MINUTES

Council Meeting

Tuesday, 16 September 2025 at 6:30 PM

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MINUTES

MINUTES OF THE ORDINARY MEETNG OF COUNCIL HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY EAST FREMANTLE ON TUESDAY 16 SEPTEMBER 2025

1 OFFICIAL OPENING

The Presiding Member opened the meeting at 6.30pm

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:

1. *this meeting will be audio-recorded*
2. *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

The following members were in attendance

Mayor Jim O'Neill	Presiding Member
Cr C Collinson	
Cr J Harrington	
Cr L Maywood	
Cr A McPhail	
Cr A Natale	
Cr A White	

The following staff were in attendance:

Mr J Throssell	Chief Executive Officer (CEO)
Mr P Kocian	Executive Manager Corporate Services (EMCS)
Mr F Henderson	Executive Manager Regulatory Services (EMRS)
Ms J Scott	Executive Manager Technical Services (EMTS)
Ms N O'Malley	Manager Community Engagement & Communications (MCEC)
Ms J May	Minute Secretary

There were nine members of the public in attendance with Mayor O'Neill acknowledging former Crs Dean Nardi and Michael McPhail.

4.2 APOLOGIES

Nil

4.3 APPROVED LEAVE OF ABSENCE

Cr Kerry Donovan
Cr Mark Wilson

5 DISCLOSURES OF INTEREST

5.1 FINANCIAL

Nil

5.2 PROXIMITY

Nil

5.3 IMPARTIALITY

Nil

6 PUBLIC QUESTION TIME

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

Nil

6.2 PUBLIC QUESTION TIME

6.2.1 D NARDI, MARMION STREET

Mayor O'Neill read Mr Nardi's questions and provided responses as follows:

With regard to the upcoming local government Mayoral election, I ask the following:

1. Does Mayoral candidate Tomas Fitzgerald live in the Town?
   No

2. Does he currently have a building licence to build a home in the Town?
   No

   If so, how long is this building licence valid for?
   N/A

3. Was he previously on the owner/occupier roll or was he placed on the roll recently?
   Dr Fitzgerald was not on the roll prior to 22 August 2025.

4. Did he register himself or was this done through a third party?
   Dr Fitzgerald submitted his "Claim for Eligibility" form.

7 PRESENTATIONS/DEPUTATIONS

7.1 PRESENTATIONS

7.1.1 VICTOR IWANOW

Mayor O'Neill honoured Mr Victor Iwanow's incredible contribution, over 25 years, as a Canning Highway crosswalk attendant for students and their parents travelling to and from Richmond Primary School, presenting him with a certificate and a small gift on behalf of the Town.

7.2 DEPUTATIONS

Nil

8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 MEETING OF COUNCIL (19 AUGUST 2025)

OFFICER RECOMMENDATION
Moved Cr Maywood, seconded Cr White
That the minutes of the Ordinary meeting of Council held on Tuesday, 19 August 2025 be confirmed as a true and correct record of proceedings.

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

10.1 LAST COUNCIL MEETING

Firstly, I would like to thank all staff and Councillors for last night's Citizenship Ceremony and in particular Ms May. Nearly 100 attendees and it was such a joyous celebration. In fact we all should be proud of the manner that business and community events are transacted in this chamber. Our community should also be confident in the calibre of staff and elected members.

I would like to acknowledge our staff and the cohesive and respectful manner they conduct themselves and the positive relationships elected members have with them.

Being my last ordinary Council Meeting I would like to make a few statements and observations.

I am proud of the many community committees that guide the Town and Councillors. It is essential that the community be part of the decision-making process.

I believe to represent the Town you must know and understand this Town. Be part of the community and part of the everyday interactions. That is what our community expects. We are not state or federal politicians, we are part of the community and we put East Fremantle first.

The one 'mistake' this Town and Council has made is being optimistic: as they say, 'if you don't want to make a mistake, do nothing'.

This Town has grown and evolved above negative politics, and we are proud of this. Outsiders often comment on the Council and staff as working together in such a respectful environment. This is largely because of the Councillors and staff that sit in this chamber tonight and others that have gone before us. It is all about respect.

Some comments made about the East Fremantle Community Park (EFCP) reflect an obvious misunderstanding as to what has transpired and the immense effort by staff at the Town and elected members to deliver for the community.

As Mayor of the Town of East Fremantle I am compelled to state for the record on behalf of the Town that the EFCP was years in the planning, costing in excess of $35 million dollars and requiring enormous responsibility and planning. Obviously, like all large projects, especially for a small local government, it was going to be complex and there were issues, but they were all worked through with utmost professionalism, community input and transparency. Yes, there were building difficulties, changes in scope and some mistakes made but they were not of Council's doing. This happens in all multi-million dollar developments.

During delivery of the project the Town found itself unfairly criticised by various parties and we were subjected to online abuse. This criticism was inaccurate, unsubstantiated and unfair.

Now retiring I will comment on the obscene names I was called as well as having my address placed online during this time. My wife and children were shocked by this behaviour. There is absolutely no justification for this anywhere.

The Town has delivered on this project which underwent years of significant community and stakeholder engagement. For anyone to make comment now, when all is concluded, agreements all signed with major stakeholders, is all a bit late.

Now at the EFCP there are mothers with young children picnicking on the grass banks; people walking their dogs; kids and adults in the skate park and basketball court; kids in the playground and playing on the oval; parents, kids and grandparents interacting and socialising there. It is also home for the EF Bowling Club, EF Football Club, EF Croquet Club and junior sport. It is truly a community focal point.

I am proud of:

- the way in which we work with our community to play our role in sustainable initiatives to address climate change, and to enhance and protect our river and foreshore. Tree planting with a focus on increasing canopy cover.
- how we are focusing on public art and a George Street plan, continuing to support the ever popular and dynamic Glyde-In.
- having reduced waste to landfill and promoted the introduction of FOGO and receiving State awards for this. We lead the metropolitan Councils in recycling and diversion to landfill.
- introducing initiatives to ensure an inclusive community, meeting the expectations for multiple generations.

Local government must be optimistic, positive, respectful and community driven and that is what we have shown in East Fremantle.

Now I would like to acknowledge some residents and others;

- Dr David Nelson, OAM and Freeman of the Town of East Fremantle and his wife Suzie Nelson for their contribution over decades to our community. Their selfless work for so many is inspiring to us all.
- Wendy Wisniewski, well supported by Jerome and the Baha'i community for all their work in the Town including tree planting and regular river clean ups.
- Pat and John Newton for their enduring support of our community.
- Mary Lo Presti and family.
- Maureen and Damien Flynn for all their work within the community, fund raising for aid organisations and their practicality and example of addressing the issue of climate change.
- Gordon Lee and family for his love of the history of our Town.
- Lyn Telfer, whilst Lyn and I disagreed on a few issues, her aspirations for and dedication to our Town is significant.
- Members of our committees - Climate Action Reference Group, Public Art Panel and Reconciliation Action Plan committee.
- The dedicated staff and volunteers of the Glyde In.
- All the office bearers and volunteers in our community and sporting groups.

There are obviously hundreds that make up our community but I also recognise all members of the East Fremantle community as it is everyone that makes this community great.

I take this opportunity to recognise our wonderful staff both in our Administration, Neighbourhood Link and the great outside crew. All do a remarkable job and take such pride in our Town. I thank them.

Former Mayors Ian Handcock, Andrew Smith, Tim Smith and Alan Ferris. Former Councillors I have worked and dealt with such as Jono Farmer, Bob Wynn, Sian Martin, John Donovan, Dean Nardi, Tony Watkins, John Kirkness all did a remarkable job. All different but shared a love of the Town.

I make special acknowledgement of Ms May and her decades long dedication and commitment to our Town.

It has been a great privilege to part of such a great organisation and community known as the Town of East Fremantle.

10.2 MARKYT COMMUNITY SCORECARD

The results of our 2025 MARKYT Community Scorecard are in, and I am pleased to announce that the Town has been named the Number 1 local government area:

- as the best 'place to live'; and
- local businesses think it's the **best place to own or operate a business.**

The Town of East Fremantle also rates as the industry leader in five service areas:

- Community engagement and communications
- Environmental management and conservation
- River and foreshore management
- Environmental health services
- Waste management

I would like to thank everyone who took their time to share their feedback with us.

I would also like to thank our community advisory groups for the community input they offer our staff and Council to support decision making.

Finally I would like to acknowledge and thank CEO Jonathan Throssell and all his staff, and elected members for such a fantastic result.

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Reports start on the next page

12.1 PURCHASING POLICY - PURCHASING AUTHORITY LEVELS

Report Reference Number	ACR-799
Prepared by	David Van Herk, Accountant
Supervised by	Pratigya Pandeya, Finance Manager
Meeting date	Tuesday, 16 September 2025
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Amended Purchasing Policy and Procedures

PURPOSE

Council is requested to endorse a change to the purchasing authority limit for the Executive Manager Corporate Services, to streamline the approval process for the following regular payments:

- Loan Repayments
- DFES ESL Remittance
- Insurance Payments
- Payments to Australian Taxation Office (PAYG, GST Payable, & FBT Payable)
- Superannuation Liability Payments
- Payment of wages

EXECUTIVE SUMMARY

The Purchasing Policy governs all procurement activities within the Town, ensuring that purchases are made with the principles of transparency, probity and good governance and complies with the *Local Government Act 1995*. This review evaluated the policy's effectiveness, examined compliance with regulations, and identified opportunities for improvement.

BACKGROUND

Since the Purchasing Policy was last updated in December 2024, the finance team have identified an inefficiency with the Executive Manager Corporate Services position being unable to approve fixed liability payments above $50,000 (GST Inc). The above identified payments currently require the approval of the Chief Executive Officer.

The Audit, Risk and Improvement Committee considered this matter on 27 August 2025 and recommended:

Committee Resolution 062708
OFFICER RECOMMENDATION
Moved Cr Natale, seconded Mr Chauvel
That the Audit, Risk and Improvement Committee recommend Council approve the tracked changes amendments to the attached Purchasing Policy.

(CARRIED UNANIMOUSLY 4:0)
For: Mayor O'Neill, Mr Chauvel, Crs Wilson, Natale,
Against: Nil

CONSULTATION

Accountant – David Van Herk
Finance Manager – Pratigya Pandeya
Executive Manager Corporate Services – Peter Kocian
Audit, Risk and Improvement Committee – 27 August 2025

STATUTORY ENVIRONMENT

Local Government Act 1995
Local Government (Functions and General) Regulations 1996
State Records Act 2000

POLICY IMPLICATIONS

Policy 2.1.3 Purchasing

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance.
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)
Non-compliance with the Purchasing Policy and Procedure	Unlikely (2)	Major (4)	Moderate (5-9)	COMPLIANCE Some temporary non-compliance	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	8
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

SITE INSPECTION

Not applicable

COMMENT

The Purchasing Policy (appended Procedure 2.1.3) has been reviewed to ensure current and best practices are aligned – refer tracked changes.

CONCLUSION

The review of the Purchasing Policy is a necessary step to ensure that the organisation's procurement practices remain efficient, transparent, and aligned with current regulations and strategic objectives. The recommended revisions will aim to streamline purchasing processes and reduce costs.

12.1 COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 011609

OFFICER RECOMMENDATION

Moved Cr Natale, seconded Cr White

That Council approve the tracked changes amendments to the attached Purchasing Policy.

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

REPORT ATTACHMENTS

Attachments start on the next page

2.1.3 Purchasing

Type:	Corporate Services – Financial Management
Legislation:	Local Government Act 1995 Local Government (Functions and General) Regulations 1996
Delegation:	DA35 Ordering Thresholds
Other Related Document:	Purchasing Procedures PRO2.1.3

Policy

The Town of East Fremantle (the "Town") is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance and complies with the *Local Government Act 1995* (the "Act") and Part 4 of the *Local Government (Functions and General) Regulations 1996*, (the "Regulations"). Procurement processes and practices to be complied with are defined within this Policy and the Town's prescribed procurement procedures.

This Policy aims to ensure all procurement decisions are made in a consistent manner using an equitable process that will help to mitigate risk, demonstrate value and achieve the most advantageous outcome for the Town.

Policy Statement

Procurement decisions will be made using the following principles:

(1) Ethical Behaviour and Fair Dealing
Employees of the Town must conduct all procurement and business relationships with honesty, integrity, fairness, diligence and a high degree of care, ensuring processes are appropriate and compliant. Procurement processes must be transparent and free from bias and will be supported by Employee Code of Conduct and a Statement of Business Ethics, approved by the CEO outlining the behavioural standards expected by the Town from its employees, suppliers and contractors in conducting its business. Any canvassing of the Town's Elected Members or staff is strictly prohibited on current procurement activity.

(2) Value for Money (VFM)
Achieving value for money reflects the best possible outcome by considering cost and non-cost factors in procurement decisions. Non-cost factors are important in reducing risk and determining whole of life outcomes that do not adversely impact the community or environment.

These include safety and quality considerations, fit for purpose (specification), timeliness, sustainability (social and environment – circular supply), economic (local & regional) and relevant service benchmarks. Where a higher cost conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced conforming offer.

The Town recognises that in achieving long term value for money, appropriate strategic business partners may be developed with suppliers for specific supply categories. All strategic procurement partners will be reviewed on a periodic basis as per their associated arrangement, to a minimum period of every three (3) years from the commencement of the partnership. The acceptance of higher priced submissions must always be supported by justification, presenting demonstrable benefits proportionate to the level of activity.

All pre-qualified, approved, and strategic business partnership suppliers will be systematically reviewed in line with contract terms and performance criteria (at least three yearly or as required). This requirement will assess whether VFM continues to be achieved by the Town with any renewal or extension of contract arrangements.

(3) Open and Effective Competition
Competition is encouraged through the sourcing requirements of the procurement thresholds (below) and any allowable exemptions as outlined within this Policy.

The expected level of effective competition will depend on the pre-determined market engagement strategy (public, selective, pre-qualified) as identified in the procurement plan and the assessed level of procurement risk to the Town. Town employees are to source across a range of diverse suppliers, to ensure market opportunities are considered.

Purchasing Value Definition

Determining purchasing value is to be based on the following considerations:

1. Exclusive of Goods and Services Tax (GST);
2. The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Town will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased. A best practice suggestion is that if a purchasing threshold is reached within three years for a particular category of goods, services or works, then the purchasing requirement under the relevant threshold (including the tender threshold) must apply.
3. Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original purchasing value.

Purchasing Thresholds

The table below prescribes the purchasing process that the Town must follow, based on the purchase value:

Purchase Value Threshold	Purchasing Requirement
Up to $5,000 (exc GST)	Purchase directly from a supplier using a Purchasing or Corporate Credit Card issued by the Town, or obtain at least one (1) oral or written quotation from a suitable supplier, either from: • an existing panel of pre-qualified suppliers administered by the Town; or • a pre-qualified supplier on the WALGA Preferred Supply Program (e-Quotes) or State Government Common Use Arrangement (CUA); or • from the open market.
Over $5,001 and up to $20,000 (exc GST)	Request at least two (2) written quotations from suppliers following a brief outlining the specified requirement, either from: • an existing panel of pre-qualified suppliers administered by the Town; or • a pre-qualified supplier on the WALGA Preferred Supply Program (e-Quotes) or State Government CUA; or • from the open market. The purchasing decision is to be based upon assessment of the supplier's response to: • a written brief outline of the specified requirement for the goods; services or works required; and • value for money criteria, not necessarily the lowest price.
Over $20,001 and up to $50,000	Request at least three (3) written quotations from suppliers following a brief outlining the specified requirement, either from: • an existing panel of pre-qualified suppliers administered by the Town; or • a pre-qualified supplier on the WALGA Preferred Supply Program or State Government CUA; or • from the open market. The purchasing decision is to be based upon assessment of the supplier's response to: • a written brief outline of the specified requirement for the goods; services or works required; and • value for money criteria, not necessarily the lowest price. The procurement decision is to be represented using the Brief Evaluation Report Template.

Over $50,001 and up to $250,000 (exc GST)	Request at least three (3) written quotations from suppliers by formal invitation under a Request for Quotation, containing price and detailed specification of goods and services required. The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy. Quotations within this threshold may be obtained from: • an existing panel of pre-qualified suppliers administered by the Town; or • a pre-qualified supplier on the WALGA Preferred Supply Program (e-Quotes) or State Government CUA; or • from the open market. Requests for quotation from a pre-qualified panel of suppliers (whether administered by the Town through the WALGA preferred supply program or State Government CUA) are not required to be invited using a Request for Quotation form, however at least three written quotes are still required to be obtained. The purchasing decision is to be based upon assessment of the supplier's response to: • a detailed written specification for the goods, services or works required and • pre-determined evaluation criteria that assesses all best and sustainable value considerations. The procurement decision is to be represented using the Evaluation Report template.
Over $250,000 (exc GST)	Where the purchasing requirement is not suitable to be met through a panel of pre-qualified suppliers, or any other tender-exempt arrangement as listed under section 8 of this Policy, conduct a public Request for Tender process in accordance with the Regulations, this policy and the Town's tender procedures. The procurement decision is to be based on pre-determined evaluation criteria that assesses all value for money considerations in accordance with the definition stated within this Policy. The purchasing decision is to be based upon the supplier's response to: • a specification of the goods, services or works (for a tender exempt process including the WALGA Preferred Supplier Arrangement); or a detailed specification for the open tender process; and • pre-determined evaluation criteria that assesses all best and sustainable value considerations. The procurement decision is to be represented using the Evaluation Report template.

Unless otherwise approved in writing by the Chief Executive Officer, the Town will maintain a principal period of three (3) years for all initial procurement activities and contracts. The Town will periodically review recent past purchasing activity across its operations to identify categories of supply for which the Town will have continuing need, and which can be aggregated into single contract arrangements in order to achieve best value for money and efficiency in future purchasing activity.

The assessment of aggregated expenditure for the same category of supply capable of being supplied by a single supplier will determine the Purchasing Value threshold applicable to future purchasing activity.

Waiver of Quotation

Where this policy requires a certain number of quotations to be obtained, but it is not possible to obtain that number of quotations, then best endeavors must be used to obtain as many quotes as possible.

If it is not possible to obtain the required number of quotations then:

1. the requirement to obtain that number of quotations may be waived by the Chief Executive Officer or Executive Manager Corporate Services if the purchase is below $20,000 and justification has been provided by an officer with appropriate authority to incur the liability. The following are examples of where an exemption may be approved:
    - Supplier is a sole provider registered in the Town of East Fremantle
    - Supplier is an Aboriginal Business
    - Supplier is Disability Enterprise
    - Delivery of goods or services is time critical
    - The local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier
2. all other requirements of this policy applicable to that type or value of purchase apply.

The following supply categories are also exempt from quotation requirements, provided that the total value of Procurement does not exceed $250,000 ex GST over a three-year period.

1. Purchasing from Legal Service Providers

The Town of East Fremantle will utilise the WALGA preferred supplier contract for legal services. The selection of the service provider will be undertaken by the Chief Executive Officer or relevant Executive Manager (under delegated authority) based on factors including the panel provider undertaking similar work on behalf of the Town, specialist expertise as well as being based on standard contract performance. This supply category is exempt from the minimum quotation requirements.

2. Procurement of labour hire

The Town of East Fremantle will ensure due diligence is carried out when procuring labour hire from recognised personnel providers in the market, with suppliers to be registered with WALGA. The Town will undertake to ensure the most qualified and suitable person is hired under an arrangement with the labour hire provider. Whilst cost will be considered as part of the evaluation of suppliers, the most important criteria will be that the hired person is best fit for the

Town and someone who will carry out their duties and responsibilities in-line with the Town's ethos. This does not preclude the value for money section of the Town's purchasing policy. This supply category is exempt from the minimum quotation requirements.

3. Purchasing from Uniform Providers

The Town of East Fremantle will utilise the WALGA Preferred Panel for the procurement of uniforms. Purchasing for Corporate Uniforms and Protective Clothing is exempt from the general requirements of this Policy, and only requires one quote to be obtained. All purchases are still subject to a value for money judgement prior to issuing a Purchase Order.

4. Purchasing from Stationery Suppliers

The Town of East Fremantle will utilise either the WALGA preferred supplier contract or Social Enterprises (Disability and Aboriginal Corporations) for stationery purchases. The Town will endeavour to ensure value for money is realised as well as purchasing sustainable office supplies where possible. This supply category is exempt from the minimum quotation requirements.

5. Purchasing of Accounting and Strategic Financial Services

The Town of East Fremantle will utilise the WALGA preferred supplier contract for Accounting and Strategic Financial Services. The selection of the service provider will be undertaken by the Chief Executive Officer or relevant Executive Manager (under delegated authority) based on factors including the panel provider undertaking similar work on behalf of the Town, specialist expertise as well as being based on standard contract performance. This supply category is exempt from the minimum quotation requirements.

6. Specific Organisational Expertise

The Town of East Fremantle acknowledges that on occasion, contractors may have a unique understanding of Council procedures and/or software obtained through previous experience with the Town.

In cases where this specific expertise or knowledge of the Council is demonstrated to be beneficial to the Town or provides significant cost savings, purchases may be made from these contractors without obtaining the minimum number of quotations required. This exception recognises that such specialised knowledge and experience may lead to enhanced efficiency, reduced risk, and cost and time savings. This supply category is exempt from the minimum quotation requirements.

7. Other Exemptions

The Town is also not required to undertake a competitive procurement process for the following where the total value of Procurement does not exceed $250,000 ex GST over a three-year period:

(a) annual renewals for software maintenance, support and licensing fees,
(b) engagement of artists or performers,
(c) memberships and subscriptions,
(d) provision of advertising services,
(e) provision of utility services,
(f) provision of software and support by a third-party provider from a software developer that is known to the Town, that demonstrates value for money.

Sustainable Procurement and Corporate Social Responsibility

The Town is committed to providing a preference to suppliers that demonstrate sustainable business practices and high levels of corporate social responsibility (CSR). Where appropriate, the Town shall endeavour to provide an advantage to suppliers demonstrating that they minimise environmental and negative social impacts and embrace CSR. Sustainable and CSR considerations must be balanced against value for money outcomes in accordance with the Town's sustainability objectives.

For formal procurement decisions, the Town may weight sustainability up to a total of 20%, with a maximum of 10% able to be assigned for any one of the following elements:

1. **Environmental**

   Procurement that minimises unnecessary resource consumption, considers whole of life costs and delivers beneficial environmental economic outcomes is encouraged.

   The Town will support the purchasing of recycled and environmentally sustainable products whenever a value for money assessment demonstrates benefit toward achieving the Town's strategic and operational objectives.

   Qualitative weighted selection criteria will be used in the evaluation of Requests for Quote and Tenders to provide advantages to suppliers which:

   (a) demonstrate policies and practices that have been implemented by the business as part of its operations;
   (b) generate less waste material by reviewing how supplies, materials and equipment are manufactured, purchased, packaged, delivered, used and disposed; and
   (c) encourage waste prevention, recycling, market development and use of recycled/recyclable materials.

2. **Social**

   Procurement from organisations such as Aboriginal controlled businesses and social enterprises including Australian Disability Enterprises is encouraged.

   Where possible, Australian Disability Enterprises and Aboriginal businesses are to be invited to quote for supplying goods and services under the tender threshold. A qualitative weighting may be afforded in the evaluation of quotes and tenders to provide advantages to these businesses, or businesses that demonstrate a high level of employment diversity.

3. **Local Economy (with boundaries of the Southwest Group)**

   The Town will provide supply opportunities for local organisations that can demonstrate economic benefits, either through being a local business, the use of local sub-contractors or local employees. This will be dependent on the extent to which the local business can demonstrate a contribution to the local economy but does not include any preferential; treatment of pricing in the evaluation process.

   Requests for Quotation and Tenders will include a request for Suppliers to provide information regarding their sustainable practices and/or demonstrate that their product or service offers enhanced sustainable benefits.

Examples of criteria include the following:

1. The Tenderer must provide details of the benefits to the local community from their involvement in this contract. Examples may include, but should not be limited to things such as:
   - Local employment
   - Use of local service providers
   - Use of local food and beverage providers
   - Sourcing of materials and consumables locally
2. Community Participation and Benefits – provide commentary on initiatives to support Aboriginal business and indigenous community, local trade support, Australian manufacturing, and community benefit (i.e. corporate philanthropy or employment development programs for Corporate Social Responsibility such as disability enterprise or special needs).

Authorisation of Expenditure

Acceptance of tenders and quotations and the authorisation of expenditure is to comply with the Town's purchasing requirements, associated policies and procedures and within the relevant delegation or limit of authority.

All purchases of goods or services other than those goods or services deemed an emergency or those outside of normal business hours are only to be purchases after the approval of an appropriate purchase requisition and the receipt of a relevant purchase order.

The confirmation of any purchase after the completion of a quotation / tender process must be authorised by an officer to whom authority to incur a liability has been delegated ensuring that sufficient funds have been provided for in the Town's annual budget.

Record Management

Records of all purchasing activity must be retained in compliance with the *State Records Act 2000* (WA); the Town's Records Keeping Plan and associated procurement procedures.

For each procurement activity, such documents may include:

- the Procurement initiation document such as a procurement business case which justifies the need for a contract to be created (where applicable);
- procurement Planning and approval documentation which describes how the procurement is to be undertaken to create and manage the contract;
- request for Quotation/Tender documentation;
- copy of public advertisement inviting tenders, or the notice of private invitation (whichever is applicable);
- copies of quotes/tenders received;
- evaluation documentation, including individual evaluators note and clarifications sought;
- approval of award documentation;
- all correspondence to respondents notifying of the outcome to award a contract;
- contract Management Plans which describes how the contract will be managed; and
- copies of contract(s) with supplier(s) formed from the procurement process.

Responsible Directorate:	Corporate Services
Reviewing Officer:	Chief Executive Officer
Decision making Authority:	Council
Policy Adopted:	16/8/16
Policy Amended/Reviewed:	19/6/18, 17/9/19, 19/11/19, 10/12/19, 19/5/20, 15/9/20, 8/12/20, 20/7/21, 18/3/25, 27/8/25
Former Policy No:	4.2.4

PURCHASING PROCEDURES (PRO2.1.3)

1. Council purchase orders are to be signed only by Officers authorised by Council, namely the:
   - Chief Executive Officer; (unlimited)
   - Executive Manager Corporate Services; Limit **$50,000** *(With exceptions for below Liability Payments):*
     - Loan Repayments - ($200,000.00)
     - DFES ESL Payments – As required based on ESL payment schedule
     - Insurance Invoices - ($250,000.00)
     - ~~BAS~~ ATO Payments (PAYG, GST Payable, & FBT Payable) – ($150,000.00)
     - Superannuation Liability Payments – as required to meet statutory requirements
     - Payment of wages – As required
   - Executive Manager Regulatory Services; Limit $50,000
   - Executive Manager Technical Services; Limit $50,000
   - Operations Supervisor; Limit $15,000
   - Supervisor Infrastructure and Assets, Limit $15,000
   - Finance Manager, Limit $15,000
   - Manager People and Culture; Limit $5,000
   - Coordinator Corporate Services; Limit $5,000
   - Executive Assistant/Governance Coordinator; Limit $5,000
   - Coordinator Regulatory Services; Limit $5,000
   - Coordinator – Operations; Limit $5,000
   - Manager CHSP (CHSP related purchases only); Limit $5,000
   - Manager Community Engagement and Communication; $5,000
   - Senior Ranger; Limit $2,000
   - Principal Environmental Health Officer; Limit $1,500

   or those Officers acting in the positions
   All of the above thresholds are GST exclusive.

2. Authority limitations apply to any purchase including signing contracts in accordance with Delegation DA8 and DA9;

3. An official purchase order must be placed for all goods or services (including consultants' opinions, e.g. legal, engineering, town planning, etc.) ordered, prior to an invoice being received by the Town. Should an invoice be received without a purchase order having been created, a Creditor Request Form must be completed and authorised prior to payment of the invoice;

4. Standing Purchase Order – these are commitments made against a particular supplier for goods or services that are regularly procured over a specified period, usually one financial year. The full value of the commitment is restricted to the amount in the approved budget, allowing for a spread over more than one supplier. Standing order numbers will need to be quoted to the supplier for inclusion in their invoice. Standing orders will be expedited by Finance at the end of each financial year and will need to be re-established in the new financial year.

5. Emergency Order – emergency orders can only be processed outside the procurement process when any of the following events are likely to occur:
   - Possible cause of injury or loss of life
   - Potential to result in destruction of property
   - Possible loss or disruption to the Town's stakeholders or core functions

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- Will seriously impair the reputation of the Town in the local or wider community

In such cases, the purchaser will initially make a purchase commitment with a third party without following all the processes in this procedure. The purchase order is to be raised as soon as possible following the initial commitment and prior to the invoice being received.

6. When ordering by telephone a purchase order number must be quoted and the original of the order to be forwarded to the supplier endorsed "Confirmation of Telephone Order on "(date)".

7. Should an exception to the purchasing policy be applied to an order, an authorised 'exception form' **must** be attached to the Requisition/Purchase order in Synergysoft for the exemption to be valid.

8. All Officers are to ensure that when issuing a Council order for goods or services that a current account number (which will reflect the Budget estimate for those goods or services) be quoted on the Council order. This will ensure that:-

   8.1 expenditure is allocated to the correct Budget item (with the job number account being noted on the Council order); and

   8.2 that sufficient funds are identified against the job number account before expenditure is authorised.

9. In order that costs are adequately controlled before issuing a Council purchase order Officers must check against their current Budget estimates for the current financial year and monthly expenditure reports to ensure that there are sufficient funds to cover the cost of the goods or services being ordered;

10. Roles of Finance:

- Finance Officers will provide initial training and support to Authorised Purchasing Officer;
- Finance staff will review purchase orders on a periodic basis to ensure compliance with the Purchasing Policy including ensuring that all relevant quotes are attached. An email will be sent to the Purchaser seeking a valid reason why the Purchasing Policy was not complied with and they will be asked to provide the requested number of quotes to be attached to the purchase order. A report will be prepared yearly for presentation to the Audit and Risk Committee.
- Goods receipt amounts will be matched to supplier's invoice and processed for payment in line with their terms. Any variance greater than 10% will be referred to the Purchaser.
- Purchase orders will be reviewed every three months to ensure obsolete orders are expedited.

11. Where possible, The Town is to use environmentally friendly paper products including recycled paper;

12. All purchases must also comply with Policy 2.1.3 – Purchasing Policy.

13 REPORTS OF OFFICERS

Reports start on the next page

13.1 79 SEWELL STREET - CHANGE OF USE - SHORT TERM RENTAL ACCOMMODATION

Report Reference Number	OCR-3712
Prepared by	James Bannerman, Planner
Supervised by	Fraser Henderson, Executive Manager Regulatory Services
Meeting date	Tuesday, 16 September 2025
Voting requirements	Simple majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Photos
3. Plan
4. Heritage place record

PURPOSE

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 79 (Lot 255) Sewell Street, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 79 (Lot 255) Sewell Street, East Fremantle. The property is currently zoned residential with a density code of R20. The property is heritage listed Category B, but no works are proposed. The property is comprised of a single storey dwelling with 4 bedrooms, 2 bathrooms, kitchen, dining, and living area. It also has a single car bay on site. The owner/operator will not reside at the premises, so the proposal is considered unhosted.

The proposed use for short term rental accommodation is an “unlisted use” within a residential zone, however, local government may “determine that the use is consistent with the objectives and purposes of the particular zone and is therefore permitted” (clause 4.4.2a of Local Planning Scheme No.3). The Town does not have any specific local planning policies or local laws that regulate STRA. In accordance with State government regulations unhosted STRA (occupied more than 90 days) requires a development approval.

A management plan was provided to control potential amenity issues and other operational matters. A fire escape plan was also provided as part of the application. Maximum accommodation will be set at 4 people, and it is explicitly stated that parties are not permitted at the premises in accordance with the application documentation.

It is recommended that the proposed change of use to short term rental accommodation be approved subject to conditions included in the final recommendation.

BACKGROUND

Zoning	Residential R20
Site area	508m2
Heritage	Category B
Fremantle Port Buffer	Area 2 – no response required as no works involved
Previous Decisions of Council and/or History of an Issue or Site	P026/18 for short term accommodation and subsequent renewals

CONSULTATION

The proposed change of use to STRA was advertised from 15 to 29 August 2025. No submissions were received.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

<u>Built Environment</u>
Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces.
3.1 Facilitate sustainable growth with housing options to meet future community needs.
3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.
3.1.2 Plan for a mix of inclusive diversified housing options.
3.1.3 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.
<u>Natural Environment</u>
Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.
4.1 Conserve, maintain and enhance the Town's open spaces.
4.1.1 Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.
4.1.2 Plan for improved streetscapes parks and reserves.
4.1.3 Improve and protect the urban forest and tree canopy.
4.2 Enhance environmental values and sustainable natural resource use.
4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education.
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.

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)
	Unlikely (2)	Minor (2)	Low (1-4)	COMPLIANCE Some temporary non-compliances	Accept Officer Recommendation

RISK MATRIX

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

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

RISK RATING

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

A site inspection was undertaken.

COMMENT

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 79 (Lot 255) Sewell Street, East Fremantle. The property is currently zoned residential with a density code of R20. The property is heritage listed Category B, but no works are proposed, and the use has no impact on the heritage status. The property is comprised of a small, single storey dwelling with 4 bedrooms, 2 bathrooms, kitchen, dining, and living area. It also has a single carport car bay on site. The owner/operator will not reside at the premises, so the proposal is considered unhosted.

It is noted that the property was previously approved for use as STRA, but the approval lapsed. As a result, a new development application for the STRA was required to be submitted.

The proposed use for short term rental accommodation is an "unlisted use" within a residential zone, however, local government may "determine that the use is consistent with the objectives and purposes of the particular zone and is therefore permitted" (clause 4.4.2a of Local Planning Scheme No.3). The Town does not have any specific local planning policies or local laws that regulate STRA.

A management plan was provided to control potential amenity issues and other operational matters. A fire escape plan was also submitted as part of the application. Maximum accommodation will be set at 6 people, and it is explicitly stated that parties are not permitted at the premises in accordance with the application documentation.

Conditions will be recommended that aim to minimise the amenity impacts from the STRA on the neighbouring properties and surrounding area.

State Government Regulation

The State government has introduced a new regulatory framework for short term rental accommodation. In accordance with these regulations hosted short term rental accommodation does not require development approval, but unhosted short term rental accommodation that is occupied for more than 90 days requires Council approval. From 1 January 2025 it is also mandatory for STRA operators to have registered their accommodation with Department of Energy, Mining, Industry Regulation and Safety (DMIRS).

It is also noted that the Town is proceeding with Scheme Amendment 20 to correct the current inconsistencies in Local Planning Scheme No 3 in relation to short term rental accommodation and to ensure that the scheme aligns with the new regulatory framework.

The application has been assessed with regards to the relevant sections of the Department of Planning Lands and Heritage's *Position Statement: Planning for Tourism and Short-term Rental Accommodation*, LPS 3 provisions, residential amenity, and the impact that the use could have on surrounding neighbours and conditions imposed accordingly.

The following issues are relevant to the determination of this application;

- impact on residential amenity,
- number of bedrooms and the number of people accommodated,
- adequacy of car parking,
- management of the property, and
- length of planning approval.

Management Plan

A management plan was submitted which covered a range of matters including:

- the property manager's contact details,
- details of how issues such as noise and anti-social behaviour would be addressed,
- waste management,
- a fire and emergency plan, and
- car parking.

Maximum Number of Guests

The proposal is for use of the whole house and outdoors to be utilised as the STRA. The maximum number of guests will be limited to 6 people to ensure that there are no significant amenity impacts on surrounding residents. This will also be included as a condition in the final recommendation for approval.

Car Parking

As STRA is an unlisted use there are no specified parking standards. There is a single off -street parking bay available on-site and on-street parking is available, however, it is not reserved and there can be no guarantee that spaces will be available near the proposed STRA. The maximum number of people permitted to be accommodated (6 people) imposed as a condition of approval will limit parking demand. In line with the Residential Design Codes reduced parking provision is an acceptable outcome if proposed development occurs near major transport routes. It is noted that the property is located relatively close to a bus stop on Marmion Street (approximately 235m in distance) and Canning Highway (approximately 555m in distance) and has the benefit of high frequency bus routes travelling in both directions to and from Fremantle Train Station and Canning Bridge Train Station. This has the potential to reduce the need for guests to have a car and therefore reduce the demand for parking.

Signage

Commercial operations in residential areas that impact on the amenity of surrounding residents should be mitigated, including matters such as excessive signage, which can create visual pollution. No signage is referred to in the development application and a condition will be recommended that does not permit signage.

Noise

Noise is a legitimate concern for surrounding residents of STRA. It is considered that the day-to-day operations of STRA should not exceed normal household levels. In this case the property managers will be able to be contacted if there are issues with noise. The management plan states that noise must be kept to a minimum and no parties will be permitted.

Time Limit for Approval

A time limit of twelve months will be recommended as a condition of approval to ensure that the Town can monitor and respond to any adverse issues that may occur at the property. Applicants will have to seek re-approval prior to the expiry of the 12 month approval period. It is noted that there has been no previous reports of issues or problems at the site during previous periods when operated as STRA.

Submissions from Advertising

The proposed change of use to STRA was advertised from 15 to 29 August 2025. No submissions were received from advertising.

CONCLUSION

It is noted that there are multiple properties within residential zones in East Fremantle that are currently approved for use as STRA. This proposal is similar to these and represents a relatively low risk consideration based on the information supplied by the applicant/owner. It is considered to be a land use that will have minimal impact on the amenity of nearby properties or on the neighbourhood generally, providing the management plan is adhered to and matters considered in this report are addressed by way of the recommended conditions of development approval.

Based on the preceding assessment the proposed application to operate the short term rental accommodation at 79 Sewell Street, East Fremantle is recommended for support subject to the conditions included in the final recommendation.

13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 021609

OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr Maywood

That approval to operate short term rental accommodation be granted by Council at No. 79 (Lot 255) Sewell Street, East Fremantle, in accordance with correspondence and plans received on 11 August 2025, subject to the following conditions:

1. **The short term accommodation is limited to a maximum of 6 people being accommodated on site at any one time.**
2. **No more than 4 bedrooms are to be used for accommodation purposes.**
3. **No occupants' vehicles are to be parked on the Town verge, the pedestrian path or across the crossovers.**
4. **The owner's representative is to advise guests of key elements of the management plan including:**
   - **(i) emergency evacuation procedures; and**
   - **(ii) reminder that the premises are surrounded by residential dwellings and that noise is to be kept to a minimum after 10.30pm and before 7am.**
5. **A new development approval will be required to be submitted and approved by Council prior to the expiry of the development approval to continue operating the short term accommodation.**

6. **The approval may be revoked by the Town, prior to the expiry of the 12 month period if there are any adverse impacts involving noise, parking, vehicle traffic, use of the pool (without the necessary approvals) and surrounding amenity which are unable to be controlled by the applicant in a timely and effective manner and which is to the satisfaction of the Town.**
7. **This development approval does not include approval for any signage or advertising. No signage is to be displayed onsite.**
8. **This planning approval is to remain valid for 12 months from the date of this approval.**

Footnote:
The following is not a condition but a note of advice to the applicant/owner:

(a) This development approval is an approval under the Planning and Development Act 2015. The applicant is to ensure that the short term rental accommodation is registered with the State government and complies with the Short Term Rental Accommodation Act 2024 and associated regulations.

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

79 Sewell Street – Location and Advertising – Short Term Rental Accommodation

Attachment -2

79 Sewell Street – Photos

Scale in metres. Indicative only. Dimensions are approximate. All information contained herein is gathered from sources we believe to be reliable. However we cannot guarantee its accuracy and interested persons should rely on their own enquiries.

INT : 153m²

Floor Plan: www.project3axis.photography

79 Sewell Street, East Fremantle

PLACE RECORD FORM

PRECINCT	Plympton
ADDRESS	79 Sewell Street
PROPERTY NAME	N/A
LOT NO	Lot 255
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1898
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category B
PHYSICAL DESCRIPTION	No 79 Sewell Street is a single storey cottage constructed in timber framing and weatherboard cladding walls with a hipped corrugated iron roof. It is a simple expression of the Federation Bungalow style. The front elevation is symmetrically planned with a central door and hopper light flanked by sidelights and double hung sash windows. The facade features a full width skillion roofed verandah supported on timber posts. The roof features a large capped chimney stack. There are additions to the rear. 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.
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 framed and weatherboard cladding Roof - Corrugated roof sheeting
PHYSICAL SETTING	The residence is situated on level site with a brick and timber picket fence on the lot boundary.
STATEMENT OF SIGNIFICANCE	No 79 Sewell Street is a single storey house constructed in timber framing and weatherboard cladding with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place. The place has considerable heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate to high degree of authenticity and a high degree of integrity. The additions to the rear have no significance.
AESTHETIC SIGNIFICANCE	No 79 Sewell Street has considerable aesthetic value as a Federation Bungalow. It retains all the characteristics of the period with some loss of detail.
HISTORIC SIGNIFICANCE	No 79 Sewell 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 79 Sewell 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 79 Sewell Street is not rare in the immediate context but Plympton has rarity value as a working class suburb.
CONDITION	No 79 Sewell Street is in good condition.
INTEGRITY	No 79 Sewell Street retains a high degree of integrity.
AUTHENTICITY	No 79 Sewell Street retains a moderate to high degree of authenticity.
MAIN SOURCES	

13.2 SCHEME AMENDMENT NO. 21 - TOWN CENTRE ZONE - SINGLE HOUSES

Report Reference Number	OCR-3681
Prepared by	Christine Catchpole, Senior Planner
Supervised by	Fraser Henderson, Executive Manager Regulatory Services
Meeting date	Tuesday, 16 September 2025
Voting requirements	Simple majority
Documents tabled	Nil

Attachments

1. Local Planning Scheme No. 3 – Scheme Amendment No. 21 Report
2. Modified Zoning Table

PURPOSE

The purpose of this report is for Council to consider the preparation of a Scheme Amendment (initiation for advertising) proposing to modify the permissibility classification for the 'Single House' use class in the Town Centre zone.

EXECUTIVE SUMMARY

A Scheme Amendment to correct what is considered to be an unintended consequence of the permissibility classification for the 'Single House' use class in the Town Centre zone is proposed.

Recently, the administration was made aware that the landowners of a Town Centre property, who wish to restore an original heritage protected residence and use this for a Single House cannot do so because the property was approved for commercial purposes (office) in 1999.

When LPS 3 was gazetted in 2004 a 'X' permissibility symbol was assigned to the Single House use class in the Town Centre Zone. The intention of not permitting new development of single houses was aimed at facilitating a higher density of development in the Town Centre to maximise dwelling yields and diversity of housing types and not undermine strategic opportunities to consolidate development and activate the Town Centre. This approach ensured alignment with the State government planning framework.

The current permissibility classification of 'X' means a building originally constructed for residential purposes cannot revert to that use, if, at some point in the past it was approved solely for a commercial or other non-residential use. Council cannot legally permit a change of use to a 'X' use as it contravenes LPS 3 Scheme provisions. While the purpose of the 'X' classification is clear for sites which were not originally used for residential purposes or which have since been redeveloped at a higher dwelling density, it is the administration's view that the classification was not intended to prevent the use of an original residence for that purpose.

Given the circumstances, it is considered that a fair and reasonable way to rectify the situation is to modify LPS 3 to allow a building constructed as an original residence to again be used for that purpose, that is, by applying a 'P' permissibility classification, but only in the circumstance where the original building was constructed for a Single House. A Single House remains a 'X' use if proposed as a new development or as a change from a non-residential use. Therefore, the proposed Amendment, is considered to be appropriate in this circumstance to facilitate the preservation and continued maintenance of the heritage listed dwelling and residential use of the property. This approach would not prevent redevelopment of the remainder of the lot for a higher dwelling density nor restrict other commercial uses on the site (subject to compliance with LPS 3).

It is therefore recommended that Council support the preparation of Amendment No. 21 (initiation for advertising) in line with Option 1 (as discussed in Comments) as a 'standard' Amendment. The remaining parts of the Officer Recommendation address the requirement for the local government to formally acknowledge the Amendment classification type and advise the WAPC that referral of the amendment to the Environmental Protection Authority is not required before the WAPC can make a recommendation to the Minister for Planning to determine the Amendment.

BACKGROUND

The proposal to initiate this Amendment has been prompted by the landowners of a May Street property in the Town Centre zone who wish to renovate and use the original heritage listed residence for a Single House use on the existing green title (freehold) lot. Some commercial component may be proposed to be included, for example a home business/home office, as part of the renovation for a Single House or at a later stage.

Under the provisions of the Residential Design Codes of WA a *Single House* is defined as *a dwelling standing wholly on its own green title or survey-strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.*

The original residence was approved to be occupied by a commercial use in 1999. Since that time, the property has been used solely for an office and therefore no longer has development (planning) approval to be used for a Single House. The Council cannot approve a change of use application because a Single House is classified as a 'X' use (i.e., not permitted) in the Town Centre zone under the Zoning Table of LPS 3. The owners are unable to seek Council approval for a combined commercial use with a Single House as this does not meet the definition of 'Mixed Use' under the R-Codes (multiple dwelling(s) above commercial use), so approval of this use type cannot be considered.

The only other means of permitting use of the building for a residence is for the landowners to pursue other more costly and time consuming options which may result in an undesirable outcome for the original residence and requires the need to develop grouped and/or multiple dwellings and strata title the lot. This is considered an unreasonable constraint on using the property for its original purpose, particularly when the landowners are prepared to restore and maintain the heritage property and provide a dwelling and potentially a small scale commercial use.

There are three remaining Single Houses in the Town Centre on green title lots, all are heritage protected with the exception of one property, and all have been converted to commercial uses some time ago. These properties are all within May Street.

CONSULTATION

The Department of Planning Lands and Heritage (DPLH) was consulted seeking clarification in regard to the Amendment classification type. The Amendment was considered to meet the criteria of a 'standard' amendment. Under the *Planning and Development (Local Planning Schemes) Regulations, 2015,* regulation 35(2) determines an Amendment to be 'standard' for the following reasons:

a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;

b) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;

c) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and

d) any other amendment that is not a complex or basic amendment.

The following advertising is recommended as satisfactory for the required 42-day advertising period and is in accordance with the Planning and Development (LPS) Regulations, 2015:

- Town's website – *Consultations* and *Latest News* pages.
- Advertisement in the Local Paper – *Fremantle Herald.*
- Town Hall – Notice Board and reception TV screen.

Individual letters to surrounding ratepayers and residents is not considered necessary as the modification proposed is considered to have limited impact in terms of effect on amenity, development potential or the number of properties to which a change of use to a Single House is likely to occur.

Should the Council determine to initiate the Amendment, the consent of the WAPC to advertise the Amendment is the next step in the process. Referral to the Heritage Council of WA may also be required as the Amendment impacts an area in which heritage listed properties are located.

STATUTORY ENVIRONMENT

Planning and Development Act, 2005
Heritage Act, 2018
Planning and Development (Local Planning Schemes) Regulations, 2015
Local Planning Scheme No. 3 (LPS 3)

POLICY IMPLICATIONS

Local Planning Strategy 2022
Local Planning Policy 3.1.3 – Town Centre Redevelopment Guidelines

FINANCIAL IMPLICATIONS

In this circumstance it is considered the cost of the Amendment should be borne by the administration as the Amendment is required to correct an unintended consequence of the current planning controls and involves what is considered a minor technical change to the Scheme Text, requiring only minimal reporting and advertising.

STRATEGIC IMPLICATIONS

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

<u>Built Environment</u>
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)
	Unlikely (2)	Minor (2)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Yes.

COMMENT

Detailed justification for the Amendment is provided in the Scheme Amendment No. 21 Report (refer to Attachment 1). A summary of the Report is provided below.

Local Planning Framework

The proposed Amendment is considered to be in alignment in relation to the general objectives of LPS 3 which state, in part, the following:

- to recognise the historical development of East Fremantle and its contribution to the identity of the Town; and
- to conserve significant places of heritage value, and to preserve the existing character of the Town.

Also, the Amendment is considered not to be in conflict with the objectives of *Local Planning Policy 3.1.3 – Town Centre Redevelopment Guidelines* which, amongst other things, states as follows:

- encourage and stimulate renewal of the Town Centre and transform it into a desirable urban village that is the focal point for the local community; and
- establish an active and attractive street experience.

When LPS 3 was gazetted in 2004 a 'X' permissibility symbol was assigned to the Single House use class in the Town Centre Zone. The intention of not permitting new development of single houses was aimed at facilitating a higher density of development in the Town Centre to maximise dwelling yields and diversity of housing types and not undermine strategic opportunities to consolidate development and activate the Town Centre. This approach ensured alignment with the State government planning framework.

While town centres mostly accommodate commercial activities and mixed-use development, they can also include residential components where single dwellings can be built, subject to appropriate density codes, lot sizes and other planning policies. Zoning regulations and specific requirements will vary by local government area and the particular the type of town centre.

In the East Fremantle Town Centre there are a few remaining Single Houses on green title lots. Reverting to a Single House use in this circumstance is considered to have very little, if any, impact on the Town Centre, nor undermine strategic opportunities to increase the dwelling density of the site or to accommodate commercial uses (if desired). In fact, this site retains the potential to be developed further for residential development in the same manner as the adjacent northern property which also contains a heritage protected residence as well as a grouped dwelling (townhouse) development to the rear. In any event, the building is to retain its heritage listing and therefore demolition would not be supported to allow for wholesale development of the lot. So, this Amendment will not be an impediment to facilitating the development of the impacted lot(s) in the Town Centre for a higher dwelling density. It is therefore considered unreasonable to prevent a heritage protected building from being used for its original purpose.

Furthermore, of the other three green title residential buildings in the Town Centre zone which are currently being used for commercial purposes, two are heritage listed so the submission of a development application is required for works or if further development of the sites is proposed. The remaining residential building has been so significantly altered to accommodate a dental practice that it is considered unlikely to choose to revert to a Single House use.

Options to Amend Local Planning Scheme No. 3
Before proceeding to prepare the Amendment, the circumstances were discussed with DPLH Officers. In addition to commenting on Option 1 (proposed by the Town's administration), the DPLH suggested the consideration of two other possible options to amend LPS 3 to allow for a Single House use. All three options are discussed below.

Option 1
Amend the Zoning Table (clause 4.3) as detailed below (in italics) by inserting the superscript 5 after the 'X' permissibility symbol and inserting the corresponding footnote below the Zoning Table.

	Residential	*Mixed Use*	*Special Business*	*Town Centre*	*Special Zone – Royal George Hotel*
Single House	*P*	*P*	*P*	*X*[5]	*X*

Footnote
5. In the Town Centre zone, a single house has a permissibility classification of 'P' only where the original building was used for a Single House purpose as defined under the Residential Design Codes of WA and a change of use is for a Single House with no further use or development of the site other than for this purpose.

This is considered the simplest means of making the change as it only requires modification to one clause in the Scheme Text (cl 4.3) and no Scheme Map change. This minor change will permit works required to modify the building for a Single House use (if required), subject to compliance with LPS 3 and the Building Code. However, a change of use is permitted *only* where the building was originally constructed for residential purposes, and there is no further use or development of the lot, other than for the Single House use. It should be noted that a heritage listed property requires that any works or other proposed uses are subject to submission of a development application in any case. The 'P' designation (under Footnote 5) legally allows the change of use and only exempts an applicant from obtaining development approval for the change of use to a 'Single House' as defined under the R-Codes.

Option 2
Propose a scheme amendment to more broadly amend the permissibility designation for a Single House from 'X' to 'D' (discretionary) or 'A' (advertising plus discretionary) instead of the 'X[5]' designation (permitted subject to Footnote 5 above). In this case, any proposal for a Single House on any lot, within the Town Centre zone, would require sound justification and broader analysis as to potential impacts of contemplating such a use on the full extent of the Town Centre zone. This step is not considered necessary for the East Fremantle Town Centre. The situations in which conversion to a Single House use is considered only applicable to four sites, three of which are heritage protected so require a development application for any commercial or other residential change of use, and which are constrained in their development potential in any case. The remaining residential property has been substantially altered for conversion to a dental surgery and not on the heritage list. A modification to LPS 3 to this extent is therefore considered unwarranted and is unlikely to be applied under LPS 4.

Option 3
Propose a scheme amendment to designate an 'Additional Use' classification for the subject site (and potentially include a neighbouring property in the same situation). The approach would constitute a site-specific response to the matter of how the Scheme deals with a heritage protected Single House within the Town Centre zone. However, the properties constrained by the current classification are not all adjoining and therefore this approach would result in 'spot' rezonings in the Town Centre zone if an equitable response was to be applied to all impacted properties. So, it is considered this approach would require further unnecessary amendments to the Scheme Text (clauses and Schedule 2) and the Scheme Map (Additional Use indicated lot by lot) and would probably be unnecessary given the type of commercial uses in existing Single Houses and nature and length of time these businesses have been operating. Also, it may not achieve a desired outcome in the longer term, should the current or future landowners wish to further develop the sites for dwellings or add a commercial use. Again, it is unlikely to be applied under LPS 4.

Proposed New Local Planning Scheme No. 4
In June 2025, the Council resolved to prepare LPS 4 to replace LPS 3. Although the new Scheme Text will be drafted to address this matter, the process of preparing LPS 4 has only just commenced and gazettal of a new Scheme is still some way off. The proposed Amendment, ahead of LPS 4 is considered to be appropriate in this circumstance to facilitate the preservation and continued maintenance of a heritage protected dwelling and use of property for a residential purpose. This approach does not prejudice the planning framework for LPS 4.

All things considered, including the preparation of LPS 4 which will also address the issue, the preferable pathway to amend LPS 3 is considered to be Option 1, to modify clause 4.3 (i.e., the Zoning Table with the insertion of Footnote 5).

CONCLUSION

The proposed Scheme Amendment No. 21 Report (refer to Attachment 1) considers the preparation of an Amendment to modify the Zoning Table (clause 4.3) and insert an additional Footnote which will permit a change of use to a Single House if the building was originally constructed for a Single House and no further use or development is proposed other than for a Single House.

Under the current LPS 3 provisions existing Single Houses in the Town Centre zone which have previously been approved for a non-residential use cannot revert to a Single House use because of the 'X' permissibility designation. The Council cannot legally approve a 'X' use. At the time the commercial use approval was granted, the longer term consequences were not anticipated.

Town centres are designed to provide a mix of commercial, community, and retail activities, and the integration of residential uses, including single houses, is often part of enhancing the character and servicing the local community by providing housing options. The Amendment will potentially impact only a few existing residences on green title lots should they choose to revert to a Single House. This modification will not inhibit further commercial uses nor prevent development of residential dwellings to the rear, subject to compliance with LPS 3 and local planning policies. It is considered the Amendment will not undermine the overall aims of the Town Centre under LPS 3, therefore the preparation of the Amendment to correct what the Town considers an anomaly in the Zoning Table of LPS 3 is recommended to be supported.

The remaining parts of the Amendment resolution address the requirement for the local government to formally acknowledge the Amendment classification type and advise the WAPC that referral of the amendment to the Environmental Protection Authority is not required and therefore what section of the Planning and Development Act will apply. This is required before the WAPC can make a recommendation to the Minister for Planning to determine the Amendment under Section 81(2) of the Planning and Development Act, 2005 will apply.

13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 031609

OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr White

That Council:

1. **resolves that the Local Government pursuant to Section 75 of the *Planning and Development Act 2005*, and Regulation 35 and 46A of the Planning and Development (LPS) Regulations, 2015 prepare (initiate) for advertising Amendment No. 21 to Local Planning Scheme No. 3 by amending the Scheme Text as follows:**
   - **(a) Modify the permissibility symbol for the 'Single House' use class in the Town Centre zone from 'X' to 'X[5]'; and**
   - **(b) Insert Footnote 5 below the Zoning Table (refers to Clause 4.3) to read as follows:**

     '5. In the Town Centre zone, a single house has a permissibility classification of 'P' only where the original building was used for a Single House purpose as defined under the Residential Design Codes of WA and a change of use is for a Single House with no further use or development of the site other than for this purpose.'
2. **under Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 21 to the Town of East Fremantle Local Planning Scheme No. 3 is a 'standard' amendment for the following reasons as listed in the Regulations:**
   - **a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;**
   - **b) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;**
   - **c) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and**
   - **d) any other amendment that is not a complex or basic amendment.**

3. advises the Western Australian Planning Commission that under Section 33C of the Environmental Protection Amendment Regulations 2024 that the amendment is considered to be of the prescribed class (as listed below) that does not require referral to the Environmental Protection Authority, and accordingly that Section 81(2) of the Planning and Development Act, 2005 will apply:

a) an amendment to include a new provision or alter an existing provision regarding the administration and enforcement of the planning scheme.

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

0

REPORT ATTACHMENTS

Attachments start on the next page.

Town of East Fremantle
Local Planning Scheme No. 3

Amendment No. 21

Summary of Amendment Details

Modification to the Zoning Table to change the permissibility classification for a Single House in the Town Centre zone to permit a change of use to a Single House, only where the building was originally constructed for residential purposes and no further use or development of the site is proposed, other than for this purpose.

FORM 2A

Planning and Development Act 2005
RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME

Town of East Fremantle Local Planning Scheme No. 3
Amendment No. 21

1. **Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act, 2005*, and Regulation 35 of the Planning and Development (LPS) Regulations, 2015 amend the above Local Planning Scheme by:**

    (c) modifying the permissibility symbol for the 'Single House' use class in the Town Centre zone from 'X' to ' X[5] '; and

    (d) insert footnote 5 below the Zoning Table (refers to Clause 4.3) to read as follows:

    '5. In the Town Centre zone, a single house has a permissibility classification of 'P' only where the original building was used for a Single House purpose as defined under the Residential Design Codes of WA and a change of use is for a Single House with no further use or development of the site other than for this purpose.'

2. **Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 21 to the Town of East Fremantle Local Planning Scheme No. 3 is a 'standard' amendment for the following reasons as listed in the Regulations:**

    (a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
    (b) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
    (c) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
    (d) any other amendment that is not a complex or basic amendment.

3. **Advise the Western Australian Planning Commission that under Section 33C of the Environmental Protection Amendment Regulations 2024 that the amendment is considered to be of the prescribed class (as listed below) that does not require referral to the Environmental Protection Authority, and accordingly that Section 81(2) of the Planning and Development Act, 2005 will apply:**

    a) an amendment to include a new provision or alter an existing provision regarding the administration and enforcement of the planning scheme.

Dated this _____ day of _____ 2025

_____
Jonathan Throssell
(Chief Executive Officer)

Scheme Amendment No. 21 Report

1. Introduction

The purpose of this Amendment is to modify the Zoning Table to modify the 'Single House' permissibility classification in relation to the Town Centre zone.

The current Local Planning Scheme No. 3 (LPS 3) provisions do not permit the local government to approve of a change of use from a non-residential use to a Single House because it is classified as a 'X' (not permitted) use under the Town Centre zone. The proposed modification would allow Single Houses in the Town Centre zone to be used for that purpose only where the building was originally constructed for residential purposes. This use would only be applicable where a non-residential use is proposed to revert to a Single House use, provided there is no further use or development of the land for other than that purpose.

The proposed amendment is considered to be a 'standard' amendment in accordance with the descriptions set out under Regulation 35 (2) of the *Planning and Development (Local Planning Schemes) Regulations, 2015* on the basis that it is consistent with the following criteria:

i) An amendment relating to a zone or reserve that is consistent with the objectives identified in the Scheme for that zone or reserve;
ii) An amendment that would have minimal impact on land in the scheme area that is not the subject of an amendment;
iii) An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
iv) Any other amendment that is not a complex or basic amendment.

2. Background

The proposal to prepare this Amendment has been prompted by the landowners of a May Street property in the Town Centre zone who wish to restore and use the original heritage listed residence for a Single House on the existing green title (freehold) lot. Some commercial component may be proposed to be included, for example a home business/home office, as part of the renovation for a Single House or at a later stage. However, this has no bearing on the proposed modification to LPS 3.

Under the provisions of the Residential Design Codes of WA a *Single House* is defined as *a dwelling standing wholly on its own green title or survey-strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property.*

The original residence was approved to be occupied by a commercial use in 1999. Since that time, the property has been used solely for an office and therefore no longer has development (planning) approval to be used for a Single House. The Council cannot approve a change of use application because a Single House is classified as a 'X' use (i.e., not permitted) in the Town Centre zone under the Zoning Table of LPS 3. The owners are unable to seek Council approval for a combined commercial use with a Single House as this does not meet the definition of 'Mixed Use' under the R-Codes (multiple dwelling(s) above commercial use), so approval of this use type cannot be considered.

The only other means of permitting use of the building for a residence is for the landowners to pursue other more costly and time consuming options which may result in an undesirable outcome for the original residence and requires the need to develop grouped and/or multiple dwellings and strata title the lot. This is considered an unreasonable constraint on using the property for its original purpose, particularly when the landowners are prepared to restore and maintain the heritage property and provide a dwelling and potentially a small scale commercial use.

There are three other remaining Single Houses in the Town Centre on green title lots, all are heritage protected with the exception of one property, and all have been converted to commercial uses some time ago. These properties are all within May Street.

3. State Planning Framework

Consistent with the Activity Centre hierarchy of State Planning Policy 4.2, the Town's main commercial centre is the Town Centre and Canning Highway Mixed Use area. This area continues to provide a focus of activity for the community, particularly as it also includes an important civic function in that the Town Hall administration building is located in this centre. The Town Centre also has many residents.

The State government Central Sub-regional Planning Framework supports the intensification of residential and commercial growth in activity centre hubs and urban corridors with access to high frequency public transport. Consistent with the State planning framework, the Town's Local Planning Strategy 2022 (LPS 2022) identifies a number of Planning Areas located within activity centres, urban corridors, urban consolidation precincts and their catchments to support development, including additional residential dwellings.

The *Perth and Peel at 3.5 Million* housing target for the Town is 890 dwellings; required to accommodate population growth. It is expected that a high proportion of the residential dwelling target will be accommodated in the Town Centre. The use of heritage protected dwellings in the Town Centre for residential purposes is therefore considered in alignment with the State planning framework.

4. Local Planning Context

Town Centre

The Town Centre is the most diverse urban area within the Town. It is expected it will evolve over time to become part of a neighbourhood activity centre which accommodates further medium and high density mixed use development to improve economic viability and it is currently commensurate with a small town centre. The Town Centre has a strong core area which connects to the mixed use areas of the Canning Highway urban corridor and nearby George Street local centre.

The LPS 2022 supported a range of apartment styles and densities, terrace style housing and stand-alone mixed use developments in a defined Town Centre core area and in a defined Town Centre frame area on both sides of Canning Highway. It also supported the retention of heritage listed buildings.

Development in the Town Centre for the most part is contiguous with pedestrian friendly street frontages that include some activation. New development is expected to contribute to the public realm by enhancing and activating the streetscape, supporting social interaction and creating a distinct and appealing character for the centre.

When LPS 3 was gazetted in 2004 a 'X' permissibility symbol was assigned to the Single House use class in the Town Centre Zone. The intention of not permitting new development of single houses was aimed at facilitating a higher density of development in the Town Centre to maximise dwelling yields and diversity of housing types and not undermine strategic opportunities to consolidate development and activate the Town Centre. This approach ensured alignment with the State government planning framework.

The proposed Scheme Amendment does not pose a change that is considered would conflict with the above planning context.

Proposed New Local Planning Scheme No. 4

In June 2025, the Council resolved to prepare LPS 4 to replace LPS 3. Although the new Scheme Text will be drafted to address this matter, the process of preparing LPS 4 has only just commenced and gazettal of a new Scheme is still some way off. The proposed Amendment, ahead of LPS 4 is considered to be appropriate in this circumstance to

facilitate the preservation and continued maintenance of a heritage protected dwelling and use of property for a residential purpose. This approach does not prejudice the planning framework for LPS 4.

5. Proposed Amendment No. 21

Local Planning Scheme No. 3

The proposed Amendment is considered to be in alignment in relation to the general objectives of LPS 3 which state, in part, the following:

- to recognise the historical development of East Fremantle and its contribution to the identity of the Town; and
- to conserve significant places of heritage value, and to preserve the existing character of the Town.

Local Planning Policy 3.1.3 – Town Centre Redevelopment Guidelines

Also, the Amendment is considered not to be in conflict with the objectives of Local Planning Policy 3.1.3 – Town Centre Redevelopment Guidelines which, amongst other things state as follows:

- encourage and stimulate renewal of the Town Centre and transform it into a desirable urban village that is the focal point for the local community; and
- establish an active and attractive street experience.

Modification to Local Planning Scheme No. 3

While town centres mostly accommodate commercial activities and mixed-use development, they can also include residential components where single dwellings can be built, subject to appropriate density codes, lot sizes and other planning policies. Zoning regulations and specific requirements will vary by local government area and the particular the type of town centre.

In the East Fremantle Town Centre is it considered unreasonable to prevent the building from being used for its original purpose. Reverting to a Single House use in this circumstance is considered to have very little, if any impact on the Town Centre, nor undermine strategic opportunities to increase the dwelling density of the site or to accommodate commercial uses (if desired). In fact, this site retains the potential to be developed further for residential development in the same manner as the property to the north which has a heritage protected residence at the front of the site and is developed with grouped dwellings to the rear. In any event, the building is to retain its heritage listing and therefore demolition would not be supported to allow for wholesale development of the lot.

This Amendment is therefore not believed to be a restraint to facilitating the development of lots in the Town Centre for higher dwelling density development. This has already occurred and includes heritage protected single residential dwellings remaining in the Town Centre. Notwithstanding, for three of the properties potentially impacted by the Amendment, any works or development is subject to the provisions of LPS 3 and will most likely require the submission of development application for Council's consideration due to the heritage listing or planning controls already in place.

Options to Amend Local Planning Scheme No. 3

Before proceeding to prepare the Amendment, the circumstances were discussed with Department of Planning, Lands and Heritage (DPLH) Officers. In addition to commenting on Option 1 (proposed by the administration), the DPLH suggested the consideration of two other possible options to amend LPS 3 to allow for a Single House use. All three options are discussed below.

Option 1
Amend the Zoning Table (clause 4.3) as detailed below (in italics) by inserting the superscript 5 after the 'X' permissibility symbol and inserting the corresponding footnote below the Zoning Table.

	Residential	*Mixed Use*	*Special Business*	*Town Centre*	*Special Zone – Royal George Hotel*
Single House	*P*	*P*	*P*	*X*[5]	*X*

Footnote
5. In the Town Centre zone, a single house has a permissibility classification of 'P' only where the original building was used for a Single House purpose as defined under the Residential Design Codes of WA and a change of use is for a Single House with no further use or development of the site other than for this purpose.

This is considered the simplest means of making the change as it only requires modification to one clause in the Scheme Text (cl 4.3) and no Scheme Map change. This minor change will permit works required to modify the building for a Single House use (if required), subject to compliance with LPS 3 and the Building Code. However, a change of use is permitted *only* where the building was originally constructed for residential purposes, and there is no further use or development of the lot, other than for the Single House use. It should be noted that a heritage listed property requires that any works or other proposed uses are subject to submission of a development application in any case. The 'P' designation (under Footnote 5) legally allows the change of use and only exempts an applicant from obtaining development approval for the change of use to a 'Single House' as defined under the R-Codes.

Option 2
Propose a scheme amendment to more broadly amend the permissibility designation for a Single House from 'X' to 'D' (discretionary) or 'A' (advertising plus discretionary) instead of the 'X[5]' designation (permitted subject to Footnote 5 above). In this case, any proposal for a Single House on any lot, within the Town Centre zone, would require sound justification and broader analysis as to potential impacts of contemplating such a use on the full extent of the Town Centre zone. This step is not considered necessary for the East Fremantle Town Centre. The situations in which conversion to a Single House use is considered only applicable to four sites, three of which are heritage protected so require a development application for any commercial or other residential change of use, and which are constrained in their development potential in any case. The remaining residential property has been substantially altered for conversion to a dental surgery and not on the heritage list. A modification to LPS 3 to this extent is therefore considered unwarranted and is unlikely to be applied under LPS 4.

Option 3
Propose a scheme amendment to designate an 'Additional Use' classification for the subject site (and potentially include a neighbouring property in the same situation). The approach would constitute a site-specific response to the matter of how the Scheme deals with a heritage protected Single House within the Town Centre zone. However, the properties constrained by the current classification are not all adjoining and therefore this approach would result in 'spot' rezonings in the Town Centre zone if an equitable response was to be applied to all impacted properties. So, it is considered this approach would require further unnecessary amendments to the Scheme Text (clauses and Schedule 2) and the Scheme Map (Additional Use indicated lot by lot) and would probably be unnecessary given the type of commercial uses in existing Single Houses and nature and length of time these businesses have been operating. Also, it may not achieve a desired outcome in the longer term, should the current or future landowners wish to further develop the sites for dwellings or add a commercial use. Again, it is unlikely to be applied under LPS 4.

All things considered, including the preparation of LPS 4 which will also address the issue, the preferable pathway to amend LPS 3 is considered to be Option 1, to modify clause 4.3 (i.e., the Zoning Table with the insertion of Footnote 5).

6. Conclusion

This Scheme Amendment Report considers the preparation of a Scheme Amendment to modify a permissibility symbol in the Zoning Table (refers to clause 4.3) and insert an additional explanatory Footnote 5 which will permit a change of use to a Single House if the building was originally constructed for residential purposes and no further use or development other than for a Single House is proposed.

The Town is of the view that the inability to allow a building to revert to a Single House use, as opposed to the development of a new Single House under LPS 3 provisions, is an unintended consequence of classifying a Single House as a 'X' use (without exception) in the Town Centre zone. The existing provision prevents a number of original residential properties which are heritage protected from being used for this purpose if they have previously been approved for another use. It is not possible for Council to legally approve a reversal to a Single House use because of the 'X' classification (i.e., not permitted). At the time the approval was granted, the longer term consequences of eliminating the residential use were not anticipated.

Town centres are designed to provide a mix of commercial, community, and retail activities, and the integration of residential uses, including single houses is often part of enhancing the character and servicing the local community by providing housing options. The Amendment will permit only a few existing residences to revert to a Single House should they choose to so and will not inhibit their use as a commercial premises and/or for further development of residential dwelling units (subject to compliance with LPS 3 provisions).

The Town has a strong stance on preservation of heritage housing stock, hence there is no correlation to suggest that the Amendment will prevent the impacted properties from being developed for higher density residential purposes. These sites are heavily constrained by the required retention of the heritage protected property in any case.

The Amendment is not considered to undermine the overall aims of the Town Centre under LPS 3, therefore the preparation of Amendment No. 21 (for advertising) to correct what the Town considers an anomaly in LPS 3 is recommended.

The remaining parts of the Amendment resolution address the requirement for the local government to formally acknowledge the Amendment classification type and advise the WAPC that referral of the amendment to the Environmental Protection Authority is not required in this case and therefore what section of the Planning and Development Act will apply. This is required before the Commission can make a recommendation to the Minister for Planning to determine the Amendment under section 81(2) of the Planning and Development Act, 2005.

Planning and Development Act 2005

RESOLUTION TO AMEND LOCAL PLANNING SCHEME

Town of East Fremantle Local Planning Scheme No. 3
Amendment No. 21

1. **Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act, 2005*, and Regulation 35 of the Planning and Development (LPS) Regulations, 2015 amend the above Local Planning Scheme by:**

    a) **modifying the permissibility symbol for the 'Single House' use class in the Town Centre zone from 'X' to 'X[5]'; and**

    b) **insert footnote 5 below the Zoning Table (refers to Clause 4.3) to read as follows:**

        '5. In the Town Centre zone, a single house has a permissibility classification of 'P' only where a change of use is to allow the building to be used for a single residential purpose as defined under the Residential Design Codes of WA and there is no further use or development of the site other than for this purpose.'

2. **Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 20 to the Town of East Fremantle Local Planning Scheme No. 3 is a 'standard' amendment for the following reasons as listed in the Regulations:**

    a) **an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;**
    b) **an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;**
    c) **an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and**
    d) **any other amendment that is not a complex or basic amendment.**

3. **Advise the Western Australian Planning Commission that under Section 33C of the Environmental Protection Amendment Regulations 2024 that the amendment is considered to be of the prescribed classes (as listed below) that does not require referral to the Environmental Protection Authority, and accordingly that Section 81(2) of the Planning and Development Act, 2005 will apply:**

    a) **an amendment to include a new provision or alter an existing provision regarding the administration and enforcement of the planning scheme.**

FORM 6A

COUNCIL ADOPTION

This standard Amendment was prepared by resolution of the Council of the Town of East Fremantle at the Ordinary Meeting of the Council held on the _____day of _____, 2025.

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the Town of East Fremantle at the Ordinary Meeting of the Council held on the _____day of _____ 2025, proceed to advertise this Amendment.

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for ……. by resolution of the Town of East Fremantle at the Ordinary Meeting of the Council held on the [number] day of [month], 2025 and the Common Seal of the Town of East Fremantle was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....

MAYOR

.....

CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

.....

DELEGATED UNDER S.16 OF THE P&D ACT 2005

DATE.....

FORM 6A - CONTINUED

APPROVAL GRANTED

.....

MINISTER FOR PLANNING

DATE.....

Attachment -2

ZONING TABLE (modifications in red text)

USE CLASS	RESIDENTIAL	MIXED USE	SPECIAL BUSINESS	TOWN CENTRE	SPECIAL ZONE – ROYAL GEORGE HOTEL
Advertising Sign	A	A	A	A	A
Aged or Dependent Persons Dwelling	D	P	P	A	P
Amusement Parlour	X	X	D	A	X
Ancillary Accommodation	A	P	P	A	P
Bed and Breakfast	A	A	A	A	A
Caretaker's Dwelling	X	D	D	D	D
Child Care Premises	A	A	D	P	A
Cinema / Theatre	X	A	D	D	A
Civic Use	A	P	P	P	P
Club Premises	X	A	D	D	A
Community Purposes	A	D	P	D	D
Consulting Rooms	X/D[1]	D	P	P	D
Convenience Store	X	A	D	D	A
Educational Establishment	A	A	D	A	A
Exhibition Centre	X	P	P	P	P
Family Day Care	A	D	D	A	D
Fast Food Outlet (Refer 5.8.9)	X	A	A	A	A
Funeral Parlour	X	A	A	A	A
Grouped Dwelling	D[2]	P	P	P	P
Home Business	D	D	D	D	D
Home Occupation	P	D	D	D	D
Home Office	P	P	P	P	P
Home Store	D	D	D	D	D
Hospital	X	X	X	A	X
Hotel	X	X	X	A	X
Industry – Cottage	A	D	D	D	D
Industry – Service	X	D	D	D	D
Market	X	A	A	A	A
Medical Centre	X	A	P	P	A
Motel	**X**	**X**	**D**	**A**	**A**
Multiple Dwelling	X/A[3]	A	A	A	A
Night Club	X	X	X	X	X
Office	X/D[1]	D	P	P	D
Place of Worship	X	A	A	D	A
Pre-School / Kindergarten	A	D	D	P	D
Recreation – Private	X	A	D	A	A
Residential Building	X	A	D	A	A
Restaurant	X	D	P	P	D
Service Station	X	X	X	X	X
Shop	X	P	P	P	P
Showrooms	X	A	D	D	A
Single House	**P**	**P**	**P**	**X[5]**	**X**
Small Bar	X	A	A	A	A
Tavern	X	A	A	A	A
Telecommunications Infrastructure	A[4]	A[4]	A[4]	A[4]	A[4]
Veterinary Centre	X	A	P	A	A

1. Consulting Rooms and Office are a 'D' use only for those residential dwellings that are located adjacent to Canning Highway.
2. In areas with a density coding of R12.5, where a density bonus is sought for Grouped Dwellings on corner lots, applications shall be dealt with as an 'A' use. (Sub-clause 5.3.1)
3. In areas with a density coding of less than R40, Multiple Dwelling is an 'X' use.
4. Subject to the provisions of the Telecommunications Act 1997; the Telecommunications (Low-impact Facilities) Determination 1997 and Amendment No. 1; and the Telecommunications Code of Practice 1997.
5. **In the Town Centre zone, a single house has a permissibility classification of 'P' only where a change of use is to allow the building to be used for a single residential purpose as defined under the Residential Design Codes of WA and there is no further use or development of the site other than for this purpose.**

13.3 MONTHLY FINANCIAL REPORT 31 AUGUST 2025

Report Reference Number	OCR-3724
Prepared by	Pratigya Pandeya, Manager Finance
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting date	Tuesday, 16 September 2025
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Monthly Financial Report for the month ended 31 August 2025
2. East Fremantle Community Park Dashboard August 2025

PURPOSE

The purpose of this report is to present to the Council the Monthly Financial Report for the month ended 31 August 2025. A Capital Works report has been incorporated into the workbook.

EXECUTIVE SUMMARY

A Monthly Financial Report workbook has been prepared to provide an overview of key financial activity.

The WA Government amended regulation 34 of the *Local Government (Financial Management) Regulations 1996* to require the Statement of Financial Activity be presented according to nature or type classification.

Regulation 35 also requires local governments to prepare a monthly Statement of Financial Position. This has now been inserted into the Monthly Financial Report.

A Capital Works Report is presented detailing committed expenditure against budgets. This report is used to assess the clearance rate of capital projects.

A monthly dashboard report on the operations of EFCP is also presented to analyse performance against budget.

BACKGROUND

Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:

a. demonstrates the Town's commitment to managing its operations in a financially responsible and sustainable manner.
b. provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
c. ensures proper accountability to the ratepayers for the use of financial resources.

Financial information that is required to be reported to Council monthly includes:

a. operational financial performance against budget expectations.
b. explanations for identified variances from expectations.
c. financial position of the Town at the end of each month.

Understanding the Financials

When reading the financial information/statements, variances (deviations from budget expectations) are classified as either:

a. Favourable variance (F)
b. Unfavourable variance (U)
c. Timing variance (T)

A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur with the budget year. That is, the financial transaction will still occur, but just in a different month. This timing difference may require for the year-to-date budget to be amended for future periods.

A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.

A realised favourable variance on a revenue item is a positive outcome as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting in a decrease to the projected budget result.

A realised favourable variance on an expenditure item may have either of two causes – one being a saving because the outcome was achieved for lesser cost, which has the effect of increasing the projected budget result. The other cause may be that the proposed expenditure may not have been undertaken and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.

If a realised favourable or unfavourable variance is material in value, a recommendation will be provided to Council to amend the budget.

CONSULTATION

Budget Managers are provided with a monthly Responsible Officer Report for review and reporting of budget variances.

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.

Regulation 35 of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position to be prepared.

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

Fees and charges are imposed in accordance with section 6.16 of the *Local Government Act 1995.* Fees and charges imposed outside of the Annual Budget require an absolute majority decision of Council and must give local public notice of the new fees pursuant to section 6.19 of the *Local Government Act 1995*.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

As part of the adopted 2025/26 Budget, Council adopted the following thresholds as levels of material variances for financial reporting:

> *That in accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2025/26 for reporting material variances shall be:*
>
> *a) 10% of the amended budget; or*
> *b) $10,000 of the amended budget;*
>
> *whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each Nature classification and capital income and expenditure in the Statement of Financial Activity.*

STRATEGIC IMPLICATIONS

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

5.3.1 Deliver community outcomes through sustainable finance and human resource management.

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	Manage by monthly review of financial statements and key financial information....
Inadequate monitoring of grant funding and expenditure resulting in incorrect income transfers	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT $250,001 - $1,000,000	Manage by updating the internal grants register and contract liabilities register each month

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	No
Is a Risk Treatment Plan Required	No

SITE INSPECTION

Not applicable

COMMENT

This report presents the Statement of Financial Activity by Nature for the month ending 31 August 2025.

The following is a summary of headline numbers from the attached financial report, and explanations for variances is provided in Note 1 of the workbook:

	Original Budget	Current Budget	YTD Budget	August 2025 Actuals
Opening Surplus	**(588,579)**	**(225,020)**	**(225,020)**	**(285,348)**
Operating Revenue	13,588,708	18,897,730	11,621,307	11,784,481
Operating Expenditure	(14,783,386)	(20,349,467)	(3,486,241)	(3,000,517)
Capital Expenditure	(2,430,421)	(2,832,421)	(15,000)	(22,527)
Capital Income	933,213	1,183,213	394,000	250,000
Financing Activities	1,017,606	1,017,606	(30,345)	(30,345)
Non-Cash Items	2,162,200	2,262,859	383,081	383,081
Closing Surplus/(Deficit)	**0**	**(45,500)**	**8,641,782**	**9,078,825**

The Executive Summary in the workbook provides an overview of key indicators for the month. Further comments are provided below:

- Rate Notices were issued on the 28 July. The Town receipted $5.19 million in rates and charges revenue (including rates, ESL, service charges) by the end of August, equating to 43% of total rates and charges paid. It is noted that rate notices were issued one week later than last year.

- End of year accounting process for 24/25 are continuing, last month's reported carried forward deficit of ($225,067) has been adjusted and the amount remains ($285,348) as of August 2025.

- As the fixed asset register has not been finalised, no itemised depreciation has been run in 25/26, although a manual entry has been applied in the Statement of Financial Activity.

- Capital works has yet to substantially commence in 25/26

- Town records balance sheet account movements, such as provision of employee leave, interest on lease/ROU at the end of the financial year leading to timing variance during the year, however these are not considered material.

- East Fremantle Community Park estimated expenses and incomes are presented as separate line items in statement of financial activity.
    - Other Revenue - Principal Agent Arrangements
    - Other Expenditure - Principal Agent Arrangements

  EFCP July 2025 actual revenue and expenditure report has been received with the net operating loss of ($62K) against budgeted operating loss of ($80K). The approved budget forecasts for the remaining months (which will be used as a basis for monthly accruals) will be adjusted upon the receipt of actuals from EFCP in due course. Attachment 2 of this report contains the details of EFCP financial performance.

CONCLUSION

Council is requested to receive the Monthly Financial Report for the month ended August 2025.

13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 041609

OFFICER RECOMMENDATION:

Moved Cr Natale, seconded Cr White

That Council:

1. **receives the Monthly Financial Report for the month ended 31 August 2025, as presented as attachment 1 and 2 to this report, inclusive of:**
   - **(i) Statement of Financial Activity by Nature**
   - **(ii) Statement of Comprehensive Income**
   - **(iii) Statement of Financial Position**
   - **(iv) Capital Expenditure Report**
   - **(v) East Fremantle Community Park Dashboard**
2. **notes the unrestricted municipal surplus of $9,078,825 for the month ended 31 August 2025.**

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

REPORT ATTACHMENTS

Attachments start on the next page

TOWN OF EAST FREMANTLE

MONTHLY FINANCIAL REPORT
(Containing the Statements of Financial Activity and Financial Position)
For the period ended 31 August 2025

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

TABLE OF CONTENTS

TOWN OF EAST FREMANTLE
FOR THE PERIOD ENDED 31 AUGUST 2025

KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	($0.23 M)	($0.23 M)	($0.29 M)	($0.06 M)
Closing	($0.05 M)	$8.64 M	$9.08 M	$0.44 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$9.49 M	% of total
Unrestricted Cash	$6.69 M	70.5%
Restricted Cash	$2.80 M	29.5%

Refer to 3 - Cash and Cash Investments

Payables

	$4.87 M	% Outstanding
Trade Payables	$0.07 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Receivables

0	$0.35 M	% Collected
Rates Receivable	$6.87 M	43.0%
Trade Receivable	$0.35 M	% Outstanding
Over 30 Days		35.0%
Over 90 Days		39.6%
Refer to 7 - Receivables		0.0%

Key Operating Activities

Amount attributable to operating activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	$0.65 M
$0.81 M	$8.52 M	$9.17 M	$0.65 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$10.01 M	% Variance
YTD Budget	$10.02 M	1400.0%

Refer to 8 - Rate Revenue

Grants and Contributions

YTD Actual	$0.15 M	% Variance
YTD Budget	$0.19 M	(18.7%)

Refer to 10 - Grants and Contributions

Fees and Charges

YTD Actual	$0.58 M	% Variance
YTD Budget	$0.52 M	12.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($1.65 M)	$0.38 M	$0.23 M	($0.15 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.00 M	%
Amended Budget	$0.08 M	(100.0%)

Refer to 6 - Disposal of Assets

Asset Acquisition

YTD Actual	$0.00 M	% Spent
Amended Budget	$1.20 M	(99.9%)

Refer to 5 - Capital Acquisitions

Capital Grants

YTD Actual	$0.25 M	% Received
Amended Budget	$1.11 M	(77.4%)

Refer to 10 - Grants and Contributions

Key Financing Activities

Amount attributable to financing activities

$1.02 M	($0.03 M)	($0.03 M)	$0.00 M

Refer to Statement of Financial Activity

Borrowings

Principal repayments	$0.00 M
Interest expense	($0.02 M)
Principal due	$4.58 M

Refer to 9 - Borrowings

Reserves

Reserves balance	$2.62 M
Interest earned	$0.00 M

Refer to 4 - Cash Reserves

Report Preparation

Prepared by: Manager Finance

Reviewed by: Executive Manager Corporate Services

Date Prepared: 10/09/2025

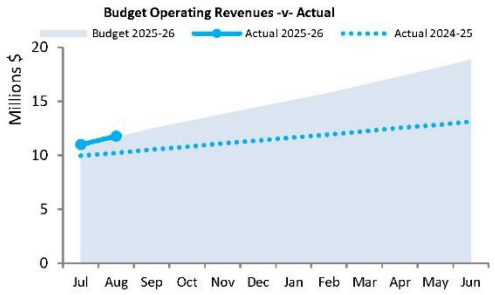
This information is to be read in conjunction with the accompanying Financial Statements and notes.

TOWN OF EAST FREMANTLE
FOR THE PERIOD ENDED 31 AUGUST 2025

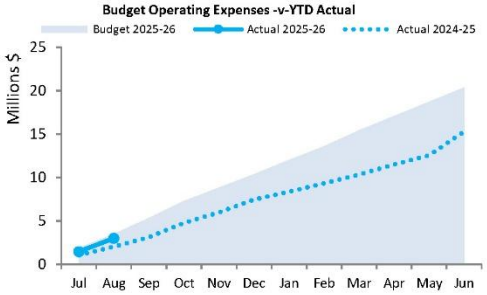
KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

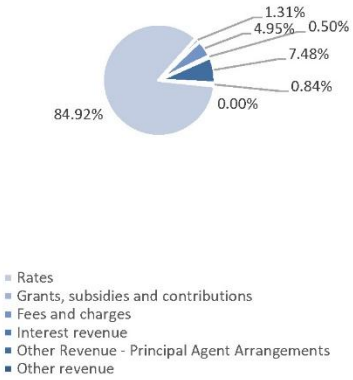
OPERATING REVENUE



OPERATING EXPENSES



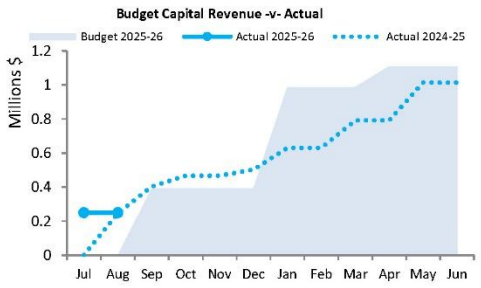
Operating Revenue by Nature & Type



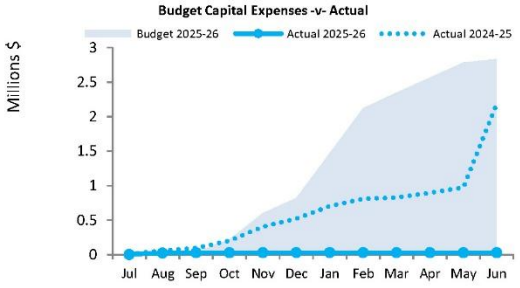
Operating Expenditure by Nature & Type

INVESTING ACTIVITIES

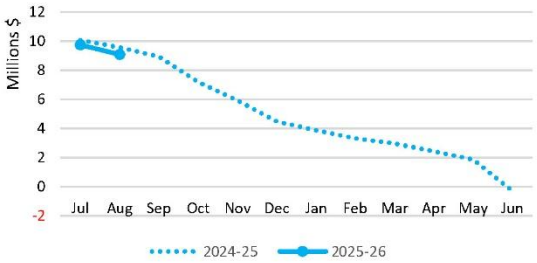
CAPITAL REVENUE



CAPITAL EXPENSES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025

	Note	Original Budget (a)	Current Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$	$	$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
Rates	8	10,044,192	10,044,192	10,016,261	**10,007,432**	(8,829)	(0.09%)	▼
Grants, subsidies and contributions	10	1,211,468	1,044,410	189,816	**154,257**	(35,559)	(18.73%)	▼
Fees and charges		1,808,373	1,808,373	518,714	**583,140**	64,426	12.42%	▲
Interest revenue		220,569	220,569	36,762	**58,820**	22,058	60.00%	▲
Other Revenue - Principal Agent Arrangements		0	5,476,080	815,007	**881,776**	66,769	8.19%	▲
Other revenue		268,480	268,480	44,747	**99,056**	54,309	121.37%	▲
Profit on asset disposals	6	35,626	35,626	0	**0**	0	0.00%	
		13,588,708	**18,897,730**	**11,621,307**	**11,784,481**	163,174	1.40%	
Expenditure from operating activities								
Employee costs		(5,687,040)	(5,687,040)	(909,072)	**(800,508)**	108,564	11.94%	▼
Materials and contracts		(4,914,916)	(4,637,025)	(859,050)	**(605,462)**	253,588	29.52%	▼
Utility charges		(452,443)	(452,443)	(75,407)	**(28,944)**	46,463	61.62%	▼
Depreciation		(2,298,486)	(2,298,486)	(383,081)	**(383,081)**	0	0.00%	
Finance costs		(300,133)	(300,133)	(50,022)	**15,120**	65,142	130.23%	▼
Insurance		(317,614)	(317,614)	(158,808)	**(126,670)**	32,138	20.24%	▼
Other Expenditure - Principal Agent Arrangements		0	(5,843,972)	(940,008)	**(989,347)**	(49,339)	(5.25%)	▼
Other expenditure		(812,754)	(812,754)	(110,793)	**(81,625)**	29,168	26.33%	▼
		(14,783,386)	**(20,349,467)**	**(3,486,241)**	**(3,000,517)**	485,724	13.93%	
Non-cash amounts excluded from operating activities	2(b)	2,262,859	2,262,859	383,081	**383,081**	0	0.00%	
Amount attributable to operating activities		**1,068,181**	**811,122**	**8,518,147**	**9,167,045**	648,898	7.62%	
INVESTING ACTIVITIES								
Proceeds from capital grants, subsidies and contributions	10	858,213	1,108,213	394,000	**250,000**	(144,000)	(36.55%)	▼
Proceeds from disposal of assets	6	75,000	75,000	0	**0**	0	0.00%	
Payments for property, plant and equipment	5	(1,342,693)	(1,634,693)	(15,000)	**(21,537)**	(6,537)	(43.58%)	▲
Payments for construction of infrastructure	5	(1,087,728)	(1,197,728)	0	**(990.3)**	(990)	0.00%	
Amount attributable to investing activities		**(1,497,208)**	**(1,649,208)**	**379,000**	**227,473**	(151,527)	(39.98%)	
FINANCING ACTIVITIES								
Transfer from reserves	4	1,328,527	1,328,527	0	**0**	0	0.00%	
Repayment of borrowings	9	(157,911)	(157,911)	0	**0**	0	0.00%	
Payments for principal portion of lease liabilities		(54,261)	(54,261)	(30,345)	**(30,345)**	0	0.00%	
Transfer to reserves	4	(98,749)	(98,749)	0	**0**	0	0.00%	
Amount attributable to financing activities		**1,017,606**	**1,017,606**	**(30,345)**	**(30,345)**	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year		(588,579)	(225,020)	(225,020)	**(285,348)**	(60,328)	(26.81%)	▼
Amount attributable to operating activities		1,068,181	811,122	8,518,147	**9,167,045**	648,898	7.62%	▲
Amount attributable to investing activities		(1,497,208)	(1,649,208)	379,000	**227,473**	(151,527)	(39.98%)	▼
Amount attributable to financing activities		1,017,606	1,017,606	(30,345)	**(30,345)**	0	0.00%	
Surplus or deficit after imposition of general rates		**0**	**(45,500)**	**8,641,782**	**9,078,825**	437,044	5.06%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 1 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

TOWN OF EAST FREMANTLE
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 AUGUST 2025

	NOTE	Original Budget	Current Budget	YTD Budget	YTD Actual
		$	$	$	$
Revenue					
Rates	8	10,044,192	10,044,192	10,016,261	10,007,432
Grants, subsidies and contributions	10	1,211,468	1,044,410	189,816	154,257
Fees and charges		1,808,373	1,808,373	518,714	583,140
Interest revenue		220,569	220,569	36,762	58,820
Other Revenue - Principal Agent Arrangements		0	5,476,080	815,007	881,776
Other revenue		268,480	268,480	44,747	99,056
		13,553,082	18,862,103	11,621,306	11,784,481
Expenses					
Employee costs		(5,687,040)	(5,687,040)	(909,072)	(800,508)
Materials and contracts		(4,914,916)	(4,637,025)	(859,050)	(605,462)
Utility charges		(452,443)	(452,443)	(75,407)	(28,944)
Depreciation		(2,298,486)	(2,298,486)	(383,081)	(383,081)
Finance costs		(300,133)	(300,133)	(50,022)	15,120
Insurance		(317,614)	(317,614)	(158,808)	(126,670)
Other Expenditure - Principal Agent Arrangements		0	(5,843,972)	(940,008)	(989,347)
Other expenditure		(812,754)	(812,754)	(110,793)	(81,625)
		(14,783,386)	(20,349,467)	(3,486,240)	(3,000,517)
		(1,230,304)	(1,487,364)	8,135,066	8,783,964
Capital grants, subsidies and contributions	10	858,213	1,108,213	394,000	250,000
Profit on asset disposals	6	35,626	35,626	0	0
		893,839	1,143,839	394,000	250,000
Total comprehensive income for the period		**(336,465)**	**(343,525)**	**8,529,066**	**9,033,964**

This statement is to be read in conjunction with the accompanying notes.

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 AUGUST 2025

	Note	30 June 2025	31 August 2025
		$	$
CURRENT ASSETS			
Cash and cash equivalents	3	2,774,625	4,845,409
Trade and other receivables		487,301	7,140,139
Other financial assets		2,616,769	4,645,805
Other assets		48,750	940,814
TOTAL CURRENT ASSETS		**5,927,445**	17,572,167
NON-CURRENT ASSETS			
Trade and other receivables		179,490	179,490
Other financial assets		79,620	79,620
Property, plant and equipment		56,364,489	56,002,945
Infrastructure		51,358,454	51,359,444
Right-of-use assets		210,380	210,380
TOTAL NON-CURRENT ASSETS		**108,192,434**	107,831,880
TOTAL ASSETS		114,119,879	125,404,047
CURRENT LIABILITIES			
Trade and other payables		2,576,946	4,869,250
Other liabilities		195,376	181,339
Lease liabilities		80,577	50,232
Borrowings	9	157,911	157,911
Employee related provisions		823,702	825,983
Other provisions		0	0
TOTAL CURRENT LIABILITIES		3,834,510	6,084,715
NON-CURRENT LIABILITIES			
Lease liabilities		204,476	204,476
Borrowings	9	4,418,891	4,418,891
Employee related provisions		134,319	134,319
TOTAL NON-CURRENT LIABILITIES		4,757,685	4,757,685
TOTAL LIABILITIES		8,592,195	10,842,399
NET ASSETS		**105,527,685**	**114,561,648**
Retained surplus		53,078,625	62,112,589
Reserve accounts	4	2,616,769	2,616,769
Revaluation surplus		49,832,291	49,832,291
TOTAL EQUITY		**105,527,685**	**114,561,649**

This statement is to be read in conjunction with the accompanying notes.

Movement in Equity as per Statement of Comprehensive Income **9,033,964**

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025

1 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is $10,000 or 10.00% whichever is the greater.

Description	Var. $	Var. %	Var.	Timing / Permanent	Explanation
	$	%			
Revenue from operating activities					
Rates	(8,829)	(0.09%)	▼	Timing	No material variance
Grants, subsidies and contributions	(35,559)	(18.73%)	▼	Timing	Non recognition of Non-Mckenzie grant receipt as income as works has not started
Fees and charges	64,426	12.42%	▲	Timing	Favourable, riverside mooring pens fees invoiced upfront in July 25 $158K
Interest revenue	22,058	60.00%	▲	Timing	Interest income higher than budgeted
	66,769	8.19%		Timing	EFCP July 2025 actual revenue higher than budgeted. Corresponding expenses (refer below) increased but overall favourable net result.
Other Revenue - Principal Agent Arrangements					
Other revenue	54,309	121.37%	▲	Timing	Reimbursement of long service leave from other council, will be adjusted with long service leave liability balance
Expenditure from operating activities					
Employee costs	108,564	11.94%	▼	Timing	Favourable
Materials and contracts	253,588	29.52%	▼	Timing	Favourable
Utility charges	46,463	61.62%	▼	Timing	Favourable, timing variance
Finance costs	65,142	130.23%	▼	Timing	Credit balance on expenses due to reversal of accrued interest on EF Oval Loan from prior year. Timing issue
Insurance	32,138	20.24%	▼	Timing	Favourable
	(49,339)	(5.25%)			Recognition of EFCP expenditure. July 2025 actuals of EFCP more than budget, overall result favourable due to larger favourable income (refer above)
Other Expenditure - Principal Agent Arrangements					
Other expenditure	29,168	26.33%	▼	Timing	
Non-cash amounts excluded from operating activities	0	0.00%		Timing	No material variance
Investing Activities					
Proceeds from capital grants, subsidies and contributions	(144,000)	(36.55%)	▼	Timing	Revenue recognition of grant. See Note 10 Grants & Contributions.
Proceeds from disposal of assets	0	0.00%		Timing	No variance - See Note 6 Disposal of Assets
Payments for property, plant and equipment	(6,537)	(43.58%)	▲	Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	(990)	0.00%		Timing	See Note 5 Capital Acquisitions for more detailed information
Surplus or deficit after imposition of general rates	437,044	5.06%	▲	Timing	Due to variances described above

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Current Budget Closing 30 June 2026	Last Year Closing 30 June 2025	Year to Date 31 August 2025
Current assets		$	$	$
Cash and cash equivalents	3	2,367,539	2,774,625	4,845,409
Trade and other receivables		774,141	487,301	7,140,139
Other financial assets		0	2,616,769	4,645,805
Other assets		177,665	48,750	940,814
		3,319,345	5,927,445	17,572,167
Less: current liabilities				
Trade and other payables		(1,074,631)	(2,576,946)	(4,869,250)
Other liabilities		(2,142)	(195,376)	(181,339)
Lease liabilities		(45,114)	(80,577)	(50,232)
Borrowings	9	(165,617)	(157,911)	(157,911)
Employee related provisions		(814,756)	(823,702)	(825,983)
Other provisions		(40,825)	0	0
		(2,143,085)	(3,834,511)	(6,084,715)
Net current assets		**1,176,260**	**2,092,934**	**11,487,452**
Less: Total adjustments to net current assets		(1,176,260)	(2,378,281)	(2,408,626)
Closing funding surplus / (deficit)		**0**	**(285,348)**	**9,078,826**

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Non-cash amounts excluded from operating activities		Current Budget	YTD Budget (a)	YTD Actual (b)
		$	$	$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(35,626)	0	0
Add: Depreciation		2,298,486	383,081	383,081
Total non-cash amounts excluded from operating activities		**2,262,859**	**383,081**	**383,081**

(c) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Current Budget Opening 30 June 2026	Last Year Closing 30 June 2025	Year Date 31 August 2025
		$	$	$
Adjustments to net current assets				
Less: Reserve accounts	4	(1,386,991)	(2,616,769)	(2,616,769)
- Current portion of borrowings	9	165,617	157,911	157,911
- Current portion of lease liabilities		45,114	80,577	50,232
Total adjustments to net current assets	2(a)	**(1,176,260)**	**(2,378,281)**	**(2,408,626)**

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

3 CASH AND CASH INVESTMENTS

Description	Unrestricted	Restricted	Total Cash	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
	$	$	$				
Cash Deposits							
Municipal Bank Account - On-Call	0	0	0	CBA	AA-	0.20%	At Call
Municipal Bank Account	4,663,470	181,339	4,844,809	CBA	AA-	3.50%	At Call
Municipal Bonds & Deposits Account	0	0	0	CBA	AA-	0.00%	At Call
Cash On Hand	600	0	600	Petty Cash/Till Float		0.00%	On Hand
Term Deposits	0						
Pooled (Muni, Reserves, Bonds and Grants)	2,000,000	0	2,000,000	NAB	AA-	4.10%	Dec 25
Pooled (Muni, Reserves, Bonds and Grants)	29,035	2,616,769	2,645,804	SUNCORP	A-	4.04%	Oct 25
Total	**6,693,106**	**2,798,108**	**9,491,213**				
Comprising							
Cash and cash equivalents	6,693,106	2,798,108	9,491,213				
	6,693,106	**2,798,108**	**9,491,213**				

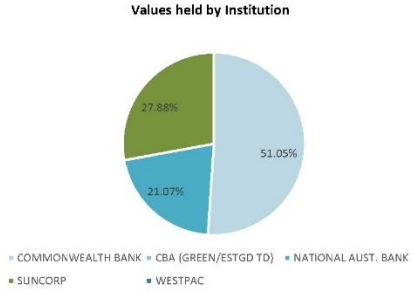
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Comments/Notes - Investments and Cash Deposits

INSTITUTION	$	(LT) RISK	%
COMMONWEALTH BANK	$4,844,809	AA-	51.05%
CBA (GREEN/ESTGD TD)	$0	AA-	0.00%
NATIONAL AUST. BANK	$2,000,000	AA-	21.07%
SUNCORP	$2,645,804	AA-	27.88%
WESTPAC	$0	AA-	0.00%
	$9,490,613		**100.00%**

(LT) RISK RATING	PORTFOLIO	$	%
	MAX 100%	$0	0%
AA-	MAX 100%	$6,844,809	72%
AA (GREEN TERM DEPOSITS)	MAX 100%	$0	0%
A- (DIVESTMENT)	MAX 100%	$2,645,804	28%
BBB+ (DIVESTMENT)	MAX 80%	$0	0%
		$9,490,613	100%

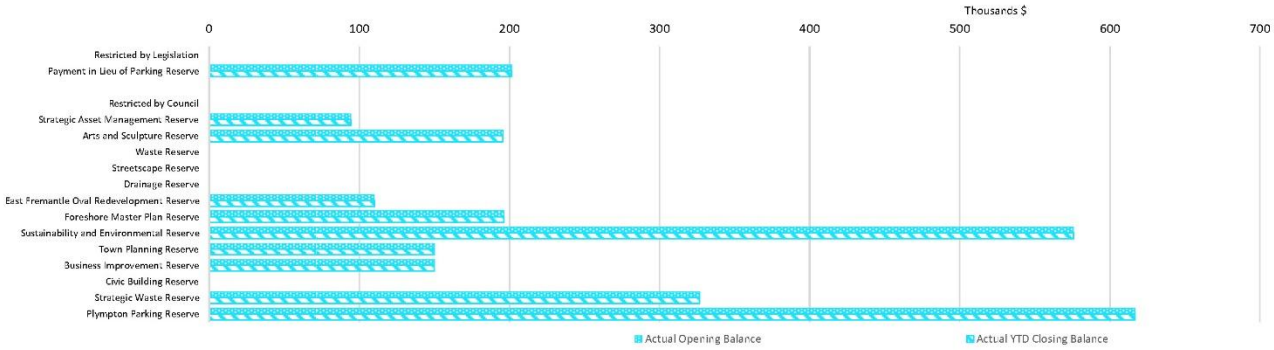
The Town obtains quotes from three (3) financial institutions prior to placing investments. This ensures the Town is receiving the best return on investment possible. The amount the Town invests is dependent on cash flow requirements for business operations and capital works for upcoming months. As the financial year progresses, the Town's cash holdings decreases which means less investment of Municipal funds.
The current monetary policy imposed by the Reserve Bank of Australia (RBA) is driving the interest rate environment.
The Town's investment policy precludes investing in term deposits for more than 12 months.



TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

4 RESERVE ACCOUNTS

	Original Budget				Current Budget							
Reserve name	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	$	$	$	$	$	$	$	$	$	$	$	$
Restricted by Legislation												
Payment in Lieu of Parking Reserve	201,385	0	0	201,385	201,385	0	0	201,385	201,385	0	0	201,385
Restricted by Council												
Strategic Asset Management Reserve	94,275	0	(90,000)	4,275	94,275	0	(90,000)	4,275	94,275	0	0	94,275
Arts and Sculpture Reserve	195,664	0	(91,000)	104,664	195,664	0	(91,000)	104,664	195,664	0	0	195,664
Waste Reserve		0	0	0		0	0	0	0	0	0	0.00
Streetscape Reserve		0	0	0		0	0	0	0	0	0	0.00
Drainage Reserve		0	0	0		0	0	0	0	0	0	0.00
East Fremantle Oval Redevelopment Reserve	110,000	0	(110,000)	0	110,000	0	(110,000)	0	110,000	0	0	110,000
Foreshore Master Plan Reserve	196,344	0	(196,344)	0	196,344	0	(196,344)	0	196,344	0	0	196,344
Sustainability and Environmental Reserve	575,750	98,749	(364,499)	310,000	575,750	98,749	(364,499)	310,000	575,750	0	0	575,750
Town Planning Reserve	150,000	0	(150,000)	0	150,000	0	(150,000)	0	150,000	0	0	150,000
Business Improvement Reserve	150,000	0	0	150,000	150,000	0	0	150,000	150,000	0	0	150,000
Civic Building Reserve	0	0	0	0	0	0	0	0	0	0	0	0.00
Strategic Waste Reserve	326,684	0	(326,684)	0	326,684	0	(326,684)	0	326,684	0	0	326,684
Plympton Parking Reserve	616,667	0	0	616,667	616,667	0	0	616,667	616,667	0	0	616,667
	2,616,769	**98,749**	**(1,328,527)**	**1,386,991**	**2,616,769**	**98,749**	**(1,328,527)**	**1,386,991**	**2,616,769**	**0**	**0**	**2,616,769**



31/08/2025

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

5 CAPITAL ACQUISITIONS

GL		Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Completion	Comments
	Plant & Equipment		**254,768**	**254,768**	**0**	**0**	**103,465**	**103,465**	**151,303**	**0%**	
E05208	E05208	Ford Ranger Super CC XL TDCI Dieself Space Cab	33,006	33,006	0	0	31,765	31,765		0%	
E12804	E12804	Toyota Hilux Dual Cab Ute	33,006	33,006	0	0	0	0		0%	
E11692	E11692	Ford Ranger Double CC XL Dual Cab Ute TDC1	37,700	37,700	0	0	35,844	35,844		0%	
E12613	E12613	Ford Ranger Single Cab Auto Diesel 4x2	33,006	33,006	0	0	31,765	31,765		0%	
E12642	E12642	Isuzu Truck	98,050	98,050	0	0	0	0		0%	
E04635	J04636	Upgrade of power to EV Charger - Dovenby House	20,000	20,000	0	0	4,091	4,091		0%	
							0				
	Furniture & Equipment		**10,000**	**10,000**	**0**	**4,867**	**0**	**4,867**	**5,133**	**49%**	
E04606	E04606	General Allocation (Photcopier Corporate Services)	10,000	10,000	0	4,867	0	4,867		49%	
	Buildings		**1,077,925**	**1,369,925**	**15,000**	**16,670**	**8,075**	**24,745**	**1,345,181**	**1%**	
E11715	J11748	Solar and Battery Installation East Fremantle Community Park. Solar installation Town Hall, Depot and Dovenby House	796,425	796,425	0	0	0	0		0%	
E11715	J11738	East Fremantle Community Park - Miscellaneous Works	200,000	387,000	15,000	16,670	0	16,670		4%	
E11739	E11739	Tricolore Windows Ballustrades	20,000	20,000	0	0	8,075	8,075		0%	
E14606	E14606	Buildings - General	61,500	106,500	0	0	0	0		0%	
E14601	E14601	Building Electrical Upgrades	0	10,000	0	0	0	0		0%	
	J11672	East Fremantle Community Park - Scoreboard	0	50,000	0	0	0	0		0%	

31/08/2025

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

5 CAPITAL ACQUISITIONS

GL		Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over		Completion	Comments
	Infrastructure - roads		**360,000**	**360,000**	**0**	**0**	**0**	**0**	**360,000**		**0%**	
E12820	J12850	Riverside Road (Swan Yacht club to Wayman reserve)	360,000	360,000	0	0	0	0			0%	
											0%	
	Infrastructure - drainage		**77,148**	**122,148**	**0**	**0**	**0**	0	122,148		**0%**	
E12823	J12834	Drainage - Various River Outlet Reduction and GPTS	27,148	27,148	0	0	0	0			0%	
E12823	J12835	Preston Point Road - Pipe from PPR to river above carpark - Pipe upgrade running down bank to river - Investigation and options	10,000	10,000	0	0	0	0				
E12823	J12836	Camp Waller - Drainage upgrade from accessway	20,000	25,000	0	0	0	0			0%	
E12823	J12837	Boat Ramp - Upgrade existing pits and clean out sumps with weeds	20,000	20,000	0	0	0	0			0%	
	J11673	Glasson Park - Limestone Wall	0	40,000	0	0	0	0			0%	
	Infrastructure - parks & ovals		**406,000**	**456,000**	**0**	**990**	**0**	**990**	455,010		**0%**	
E11726	E11726	Infrastructure - Parks & Ovals (General)	0	50,000	0	0	0	0				
E11728	J11741	Limestone wall replacement - Glasson Park	75,000	75,000	0	0	0	0			0%	
E11729	J11745	Extend cricket practice nets hardstand by approx 6m - Henry Jeff &	10,000	10,000	0	0	0	0			0%	
E11724	J12812	Rotunda replacement - Mervi Cowan Park	100,000	100,000		0	0	0			0%	
E11726	J11674	Parks & Ovals - Playground - Various Upgrades	10,000	10,000	0	0	0	0			0%	
E11725	J11747	Bore test/replacement - Foreshore Parks	120,000	120,000	0	0	0	0			0%	
E11729	J11742	Bore pump test - Stratford Street Park	91,000	91,000	0	0	0	0			0%	
			0	0	0	990	0	990				Miscoding. Has been rectified in Septermber 2025
	E11633	Inf - Cliff Management - Niergarup Track										
	Infrastructure - car parks		**20,000**	**20,000**	**0**	**0**	**0**	**0**	20,000		**0%**	
E12609	E12609	Carparks - General Allocation	20,000	20,000	0	0	0	0			0%	
	Infrastructure - footpaths		**224,580**	**239,580**	**0**	**0**	**9,700**	**9,700**	229,880		**0%**	
E12824	J12843	Pram ramp upgrades to DDA standards (to do 20 pram ramps)	45,000	45,000	0	0	0	0			0%	
E12824	J12845	Moss St, (west side), between Canning Hwy & George St (Remove Concrete and replace with Red asphalt, as per style guide)	70,000	70,000	0	0	0	0			0%	
E12824	J12844	George Street (north side), between Hubble St & Duke St (Remove brick paving and replace with red asphalt, as per style guide)	109,580	109,580	0	0	0	0			0%	
	J11846	Moss St, (west side), between Canning Hwy & George St (Remove Concrete and replace with Red asphalt, as per style guide)	0	15,000	0	0	9,700	9,700			0%	
			2,430,421	**2,832,421**	**15,000**	**22,527**	**121,240**	**143,766**	**2,688,655**		**1%**	

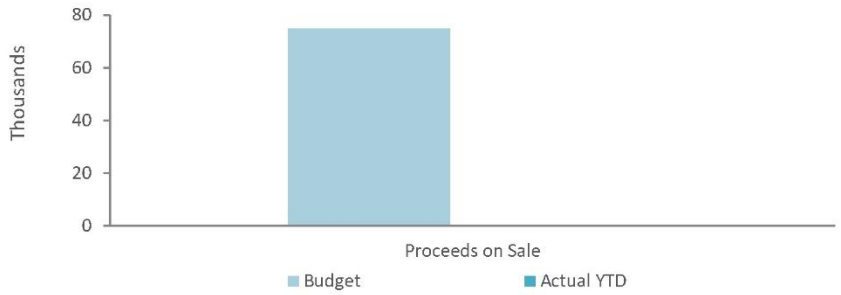
- Total Actual < Current Budget
- No Current Budget
- No YTD Actual
- Total Actual > Current Budget

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

6 DISPOSAL OF ASSETS

		Current Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
1GQJ-387	Isuzu MKR190 truck	7,034	15,000	7,966	0	0	0	0	0
1DTJ-953	EMRS Vehicle	0	10,000	10,000	0	0	0	0	0
1GQD-688	Kobota F3690	7,575	15,000	7,425	0	0	0	0	0
1GDV-315	TORO Z Mower	0	10,000	10,000		0	0	0	0
1GKM 815	Kobelco SK17SR-5	20,764	21,000	236	0	0	0	0	0
1TUQ-820	Isuzu 4.5T Tipper	4,000	4,000	0	0	0	0	0	0
								0	0
		39,374	**75,000**	**35,626**	**0**	**0**	**0**	**0**	**0**

***As at**



TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

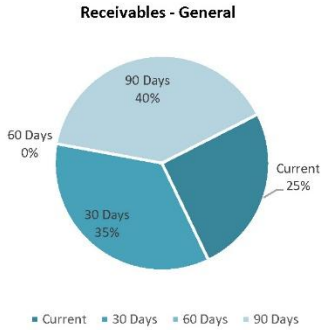
7 RECEIVABLES

12172382.67

Rates receivable	30 Jun 2025	31 Aug 2025
	$	$
Opening arrears previous years	78,272	114,004
Levied this year	11,444,213	11,944,375
Less - collections to date	(11,408,481)	(5,190,840)
Gross rates collectable	**114,004**	**6,867,539**
Allowance for impairment of rates receivable		0
Net rates collectable	**114,004**	**6,867,539**
% Collected	99.0%	43.0%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$
Receivables - general	51,495	71,079	0	80,426	203,000
Receivables - infringements					83,511
East Fremantle Lawn & Tennis Club, Left Bank					114,942
Allowance for credit losses of trade receivables	0	0	0	0	
Allowance for credit losses of other receivables	0	0	0	0	(54,237)
Total receivables general outstanding					**347,216**
Amounts shown above include GST (where applicable)			0		

* 90 days receivable includes receivable from EF Football Club $80K. Expected to be received in 25/26 as agreement has been signed in July 25

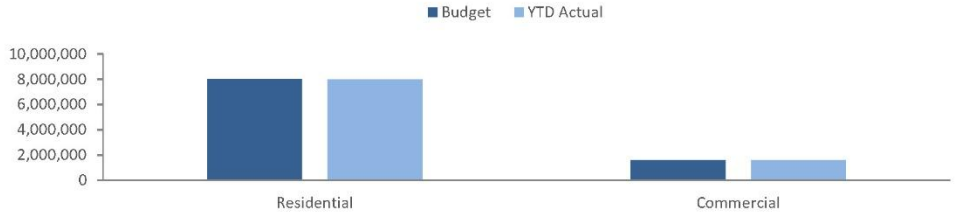


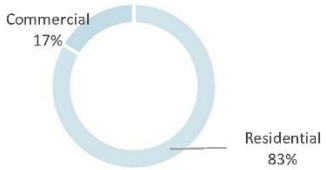
TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

8 RATE REVENUE

General rate revenue

RATE TYPE	Rate in $ (cents)	Number of Properties	Rateable Value	Rate Revenue	Current Budget Reassessed Rate Revenue	Total Revenue	YTD Actual Rate Revenue	YTD Actual Reassessed Rate Revenue	YTD Actual Total Revenue
				$	$	$	$	$	$
Gross rental value									
Residential	0.075417	2,968	105,518,080	7,961,100	33,517	7,994,617	7,957,857	0	7,957,857
Commercial	0.127835	119	12,346,985	1,578,377	0	1,578,377	1,578,377	0	1,578,377
Sub-Total		**3,087**	**117,865,065**	**9,539,477**	**33,517**	**9,572,994**	**9,536,234**	**0**	**9,536,234**
Minimum payment	**Minimum Payment $**								
Gross rental value									
Residential	1,360.00	336	4,977,190	456,960	0	456,960	456,960	0	456,960
Commercial	2,034.00	7	79,940	14,238	0	14,238	14,238	0	14,238
Sub-total		**343**	**5,057,130**	**471,198**	**0**	**471,198**	**471,198**	**0**	**471,198**
Total						**10,044,192**			**10,007,432**





TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

9 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Finance costs	
Particulars	Loan No.	1 July 2025	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget
		$	$	$	$	$	$	$	$	$
EF Oval Precinct Redevelopment	185	4,576,802	0	0	0	(157,911)	4,576,802	4,418,891	(36,579)	218,794
EF Oval Precinct Redevelopment - Loan guarantee	185	0	0	0	0	0	0	0	16,062	32,125
Total		**4,576,802**	**0**	**0**	**0**	**(157,911)**	**4,576,802**	**4,418,891**	**(20,517)**	**250,919**
Current borrowings		157,911					157,911			
Non-current borrowings		4,418,891					4,418,891			
		4,576,802					**4,576,802**			

All debenture repayments were financed by general purpose revenue.

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS
OPERATING CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Program	Grant Provider	Purpose of Grant	Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
			$	$	$	$
General Purpose Funding						
Grants Commission - General	WALGGC	Untied - General Purpose	191,670	78,189	26,867	26,867
Grants Commission - Roads	WALGGC	Untied - Road	85,665	32,088	9,393	9,313
Education and Welfare						
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	707,894	707,894	117,982	118,077
Recreation and Culture						
East Fremantle Festival	Port Authority/LotteryWest	East Fremantle Festival Funding	0	0	0	0
Urban Canopy Grant Program	WALGA	Implementation of urban canopy program	0	0	0	0
Riverbank Grant Funding	Foreshore Management Reserve	Norm McKenzie Wall Upgrade & Plaza Project	181,339	181,339	30,223	0
Community Amenities						
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	4,100	4,100	683	0
Transport						
Direct Grant	Main Roads	Direct Grant	28,000	28,000	4,667	0
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	4,800	4,800	0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	8,000	8,000	0	0
			1,211,468	**1,044,410**	**189,816**	**154,257**

Program	Grant Provider	Purpose of Grant	Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
Recreation and Culture				$	$	$
Fremantle Womens Soccer Club Refurb	State Government	Election Commitment - Flood Lighting Upgrade Wauhop Park	100,000	100,000	0	0
Community Energy Fund	Fed. Dept. of Industry, Science and Resources	Solar and Battery Installation	398,213	398,213	0	0
East Fremantle Community Park	AFL Facilities Fund		0	250,000	250,000	250,000
Transport						
Regional Road Group	Main Roads WA	Riverside Road Upgrade	240,000	240,000	96,000	0
Roads to Recovery	Department of Infrastructure	Riverside Road Upgrade	120,000	120,000	48,000	0
			858,213	**1,108,213**	**394,000**	**250,000**

TOWN OF EAST FREMANTLE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 AUGUST 2025

11 BUDGET AMENDMENTS

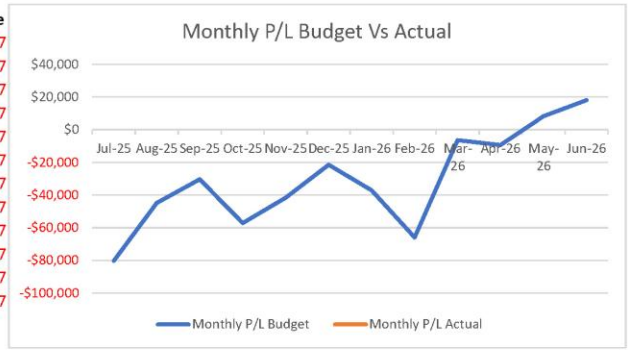
Amendments to original budget since budget adoption. Surplus/(Deficit)

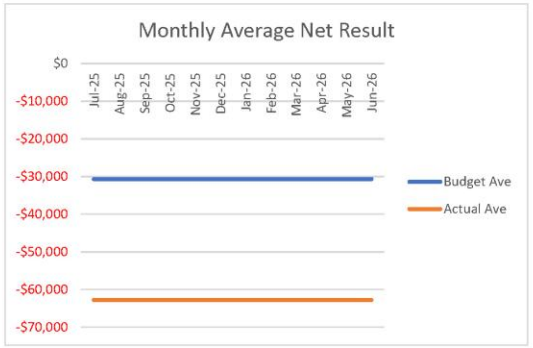
Description	Date	Increase / (Decrease) to Net Surplus	Current Budget Surplus/ (Deficit) Running Balance
		$	$
Annual Budget Adoption			0
Adjustment to budgeted surplus			
	19 Aug 25	363,559	363,559
Financial Assistance Grants			
General Purpose Grants - Grants Commission	19 Aug 25	-113,482	250,077
General Purpose Grants (Roads) - Grants Commission	19 Aug 25	-53,577	196,500
EF Oval Operating Expense/Income	19 Aug 25	367,891	564,391
Other Revenue - Principal Agent Arrangements	19 Aug 25	5,476,081	6,040,472
Other Expenditure - Principal Agent Arrangements	19 Aug 25	-5,843,972	196,500
EF Oval Redevelopment project			
Capex - EF Oval Redevelopment	19 Aug 25	-187,000	9,500
AFL Facilities Funding	19 Aug 25	250,000	259,500
East Fremantle Community Park - Scoreboard	19 Aug 25	-50,000	209,500
General Capex carry overs from 24-25			
Buildings general	19 Aug 25	-45,000	164,500
Camp Waller - Eaves	19 Aug 25	-5,000	159,500
Building Electrical Upgrades	19 Aug 25	-10,000	149,500
Glasson Park - Limestone Wall	19 Aug 25	-40,000	109,500
Parks and Ovals - Bores and Irrigation	19 Aug 25	-50,000	59,500
Moss Street Footpath	19 Aug 25	-15,000	44,500
Operational expenses carry overs 24-25			
Strategic and Business Planning Services	19 Aug 25	-40,000	4,500
Mooring Jetty Maintenance	19 Aug 25	-50,000	-45,500
24/25 Budget Opening Surplus / (Deficit)			
24/25 Actual B/F Surplus / (Deficit)		**(45,500)**	**(45,500)**

Attachment -2

Monthly P/L

Month	Budget	Actual	Budget Ave	Actual Ave
Jul-25	-$80,197	-$62,767	-$30,658	-$62,767
Aug-25	-$44,804		-$30,658	-$62,767
Sep-25	-$30,358		-$30,658	-$62,767
Oct-25	-$57,109		-$30,658	-$62,767
Nov-25	-$41,562		-$30,658	-$62,767
Dec-25	-$21,481		-$30,658	-$62,767
Jan-26	-$37,115		-$30,658	-$62,767
Feb-26	-$65,893		-$30,658	-$62,767
Mar-26	-$6,382		-$30,658	-$62,767
Apr-26	-$9,329		-$30,658	-$62,767
May-26	$8,249		-$30,658	-$62,767
Jun-26	$18,091		-$30,658	-$62,767
Total	**-$367,890**			

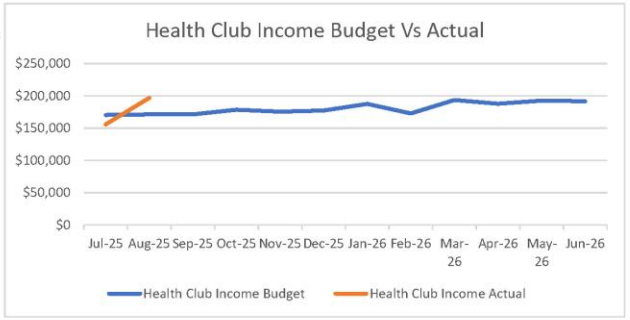


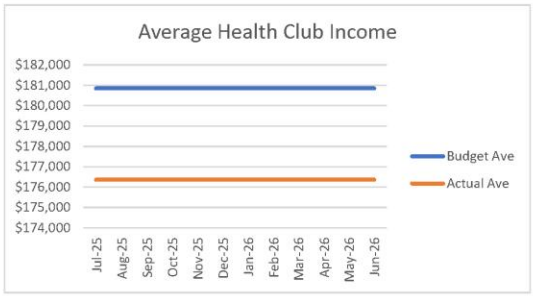


Health Club Income

Month	Budget	Actual	Budget Ave	Actual Ave
Jul-25	$170,356	$155,826	$180,849	$176,363
Aug-25	$171,251	$196,899	$180,849	$176,363
Sep-25	$171,442		$180,849	$176,363
Oct-25	$178,364		$180,849	$176,363
Nov-25	$175,555		$180,849	$176,363
Dec-25	$177,392		$180,849	$176,363
Jan-26	$187,412		$180,849	$176,363
Feb-26	$172,823		$180,849	$176,363
Mar-26	$193,573		$180,849	$176,363
Apr-26	$187,712		$180,849	$176,363
May-26	$192,733		$180,849	$176,363
Jun-26	$191,574		$180,849	$176,363
Total	**$2,170,187**	**$352,726**		
	0			

Note: August actuals includes revenue from 28 July 2025 to 31 August 2025

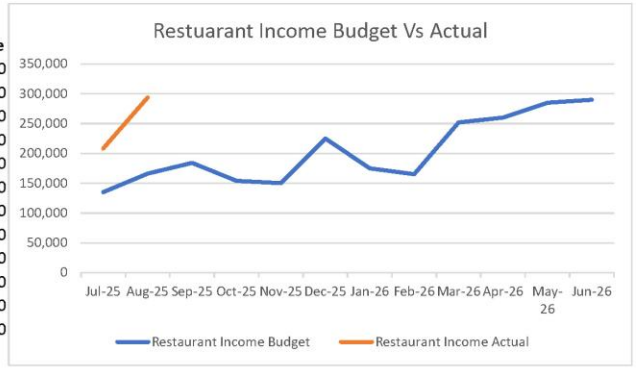


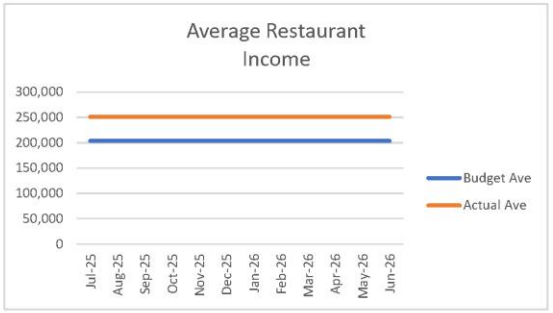


Attachment -2

Restaurant Income

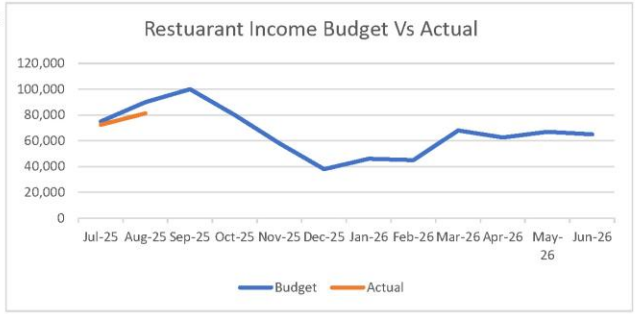
Month	Budget	Actual	Budget Ave	Actual Ave
Jul-25	135,000	208,352	203,417	251,110
Aug-25	166,000	$293,869	203,417	251,110
Sep-25	184,000		203,417	251,110
Oct-25	154,000		203,417	251,110
Nov-25	150,000		203,417	251,110
Dec-25	225,000		203,417	251,110
Jan-26	175,000		203,417	251,110
Feb-26	165,000		203,417	251,110
Mar-26	252,000		203,417	251,110
Apr-26	260,000		203,417	251,110
May-26	285,000		203,417	251,110
Jun-26	290,000		203,417	251,110
Total	**2,441,000**	**502,221**		
	0			

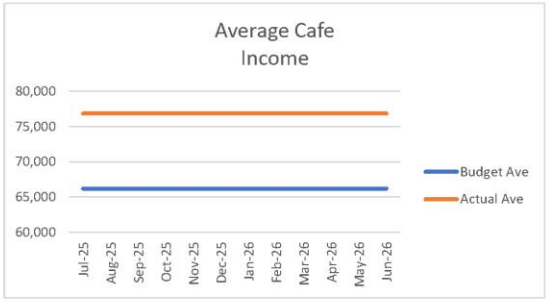




Café Income

Month	Budget	Actual	Budget Ave	Actual Ave
Jul-25	75,000	72,411	66,213	76,843
Aug-25	90,000	$81,274	66,213	76,843
Sep-25	100,000		66,213	76,843
Oct-25	80,000		66,213	76,843
Nov-25	58,000		66,213	76,843
Dec-25	38,000		66,213	76,843
Jan-26	46,000		66,213	76,843
Feb-26	45,000		66,213	76,843
Mar-26	68,000		66,213	76,843
Apr-26	62,550		66,213	76,843
May-26	67,000		66,213	76,843
Jun-26	65,000		66,213	76,843
Total	**794,550**	**153,686**		

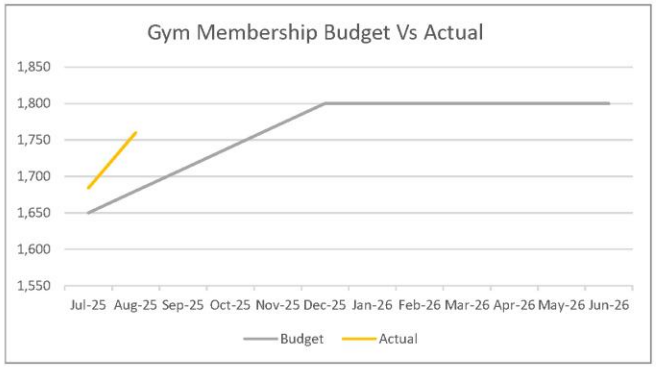




Attachment -2

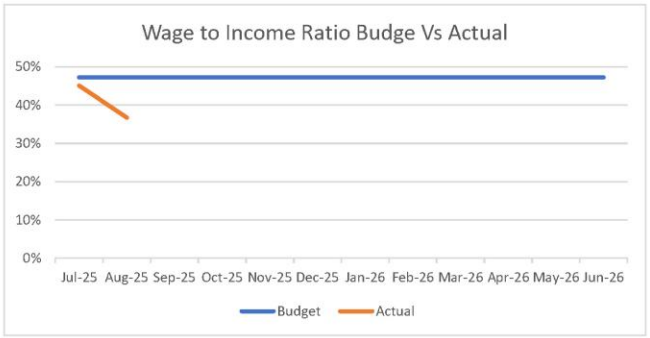
Gym Membership

Month	Budget	Actual
Jul-25	1,650	1,684
Aug-25	1,680	1,760
Sep-25	1,710	
Oct-25	1,740	
Nov-25	1,770	
Dec-25	1,800	
Jan-26	1,800	
Feb-26	1,800	
Mar-26	1,800	
Apr-26	1,800	
May-26	1,800	
Jun-26	1,800	



Wage to Income Ratio

Month	Budget	Actual
Jul-25	47%	45%
Aug-25	47%	37%
Sep-25	47%	
Oct-25	47%	
Nov-25	47%	
Dec-25	47%	
Jan-26	47%	
Feb-26	47%	
Mar-26	47%	
Apr-26	47%	
May-26	47%	
Jun-26	47%	



Casual Sales Sporting Clubs

Month	EFBC	EFFC	EFCC	Total
Jul-25	$17,119	$26,005	$693	$43,817
Aug-25	$18,636	$65,686	$83	$84,405
Sep-25				
Oct-25				
Nov-25				
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Jan-26				
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Attachment -2

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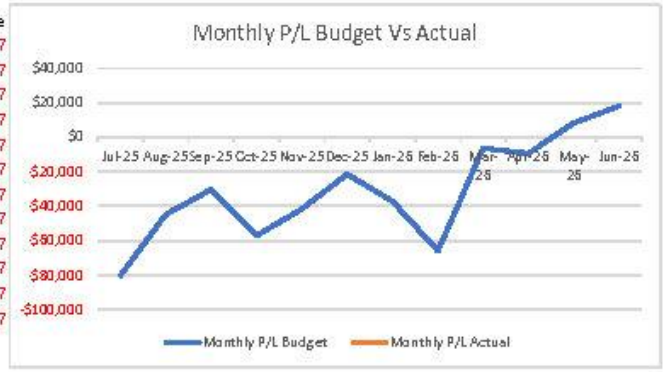

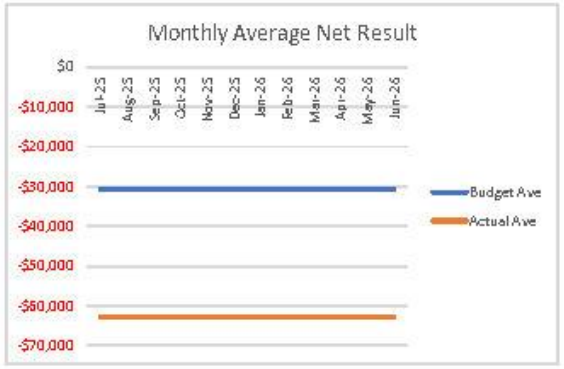

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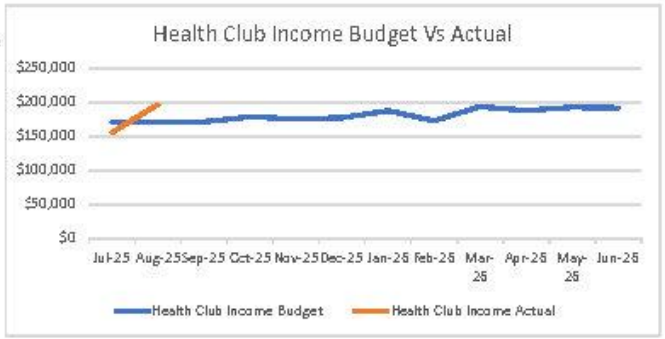

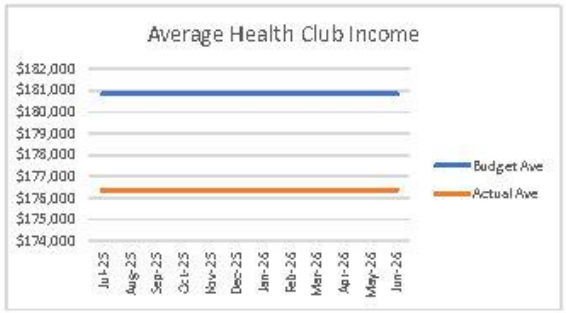

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Feb-26	165,000		203,417	251,110
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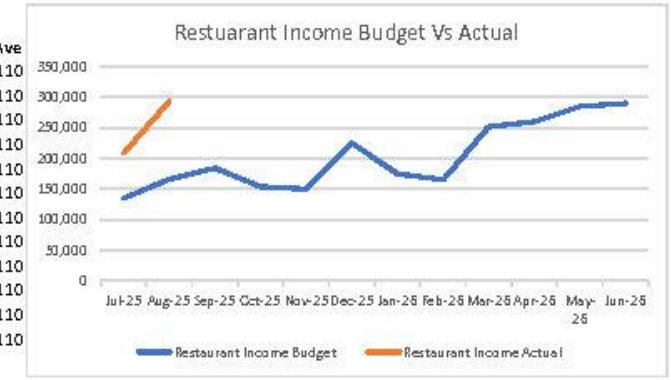

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Month	Budget	Actual	Budget Ave	Actual Ave
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Nov-25	58,000		66,213	76,843
Dec-25	38,000		66,213	76,843
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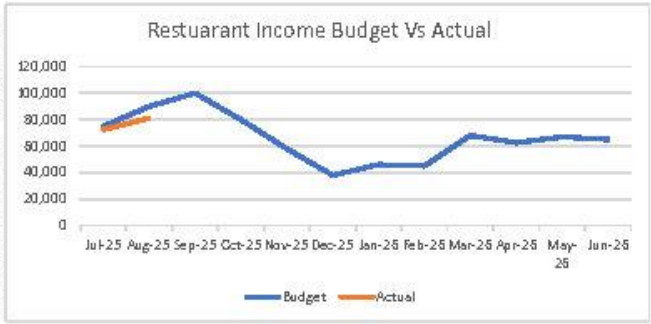

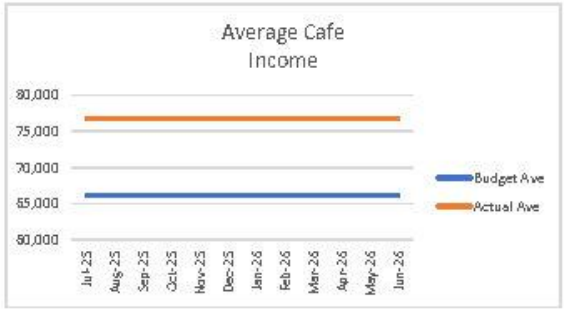

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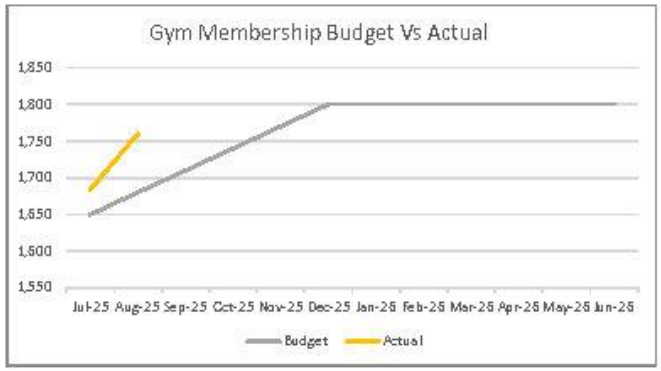

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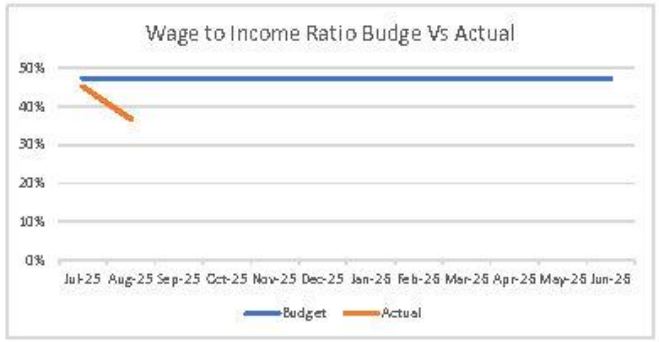
Feb-26	47%	
Mar-26	47%	
Apr-26	47%	
May-26	47%	
Jun-26	47%	



Casual Sales Sporting Clubs

Month	EFBC	EFFC	EFCC	Total
Jul-25	$17,119	$26,005	$693	$43,817
Aug-25	$18,636	$65,686	$83	$84,405
Sep-25				
Oct-25				
Nov-25				
Dec-25				
Jan-26				
Feb-26				
Mar-26				
Apr-26				
May-26				
Jun-26				

13.4 ACCOUNTS FOR PAYMENT AUGUST 25

Report Reference Number	OCR-3729
Prepared by	Natalie McGill Senior Finance Officer
Supervised by	Pratigya Pandeya Manager Finance
Meeting date	Tuesday, 16 September 2025
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. List of Accounts August 25
2. Caltex invoice July 25

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 31 August 2025.

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 August to 31 August 2025, as per the summary table.

BACKGROUND

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

The Town provides payments to suppliers by electronic funds transfer, cheque, or credit card. Attached 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.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

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

A new regulation has been added to the *Local Government (Financial Management) Regulations 1996* to increase transparency and accountability in local government, through greater oversight of incidental spending.

Regulation 13A covers purchasing cards issued by local governments to their employees. Purchasing cards use a local government approved line of credit that allows for the timely payment of goods and services acquired in the ordinary course of business.

Purchasing cards include the following:

- business or corporate credit cards
- debit cards
- store cards
- fuel cards
- taxi cards

Other than debit cards, purchasing cards all require a separate payment to the card provider.

Purchasing cards do not include:

- non-reloadable gift cards – these cards are not connected to a local government account or intended to be used as a means of making ordinary business transactions
- pre-loaded purchase or credit card advances – these are cash advances and should be recorded and acquitted accordingly
- SmartRider cards that are centrally controlled for general use – if these cards are managed under the cash advance provisions.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

RISK MATRIX

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

Unlikely	**2**	**Low (2)**	**Low (4)**	**Moderate (6)**	**Moderate (8)**	**High (10)**
Rare	**1**	**Low (1)**	**Low (2)**	**Low (3)**	**Low (4)**	**Moderate (5)**

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

RISK RATING

Risk Rating	3
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

Payments for the period include the following significant items.

Payee	Particulars	Amount (GST inc)
AUSTRALIAN TAXATION OFFICE	BAS JULY 2025	$ 75,917.00
VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	WASTE & RECYCLING – JULY 25	$ 36,593.54
WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA SUBSCRIPTIONS 2025-26	$ 30,128.42
JACKSON MCDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE	$ 27,921.17
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	$ 27,896.56
VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD AUSTRALIA	WASTE & RECYCLING – JULY 25	$ 25,333.18
INDIANIC SERVICES PTY LTD	MOORING PENS, JETTIES & LEEUWIN BOAT RAMP JETTY INFRASTRUCTURE - ANNUAL INSPECTIONS & REPORTS & MOORING PENS - REPLACE 4X LUGS	$ 23,974.50
FOCUS NETWORKS	RFT04 - 2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - AUGUST 25 & RFT04 - 2021/22 SOFTWARE AS A SERVICE AND MANAGED HARDWARE - AUGUST 25	$ 21,079.38
CYGNET WEST PTY LTD	JETTY MOORING LICENCE 01/09/25 - 31/08/26, MANAGEMENT FEES, POSTAGE & PETTIES & SEABED RENT 01/09/25 - 30/11/25	$ 15,201.31
KWINANA ENERGY RECOVERY	JULY WASTE DISPOSAL - GENERAL WASTE	$ 14,888.68

CONCLUSION

Nil

13.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 051609

OFFICER RECOMMENDATION:
Moved Cr Natale, seconded Cr White
That Council in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ended 31 August 2025.

August 2025		
Voucher No.	**Account**	**Amount**
Cheque 5422	**Municipal (Cheques)**	**$25.55**
EFT 39745—39877	**Municipal (EFT)**	**$594,380.96**
Payroll	**Municipal (EFT)**	**$262,009.18**
Term Deposit Placement	**Municipal (Direct Debit)**	**$2,000,000.00**
	Municipal (Direct Debit)	**$68,692.58**
	Credit Card	**$1,852.88**
	Total Payments	**$2,926,961.15**

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

TOWN OF EAST FREMANTLE

List of Accounts paid by the Chief Executive for August 2025 submitted for the information of the Council Meeting to be held on Tuesday 16 September 2025

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5422	27/08/25	DEPARTMENT OF TRANSPORT	12 MONTHS VEHICLE REGISTRATION	25.55	25.55
			CHEQUE TOTAL	**25.55**	**25.55**
EFTS					
		Supplier	**Description**	**Inv Amount**	**EFT**
EFT39745	14/08/2025	AUSTRALIAN TAXATION OFFICE	BAS JULY 2025	75,917.00	75,917.00
EFT39746	14/08/2025	APACE AID (INC)	CARRY OUT PLANTING ON NIERGARUP TRACK 25/07/25	2,102.58	2,102.58
EFT39747	14/08/2025	CITY OF COCKBURN	TIP FEES - JULY 2025	1,700.00	1,700.00
EFT39748	14/08/2025	FREMANTLE HERALD	ACROSS THE TOWN AD- 09/08/25 EDITION	605.00	605.00
EFT39749	14/08/2025	MCLEODS	PROFESSIONAL FEES - TRANSFER OF RIVER RESERVE LEASE - 14/07/25 - 29/07/25	446.60	446.60
EFT39750	14/08/2025	TELSTRA LIMITED	CEO MOBILE PHONE TO 01/08/25	149.96	
			DEPOT MOBILE BACK UP - 04/08/25 to 03/09/25	19.00	
			OPS, RANGERS TABLETS, RETIC & VMS TRAILER - 04/08/25 to 03/09/25	1,420.00	1,588.96
EFT39751	14/08/2025	WATER CORPORATION	WATER USE AND SERVICE CHARGES VARIOUS LOCATIONS	2,927.70	2,927.70
EFT39752	14/08/2025	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	27,896.56	27,896.56
EFT39753	14/08/2025	MAJOR MOTORS	P5020 - PARKS TRUCK - SERVICE AND TWO NEW FRONT TYRES	3,134.20	3,134.20
EFT39754	14/08/2025	FASTA COURIERS	COURIER SERVICES 2025/26 - 15/07/25 - 31/07/25	32.43	32.43
EFT39755	14/08/2025	STEANN PTY LTD	GREEN WASTE REMOVAL FROM BUND - AUGUST 2025	6,160.77	6,160.77
EFT39756	14/08/2025	JONATHAN EPPS	ARBORSIT INSPECTIONS & REPORTS - SEWELL STREET, RICHMOND CIRCUS & WALTER STREET	1,782.00	1,782.00
EFT39757	14/08/2025	WA RANGERS ASSOCIATION	THREE YEAR MEMBERSHIP - TWO RANGERS	240.00	240.00
EFT39758	14/08/2025	THE TRUSTEE FOR THE MACRI PARTNERS UNIT TRUST (MACRI PARTNERS)	LRCI PHASE 4 FY 2024-25 AUDIT	440.00	440.00
EFT39759	14/08/2025	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA SUBSCRIPTIONS 2025-26	30,128.42	30,128.42
EFT39760	14/08/2025	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES- ADMIN - 29/07/25	211.55	
			WOOLWORTHS PURCHASES - CHSP - 29/07/25	113.25	
			WOOLWORTHS PURCHASES - CHSP - 30/07/25	15.75	
			WOOLWORTHS PURCHASES - OPERATIONS - 30/07/25	10.20	
			WOOLWORTHS PURCHASES- ADMIN - 30/07/25	45.00	
			WOOLWORTHS PURCHASES- ADMIN - 31/07/25	18.75	
			WOOLWORTHS PURCHASES - CHSP - 31/07/25	29.00	
			WOOLWORTHS PURCHASES - CHSP - 05/08/25	70.91	
			WOOLWORTHS PURCHASES - CHSP - 06/08/25	38.70	
			WOOLWORTHS PURCHASES- ADMIN - 06/08/25	80.60	
			WOOLWORTHS PURCHASES - OPERATIONS - 06/08/25	68.64	
			WOOLWORTHS PURCHASES - OPERATIONS - 08/08/25	173.59	875.94
EFT39761	14/08/2025	RAC BUSINESSWISE	12 MONTH RAC ROADSIDE ASSISTANCE 01/09/25 - 31/08/26	2,462.00	2,462.00
EFT39762	14/08/2025	FOCUS NETWORKS	QU-8540G - VMWARE CRITICAL SECURITY UPDATE - JULY	1,199.00	
			PROJECT WORK RATE FOR OUT OF SCOPE WORKS - JULY	335.50	1,534.50
EFT39763	14/08/2025	ENVIRO SWEEP	STREET SWEEPING - JULY 2025 (INC FUEL SURCHARGE)	5,006.36	5,006.36
EFT39764	14/08/2025	LANDGATE	COPIES OF TRANSFER OF LAND ACT DOCUMENTS AND CERTIFICATES OF TITLE AS REQUESTED BY OPS AND REG SERVICES	195.60	195.60
EFT39765	14/08/2025	MOORE (MOORE STEPHENS)	PROFESSIONAL FEES - ACCOUNTING TREATMENT	1,188.00	1,188.00
EFT39766	14/08/2025	L FERRIS	REIMBURSEMENT OF COST OF TABLE COVERS	65.50	
			REIMBURSEMENT OF COST OF PURCHASE OF CARDS FOR CHSP CLIENTS	19.98	85.48
EFT39767	14/08/2025	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	GENERAL WASTE REMOVAL 46 EAST STREET - 11/06/25 - 28/07/25	860.47	
			FOGO - GREEN BINS & PRIORITY, GENERAL - WASTE RED BINS - RESIDENTIAL & PRIORITY, PARKS & RESERVES, STREET LITTER BINS, RECYCLING - YELLOW BINS - RESIDENTIAL & PRIORITY SERVICES, STREET LITTER BINS , COMMERCIAL 48-50 ALEXANDRA ROAD - RECYCLING & GENERAL WASTE - JULY	35,733.07	36,593.54
EFT39768	14/08/2025	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/07/25	19.90	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 11/07/25	12.45	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/08/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 06/08/25	19.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/08/25	20.00	91.35
EFT39769	14/08/2025	SHRED-X PTY LTD	240L SECURITY BIN EXCHANGE - TOWN HALL 20/05/25	24.29	
			240L SECURITY BIN EXCHANGE - DEPOT 20/05/25	12.14	36.43
EFT39770	14/08/2025	RICHGRO	GREEN WASTE PROCESSING - BUND CLEANOUT - AUGUST	1,240.00	1,240.00
EFT39771	14/08/2025	TRAVELWEST PUBLICATIONS WA PTY LTD	ADVERTISING THE HERITAGE TRAIL MAP IN THE FREMANTLE MAP - HELLO PERTH	1,331.00	1,331.00
EFT39772	14/08/2025	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS - RF59800236 - 6053C REG SVS - RVG2901500 6054CI OPERATIONS - RVQ3Y09206 -2554CI, - JULY	169.82	
			PRINTING COSTS - DOVENBY HOUSE - RVQ4209896 3554CI - JULY	112.44	282.26
EFT39773	14/08/2025	M2M ONE PTY LTD	25/26 - TOWN HALL LIFT EMERGENCT SIM CARD AUGUST 25	20.90	20.90
EFT39774	14/08/2025	PAPERSCOUT - (PLANET OF THE SHAPES)	DESIGN OF FRONT & BACK & INSIDE OF COVERS FOR THE BUDGET DOCUMENT TO GO ONLINE	154.00	154.00
EFT39775	14/08/2025	TPG NETWORK PTY LTD	INTERNET SERVICES - 01/07/25 - 31/07/25	1,789.70	1,789.70
EFT39776	14/08/2025	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 31/07/25	20.00	20.00
EFT39777	14/08/2025	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 31/07/25	20.00	20.00

Attachment -1

EFT39778	14/08/2025	JACKSON MCDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE -LICENCE ISSUES 30/06/25 - 25/07/25	14,074.37	
			LEGAL ADVICE - DEFECTS/LIABILITY/RECOMMENDATIONS - 24/06/25 - 09/07/25	13,846.80	27,921.17
EFT39779	14/08/2025	PEACEFUL EARTH WELLBEING	CHSP - CBDC CLIENT ACTIVITY- 23/07/25	50.00	50.00
EFT39780	14/08/2025	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 31/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 05/08/25	18.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/08/25	20.00	78.00
EFT39781	14/08/2025	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 31/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/08/25	20.00	40.00
EFT39782	14/08/2025	BING TECHNOLOGIES PTY LTD	ELECTRONIC MAIL - 16/07/25 - 31/07/25	128.89	128.89
EFT39783	14/08/2025	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS AUGUST	3,176.05	3,176.05
EFT39784	14/08/2025	MICHAEL RICHARD WARD	EXTERNAL BUILDING SURVEYOR SERVICES FOR 2025/25 YEAR - 22/07/25 - 4 HOURS AND 29/07/25 - 4 HOURS	800.00	
			EXTERNAL BUILDING SURVEYOR SERVICES FOR 2025/26 YEAR - 05/08/25 - 2 HOURS	200.00	1,000.00
EFT39785	14/08/2025	COASTLINE MOWERS	SERVICE KUBOTA F3690	1,197.55	
			SERVICE KUBOTA ZD1221	1,435.25	
			REPLACEMENT PETROL POWERED PUMP FOR WATER TRAILER	1,179.75	3,812.55
EFT39786	14/08/2025	SOURCE BUSINESS PARTNERS	WALGA PREFERRED SUPPLIER CONTRACT PSP004-12 MANAGED ACCOUNTING SERVICES -END OF YEAR ACCOUNTS AND AFS PREPARATION - 21/07/25 - 03/08/25	6,567.83	6,567.83
EFT39787	14/08/2025	MORIN AND SON TREE SERVICES	TREE PRUNING - VARIOUS LOCATIONS	5,005.00	5,005.00
EFT39788	14/08/2025	7 TO 1 PHOTOGRAPHY	THREE HOURS OF PHOTOGRAPHY INCLUDING NEW EXEC MANAGER PHOTOS AND PHOTOS AT THE FORESHORE	990.00	990.00
EFT39789	14/08/2025	KWINANA ENERGY RECOVERY	JULY WASTE DISPOSAL - GENERAL WASTE	14,888.68	14,888.68
EFT39790	14/08/2025	VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD	CREDIT - WASTE DISPOSAL (GENERAL WASTE)	- 206.50	
			CREDIT - WASTE DISPOSAL (FOGO)	- 1,543.07	
			CREDIT NOTE 61188490 - WASTE DISPOSAL (FOGO)	- 1,879.41	
			CRDIT NOTE 61195770 - WASTE DISPOSAL (FOGO)	- 981.54	
			CREDIT NOTE 61195788 -WASTE DISPOSAL (RECYCLING)	- 2,022.85	
			WASTE DISPOSAL (GENERAL WASTE)	1,944.60	
			WASTE DISPOSAL (FOGO)	25,145.05	
			WASTE DISPOSAL (RECYCLING)	6,391.22	
			CREDIT NOT 61248843 WASTE DISPOSAL (FOGO)	- 1,406.33	
			CREDIT NOTE 60728319 - WASTE DISPOSAL (FOGO)	- 107.99	25,333.18
EFT39791	14/08/2025	BELGRAVIA HEALTH & LEISURE GROUP PTY LTD - CARNABY'S	24/25 ROOM RESTRUCTURE FEE FOR EF PROBUS CLUB - JUNE	227.00	
			25/26 ROOM RESTRUCTURE FEE FOR EF PROBUS CLUB - JULY	227.00	454.00
EFT39792	14/08/2025	MOBILE SENTINEL PTY LTD T/AS LITTLE RIPPERS TECHNOLOGY	20 x BOXES OF CANINE WASTE DISPOSAL BAGS	2,607.00	2,607.00
EFT39793	14/08/2025	THE GOOD GROCER EAST FREMANTLE	CATERING - JULY 25	131.53	131.53
EFT39794	14/08/2025	J CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 31/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/08/25	20.00	40.00
EFT39795	14/08/2025	OD CONSULTING - BELINDA COGHLAN	CULTURAL VALUES REVIEW (SHAPING OUR CULTURE) - PHASE 1	4,554.00	4,554.00
EFT39796	14/08/2025	BLACKWOODS	LUBRICANT LANOLIN RUST PREVENTOR	37.18	37.18
EFT39797	14/08/2025	CHG-MERIDIAN AUSTRALIA PTY LTD	LAPTOP LEASE AGREEMENT - 17/08/25 - 16/11/25	11,333.88	11,333.88
EFT39798	14/08/2025	SHARP IMPRESSIONS	STAFF UNIFORMS	1,245.86	
			STAFF UNIFORMS	974.15	2,220.01
EFT39799	14/08/2025	T SCOTCHBROOK	PARTIAL REFUND OF LIFETIME DOG REGISTRATION - DOG NOW STERILISED	150.00	150.00
EFT39800	14/08/2025	AMPOL AUSTRALIA	FUEL USE 01/07/25 - 31/07/25	5,177.04	5,177.04
EFT39801	22/08/2025	D MURDOCH	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39802	22/08/2025	GREAT AUSSIE PATIOS	INFRASTRUCTURE BOND REFUND	1,500.00	
			INFRASTRUCTURE BOND REFUND	1,500.00	3,000.00
EFT39803	22/08/2025	A HANSON	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT39804	22/08/2025	JB STRUCTURES	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39805	22/08/2025	M RATTIGAN	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39806	22/08/2025	CONTEMPORARY DESIGN & CONSTRUCTION	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT39807	22/08/2025	D STAFFORD	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39808	22/08/2025	J CLOSTER	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT39809	22/08/2025	O WRIGHTSON	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39810	22/08/2025	SIDI CONSTRUCTION	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT39811	27/08/2025	AUSTRALIA POST	MONTHLY POSTAL CHARGES - JULY 25	5,676.45	5,676.45
EFT39812	27/08/2025	CONSTRUCTION TRAINING FUND	BCITF FOR MAY 2024 - NOT PREVIOUSLY PROCESSED	1,853.26	1,853.26
EFT39813	27/08/2025	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR ROAD AND STREET REPAIRS	202.82	
			MATERIALS FOR ROAD AND STREET REPAIRS	195.86	
			WORKS - VARIOUS HARDWARE	202.61	601.29
EFT39814	27/08/2025	GLYDE IN COMMUNITY GROUP (INC)	FINAL 50% CONTRIBUTION TO THE COST OF NEW BLINDS & FLOORING	4,400.00	4,400.00
EFT39815	27/08/2025	MCLEODS	LEGAL ADVICE - CONTRACTOR ISSUES	2,743.40	2,743.40
EFT39816	27/08/2025	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - AUGUST 25	6,106.08	6,106.08
EFT39817	27/08/2025	TELSTRA LIMITED	OPERATIONS & RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER 25/26 - TO 03/08/25	1,420.00	
			DEPOT MOBILE BACKUP 04/08/25 - 03/09/25	19.00	1,439.00
EFT39818	27/08/2025	SYNERGY	POWER SUPPLY TOWN HALL 15/07/25 - 18/08/25	1,633.37	
			POWER SUPPLY INFANT HEALTH 21/06/25 - 18/08/25	121.74	
			POWER SUPPLY SUBWAY LIGHTS 20/06/25 - 30/06/25	408.45	2,163.56
EFT39819	27/08/2025	ZIPFORM PTY LTD	RATES PRINTING & DISTRIBUTION SERVICES 2025/2026	12,989.42	12,989.42
EFT39820	27/08/2025	YOUNGS PLUMBING SERVICE P/L	TOWN HALL - REPAIR LEAK IN UPSTAIRS KITCHEN	194.80	194.80
EFT39821	27/08/2025	FASTA COURIERS	COURIER SERVICES 2025/26 - 01/08/25 - 15/08/25	30.07	30.07

Attachment -1

EFT39822	27/08/2025	KOOL LINE ELECTRICAL & REFRIGERATION	TRICOLORE - ELECTRICAL INSPECTIONS & REPAIRS, REPLACE 5X SMOKE ALARMS & INSTALL EMERGENCY LIGHTING TO TOILETS	4,009.50	
			DEPOT - REPLACE FAULTY SHED LIGHTS, EXTERNAL FLOODLIGHTS & INSTALL OFFICE GPO'S	1,028.50	
			DOVENBY HOUSE - REPLACE FAULTY LIGHTS & RESET AIR CONDITIONER	511.50	
			LEE PARK - REPLACE FAULTY BBQ ELEMENT, ULRICH PARK - REPLACE FAULTY BBQ ELEMENT	1,061.50	
			TOWN HALL - REPLACE FAULTY FLOOD LIGHT & INSTALL ADDITIONAL FLOODLIGHT, REPLACE PE CELL USING CHERRY PICKER	4,268.00	
			TOWN HALL - EXTERNAL LIGHTING AUDIT, REPLACE 2X BUNKER LIGHTS & SENSORS	1,551.00	12,430.00
EFT39823	27/08/2025	DEPT OF MINES, INDUSTRY REGULATION & SAFETY (FORMALLYBUILDING COMMISSION)	BSL COLLECTED JULY 25	5,203.48	5,203.48
EFT39824	27/08/2025	SATELLITE SECURITY SERVICES	TOWN HALL - SMOKE DETECTOR / ALARM TESTING	440.00	440.00
EFT39825	27/08/2025	CR. HARRINGTON	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39826	27/08/2025	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES- ADMIN - 11/08/25	30.00	
			WOOLWORTHS PURCHASES - CHSP - 12/08/25	115.30	
			WOOLWORTHS PURCHASES - CHSP - 13/08/25	55.70	
			WOOLWORTHS PURCHASES - CHSP - 14/08/25	16.00	
			WOOLWORTHS PURCHASES- ADMIN - 15/08/25	10.70	
			WOOLWORTHS PURCHASES - CHSP - 19/08/25	13.60	
			WOOLWORTHS PURCHASES - CHSP - 21/08/25	179.00	
			WOOLWORTHS PURCHASES - OPERATIONS - 22/08/25	4.65	424.95
EFT39827	27/08/2025	EAST FREMANTLE LAWN TENNIS CLUB	CHSP - HALL HIRE 02/07, 09/07, 16/07, 23/07 & 30/07 2025	1,000.00	1,000.00
EFT39828	27/08/2025	INDIANIC SERVICES PTY LTD	MOORING PENS, JETTIES & LEEUWIN BOAT RAMP JETTY INFRASTRUCTURE - ANNUAL INSPECTIONS & REPORTS	21,967.00	
			MOORING PENS - REPLACE 4X LUGS	2,007.50	23,974.50
EFT39829	27/08/2025	ENVIROLAB SERVICES WA PTY LTD	SAMPLING TO DETERMINE IF PRODUCTS CONTAIN ASBESTOS - OVAL - EASTERN BANK	728.86	728.86
EFT39830	27/08/2025	CR COLLINSON	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39831	27/08/2025	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION - OWNERSHIP REQUESTS - FINAL NOTICES - INFRINGEMENTS - JULY 25	433.50	433.50
EFT39832	27/08/2025	FOCUS NETWORKS	RFT04 - 2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - AUGUST 25	9,057.40	
			RFT04 - 2021/22 SOFTWARE AS A SERVICE AND MANAGED HARDWARE - AUGUST 25	12,021.98	21,079.38
EFT39833	27/08/2025	ERGOLINK	OFFICE EQUIPMENT - CHAIRS	2,239.54	2,239.54
EFT39834	27/08/2025	CR MCPHAIL	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39835	27/08/2025	CR WHITE	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39836	27/08/2025	SONIC HEALTH PLUS	PRE-EMPLOYMENT MEDICAL - M WARD 19/08/25	179.30	
			PRE-EMPLOYMENT MEDICAL - K SMITH 22/08/25	179.30	358.60
EFT39837	27/08/2025	MOORE (MOORE STEPHENS)	INDEPENDENT AUDIT AS PER PROPOSAL + OUT OF POCKET EXPENSES	13,265.05	13,265.05
EFT39838	27/08/2025	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - JULY 25	141.13	
			ONGOING MONTHLY CHARGES - HOST CMS INC LICENSE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE & PARTS PER MONTH - JULY 25	187.31	328.44
EFT39839	27/08/2025	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - AUGUST 25	2,723.50	2,723.50
EFT39840	27/08/2025	WINC	OFFICE STATIONARY ORDERED 15/08/2025	399.66	399.66
EFT39841	27/08/2025	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/09/25 - 26/10/25	354.86	354.86
EFT39842	27/08/2025	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/08/25	19.90	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 15/08/25	18.90	38.80
EFT39843	27/08/2025	LIVING TURF	CONDUCT TESTING AND REPORT ON THE CONFORMANCE OF FINAL BUILD CONDITION OF THE EFCP OVAL AGAINST THE CONTRACTED BUILD SPECIFICATIONS	8,195.00	8,195.00
EFT39844	27/08/2025	JA BRITT & TS BLACK FAMILY TRUST t/a DELTA ROOFING	DEPOT - REPLACE DAMAGED ROOF SHEET	781.00	
			HENRY JEFFERY - EFJFC CLUB HOUSE - INVESTIGATE & REPAIR ROOF LEAK	462.00	1,243.00
EFT39845	27/08/2025	PTC IRRIGATION	FAULT FIND AND REPAIR IRRIGATION ELECTRICAL ISSUE AT SPORTS GROUNDS	679.25	679.25
EFT39846	27/08/2025	THE FRUIT BOX GROUP	FRUITBOX DELIVERY TOWN HALL AND DEPOT - 28/07/25 - 18/08/25	264.00	264.00
EFT39847	27/08/2025	GRACE RECORDS MANAGEMENT (AUSTRALIA)	STORAGE FEES AND FILE RETRIEVAL 25/26 - 01/08/25 - 31/08/25	304.18	
			DOCUMENT SCANNING, DATA STORAGE USER LICENCES AND HOSTING 25/26 - JULY 25	493.81	797.99
EFT39848	27/08/2025	WA FENCEWORKS PTY LTD	INSTALLATION OF BALUSTRADE FOR STAIRS AND WALL NEAR SKATE PARK (AS QUOTED)	4,355.45	4,355.45
EFT39849	27/08/2025	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIR CONDITIONER FILTERS & ELECTRICAL ISOLATION REPLACEMENTS	1,627.89	1,627.89
EFT39850	27/08/2025	FRESH PROVISIONS BICTON	CHSP - CLIENT CBDC CATERING 25/26 - 23/07/25		
			CHSP - CLIENT CBDC CATERING 25/26 - 02/07/25	84.47	
			CHSP - CLIENT CBDC CATERING 25/26 - 09/07/25	125.86	
			CHSP - CLIENT CBDC CATERING 25/26 - 16/07/25	90.38	
			CHSP - CLIENT CBDC CATERING 25/26 - 22/07/25	25.57	
			CHSP - CLIENT CBDC CATERING 25/26 - 23/07/25	168.86	
			CHSP - CLIENT CBDC CATERING 25/26 - 30/07/25	10.58	
			CHSP - CLIENT CBDC CATERING 25/26 - 30/07/25	51.33	557.05
EFT39851	27/08/2025	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39852	27/08/2025	KYOCERA DOCUMENT SOLUTIONS	TASKALFA MZ3501ci PRINTER AND PAPERCUT LICENCE FOR REGULATORY SERVICES AREA	5,353.70	5,353.70

Attachment -1

EFT39853	27/08/2025	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 21/08/25	20.00	20.00
EFT39854	27/08/2025	CR. WILSON	SITTING FEES & ICT ALLOWANCE - AUGUST 25	1,861.25	1,861.25
EFT39855	27/08/2025	CALL ASSOCIATES PTY LTD	AFTER HOURS CALL CENTRE SERVICES - JULY 25	244.26	244.26
EFT39856	27/08/2025	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING SERVICES - JULY 25 - TOWN HALL, DEPOT, DOVENBY HOUSE, GLASSON PARK CONSUMABLES ALL SITES	7,894.21	7,894.21
EFT39857	27/08/2025	A CONNELL	CHSP - CBDC CLIENT ACTIVITY 09/07, 16/07 AND 30/07	180.00	180.00
EFT39858	27/08/2025	PEACEFUL EARTH WELLBEING	CHSP - CBDC CLIENT ACTIVITY- 06/08/25	50.00	50.00
EFT39859	27/08/2025	SOUTHERN BINS PTY LTD	BULK BINS - 07/08/25	725.00	
			BULK BINS - 14/08/25	725.00	
			BULK BINS - 19/08/25	725.00	2,175.00
EFT39860	27/08/2025	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/08/25	17.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 21/08/25	20.00	37.00
EFT39861	27/08/2025	BING TECHNOLOGIES PTY LTD	ELECTRONIC MAIL - 06/08/25 - 14/08/25	71.15	71.15
EFT39862	27/08/2025	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS AUGUST 25	3,176.05	3,176.05
EFT39863	27/08/2025	CR. MAYWOOD	SITTING FEES & ICT ALLOWANCE- AUGUST 25	1,861.25	1,861.25
EFT39864	27/08/2025	CAR CARE TOWING SERVICES	TOW SUBARU FROM DALGETY STREET TO TOEF DEPOT ALLEN STREET FOR IMPOUNDING (ICS140125 APPLIES)	275.00	275.00
EFT39865	27/08/2025	COASTLINE MOWERS	SUPPLY 6 X ROLLS BRUSHCUTTER CORD, 8 X 20-2 COVERS, 3 X 5LITRE HP ULTRA 2 STROKE OIL	837.60	837.60
EFT39866	27/08/2025	SOLO RESOURCE RECOVERY	HEAVY VAC - CLEAN OUT BLOCKED STORMWATER LINES - OAKOVER STREET - EMERGENCY WORKS	1,478.40	1,478.40
EFT39867	27/08/2025	SOURCE BUSINESS PARTNERS	WALGA PREFERRED SUPPLIER CONTRACT PSP004-12 MANAGED ACCOUNTING SERVICES TRAINING/INDUCTION FOR MANAGER FINANCE & END OF YEAR ACCOUNS AND AFS PREPARATION	3,401.48	3,401.48
EFT39868	27/08/2025	MORIN AND SON TREE SERVICES	TREE PRUNING - VARIOUS LOCATIONS 14/07/25 - STATON, MAY, DALGETY, KING,MUNRO & OSBORNE	4,818.00	4,818.00
EFT39869	27/08/2025	B ACTIVE EAST FREMANTLE	TOWN CONTRIBUTION TO STAFF GYM MEMBERSHIPS - 28/04/28 - 01/06/25	736.00	736.00
EFT39870	27/08/2025	JIM'S CAR DETAILING FREMANTLE	MONTHLY DETAIL OF TOWN EV 25/26 - 12/08/25	130.00	130.00
EFT39871	27/08/2025	AHA CONSULTING PTY LTD	RAP WHYS WORKSHOP AND REPORT	2,475.00	2,475.00
EFT39872	27/08/2025	SOUND BUILDING MAINTENANCE	EFCP MOSS STREET TICKET BOOTH - ADDITIONAL ASBESTOS REMOVAL FOR GUTTER REPLACEMENT	990.00	
			PAVING REPAIRS OUTSIDE DOVENBY HOUSE	4,400.00	
			TREE ROOT / PAVER WORK NEXT TO ADMIN	2,530.00	7,920.00
EFT39873	27/08/2025	CYGNET WEST PTY LTD	JETTY MOORING LICENCE 01/09/25 - 31/08/26, MANAGEMENT FEES, POSTAGE & PETTIES & SEABED RENT 01/09/25 - 30/11/25	15,201.31	15,201.31
EFT39874	27/08/2025	OD CONSULTING - BELINDA COGHLAN	CULTURAL VALUES REVIEW (SHAPING OUR CULTURE) - PREPARATION AND DELIVERY OF MANAGERS WORKSHOP 05/08/25	759.00	
			CULTURAL VALUES REVIEW (SHAPING OUR CULTURE) - 2 X STAFF CONSULTATION WORKSHOPS AND WRITEUP OF ANALYSIS OF WORKSHOP DATA	6,199.00	6,958.00
EFT39875	27/08/2025	NUMERO UNO RISTORANTE	COUNCIL MEETING CATERING 25/26 - 15/07/25	476.00	
			COUNCIL MEETING CATERING 25/26 - 19/08/25	476.00	952.00
EFT39876	27/08/2025	DOLPHINIUM PTY LTD ATF GR FAMILY TRUST T/AS VILLAGE WELL	CONSULTANCY SERVICES TO DEVELOP GEORGE STREET PLACE PLAN AND COMMUNITY ACTION PLAN - STAGE 1 STRATEGIC FOUNDATION, STAGE 2 - PLACE UNDERSTANDING + TRAVEL	13,392.50	13,392.50
EFT39877	27/08/2025	PJA HOLDINGS (AUSTRALIA) PTY LTD	TRAFFIC IMPACT ASSESSMENT FOR THE TOWN CENTRE - INCEPTION, LIT REVIEW AND TRAFFIC, CRASH, ROAD HIERACHY, SITE ASSESSMENT	8,010.20	8,010.20
			EFT TOTAL	**594,380.96**	**594,380.96**
	Direct Debit - August 2025	Supplier	Description	Inv Amount	EFT
		CBA	INTEREST ADJUSTMENT	0.04	0.04
		CBA	AUDIT CERTIFICATION FEE	60.00	60.00
		CBA	MERCHANT FEE	1,257.07	1,257.07
		CBA	MERCHANT FEE	236.08	236.08
		CBA	REJECT RETURN FEE	2.50	2.50
		SHERRIF'S OFFICE PERTH	FER REGISTRATION FEES	3,540.00	3,540.00
		AMEX	AMEX FEE	203.30	203.30
		NUVEI AUSTRALIA	NUVEI (TILL) SIMPLEPAY FEE	254.67	254.67
		SUPERCHOICE	EMPLOYEE SUPERANNUATION	62,773.14	62,773.14
		CBA	COMMBIZ TRANSACTION FEES	30.04	30.04
		CBA	ACCOUNT SERVICE TRANSACTION FEES	6.00	6.00
		EXETEL	INTERNET ACCESS	105.00	105.00
		CBA	BPOINT TRANSACTION FEES	40.26	40.26
		NAB	TERM DEPOSIT	2,000,000.00	2,000,000.00
		CBA	BPAY TRANSACTION FEES	184.48	184.48
				2,068,692.58	**2,068,692.58**
	Credit Cards - August 2025	Supplier	Description	Inv Amount	EFT
		CREDIT CARD - PETER KOCIAN	FONGS CHINESE RESTURANT - CATERING	354.90	354.90
			MG MOTORS MELVILLE- VEHICLE SERVICE	349.00	349.00
			MAILCHIMP - SUBSCRIPTION	69.55	69.55
		CREDIT CARD - GINA TETI	GILBERTS FRESH - CATERING	21.99	21.99
			GILBERTS FRESH - CATERING	39.99	39.99
			ST JOHN AMBULANCE - FIRST AID KIT	83.50	83.50
		CREDIT CARD - FRASER HENDERSON	TICKETS*CREATING SAFER COMMNUITIES- STAFF TRAINING	26.13	26.13
			NESPRESSO - CATERING	170.82	170.82
			NESPRESSO - CATERING	172.53	172.53
			WALGA EVENTS WEST LEEDERVILLE- COURSE REGISTRATION	270.00	270.00

		CREDIT CARD -JANINE MAY	ALDI -CATERING	30.72	30.72
			COLES - CATERING	63.75	63.75
		CREDIT CARD - JACQUELINE SCOTT	WALGA EVENTS WEST LEEDERVILLE - COURSE REGISTRATION	200.00	200.00
				1,852.88	**1,852.88**
			CREDIT CARD TOTAL		
			Description	***NET PAY***	***EFT***
			PAYROLL FORTNIGHT ENDING 05/08/25	129,289.01	129,289.01
			PAYROLL FORTNIGHT ENDING 19/08/25	132,720.17	132,720.17
			PAYROLL TOTALS	**262,009.18**	**262,009.18**
			AMPOL FUEL CARDS-JULY 25	**5,177.04**	**5,177.04**
			GRAND TOTAL	**2,926,961.15**	**2,926,961.15**

AmpolCard

RECEIVED 01/08/25
CR A0018

Tax Invoice

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Email:
ampolcard@ampol.com.au

Call:
1300 365 096
Ampol Customer Service:
8:30am - 6:00pm EST, Mon to Fri

Invoice date: 31/07/2025

[redacted]
TOWN OF EAST FREMANTLE
PO BOX1097
FREMANTLE WA 6959

Your account details	Due date	Total due inc GST
Invoice ref no: 0001122712 Account no: [redacted]	21/08/2025	$5,177.04

Your AmpolCard invoice summary

01/07/2025 – 31/07/2025

Description	Product	Quantity	Amount $ excl GST	GST amount	Total inc GST $
FLEET	Unleaded	663.10	1,017.19	101.73	1,118.92
	Premium 95 A	155.18	254.50	25.46	279.96
	Premium 98 A	149.26	255.11	25.52	280.63
	Oils/Lubricants		55.00	5.50	60.50
	Premium Diesel A	1,886.50	3,124.56	312.47	3,437.03
	Total for Fleet		**4,706.36**	**470.68**	**5,177.04**
	Total		**4,706.36**	**470.68**	**5,177.04**

Payment options

Biller Code [redacted]
Ref: [redacted]

EFT Direct Payment
BSB [redacted]
Account [redacted]

Credit Card
Visit: pay.ampol.com.au or
Phone: 1300 138 469. Surcharges apply.

Ampol Australia Petroleum Pty Ltd ACN 000 032 128 ABN 17 000 032 128

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Breakdown of account summary

Details of fleet transactions processed from 01/07/2025 - 31/07/2025

Invoice date: 31/07/2025
Account no: [redacted]
Invoice ref no: 0001122712

Transaction Effective Date	Transaction Number	Customer Total	Customer Total GST
//		0.00	0.00
Total		**0.00**	**0.00**

Breakdown of fleet summary

Details of fleet transactions processed from 01/07/2025 - 31/07/2025 Invoice ref no: 0001122712 Account no: [redacted] Invoice date: 31/07/2025

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit $ Inc GST	Amount $ Inc GST	Trn fee Inc GST	Total $ Inc GST	GST on supply	GST on trn fee
Domestic 3451												
[redacted] 6884 Rego X Crd Holder WORKS												
Ampol Foodary Fremantle East	04/07	07:15	E10866	0	Unleaded	70.50	173.34	122.20	0.00	122.20	11.11	0.00
Ampol Foodary Fremantle East	04/07	07:15	E10866	0	Premium Diesel A	23.21	179.68	41.70	0.00	41.70	3.79	0.00
					Card total	93.71		163.90	0.00	163.90	14.90	0.00
Domestic 4063												
[redacted] 2506 Rego 1DTJ953 Crd Holder HACC												
Ampol Foodary Fremantle East	03/07	11:04	E10626	106780	Unleaded	49.79	173.81	86.54	0.00	86.54	7.87	0.00
					Card total	49.79		86.54	0.00	86.54	7.87	0.00
Domestic 4085												
[redacted] 0488 Rego 1GBT981 Crd Holder HACC												
Ampol Foodary Fremantle East	01/07	16:40	E10766	150560	Unleaded	20.39	157.40	32.09	0.00	32.09	2.92	0.00
Ampol Foodary Fremantle East	04/07	15:28	E10902	150796	Unleaded	26.94	173.34	46.70	0.00	46.70	4.25	0.00
Ampol Foodary Fremantle East	10/07	16:47	E4261	151167	Unleaded	38.72	173.79	67.29	0.00	67.29	6.12	0.00
Ampol Foodary Fremantle East	15/07	16:15	E11255	151421	Unleaded	28.63	156.40	44.78	0.00	44.78	4.07	0.00
Ampol Foodary Fremantle East	21/07	11:56	E4424	151813	Unleaded	38.81	160.40	62.25	0.00	62.25	5.66	0.00
Ampol Foodary O'Connor	25/07	09:36	E30382	152162	Unleaded	37.80	172.28	65.12	0.00	65.12	5.92	0.00
					Card total	191.29		318.23	0.00	318.23	28.94	0.00
Domestic 4089												
[redacted] 0467 Rego 1GCQ226 Crd Holder HACC												
Ampol Foodary Fremantle East	04/07	08:20	E10870	200678	Unleaded	35.96	173.34	62.33	0.00	62.33	5.67	0.00
Ampol Foodary Fremantle East	09/07	12:23	E11071	200905	Unleaded	25.60	173.46	44.41	0.00	44.41	4.04	0.00
Ampol Foodary Melville	15/07	10:38	E29876	201157	Unleaded	26.36	156.40	41.23	0.00	41.23	3.75	0.00
Ampol Foodary Fremantle East	18/07	10:32	E11331	201334	Unleaded	20.66	173.25	35.79	0.00	35.79	3.25	0.00
Ampol Foodary O'Connor	23/07	13:50	E2319	201621	Unleaded	30.51	172.93	52.76	0.00	52.76	4.80	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit $ inc GST	Amount $ inc GST	Trn fee inc GST	Total $ inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	28/07	08:21	E11615	201793	Unleaded	20.09	160.40	32.22	0.00	32.22	2.93	0.00
					Card total	159.18		268.74	0.00	268.74	24.44	0.00
Domestic 4089												
[redacted] 0475 Rego 1GCQ227 Crd Holder HACC												
Ampol Foodary Fremantle East	30/06	14:48	E10717	114918	Premium 98 A	45.88	169.40	86.90	0.00	86.90	7.90	0.00
Ampol Foodary Fremantle East	04/07	15:12	E10900	115155	Premium 95 A	32.01	188.89	60.46	0.00	60.46	5.50	0.00
Ampol Foodary Fremantle East	07/07	14:35	E10984	115332	Premium 98 A	22.80	193.40	44.10	0.00	44.10	4.01	0.00
Ampol Foodary Fremantle East	14/07	08:35	E11189	115537	Premium 98 A	31.38	186.40	58.49	0.00	58.49	5.32	0.00
Ampol Foodary Fremantle East	14/07	14:59	E11201	115691	Premium 98 A	20.83	186.40	38.83	0.00	38.83	3.53	0.00
Ampol Foodary Fremantle East	17/07	08:24	E11286	115833	Premium 95 A	19.50	188.83	36.82	0.00	36.82	3.35	0.00
Ampol Foodary Fremantle East	21/07	15:11	E11410	116065	Premium 98 A	28.37	184.40	52.31	0.00	52.31	4.76	0.00
Ampol Foodary Fremantle East	24/07	08:24	E11507	116199	Premium 95 A	20.05	188.07	37.71	0.00	37.71	3.43	0.00
Ampol Foodary Fremantle East	28/07	08:48	E11616	116378	Premium 95 A	24.27	177.40	43.05	0.00	43.05	3.91	0.00
Ampol Foodary Fremantle East	28/07	14:49	E4528	116541	Premium 95 A	17.28	177.40	30.65	0.00	30.65	2.79	0.00
Ampol Foodary Fremantle East	29/07	15:13	E4577	116678	Premium 95 A	17.58	169.40	29.78	0.00	29.78	2.71	0.00
					Card total	279.95		519.10	0.00	519.10	47.21	0.00
Domestic 4091												
[redacted] 6939 Rego 1GDV315 Crd Holder												
Ampol Foodary Fremantle East	15/07	12:40	E11231	72100	Premium Diesel A	72.02	182.69	131.57	0.00	131.57	11.96	0.00
					Card total	72.02		131.57	0.00	131.57	11.96	0.00
Domestic 5002												
[redacted] 7015 Rego 1GKM615 Crd Holder WORKS												
Ampol Foodary Fremantle East	08/07	10:25	E11013	74034	Premium Diesel A	90.14	180.14	162.38	0.00	162.38	14.76	0.00
Ampol Foodary Fremantle East	23/07	11:41	E11481	74372	Premium Diesel A	74.65	183.83	137.23	0.00	137.23	12.48	0.00
					Card total	164.79		299.61	0.00	299.61	27.24	0.00
Domestic 5009												
[redacted] 1945 Rego 1GQJ387 Crd Holder RANGERS SERVICES												
Ampol Foodary Fremantle East	02/07	07:35	E10780	101491	Premium Diesel A	70.94	180.07	127.74	0.00	127.74	11.61	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit $ Inc GST	Amount $ Inc GST	Trn fee Inc GST	Total $ Inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	15/07	08:45	E11213	102153	Premium Diesel A	71.02	182.69	129.75	0.00	129.75	11.80	0.00
					Card total	141.96		257.49	0.00	257.49	23.41	0.00
[redacted]1945 Rego 1GGJ387 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	30/07	12:42	E11703	102885	Premium Diesel A	73.53	183.35	134.82	0.00	134.82	12.26	0.00
					Card total	73.53		134.82	0.00	134.82	12.26	0.00
Domestic 5020												
[redacted]3076 Rego 1HMC350 Crd Holder WORKS												
Ampol Foodary Fremantle East	01/07	14:45	E4165	40298	Premium Diesel A	95.01	182.01	172.93	0.00	172.93	15.72	0.00
Ampol Foodary Fremantle East	18/07	13:36	E11336	40785	Premium Diesel A	63.95	182.59	116.77	0.00	116.77	10.62	0.00
					Card total	158.96		289.70	0.00	289.70	26.34	0.00
Domestic 5021												
[redacted]3159 Rego 1HLR056 Crd Holder WORKS												
Ampol Foodary Fremantle East	09/07	13:28	E11074	23559	Premium Diesel A	58.36	180.73	105.48	0.00	105.48	9.59	0.00
Ampol Foodary Fremantle East	25/07	10:07	E11558	23979	Premium Diesel A	54.60	184.52	100.75	0.00	100.75	9.16	0.00
					Card total	112.96		206.23	0.00	206.23	18.75	0.00
Domestic P5016												
[redacted]7106 Rego 1GYB393 Crd Holder												
Ampol Foodary Fremantle East	02/07	13:47	E10793	964	Premium Diesel A	25.01	180.07	45.04	0.00	45.04	4.09	0.00
Ampol Foodary Fremantle East	09/07	12:06	E11070	968	Premium Diesel A	29.74	180.73	53.75	0.00	53.75	4.89	0.00
Ampol Foodary Fremantle East	16/07	10:04	E4367	971	Premium Diesel A	22.23	183.10	40.70	0.00	40.70	3.70	0.00
					Card total	76.98		139.49	0.00	139.49	12.68	0.00
[redacted]7106 Rego 1GYB393 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	30/07	13:14	E11705	975	Premium Diesel A	26.11	183.35	47.87	0.00	47.87	4.35	0.00
					Card total	26.11		47.87	0.00	47.87	4.35	0.00
Domestic P5018												
[redacted]7406 Rego 1HHZ552 Crd Holder CHSP BUS												
Ampol Foodary Fremantle East	21/07	08:21	E11395	99346	Premium Diesel A	40.41	182.62	73.80	0.00	73.80	6.71	0.00
Ampol Foodary Fremantle East	22/07	15:35	E11453	99650	Premium Diesel A	48.63	183.78	89.37	0.00	89.37	8.12	0.00
Ampol Foodary Fremantle East	25/07	08:29	E11550	99855	Premium Diesel A	32.85	184.52	60.61	0.00	60.61	5.51	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit $ inc GST	Amount $ inc GST	Trn fee inc GST	Total $ inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	28/07	15:11	E4532	100194	Premium Diesel A	52.65	184.55	97.17	0.00	97.17	8.83	0.00
					Card total	174.54		320.96	0.00	320.96	29.17	0.00
[redacted] 7406 Rego 1HHZ552 Crd Holder												
Ampol Foodary Fremantle East	01/07	08:27	E10741	97719	Premium Diesel A	30.20	182.01	54.97	0.00	54.97	5.00	0.00
Ampol Foodary Fremantle East	02/07	14:57	E10798	97987	Premium Diesel A	40.30	180.07	72.57	0.00	72.57	6.60	0.00
Ampol Foodary Melville	07/07	14:23	E28213	98370	Premium Diesel A	65.62	180.02	118.13	0.00	118.13	10.74	0.00
Ampol Foodary Fremantle East	09/07	16:05	E11087	98486	Premium Diesel A	25.31	180.73	45.74	0.00	45.74	4.16	0.00
Ampol Foodary Fremantle East	09/07	16:05	E11087	98486	Oils/Lubricants			60.50	0.00	60.50	5.50	0.00
Ampol Foodary Fremantle East	11/07	15:01	E11134	98708	Premium Diesel A	32.58	182.33	59.40	0.00	59.40	5.40	0.00
Ampol Foodary Fremantle East	15/07	15:26	E11249	98976	Premium Diesel A	48.03	182.69	87.75	0.00	87.75	7.96	0.00
Ampol Foodary Fremantle East	17/07	08:13	E11285	99119	Premium Diesel A	23.26	182.97	42.56	0.00	42.56	3.87	0.00
					Card total	265.30		541.62	0.00	541.62	49.25	0.00
Domestic PS025												
[redacted] 5727 Rego 1IEM002 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	02/07	13:47	E10792	22925	Premium Diesel A	70.26	180.07	126.52	0.00	126.52	11.50	0.00
Ampol Foodary Fremantle East	15/07	11:31	E11227	23608	Premium Diesel A	61.37	182.69	112.12	0.00	112.12	10.19	0.00
Ampol Foodary Fremantle East	25/07	09:34	E11555	24287	Premium Diesel A	62.61	184.52	115.53	0.00	115.53	10.50	0.00
					Card total	194.24		354.17	0.00	354.17	32.19	0.00
Domestic PS026												
[redacted] 7100 Rego 1IDR863 Crd Holder CHSP												
Ampol Foodary Fremantle East	30/06	13:50	E10714	16306	Unleaded	19.83	164.40	32.60	0.00	32.60	2.96	0.00
Ampol Foodary Melville	08/07	11:11	E1958	16676	Premium 95 A	24.49	169.40	41.49	0.00	41.49	3.77	0.00
Ampol Foodary Fremantle East	11/07	16:00	E11137	17069	Unleaded	26.50	174.20	46.16	0.00	46.16	4.20	0.00
Ampol Foodary Fremantle East	17/07	13:20	E11303	17380	Unleaded	20.63	173.70	35.83	0.00	35.83	3.26	0.00
Ampol Foodary Fremantle East	25/07	15:11	E4484	17769	Unleaded	26.50	172.38	45.68	0.00	45.68	4.15	0.00
					Card total	117.95		201.76	0.00	201.76	18.34	0.00
Domestic PS027												
[redacted] 7118 Rego 1IDR864 Crd Holder CHSP												
Ampol Foodary Fremantle East	03/07	11:57	E10828	18336	Unleaded	21.86	173.81	38.00	0.00	38.00	3.45	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit $ Inc GST	Amount $ Inc GST	Trn fee Inc GST	Total $ Inc GST	GST on supply	GST on trn fee
Ampol Foodary Melville	10/07	13:39	E28546	18666	Unleaded	25.84	173.79	44.91	0.00	44.91	4.08	0.00
Ampol Foodary Fremantle East	21/07	08:50	E11396	19017	Unleaded	25.47	160.40	40.85	0.00	40.85	3.71	0.00
Ampol Foodary Fremantle East	29/07	15:18	E4579	19386	Unleaded	25.71	152.40	39.18	0.00	39.18	3.56	0.00
					Card total	98.88		162.94	0.00	162.94	14.80	0.00
Domestic P5028												
[redacted]8902 Rego 1IFJ756 Crd Holder RANGERS												
Ampol Foodary Fremantle East	05/07	15:24	E4208	17438	Premium Diesel A	22.03	180.02	39.66	0.00	39.66	3.61	0.00
Ampol Foodary Fremantle East	05/07	15:28	E4210	17439	Premium Diesel A	43.41	180.02	78.15	0.00	78.15	7.10	0.00
Ampol Foodary Fremantle East	12/07	14:58	E4297	17872	Premium Diesel A	57.51	182.62	105.03	0.00	105.03	9.55	0.00
Ampol Foodary Fremantle East	15/07	16:27	E11257	18060	Premium Diesel A	18.40	182.69	33.61	0.00	33.61	3.06	0.00
Ampol Foodary Fremantle East	20/07	08:35	E11363	18340	Premium Diesel A	43.74	182.62	79.88	0.00	79.88	7.26	0.00
Ampol Foodary Fremantle East	26/07	16:00	E4499	18742	Premium Diesel A	56.20	184.55	103.72	0.00	103.72	9.43	0.00
Ampol Foodary Fremantle East	30/07	12:41	E11702	19000	Premium Diesel A	25.31	183.35	46.41	0.00	46.41	4.22	0.00
					Card total	266.60		486.46	0.00	486.46	44.23	0.00
Domestic P5029												
[redacted]7833 Rego 1ILA736 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	01/07	14:12	E4162	194	Premium Diesel A	28.99	182.01	52.76	0.00	52.76	4.80	0.00
Ampol Foodary Fremantle East	09/07	14:46	E11084	201	Premium Diesel A	26.51	180.73	47.91	0.00	47.91	4.36	0.00
Ampol Foodary Fremantle East	15/07	14:22	E11241	238	Premium Diesel A	25.86	182.69	47.24	0.00	47.24	4.29	0.00
Ampol Foodary Fremantle East	29/07	14:32	E4571	214	Premium Diesel A	25.09	183.76	46.10	0.00	46.10	4.19	0.00
					Card total	106.45		194.01	0.00	194.01	17.64	0.00
Domestic P5030												
[redacted]8087 Rego 1ILA998 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	04/07	07:13	E10864	31	Premium Diesel A	28.85	179.68	51.84	0.00	51.84	4.71	0.00
					Card total	28.85		51.84	0.00	51.84	4.71	0.00

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

Nil

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 NEW BUSINESS OF AN URGENT NATURE

17.1 CR WHITE – PUBLIC STATEMENT BY TOWN

Moved Cr White, seconded Cr Harrington

That, in accordance with clause 4.6 of the Town of East Fremantle Meeting Procedures Local Law 2016, Council approves a matter not listed on the agenda of the meeting as a new item of urgent business, as follows:

That Council:

1. **notes with concern the recent public comments suggesting that the Town of East Fremantle lacks the resources to respond to its basic governance obligations, which misrepresent the Town's governance performance and risks undermining confidence in the organisation.**
2. **reaffirms that the Town continues to meet its statutory responsibilities — including obligations to the Office of the Auditor General — in a timely and appropriate manner, notwithstanding the routine administrative pressures faced by all local governments.**
3. **recognises the professionalism, transparency, and dedication of the Town's staff and elected members in consistently delivering strong outcomes for the community.**
4. **authorises the release of the following public statement:**

   "The Town of East Fremantle has a strong record of meeting its governance obligations and serving our community with professionalism, transparency, and dedication. Recent comments suggesting that the Town lacks the resources to respond to its basic governance obligations misrepresent both the reality of our operations and the commitment of our staff and councillors. Like all local governments, the Town occasionally manages administrative pressures, but it continues to meet its statutory responsibilities — including those to the Office of the Auditor General — in a timely and appropriate manner. To characterise these routine challenges as an inability to fulfil basic obligations is misleading. Such claims risk undermining confidence in the Town and do a disservice to the tireless work of our staff and elected members. We welcome robust and constructive discussion about how to continually improve governance and services. However, it is important that this discussion remains accurate and respectful of the facts. The people of East Fremantle deserve nothing less."

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

Council Resolution 061609

Moved Cr White, seconded Cr Harrington

That Council:

1. **notes with concern the recent public comments suggesting that the Town of East Fremantle lacks the resources to respond to its basic governance obligations, which misrepresent the Town's governance performance and risks undermining confidence in the organisation.**
2. **reaffirms that the Town continues to meet its statutory responsibilities — including obligations to the Office of the Auditor General — in a timely and appropriate manner, notwithstanding the routine administrative pressures faced by all local governments.**
3. **recognises the professionalism, transparency, and dedication of the Town's staff and elected members in consistently delivering strong outcomes for the community.**
4. **authorises the release of the following public statement:**

   "The Town of East Fremantle has a strong record of meeting its governance obligations and serving our community with professionalism, transparency, and dedication. Recent comments suggesting that the Town lacks the resources to respond to its basic governance obligations misrepresent both the reality of our operations and the commitment of our staff and councillors. Like all local governments, the Town occasionally manages administrative pressures, but it continues to meet its statutory responsibilities — including those to the Office of the Auditor General — in a timely and appropriate manner. To characterise these routine challenges as an inability to fulfil basic obligations is misleading. Such claims risk undermining confidence in the Town and do a disservice to the tireless work of our staff and elected members. We welcome robust and constructive discussion about how to continually improve governance and services. However, it is important that this discussion remains accurate and respectful of the facts. The people of East Fremantle deserve nothing less."

CARRIED UNANIMOUSLY 7:0)

For: **Crs Natale, Harrington, Collinson, Maywood, McPhail, White and Mayor O'Neill.**

Against: **Nil**

18 MATTERS BEHIND CLOSED DOORS

Nil

19 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.08pm

*I hereby certify that the Minutes of the Ordinary meeting of the **Council** of the Town of East Fremantle, held on **16 September 2025**, Minute Book reference **1.** to **19.** were confirmed at the meeting of the Council on*

18 NOVEMBER 2025

Presiding Member