife Conservancy and CSIRO, focusing on biodiversity surveys, threatened species research and monitoring, environmental impact assessments, biodiversity offsets and spatial ecology. Blair maintains strong links across a range of sectors including academia, government, industry, consultancy and natural resource management.

**Any other relevant information to support your EOI**

Signed B. P. [Signature]

Dated 22/12/2022



## 16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

### 16.1 CR COLLINSON – TREE PRESERVATION

*That Council direct the CEO to:*

- 1. commence work to present a Scheme Amendment to introduce the requirement to obtain development approval from the Town for the removal of large canopy trees on private land, with the intent of this scheme amendment to allow consideration of whether tree removal is appropriate.*
- 2. simultaneously commence work to present a Draft Local Planning Policy – Trees on Private Land (LPP), to be prepared in support of the Scheme Amendment, to guide the assessment of development applications received for tree removal, and guide the provision of new trees within residential areas.*

## 17 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

## 18 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

## 19 NEW BUSINESS OF AN URGENT NATURE

## 20 MATTERS BEHIND CLOSED DOORS

### **PROCEDURAL MOTION**

**That the meeting be closed to the public to discuss a confidential report in relation to the Acting CEO, under the terms of the Local Government Act 1995, Section 5.23 (2)(a) and (e).**

### 20.1 ACTING CEO

(Confidential Report)

## 21 CLOSURE