

# MINUTES

## Council Meeting Tuesday, 18 June 2024 at 6:30 PM

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# MINUTES

## 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 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 J O'Neill	Presiding Member
Cr C Collinson	
Cr K Donovan	
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)
Ms C Catchpole	Acting Executive Manager Regulatory Services (A/EMRS)
Ms H Clark	Minute Secretary

There were no members of the public in attendance.

### 4.2 APOLOGIES

Mr N King, Executive Manager Technical Services (EMTS)

### 4.3 APPROVED LEAVE

Cr 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 GASPAR, 27 PRESTON POINT ROAD

Mayor O'Neill noted Mr Gaspar's submitted public questions. Staff responses to these questions are as below:

#### 1. Fremantle City Football Club - Changerooms

In reference to the Monthly Financial Report 31 May 2024, page 23 in the agenda – is it expected to be believed that this project will be completed "September 2024" i.e. in three months' time given it has taken two years to get to this stage?

*The project is being professionally managed. The forecast practical completion date was 5 August 2024. However, due to unavoidable delays (discovered when demolition of the old changerooms commenced) there is a likely extension of approximately 6 weeks to this completion date. The Project Manager and Contractor are working to reduce this timeframe.*

How does regulation 35 and the material variances regulations apply in this case where it has taken multiple years to complete?

Is this simply classified as an (U) unfavourable variance in the capital works report?

*The Town has prepared a multi-year budget for this project (presented below). Actual project expenditure will be reconciled at 30 June 2024, and the unspent amount against the approved project budget of \$1,089,301 will be carried over into 2024/25. Whilst the draft 2024/25 Budget provides for a forecast carryover of \$690,000, this amount will be adjusted as soon as the end of year reconciliation is completed. Thus, no unfavourable variance will be reported in the capital works report unless the budget is exceeded. It is expected that the project will be delivered on budget.*

Description	General Ledger	21/22 Actuals	22/23 Actuals	23/24 Amended Budget Amount	TOTAL	Comment
Approved Capex – Women’s Soccer Club Project	E11739	- 17,995	-104,407	-966,899	- 1,089,301	23/24 Budget adjusted for reduced soccer club funding and 21/22 expenditure
DLGSC Gant	I11206	0	0	800,000	800,000	Grant received on execution of Building Cont.
Soccer Club Contribution	I11206	0	13,353	95,738	109,091	We have now confirmed soccer club cont. is \$120,000 GST Inc. (\$109,091 ex)
Transfer from Strategic Asset Management Reserve				64,920	64,920	Council Resolution 052111
Transfer from Preston Point Facilities Reserve				20,290	20,290	Council Resolution 052112
Reallocation from Drainage Maintenance				15,000	15,000	Council Resolution 052113
Transfer from Preston Point Facilities Reserve	2429	0		80,000	80,000	
		- 17,995	-91,054	109,049	0	

## 2. East Fremantle Community Park - Off Leash Dog Exercise Area

In reference to the Monthly Financial Report 31 May 2024, page 23 in the agenda. The off-leash dog exercise area had initially an adopted budget of \$195,000 with a current budget of \$373,000, is classified under buildings E11746 (not Infrastructure - parks and ovals), there are no buildings and also says its 64% completed before July 2024.

Is this a typographical error i.e. the price, the cost, allocation and completion?

It is a \$178,000 increase difference for a dog walking area, classified as a building, that looks 100% completed however is saying 64% completed ??

Is this classified as unfavourable variance (U) in the capital works report?

*The original budget for this project was \$195,020. Council subsequently approved budget variations throughout the year as the project scope has increased, resulting in an amended budget of \$373,000.*

- (i) Mid year budget review – increase of \$95,000 – this amount was reallocated from the principal construction contract with Cooper and Oxley and mainly relates to expenditure on the Eastern Bank footpath
- (ii) Council resolution 141903 which resulted in an increased budget to \$333,000 (with a separate budget of \$20,000 for tree installations included in costings below)

<b>Council Resolution 141903</b>	
<b>OFFICER RECOMMENDATION</b>	
Moved Cr Harrington, seconded Cr White	
That Council:	
1. endorses the attached plan of the dog park located in East Fremantle Community Park;	
2. approves a revised budget for the Eastern Bank Works, which includes the following specifications:	
Item	Budget
Install concrete footpath around eastern perimeter (600m <sup>2</sup> )	\$93,000
Drainage swale reshaping works & remove excess dirt from site	\$35,000
Reticulation installation works on eastern bank	\$45,000
Dog park fencing	\$40,000
Dog park bins, drink fountain, agility equipment	\$20,000
Tree installations on eastern bank and near depot	\$20,000
General clean up (includes external fencing removal, tree pruning etc)	\$15,000
Dog park fencing additional costs (amending height and realignment of part of fence)	\$10,000
Roll on turf installation – Dog park (2000m <sup>2</sup> )	\$30,000
Roll on turf installation – eastern bank from new footpath approx. 10m up the bank (3000m <sup>2</sup> )	\$45,000
<b>Totals</b>	<b>\$353,000</b>

- (iii) Council resolution 012105 which resulted in an increased budget to \$373,000 with the additional \$40,000 required for supply and lay of roll-on turf on the Eastern Bank

<b>Council Resolution 022105</b>					
<b>OFFICER RECOMMENDATION:</b>					
Moved Cr White, seconded Cr Harrington					
That Council:					
4. pursuant to section 6.8 of the <i>Local Government Act 1995</i> , approves by absolute majority the schedule of budget variations below, resulting in a reduction of (\$40,000) in net current assets at 30 June 2024, deriving an estimated closing surplus of \$121,375.					
General ledger	Account description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
E11746	East Fremantle Oval – Dog Park and Eastern Bank Works	\$333,000	\$373,000	(\$40,000)	Supply and lay 2500m <sup>2</sup> of roll-on turf to the Eastern Bank
<b>Total</b>		<b>\$333,000</b>	<b>\$373,000</b>	<b>(\$40,000)</b>	

**(CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY 8:0)**

For: Crs White, Wilson, Collinson, Donovan, Harrington, Natale, Maywood & McPhail.

Against: Nil

As at the 31 May 2024, \$238,004 has been invoiced against the project budget of \$373,000, indicating that the project is 64% financially complete. This is reported correctly in the monthly financial report and there is no unfavourable variance against the approved budget.

*Regarding the asset classification of 'building', project expenditure relates to various asset classes including infrastructure (footpath) and parks and ovals. The classification of building is applied for reporting purposes in the monthly financial report to group all expenditure on the East Fremantle Oval Redevelopment project, as the Town is using a single job number for this project and it would be impractical creating numerous job numbers for expenditure on each asset class. When the project has been completed, assets will be correctly capitalised by asset class in the Town's asset register and will be reported correctly in the Annual Financial Report (last year expenditure was reported as works in progress).*

### **3. In reference to Appendix 1 Robert Nesbit email pg. 193 re increase in rates and funding**

The \$375k spent on the dog exercise area and review of debt servicing cash flows provided by the council on East Fremantle Community Park raises the question along with many others "How is this community park going to be funded? Via rates increases?"

How is the council enabling the clubs to generate their own revenue, so ratepayers are not funding the development and cash flow for clubs' survival via rate increase i.e. enabling funding themselves via sponsorship, ground sponsorship, signs, identity, promotion of their history and attachment to the area, scoreboard, etc etc.

How does the council expect these community member organisations to want to use this space, survive and generate their own revenue, likewise the commercial tenant, Belgravia.

If either the football club, bowls club or Belgravia don't survive and remain in this space will the development be classified as an unfavourable variable (U) that will result in additional rates increase for all the ratepayers ?

*Note 14 Major Land Transactions in the draft 2024/25 Budget includes a funding breakdown for the construction of East Fremantle Community Park. The approved project budget is currently \$34,669,229. The project is expected to reach financial close by the end of June 2024. Expenditure has been contained within the approved budget.*

*Note 15 Major Trading Undertakings in the draft 2024/25 Budget includes an overview of the forecast trading result of the East Fremantle Community Park. A net profit of upwards of \$400,000 per annum is forecast from the 2025/26 financial year, resulting in full funding of the sinking fund contribution of \$275,000 per year and partial funding of the Town's debt servicing expenses.*

*The Town has prepared a Rating Strategy and Long Term Financial Plan which details a stable rates pricing pathway of 3.5% per annum. This strategy will be reviewed annually in line with prevailing economic circumstances.*

*Given the above, the Town concludes that higher rate increases will not be required to fund the operations of the East Fremantle Community Park.*

*There is a mechanism in the Licence Agreements with the sporting clubs that provides for a food and beverage payment to the clubs based on a share of total sales to the clubs.*

*Council has also resolved on broad commercial terms for the East Fremantle Football Club which includes a revenue share arrangement on naming rights sponsorship.*

*It is envisaged that Belgravia and the anchor sporting clubs will work collaboratively together to optimise revenue opportunities.*

*The Town's draft 2024/25 Budget includes an expected trading loss of \$49,644 for the East Fremantle Community Park, which is inclusive of a \$180,000 management fee payable to Belgravia. The commercial performance will be closely managed to ensure that an unfavourable budget variance does not arise.*

## 7 PRESENTATIONS/DEPUTATIONS

### 7.1 PRESENTATIONS

Nil

### 7.2 DEPUTATIONS

Nil

## 8 APPLICATIONS FOR LEAVE OF ABSENCE

### 8.1 MAYOR O'NEILL – 12 -28 JULY 2024

Mayor O'Neill requested leave of absence from 12 July to 28 July 2024.

### 8.2 CR MAYWOOD

Cr Maywood requested leave of absence from 7 July to 12 July 2024.

**Moved Cr Natale, seconded Cr Harrington**

**That leave of absence be granted to:**

- 1. Mayor O'Neill for the period 12 July to 28 July 2024.**
- 2. Cr Maywood for the period 7 July to 12 July 2024.**

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

## 9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 9.1 MEETING OF COUNCIL (21 MAY 2024)

#### **OFFICER RECOMMENDATION**

**Moved Cr McPhail, seconded Cr Harrington**

**That the minutes of the Ordinary meeting of Council held on Tuesday, 21 May 2024 be confirmed as a true and correct record of proceedings.**

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

## 10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

- On Wednesday 8 May I attended a meeting with Fremantle Federal member Josh Wilson at Leeuwin Barracks.
- Perth South West Metropolitan Alliance (PSWMA) AUKUS briefing.
- On Friday 10 May I attended Tree Planting at East Fremantle Community Park. Trees were funded by the Water Corp and both FCP-Lisa O'Malley and Water Corp were in attendance. Thanks to Nick (EMTS) and staff.
- 23 May meeting with Mr de Bes
- On Monday 3 June I attended the East Fremantle Bowling Club (EFBC) to farewell their temporary accommodation donga, prior to their move to the East Fremantle Community Park.
- On Monday 10 June I met with the President of the East Fremantle Football Club (EFFC), Mark Stewart to discuss access of the EFBC to the facility on WAFL matches.
- On Friday 14 June I met with the CEO of the EFFC and discussed access of the EFBC to facility to during WAFL games etc. and the use of the board room for the community.
- On Tuesday 18 June, Jonathan Throssell CEO and I met with Tom Muller (and was meant to also be Pete Stone) regarding the 2025 Fremantle 2025 Biennale-fantastic event. Brief presentation planned to be included in the August Forum.

## 11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

## 12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Nil

## 13 REPORTS OF OFFICERS

Reports start on the next page



## 13.1 MONTHLY FINANCIAL REPORT 31 MAY 2024

<b>Report Reference Number</b>	OCR-2841
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Monthly Financial Report for the month ended 31 May 2024 containing the Statements of Financial Activity and Financial Position.

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**PURPOSE**

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature and Type and Statement of Financial Position) for the month ended 31 May 2024. A Capital Works report has been incorporated into the workbook.

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**EXECUTIVE SUMMARY**

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

The WA Government recently 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.

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**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.

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## CONSULTATION

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

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## 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*.

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## 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.

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## FINANCIAL IMPLICATIONS

As part of the adopted 2023/24 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 2023/24 for reporting material variances shall be:*

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

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

## 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:

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

## RISK IMPLICATIONS

### RISKS

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

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

#### SITE INSPECTION

Not applicable.

#### COMMENT

This report presents the Statement of Financial Activity by Nature and Type for the month ending 31 May 2024.

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:

	<b>Original Budget</b>	<b>Current Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>
<b>Opening Surplus</b>	<b>378,508</b>	<b>751,732</b>	<b>751,732</b>	<b>751,732</b>
Operating Revenue	11,974,645	12,085,849	11,927,529	12,046,654
Operating Expenditure	(12,611,283)	(12,996,721)	(11,844,936)	(11,157,188)
Capital Expenditure	(22,424,516)	(24,307,046)	(23,036,421)	(22,872,812)
Capital Income	16,151,762	17,465,892	17,339,941	15,809,915
Financing Activities	4,449,554	5,083,227	4,334,995	3,973,348
Non-Cash Items	2,081,330	2,063,530	1,882,986	1,612,273
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>146,463</b>	<b>1,355,826</b>	<b>1,163,922</b>

The YTD closing surplus is lower than the YTD budget primarily due to a variance against non-operating income. This relates to income transfers that have yet to be processed for the East Fremantle Oval Redevelopment and the Fremantle City Women's Football Club projects, as well as grant payments that will be recouped on completion of these projects. Transfers to and from the East Fremantle Oval Redevelopment Reserve are also still to be finalised.

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 19 July. The Town received \$10.8M in rates and charges revenue (including rates, ESL, service charges) by the end of May, equating to 98.0% of total rates and charges paid.
- Capital works are progressing with a financial completion rate of 90% against the full year budget.
- The EF Oval Redevelopment Project expenditure recognised in 2023/24 against the EF Oval Project is \$20.8M, bringing the total Project Costs to Date to \$33.8M, representing 97.65% of the total Project Budget.

#### CONCLUSION

Council is requested to receive the Monthly Financial Report for the month ended May 2024.

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### 13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 011806**

**OFFICER RECOMMENDATION:**

**Moved Cr McPhail, seconded Cr Natale**

**That Council:**

- 1. receives the Monthly Financial Report for the month ended 31 May 2024, as presented as attachment 1 to this report, inclusive of:**
  - (i) Statement of Financial Activity by Nature and Type**
  - (ii) Statement of Financial Position**
  - (iii) Capital Expenditure Report**
- 2. notes the unrestricted municipal surplus of \$1,163,922 for the month ended 31 May 2024.**

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

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### 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 May 2024**  
  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 31 MAY 2024**

**KEY INFORMATION**

**Funding Surplus or Deficit Components**

<b>Funding surplus / (deficit)</b>				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.75 M	\$0.75 M	\$0.75 M	\$0.00 M
Closing	\$0.15 M	\$1.36 M	\$1.16 M	(\$0.19 M)
Refer to Statement of Financial Activity				

<b>Cash and cash equivalents</b>		
	\$6.61 M	% of total
Unrestricted Cash	\$2.64 M	40.0%
Restricted Cash	\$3.96 M	60.0%
Refer to 3 - Cash and Cash Investments		

<b>Payables</b>		
	\$1.24 M	% Outstanding
Trade Payables	\$0.61 M	
0 to 30 Days		0.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

<b>Receivables</b>		
	\$0.17 M	% Collected
Rates Receivable	\$0.22 M	98.0%
Trade Receivable	\$0.17 M	% Outstanding
Over 30 Days		1.7%
Over 90 Days		4.8%
Refer to 7 - Receivables		

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.15 M	\$1.97 M	\$2.50 M	\$0.54 M
Refer to Statement of Financial Activity			

<b>Rates Revenue</b>		
YTD Actual	\$9.13 M	% Variance
YTD Budget	\$9.13 M	(0.0%)
Refer to 8 - Rate Revenue		

<b>Grants and Contributions</b>		
YTD Actual	\$0.78 M	% Variance
YTD Budget	\$0.79 M	(0.6%)
Refer to 10 - Grants and Contributions		

<b>Fees and Charges</b>		
YTD Actual	\$1.43 M	% Variance
YTD Budget	\$1.38 M	3.2%
Refer to Statement of Financial Activity		

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.84 M)	(\$5.70 M)	(\$6.06 M)	(\$0.37 M)
Refer to Statement of Financial Activity			

<b>Proceeds on sale</b>		
YTD Actual	\$0.07 M	%
Adopted Budget	\$0.17 M	(61.8%)
Refer to 6 - Disposal of Assets		

<b>Asset Acquisition</b>		
YTD Actual	\$0.46 M	% Spent
Adopted Budget	\$0.67 M	(31.4%)
Refer to 5 - Capital Acquisitions		

<b>Capital Grants</b>		
YTD Actual	\$15.74 M	% Received
Adopted Budget	\$17.29 M	(9.0%)
Refer to 5 - Capital Acquisitions		

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$5.08 M	\$4.33 M	\$3.97 M	(\$0.36 M)
Refer to Statement of Financial Activity			

<b>Borrowings</b>	
Principal repayments	(\$0.08 M)
Interest expense	\$0.12 M
Principal due	\$4.97 M
Refer to 9 - Borrowings	

<b>Reserves</b>	
Reserves balance	\$3.34 M
Interest earned	\$0.49 M
Refer to 4 - Cash Reserves	

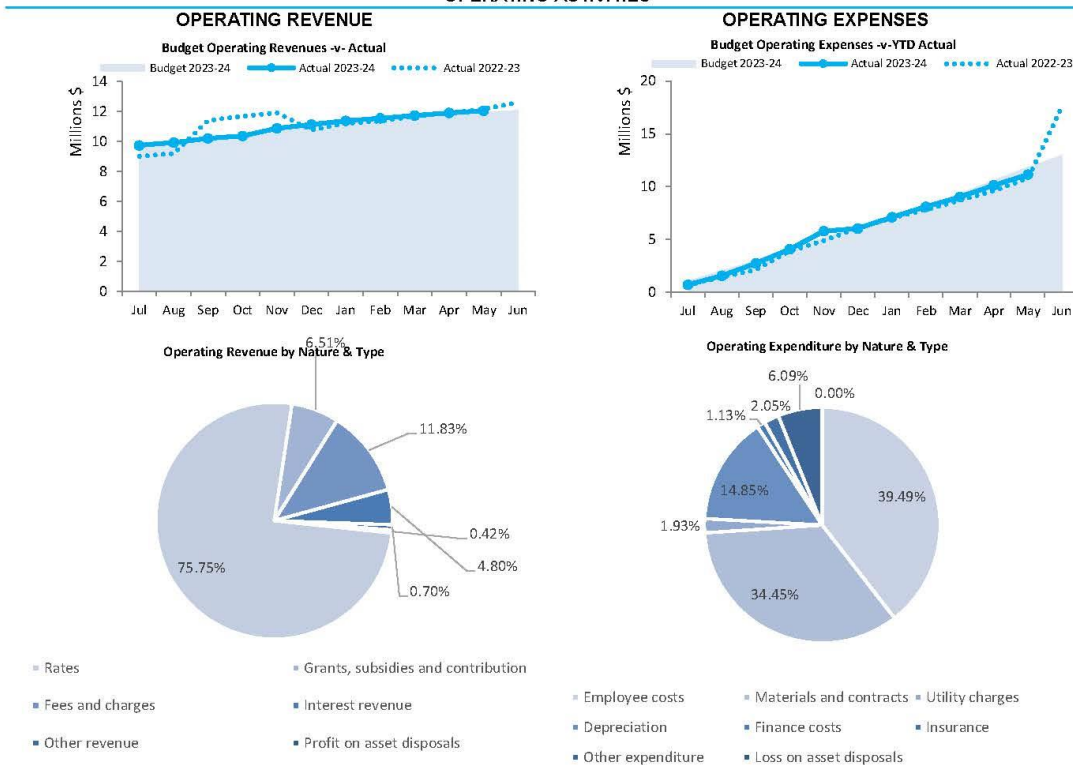
<b>Report Preparation</b>	
Prepared by:	Manager Finance
Reviewed by:	Executive Manager Corporate Services
Date Prepared:	11/06/2024

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

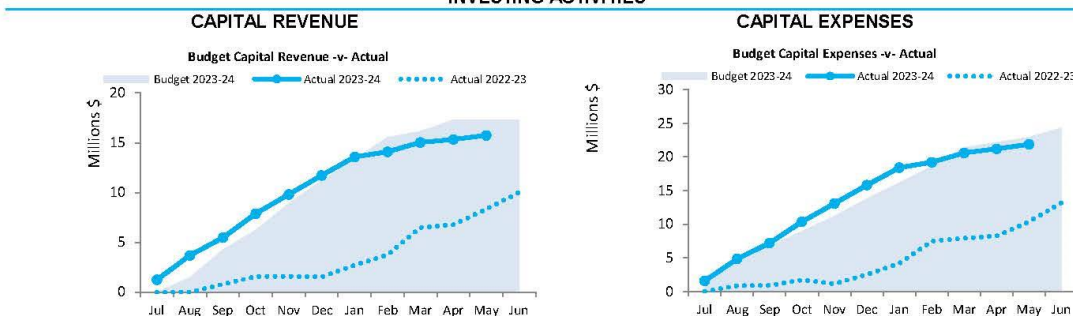
## TOWN OF EAST FREMANTLE FOR THE PERIOD ENDED 31 MAY 2024

### KEY INFORMATION - GRAPHICAL

#### OPERATING ACTIVITIES



#### INVESTING ACTIVITIES



#### 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 MAY 2024**

Note	Current Budget (a) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
8	9,125,610	9,125,610	9,125,016	(594)	(0.01%)	
10	848,836	788,343	783,660	(4,683)	(0.59%)	
	1,472,963	1,381,510	1,425,262	43,752	3.17%	▲
	479,440	474,483	577,817	103,334	21.78%	▲
	56,000	54,583	84,584	30,001	54.96%	▲
6	103,000	103,000	50,315	(52,685)	(51.15%)	▼
	<b>12,085,849</b>	<b>11,927,529</b>	<b>12,046,654</b>	<b>119,125</b>	<b>1.00%</b>	
<b>Expenditure from operating activities</b>						
	(4,969,094)	(4,585,829)	(4,406,051)	179,778	3.92%	▼
	(4,441,516)	(3,931,283)	(3,844,050)	87,233	2.22%	▼
	(243,950)	(220,204)	(215,720)	4,484	2.04%	
	(2,166,530)	(1,985,986)	(1,656,701)	329,285	16.58%	▼
	(134,490)	(126,490)	(125,610)	880	0.70%	
	(258,240)	(258,240)	(229,133)	29,107	11.27%	▼
	(782,901)	(736,904)	(679,923)	56,981	7.73%	▼
6	0	0	0	0	0.00%	
	<b>(12,996,721)</b>	<b>(11,844,936)</b>	<b>(11,157,188)</b>	<b>687,748</b>	<b>5.81%</b>	
Non-cash amounts excluded from operating activities						
2(b)	2,063,530	1,882,986	1,612,273	(270,713)	(14.38%)	▼
<b>Amount attributable to operating activities</b>	<b>1,152,658</b>	<b>1,965,579</b>	<b>2,501,739</b>	<b>536,160</b>	<b>27.28%</b>	
<b>INVESTING ACTIVITIES</b>						
10	17,294,491	17,277,654	15,744,497	(1,533,157)	(8.87%)	▼
6	171,401	62,287	65,418	3,131	5.03%	
5	(23,690,046)	(22,533,185)	(21,411,518)	1,121,667	4.98%	▼
5	(617,000)	(503,236)	(461,294)	41,942	8.33%	▼
<b>Amount attributable to investing activities</b>	<b>(6,841,154)</b>	<b>(5,696,480)</b>	<b>(6,062,897)</b>	<b>(366,417)</b>	<b>(6.43%)</b>	
<b>FINANCING ACTIVITIES</b>						
9	4,800,000	4,800,000	4,800,000	0	0.00%	
4	1,840,509	331,813	331,813	0	0.00%	
9	(77,534)	(77,610)	(77,610)	0	0.00%	
	(49,807)	(47,806)	(47,806)	0	0.00%	
4	(1,429,941)	(671,402)	(1,033,050)	(361,648)	(53.86%)	▼
<b>Amount attributable to financing activities</b>	<b>5,083,227</b>	<b>4,334,995</b>	<b>3,973,348</b>	<b>(361,648)</b>	<b>(8.34%)</b>	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	<b>751,732</b>	<b>751,732</b>	<b>751,732</b>	<b>0</b>	<b>0.00%</b>	
<b>Amount attributable to operating activities</b>	<b>1,152,658</b>	<b>1,965,579</b>	<b>2,501,739</b>	<b>536,160</b>	<b>27.28%</b>	▲
<b>Amount attributable to investing activities</b>	<b>(6,841,154)</b>	<b>(5,696,480)</b>	<b>(6,062,897)</b>	<b>(366,417)</b>	<b>(6.43%)</b>	▼
<b>Amount attributable to financing activities</b>	<b>5,083,227</b>	<b>4,334,995</b>	<b>3,973,348</b>	<b>(361,648)</b>	<b>(8.34%)</b>	▼
<b>Surplus or deficit after imposition of general rates</b>	<b>146,463</b>	<b>1,355,826</b>	<b>1,163,922</b>	<b>(191,904)</b>	<b>(14.15%)</b>	▼

**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 FINANCIAL POSITION  
FOR THE PERIOD ENDED 31 MAY 2024**

	Note	30 June 2023	31 May 2024
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	14,631,561	6,605,527
Trade and other receivables		741,694	505,529
Contract assets		6,829	0
Other assets		160,902	19,663
<b>TOTAL CURRENT ASSETS</b>		<b>15,540,986</b>	<b>7,130,719</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		96,650	90,763
Other financial assets		81,490	81,490
Investment in associate		871,324	871,324
Property, plant and equipment		41,422,143	61,957,419
Infrastructure		45,730,099	45,453,201
Right-of-use assets		208,607	151,238
<b>TOTAL NON-CURRENT ASSETS</b>		<b>88,410,313</b>	<b>108,605,435</b>
<b>TOTAL ASSETS</b>		<b>103,951,299</b>	<b>115,736,154</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		4,750,979	1,240,564
Other liabilities		6,642,115	623,631
Lease liabilities		44,114	(3,691)
Borrowings	9	5,068	92
Employee related provisions		757,227	762,435
Other provisions	11	268,434	268,434
<b>TOTAL CURRENT LIABILITIES</b>		<b>12,467,937</b>	<b>2,891,465</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		198,300	198,300
Borrowings	9	94,112	4,821,478
Employee related provisions		125,624	125,624
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>418,036</b>	<b>5,145,402</b>
<b>TOTAL LIABILITIES</b>		<b>12,885,973</b>	<b>8,036,867</b>
<b>NET ASSETS</b>		<b>91,065,326</b>	<b>107,699,287</b>
<b>EQUITY</b>			
Retained surplus		38,114,941	54,047,665
Reserve accounts	4	2,638,933	3,340,170
Revaluation surplus		50,311,452	50,311,452
<b>TOTAL EQUITY</b>		<b>91,065,326</b>	<b>107,699,287</b>

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

<b>Movement in Equity</b>	<b>16,633,961</b>
Explained by:	
Amount attributed to operating activities	2,501,744
Proceeds from capital activities	14,833,454
Net reserves movement	(701,237)
	<b>16,633,961</b>

**TOWN OF EAST FREMANTLE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MAY 2024**

**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 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	Var.	Timing / Permanent	Explanation
	\$	%			
<b>Revenue from operating activities</b>					
Rates	(594)	(0.01%)		Timing	No material variance
Grants, subsidies and contributions	(4,683)	0.00%		Timing	No material variance
Fees and charges	43,752	3.17%	▲	Timing	No material variance
Interest revenue	103,334	21.78%	▲	Permanent	Interest on municipal investments higher than expected at this point in time. Interest received from rates higher than budgeted.
Other revenue	30,001	54.96%	▲	Timing	Unbudgeted Workcover compensation claims
Profit on asset disposals	(52,685)	(51.15%)	▼	Timing	Schedule of disposal of vehicles and plant delayed.
<b>Expenditure from operating activities</b>					
Employee costs	179,778	3.92%	▼	Timing	Favourable
Materials and contracts	87,233	2.22%	▼	Timing	Unfavourable - No material variance
Utility charges	4,484	0.00%		Timing	Favourable
Depreciation	329,285	16.58%	▼	Timing	Favourable
Finance costs	880	0.00%		Timing	No material variance
Insurance	29,107	11.27%	▼	Timing	Favourable
Other expenditure	56,981	7.73%	▼	Timing	Councillor training expenses below budget to date \$34.8k Building service levy below expected budget by \$14.8k Councillor sitting fees below budget to date \$5k
Loss on asset disposals	0	0.00%		No variance	
<b>Non-cash amounts excluded from operating activities</b>	(270,713)	(14.38%)	▼	Timing	No material variance
<b>Investing Activities</b>					
Proceeds from capital grants, subsidies and contributions	(1,533,157)	(8.87%)	▼	Timing	See Note 10 Grants & Contributions for more detailed information
Proceeds from disposal of assets	3,131	5.03%		Timing	Schedule of disposal of vehicles and plant delayed.
Payments for property, plant and equipment	1,121,667	4.98%	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	41,942	8.33%	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
<b>Financing Activities</b>					
Proceeds from new debentures	0	0.00%		No variance	
Transfer from reserves	0	0.00%		No variance	
Repayment of borrowings	0	0.00%		No variance	
Payments for principal portion of lease liabilities	0	0.00%		No variance	
Transfer to reserves	(361,648)	(53.86%)	▼	No variance	Unfavourable - Awaiting finalisation of the East Fremantle Community Park before settling on reserves final position
<b>Surplus or deficit at the start of the financial year</b>	0	0.00%		Permanent	Pending finalisation of annual report
<b>Surplus or deficit after imposition of general rates</b>	(191,904)	(14.15%)	▼	Timing	Due to variances described above

**TOWN OF EAST FREMANTLE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 31 MAY 2024**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

		Current Budget Closing 30 June 2024	Last Year Closing 30 June 2023	Year to Date 31 May 2024
	Note	\$	\$	\$
<b>Current assets</b>				
Cash and cash equivalents	3	4,715,756	14,631,561	6,605,527
Trade and other receivables		252,401	741,694	505,529
Contract assets	8	0	6,829	0
Other assets	8	52,099	160,902	19,663
		5,020,256	15,540,986	7,130,719
<b>Less: current liabilities</b>				
Trade and other payables	9	(1,854,815)	(4,750,979)	(1,240,564)
Other liabilities	11	(71,910)	(6,642,115)	(623,631)
Lease liabilities	10	0	(44,114)	3,691
Borrowings	9	(4,820,670)	(5,068)	(92)
Employee related provisions	11	(675,173)	(757,227)	(762,435)
Other provisions	11	(43,530)	(268,434)	(268,434)
		(7,466,098)	(12,467,937)	(2,891,465)
<b>Net current assets</b>		<b>(2,445,842)</b>	<b>3,073,049</b>	<b>4,239,254</b>
<b>Less: Total adjustments to net current assets</b>	2(c)	2,592,305	(2,321,317)	(3,075,335)
<b>Closing funding surplus / (deficit)</b>		<b>146,463</b>	<b>751,732</b>	<b>1,163,921</b>

**(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*.

		Current Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Non-cash amounts excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(103,000)	(103,000)	(50,315)
Add: Loss on asset disposals	6	0	0	0
Add: Depreciation		2,166,530	1,985,986	1,656,701
- Pensioner deferred rates		0	0	5,887
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,063,530</b>	<b>1,882,986</b>	<b>1,612,273</b>

**(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 2024	Last Year Closing 30 June 2023	Year to Date 31 May 2024
		\$	\$	\$
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(2,228,365)	(2,638,933)	(3,340,170)
- Current portion of borrowings	9	4,820,670	5,068	92
- Current portion of lease liabilities	10	0	44,114	(3,691)
- Current provision for equity contribution - Investment in Associate			268,434	268,434
<b>Total adjustments to net current assets</b>	2(a)	<b>2,592,305</b>	<b>(2,321,317)</b>	<b>(3,075,335)</b>

**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 MAY 2024

3 CASH AND CASH INVESTMENTS

Description	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
<b>Cash Deposits</b>							
Municipal Bank Account	917,941	0	917,941	CBA	AA-		At Call
Municipal Bonds & Deposits Account	623,597	0	623,597	CBA	AA-		At Call
Cash On Hand	800	0	800	Petty Cash/Till Float			On Hand
<b>Term Deposits</b>							
Pooled (Muni, Reserves, Bonds and Grants)			2,048,970	SUNCORP	A-	4.90%	Jun 24
Pooled (Muni, Reserves, Bonds and Grants)	1,099,388	3,963,801	2,006,988	NAB	AA-	4.20%	Jun 24
Pooled (Muni, Reserves, Bonds and Grants)			1,007,232	NAB	AA-	4.25%	Jun 24
<b>Total</b>	<b>2,641,726</b>	<b>3,963,801</b>	<b>6,605,526</b>			<b>4.49%</b>	
<b>Comprising</b>							
Cash and cash equivalents	2,641,726	3,963,801	6,605,526				
	<b>2,641,726</b>	<b>3,963,801</b>	<b>6,605,526</b>				

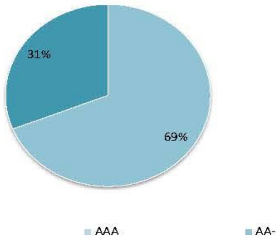
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Comments/Notes - Investments and Cash Deposits

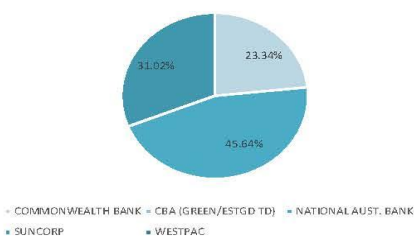
INSTITUTION	\$	(LT) RISK	%	(LT) RISK RATING	PORTFOLIO	\$	%
COMMONWEALTH BANK	\$1,541,538	AA-	23.34%	AAA	MAX 100%	\$0	0%
CBA (GREEN/ESTGD TD)	\$0	AA-	0.00%	AA-	MAX 100%	\$4,555,756	69%
NATIONAL AUST. BANK	\$3,014,219	AA-	45.64%	AA (GREEN TERM DEPOSITS)	MAX 100%	\$0	0%
SUNCORP	\$2,048,970	AA-	31.02%	A- (DIVESTMENT)	MAX 100%	\$2,048,970	31%
WESTPAC	\$0	AA-	0.00%	BBB+ (DIVESTMENT)	MAX 80%	\$0	0%
	<b>\$6,604,726</b>		<b>100.00%</b>			<b>\$6,604,726</b>	<b>100%</b>

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.

Divestment v Non-Divestment - Term Deposits



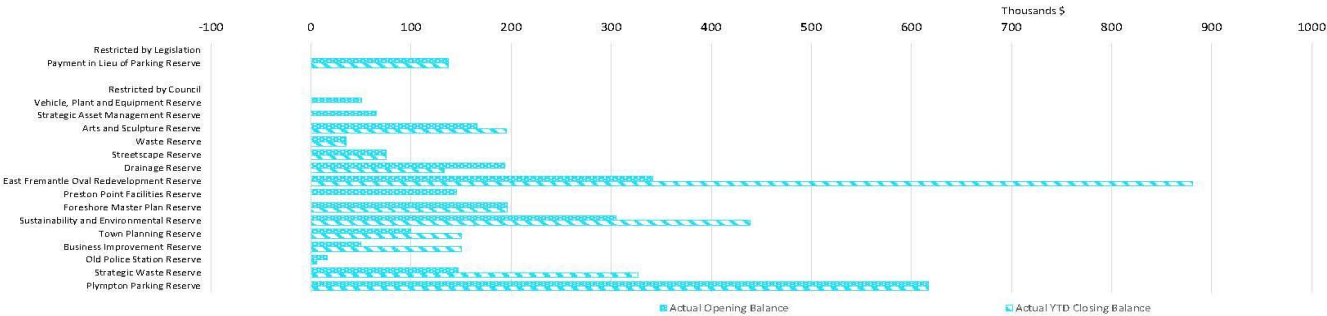
Values held by Institution



TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024

4 RESERVE ACCOUNTS

Reserve name	ORIGINAL				CURRENT				Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance					
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Legislation</b>													
Payment in Lieu of Parking Reserve	137,010	0	0	137,010	137,010	0	0	137,010	137,010	0	0	0	137,010
<b>Restricted by Council</b>													
Vehicle, Plant and Equipment Reserve	50,407	0	0	50,407	50,407	0	(50,407)	0	50,407	0	0	(50,407)	(0)
Strategic Asset Management Reserve	64,920	0	0	64,920	64,920	0	(64,920)	0	64,920	0	0	(64,920)	(0)
Arts and Sculpture Reserve	165,664	30,000	(45,000)	150,664	165,664	30,000	(45,000)	150,664	165,664	0	30,000	0	195,664
Waste Reserve	35,000	0	0	35,000	35,000	0	0	35,000	35,000	0	0	0	35,000
Streetscape Reserve	75,000	0	0	75,000	75,000	0	0	75,000	75,000	0	0	0	75,000
Drainage Reserve	216,000	0	0	216,000	193,293	0	(60,000)	133,293	193,293	0	0	(60,000)	133,293
East Fremantle Oval Redevelopment Reserve	532,641	936,111	(688,879)	779,873	341,431	936,111	(1,137,013)	140,529	341,431	489,399	49,821	(0)	880,650
Preston Point Facilities Reserve	65,290	0	(30,000)	35,290	145,290	0	(145,290)	0	145,290	0	0	(145,290)	0
Foreshore Master Plan Reserve	213,618	0	0	213,618	196,344	0	0	196,344	196,344	0	0	0	196,344
Sustainability and Environmental Reserve	304,723	133,830	(310,000)	128,553	304,723	133,830	0	438,553	304,723	0	133,830	0	438,553
Town Planning Reserve	100,000	50,000	0	150,000	100,000	50,000	0	150,000	100,000	0	50,000	0	150,000
Business Improvement Reserve	50,000	100,000	0	150,000	50,000	100,000	0	150,000	50,000	0	100,000	0	150,000
Old Police Station Reserve	16,500	30,137	(16,244)	30,393	16,500	0	(11,195)	5,305	16,500	0	0	(11,195)	5,305
Strategic Waste Reserve	146,684	180,000	(326,684)	0	146,684	180,000	(326,684)	0	146,684	0	180,000	0	326,684
Plympton Parking Reserve	616,666	0	0	616,666	616,667	0	0	616,667	616,667	0	0	0	616,667
	2,790,123	1,460,078	(1,416,807)	2,833,394	2,638,933	1,429,941	(1,840,509)	2,228,365	2,638,933	489,399	543,651	(331,813)	3,340,170



## Attachment 1

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024

## 5 CAPITAL ACQUISITIONS

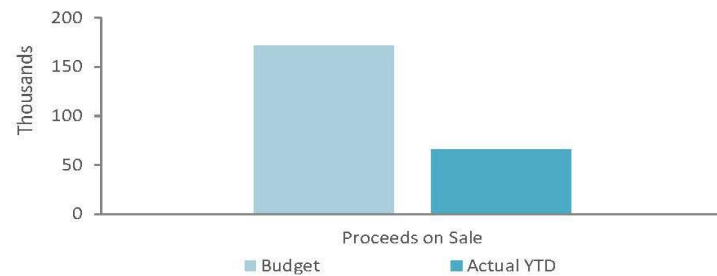
Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Completion	Comments
	\$	\$				\$	\$		
<b>Plant &amp; Equipment</b>	<b>706,200</b>	<b>370,705</b>	<b>323,690</b>	<b>130,700</b>	<b>97,887</b>	<b>228,587</b>	<b>142,118</b>	<b>35%</b>	
E04629 VW Tiguan SUV (CEO)	46,200	0	0	0	0	0		0%	Vehicle sold, not for replacement
E04629 Mitsubishi Eclipse Cross (EMCS)	40,000	0	0	0	0	0		0%	Vehicle to be sold, not for replacement
E07405 Ford Focus Trend Sedan (EV vehicle)	40,000	38,341	38,341	38,341	0	38,341		100%	EV arrived Aug 2023
E08607 Vehicle Replacement CHSP	0	42,364	42,364	45,437	0	45,437		107%	Vehicles arrived
E10648 VW Golf Alltrack Wagon (EMRS)	40,000	0	0	0	0	0		0%	
E11716 Mustang RL65 Skidsteer	75,000	77,000	47,015	42,967	0	42,967		56%	
E11716 Ford Ranger Single Cab Ute	35,000	36,000	36,000	0	0	0		0%	Vehicle arrived, fitting out before June 2024
E11716 Cage Trailer	5,000	5,000	3,955	3,955	0	3,955		79%	Trailer delivered Nov 2023
E11716 Works Supervisor Ute	0	28,000	12,015	0	0	0		0%	Vehicle arrived
E11720 Torro Master 2000	0	30,000	30,000	0	26,067	26,067		0%	Carried forward to 2024/25
E11685 Public Art	45,000	45,000	45,000	0	0	0		0%	
E12810 Upgrade Street Lights LED Project	310,000	0	0	0	0	0		0%	Carried forward to 2024/25
E12812 Isuzu 4.5T Tipper	70,000	70,000	70,000	0	71,820	71,820		0%	Truck ordered, due for delivery July 2024
<b>Furniture &amp; Equipment</b>	<b>25,000</b>	<b>49,500</b>	<b>39,500</b>	<b>18,730</b>	<b>990</b>	<b>19,720</b>	<b>29,780</b>	<b>38%</b>	
E04634 Furniture & Equipment - IT Equipment - Capex - New - Administration	25,000	30,000	20,000	0	0	0		0%	
E04635 EV Charging Station	0	19,500	19,500	18,730	990	19,720		96%	Installed in Feb 2024
<b>Buildings</b>	<b>21,021,316</b>	<b>23,374,841</b>	<b>22,269,095</b>	<b>21,349,388</b>	<b>1,342,846</b>	<b>22,692,233</b>	<b>582,508</b>	<b>91%</b>	
E14604 Buildings - Depot Administration Building and Surrounds	0	106,000	99,100	105,744	0	105,744		101%	Completed
E14605 Buildings - Specialised - Capex - Renewal - Unclassified Property	80,000	100,000	100,000	118,332	200	118,532		118%	Completed
E11623 Buildings - EPIFF and EPICC Clubroom - Henry Jeffrey Pavilion	0	15,000	15,000	0	0	0		0%	Completed
E11736 EF Yacht Club - Dinghy Storage and Training Facility CSRF Cont.	30,000	30,000	30,000	30,552	0	30,552		102%	
E11738 Buildings - East Fremantle Oval Precinct Redevelopment	19,776,296	21,664,942	20,833,096	20,741,467	363,037	21,104,504		96%	
E11747 East Fremantle Oval Precinct - Advanced trees and bushes	20,000	20,000	20,000	3,185	0	3,185		16%	Trees in stock, to be planted June 2024
E11746 East Fremantle Oval Precinct - Off Leash Dog Exercise Area	195,020	373,000	290,736	238,004	137,813	375,816		64%	To be completed before July 2024
E11748 East Fremantle Oval Precinct - Solar Installation	0	110,000	73,333	0	0	0			
E11739 Buildings - Specialised - Capex - Fremantle Women's Football Club	920,000	966,899	807,830	112,104	841,796	953,900		12%	Works progressing, due for completion Sep 2024
<b>Infrastructure - roads</b>	<b>80,000</b>	<b>72,399</b>	<b>0</b>	<b>37,125</b>	<b>34,105</b>	<b>71,230</b>	<b>1,169</b>	<b>51%</b>	
INF620R Penhurst Road resurfacing project between Fraser Street and Pier Street	80,000	72,399	0	37,125	34,105	71,230		51%	To be completed June 2024
<b>Infrastructure - drainage</b>	<b>100,000</b>	<b>17,601</b>	<b>17,601</b>	<b>17,562</b>	<b>0</b>	<b>17,562</b>	<b>39</b>	<b>100%</b>	
E12833 Capex - Drainage Rationalisation - Foreshore	100,000	17,601	17,601	17,562	0	17,562		100%	Works completed
<b>Infrastructure - parks &amp; ovals</b>	<b>207,000</b>	<b>165,000</b>	<b>145,000</b>	<b>83,613</b>	<b>38,073</b>	<b>121,686</b>	<b>43,314</b>	<b>51%</b>	
E11743 Infrastructure - Parks & Ovals - Playground - Various Upgrades	20,000	20,000	20,000	11,942	6,613	18,555		60%	Completed
E11742 Infrastructure - Parks & Ovals - Retic Controllers	32,000	0	0	0	0	0		0%	Completed
E11741 Infrastructure - Parks & Ovals - Retic Upgrades	70,000	60,000	40,000	56,044	5,186	61,230		93%	To be completed before June 2024
E11726 Infrastructure - Parks & Ovals - Bores and Pumps - Stratford Street Park	50,000	50,000	50,000	0	0	0		0%	To be completed before June 2024
E11734 Capex - BBQ Replacement	10,000	10,000	10,000	0	10,175	10,175		0%	Completed
E11735 Capex - Bench Seats - Various Locations	15,000	15,000	15,000	0	16,099	16,099		0%	Completed
E11745 Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	10,000	10,000	10,000	15,627	0	15,627		156%	Completed
<b>Infrastructure - car parks</b>	<b>15,000</b>	<b>22,000</b>	<b>10,500</b>	<b>11,501</b>	<b>10,660</b>	<b>22,161</b>	<b>(161)</b>	<b>52%</b>	
INF660R Carparks - General Allocation	15,000	11,500	0	11,501	10,660	22,161		100%	Completed
E12738 Carparks - General Allocation	0	10,500	10,500	0	0	0		0%	To be completed before July 2024
<b>Infrastructure - footpaths</b>	<b>270,000</b>	<b>235,000</b>	<b>231,035</b>	<b>224,194</b>	<b>0</b>	<b>224,194</b>	<b>10,806</b>	<b>95%</b>	
E12740 Footpath Renewal - Clayton St	55,000	55,000	55,000	58,069	0	58,069		106%	Completed
E12740 Footpath Renewal - Clayton St (west side)	115,000	100,000	100,000	97,867	0	97,867		98%	Completed
E12801 George Street - general paving repairs	30,000	10,000	6,036	2,536	0	2,536		25%	Completed
E12837 Footpaths - Canning Highway (south side), between Bedford and Moss	70,000	70,000	70,000	65,723	0	65,723		94%	Completed
	<b>22,424,516</b>	<b>24,307,046</b>	<b>23,036,421</b>	<b>21,872,812</b>	<b>1,524,561</b>	<b>23,397,373</b>	<b>909,673</b>	<b>90%</b>	

● 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 MAY 2024**

**6 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>									
PEMV273	CEO Vehicle	14,360	30,495	22,340	0	14,360	30,495	16,135	0
PEMV272	EMRS Vehicle	8,658	0	0	0	0	0	0	0
PEMV268	EMCS Vehicle	5,682	18,000	15,318	0	0	0	0	0
PEMV264	PEHO Vehicle (Pooled Vehicle)	0	10,650	11,000	0	0	10,650	10,650	0
PEMV265	Isuzu 4.5T Tipper	20,000	30,000	10,000	0	0	0	0	0
PE278	Mustang R165 Skidsteer	37,914	37,914	0	0	0	0	0	0
PEMV262	Ford Ranger Single Cab Ute	0	11,200	11,200	0	0	0	0	0
PEMV266	Works Supervisor Vehicle	0	21,142	21,142	0	743	24,273	23,530	0
PE268	Toro Z Master 7000	0	12,000	12,000	0	0	0	0	0
		<b>86,614</b>	<b>171,401</b>	<b>103,000</b>	<b>0</b>	<b>15,103</b>	<b>65,418</b>	<b>50,315</b>	<b>0</b>





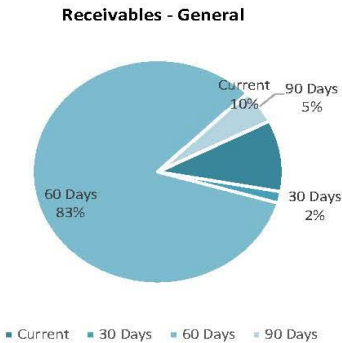
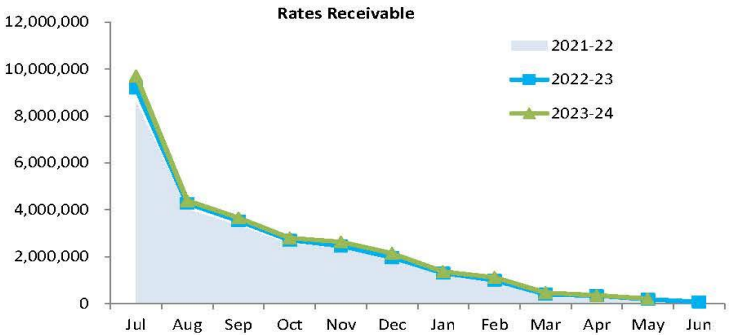
TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024

7 RECEIVABLES

Rates receivable	30 June 2023	31 May 2024
	\$	\$
Opening arrears previous years	44,860	77,232
Levied this year	10,504,457	10,967,609
Less - collections to date	(10,472,085)	(10,826,486)
<b>Net rates collectable</b>	<b>77,232</b>	<b>218,355</b>
% Collected		98.0%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - general	9,986	1,599	80,246	4,676	96,506
Receivables - infringements					57,406
East Fremantle Lawn & Tennis Club					12,000
<b>Total receivables general outstanding</b>					<b>165,912</b>

Amounts shown above include GST (where applicable)

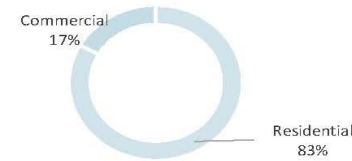
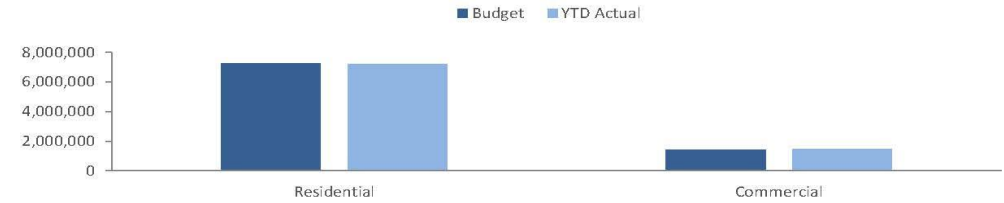


TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024

8 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Reassessed	Revenue	Revenue	Reassessed	Revenue
				\$	\$	\$	\$	\$	\$
Gross rental value									
Residential	0.068930	2,964	104,528,640	7,205,159	50,000	7,255,159	7,205,159	17,576	7,222,735
Commercial	0.116840	119	12,639,425	1,439,790	0	1,439,790	1,439,790	31,829	1,471,619
Sub-Total		3,083	117,168,065	8,644,949	50,000	8,694,949	8,644,949	49,405	8,694,354
Minimum payment									
Gross rental value									
Residential	1,243.00	336	5,242,540	417,648	0	417,648	417,648	0	417,648
Commercial	1,859.00	7	62,500	13,013	0	13,013	13,013	0	13,013
Sub-total		343	5,305,040	430,661	0	430,661	430,661	0	430,661
Total						9,125,610			9,125,015



**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024**

**9 BORROWINGS**

**Repayments - borrowings**

Information on borrowings		New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
EF Oval Precinct Redevelopment	185	0	4,800,000	4,800,000	(72,634)	(72,634)	4,727,366	4,727,366	115,718	121,333
SMRC - Administration Building*	2-6	99,180	0	0	(4,976)	(4,900)	94,204	94,280	4,277	0
<b>Total</b>		<b>99,180</b>	<b>4,800,000</b>	<b>4,800,000</b>	<b>(77,610)</b>	<b>(77,534)</b>	<b>4,821,570</b>	<b>4,821,646</b>	<b>119,995</b>	<b>121,333</b>
Current borrowings		92					92			
Non-current borrowings		99,088					4,821,478			
		<b>99,180</b>					<b>4,821,570</b>			

All debenture repayments were financed by general purpose revenue.

\* The SMRC Administration Building loan is funded from the participants quarterly contributions towards the Office Project. The Town's share of liability is 5.41%.

**New borrowings 2023-24**

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
EF Oval Precinct Redevelopment	4,800,000	4,800,000	WATC	Fixed	20	3,131,329	4.82	4,800,000	4,800,000	0
	<b>4,800,000</b>	<b>4,800,000</b>				<b>3,131,329</b>		<b>4,800,000</b>	<b>4,800,000</b>	<b>0</b>

A firm loan quote has been executed and the loan funding date is 1 November 2023.

**Unspent borrowings**

The Town has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024

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 \$
<b>General Purpose Funding</b>						
Grants Commission - General	WALGGC	Untied - General Purpose	191,670	8,596	8,596	8,596
Grants Commission - Roads	WALGGC	Untied - Road	85,665	4,665	4,664	4,665
<b>Education and Welfare</b>						
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	668,578	668,578	612,886	612,886
Carers Association of WA	Carers Association of WA	Carers Week Activity		0	0	700
<b>Recreation and Culture</b>						
East Fremantle Festival	Port Authority/LotteryWest	East Fremantle Festival Funding	38,000	28,000	28,000	27,273
Sea Wall Works	DBCA	Foreshore Erosion Control and Seawalls	0	75,000	75,000	75,000
CHRMAP Funding			0	17,046	17,046	17,046
<b>Community Amenities</b>						
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	4,100	4,100	4,100	2,652
Better Bins - GO:FOGO	State Government		0	7,550	7,550	1,684
<b>Transport</b>						
Direct Grant	Main Roads	Direct Grant	19,245	22,501	22,501	22,501
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	4,800	4,800	0	0
Community Give Back	Main Roads	Watervise Greening Scheme	0	0	0	3,000
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	8,000	8,000	8,000	7,658
			<b>1,020,068</b>	<b>848,836</b>	<b>788,343</b>	<b>783,660</b>

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Program	Grant Provider	Purpose of Grant	Original Budget Revenue \$	Current Budget Revenue \$	YTD Budget \$	YTD Revenue Actual \$
<b>Recreation and Culture</b>						
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	14,053,237	14,690,969	14,690,969	14,180,669
East Fremantle Oval Redevelopment	Lotterywest	Towards a multi-use community space and nature playground	672,530	1,305,147	1,305,147	1,305,147
East Fremantle Oval Redevelopment	AFL Facilities Fund		250,000	250,000	250,000	0
East Fremantle Oval Redevelopment	East Fremantle Football Club	Contribution for joinery works	0	58,706	58,706	72,587
Fremantle City Womens Football Club	State Government	Election Commitment	800,000	800,000	800,000	89,683
Fremantle City Womens Football Club	Soccer Club Contribution		120,000	95,738	95,737	12,230
<b>Transport</b>						
Federal Government Stimulus Payment (Phase 4)	Department of Infrastructure	Local Roads and Community Infrastructure Program	84,181	84,181	67,345	84,181
<b>Administration</b>						
Charge Up Project	State Government - Department of Mines, Industry Regulation and Safety	Town Hall EV Charger	0	9,750	9,750	0
			<b>15,979,948</b>	<b>17,294,491</b>	<b>17,277,654</b>	<b>15,744,497</b>

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 MAY 2024**

**11 BUDGET AMENDMENTS**

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

Description	Date	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>Annual Budget Adoption</b>			0
General Purpose Grants - Grants Commission	15 Aug 23	-191,670	-191,670
General Purpose Grants (Roads) - Grants Commission	15 Aug 23	-85,665	-277,335
<b>EF Oval Redevelopment Project</b>			
Capex - EF Oval Redevelopment	15 Aug 23	-1,271,808	-1,549,141
DLOSC Grant - EF Oval Redevelopment	15 Aug 23	1,384,862	-154,179
LobbyWest Grant - EF Oval Redevelopment	15 Aug 23	158,620	4,441
AFL Facilities Funding	15 Aug 23	-95,518	-91,077
Loan Borrowings	15 Aug 23	0	-91,077
Transfer to EF Oval Redevelopment Reserve	15 Aug 23	-148,968	-239,145
Transfer from EF Oval Redevelopment Reserve	15 Aug 23	67,802	-171,343
<b>Fremantle Womens Soccer Club Project</b>			
Capex - Fremantle Womens Soccer Club Project	15 Aug 23	53,311	-118,032
Non-Operating Grants and Contributions	15 Aug 23	-122,184	-240,216
Transfer from Preston Point Reserve	15 Aug 23	80,000	-160,216
<b>Seawall Reinstatement Works</b>			
Operating Grants - Sea Wall Works	15 Aug 23	75,000	-85,216
Foreshore Erosion Control and Seawalls	15 Aug 23	-75,000	-160,216
<b>General</b>			
EFBO Operating Subsidy	15 Aug 23	-22,000	-182,216
Election Expenses	15 Aug 23	-40,000	-222,216
Town Planning Consulting	15 Aug 23	-28,474	-250,690
CHRMFAP Funding	15 Aug 23	17,046	-233,644
Strategic and Business Planning Consultancy	15 Aug 23	-17,000	-250,644
Insurance Expenses - Administration	15 Aug 23	14,983	-235,661
Mooring Jetty Maintenance	15 Aug 23	-40,000	-275,661
Better Bins Funding	15 Aug 23	7,550	-268,111
Plant and Equipment - Light Fleet	15 Aug 23	-28,000	-296,111
Plant and Equipment - Mobile Plant	15 Aug 23	-30,000	-326,111
Proceeds from Sale of Plant	15 Aug 23	33,142	-292,969
Transfer from Plant Reserve	15 Aug 23	50,407	-242,562
<b>Rates and Services Billing</b>			
Rates Levied	15 Aug 23	1,627	-240,935
Swimming Pool Inspection Fees	15 Aug 23	7,565	-233,370
Commercial Waste Charges	15 Aug 23	2,177	-231,193
Additional Residential Waste Charges	15 Aug 23	4,509	-226,684
Sporting Club Waste Charges	15 Aug 23	935	-225,749
<b>Financial Assistance Grants</b>			
General Purpose Grants - Grants Commission	19 Sep 23	8,596	-217,153
General Purpose Grants (Roads) - Grants Commission	19 Sep 23	4,665	-212,488
<b>Depot hardstand extension and drainage</b>			
Capex - Depot hardstand extension and drainage	19 Sep 23	-87,000	-299,488
Capex - Buildings (General)	19 Sep 23	27,000	-272,488
Transfer from Drainage Reserve	19 Sep 23	60,000	-212,488
<b>EV Charger</b>			
Capex - EV charger	19 Sep 23	-19,500	-231,989
Non-Operating Grants and Contributions	19 Sep 23	9,750	-222,238
<b>Henry Jeffrey Pavilion</b>			
Capex - Henry Jeffrey Pavilion	19 Sep 23	-15,000	-237,238
Transfer from Preston Point Reserve	19 Sep 23	15,000	-222,238
<b>General</b>			
Strategic and Business Planning Consultancy	19 Sep 23	-14,030	-236,268
<b>Plant and Equipment - Light Fleet</b>			
Plant and Equipment - CHSP	19 Sep 23	-42,364	-278,632
DLOSC Grant - EF Oval Redevelopment	17 Oct 23	-757,220	-1,035,862
LobbyWest Grant - EF Oval Redevelopment	17 Oct 23	473,997	-561,865
AFL Facilities Funding	17 Oct 23	95,518	-466,347
Non-Operating Grants and Contributions	17 Oct 23	97,922	-368,425
Capex - EF Oval Redevelopment	17 Oct 23	-523,108	-891,131
Transfer from EF Oval Redevelopment Reserve	17 Oct 23	465,000	-427,131
Non-Operating Contribution - EFFF	17 Oct 23	58,706	-368,425
Interest Earnings - Reserves	17 Oct 23	200,000	-168,425
Transfer to EF Oval Redevelopment Reserve	17 Oct 23	-200,000	-368,425
Capex - Fremantle Womens Soccer Club Project	21 Nov 23	-100,210	-468,635
Transfer from Preston Point Reserve	21 Nov 23	20,280	-448,345
Transfer from Strategic Asset Management Reserve	21 Nov 23	64,920	-383,425
Drainage Maintenance	21 Nov 23	15,000	-368,425
<b>Mid year adopted adjustments</b>	19 Mar 24		
Rates levied		30,601	-337,824
Operating grants and contributions		-6,744	-344,568
Fees and charges		-86,788	-431,356
Interest revenue		90,000	-341,356
Other revenue		14,000	-327,356
Materials and contracts		-175,904	-503,260
Utility charges		14,000	-489,260
Other expenditure		21,799	-467,461
Proceeds from disposal of assets		-33,555	-501,016
Property plant and equipment		322,879	-178,137
Infrastructure		152,000	-26,137
Transfer from reserves		-150,000	-176,137
Borrowings		-4,900	-181,037
Capex - Penhurst Street resurfacing	16 Apr 24	-72,399	-253,436
Capex - Drainage rationalisation - Foreshore	16 Apr 24	42,399	-211,037
Capex - Infrastructure - Parks & Ovals - Rate controllers	16 Apr 24	10,000	-201,037
Capex - George Street - general paving repairs	16 Apr 24	20,000	-181,037
Capex - Navy League Carpark	16 Apr 24	-10,500	-191,537
Donations	16 Apr 24	7,000	-184,537
Capex - Carpark general	16 Apr 24	3,500	-181,037
<b>EF Oval Redevelopment Project</b>			
Capex - EF Oval Redevelopment - Forecast variations	16 Apr 24	-181,334	-362,371
Transfer from EF Oval Redevelopment Reserve	16 Apr 24	181,334	-181,037
Capex - EF Oval Redevelopment - Consultant and contingency	16 Apr 24	-108,800	-289,837
Transfer from EF Oval Redevelopment Reserve	16 Apr 24	108,800	-181,037
<b>EF Oval Community Park</b>			
East Fremantle Oval Precinct Operational Expenses	21 May 24	-30,812	-211,849
Capex - EF Oval Redevelopment	21 May 24	-40,000	-251,849
<b>Transfer of reserves</b>			
Transfer to Old Police station	21 May 24	30,137	-221,712
Transfer from Old Police station	21 May 24	-5,049	-226,761
<b>23/24 Budget Opening Surplus</b>		<b>378,508</b>	
<b>23/24 Actual B.F. Surplus (as per AFS)</b>		<b>751,732</b>	<b>973,924</b>
			<b>146,463</b>

## 13.2 ACCOUNTS FOR PAYMENT MAY 2024

<b>Report Reference Number</b>	OCR-2815
<b>Prepared by</b>	Natalie McGill Senior Finance Officer
<b>Supervised by</b>	Phil Garoni Finance Manager
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	
<b>Attachments</b>	

1. Monthly list of payments – May 2024

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### PURPOSE

That Council, in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ending 31 May 2024.

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### EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*. It is therefore recommended that Council receives the List of Accounts paid for the period 1 May to 31 May 2024, as per the summary table.

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### BACKGROUND

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

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

The bulk of payments are processed by electronic funds transfer (EFT) with the exception of occasional reimbursements and refunds.

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### CONSULTATION

Nil.

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### STATUTORY ENVIRONMENT

Regulation 13: *Local Government (Financial Management) Regulations 1996* (as amended) requires local governments to prepare a list of payments made under delegated authority to be prepared and presented to Council 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)
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 17	\$ 401,352.32
RESOURCE RECOVERY GROUP (SMRC)	WASTE & RECYCLING FEES – APRIL 24	\$ 52,749.12
INDIANIC GROUP PTY LTD	MOORING PENS - ANODE REPLACEMENT & INSTALLATION AS QUOTED & ANNUAL INSPECTION 2024	\$ 51,473.40
AE HOSKINS BUILDING SERVICES	AE HOSKINS BUILDING SERVICES	\$ 48,489.04
RANGE FORD	SUPPLY 1 X 2024 FORD RANGER 4X4 DUAL CAB PICK UP	\$ 47,463.24
PROTEC ASPHALT	EF OVAL PRECINCNT PRAM RAMP ROAD PATCH REPAIRS, PENHURST ST ROAD REHABILITATION & FOOTPATH UPGRADE & EF OVAL EASTERN BANK RUBBISH REMOVAL - TRUCK & BOBCAT 5 HRS, RUBBISH REMOVAL - TIP FEES 3 MIXED LOADS	\$ 45,325.00
VEOLIA RECYCLING & RECOVERY	FOGO GREEN BINS RESIDENTIAL & PRIORITY, GENERAL WASTE RED BINS PARKS & RESERVES, STREET LITTER BINS, RECYCLING YELLOW BINS RESIDENTIAL & PRIORITY, STREET LITTER BINS, GENERAL WASTE RED BINS COMMERCIAL, RECYCLING YELLOW BIN COMMERCIAL, 48-50 ALEXANDRA RECYCLING & GENERAL WASTE- APRIL	\$ 42,316.17



	24 & GENERAL WASTE REMOVAL - 46 EAST STREET 29/03/24 - 26/04/24	
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	\$ 34,749.69
EAST FREMANTLE FOOTBALL CLUB	COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT REIMBURSEMENT OF LOSS OF REVENUE - NOVEMBER 23 & DECEMBER 23 & REIMBURSEMENT OF ACTUAL COSTS INCURRED FOR STORAGE & OVAL HIRE - NOVEMBER 23 & DECEMBER 23	\$ 28,599.98
FOCUS NETWORKS	RFT04-2021/22 MANAGED ICT SERVICES - SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE - MAY 24. MANAGED ICT SERVICES - SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE - MAY 24. IMPLEMENT DUO SINGLE SIGN-ON FOR TEF SONICWALL, HP USB TYPE C DOCKING STATIONS - QU-7553G X 6, QU-7594G - MICROSOFT 365 BUSINESS PREMIUM MONTHLY NCE LICENCE FOR 1 MONTHS, QU7605G - 1 x E1 LICENCE FOR 1 MONTHS	\$ 21,086.14

## CONCLUSION

Nil

## 13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

### Council Resolution 021806

#### OFFICER RECOMMENDATION:

Moved Cr McPhail, seconded Cr Natale

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 May 2024.

May 2024		
Voucher No.	Account	Amount
Cheque 5400	Municipal (Cheques)	\$111.60
EFT 37328—37481	Municipal (EFT)	\$1,126,693.28
Payroll	Municipal (EFT)	\$318,542.88
	Municipal (Direct Debit May 2024)	\$250,422.01
	Credit Card (May 2024)	\$1,499.76
	Total Payments	\$1,697,269.53

**(CARRIED UNANIMOUSLY 8:0)**

For: Mayor O'Neill, Crs Collinson, Donovan, Harrington, Natale, White, Maywood & McPhail.

Against: Nil

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REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE**

List of Accounts paid by the Chief Executive for May 2024 submitted for the information of the Council Meeting to be held on Tuesday 18 June 2024

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5400	09/05/2024	TOEF- PLEASE PAY CASH	ADMIN PETTY CASH RECOUP APRIL 2024	111.60	111.60
			CHEQUE TOTAL	111.60	111.60
EFTS		Supplier	Description	Inv Amount	EFT
EFT37328	09/05/2024	AUSTRALIA POST	MONTHLY POSTAL CHARGES - APRIL 24	1,404.75	1,404.75
EFT37329	09/05/2024	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2024	3,204.00	3,204.00
EFT37330	09/05/2024	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS MAY 24	476.87	476.87
EFT37331	09/05/2024	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR FOOTPATH WORKS	202.31	202.31
EFT37332	09/05/2024	BOC LIMITED	CONTAINER SERVICE - APRIL 2024 - 29/03/24 - 27/04/24	21.85	21.85
EFT37333	09/05/2024	EAST FREMANTLE FOOTBALL CLUB	COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT , \$14,300.00 (INC GST) PER MONTH REIMBURSEMENT OF LOSS OF REVENUE - NOVEMBER 23 - RECEIVED MAY 24	10,266.66	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT , \$14,300.00 (INC GST) PER MONTH REIMBURSEMENT OF ACTUAL COSTS INCURRED FOR STORAGE AND OVAL HIRE NOVEMBER 23 RECEIVED MAY 24	4,033.33	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT , \$14,300.00 (INC GST) PER MONTH REIMBURSEMENT OF ACTUAL COSTS INCURRED FOR STORAGE AND OVAL HIRE - DECEMBER 23 RECEIVED MAY 24	4,033.33	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT , \$14,300.00 (INC GST) PER MONTH REIMBURSEMENT OF LOSS OF REVENUE DECEMBER 23 RECEIVED MAY 24	10,266.66	28,599.98
EFT37334	09/05/2024	FREMANTLE HERALD	MONTHLY HALF PAGE COLOUR - 27/04/24	605.00	605.00
EFT37335	09/05/2024	MCLEODS	LEGAL SERVICES BY MCLEODS FOR REGULATORY SERVICES - BUILDING COMPLIANCE ISSUE	1,618.65	1,618.65
EFT37336	09/05/2024	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/03/24 - 21/04/24	169.98	169.98
EFT37337	09/05/2024	WORK CLOBBER	DEPOT STAFF UNIFORM	99.75	
			DEPOT STAFF UNIFORM	603.51	703.26
EFT37338	09/05/2024	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	9,313.12	9,313.12
EFT37339	09/05/2024	FASTA COURIERS	COURIER TO PATHWEST - RECREATIONAL WATER SAMPLING - HARBOUR DREDGING WEEKLY SAMPLING X 3	99.81	99.81
EFT37340	09/05/2024	FLEXI STAFF PTY LTD	LABOUR HIRE FOR OPERATIONS - 15/04 - 18/04	1,916.75	
			LABOUR HIRE FOR OPERATIONS - 22/04 - 26/04	1,916.75	3,833.50
EFT37341	09/05/2024	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BSL COLLECTED APRIL 24	2,431.28	2,431.28
EFT37342	09/05/2024	HOST DIRECT (HOST CORPORATION PTY LTD)	PROVISION OF TABLE TOP EQUIPMENT FOR THE EAST FREMANTLE COMMUNITY PARK - AS PER EXCEL SCHEDULE	7,138.34	7,138.34
EFT37343	09/05/2024	BATTERY WORLD	NEW BATTERY FOR P4091	307.00	307.00
EFT37344	09/05/2024	NUMERO UNO CATERING	STANDING ORDER FOR CATERING 23/24 - 05/03/24, 12/03/24, 19/03/24, 09/04/24 AND 16/04/24	2,210.00	2,210.00
EFT37345	09/05/2024	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - CHSP 24/04/24	107.35	
			WOOLWORTHS PURCHASES DEPOT - 29/04/24	35.80	
			WOOLWORTHS PURCHASES - CHSP - 30/04/24	3.70	
			WOOLWORTHS PURCHASES - ADMIN 01/5/24	10.20	
			WOOLWORTHS PURCHASES - DEPOT 03/05/24	10.70	
			WOOLWORTHS PURCHASES - CHSP 07/05/24	51.05	218.80
EFT37346	09/05/2024	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING AND COPYING FOR CHSP 01/04/24 - 30/04/24	55.45	55.45
EFT37347	09/05/2024	SUNNY SIGN COMPANY PTY LTD	MATERIALS FOR VARIOUS ROAD AND PARKING SIGN REPAIRS, INC BRACKETS, BOLTS AND FIXINGS ETC.	1,559.03	
			SIGNS AND FRAMES FOR ROADWORKS AS PER 490660	893.77	2,452.80
EFT37348	09/05/2024	FOCUS NETWORKS	IMPLEMENT DUO SINGLE SIGN-ON FOR TEF SONICWALL	704.00	
			HP USB TYPE C DOCKING STATIONS - QU-7553G X 6	1,531.20	
			RFT04-2021/22- PROJECT WORK RATE FOR OUT OF SCOPE WORKS - APRIL 24	916.30	
			QU-7594G - MICROSOFT 365 BUSINESS PREMIUM MONTHLY NCE LICENCE FOR 1 MONTHS	35.09	
			QU7605G - 1 x E1 LICENCE FOR 1 MONTHS	14.19	
			RFT04-2021/22 - MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - APRIL 24	7,210.50	
			RFT04-2021/22 MANAGED ICT SERVICES - SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE - MAY 24	10,674.86	21,086.14
EFT37349	09/05/2024	ENVIRO SWEEP	STREET SWEEPING - RFQ12-2020/21 - APRIL 2024 (INC FUEL SURCHARGE & WEEKLY AUTUMN SWEEPS IN DESIGNATED AREAS)	5,104.53	5,104.53
EFT37350	09/05/2024	LANDMARK ENGINEERING AND DESIGN PTY LTD T/AS EXTERIA	4x PLAY BIKE RAIL - SURFACE MOUNT	2,682.90	2,682.90
EFT37351	09/05/2024	LANDGATE	GRV SCHEDULES 2023/2024 - DATED 23/12/23 - 19/1/24	108.93	
			GRV SCHEDULES 2023/2024 - DATED 20/01/24 - 02/02/24	231.92	340.85
EFT37352	09/05/2024	VOCUS COMMUNICATIONS	STANDING ORDER FOR VOIP SLIP LINES/SERVICES MONTHLY CHARGES - TO 30/04/24	317.41	317.41

EFT37353	09/05/2024	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	ONGOING MONTHLY CHARGES - HOST CMS INCLUDING LICENSE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE & PARTS PER MONTH - APRIL 24	176.55	
			PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - APRIL 24	401.69	578.24
EFT37354	09/05/2024	WINC	RESTOCK / REFRESH OF 10x DEPOT FIRST AID KITS AS PER ORDER NO # NET57180857 - BACKORDER TO COME	1,103.15	1,103.15
EFT37355	09/05/2024	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/04/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/04/24	13.80	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/05/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 03/05/24	7.00	50.80
EFT37356	09/05/2024	SHRED-X PTY LTD	240L SECURITY BIN EXCHANGE - TOWN HALL AND DEPOT	23.41	
			240L SECURITY BIN EXCHANGE - TOWN HALL AND DEPOT	11.70	35.11
EFT37357	09/05/2024	PTC IRRIGATION	REMOVE BORE PUMP AT LOCKE PARK AND REPAIR AND RE INSTALL	16,563.69	16,563.69
EFT37358	09/05/2024	THE FRUIT BOX GROUP	FRUITBOX TOWN HALL AND DEPOT - 01/04 - 22/04	245.70	245.70
EFT37359	09/05/2024	GRACE RECORDS MANAGEMENT	STORAGE FEES AND FILE RETRIEVAL - 01/05/24 - 31/05/24	308.76	
			DOCUMENT SCANNING - DATA STORAGE, USER LICENCES AND HOSTING - APRIL	422.43	731.19
EFT37360	09/05/2024	WA FENCEWORKS PTY LTD	REMAINDER OF FENCE FOR DEPOT ENCLOSURE	3,198.86	3,198.86
EFT37361	09/05/2024	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIRCONDITIONING MAINTENANCE SERVICE AGREEMENT 2023/24 - VISIT 4	888.77	888.77
EFT37362	09/05/2024	FRESH PROVISIONS BICTON	NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES 05/03/24	84.50	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 12/03/24,	135.87	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 26/03/24,	108.90	329.27
EFT37363	09/05/2024	KYOCERA DOCUMENT SOLUTIONS	PAPERCUT LICENCE X 3 KYOCERA PHOTOCOPIER MACHINES	669.90	
			PRINTING COSTS 2023/24 - FINANCE, REG SVS & OPS - APRIL 24	188.00	857.90
EFT37364	09/05/2024	PAATSCH CONSULTING PTY LTD	RFT01 2020/21 CONTRACT VARIATION 4, PROPOSAL DATED 24 MARCH 2024, HOURS FOR APRIL AND MAY ONLY	8,800.00	8,800.00
EFT37365	09/05/2024	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - MAY 24	19.25	19.25
EFT37366	09/05/2024	PAPERSCOUT	DESIGN HALF PAGE PRESS AD BASED ON SUPPLIED LAYOUT, COPY & IMAGES (MARCH/APRIL/MAY 2024)	616.00	616.00
EFT37367	09/05/2024	TPG NETWORK PTY LTD	INTERNET CHARGES 01/04/24 - 30/04/24	1,920.60	1,920.60
EFT37368	09/05/2024	VISIMAX	VEHICLE DECAL "RANGER" (BLUE) + FREIGHT	105.99	
			VEHICLE DECAL " WA RANGER EMBLEM" (BLUE)	83.99	189.98
EFT37369	09/05/2024	TASSIE DEVIL LINEMARKING	LINE MARKING AROUND THE OVAL PRECINCT	3,360.50	
			LINE MARKING AROUND THE OVAL PRECINCT - GEORGE,MOSS & BEDFORD STS & RICHMOND CIRCUS	2,176.90	
			LINE MARKING AROUND THE OVAL PRECINCT	1,191.30	6,728.70
EFT37370	09/05/2024	BROLLY AUSTRALASIA PTY LTD	BROLLY SUBSCRIPTION 2024-2025	1,306.80	1,306.80
EFT37371	09/05/2024	SWAN LOCK SERVICE	SUPPLY 4 x SD424 MK2 KEYS	228.00	228.00
EFT37372	09/05/2024	SIFTING SANDS	SAND PIT CLEAN E.F. PLAYGROUP, GLASSON PARK, GOURLEY PARK, JOHN TONKIN PARK, LEE PARK, NORM MCKENZIE PARK, RACEWAY PARK, STRATFORD STREET PARK & ULRICH PARK	6,346.29	6,346.29
EFT37373	09/05/2024	JACKSON MCDONALD BARRISTERS & SOLICITORS	PROFESSIONAL FEES - LEGAL ADVICE - EAST FREMANTLE COMMUNITY PARK	9,085.03	9,085.03
EFT37374	09/05/2024	ALL FENCE U RENT	RELOCATION OF TEMP FENCE ON ALLEN STREET INC HIRE	1,386.00	1,386.00
EFT37375	09/05/2024	LO-GO APPOINTMENT (Helene Pty Ltd)	LOGO TEMPORARY APPOINTMENTS - COMMUNICATIONS OFFICER W/E 20/04/24	808.96	
			LOGO TEMPORARY APPOINTMENTS - COMMUNICATIONS OFFICER W/E 27/04/24	192.61	1,001.57
EFT37376	09/05/2024	P TSEN	CHSP VOLUNTEER MEAL REIMBURSEMENT 08/03/24	4.50	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 19/04/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/04/24	15.00	34.50
EFT37377	09/05/2024	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING SERVICES RFT07-2021/22 - MARCH 2024 - TOWN HALL, DEPOT, DOVENBY HOUSE, SUMPTON GREEN, GLASSON PARK & CLEANING & CONSUMABLES	8,737.09	8,737.09
EFT37378	09/05/2024	H JOHNSTONE	REIMBURSEMENT OF COST OF PURCHASING FUEL FOR 1IDR864	54.50	54.50
EFT37379	09/05/2024	FORPARK AUSTRALIA	DOME EXERCISE EQUIPMENT - PARKFIT FREESTANDING SIGNAGE POSTS	712.80	712.80
EFT37380	09/05/2024	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK CLIENT ACTIVITY 23/04/24	50.00	50.00
EFT37381	09/05/2024	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 02/05/24	15.00	15.00
EFT37382	09/05/2024	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 02/05/24	15.00	15.00
EFT37383	09/05/2024	VOCUS COMMUNICATIONS (AMCOM PTY LTD)	MANAGED HARDWARE UC ACCESS 01/06/24-30/06/24	202.40	202.40
EFT37384	09/05/2024	BING TECHNOLOGIES PTY LTD	BING MAIL TRIAL - 17/04/24 - 30/04/24	47.56	47.56
EFT37385	09/05/2024	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS MAY 24	3,289.77	3,289.77
EFT37386	09/05/2024	MICHAEL WARD	BUILDING SURVEYOR SERVICES PROVIDED BY MICHAEL WARD TO THE TOWN - 16/04 & 23/04 - 8.5 HRS	850.00	850.00
EFT37387	09/05/2024	R & H PLUMBING AND GAS PTY LTD	GOULEY PARK - FAULT FIND & REPAIR DRINKING FOUNTAIN - NO WATER SUPPLY	247.50	247.50
EFT37388	09/05/2024	WILSON SECURITY	SECURITY - EAST FREMANTLE COMMUNITY PARK 29/03/24 - 31/03/24	8,697.22	
			SECURITY - EAST FREMANTLE COMMUNITY PARK 01/04/24 - 02/04/24	2,839.40	11,536.62
EFT37389	09/05/2024	AMPOL AUSTRALIA PETROLEUM PTY LTD	FUEL USE 01/04/24-30/04/24	5,217.75	5,217.75
EFT37390	10/05/2024	SUMMIT HOMES	INFRASTRUCTURE BOND REFUND	1,950.00	1,950.00
EFT37391	10/05/2024	P & B CONCRETE POOLS	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00

EFT37392	10/05/2024	P LOCK	MOORING PEN BOND REFUND	1,242.54	1,242.54
EFT37393	10/05/2024	G BARAMILY	INFRASTRUCTURE BOND	2,000.00	
			INFRASTRUCTURE BOND	3,000.00	5,000.00
EFT37394	10/05/2024	T WORCESTER	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT37395	10/05/2024	A MCINTYRE	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT37396	10/05/2024	N SPEED	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT37397	10/05/2024	EMPOWER SOLAR AUSTRALIA	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT37398	10/05/2024	P BAIRSTOW	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT37399	10/05/2024	YHB GROUP PTY LTD	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT37400	10/05/2024	SOLA SHADE	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT37401	10/05/2024	J GORDON	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT37402	20/05/2024	HOST DIRECT	PROVISION OF TABLE TOP EQUIPMENT FOR THE EAST FREMANTLE COMMUNITY PARK - AS PER EXCEL SCHEDULE	9,612.42	
			FURNITURE FITTINGS & EQUIPMENT FOR THE HOSPITALITY AREA OF THE EAST FREMANTLE COMMUNITY PARK	3,258.35	12,870.77
EFT37403	20/05/2024	COOPER & OXLEY GROUP PTY LTD - RETENTIONS	RFT03-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR RETENTION AMOUNT- CERTIFICATE 17	12,367.25	12,367.25
EFT37404	20/05/2024	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08 2021/22 EAST FREMANTLE OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR RECONCILIATION OF APPROVED CONTRACT VARIATIONS - PAYMENT CERTIFICATE 17	401,352.32	401,352.32
EFT37405	22/05/2024	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS MAY 24	476.87	476.87
EFT37406	22/05/2024	BUNNINGS BLDG SUPPLIES LTD	MATERIAL FOR OVAL WORKS	115.73	
			40 KG MORTAR	19.78	
			MATTING FOR SPORTS OVAL	529.65	665.16
EFT37407	22/05/2024	CITY OF COCKBURN	TIP FEES - APRIL 2024	1,400.00	1,400.00
EFT37408	22/05/2024	GRONBEK SECURITY	20 x KEYED ALIKE LOCKWOOD PADLOCKS (38mm SHACKLES)	1,339.36	1,339.36
EFT37409	22/05/2024	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/05/24	14.00	
			CHSP VOLUNTEER MELA REIMBURSEMENT 20/05/24	15.00	29.00
EFT37410	22/05/2024	TELSTRA LIMITED	MONTHLY DATA FEES FOR OPERATIONS & RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER 23/24 - TO 03/05/24	1,062.40	
			SUMPTON GREEN PHONESTO 07/05/24	63.25	1,125.65
EFT37411	22/05/2024	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	34,749.69	34,749.69
EFT37412	22/05/2024	FASTA COURIERS	COURIER CSTS 01/05/24 - 15/05/24	80.47	80.47
EFT37413	22/05/2024	JONATHAN EPPS	ARBORIST REPORTS & RISK ASSESSMENTS - VARIOUS LOCATIONS	4,450.00	4,450.00
EFT37414	22/05/2024	TOTAL PACKAGING (WA) PTY LTD	15 x CARTONS (60 boxes) OF BIODEGRADABLE DOG WASTE DISPOSAL BAGS	2,516.80	2,516.80
EFT37415	22/05/2024	MCGEES NATIONAL PROPERTY CONSULTANTS	SEABED RENT, POSTAGE & PETTIES & MANAGEMENT FEES 01/06/24 - 31/08/24	13,583.71	13,583.71
EFT37416	22/05/2024	RESOURCE RECOVERY GROUP (SMRC)	MRF GATE FEES APRIL 24	5,556.56	
			RRRC OVERHEADS & WCF FIXED COSTS CONTRIBUTIONS -APRIL 24	8,234.60	
			QUARTERLY MEMBERSHIP CONTRIBUTIONS TOWARDS OPERATING EXPENSES - QUARTER 4 APRIL - JUNE	7,614.75	
			FOGO GATE FEES FOR APRIL 24	17,824.58	
			RED BIN WASTE GATE FEES FOR APRIL 24 - DIVERSIONS TO SUEZ/VEOLIA	13,518.63	52,749.12
EFT37417	22/05/2024	THE TRUSTEE FOR THE MACRI PARTNERS UNIT TRUST (MACRI PARTNERS)	PROFESSIONAL FEES - AUDIT OF RIVERSIDE RD RIVERWALL REPAIRS - 01/07/22 - 31/01/24	770.00	770.00
EFT37418	22/05/2024	STRATA GREEN	6 x EARMUFFS + FREIGHT	347.95	347.95
EFT37419	22/05/2024	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES DEPOT - 03/05/24 - JAMES MORRISON, WOOLWORTHS PURCHASES DEPOT - 03/05/24 - JAMES MORRISON	169.67	
			WOOLWORTHS PURCHASES - ADMIN - 07/05/24	124.10	
			WOOLWORTHS PURCHASES - CHSP 14/05/24	62.85	
			WOOLWORTHS PURCHASES DEPOT 15/05/24	5.75	
			WOOLWORTHS PURCHASES DEPOT 20/05/24	32.60	394.97
EFT37420	22/05/2024	INDIANIC GROUP PTY LTD	MOORING PENS - ANODE REPLACEMENT & INSTALLATION AS QUOTED	36,496.90	
			MOORING PENS & JETTIES - ANNUAL INSPECTION 2024	14,976.50	51,473.40
EFT37421	22/05/2024	DAVID GRAY & CO. PTY LTD	240L COMPLETE SETS GENERAL WASTE BINS, 140L COMPLETE SETS GENERAL WASTE BINS	2,224.20	
			READI-RAC RODENTICIDE 16 KG - RODENT BAIT FOR RESIDENTS (2 TUBS)	324.50	2,548.70
EFT37422	22/05/2024	HYDRO JET	GRAFFITI REMOVAL - MIDWIFE CENTRE, HENRY JEFFERY CLUBROOMS & UNDERPASSES	759.00	759.00
EFT37423	22/05/2024	LANDSCAPE YARD O'CONNOR	MATERIAL FOR OVAL GATE RAMP AND BACKFILL	1,543.80	1,543.80
EFT37424	22/05/2024	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION DETAILS REQUEST FEES -APRIL 24	356.40	356.40
EFT37425	22/05/2024	SEEK LIMITED	SEEK EMPLOYMENT AD - RANGER	484.00	484.00
EFT37426	22/05/2024	FOCUS NETWORKS	CYBER AWARENESS TRAINING - QU7524G	2,237.40	
			RFT04-2021/22 - PROJECT WORK RATE FOR OUT OF SCOPE WORKS - APRIL 24	654.50	
			QU-7621G SOFTWARE DATA WIPE FOR TEFFRMALPT19	55.00	
			NESSUS SCAN REMEDIATIONS - APRIL 2024 QU 7556G	2,090.00	5,036.90
EFT37427	22/05/2024	ADCO SERVICES	SUMPTON GREEN - REPLACE DAMAGED VERMIN BOARDS	495.00	495.00
EFT37428	22/05/2024	LANDGATE	GRV SCHEDULES 2023/2024 - DATED30/03/24 - 12/04/24 AND 13/04/24 - 26/04/24	95.97	95.97
EFT37429	22/05/2024	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	GENERAL WASTE REMOVAL - 46 EAST STREET 29/03/24 - 26/04/24	749.23	



			FOGO GREEN BINS RESIDENTIAL & PRIORITY, GENERAL WASTE RED BINS PARKS & RESERVES,STREET LITTER BINS , RECYCLING YELLOW BINS RESIDENTIAL & PRIORITY, STREET LITTER BINS, GENERAL WASTE RED BINS COMMERCIAL, RECYCLING YELLOW BIN COMMERCIAL, 48-50 ALEXANDRA RECYCLING & GENERAL WASTE- APRIL 24	41,566.94	42,316.17
EFT37430	22/05/2024	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE 27/06/24 - 26/07/24	342.20	342.20
EFT37431	22/05/2024	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 08/05/24	5.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 10/05/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 15/05/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 17/05/24	13.90	48.90
EFT37432	22/05/2024	PTC IRRIGATION	EMERGENCY REPAIRS TO DAMAGED IRRIGATION FROM TURFING CONTRACTOR	4,091.70	
			REPAIR TO LOCKE PARK RETIC 30/04/24 - 02/05/24	5,143.93	
			UPGRADE WIRING AND AMP METER AND TRANSFORMER IN LOCKE PARK IRRIGATION CUBICLE	2,140.71	11,376.34
EFT37433	22/05/2024	RED HOT DESIGN (WA) PTY LTD	GEORGE STREET FESTIVAL - VOLUNTEER TOPS	770.70	770.70
EFT37434	22/05/2024	FRESH PROVISIONS BICTON	NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 02/04/24	118.92	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 09/04/24	82.41	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 23/04/24	129.92	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES - 30/04/24	91.54	422.79
EFT37435	22/05/2024	PROTEC ASPHALT	EF OVAL PRECINCNT PRAM RAMP ROAD PATCH REPAIRS - CUT & REMOVE & REINSTATE ASPHALT 2.5T	1,677.50	
			EF OVAL EASTERN BANK RUBBISH REMOVAL - TRUCK & BOBCAT 5 HRS, RUBBISH REMOVAL - TIP FEES 3 MIXED LOADS	2,810.00	
			PENHURST ST ROAD REHABILITATION & FOOTPATH UPGRADE	40,837.50	45,325.00
EFT37436	22/05/2024	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/05/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 20/05/24	15.00	30.00
EFT37437	22/05/2024	TASSIE DEVIL LINEMARKING	LINE MARKING AROUND EF COMMUNITY PARK - GEORGE/SILAS & RICHMOND /RACEWAY	1,735.80	
			LAST REMAINING LINE MARKING REINSTATEMENT FOR RACEWAY AREA	2,783.00	4,518.80
EFT37438	22/05/2024	T ABELHA	CHSP VOLUNTEER MEAL REIMBURSEMENT 29/04/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 13/05/24	30.00	45.00
EFT37439	22/05/2024	CALL ASSOCIATES PTY LTD	STANDING ORDER FOR SERVICE AGREEMENT FOR AFTER HOURS CALL CETRE SERVICES - APRIL 24	270.33	270.33
EFT37440	22/05/2024	NDY MANAGEMENT PTY LIMITED T/A NORMAN DISNEY & YOUNG	RFQ13-2021/22 EF OVAL REDEVELOPMENT -MECHANICAL SERVICES - 01/04/24 -26/04/24	933.63	
			RFQ14-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - ELECTRICALENGINEERING SERVICES - 01/04/24 - 26/04/24	1,521.54	
			RFQ15 - 2021/*22 EAST FREMANTLE OVAL REDEVELOPMENT - HYDRAULIS ENGINEERING SERVICES 01/04/24 - 26/04/24	1,600.50	4,055.67
EFT37441	22/05/2024	DOWN TO EARTH TRAINING AND ASSESSING	CPCLDG3001 LICENCE TO PERFORM DOGGING COURSE + WORKSAFE LICENCE - FOR 2 X OPERATIONAL STAFF	2,002.00	2,002.00
EFT37442	22/05/2024	BAIRD AUSTRALIA PTY LTD	COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN - FINAL CHRMAP & PROJECT MANAGAMENT - APRIL 24	2,225.30	2,225.30
EFT37443	22/05/2024	EV UP PTY LTD	CALL OUT TO INVESTIGATE CHARGER ISSUES	401.50	
			PREPAYMENT - TOWN HALL - EV CHARGER - UPCHARGE SOFTWARE - JULY 2024 - JULY 2026	1,089.00	1,490.50
EFT37444	22/05/2024	LO-GO APPOINTMENT (Helene Pty Ltd)	LOGO TEMPORARY APPOINTMENTS - COMMUNICATIONS OFFICER W/E 04/05/24	654.87	
			LOGO TEMPORARY APPOINTMENTS - COMMUNICATIONS OFFICER W/E 11/05/24	385.22	1,040.09
EFT37445	22/05/2024	CLASSIC HIRE	FCFC - TOILET HIRE DELIVERED - 23/03/24	251.35	251.35
EFT37446	22/05/2024	NATURE BASED PLAY PTY LTD	GOURLEY PARK - REPLACEMENT ROPE BALL SWING ATTACHMENT	374.00	374.00
EFT37447	22/05/2024	PHOENIX CONTAINERS PTY LTD	SEA CONTAINER HIRE - BOWLING CLUB TEMPORARY RELOCATION FOR EFFC REDEVELOPMENT - MAY 2024	170.50	
			SOCCER CLUB SEA CONTAINER HIRE - MAY 2024	144.93	315.43
EFT37448	22/05/2024	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING - APRIL 2024 - TOWN HALL, DEPOT, DOVENBY HOUSE, SUMPTON GREEN, GLASSON PARK & CONSUMABLES - APRIL 2024	8,393.07	8,393.07
EFT37449	22/05/2024	LOVEGROVE TRUF SERVICES	HENRY JEFFERY - REMOVE EXISTING TURF / MATERIALS 200M2	5,500.00	5,500.00
EFT37450	22/05/2024	MACLEAN & LAWRENCE PTY LTD	RFQ06-2021/22 - FCFC BUILDING UPGRADE - REVISED HYDRAULIC DESIGN - VARIATION 2 REVISION OF CONTRACT DOCUMENTATIN	1,254.00	1,254.00
EFT37451	22/05/2024	FORPARK AUSTRALIA	WAYMAN EXERCISE EQUIPMENT - SHOULDER & LEG PRESS PARTS & REPAIRS	2,401.30	2,401.30
EFT37452	22/05/2024	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK CLIENT ACTIVITY 08/05/24	50.00	
			NEIGHBOURHOOD LINK CLIENT ACTIVITY 14/05/24	50.00	100.00
EFT37453	22/05/2024	SAFE T CARD AUSTRALIA PTY LTD	SAFE T CARD COMPANION ALARM X 2 - QU0574 - QUARTERLY MONITORING FEES	323.40	323.40
EFT37454	22/05/2024	RIMPA	2 X STAFF REGISTRATIONS PERTH RECORDS ROADSHOW	360.00	360.00
EFT37455	22/05/2024	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 15/04/24	14.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 09/05/24	13.00	27.00
EFT37456	22/05/2024	SOUTHERN BINS PTY LTD	BULK BINS - WAUHOP ROAD 13/05/24	1,920.00	1,920.00

EFT37457	22/05/2024	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 09/05/24	10.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 16/05/24	15.00	25.00
EFT37458	22/05/2024	THE BLACK TRUFFLE NORTH FREMANTLE	CATERING FOR COMMITTEE MEETINGS - 22/05/24	240.00	
			CATERING FOR COMMITTEE MEETINGS - 22/05/24	168.00	408.00
EFT37459	22/05/2024	BING TECHNOLOGIES PTY LTD	BING MAIL TRIAL - 01/05/24 - 14/05/24	455.87	455.87
EFT37460	22/05/2024	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS MAY 24	3,541.91	3,541.91
EFT37461	22/05/2024	GLOBAL SYNTHETICS PTY LTD	2 X REPLACEMENT SILT CURTAINS DAMAGED FROM CONTRACTOR (INC DELIVERY)	3,326.24	3,326.24
EFT37462	22/05/2024	K ANDREWS	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/05/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 20/05/24	15.00	30.00
EFT37463	22/05/2024	AE HOSKINS BUILDING SERVICES	FREMANTLE WOMENS SOCCER CLUB BUILDING UPGRADE - PROGRESS CLAIM 1 - APRIL 24	48,489.04	48,489.04
EFT37464	22/05/2024	EXODUS ASBESTOS REMOVAL	REMOVAL OF ASBESTOS IN ALLEN SUMP & WAUHOP CHANGE ROOM	1,249.60	1,249.60
EFT37465	22/05/2024	R & H PLUMBING AND GAS PTY LTD	INSTALLATION OF WATER LINE ~45M FROM AND EXISTING WATER METER, INSTALLATION OF A CONCRETE PAD FOR THE WATER FOUNTAIN (APPROX 1.5M X 1.5M), CONNECTION OF THE WATER FOUNTAIN	3,363.25	3,363.25
EFT37466	22/05/2024	RANGE FORD	SUPPLY 1 X 2024 FORD RANGER 4X4 DUAL CAB PICK UP	47,463.24	47,463.24
EFT37467	22/05/2024	FULL FAT CONSULTING	PROFESSIONAL SERVICES - CONTRACT MANAGEMENT - EAST FREMANTLE OVAL REDEVELOPMENT - 16/04/214 - 03/05/24 - 80.25HRS	15,600.00	15,600.00
EFT37468	22/05/2024	METROWEST ELECTRICAL & COMMUNICATIONS PTY LTD	ELECTRICAL WORKS KITCHEN AND CAFE - ADDITIONAL GPOs	4,564.86	4,564.86
EFT37469	22/05/2024	MORIN AND SON TREE SERVICES	STREET TREE PRUNING & MAINTENANCE - VARIOUS LOCATIONS AS DIRECTED 03/05/2024	4,664.00	
			STREET TREE PRUNING & MAINTENANCE - VARIOUS LOCATINS AS REQUESTED 10/05/24	3,712.50	
			STREET TREE PRUNING & MAINTENANCE - VARIOUS LOCATINS AS REQUESTED 13/05/24	5,258.00	13,634.50
EFT37470	22/05/2024	N CHALWELL	PARTIAL REFUND OF LIFETIME DOG REGISTRATION - DOG NOW STERILISED	150.00	150.00
EFT37471	22/05/2024	H HUDSON	REIMBURSEMENT OF COST OF OBTAINING FIRST AID CERTIFICATE	99.00	99.00
EFT37472	22/05/2024	G GANDOSSINI	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP 17/05/24	37.60	37.60
EFT37473	27/05/2024	MAYOR JIM O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE MAY 24	5,693.34	5,693.34
EFT37474	27/05/2024	CR. JENNY HARRINGTON	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37475	27/05/2024	CR. CLIFF COLLINSON	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37476	27/05/2024	CR .ANDREW MCPHAIL	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37477	27/05/2024	CR. ANDREW WHITE	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37478	27/05/2024	CR. TONY NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE MAY 24	2,511.84	2,511.84
EFT37479	27/05/2024	CR KERRY DONOVAN	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37480	27/05/2024	CR. MARK STEWART WILSON	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
EFT37481	27/05/2024	CR. LUCINDA MAYWOOD	SITTING FEES & ICT ALLOWANCE MAY 24	1,710.84	1,710.84
			EFT TOTAL	1,126,693.28	1,126,693.28
	Direct Debit - May 2024	Supplier	Description	Inv Amount	EFT
		CBA	INTEREST ADJUSTMENT	0.12	0.12
		WA TREASURY CORP	LOAN REPAYMENT - 177077	188,352.63	188,352.63
		SHERRIF'S OFFICE PERTH	FER	3,089.50	3,089.50
		CBA	EXETEL	99.00	99.00
		CBA	MERCHANT FEE	281.91	281.91
		CBA	MERCHANT FEE	174.49	174.49
		CBA	REJECT RETURN FEE	7.50	7.50
		FLEETCARE	FLEETCARE PAYMENT	2,560.53	2,560.53
		AMEX	AMEX FEE	36.18	36.18
		TILL	TILL SIMPLEPAY FEE	763.58	763.58
		SUPERCHOICE	EMPLOYEE SUPERANNUATION - FEBRUARY 24	54,890.70	54,890.70
		CBA	ACCOUNT SERVICE TRANSACTION FEES	2.00	2.00
		CBA	BPOINT TRANSACTION FEES	33.66	33.66
		CBA	BPAY TRANSACTION FEES	93.67	93.67
		CBA	COMMBIZ TRANSACTION FEES	36.54	36.54
				250,422.01	250,422.01
	Credit Cards - May 2024	Supplier	Description	Inv Amount	EFT
		CREDIT CARD - NICK KING	OFFICEWORKS O'CONNOR - ON-CALL PHONE PROTECTIVE CASE	58.00	58.00
			HARVEY NORMAN O'CONNOR - ON-CALL PHONE SCREEN PROTECTOR	69.00	69.00
		CREDIT CARD - PETER KOCIAN	FACEBOOK - SUBSCRIPTION	15.00	15.00
			BROWNES DAIRY - MILK	19.85	19.85
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			BROWNES DAIRY - MILK	29.75	29.75
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			CANVA - SUBSCRIPTION	17.99	17.99

			MAILCHIMP - SUBSCRIPTION	88.02	88.02
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			BROWNES DAIRY - MILK	29.75	29.75
			JAZMAN PTY LTD - CATERING COUNCIL MEETING	343.25	343.25
			FACEBOOK - SUBSCRIPTION	15.00	15.00
			FACEBOOK - SUBSCRIPTION	12.93	12.93
			BROWNES DAIRY - MILK	29.75	29.75
			PETALS NETWORK PTY LTD - FLOWERS FOR STAFF MEMBER	125.95	125.95
			FACEBOOK - SUBSCRIPTION	17.00	17.00
			OFFICEWORKS - KEYBOARDS	177.00	177.00
		CREDIT CARD - ANDREW MALONE	BUNNINGS MELVILLE - PLANT	17.85	17.85
			NESPRESSO NORTH SYDNEY - COFFEE PODS & DESCALING KIT	97.19	97.19
			FRESH PROVISIONS - CATERING FOR CARG MEETING	184.00	184.00
		CREDIT CARD - REGINA TETI	KMART KARDINYA - CLIENT CARDS	30.00	30.00
			OFFICEWORKS FREMANTLE - STATIONERY	14.50	14.50
			FRESH PROVISIONS - FLOWERS FOR CLIENT	32.98	32.98
			CREDIT CARD TOTAL	1,499.76	1,499.76
			Description	GROSS PAY	EFT
			PAYROLL FORTNIGHT ENDING 14/05/24	158,815.48	158,815.48
			PAYROLL FORTNIGHT ENDING 28/05/24	159,727.40	159,727.40
			PAYROLL TOTALS	318,542.88	318,542.88
			AMPOL FUEL CARDS- APRIL 24	5,217.75	5,217.75
			GRAND TOTAL	1,697,269.53	1,697,269.53





Tax Invoice

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8:30am - 6:00pm EST, Mon to Fri

000023 000  
TOWN OF EAST FREMANTLE  
PO BOX1097  
FREMANTLE WA 6959

Invoice date: 30/04/2024

Your account details	Due date	Total due inc GST
Invoice ref no: 0000251362 Account no:	21/05/2024	\$5,217.75

Your AmpolCard invoice summary01/04/2024 – 30/04/2024

Description	Product	Quantity	Amount \$ excl GST	GST amount	Total inc GST \$
FLEET	Unleaded	820.51	1,382.71	138.29	1,521.00
	Premium 95 A	119.14	205.69	20.56	226.25
	Premium 98 A	156.33	286.47	28.65	315.12
	Oils/Lubricants		51.81	5.18	56.99
	Premium Diesel A	1,562.58	2,816.74	281.65	3,098.39
	Total for Fleet		4,743.42	474.33	5,217.75
	Total		4,743.42	474.33	5,217.75

Payment options

Biller Code: 858753  
Ref:

Direct Payment

Credit Card  
Visit [pay.ampol.com.au](https://pay.ampol.com.au) or  
Phone: 1300 138 469. Surcharges apply.

Breakdown of account summary		Invoice date: 30/04/2024	
Details of fleet transactions processed from 01/04/2024 - 30/04/2024		Account no:	
		Invoice ref no:	
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 01/04/2024 - 30/04/2024      Invoice ref no: 0000251362      Account no: 0200402776      Invoice date: 30/04/2024

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
1207 Rego 1GUV822 Crd Holder AMINISTRATION												
Ampol Foodyary Fremantle East	23/04	21:04	E16641	81580	Premium 95 A	49.51	191.40	94.76	0.00	94.76	8.61	0.00
Ampol Foodyary Fremantle East	09/04	20:03	E16412	80932	Premium 95 A	50.03	189.40	94.76	0.00	94.76	8.61	0.00
Ampol Foodyary Fremantle East	02/04	19:25	E16277	80170	Premium 95 A	19.60	187.40	36.73	0.00	36.73	3.34	0.00
Card total						119.14		226.25	0.00	226.25	20.56	0.00
Domestic 4063												
2506 Rego 1DTJ953 Crd Holder HACC												
Ampol Foodyary Fremantle East	19/04	07:43	E22977	94852	Unleaded	69.60	187.40	130.43	0.00	130.43	11.86	0.00
Ampol Foodyary Fremantle East	12/04	10:05	E22772	94465	Unleaded	59.92	182.40	109.29	0.00	109.29	9.94	0.00
Ampol Foodyary Fremantle East	05/04	11:37	E22575	94147	Unleaded	64.34	192.40	123.79	0.00	123.79	11.25	0.00
Card total						193.86		363.51	0.00	363.51	33.05	0.00
Domestic 4085												
0483 Rego 1GBT981 Crd Holder HACC												
Ampol Foodyary Fremantle East	24/04	11:47	E16653	129470	Unleaded	52.36	201.02	105.25	0.00	105.25	9.57	0.00
Card total						52.36		105.25	0.00	105.25	9.57	0.00
Domestic 4088												
0467 Rego 1GCQ228 Crd Holder HACC												
Ampol Foodyary Fremantle East	16/04	15:19	E16514	179696	Unleaded	34.38	172.40	59.27	0.00	59.27	5.39	0.00
Ampol Foodyary Fremantle East	08/04	08:15	E22631	179248	Unleaded	27.27	183.40	50.01	0.00	50.01	4.55	0.00
Ampol Foodyary O'Connor	10/04	11:04	E90274	179408	Unleaded	19.13	173.40	33.17	0.00	33.17	3.02	0.00
Ampol Foodyary Fremantle East	02/04	15:17	E16262	179031	Unleaded	30.91	172.40	53.29	0.00	53.29	4.84	0.00
Ampol Foodyary Fremantle East	22/04	11:25	E16613	179937	Unleaded	31.14	182.40	56.80	0.00	56.80	5.16	0.00
Card total						142.83		252.54	0.00	252.54	22.96	0.00
Domestic 4089												
0475 Rego 1GCQ227 Crd Holder HACC												
Ampol Foodyary Fremantle East	24/04	15:04	E23159	87981	Unleaded	42.49	201.02	85.41	0.00	85.41	7.76	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 Foodyary Fremantle East	19/04	14:56	E16578	87674	Premium 98 A	31.31	210.40	65.88	0.00	65.88	5.99	0.00
Ampol Foodyary Fremantle East	08/04	14:27	E22655	86758	Unleaded	44.24	183.40	81.14	0.00	81.14	7.38	0.00
Ampol Foodyary Fremantle East	10/04	15:17	E16419	86916	Unleaded	22.92	199.41	45.70	0.00	45.70	4.15	0.00
Ampol Foodyary Fremantle East	12/04	15:04	E22782	87300	Premium 98 A	49.52	205.40	101.71	0.00	101.71	9.25	0.00
Ampol Foodyary Fremantle East	16/04	10:27	E22882	87493	Premium 98 A	28.50	195.40	55.69	0.00	55.69	5.06	0.00
Ampol Foodyary Fremantle East	02/04	13:17	E22494	86332	Premium 98 A	47.00	195.40	91.84	0.00	91.84	8.35	0.00
Ampol Foodyary Fremantle East	03/04	15:53	E16285	86495	Unleaded	17.92	198.08	35.50	0.00	35.50	3.23	0.00
Card total						283.90		562.87	0.00	562.87	51.17	0.00
Domestic 4091												
6959 Rego 1GDV315 Crd Holder												
Ampol Foodyary Fremantle East	16/04	11:23	E22887	64444	Premium Diesel A	70.69	200.03	141.40	0.00	141.40	12.85	0.00
Card total						70.69		141.40	0.00	141.40	12.85	0.00
Domestic 4096												
6967 Rego 1GFU278 Crd Holder WORKS												
Ampol Foodyary Fremantle East	08/04	06:58	E22624	48675	Premium Diesel A	56.24	198.78	111.80	0.00	111.80	10.16	0.00
Card total						56.24		111.80	0.00	111.80	10.16	0.00
Domestic 4098												
6983 Rego 1GHV402 Crd Holder GARDENS												
Ampol Foodyary Fremantle East	08/04	09:14	E22641	129664	Premium Diesel A	54.90	198.78	109.13	0.00	109.13	9.92	0.00
Card total						54.90		109.13	0.00	109.13	9.92	0.00
Domestic 5000												
7122 Rego 1GIY952 Crd Holder WORKS												
Ampol Foodyary Fremantle East	12/04	07:08	E22760	430	Premium Diesel A	21.17	199.93	42.32	0.00	42.32	3.85	0.00
Card total						21.17		42.32	0.00	42.32	3.85	0.00
Domestic 5002												
7015 Rego 1GKM815 Crd Holder WORKS												
Ampol Foodyary Fremantle East	23/04	08:24	E23109	59447	Premium Diesel A	119.18	198.09	236.08	0.00	236.08	21.46	0.00
Ampol Foodyary Fremantle East	03/04	08:17	E22504	58913	Premium Diesel A	107.50	195.84	210.52	0.00	210.52	19.14	0.00
Card total						226.68		446.60	0.00	446.60	40.60	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
Domestic 5008												
8765 Rego 1GQD688 Crd Holder GARDENS												
Ampol Faodary Fremantle East	29/04	10:27	E16741	58043	Premium Diesel A	70.04	195.17	136.70	0.00	136.70	12.43	0.00
Card total						70.04		136.70	0.00	136.70	12.43	0.00
Domestic 5009												
2809 Rego 1GQJ387 Crd Holder RANGERS SERVICES												
Ampol Faodary Fremantle East	28/04	07:00	E23225	91090	Premium Diesel A	59.24	195.17	115.62	0.00	115.62	10.51	0.00
Ampol Faodary Fremantle East	17/04	15:55	E16552	90638	Premium Diesel A	33.48	199.69	66.85	0.00	66.85	6.08	0.00
Ampol Faodary Fremantle East	14/04	13:52	E16472	90388	Premium Diesel A	46.38	200.22	92.86	0.00	92.86	8.44	0.00
Ampol Faodary Fremantle East	07/04	14:28	E16350	90067	Premium Diesel A	51.06	198.78	101.50	0.00	101.50	9.23	0.00
Card total						190.16		376.83	0.00	376.83	34.26	0.00
Domestic 5010												
7148 Rego 1GQL999 Crd Holder WORKS												
Ampol Faodary Fremantle East	19/04	07:17	E22972	0	Premium Diesel A	17.83	200.25	35.70	0.00	35.70	3.25	0.00
Card total						17.83		35.70	0.00	35.70	3.25	0.00
Domestic 5020												
3076 Rego 1HMC350 Crd Holder WORKS												
Ampol Faodary Fremantle East	23/04	11:25	E16625	27547	Premium Diesel A	102.53	198.09	203.10	0.00	203.10	18.46	0.00
Ampol Faodary Fremantle East	09/04	14:03	E22699	27062	Premium Diesel A	72.91	198.90	145.02	0.00	145.02	13.18	0.00
Card total						175.44		348.12	0.00	348.12	31.64	0.00
Domestic 5021												
3159 Rego 1HLR056 Crd Holder WORKS												
Ampol Faodary Fremantle East	04/04	13:37	E22545	15368	Premium Diesel A	50.30	196.25	98.72	0.00	98.72	8.97	0.00
Card total						50.30		98.72	0.00	98.72	8.97	0.00
Domestic P5015												
7072 Rego 1GYB392 Crd Holder												
Ampol Faodary Fremantle East	23/04	06:52	E23101	1154	Premium Diesel A	23.96	198.09	47.46	0.00	47.46	4.31	0.00
Ampol Faodary Fremantle East	12/04	08:54	E22766	1147	Premium Diesel A	26.11	199.93	52.20	0.00	52.20	4.75	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 Faodary Fremantle East	08/04	06:59	E22625	1140	Premium Diesel A	18.92	198.78	37.61	0.00	37.61	3.42	0.00
Card total						68.99		137.27	0.00	137.27	12.48	0.00
Domestic P5016												
7106 Rego 1GYB393 Crd Holder												
Ampol Faodary Fremantle East	24/04	10:06	E16648	766	Premium Diesel A	33.73	197.09	66.48	0.00	66.48	6.04	0.00
Ampol Faodary Fremantle East	17/04	09:49	E22910	761	Premium Diesel A	37.48	199.69	74.84	0.00	74.84	6.80	0.00
Ampol Faodary Fremantle East	10/04	06:56	E22706	756	Premium Diesel A	33.14	199.90	66.25	0.00	66.25	6.02	0.00
Card total						104.35		207.57	0.00	207.57	18.86	0.00
Domestic P5018												
7406 Rego 1HHZ552 Crd Holder												
Ampol Faodary Fremantle East	23/04	15:54	E23137	65737	Premium Diesel A	23.88	198.09	47.30	0.00	47.30	4.30	0.00
Ampol Faodary Fremantle East	16/04	15:49	E16517	65243	Premium Diesel A	24.47	200.03	48.95	0.00	48.95	4.45	0.00
Ampol Faodary Fremantle East	19/04	09:04	E22983	65458	Premium Diesel A	34.79	200.25	69.67	0.00	69.67	6.33	0.00
Ampol Faodary Fremantle East	08/04	08:06	E22630	64254	Premium Diesel A	15.90	198.78	31.61	0.00	31.61	2.87	0.00
Ampol Faodary Fremantle East	08/04	15:08	E22658	64429	Premium Diesel A	33.01	198.78	65.62	0.00	65.62	5.97	0.00
Ampol Faodary Fremantle East	11/04	08:18	E22736	64627	Premium Diesel A	32.79	200.18	65.64	0.00	65.64	5.97	0.00
Ampol Faodary Fremantle East	12/04	08:11	E22762	64837	Premium Diesel A	34.89	199.93	69.75	0.00	69.75	6.34	0.00
Ampol Faodary Fremantle East	15/04	08:16	E22836	65005	Premium Diesel A	19.57	200.22	39.18	0.00	39.18	3.56	0.00
Ampol Faodary Fremantle East	15/04	15:28	E22855	65155	Oils/Lubricants			56.99	0.00	56.99	5.18	0.00
Ampol Faodary Fremantle East	15/04	15:28	E22855	65155	Premium Diesel A	29.62	200.22	59.31	0.00	59.31	5.39	0.00
Ampol Faodary Fremantle East	03/04	08:32	E22505	63881	Premium Diesel A	31.28	195.84	61.26	0.00	61.26	5.57	0.00
Ampol Faodary Fremantle East	05/04	08:14	E22558	64122	Premium Diesel A	50.86	197.75	100.58	0.00	100.58	9.14	0.00
Ampol Faodary Fremantle East	29/04	08:25	E16731	65929	Premium Diesel A	26.06	195.17	50.86	0.00	50.86	4.62	0.00
Ampol Faodary Fremantle East	22/04	14:41	E23088	65647	Premium Diesel A	36.38	199.16	72.45	0.00	72.45	6.59	0.00
Card total						393.50		839.17	0.00	839.17	76.28	0.00
Domestic P5019												
6876 Rego Crd Holder OPERATIONS												
Ampol Faodary Fremantle East	12/04	10:12	E22774	0	Unleaded	92.62	182.40	168.94	0.00	168.94	15.36	0.00
Card total						92.62		168.94	0.00	168.94	15.36	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
Domestic P5022												
5194 Rego 1HSK094 Crd Holder												
Ampol Foodary Mundaring S/St	19/04	17:28	E54306	43763	Unleaded	41.56	199.40	82.87	0.00	82.87	7.53	0.00
Ampol Foodary Midvale	08/04	17:35	E30200	42526	Unleaded	39.60	182.40	72.23	0.00	72.23	6.57	0.00
Ampol Foodary Midvale	15/04	17:28	E31128	43103	Unleaded	31.57	180.40	56.95	0.00	56.95	5.18	0.00
Ampol Foodary Midvale	01/04	09:45	E29286	41856	Unleaded	35.78	175.40	62.76	0.00	62.76	5.71	0.00
Card total						148.51		274.81	0.00	274.81	24.99	0.00
Domestic P5025												
5727 Rego 1IEM002 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	22/04	14:09	E23086	1276	Premium Diesel A	62.29	199.16	124.05	0.00	124.05	11.28	0.00
Card total						62.29		124.05	0.00	124.05	11.28	0.00
Domestic P5026												
7100 Rego 1IDR863 Crd Holder CHSP												
Ampol Foodary Fremantle East	16/04	16:11	E16519	414	Unleaded	29.22	172.40	50.38	0.00	50.38	4.58	0.00
Card total						29.22		50.38	0.00	50.38	4.58	0.00
Domestic P5027												
7118 Rego 1IDR864 Crd Holder CHSP												
Ampol Foodary Fremantle East	16/04	10:43	E22885	433	Unleaded	33.54	172.40	57.82	0.00	57.82	5.26	0.00
Card total						33.54		57.82	0.00	57.82	5.26	0.00



### 13.3 CORPORATE BUSINESS PLAN REPORTING 2023-24

<b>Report Reference Number</b>	OCR-2812
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Closing Report – Corporate Business Plan 2023-24

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#### PURPOSE

For Council to receive the Corporate Business Plan (CBP) Progress Report.

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#### EXECUTIVE SUMMARY

The Corporate Business Plan 2023-2027 contains a range of strategic and planning priorities which the Town proposed to deliver over the four-year period, and which is aligned to the strategic direction and priorities set within the 10-year Strategic Community Plan 2020-2030.

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#### BACKGROUND

Section 5.56 of the *Local Government Act 1995 (the Act)* “*Planning for the Future*” requires a local government to plan for the future of the district and to make plans in accordance with the regulations. Regulations came into effect 1 July 2013 requiring all local governments to have developed and adopted a Strategic Community Plan (SCP) and a Corporate Business Plan, supported and informed by resourcing and delivery strategies.

These plans drive the development of the annual budget and through a process of continuous improvement, we should be better able to plan for and meet the needs of our community.

The reporting element is the process by which we inform the community and statutory bodies on our progress in delivering services, projects and other operations to meet the community’s short term, medium term and long-term aspirations.

Section 5.53 of the Act requires the annual report to contain an overview of the plan for the future of the district, including major initiatives that are proposed to commence or to continue in the next financial year.

The Corporate Business Plan under review was adopted by Council at its meeting held in June 2023.

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#### CONSULTATION

Executive Leadership Team.

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#### STATUTORY ENVIRONMENT

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of its district in accordance with any regulations made.

Regulation 19DA of the *Local Government (Administration) Regulations 1996* sets out the requirements for preparing, adopting, reviewing and modifying the Corporate Business Plan.

## POLICY IMPLICATIONS

There are no Council Policies relevant to this item.

## FINANCIAL IMPLICATIONS

All projects and programs identified in CBP to be undertaken in 2023-24 have been included in the Annual Budget. However, delivery of all actions contained within specific plans referenced with the CBP are budget constrained.

Attachment 1 provides comparison between Budget and Actual year to date. Please note the list is not intended to be an exhaustive list, rather just to track those services or projects of possible interest to elected members.

## STRATEGIC IMPLICATIONS

Strategic Priority 5: Leadership and Governance.

Objective 5.1 - Strengthen organisational accountability and transparency.

## 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 activities and programs listed in the Corporate Business Plan are not achievable or affordable.	Possible (3)	Moderate (3)	Moderate (5-9)	SERVICE INTERRUPTION - Indeterminate prolonged interruption of services - non-performance >1 month	Manage by assessing and determining service levels ....

### 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

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

## SITE INSPECTION

Not applicable.

## COMMENT

The Corporate Business Plan Progress Report provides information on progress against the milestones for the 2023-24 projects and programs within the Corporate Business Plan. A commentary is provided against each action, and project status is reported via colour coding which indicates if the project has been completed (green), is on track (orange) or at risk (red). Information is also provided on the budget status for each item.

Of the 78 activities contained within the 2023-24 year of the CBP, all but 7 activities are deemed to be either ongoing or completed. Completed activities are generally projects compared to activities which are ongoing and generally relate to service delivery or the implementation of Plans and Strategies which have multiple actions, and delivery is constrained by budget and resourcing.

The seven activities that have not commenced are:

- 4.3.1.6 Replace streetlights with LED lights and investigate smart technology (rolled into 24-25 CBP)
- 5.1.1.6 Develop and implement an Elected Member Communications Plan (this will be completed as a matter of course when it becomes a statutory requirement)
- 1.3.1.1 Review and update Community Safety and Crime Prevention Plan (activity rolled into new CBP)
- 1.3.2.3 Implement the 4-year public art program (no works undertaken in 23-24; Budget for public art to be allocated against the East Fremantle Community Park in 24-25)
- 3.1.1.1 Development of Leeuwin Barracks – timelines are outside of the Town's controls and the project is on hold, subject to a National Defence Review.
- 3.1.2.1 5-year review of the Local Planning Strategy – this activity is listed in the new CBP as a 26/27 activity.
- 3.2.1.1 Finalise, advertise and implement the major review of the Local Planning Scheme.

Council is requested to note that the Corporate Business Plan has been modified and is presented to Council as a separate report. This document supersedes the current Corporate Business Plan and replaces all existing activities.

Performance measures have been updated to capture the 2023 Community Scorecard Results. The following are some key indicators:

### Top Performers:

- Marine facilities.
- Playgrounds, parks and reserves.
- Waste management.

### Areas that have been improved:

- Value for money from rates – performance index score of 54, up 3 points from 2021 and 11 points above the industry average.
- Encouraging the adoption of sustainable practices to address climate change.
- Conservation and environmental management.
- Festivals, events, and arts.
- Youth services and facilities.



- Services and facilities for families and children.
- Services, facilities and care available for seniors.
- Disability access and inclusion.
- Recognition and respect for First Nations peoples, cultures and heritage.
- Sport and recreation facilities and services.
- Preserving and promoting local history and heritage.
- Animal management and dog exercise areas.
- Streetscapes, trees and verges.
- Footpaths and cycleways.
- Local roads.
- Library services.

Areas that require focus:

- Community safety and crime prevention.
- The performance index score for Council leadership reduced from 57 to 51 but is 6 points above the industry average.
- The performance index score for a clear vision reduced from 46 to 38 but is 9 points above the industry average. Yet the Town's Strategic Community Plan scored an equal industry high of 55.
- The performance index score for community consultation reduced from 55 to 49 but is 8 points above the industry average.
- The performance index score for the "Town clearly explains decisions and how residents' views are taken into account" reduced from 33 to 28 yet is 5 points above the industry average.

It is apparent that recent major developments which have generated significant community interest may have affected some of the performance scores.

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**CONCLUSION**

That Council receives and notes the closing status report against the 2023-24 Corporate Business Plan Activities.

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**13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

**Council Resolution 031806**

**OFFICER RECOMMENDATION:**

**Moved Cr Donovan, seconded Cr Natale**

**That Council:**

- 1. receives and notes the closing status report against the 2023-24 Corporate Business Plan Activities.**
- 2. notes that a revised Corporate Business Plan 2024-2028 has been prepared and is presented as a separate report. The current Corporate Business Plan has been modified to reflect the determined priorities of Council, and Council is required to adopt the revised Corporate Business Plan subject to the requirements of regulation 19DA of the *Local Government (Administration) Regulations 1996*.**

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

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## REPORT ATTACHMENTS

Attachments start on the next page

CORPORATE BUSINESS PLAN REPORTING (2023/24)

Social: A socially connected, inclusive and safe community																																												
Objective 1.1: Facilitate appropriate local services for the health and wellbeing of the community																																												
STRATEGY	ACTIONS		Status	Account	Budget	Actual	Quarterly Comments	Responsible officer	Measure - based on Community Scorecard Survey results 2023 (Town score/Industry Standard score)																																			
1.1.1: Facilitate or partner to ensure a range of quality services are provided at a local level	1.1.1.1	Implement the Public Health Plan (PHP)	🟡	E07211	\$ 105,828	\$ 84,404	2022/2023 stats below: <table><tr><td>River Sampling</td><td>40</td></tr><tr><td>Swimming Pool Samples</td><td>37</td></tr><tr><td>Public Building Inspections</td><td>20</td></tr><tr><td>Food Premises Inspections</td><td>76</td></tr><tr><td>Food Safe Audits</td><td>5</td></tr><tr><td>Microbiological Food Samples</td><td>0</td></tr></table>	River Sampling	40	Swimming Pool Samples	37	Public Building Inspections	20	Food Premises Inspections	76	Food Safe Audits	5	Microbiological Food Samples	0	PEHO	<table><tr><td>(2020/21)</td><td>(2021/22)</td><td>(2022/23)</td></tr><tr><td>River samplings</td><td>35</td><td>39</td><td>40</td></tr><tr><td>Public Building inspections</td><td>20</td><td>25</td><td>20</td></tr><tr><td>Food premises inspections</td><td>76</td><td>100</td><td>76</td></tr><tr><td>Foodsafe Audits</td><td>7</td><td>7</td><td>3</td></tr><tr><td>Microbiocidal food samples</td><td>10</td><td>0</td><td>0</td></tr></table>	(2020/21)	(2021/22)	(2022/23)	River samplings	35	39	40	Public Building inspections	20	25	20	Food premises inspections	76	100	76	Foodsafe Audits	7	7	3	Microbiocidal food samples	10	0	0
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	1.1.1.2	Continue support/provision for the ongoing shared public library services	✅	E11249	\$ 135,026	\$ 135,027	Council entered into a new 5 year Service (Funding) Agreement with the City of Fremantle for the provision of Public Library Services. (August OCM 2020)	CEO	Library services continues rate low as the Town does not have a Library 55/71 - 23/24 cost \$174 per member <table><tr><td>(2019/20)</td><td>(2020/21)</td><td>(2021/22)</td><td>(2022/23)</td></tr><tr><td>Library membership</td><td>2,862</td><td>3,028</td><td>3263</td></tr><tr><td>total active members</td><td>620</td><td>756</td><td>802</td></tr><tr><td>Toy Library membership (Families)</td><td>19</td><td>23</td><td>21</td></tr></table>	(2019/20)	(2020/21)	(2021/22)	(2022/23)	Library membership	2,862	3,028	3263	total active members	620	756	802	Toy Library membership (Families)	19	23	21																			
(2019/20)	(2020/21)	(2021/22)	(2022/23)																																									
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Toy Library membership (Families)	19	23	21																																									
	1.1.1.3	Review and recommendation for the future of the CHSP program given funding changes	✅	IO8088	-\$ 668,578	-\$ 612,886	Monthly performance reports are being submitted to the FMCS. In home aged care reforms will now be delivered by 1 July 2027 meaning that providers will continue to receive Block Funding until this time.	EM/CS	Meet required service hours in accordance with funding agreement																																			
	1.1.1.4	Continue service partnership with the Glyde In Community Learning Centre	✅	E08205	\$ 92,231	\$ 92,231	3 Year Funding Agreement renewed (2023/24-2025/26) The Glyde In continues to provide a quality service through provision of an extensive range of adult learning courses	FM/CS	Access to Education and training generally rated below the Industry Average - possibly due to the limited education facilities in the Town Glyde-In provide financial statements & annual report on centre activities																																			
1.1.2: Strengthen the sense of place and identity through inclusive community interaction and participation	1.1.2.1	Development of a Community Development Strategy	🟡	E04203	\$ 27,000	\$ 21,000	Draft Report received.	EO	Industry High for Place to live 91 Industry average 76																																			
	1.1.2.2	Implement activities as per the Disability Access and Inclusion Plan	🟡	E14439	\$ -	\$ -	The Annual Progress Report for the DAIP is due to be submitted in July EF Oval redevelopment will incorporate a number of universal access initiatives	PLHO	Generally survey participants with a disability scored the Town lower across most performance measures. However, the overall score for DAI was above the industry standard 56/51																																			
	1.1.2.3	Implement the Reconciliation Action Plan in consultation with the RAP Steering Group	🟡	E11261	\$ 20,910	\$ 8,413	The final designed Reflect Reconciliation Action Plan (RAP) received official accreditation by Reconciliation Australia. Final accreditation has been communicated via the Town's website, LinkedIn, Facebook and Instagram and will be included in upcoming newsletters.	CFO	Interestingly this measure rated below the Industry Standard (50/52), however the rating has improved since the 2021 survey.																																			
Objective 1.2: Inviting open spaces, meeting places and recreational facilities																																												
STRATEGY	ACTIONS						Quarterly Comments		Measures																																			
1.2.1: Provision of adequate facilities to support healthy and active lifestyles	1.2.1.1	Implement the Preston Point Road North Recreation Facility Master Plan (PPMP) subject to funding	🟡	E11739	\$ 866,689	\$ 12,276	Womens soccer club change room upgrades commenced early 2024, to be finished late 2024.	EMTS	Sports & Recreation continues to be a community priority Performance measure - rating of 68 versus industry average of 65 and an industry high of 81. It is expected that this rating will improve with the redevelopment of EF Oval																																			
	1.2.1.2	Implement actions from the Recreation and Community Facilities Strategy subjecto to funding	🟡				Capital Works Program incorporated into Strategic Resource Plan	EMTS	Timely redevelopment of East Fremantle Oval Redevelopment																																			
	1.2.1.3	Provide community facilities and infrastructure in line with asset management planning	✅				Asset Management Plans incorporated into Strategic Resource Plan	EM/CS	Excluding Youth, generally facilities rated just above the Industry Standard																																			
		Infrastructure - Parks & Ovals - Playground - Various Upgrades		E11743	\$ 20,000	\$ 18,555	Completed for 2023/24	FMTS	Playgrounds, Parks & Reserve measure has improved 71/66																																			
		Infrastructure - Parks & Ovals - Retic Controllers		E11742	\$ 32,000	\$ -	Completed for 2023/24	FMTS																																				
		Infrastructure - Parks & Ovals - Retic Upgrades		E11741	\$ 70,000	\$ 61,230	Completed for 2023/24	EMTS																																				
		Infrastructure - Parks & Ovals - Bores and Pumps - Stratford Street Park		E11726	\$ 50,000	\$ -	Completed for 2023/24	EMTS																																				
		Capex - BBQ Replacement		E11734	\$ 10,000	\$ 10,175	Completed for 2023/24	LMIS																																				
		Capex - Bench Seats - Various Locations		E11735	\$ 15,000	\$ 16,099	Completed for 2023/24																																					
		Infrastructure - Parks & Ovals - Ancillary - Drink Fountains		E11745	\$ 10,000	\$ 15,627	Completed for 2023/24	FMTS	Audit to be undertaken																																			
1.2.2: Activate inviting open spaces that encourage social connection across all ages	1.2.2.1	Complete the redevelopment of the East Fremantle Oval Precinct subject to budget parameters and finalise the appointment of the preferred operator	🟡	E11738	\$ 21,048,102	\$ 20,741,467	Practical Completion achieved for main building. Practical completion anticipated mid June for oval.	CLO	Identified as a priority community project in CSC & SCP Completed 100% detailed design Secured \$25 million funding commitment from State Government Complete project on Time & within Budget																																			
Objective 1.3: Strong community connection within a safe and vibrant lifestyle																																												
STRATEGY	ACTIONS						Quarterly Comments		Measures																																			
1.3.1: Partner and educate to build a strong sense of community safety	1.3.1.1	Review and update the Community Safety and Crime Prevention Plan	❌				Activity rolled into 24-28 CBP.	CEO/EM/CS	Whilst the score was just above the Industry Standard 53/49 it has been identified as a community priority project																																			
	1.3.1.2	Provide effective regulatory (ranger) services and associated community education	🟡	E05203	\$ 20,354	\$ 64,790	Over budget expenditure due to incorrect split of labour cost centres. To be reviewed and amended by general journal. See F12303.	Rangers	Not directly assessed - loosely falls within Crime & Safety																																			
		- Animal Control	🟡	E05230	\$ 30,530	\$ 24,123	Statistics included in monthly reports to Council	Rangers	Animal Management score has improved from 58 to 61 Monthly statistics provided to EMs																																			
	1.3.1.3	Continue the partnership with the City of Fremantle with respect to joint emergency management arrangements	🟡				The Town has formed a joint LEMC & LEM/A with the City of Fremantle	PEHO	Natural Disaster Management scored below the Industry Standard 31/35																																			
1.3.2: Facilitate opportunities to develop community connections through events and celebrations	1.3.2.1	Provide / facilitate grants community assistance grants	✅	E04270	\$ 16,419	\$ 14,183	Refer to 1.3.4.1	LO	Interestingly comments provided in this area are in direct conflict to recent meeting held with all sports clubs - who felt well supported																																			
	1.3.2.2	Encourage youth and general community engagement and participation	🟡	E11264	\$ 15,375	\$ 7,528	Youth Week events including Free Cube planned for April 2024. Headspace Day for Youth Mental Health in October 2023	EO	Slight improvement in this measure above the Industry standard 54/48																																			

	1.3.2.3	Implement the 4 year public art program in line with the Public Arts Strategy	✖	E11685	\$ 45,000	\$ -	Public Art projects have been delayed for the 23/24 FY due to the Oval Redevelopment	All	No specific CSS measure against this item
	1.3.2.4	Deliver the East Fremantle George Street Festival and consider possible partnerships with the East Fremantle Oval Precinct Operator	✔	E11263	\$ 153,138	\$ 152,137	2023 event delivered on budget.	LO	Positive feedback and high attendance numbers
	1.3.2.5	Prepare and implement an Annual Calendar of Events including consultation with the Events Committee	ⓘ	E11228	\$ 10,000	\$ 6,509	NAIDOC Week, Seniors Week, National Recycling Week events	FO	
	1.3.2.6	Adopt local heritage survey and heritage precinct	ⓘ	E10215	\$ 59,000	\$ 35,666	Workshop planned to be undertaken in January/ February 2024 was postponed pending Council workshops to discuss project priorities.	EM/RS	Completion of project within time frame and on budget
	1.3.2.7	Continue the partnership with the Museum of Perth for hosting the Streets of East Fremantle web page	ⓘ	E10243	\$ 1,045	\$ -	Web page has been developed and is currently hosted.	LO	Reconciliation Action Working Group meetings held level of participation in NAIDOC week
1.3.3: Facilitate community group capacity building	1.3.4.1	Fund a single round of the Community Grants Program	✔	E04270	\$ 16,419	\$ 14,183	Bowling Club\$800.00 Cockburn Dragonboat Club\$1,495.18 Croquet Club\$2,857.00 East Fremantle Yacht Club\$750.00 Fremantle Outrigger Canoe Club\$2,000.00 Fremantle Rowing Club \$950.00 Fremantle Swan Dragonboat Club\$900.00 Glyde-In Learning Centre\$769.50 Junior Cricket Club\$1,500.00 Lions Club\$1,000.00 Richmond Primary School P&C\$1,000.00 Scouts \$1,000.00 Tennis Club\$1,397.00	LO	No specific CSS measure against this item
Economic – Sustainable, locally focussed and easy to do business with									
Objective 2.1: Actively support new business activity and existing local businesses									
STRATEGY	ACTIONS		Status		Budget	Actual	Quarterly Comments		Measures
2.1.1 Ensure a “local” focus through supporting and promoting opportunities for local business	2.1.1.1	Continue to support and facilitate opportunities for business and community groups	ⓘ	E11231	\$ 1,025	\$ -	Meetings with the Sporting Clubs and Community Groups with new CEO started	FO	This measure has declined from 68 to 65 but is above the industry average of 57 with an industry high of 68
2.1.2: Facilitate opportunities/ forums where local business people can meet and share ideas	2.1.3.1	Maintain strong relationships with business community	ⓘ				Previously facilitated quarterly Business-to-Business Networking sessions, however, due to low participation these have been discontinued - moved to “Here to Help” model	FO	No specific measure against this item
Objective 2.2: Continue to develop and revitalise local business activity centres									
STRATEGY	ACTIONS						Quarterly Comments		Measures
2.2.1: Facilitate local small business access through planning and activation to support community and business growth	2.2.1.1	Maintain business friendly status via the Small Business Development Corporation Charter	✔				Bi-annual and annual reports submitted	EO	Small Business Friendly status maintained
	2.2.1.2	Undertake regular and frequent parking patrols to ensure parking availability and turnover in the Town centre	✔	E12303	\$ 152,651	\$ 111,302	Statistics included in monthly forum reports to Council	Rangers	Score slightly better than the industry average 33/52
	2.2.1.3	Implement the recommendations of the Local Commercial Centre Strategy	ⓘ	E10215	\$ 59,000	\$ 35,666	Local Commercial Centres Strategy completed and endorsed by Council. With the redevelopment of the supermarket, a significant opportunity is being realised to open up the site, provide integration and connectivity, and additional car parking.	EM/RS	Development & Activation of the Town Centre rated below the Industry standard 44/66
Built Environment – Accessible, well planned built landscapes which are in balance with the Town’s unique heritage and open spaces									
Objective 3.1: Facilitate sustainable growth with housing options to meet future community needs									
STRATEGY	ACTIONS		Status		Budget	Actual	Quarterly Comments		Measures
3.1.1: Advocate for a desirable planning and community outcome for all major strategic development sites	3.1.1.1	Actively represent the local community in relation to any major planning development projects					Major planning developments include;		Managing responsible growth & development measure has declined yet rated above the Industry standard at 52/46 - Industry High 58
		The Entrance - 91 - 93 Canning Highway (Amd 14) (former Roofing 2000 site)	✔				Application lodged with SDAU. Council had provided submission to SDAU during advertising period. Application to be determined by WAPC in May. Recommended for approval subject to conditions. The Town has made a deputation.	EM/RS	No specific measure against this item
		Royal George Hotel (AMD 15)	ⓘ				WAPC approved development. Proposed amendment to development approval for change of use to tavern determined by WAPC on 11 April 2024. The Town made a written submission recommending refusal during advertising and a written deputation to the WAPC meeting. Current application for change of use to recreation private (Pirates) and sauna to be determined by Council.	EM/RS	No specific measure against this item
		Canning Highway (AMD 17)	✔				Amendment gazetted. Local Development Plan under preparation by planning consultant on behalf of State government. Remediation of site for pollutants under investigation.	EM/RS	No specific measure against this item
		Woodside - DA under development	✔				Application withdrawn. Submitted as an SDAU application. Council provided SDAU response. Application recommended for refusal. Council deputation provided. Determination of approval December 2023.	EM/RS	No specific measure against this item
		Lecuwini Barracks	✖				Project on hold, subject to National Defence review	CLO/LM/RS	
3.1.2: Plan for a mix of inclusive diversified housing options	3.1.2.1	Five-year review of the Local Planning Strategy by WAPC	✖		\$ -	\$ -	2026/27 Activity	EM/RS	"Access to housing that meets your needs" rated above the Industry Standard at 54/52
3.1.3 Plan for improved streetscapes	3.1.3.1	Promote the Verge Policy & Implement the Urban Streetscape & Public Realm Style Guide	ⓘ		\$ -	\$ -	The style guide is being reviewed internally to align with any potential issues with the shut hole border.	EMTS	
Objective 3.2: Maintaining and enhancing the Town’s character									
STRATEGY	ACTIONS						Quarterly Comments		Measures
3.2.1: Ensure appropriate planning policies to protect the Town’s existing built form	3.2.1.1	Finalise, advertise, and implement major review of the Local Planning Scheme (LPS)	✖				LPS endorsed and completed. Scheme review intended to commence July 2023. Changes under State government Planning Reform project may delay this process as any modifications to Planning Scheme will have a significant impact on content and format of the LPS.	EM/RS	Managing responsible growth & development rated above the Industry standard at 52/46 - Industry High 58



	3.2.1.2	Review Local Planning Policies, including Residential Design Guidelines	ⓘ				Reviews complete for Planning Policy for Cash in Lieu now Payment in Lieu of Parking Plan and Town Centre Redevelopment Guidelines with Residential Design Guidelines still to be completed. Changes to Planning Reform may delay process for review of Residential Design Guidelines as Planning Reform legislation changes are enacted. This may have a significant impact on the Council Policies.	EM/RS	As above
	3.2.1.3	Implement the Bushfire Management Plan	ⓘ	E10260	\$ 1,045	\$ -	Mitigation works undertaken as required	EMTS	No specific measure against this item
	3.2.1.4	Develop and implement Heritage Precincts, including local heritage surveys	ⓘ	E10215	\$ 59,000	\$ 35,666	Review of draft is complete. Workshop intended to be undertaken with Council Members January/ February 2024, however, this project is pending completion of Council Member workshops to determine project priorities.	EM/RS	Heritage preservation measure has improved 65/58 - Industry high 69
Objective 3.3: Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.									
STRATEGY	ACTIONS						Quarterly Comments		Measures
3.3.1: Continue to improve asset management within resource capabilities	3.3.1.1	Maintain and implement current Asset Management Plans including asset maintenance schedules			In-house		Asset management plans updated and presented to May 2024 OCM	LMIS	Marine Facilities set Industry high 74/74
		Road Pavement Surface - Renewal - General Allocation	✓	INF620R	\$ 80,000	\$ 71,230	Completed	FMTS	
		Capex - Drainage Rationalisation - Foreshore	ⓘ	E12833	\$ 100,000	\$ 17,562	Drainage study to be completed 24/25	EMTS	
		Carparks - General Allocation	✓	INF660R	\$ 15,000	\$ 22,161	Completed	FMTS	
		Footpath Renewal - Clayton St	✓	E12740	\$ 55,000	\$ 58,069	Completed	EMTS	
		Footpath Renewal - Clayton St (west side)	✓	E12740	\$ 115,000	\$ 97,867	Completed	EMTS	
		George Street - general paving repairs	ⓘ	E12801	\$ 30,000	\$ 2,535		LMIS	
		Footpaths - Canning Highway (south side), between Bedford and Moss	✓	E12837	\$ 70,000	\$ 65,723	Completed	EMTS	
	3.3.1.2	Implement the 10 year capital works program in line with integrated strategic planning	✓		various accounts		Completed early 2024	EMTS	Road maintenance rated above the Industry Standard at 64/48 Footpaths & Cycleways rated above the Industry Standard 60/53
	3.3.1.3	Annual review of suitability and utilisation of light and heavy fleet including transitioning to EV vehicles	✓		Various accounts	\$ -	Reviewed late 2023 and presented to Council for review	EMTS	No specific measure against this item
	3.3.1.4	Develop and implement proactive asset maintenance schedules for each asset class	ⓘ				Ongoing	EMTS	Formal maintenance program to be provided by 30 June 2022.
3.3.2: Plan and advocate for improved access and connectivity	3.3.2.1	Improve accessibility and useability of the river with improved footpaths and cycle ways, picnic areas, boating facilities and parking	ⓘ				Improvements to Council facilities as and when the opportunity arise	EMTS	Refer to 1.1.2.6 above
	3.3.2.2	Continued involvement and support with the Perth South West Metropolitan Alliance (formerly known as the South West Group)	✓	E14444	\$ 52,275	\$ 49,269	Continue to attend SWG CEO & Board meetings	CEO	Attendance at SWG meetings Funding secured for the Fremantle Traffic Bridge replacement - IA submission
	3.3.2.3	Implement the Integrated Traffic Management and Movement Strategy	ⓘ	E12313	\$ 103,653	\$ 45,725	Ongoing annual surveys undertaken through traffic counters	EMTS	Traffic Management rated above the Industry Standard 54/52
Natural Environment – Maintaining and enhancing our river foreshore and other green, open spaces with a focus on environmental sustainability and community amenity									
Objective 4.1: Conserve, maintain and enhance the Town's open spaces									
STRATEGY	ACTIONS		Status		Budget	Actual	Quarterly Comments		Measures
4.1.1: Partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore	4.1.1.1	Ongoing implementation of the Foreshore Management Plan subject to funding							Management of Foreshore & River rated above Industry Standard at 65/55 - Industry high 68
		maintenance work to be undertaken on seawall and creation of small creatures river pool	✓	E10644	\$ 210,000	\$ 203,694	Annual allocation of \$150K each year to upgrade river walls	LMIS	Work to be completed on time & budget
		Foreshore maintenance & bush restoration	ⓘ	E11258	\$ 4,113	\$ 63	Ongoing works, with major works completed	LMIS	On going revegetation program in conjunction with DBCA
	4.1.1.2	Continue to partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore	ⓘ				\$80k in funding secured from the State Govt Consultant for CHRMAP Baird consultants appointed and works to commenced. Chapters 1-4 complete. Scheduled for completion June 2023. Actual completion February 2024.	EM/RS	Friends of the Foreshore completed riverside clean-ups along Jerrard drive collection litter
4.1.2: Plan for improved parks and reserves	4.1.2.1	Maintain Waterwise accreditation for maintenance of verges, parks and reserves	✓				Public realm style guide being implemented, reviews ongoing	EMRS/LMIS	Refer to 3.1.3.1
	4.1.2.2	Investigate opportunities for activating public open spaces	ⓘ				Refer to Action 1.1.2.1 and liaison with local organisations to encourage use of POS for events / activities	LMIS	No specific measure some comments in CSC included Provide more public toilets within reasonable walking distance, more trees (Shade), More Dog friendly spaces
4.1.3 Improve and protect the urban forest and tree canopy	4.1.3.1	Continue with annual street planting program	ⓘ	E12255	\$ 91,989	\$ 23,507	Planting undertaken before winter each year	EMTS/SWO	Aim to plant 250 trees per year
Objective 4.2: Enhance environmental values and sustainable natural resource use									
STRATEGY	ACTIONS						Quarterly Comments		Measures
4.2.1: Reduce waste through sustainable waste management practices, including effective community and business education	4.2.1.1	Continue to provide sustainable waste management services to the community					Collection Stats up to September:		Waste Management Services measure has improved slightly 70/63 - Industry high 77
		- FOGO Collection & Disposal costs	ⓘ	E10100	\$ 186,898	\$ 176,368	1251 tonnes (July 23 - March 24) - VEOLIA	SWO	Diversion rates General Waste - 0% Recycling 85% FOGO 92%
			ⓘ	E10111	\$ 235,000	\$ 208,397		SWO	
		- Recycling Collection & Disposal costs (Yellow bin)	ⓘ	E10101	\$ 76,139	\$ 70,968	559.13 tonnes (July 23 - March 24) - VEOLIA	SWO	no bin tagging provided during this period.
			ⓘ	E10109	\$ 82,000	\$ 64,840			

		- General Waste Collection & Disposal (red bin)	ⓘ	E10102	\$ 80,864	\$ 77,151	823.14 tonnes (July 23 - March 24) - VEOLIA	SWO	Use of FOGO system at the 2023 George Street Festival Full breakdown below: FOGO: 2023: \$9,33kg (1.43kg of contamination) 2022: \$23,76kg (\$640g of contamination or 0.67%) 2021: \$62kg (200g contamination or 0.32%)  Recycling 2023: 27,82kg (0.4kg of contamination) 2022: \$6,55kg (1.64kg of contamination or 3.50%) 2021: \$1,3kg (0.8kg of contamination or 1%)  General Waste: 2023: \$9,22kg (includes 5.3kg FOGO, Recycling and General Waste) 2022: \$9,78kg (including 3.32kg contamination FOGO, GW and Recycling) 2021: \$8,3kg (including 5kg of contamination in FOGO and Recycling)  Total contamination 2023= 5.3kg 3.51% Total contamination 2022 = 3.32kg or 1.58% Total contamination 2021 = 5kg or 3.4%
		- SM/RC Overheads charge	ⓘ	E10232	\$ 96,000	\$ 83,015		SWO	
		- Street & Parks bins	ⓘ	E10106	\$ 24,412	\$ 22,809	Included above	SWO	
			ⓘ	E10107	\$ 4,568	\$ 5,158			
		- Alexandra Rd - Special service	ⓘ	E10108	\$ 13,137	\$ 13,771	Included above	SWO	
		- Cockburn tip pass	ⓘ	E10203	\$ 18,819	\$ 11,836		SWO	
		Bulk Verge Collection services	ⓘ	E10204	\$ 97,375	\$ 102,916	October 2023 Timber - 4.73 tonnes Mixed Metal Ferrous - 8.73 tonnes Paper and Cardboard - 3.38 tonnes Mixed Plastics - 0 tonnes Fines - 20.37 tonnes	SWO	May 2024 green waste tonnage: 102.06T October 2023 Hard Waste - 136.43 T - TIM3C4W.73 MIXED METAL FERROUS 8.73 - PAPER & CARDBOARD 3.38
	4.2.1.2	Partner with the City of Fremantle to provide free community access to the Fremantle Recycling Centre	ⓘ	E10212	\$ 107,000	\$ 106,984	Fremantle Recycle centre stats: Fremtntle Recycling Stats will be provided at the conclusion of the financial year.  - Number of users ~3,000 in 21/22 FY - 258 bags of FOGO compost to TOFF residents in 21-22 (28 August 2021 – 26 June 2022). 19% of total sales at Fremantle Recycling Centre (sales of compost began in August 2021)	SWO	Fremantle recycling centre statistics will be provided at the end of the FY.  Compost sales year to date 93 bags or 1,395kg July 2022- December 2022 Number of users 1,760 from July 2022 - December 2022 From October, the Fremantle Recycling Centre began the sale of kitchen caddy and liners to residents of the Town of East Fremantle. FOGO kitchen caddies - 7 FOGO caddy liners - 18
	4.2.1.3	Ongoing implementation of the Regional Waste Strategy	ⓘ		In-house		Signed Waste to Energy contract executed facility construction has been delayed awaiting educational material from RRG to begin education process - Waste to Energy plant not expected to be operational until late 2024	PEHO	no update
Objective 4.3: Acknowledge the change in our climate and understand the impact of those changes									
STRATEGY	ACTIONS						Quarterly Comments		Measures
4.3.1: Improve systems and infrastructure standards to assist with mitigating climate change impacts	4.3.1.1	Continue to support the Climate Action Reference Group to investigate further climate change and mitigation initiatives	ⓘ				CARG meets on a quarterly basis. CLS endorsed. CLAP adopted by Council in August 2023.	SWO	As above in 4.1.3.1 - CSC comments: "insufficient action taken, lack of information, and poor comms regarding climate change"  CARG ran a stall at the 2023 East Fremantle George Street Festival
		- Established a Sustainability & Environmental Projects Reserve balance as at 30 September 2021	✓	000250	\$ 304,723	\$ 304,723	Reserve established and funds identified for various projects as per CLAP	SWO	Conservation & Environmental management measure has improved from 56 to 62/53 - Industry high 68
	4.3.1.2	Implement the Coastal Hazard Risk Management Adaptation Planning Program (CHRMAP) subject to funding	ⓘ				The CHRMAP was endorsed by Council at its Ordinary Meeting held on 16 April 2024, subject to minor modifications. The final report has been updated accordingly and is now available on the Town's website. Implementation will comprise ongoing action as part of usual foreshore management. Grant acquital nearing completion by Town's officers.	FM/RS	
		- Annual Street Tree program (Maintenance)	ⓘ	E12245	\$ 223,516	\$ 231,849	In 2023/24 there have been 120 trees planted to March 2024, with another 30 to be planted before July 2024.	LMIS	Planting ongoing, numbers to be knowing in next Qtr.
		- Annual Tree planting (replacement) program	ⓘ	E12255	\$ 91,989	\$ 23,507	Annual planting is undertaken in winter each year where possible	LMIS	21/22 Street trees x 80, urban canopy trees x 145 Total = 225, 22/23 Street Trees x 100, urban canopy Trees x 249 Total = 349
		- Annual Tree watering program	ⓘ	E12256	\$ 91,688	\$ 69,918	Tree's watered throughout summer, to be stopped once weather turns and rain arrives	FMTS	
	4.3.1.3	Maintain gold certification under Waterwise program	✓	E10253	\$ 10,455	\$ 7,910	The Town is accredited as a Gold Waterwise Council for a second year	SWO	As above in 4.1.3.1 - comments like Insufficient action taken, advocate for renewable energy, solar power Town Awarded Gold accreditation as a Waterwise Council in Feb 2023. DWER amended the Towns Water allocation from 95,500KL to 175,000KL
	4.3.1.4	Ongoing implementation of the Asbestos Building Management Plan	ⓘ	E14438	\$ 10,250	\$ 1,873	The redevelopment of East Fremantle Oval will see the majority of suspected Asbestos buildings reduced significantly		
	4.3.1.5	Implement actions under the Climate Emergency Strategy	ⓘ		\$ -	\$ -	All of the Town's Buildings and Street lights are powered from renewable energy The Town achieved Gold status as a Waterwise Council Project funding set aside for LED smart lighting.		CARG crowdfunded the installation of Solar panels at the East Fremantle Kindy. All Town assets including Street Lighting are now powered through the PPA drastically reducing the Town's energy consumption. In March 2023, The Town was accredited as a Gold Waterwise Council.
	4.3.1.6	Replace street lights with LED lights and investigate smart technology	✗	E12810	\$ 310,000	\$ -	Carryover into 24/25 Budget and CBP		
Leadership and Governance - A proactive, approachable Council which values community consultation, transparency and accountability									
Objective 5.1: Strengthen organisational accountability and transparency									
STRATEGY	ACTIONS			Status	Budget	Actual	Quarterly Comments		Measures
5.1.1: Strengthen governance, risk management and compliance	5.1.1.1	Maintain high level of legislative compliance across the organisation including an unqualified audit	✓	E04235	\$ 57,502	\$ 6,300	Unqualified audit achieved.	FM/CS	Unqualified audit received & No significant issues recorded in the Annual Compliance Return
									Rated above the Industry standard for governs local area 61/53 - Industry high 86
	5.1.1.2	Annual review the Policy Manual & Delegations	ⓘ				RoD and RoA to be presented to the June OCM.	CFO	Reviews undertaken



	5.1.1.3	Review the ICT Plan and IT Disaster Recovery Plan every 2 years	<div><div></div></div>	E04203	\$ 3,600	\$ -	Review of Strategic IT Plan completed June 2024.	EM/CS	Updated & Tested annually
	5.1.1.4	Implementation of the Audit Committee Work Plan & Risk Register	<div><div></div></div>				Reviewed by the Audit Committee at each committee meeting	EM/CS	Identified Reg 17/ FMR risks actioned
							2024 Work Plan to be submitted to November Committee Meeting	Exe Group	
	5.1.1.5	Provide accurate & timely advice to Council	<div><div></div></div>					CEO/LMRS/LMCS/LMIS	
	5.1.1.6	Develop and implement an Elected Member Communications Plan	<div><div></div></div>				Work has not yet commenced - Dept Local Government yet to provide template plan	CEO	
	5.1.1.7	Implement the Integrity Framework	<div><div></div></div>				TDEF Integrity Framework presented to the Audit Committee and endorsed by Council at its February 2023 OCM	CEO	
	5.1.1.8	5 year statutory review of RKP	<div><div></div></div>	E04203	\$ 15,000	\$ 15,000	Completed and submitted to SRO May 2024.	EM/CS	New Records Management Plan endorsed
5.1.2: Ensure effective engagement with community and stakeholders	5.1.2.1	Undertake a Community Perception Survey every 2 years	<div><div></div></div>		\$ -	\$ -	A Community Perceptions Survey was conducted in 2023	CEO	Council's leadership rated above the Industry Standard 51/45 - Industry high 60
	5.1.2.2	Implement a Communications & Engagement Strategy subject to funding	<div><div></div></div>	E04266	\$ 45,000	\$ 35,246		M/CO	"Developed and communicated a clear vision" has declined from 46 to 38 (average 29) - Industry high 50
			<div><div></div></div>				Implementation of Communication & Engagement Strategy	M/CO	"Community consultation" has declined from 60 in 2019 to 55 in 2021 to 49 in 2023 - Industry average of 41 and high of 55
			<div><div></div></div>				Regular social media posts covering a wide variety of content from all service areas posted to Facebook, LinkedIn and Instagram as well as regular press releases: 3,411 Facebook followers in November 2023, up from 3,345 in March 2023 1,562 Instagram followers in November 2023, up from 1,455 in March 2023 and 1,066 LinkedIn followers in November 2023, up from 917 in March 2023.	M/CO	"Social media presence" rated above the Industry Standard 54/53 - Industry high 54 Facebook - 3,411 Facebook followers in November 2023, up from 3,345 in March 2023 and 3,155 in November 2022 Instagram - 1,562 Instagram followers in November 2023, up from 1,455 in March 2023 and 1,284 in November 2022 LinkedIn - 1,066 LinkedIn followers in November 2023, up from 917 in March 2023 and 714 in November 2022
			<div><div></div></div>				TownTalk (e-News) produced and distributed (at least) monthly with the addition of creating and distributing stand-alone, special editions of TownTalk when required. "Major Projects Around Our Town" produced and distributed as e-News as required, plus our printed Talk of the Town newsletter distributed to residential and commercial properties on a quarterly basis. All newsletters (TownTalk, Major Projects Around Our Town and Talk of the Town) are also available online. There is a solid focus on promoting all residents and businesses to subscribe to TownTalk through numerous publications including Talk of the Town and the Budget Bulletin.	M/CO	Performance measure for E Newsletter 64/55 - Industry high 67 e-News Subscribers - 2,862 e-News subscribers in November 2023, up from 2,761 in March 2023 and 2,671 in November 2022
			<div><div></div></div>				In January 2023 we introduced a monthly press campaign titled, 'Across the Town' which is a half page colour advertisements on page 7 in the Fremantle Herald. Specifically targeting the residents and ratepayers who do not subscribe to TownTalk (e-News) nor follow us on social media, these press ads provide readers with information and updates from across the Town. All advertisements are available on the Town's website.	M/CO	This monthly campaign was introduced in January 2023
			<div><div></div></div>				Continuing work to upgrade the Town's website in order to make it more user friendly for residents and web users. Significant design changes to the website homepage and mega menu were implemented in 2022. There is ongoing work to improve the look and feel of content across various pages.	M/CO	The Town's Website rated above the Industry Standard at 62/55 - Industry high 65 Between 12,000-19,000 website views per month in November 2023 (up from between 10,000-17,000+ views per month as recorded in March 2023) 5,824 new users recorded in October 2023, up from 4,501 new users recorded in February 2023
5.1.3: Improve the efficiency and effectiveness of services	5.1.3.1	Develop Service Team Plans for all Business Units & Finalisation of Operations Review	<div><div></div></div>				Draft Department Service Plans have been prepared by each department	Exe Group	Customer Service rated above the industry standard at 60/57 - Courtious /2, Knowledgeable 59, & Responsive 59.
			<div><div></div></div>				Implement Operations Department Review recommendations, ongoing with several of the recommendations completed	EMTS	Numbers in relation to Operations review Status Total 85% Ongoing: 33% 51% Completed: 24% 37% No Action: 8% 12%
	5.1.3.2	Continue current service partnerships including library services and waste services							
		Fremantle Library & Recycle Centre with City of Fremantle	<div><div></div></div>				Refer to 3.1.1.2 & 4.2.1.2	Exe Group	New 5 year Service (Funding) Agreement with the City of Fremantle (August OCM 2020).
		Animal Care with City of South Perth	<div><div></div></div>				The Town has entered into a 2 year agreement with the City of South Perth for the use of their animal impound facility.	Rangers	
	5.1.3.3	Undertake market examination for future Enterprise Business Software or Enterprise Resource Planning	<div><div></div></div>		\$ 20,000	\$ 20,000	Tango, an independent agnostic consultant, was engaged to assist with the finalisation of the Towns LRP Strategy. Completed	EM/CS	
Objective 5.2: Proactively collaborate with the community and other stakeholders									
STRATEGY	ACTIONS						Quarterly Comments		Measures
5.2.1: Foster and promote strategic collaborative relationships with neighbouring LGAs, State and Federal government representatives and agencies, NGOs	5.2.1.1	Continue to improve the profile within and external to the community	<div><div></div></div>		\$ -	\$ -	Refer to 5.1.2.2	M/CO	Refer above 5.1.2.2
	5.2.1.2	Maintain working relationship with the South West Group (SWG) and Resource Recovery Group (RRG)	<div><div></div></div>				Actively participated in both groups, including attendance at meetings	CEO	
			<div><div></div></div>				SWG: Regularly attend meetings - Facilitation of regional project collaboration, Economic Development Group, Natural Resource Management Group and CEO Group.	CEO/EMRS/EMCS	The Town was represented at all meetings
			<div><div></div></div>				Council has resolved to withdraw from the RRG.	CEO/EM/CS/EMTS	The Town was presented at all SMRC Council meetings No reduction in overheads, or significant reduction in gate fees SMRC to meet proposed 50% reduction in overhead charges
	5.2.1.3	Review the Stakeholder Relations Plan	<div><div></div></div>					CEO	/Advocacy & Lobbying on behalf of the community declined from 56 to 47 yet higher than the industry average 43



			ⓘ				Maintained positive relationships with State and Federal Members	CLO	The Town Listens to & Respects Views declined from 35 to 33 yet higher than the industry average 27
			ⓘ				Established an annual engagement calendar for all stakeholders	CFO	Town has a good understanding of Community needs declined from 43 to 37 yet higher than the industry average of 29
Objective 5.3: Strive for excellence in leadership and governance									
STRATEGY	ACTIONS						Quarterly Comments		Measures
5.3.1: Deliver community outcomes through sustainable finance and human resource management	5.3.1.1	Annual Review of Workforce Plan and update within proposed budget and timelines	ⓘ					CEO/HR	Staff turnover for past 12 months
	5.3.1.2	Provide opportunities for training and development for staff and elected members					Learn Rite (in house) online training provided to all staff		
		- Councilor Training Expenses	ⓘ	E04252	\$ 37,638	\$ 7,118		CEO	Elected member training provided (____)
		Organisational Development	ⓘ	E04248	\$ 26,137	\$ 28,706		CIIR	Staff training provided for the past 12 months - _____ individual and separate courses attended, Number of staff with no training available/not attending training - 0
								HR	6 new online courses developed, and 739 online course activities completed by staff
	5.3.1.3	Drive the implementation of the new Work, Health and Safety legislation	ⓘ	E04204	\$ 25,000	\$ 25,000	A WHS gap analysis has been completed and an action plan has been developed. Resources are required to implement the Action Plan.	CEO	Number of workplace incidence - _____ - (2022/23) compared to 10 (2021/22)
			ⓘ				All OSH Audit recommendations in the process of being implemented.	CIIR	OSH Audit Results - April 2021 (overall 87% achievement) Management Commitment 88% Planning 83% Consultation & Planning 94% Hazard Management 81% Training & Supervision 100%
			ⓘ					LIMITS	Inductions provided to 12 Contractors (in person) and 5 online so total inductions 18
	5.3.1.4	Ensure the effective and accountable application of the financial and physical resources	✓				The LTFP is being updated and will be workshopped with Council as part of the budget process. Council adopted the updated LTFP and Revenue Strategy each year.	CFO/FMCS	"Value for Money from Council Rates" has improved from 52 to 54 (highest measure in 10 years) - Industry average of 43 and high of 62
5.3.2: Improve organisational systems with a focus on innovation	5.3.2.1	Council to receive and endorse the Business Plan on the replacement of the ERP system	✓				ERP Business Plan endorsed by ELT. Will be presented to December 2023 Concept Forum	EM/CS	"How the Town embraces technology & Innovation" has improved slightly from 52 to 53 - Industry average of 48 and high of 60
	5.3.2.2	Continue to improve organisational systems and processes with a focus on innovation	ⓘ				Many fact sheets, procedures and processes have been developed. These knowledge articles have been uploaded in the customer service request system to develop the organisations knowledge base.	CSO	Adherence to Customer Service Charter - monthly customer service report
5.3.3 Increase focus on strengthening and fostering a positive customer service experience	5.3.3.1	Fully implement the Customer Service Charter and Customer Service Policy (and associated procedures, workflow, and management reporting)	ⓘ				The Snap Send Solve application is being used by Rangers and Outdoor staff to capture maintenance requests Monthly customer service reports provided to staff	CSO	monitor

	At Risk
	On track
	Complete

## 13.4 STRATEGIC RESOURCE PLAN AND REVENUE STRATEGY

<b>Report Reference Number</b>	OCR-2805
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Simple
<b>Documents tabled</b>	Nil.

**Attachments**

1. Draft Strategic Resource Plan 2024/25 -2033/34
2. Draft Revenue Strategy

**PURPOSE**

Council is requested to adopt the Draft Strategic Resource Plan 2024/25-2033/34 and Revenue Strategy as presented.

**EXECUTIVE SUMMARY**

Long term financial and asset management planning is a key element of the Integrated Planning and Reporting Framework. It provides the planning tool which enables local governments to determine their capacity to sustainably deliver the assets and services required by the community.

**BACKGROUND**

Council, at its meeting of 21 June 2022, resolved the following:

**Council Resolution 082106****OFFICER RECOMMENDATION**

Moved Cr Natale, seconded Cr White

That Council:

1. endorse the attached Forecast Financial Statements for the 5-year period 2022 - 2027, and the key underlying assumptions as follows, noting that these assumptions will be reviewed annually as part of the budget process:
  - Inflation 2% (generally applied to materials and contracts)
  - Annual Rate Increase of 4% in 2022/23 and 3% thereafter
  - Annual Increase in Employee Costs 2.75% in year 1 and 2.5% per annum thereafter
  - Annual Increase in Fees and Charges 3%
2. endorse the attached Town of East Fremantle Revenue Strategy, with specific reference to the conclusion which recommends:
  - A stable pricing pathway of a minimum 3% rate increase per annum
  - The minimum 3% rate increase is allocated to fund assumed cost increases of 2% per annum (LGCI) and an annual allocation to the Sustainability and Environmental Reserve equivalent to 1% of rate revenue
3. note, that where inflationary pressures are greater than 2% per annum, such as in the current environment where significant increases in costs are flowing through to the local government sector, rate increases greater than 3% will be required. The Revenue Strategy will therefore be reviewed annually in the context of the prevailing economic environment.

(CARRIED UNANIMOUSLY)

In early 2019, the Town engaged the assistance of Moore Stephens to combine the Town's existing informing plans such as Asset Management Plans, Sports & Recreation Plan, Workforce Plan etc and draft Long Term Financial Plan into an overarching Strategic Resource Plan (SRP). The combined plan contained all the necessary planning outcomes as set out in the Department's Framework and Guidelines for an Asset Management Plan and Long-Term Financial Plan. One of the key objectives of this document is to define the Council's long-term strategies to maintain financial and asset services to the community over the long term.

The SRP has since been condensed and simplified to enable it to be managed internally. Council has been requested to endorse asset funding levels in accordance with the predictive asset renewal model that has been developed, and requisite funding has been included in the SRP.

Council, at its meeting of 16<sup>th</sup> April 2024, considered key assumptions that underpin the SRP. These assumptions were discussed in length during the IPR workshop schedule held between March to May. Key assumptions are repeated below, and are included in the SRP:

#### **Operating revenue**

- 4.25% increase in rate yield in 24/25, 3.75% in 25/26 and 3.5% year on year thereafter inclusive of base interim rates \$20kpa.
- No population growth/increase in rateable assessments has been modelled – difficult to estimate (creates risk/uncertainty in the model).
- Fees and charges increase uniform with rate increases.
- Waste fees haven't been separately modelled. If waste fees are introduced, it assumed that fees will be offset by a reduction in rates (i.e., cost neutral for ratepayers).
- No specific purpose operating grants have been identified in outward years.
- No advance payment of the Financial Assistance Grants budgeted.
- CHSP Block Funding continues until 30 June 2027.
- Operating dividend of \$275,000 per annum from the East Fremantle Community Park from 2025/26 onwards which is then transferred to the East Fremantle Oval Redevelopment Reserve as a sinking fund contribution.
- Interest on Investments 3% pa.

#### **Operating expenses**

- 5% wage price index applied against employee costs in 24/25 (forecast wage price index). 3.5% increase in 25/26 and 3% annual increase thereafter.
- 3% (LGCI/CPI) annual increase in materials and contracts budget (i.e., service contracts).
- The Town has withdrawn from the Regional Council and there are no overhead contributions.
- LGCI increase in utilities 2.5%.
- LGCI increase in insurance 3.6% pa.
- It is assumed that new EF Oval Facility will commence operations May 2024.

#### **Capex**

- Any future capex on EF Oval will be funded from Reserve (sinking fund contributions).
- A draft 10-year capital works program has been developed as well as a review of the 10-year plant replacement program.

#### **Capital Income**

- Funding from Main Roads (Regional Road Group) and Roads to Recovery has been applied.
- No further capital grants budgeted.

#### **Reserve Transfers**

- Reserves transfers are in keeping with the Rating Strategy and the Cash Back Reserves Policy including an annual transfer into the Sustainability and Environmental Reserve.
- \$275,000pa budgeted from 25/26 as a transfer to Reserve (Sinking Fund). This is funded as a contribution from the operating result of the precinct.

- 1% of gross rate revenue pa transferred to the Sustainability and Environmental Reserve.

### Loan Borrowings

- As per the Loan 185 Schedule.
- No further borrowings assumed.

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## CONSULTATION

Five (5) Council Workshops on the Integrated Planning and Reporting Framework were held between March and May.

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## STATUTORY ENVIRONMENT

The Strategic Resource Plan has been developed to meet the requirements of section 5.56 of the *Local Government Act 1995*, which states:

### 5.56 Planning for the future

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

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## POLICY IMPLICATIONS

The attached Revenue Strategy is effectively a strategic policy decision of Council.

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## FINANCIAL IMPLICATIONS

Council has a legislative requirement to comply with the principles of sound financial management, of which a key component is the preparation of a Long-Term Financial Plan.

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## STRATEGIC IMPLICATIONS

The matter being put to the Council is likely to have a direct impact on the strategies of the Council.

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

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## 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)
Pricing decisions around rates can often be a political consideration, opposing Councils fundamental role to ensure the financial sustainability of the local government. Thus, annual rate increases may be below what is required to achieve this objective.	Likely (4)	Major (4)	Extreme (17-25)	FINANCIAL IMPACT More than \$1,000,000	Accept Officer Recommendation

## RISK MATRIX

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

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

## RISK RATING

Risk Rating	16+
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	Yes

The Revenue Strategy serves as a risk treatment plan.

## SITE INSPECTION

Not applicable.

## COMMENT

The Forecast Financial Statements demonstrates the Town's capacity to meet short-term community and infrastructure needs as well as providing a level of asset renewal predictability in the longer term. It will be revised and updated annually. The annual update will review the assumptions, take into consideration economic conditions and inflation, and use current available financial information and forecasts. For these reasons, it is not a static document. Its purpose is to provide broad financial projections to assist in making key decisions.

The key revenue assumption in the Forecast Financial Statements is a minimum stable pricing pathway of 3.5% per annum in the annual rate yield. The increase in the annual rates yield is the sum of the rates increase and annual growth; and is the overall increase within the rating categories for residential and commercial properties. As the Forecast Financial Statements are based on the current economic environment, it does not include a growth factor for any new major developments. As this growth is realised in outward years, the Plan will be reviewed and updated.

The draft 2024-25 Budget proposes a 4.25% increase in the rate yield. The reasons for this recommended rate increase are discussed in detail in the Revenue Strategy, with specific reference to the following:

- Scenario modelling on page 12
- Discussion on the operating surplus ratio and net funding from operations on pages 12/13
- Discussion on the asset sustainability ratio and asset funding levels on pages 13/14
- Discussion on financing activities on page 14

Page 17 of the Revenue Strategy concludes:

*"There are new costs associated with funding the construction and operation of the East Fremantle Oval Precinct and*

*the LTFP does not assume any surplus cash dividends from the operation of the facility, other than a contribution of \$275,000 per annum from 2025/26 as a contribution to a sinking fund (transfer to Reserve). Should additional returns be realised, the LTFP will be reset in future periods.*

- *Interest expenses on the East Fremantle Oval Redevelopment loan equates between 6-20% of net funding from operations over the next ten years.*
- *Principal repayments on the loan consume an average of 8% of net funding available after operations over the next ten years.*

*This Revenue Strategy generally sets aside 1% of gross rate revenue on an annual basis to fund sustainability and environmental initiatives.*

*A 4.25% rate increase has been advertised for the 2024/25 financial year. This rate increase is required to meet the net funding requirements of the Town, which includes the following:*

- *Inflationary index of 3% per annum generally applied.*
- *5% wage index applied in 2024/25.*
- *1% of gross rate revenue transferred to the Sustainability and Environmental Reserve.*
- *Increase in asset renewal funding to close the asset funding gap and ensure that the Town has sufficient funding in the Strategic Asset Management Reserve to meet future renewal requirements."*

## CONCLUSION

Council is requested to endorse the Strategic Resource Plan and Revenue Strategy as presented. Year 1 of the Strategic Resource Plan is effectively the draft 2024-25 Annual Budget which is presented for adoption as a separate item.

## 13.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 041806**

### **OFFICER RECOMMENDATION:**

**Moved Mayor O'Neill, seconded Cr Natale**

**That Council:**

- 1. endorses the draft Strategic Resource Plan 2024-25 – 2033-24 as presented, including the underlying assumptions contained therein, noting that the draft 2024-25 Annual Budget is effectively year 1 of this Plan.**
- 2. endorses the draft Revenue Strategy as presented, with specific reference to the conclusion which recommends:**
  - **A minimum stable pricing pathway of a 3.5% rate increase per annum.**
  - **Rate increases of 4.25% in 2024-25 (incorporated into the draft 2024-25 Budget), 3.75% in 2025-26 and 3.5% per annum, thereafter, noting that the Revenue Strategy will be reviewed annually as part of the Town's Integrated Planning and Reporting Framework, and may be adjusted accordingly.**

**(CARRIED UNANIMOUSLY 8:0)**

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

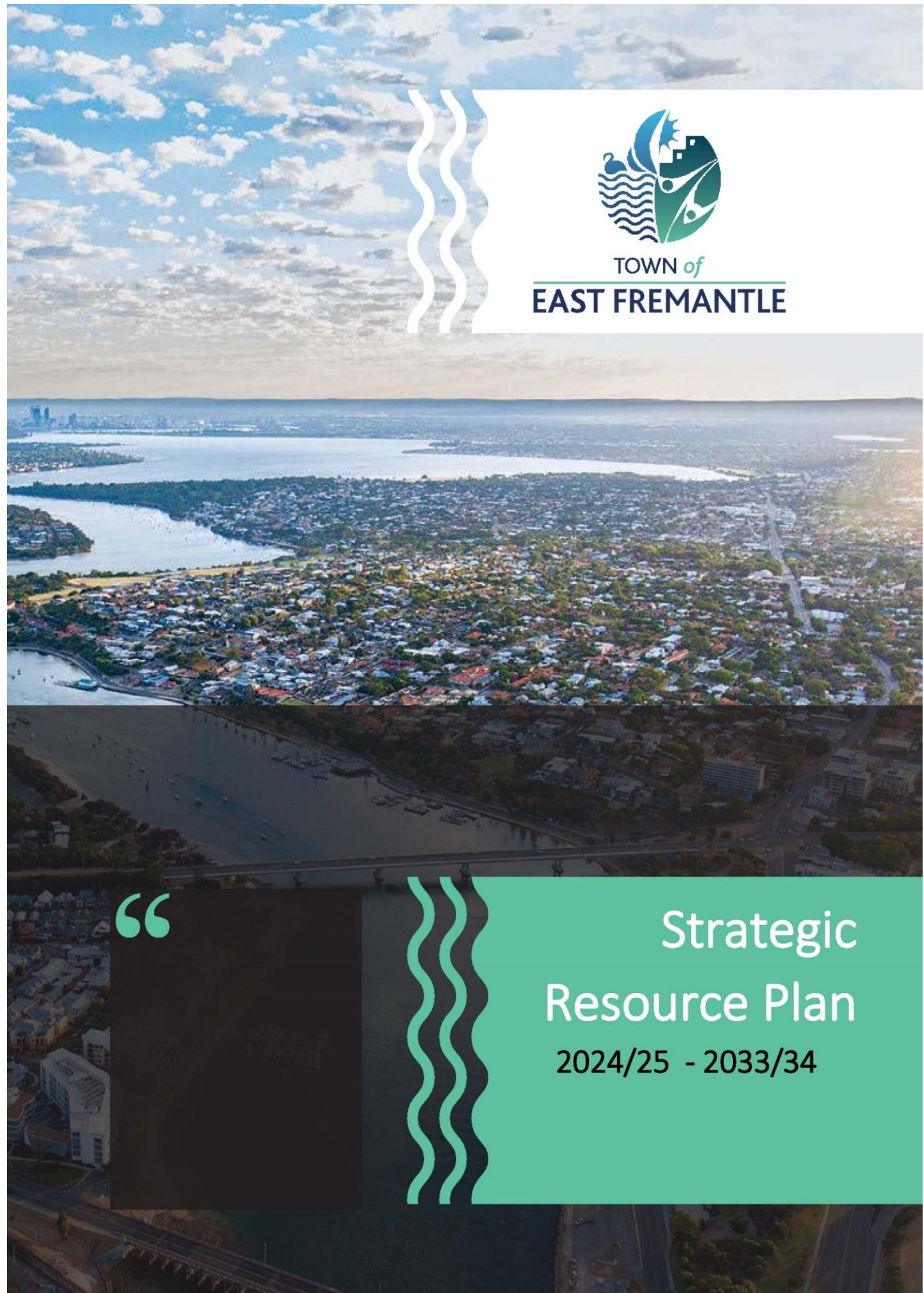
**Against: Nil**

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## REPORT ATTACHMENTS

Attachments start on the next page





## 1.0 Key Information – 2024/25

### ASSUMPTIONS

 **3%**  
Inflation Rate

 **Stable**  
Population

 **Stable**  
Levels of Service

 **Stable**  
Operations

 **Balanced**  
Annual Budget

 **4.25%**  
Rates

 **5%**  
Employee Costs  
(Wage Price Index)

### STATISTICS

 **9**  
Elected  
Members

 **47.74 FTE**  
Employees

 **5,729**  
Electors

 **3,300**  
Dwellings

 **17.3km**  
Distance from  
Perth

 **3.2km<sup>2</sup>**  
Area

 **8,090**  
Population

### FINANCIAL INFORMATION

**\$9.537m**  
Rates Revenue

**\$1.54m**  
Fees and Charges

**\$12.37m**  
Operating Revenue

**\$13.25m**  
Operating Expenditure

**\$1.35m**  
Net Funding (Exc  
Depreciation)

**\$1.92m**  
Cash Backed Reserves

**\$4.58m**  
Long Term Borrowings

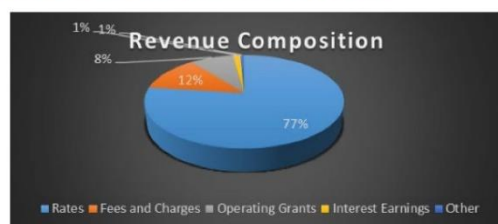


## 2.0 Long Term Financial Planning Overview

### 2.1 Forecast Revenue

Rates are expected to generate \$9.54m in 2024/25 increasing to \$13.03m in 2033/34 and comprise 77% of operating revenue in year 1. The Town is reliant on receiving \$11.76m over the next 10 years in untied operating grants, subsidies and contributions to maintain the current level of operations and services. Non operating grants are expected to be received for major road projects, but no specific purpose grants have been identified for other community assets.

### 2.2 Revenue Composition Year 1 to 10

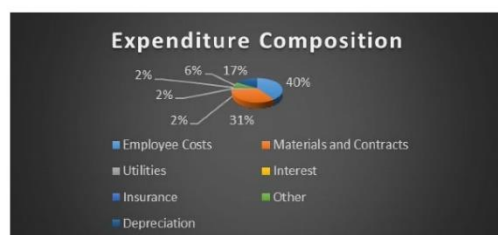


### 2.3 Forecast Expenditure

Expenditure is forecast to increase in line with inflation with the exception of depreciation expense which is impacted by the addition of assets.

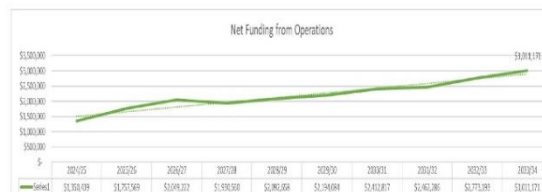
Employee costs represent 40% of the Town's Operating Expenditure. This is consistent with the industry average. Local governments are a service organisation, and thus there is a direct correlation between the level of service and employee costs.

### 2.4 Expenditure Composition Year 1 to 10



### 2.5 Net Funding from Operations

The chart below reflects the steady increase in net funding from operations over the next 10 years, increasing from \$1.35m to \$3.0m. This provides more funding for investment in community assets and to undertake financing activities.

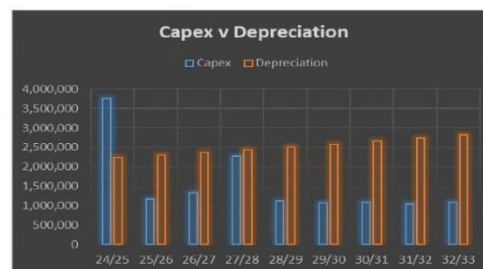


### 2.6 Depreciation Expense

Depreciation expense is assumed to grow at 3%pa as assets are revalued and renewed. Depreciation of assets over the 10 years is \$25.6m.

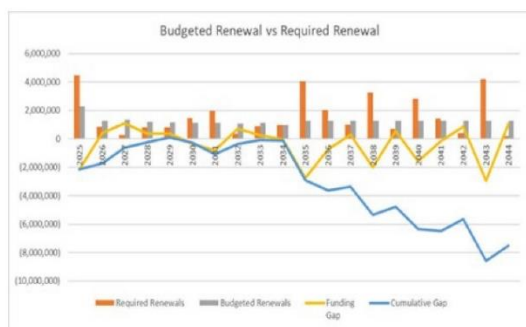
Ideally, the average asset renewal should be in line with depreciation expense over the long term, to ensure the value of assets is maintained. On average, the Town is planning to renew its infrastructure assets at a lower level than they are depreciating over the term of the Plan.

### 2.7 Asset Funding Levels



Further improvements in asset management data and the estimation of depreciation expense along with the future renewal of long-lived assets may result in a closer alignment between asset renewals and depreciation expense. To this end, the Town has developed a Predictive Asset Renewal Model to better forecast required asset renewals and provide for adequate funding in the long-term financial plan.

The model does highlight that a significant funding gap starts to appear between years 10-20 based on current asset funding levels, with a cumulative funding gap of \$5.35m by 2038.



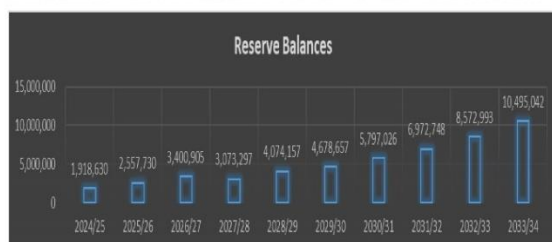
The Town has established a Strategic Asset Management Reserve, and required renewal funding is being transferred to this Reserve, particularly between years five to ten when the Town's net funding from operations improves to the desired level. The forecast balance of this Reserve in 2034 is \$4.8m, demonstrating that the Town is able to cover the asset funding gap should the rates pricing pathway remain in place, all other things remaining equal.

## 2.8 Maintenance Expense

The current maintenance expenditure allocated in the annual operating budget is expected to continue at current levels, with inflationary increases occurring each year.

## 2.9 Forecast Borrowings and Cash Reserves

In general, the finances of the Town are expected to improve over the long term. Reserves will be utilised to save for major forecast asset renewals (with a forecast balance of \$10.5m in 2034/35) resulting in a significant increase in reserve levels as shown in the chart below.



Borrowings of \$4.8m is required to part fund the East Fremantle Oval Redevelopment Project and then paid down over the remaining term of the Plan. Total debt servicing costs (including the State Government Guarantee Fee) over the 10 year plan is \$4.05m.

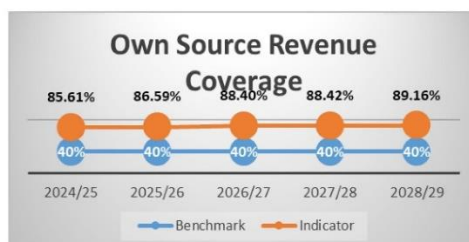


## Forecast Operating Ratios

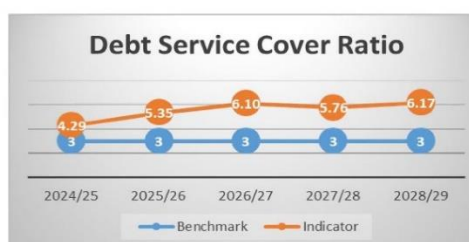
Monitoring the Town's financial rigidity and financial position along with its asset management performance is undertaken by preparing and monitoring various statutory ratios. A 5 year period has been used to assess short-medium term trends.



The ratio above highlights how the cumulative impact of the rates increases are intended to address the Operating Surplus Ratio.



The above ratio is above the target indicating the Town is not reliant on grants and contributions.



The ratio above reflects the capacity of the Town to take up borrowings for the upgrade of East Fremantle oval.

An explanation of all ratios is provided further in this document.

## Scenario Modelling

### 3.1 Scenario Modelling – Rates and Fees and Charges

Scenarios were developed to test the financial impact of reduced levels of operating funding.

To ascertain the effect of reduced funding levels, a base scenario was developed with a Rate and Fees and Charges yield increase of 4.25% in 2024/25 (Adopted Budget), 3.75% in 2025/26, and 3.5% per annum thereafter. This is the scenario adopted in the Long-Term Financial Plan.

Three alternative scenarios were also developed from this base as reflected in the table below, with a 4.25% increase in rates for 2024/25 applied under each of the scenarios.

The cumulative impact of the changes in rates along with fees and charges results in the surplus (deficit) as follows:

Financial Year	Base Scenario	Estimated Surplus/(Deficit)		
		Scenario 2 2.5% pa	Scenario 3 3.0% pa	Scenario 4 3.5% pa
2024/25	0	0	0	0
2025/26	0	-136,884	-82,131	-27,377
2026/27	0	-390,851	-223,560	-55,721
2027/28	0	-768,844	-428,075	-85,067
2028/29	0	-1,278,120	-699,648	-115,449
2029/30	0	-1,926,264	-1,042,440	-146,905
2030/31	0	-2,721,258	-1,460,874	-179,531
2031/32	0	-3,671,324	-1,959,464	-213,307
2032/33	0	-4,785,109	-2,543,000	-248,276
2034/35	0	-6,071,640	-3,216,498	-284,478
<b>Cumulative Rate Revenue</b>	<b>112,140,857</b>	<b>106,857,228</b>	<b>109,341,839</b>	<b>111,893,371</b>

A 2.5% annual increase in rates from 2025/26 to 2034/35 will result in a cumulative funding gap of (\$6,071,640) over 10-years, whilst a 3% annual increase in rates will result in a cumulative funding gap of (\$3,216,498). A stable pricing pathway of 3.5% per annum is therefore recommended to enable the Town to derive adequate funds from operations for financing and capital activities, including paying down debt on the East Fremantle Oval Redevelopment loan.



## Assumptions, Risks, Uncertainties and Sensitivity

Revenue – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
<b>Town Growth in Population:</b> The number of residents in the Town is expected to grow.	Low	Not assessed as high financial risk. The Town has budgeted for a nominal \$20kpa in interim rates. Any increase in total gross rental values arising from new properties and high-density development will have a favourable impact on the Plan.	Medium	Not assessed as high level of uncertainty.
<b>Rates Level Increase:</b> Annual rates have been based on an increase in the total rate yield of 4.25% in 2024/25, 3.75% in 2025/26 and 3.5%pa thereafter.	High	Renewal of assets (including reserve financing) and particularly the funding of the East Fremantle Oval redevelopment project is dependent on these rates increases being imposed for the term of this Plan.	Medium	There is a medium level of uncertainty, as the rates increase is reassessed each year.
<b>Operating Grants and Contributions:</b> Only as of right operating grants such as financial assistance grants are assumed over the life of the Plan. Any specific purpose grants will be applied for as they are identified and included in the Annual Budget.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>Non-operating Grants and Contributions:</b> Remain in line with funding requirements identified for various capital works.	High	Changes in these levels would impact directly on the amount spent on capital projects and ultimately impact on service levels.	High	No non-operating grants other than RRG and R2R road funding budgeted due to uncertainties.
<b>Fees and Charges:</b> As per rate level increase. Payment for waste services is incorporated into the general rate and is not included in fees and charges revenue. The State Government has foreshadowed legislation that will require a waste fee be included on the Rates Notice.	Medium	Indicative waste fees are modelled on the last page of the financial statements, based on the full cost recovery of direct and indirect costs.	Low	In the event of waste fees being separated from general rates, the revenue composition will change from 78% rates/13% fees and charges to 64% rates/27% fees and charges.
<b>Interest Earnings:</b> Interest earning of an average rate of 3% per annum of closing reserve balance.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>Other Revenue:</b> Increases in line with inflation.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
<b>Profit on Asset Disposal:</b> Profit on asset disposal results from a	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.



misallocation of depreciation over the life of the asset. As the level of depreciation is considered appropriate no profit on asset disposals has been included.

#### Expenditure – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
<b>Employee Costs:</b> 5% increase in 2024/25, 3.5% in 2025/26, 3%pa thereafter. A higher increase has been applied in year 1 to support the Town's retention of staff.	Medium	Any additional staff will be assessed on an annual basis as part of the Corporate Business Planning cycle and the plan will be adjusted accordingly.	Low	Not assessed as high level of uncertainty.
<b>Materials and Contracts:</b> Increased annually by forecast inflation.	Medium	Not assessed as high financial risk.	High	± \$2.2m to the value of materials and contracts over the life of the plan between a 2.0% annual CPI and 3.0% annual CPI
<b>Depreciation:</b> Depreciation has been calculated using an average rate for each asset class based on the weighted average estimated remaining useful life of assets in the class.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
<b>Insurance:</b> 3.6% annual increase as per Local Government Cost Index	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>Other Expenditure:</b> Base year increased in line with inflation.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>Loss on Asset Disposal:</b> A loss on asset disposal results from a misallocation of depreciation over the life of the asset. As the level of depreciation is considered appropriate in the Plan no loss on asset disposals has been included in the Plan.	Low	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.

#### Liabilities – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
<b>Borrowings:</b> New borrowings of \$4.8m have been included in 2023/24. No further borrowings	Medium	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.

contemplated over the life of the Plan.

<b>Employee Entitlements:</b> It has been assumed the Town will be in a position to meet its obligations in relation to employee entitlements.	Medium	Not assessed as high financial risk.	Low	Not assessed as high level of uncertainty.
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#### Equity Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
<b>Cash Backed Reserves:</b> It has been assumed the Town will invest cash reserves in term deposits with banking institutions and these funds will be available for use during the term of the Plan.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>Revaluation Surplus:</b> Increasing in line with inflation-based revaluation.	Low	The revaluation of assets to their fair value may result in changes in asset ratio analysis and depreciation leading to a change in the net result. The revaluations of assets will have no impact on Cashflows.	High	Not assessed as high level of uncertainty.

#### Other – Assumptions, Risks, Uncertainties and Sensitivity

Disclosure/Assumption	Assessed Financial Risk	Impact of High Financial Risk Assumptions	Level of Uncertainty	Financial Impact and Sensitivity for Assumption with High Level of Uncertainty/Risk
<b>Ownership of Strategic Assets:</b> The Town has not planned for the ownership of any strategic assets to be transferred to another party over the term of the Plan.	High	Any significant changes to the ownership of strategic assets would require an amendment to this Plan and, depending on the circumstance, be subject to community consultation.	Low	Not assessed as high level of uncertainty.
<b>Inflators:</b> Forecast inflation at 3.0% per annum.	Medium	Not assessed as high financial risk.	High	
<b>Commercial Activities:</b> The Town is undertaking a major trading undertaking in the East Fremantle Community Park via the operation of a Health Club and Café/Function business. The facility will be managed by Belgravia Leisure under a management agreement and	High	No cash dividends to the Town have been budgeted other than a contribution of \$275,000pa from the net result of Precinct Operations (from 2025/56) to cover the sinking fund contribution as an annual transfer to the East	High	Not assessed as high level of uncertainty. Cash flows from the operation of the EF Oval Precinct will be assessed following year 1 of operations and the Plan updated.

lease. The facility is operational by May 2024.		Fremantle Oval Redevelopment Reserve.		
<b>General Economic Forecasts for State:</b> The economic forecast for the State is closely linked to the success of the mining industry. Demands for minerals is forecast to remain stable in the short term with a corresponding stability of the state economy.	Medium	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.
<b>General Economic Forecasts for Region:</b> Historically, the metropolitan region's economy is heavily dependent on the economy of the State as whole, and this remains the assumption for the term of this Plan.	Low	Not assessed as high financial risk.	Medium	Not assessed as high level of uncertainty.

### Ratio Targets

A series of performance indicators, in the form of financial ratios set out in the table below, have been used to assess the financial performance of the Town.

To maintain comparability across the industry, these ratios and their respective target ranges, have been derived from the Department's Long-Term Financial Planning guidelines.

The Department's Advisory Standard also provides target levels for each of the ratios.

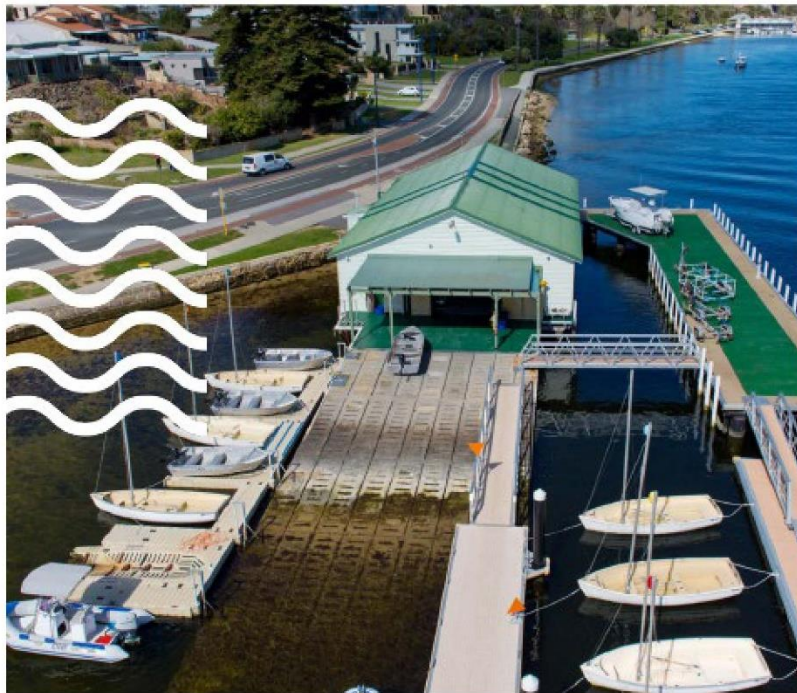
NB. The Department is working with the sector to review the financial ratios reported by local governments that underpin the FHI score.

Ratio	Calculation	Indication	Minimum target
Current Ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets minus current liabilities associated with long term borrowings}}$	A measure of the Town's immediate liquidity and the capacity to meet short term financial obligations from unrestricted current assets.	1.
Operating Surplus Ratio	$\frac{\text{operating revenue minus operating expense}}{\text{own source operating revenue}}$	A measure of the extent to which own source revenues raised cover operational expenses.	1%
Own Source Revenue Coverage Ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$	A measure of the extent of the Town's ability to cover costs using only discretionary revenue.	40%
Debt Service Coverage Ratio	$\frac{\text{Annual operating surplus before interest and depreciation}}{\text{principal and interest}}$	A measure of the extent of the Town's capacity to generate sufficient cash to cover debt payments.	3
Asset Sustainability Ratio	$\frac{\text{capital renewal and replacement expenditure.}}{\text{depreciation expense}}$	A measure of the extent to which assets managed by the Town are being replaced as they reach the end of their useful lives.	90%

## Critical Service Review Schedule

Activity	Review Date
Develop a framework i.e. Waste Pricing Policy and model a separate waste charge for the 2025/26 financial year. Separating the waste charge will impact the minimum rate benchmark and may impact the level of pensioner rebate.	28 February 2025
Review the performance of the Town's Commonwealth Home Support Program at 30 June 2025. Block funding continues until 30 June 2027; however, it is recommended that the Town decide on future service delivery before 30 June 2026.	30 June 2025
Review the trading result of the East Fremantle Community Park at 30 June 2026 and reset the forecasts accordingly.	30 June 2026
Complete a review of major asset renewals and replacements and identify opportunities for non-operating grant funding.	30 June 2026





## Financial Statements

Town of East Fremantle Forecast Statement of Financial Activity 2024/25 - 2033/34												
	2023/24 Adopted Budget	2023/24 Forecast (Mid Year Review)	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Surplus 1 July	378,508	751,732	191,386	0	-0	-0	-0	-0	-0	-0	-0	0
Revenue												
Rates	77% 9,093,382	9,125,610	9,537,944	9,895,617	10,241,963	10,600,432	10,971,447	11,355,448	11,752,948	12,164,301	12,590,052	13,030,704
Fees and Charges	12% 1,544,565	1,472,963	1,535,564	1,593,148	1,648,908	1,706,620	1,766,352	1,828,174	1,892,160	1,958,386	2,026,929	2,097,872
Operating Grants	8% 1,020,058	848,836	1,025,458	1,300,458	1,300,458	1,162,062	1,162,062	1,162,062	1,162,062	1,162,062	1,162,062	1,162,062
Interest Earnings	1% 189,440	479,440	173,265	194,101	221,129	213,108	245,018	265,117	300,716	338,122	388,355	448,336
Other	1% 42,000	56,000	92,900	95,082	97,330	99,644	100,027	100,480	103,007	105,610	106,290	109,050
	11,889,445	11,982,849	12,365,131	13,078,406	13,509,789	13,781,867	14,244,906	14,711,282	15,210,894	15,728,481	16,273,688	16,848,024
Expenditure												
Employee Costs	40% -4,969,094	-4,969,094	-5,352,445	-5,539,781	-5,705,974	-5,877,153	-6,053,468	-6,235,072	-6,422,124	-6,614,788	-6,813,232	-7,017,629
Materials and Contracts	31% -4,020,296	-4,410,704	-4,071,159	-4,161,196	-4,108,588	-4,301,445	-4,425,782	-4,571,575	-4,636,995	-4,883,454	-4,889,664	-4,991,518
Utilities	2% -257,950	-243,950	-304,215	-311,820	-319,616	-327,606	-335,796	-344,191	-352,796	-361,616	-370,656	-379,922
Interest	2% -134,490	-134,490	-267,405	-258,919	-250,111	-240,876	-231,265	-221,025	-210,369	-199,197	-187,541	-175,181
Insurance	2% -273,223	-258,240	-267,537	-277,168	-287,146	-297,483	-308,193	-319,288	-330,782	-342,690	-355,027	-367,808
Other	6% -789,700	-782,901	-751,932	-755,301	-772,482	-790,093	-808,143	-826,645	-845,609	-865,048	-884,971	-905,393
Depreciation	17% -2,166,530	-2,166,530	-2,231,539	-2,298,486	-2,367,440	-2,438,463	-2,511,617	-2,586,966	-2,664,575	-2,744,512	-2,826,847	-2,911,653
	-12,611,283	-12,965,909	-13,246,232	-13,602,671	-13,811,356	-14,273,119	-14,674,263	-15,104,761	-15,463,250	-16,011,304	-16,327,939	-16,749,104
Depreciation	2,166,530	2,166,530	2,231,539	2,298,486	2,367,440	2,438,463	2,511,617	2,586,966	2,664,575	2,744,512	2,826,847	2,911,653
Net Funding from Operational Activities (exc Depn)	1,444,692	1,183,470	1,350,439	1,774,221	2,065,873	1,947,211	2,082,260	2,193,487	2,412,219	2,461,689	2,772,596	3,010,573
Capital Expenditure												
East Fremantle Oval Redevelopment	-19,991,316	-21,899,962	0	0	0	0	0	0	0	0	0	0
Buildings	-1,030,000	-1,329,879	-1,632,029	-81,500	-80,800	-80,000	-76,000	-80,000	-90,500	-83,000	-78,500	-86,000
Plant and Equipment	-706,200	-390,205	-599,000	-189,000	-177,000	-235,000	-95,000	-225,000	-230,000	-250,000	-200,000	-131,000
Furniture and Equipment	-25,000	-30,000	-182,951	-45,000	-45,000	-1,175,000	-45,000	-45,000	-45,000	-45,000	-45,000	-45,000
Roads	-80,000	-72,399	-483,733	-360,000	-370,000	-234,000	-397,800	-198,000	-175,000	-160,000	-230,000	-144,900
Drainage	-100,000	-17,601	-55,000	-67,148	-117,148	-67,148	-57,148	-57,148	-57,148	-52,148	-42,148	-42,148
Parks and Ovals	-207,000	-270,000	-310,000	-215,000	-345,000	-300,000	-270,000	-300,000	-300,000	-300,000	-300,000	-300,000
Carparks	-15,000	-11,500	-200,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000	-20,000
Footpaths	-270,000	-235,000	-325,400	-215,000	-197,000	-185,000	-180,000	-180,000	-205,000	-160,000	-205,000	-165,000
Non-Operating Grants - EF Oval	14,975,767	16,304,822										
Non-Operating Grants - RRG/R2R (Roads)	0	0	483,733	240,000	273,333	156,000	265,200				153,333	96,600
Non-Operating Grants - Other	1,004,181	989,669	1,065,750									
Net Capital Program	-6,444,568	-6,962,055	-2,238,630	-952,648	-1,078,615	-2,140,148	-875,748	-1,105,148	-1,122,648	-1,070,148	-967,315	-837,448
Proceeds from new Loan Borrowings	4,800,000	4,800,000	0	0	0	0	0	0	0	0	0	0
Loan Repayments	-72,634	-77,534	-150,564	-157,911	-165,617	-173,698	-182,174	-191,064	-200,387	-210,165	-220,421	-231,177
Net Borrowings	4,727,366	4,722,466	-150,564	-157,911	-165,617	-173,698	-182,174	-191,064	-200,387	-210,165	-220,421	-231,177
Net Reserve Transfers From/(to)	-228,005	385,480	791,418	-639,100	-843,174	327,607	-1,000,860	-931,184	-1,118,369	-1,175,721	-1,600,246	-1,922,049
Proceeds from Sale of Assets	171,814	171,401	108,000	29,700	78,100	98,000	38,000	98,000	96,000	64,000	88,000	55,800
Lease Payments	-49,807	-49,807	-52,049	-54,261	-56,568	-58,972	-61,478	-64,091	-66,815	-69,654	-72,615	-75,701
Surplus 30 June	0	202,687	0	-0	-0	-0	-0	-0	-0	-0	0	-0



TOWN OF EAST FREMANTLE						
Rates Statement - 2024/25 Budget						
4.25% Model - 24/25						
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Total Revenue
Differential General Rate	\$		\$	\$	\$	\$
Residential GRV	0.071860	2,966	104,808,540	7,531,492	20,000	7,551,492
Commercial GRV	0.121806	120	12,621,985	1,537,430		1,537,430
<b>Sub-Totals</b>		<b>3,086</b>	<b>117,430,525</b>	<b>9,068,922</b>	<b>20,000</b>	<b>9,088,922</b>
Minimum						
<b>Minimum Payment</b>	<b>\$</b>					
Residential GRV	1,296.00	336	4,962,640	435,456	-	435,456
Commercial GRV	1,938.00	7	79,940	13,566	-	13,566
<b>Sub-Totals</b>		<b>343</b>	<b>5,042,580</b>	<b>449,022</b>	<b>-</b>	<b>449,022</b>
		<b>3,429</b>	<b>122,473,105</b>	<b>9,517,944</b>	<b>20,000</b>	<b>9,537,944</b>

[illegible]

[illegible]

[illegible]



Town of East Fremantle - Reserve Transfers - 2024/25 - 2033/34																
Name	2024/25				2025/26			2026/27			2027/28			2028/29		
	Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance
	\$	\$	\$	\$												
Strategic Asset Management Reserve	0	166,275		166,275	0		166,275	0		166,275	0		166,275	499,098		665,373
Arts and Sculpture Reserve	195,664	0	-45,000	150,664	45,000	-45,000	150,664	45,000	-45,000	150,664	0	-45,000	105,664	45,000	-45,000	105,664
Waste Reserve	35,000			35,000			35,000			35,000			35,000			35,000
Committed Works Reserve	0			0			0			0			0			0
Streetscape Reserve	75,000		-75,000	0			0			0			0			0
Drainage Reserve	133,293		-133,293	0	0		0	0		0			0			0
East Fremantle Oval Redevelopment Reserve	250,529		-250,529	0	275,000		275,000	275,000		550,000	275,000		825,000	275,000		1,100,000
Preston Point Facilities Reserve	0	0		0	0		0	0		0	0		0	0		0
Foreshore Master Plan Reserve	196,344			196,344	100,000		296,344	0		296,344	0		296,344	100,000		396,344
Sustainability and Environmental Reserve	438,553	137,197	-575,750	0	98,749		98,749	102,205		200,954	105,782		306,736	109,484		416,220
Town Planning Reserve	150,000	40,000		190,000			190,000			190,000			190,000			190,000
Business Improvement Reserve	150,000	0	-70,000	80,000	150,000		230,000	450,000		680,000	450,000	-1,130,000	0			0
Civic Building Reserve	5,305	31,418	-16,737	19,986	32,596	-17,244	35,337	33,737	-17,768	51,307	34,918	-18,307	67,917	36,140	-18,862	85,195
Payment in Lieu of Parking Reserve	137,010			137,010			137,010			137,010			137,010			137,010
Plympton Parking Reserve	616,667			616,667			616,667			616,667			616,667			616,667
Strategic Waste Reserve	326,684			326,684			326,684			326,684			326,684			326,684
Payment in Lieu of Public Open Space Reserve	0			0			0			0			0			0
	2,710,049	374,890	-1,166,309	1,918,630	701,345	-62,244	2,557,730	905,942	-62,768	3,400,905	865,700	-1,193,307	3,073,297	1,064,722	-63,862	4,074,157
	2029/30				2030/31			2031/32			2032/33			2033/34		
Name	Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance
	\$	\$	\$	\$												
Strategic Asset Management Reserve	665,373	474,898		1,140,271	607,398		1,747,669	659,898		2,407,567	1,079,398		3,486,965	1,395,998		4,882,963
Arts and Sculpture Reserve	105,664	45,000	-45,000	105,664	45,000	-45,000	105,664	45,000	-45,000	105,664	45,000	-45,000	105,664	45,000	-45,000	105,664
Waste Reserve	35,000			35,000			35,000			35,000			35,000			35,000
Streetscape Reserve	0			0			0			0			0			0
Drainage Reserve	0			0			0			0			0			0
East Fremantle Oval Redevelopment Reserve	1,100,000	275,000		1,375,000	275,000		1,650,000	275,000		1,925,000	275,000		2,200,000	275,000		2,475,000
Preston Point Facilities Reserve	0	0		0	0		0	0		0	0		0	0		0
Foreshore Master Plan Reserve	396,344	50,000		446,344	100,000		546,344	100,000		646,344	100,000		746,344	100,000		846,344
Sustainability and Environmental Reserve	416,220	113,316		529,537	117,282		646,819	121,387		768,207	125,636		893,842	130,033		1,023,876
Town Planning Reserve	190,000			190,000			190,000			190,000			190,000			190,000
Business Improvement Reserve	0			0			0			0			0			0
Civic Building Reserve	85,195	37,405	-19,435	103,164	38,714	-20,025	121,853	40,069	-20,633	141,289	41,471	-21,260	161,501	42,923	-21,905	182,518
Payment in Lieu of Parking Reserve	137,010			137,010			137,010			137,010			137,010			137,010
Plympton Parking Reserve	616,667			616,667			616,667			616,667			616,667			616,667
	3,747,473	995,619	-64,435	4,678,657	1,183,394	-65,025	5,797,026	1,241,354	-65,633	6,972,748	1,666,505	-66,260	8,572,993	1,988,954	-66,905	10,495,042

Town of East Fremantle - Grant Schedule - 2024/25						
		Grant Provider	Purpose of Grant	Type	2024/25 Operating	Capital
					\$	\$
General Purpose Funding						
Grants Commission - General		WALGGC	Untied - General Purpose	Operating	191,670	
Grants Commission - Roads		WALGGC	Untied - Road	Operating	85,665	
Education and Welfare						
Home and Community Care Program		State/Commonwealth Dep. Health	Commonwealth Home Support Programme	Operating - Tied	691,978	
Recycling Grant		Dept. Regional Development	Better Bins Program	Operating - Tied		
Heritage inventory		Heritage Council	Municipal Inventory	Operating		
Recreation and Culture						
East Fremantle Oval Redevelopment		State Government	Election Commitment - EF Oval Redevelopment	Non-operating		0
East Fremantle Community Park			Two EV Charges	Non-operating		22,000
East Fremantle Community Park, Town Hall, Depot, Dovenby			Solar and Battery Installation	Non-operating		353,750
Fremantle Womens Soccer Club Refurb		State Government	Election Commitment - EF Oval Redevelopment	Non-operating		690,000
Urban Canopy Grant Program		WALGA/Water Corp	Implementation of urban canopy program	Operating		
Transport						
Regional Road Group - Cap		Main Roads	Road Renewal	Non-operating		322,489
Roads to Recovery - Cap		C'wealth	Road Renewal	Non-operating		161,244
Direct Grant		Main Roads	Direct Grant	Operating	19,245	
Federal Government Stimulus Payment		Department of Infrastructure	Local Roads and Community Infrastructure Program	Non-operating		
Street Lighting Subsidy		Main Roads	Street Lighting Subsidy	Operating	4,800	
Stirling Bridge Verge Maintenance Agreement		Main Roads	Stirling Highway Verge Maint. Agreement	Operating	8,000	
TOTALS					1,025,458	1,549,483
SUMMARY						
Operating		Operating Grants, Subsidies and Contributions			313,480	0
Operating - Tied		Tied - Operating Grants, Subsidies and Contributions			711,978	0
Non-operating		Non-operating Grants, Subsidies and Contributions			0	1,549,483
TOTALS					1,025,458	1,549,483



## Town of East Fremantle - Borrowings - 2023/24 - 2032/33

Borrower:  
Interest Rate: 4.82% 0  
2.41%

\* These rates do not include the government guarantee fee.

Date of Advance: 1 November 2023

Term (yrs) 20 Years

Amount of Advance: \$4,800,000.00

Schedule Basis: 40

Payments per year 2

Total interest	\$2,734,105.23
Total capital	\$4,800,000.00
Total combined	\$7,534,105.23

	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34
Principal	72,634	150,564	157,911	165,617	173,698	182,174	191,064	200,387	210,165	220,421	231,177
Interest	115,718	226,141	218,794	211,089	203,007	194,531	185,641	176,318	166,540	156,284	145,528
Guarantee Fee	5,615	33,264	32,125	31,022	29,869	28,734	27,584	26,051	24,658	23,257	21,653
Total Borrowing Cost	193,968	409,969	408,830	407,727	406,574	405,439	404,089	402,756	401,363	399,962	398,358
Annual P+I	188,353	376,705	376,705	376,705	376,705	376,705	376,705	376,705	376,705	376,705	376,705
LG Debt	4,727,366	4,576,802	4,418,891	4,253,274	4,079,576	3,897,402	3,706,338	3,503,551	3,293,786	3,075,365	2,844,188



	Date	Interest	Capital	Total
1	1/05/2024	\$115,718.40	\$72,634.23	\$188,352.63
2	1/11/2024	\$113,967.33	\$74,385.30	\$188,352.63
3	1/05/2025	\$112,174.05	\$76,178.58	\$188,352.63
4	1/11/2025	\$110,337.54	\$78,015.09	\$188,352.63
5	1/05/2026	\$108,456.75	\$79,895.88	\$188,352.63
6	1/11/2026	\$106,530.62	\$81,822.01	\$188,352.63
7	1/05/2027	\$104,558.06	\$83,794.57	\$188,352.63
8	1/11/2027	\$102,537.94	\$85,814.69	\$188,352.63
9	1/05/2028	\$100,469.12	\$87,883.51	\$188,352.63
10	1/11/2028	\$98,350.42	\$89,002.21	\$188,352.63
11	1/05/2029	\$96,180.65	\$92,171.98	\$188,352.63
12	1/11/2029	\$93,958.57	\$94,394.06	\$188,352.63
13	1/05/2030	\$91,682.91	\$96,669.72	\$188,352.63
14	1/11/2030	\$89,352.40	\$99,000.23	\$188,352.63
15	1/05/2031	\$86,965.70	\$101,386.93	\$188,352.63
16	1/11/2031	\$84,521.47	\$103,831.16	\$188,352.63
17	1/05/2032	\$82,018.31	\$106,334.33	\$188,352.63
18	1/11/2032	\$79,454.80	\$108,897.83	\$188,352.63
19	1/05/2033	\$76,829.49	\$111,523.14	\$188,352.63
20	1/11/2033	\$74,140.89	\$114,211.74	\$188,352.63
21	1/05/2034	\$71,387.47	\$116,965.16	\$188,352.63
22	1/11/2034	\$68,567.68	\$119,784.96	\$188,352.63
23	1/05/2035	\$65,679.90	\$122,672.73	\$188,352.63
24	1/11/2035	\$62,722.61	\$125,630.13	\$188,352.63
25	1/05/2036	\$59,693.81	\$128,658.82	\$188,352.63
26	1/11/2036	\$56,592.11	\$131,760.52	\$188,352.63
27	1/05/2037	\$53,415.63	\$134,937.01	\$188,352.63
28	1/11/2037	\$50,162.56	\$138,190.07	\$188,352.63
29	1/05/2038	\$46,831.08	\$141,521.55	\$188,352.63
30	1/11/2038	\$43,419.28	\$144,933.35	\$188,352.63
31	1/05/2039	\$39,925.22	\$148,427.41	\$188,352.63
32	1/11/2039	\$36,346.93	\$152,006.70	\$188,352.63
33	1/05/2040	\$32,682.38	\$155,670.25	\$188,352.63
34	1/11/2040	\$28,929.48	\$159,423.15	\$188,352.63
35	1/05/2041	\$25,086.11	\$163,266.52	\$188,352.63
36	1/11/2041	\$21,150.08	\$167,202.55	\$188,352.63
37	1/05/2042	\$17,119.16	\$171,233.47	\$188,352.63
38	1/11/2042	\$12,991.07	\$175,361.57	\$188,352.63
39	1/05/2043	\$8,763.45	\$179,589.18	\$188,352.63
40	1/11/2043	\$4,433.91	\$183,918.72	\$188,352.63



# REVENUE STRATEGY (Rates and Fees and Charges)

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## OBJECTIVES

The objective of this Revenue Strategy is to:

- Provide a robust and considered framework for Rates categories, Minimum Rates, and Differential Rates that incorporates the following principles outlined in the Department of Local Government's Rating Policy for Local Governments:
  - Objectivity;
  - Fairness and Equity;
  - Consistency;
  - Transparency; and
  - Administrative efficiency
- Ensure a stable rates revenue stream for the Town from year to year.
- Deliver a stable rating price pathway for our community.
- Consider a framework for the setting of fees and charges.

## WHAT ARE RATES?

Rates are levied on all rateable properties within the boundaries of the Town of East Fremantle Municipality in accordance with principles of taxation – equity, efficiency, simplicity, sustainability and policy consistency.

The overall objective of the rating strategy is to provide for the net funding requirements of the Town's services, activities, financing costs and the current and future capital requirements of the Town, after taking into account all other forms of revenue.

The formulation of a rating system is about achieving a means by which Council can raise sufficient revenue to pay for the services it provides. Throughout Australia, the basis of using property valuations has been found to be the most appropriate means of achieving rating equity.

In Western Australia land is valued by Landgate Valuation Services (Valuer-General's Office – a state government agency) and those values are forwarded to each Local Government.

Two types of values are calculated - Gross Rental Value (GRV) which generally applies for urban areas; and Unimproved Value (UV) which generally applies for rural land. Different types of rates may be imposed – Minimum Rates; a uniform General Rate and Differential Rates.

## WHAT DO RATES PAY FOR?

Rates revenue represents a significant percentage of the Town's operating income each year and is an income stream that the Town has a substantial degree of control over. This reliability and control is an

important consideration in terms of the Town's financial flexibility. General rates revenue supports a broad range of Municipal infrastructure and services, including waste services (the cost of waste services is currently incorporated into general rates); building control; animal control; community services; active and passive open space; roads, footpaths; drainage; library services; community events; town planning; governance and corporate support; emergency management; public conveniences and economic development. Rates are also used to service debt.

The following is an illustration of where rate dollars are invested and represents the Town's historical levels of service:





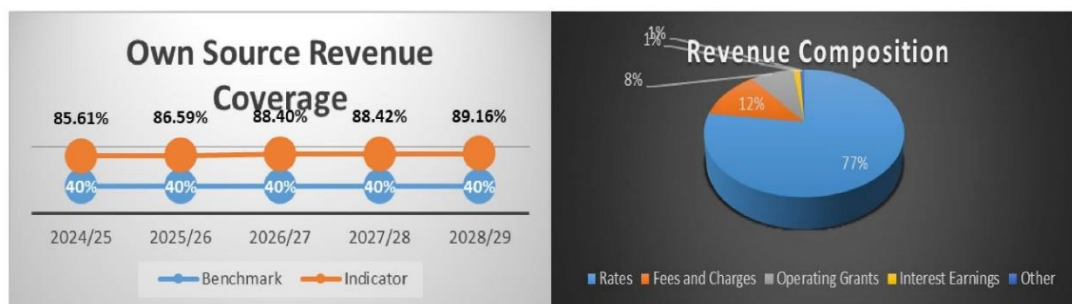
Rates do represent a high proportion of the Town's annual income, and our annual planning processes will continue to assess the community's capacity and willingness to pay rates. However, we will first always seek to maximise alternative revenue streams such as grant funding, and user pays fees and charges. The Town does however have limited property assets so there is a larger dependency on rate revenue.

As part of this Strategy, the Town's objective is to achieve a stable rating price path for our community over the term of the Long-Term Financial Plan (LTFP). Where new major projects or initiatives are likely to place an increased burden on ratepayers beyond the price path of the LTFP, increased community consultation, and demonstrated community support for such increases must be achieved.

#### OWN SOURCE REVENUE

The Town generates approximately 77% of its annual operating revenue from Rates. This equates to approximately 70% of operating expenditure (including depreciation). The greater this rates coverage ratio, the more financial flexibility the Town has, as its reliance on grants or discretionary user charges and fees is reduced.

The Town's own source coverage ratio (inclusive of rates revenue and fees and charges) over a five-year horizon is as follows, with own source coverage of 85% in 2024/25.



The above ratio is above the target set by the Department indicating the Town is not reliant on grants and contributions.

#### FEES & CHARGES

Many of the facilities and services provided by the Town are offered on a full or partial user pays basis. It is recommended that the below Pricing Principles framework be applied to the setting of fees and charges. Establishing guiding principles when determining an appropriate level for fees and charges assists in maintaining uniformity of methodology across services and over successive periods.

##### *Public Benefit – Zero to Partial Cost Recovery*

The service provides a broad community benefit. Partial cost recovery may apply in some circumstances.

##### *Private Benefit – Full Cost Recovery*

The service benefits particular users, for example by making a contribution to their individual income, welfare or profits generally without delivering broader benefits to the community.

##### *Shared Benefit – Partial Cost Recovery*

The service provides a mix of community benefit and a private benefit.



### *Regulatory*

The fee or charge governing a service or function of the Town is fixed by legislation.

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

Service	Principle	Cost Recovery
Administration	Private	100%
Ranger Services	Private/Regulatory	100%
Fire and Emergency Services	Private/Regulatory	100%
Health Services	Private/Regulatory	100%
Planning Services	Private/Regulatory	100%
Waste Services	Private	100%
Library Services	Private	100%
Sports Ovals and Facilities	Shared	Partial
Building Services	Private/Regulatory	100%

The *Local Government Act 1995* requires the setting of fees and charges to consider the cost of the service provided which includes the value of the assets utilised or consumed in providing the service. The costs of providing a service should include:

- The direct operational costs of providing the services;
- An appropriate proportion of indirect costs associated with the service;
- The costs of the assets consumed in providing the service;
- A defined and appropriate rate of return or subsidy for the service; and
- Consideration of non-financial advantages and disadvantages to the community of providing the service.

### Legislative Framework – Right to Raise Charges

Western Australian local governments have the right to impose different types of charges in relation to services beyond the raising of a general rate or specified area rate, namely;

- A fee or charge under the *Local Government Act 1995*; and/or
- A waste collection rate under the Waste Avoidance and Resource Recovery Act 2007 (WARR Act); and/or
- A receptacle charge under the WARR Act.

Section 6.16 of the LG Act specifically provides a local government with the power to impose a fee or a charge for the use of property or facilities as follows:

- (1) *A local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*
- (2) *A fee or charge may be imposed for the following –*
  - (a) *Providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;*
  - (b) *Supplying a service or carrying out work at the request of a person.*

The Council must set a fee or a charge by an absolute majority decision and is generally required to do so at the time of adopting the budget in accordance with section 6.16(3).

- (3) *Fees and charges are to be imposed when adopting the annual budget but may be –*
- (a) *Imposed during a financial year; and*
  - (b) *Amended from time to time during a financial year.*

Section 66 of the WARR Act permits a local government to impose a waste collection rate on rateable land as follows:

- (1) *A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.*

Collection of an annual charge for provision of a waste receptacle is permitted under Section 67 of the WARR Act as follows:

- (1) *A local government may, in lieu of, or in addition to a rate under Section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*

Unlike the waste collection rate under Section 66 of the WARR Act, the annual receptacle charge may be imposed on both rateable and non-rateable properties.

#### Setting the Level of any Waste Rate

Restrictions exist on the level of the waste collection rate raised under Section 66 of the WARR Act.

- (2) *The annual rate must not exceed –*
- (a) *12 cents in the dollar on the gross rental value; or*
  - (b) *Where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.*
- (3) *The provisions of the Local Government Act 1995 relating to the general waste services costs making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).*

Where a waste collection rate is raised, the rate needs to apply uniformly across each rating category and may not be applied to non-rateable properties or applied differentially based on the location of the property.

A receptacle charge raised under the WARR Act can be set at different levels based on the location of the property.

- (8) *A local government may make different charges for waste services rendered in different portions of its district.*

#### Consideration of the Type of Fees to be Charged – Waste Services

Combining the powers under the LG Act and WARR Act provides the Council with a variety of different options to raise revenue to support waste services. Key benefits and restrictions of each head of power are summarised below:

Power	Benefits	Restrictions
LG Act Charge	<ul style="list-style-type: none"> <li>• Applies to any goods or services provided</li> <li>• No restriction on level</li> <li>• Revenue able to vary with direct costs</li> <li>• Users pay principle regardless of property rateability</li> </ul>	<ul style="list-style-type: none"> <li>• Only able to be raised for goods or services supplied</li> <li>• No baseline revenue level</li> <li>• Non users do not contribute to general waste services costs</li> </ul>
WARR Act Waste Services Rate	<ul style="list-style-type: none"> <li>• Not linked to fee for service</li> <li>• Establishes a baseline revenue stream</li> <li>• All rateable properties make a contribution based on valuation as a proxy for capacity to pay</li> </ul>	<ul style="list-style-type: none"> <li>• Prescribed maximum level of rate in the dollar</li> <li>• Revenue does not vary with direct costs</li> <li>• Does not apply to non-rateable properties</li> </ul>
WARR Act Receptacle Charge	<ul style="list-style-type: none"> <li>• No restriction on level</li> <li>• Revenue able to vary with direct costs</li> <li>• User pay principle</li> <li>• Applies to non-rateable properties</li> </ul>	<ul style="list-style-type: none"> <li>• Only applies to receptacle collections</li> <li>• No baseline revenue level</li> <li>• Non users do not contribute to general waste services costs</li> </ul>

The Town currently doesn't impose a separate waste charge on the Rates Notice for residential properties. However, the Department of Local Government has foreshadowed that local governments will be required to separate waste charges on the rates notice (possibly for the 25/26 financial year). It is viewed that this disclosure will increase ratepayer awareness of waste costs. Separating the waste charge from general rates will have an impact on minimum rate calculations and benchmarking as well as potentially impacting the level of rebate on pensioner and senior properties.

#### Setting the Level of Fees and Charges

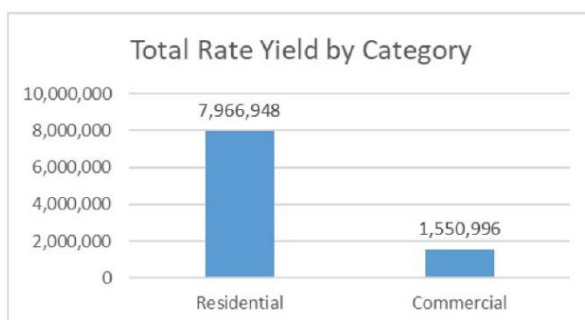
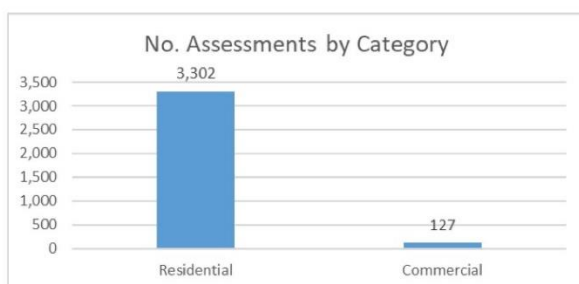
The Town will be implementing a fee justification matrix for all discretionary fees, which will include a calculation worksheet detailing how fees are determined. Full cost recovery will be imposed for all services where there is a 100% private benefit, to ensure that these services are not being subsidised from rate revenue, and thereby reducing pressure on rate increases.

#### GRANTS, CONTRIBUTIONS AND SUBSIDIES

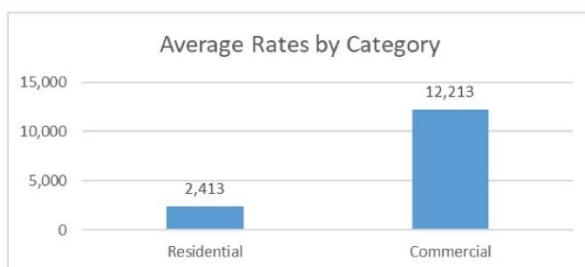
A number of services provided by the Town to the community are only possible because of specific grant funding from State and Federal Government. In preparing future year financial plans, the Town is reliant on receiving \$11.76m over the next 10 years in untied operating grants, subsidies and contributions to maintain the current level of operations and services. Should the level of grants and subsidies be reduced, the Town's ability to provide the related services will be impacted, as a greater reliance on rates revenue would likely be required (ie Neighbourhood Link services).

### CURRENT RATING FRAMEWORK

The Town's current rating framework includes both Minimum Rates and Differential Rates. The Town currently has 3,429 rateable properties, across 2 different rating categories, residential and commercial (which includes rateable sporting organisations).



Over 83% of total rate yield is derived from residential rates illustrating a dependency on this rate category.



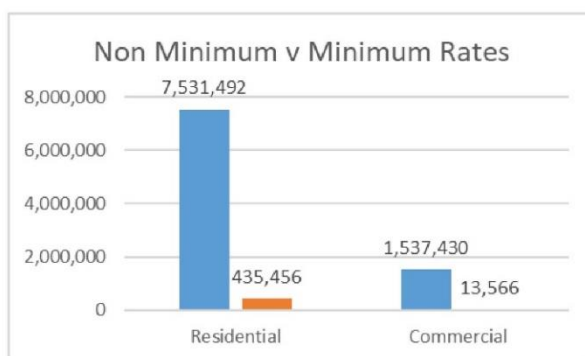
It should be noted that the average rates for residential properties is inclusive of the cost of waste services (and also includes minimum rated properties). Each residential rateable assessment makes a contribution of approximately \$400 per annum towards the cost of waste services, so the average residential rates for comparison purposes is approximately \$2,013 per annum.

### MINIMUM RATES

The Town imposes a differential minimum rate that applies to all rateable properties within the boundaries of the municipality. The Town provides over \$11 million in operating and capital expenditure each year and a minimum rate has been established to ensure that all rateable properties, regardless of their value, are making a contribution to those services and infrastructure.



The percentage of assessments that are on the minimum rate is approximately 10% of residential properties and 6% for commercial properties. Around 5% of total rate yield is derived from minimum rates.



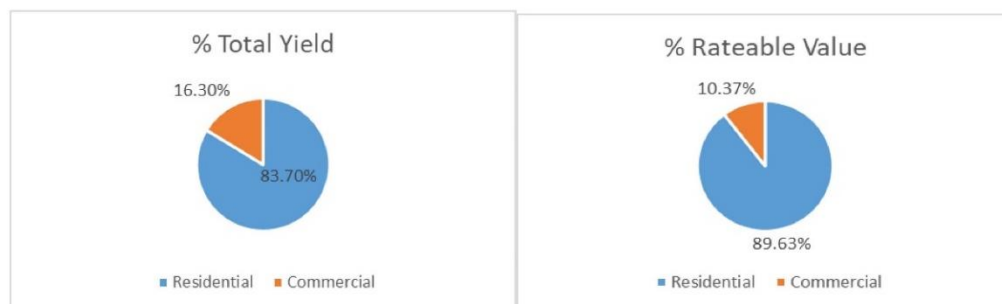
#### DIFFERENTIAL RATES

A differential rate occurs when categories of property within the UV or GRV land valuation methods are rated differently (a different rate in the dollar is applied against the valuation). The imposition of differential rates represents a policy decision of the Town to redistribute the rates burden in its local government area by imposing a higher rate on some ratepayers by comparison to others. In doing so, the Town gives consideration to the principles of objectivity; fairness; consistency; transparency; and administrative efficiency. The Town will also give appropriate bearing to the capacity of particular categories of ratepayers to pay. The objects and reasons for each of the differential rates categories are set out in Appendix A of this document.

As property rates are a form of value or wealth tax (which is not an absolute indicator of ability to pay), it is not possible to ensure equity between individual property owners, since not all properties will be assessed at the same value. Therefore, our objective is to endeavour to ensure that each rating category bears its fair and reasonable share of the cost of providing local government services.

The two pie charts set out below provide a graphical representation of the composition of land values across categories, and the proportion of total rates yield generated by each category. This demonstrates that the contribution to total rates yield for each category is largely consistent with the proportion of land value represented by each category, with a slight distribution of the rate burden to commercial properties.

The average valuation for residential properties is \$33,244 which equates to weekly rental of \$639.





## LONG TERM FINANCIAL PLANNING

Annual rate increases will be based on the prior year's estimated yield, plus any interim rates levied across the course of that year. This means that should a property change in status from rateable to non-rateable, the rates revenue lost as a result will be recouped across the balance of rateable assessments, either within that category or more broadly distributed. In pursuing this strategy, the Town recognises the importance of generating a stable rate yield year on year in helping to achieve long term financial stability.

The Town has historically derived revenue from the levying of interim rates across the course of a financial year. Given the degree of uncertainty surrounding interim rates, and the budgetary impact of failing to achieve estimated amounts of interim rates yields, the Town's policy is adopting a conservative budget of \$20k a year for interim rates. Future forecasts do not consider the impact of population growth or the total number of rateable assessments arising from infill development. Any material variances achieved from Interim's will be recognised and reported to Council through the Budget Review process. The income realised from interim rates will form part of the base amount for calculating the proposed yield to be generated from rates in the next financial year. To illustrate:

Year 1 Budget Yield	Year 1 Actual Interims	Total Year 1	Proposed Increase Year 2	Year 2 Budget Yield
\$8,000,000	\$20,000	\$8,020,000	3%	\$8,260,600

The Town's Strategic Resource Plan also does not include population growth projections and their associated impact on rates yield for the outlying years. It is important that interims form part of the base for the following years' calculations, as population growth necessarily has an impact on the Towns operating costs.

Rates are expected to generate \$9.537m in 2024/25 increasing to \$13.030m in 2034/35. This is based on the following increases in rate yield:

- 2024/25 – 4.25%
- 2025/26 – 3.75%
- 2026/27 – 2034/35 – 3.5%

Inflationary pressures, whilst stabilising, continue to impact the cost of goods and services for local government, including wages. The Perth Consumer Price Index (CPI) for the 12-months to December 2023 was 3.6%.

The Local Government Cost Index (LGCI) is expected to increase by 2.6% in 2024/25 and 2.5% in 2025/26. Thus, an inflation index of 3% has been applied over the life of the long-term financial plan, being the mid-point between the CPI and LGCI.

## SCENARIO MODELLING

Scenarios were developed to test the financial impact of reduced levels of operating funding.

To ascertain the effect of reduced funding levels, a base scenario was developed with a Rate and Fees and charges yield increase of 4.25% in 2024/25 (Adopted Budget), 3.75% in 2025/26, and 3.5% per annum thereafter. This is the scenario adopted in the Long-Term Financial Plan.

Three alternative scenarios were also developed from this base as reflected in the table below, with a 4.25% increase in rates for 2024/25 applied under each of the scenarios. All other assumptions remained the same across the three scenarios.

The cumulative impact of the changes in rates along with fees and charges results in the surplus (deficit) as follows:

Financial Year	Base Scenario	Estimated Surplus/(Deficit)		
		Scenario 2 2.5% pa	Scenario 3 3.0% pa	Scenario 4 3.5% pa
2024/25	0	0	0	0
2025/26	0	-136,884	-82,131	-27,377
2026/27	0	-390,851	-223,560	-55,721
2027/28	0	-768,844	-428,075	-85,067
2028/29	0	-1,278,120	-699,648	-115,449
2029/30	0	-1,926,264	-1,042,440	-146,905
2030/31	0	-2,721,258	-1,460,874	-179,531
2031/32	0	-3,671,324	-1,959,464	-213,307
2032/33	0	-4,785,109	-2,543,000	-248,276
2034/35	0	-6,071,640	-3,216,498	-284,478
Cumulative Rate Revenue	112,140,857	106,857,228	109,341,839	111,893,371

A 2.5% annual increase in rates from 2025/26 to 2034/35 will result in a cumulative funding gap of (\$6,071,640) over 10-years, whilst a 3% annual increase in rates will result in a cumulative funding gap of (\$3,216,498). A stable pricing pathway of 3.5% per annum is therefore recommended to enable the Town to derive adequate funds from operations for financing and capital activities, including paying down debt on the East Fremantle Oval Redevelopment loan.

The following are some key reasons why Council should consider this pricing pathway.

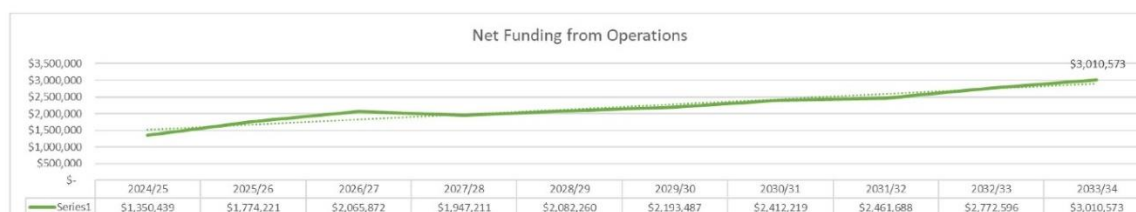
1. Operating Surplus Ratio – this ratio is considered to be a key indicator of a local government's financial performance. A positive ratio indicates the percentage of total own source revenue to help fund proposed capital expenditure or transfer funds to cash reserves.



The negative ratio illustrates the indicative rate increase that is required over and above the assumed annual rate increase to fully cash back depreciation on assets from own source revenue. The negative ratio is attributable to relatively high depreciation expense as a proportion of total operating expenditure (circa 17%).

The Operating Surplus Ratio is progressively improving over the next five years due to the recommended rates pricing pathway.

The following chart illustrates the Town's net funding position over the forward forecast. To improve the net funding position, the Town needs to increase operating revenue relative to expenditure – this is achieved through a combination of cost restraint and revenue strategies, specifically rates and fees and charges.

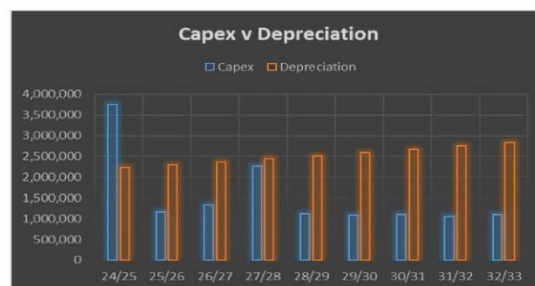


The amount of net funding from operations increases significantly over the life of the LTFP illustrating greater capacity to service assets, undertake financing activities and pay down debt.

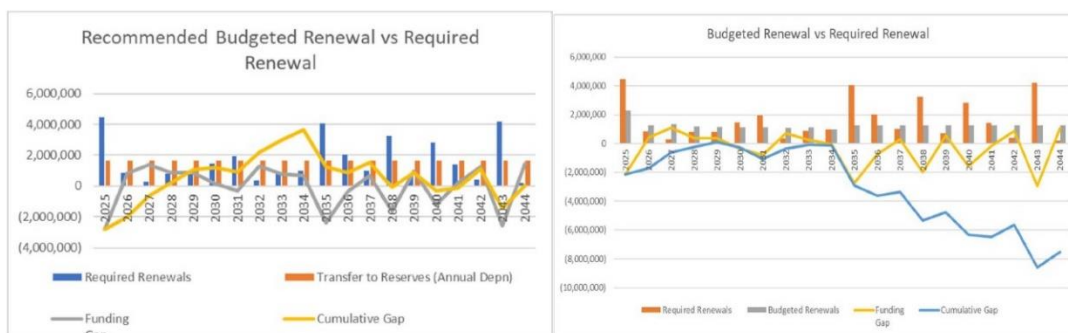
2. **Asset Sustainability Ratio** – this ratio is an approximation of the extent to which assets managed by a local government are being replaced as these reach the end of their useful lives. It is calculated by measuring capital expenditure on renewal or replacement of assets, relative to depreciation expense. The standard is met if the ratio can be measured and is 90%.

This ratio is directly impacted by the amount of funding that the Town has available from operations to invest in capital renewal and replacement. This, the Operating Surplus Ratio, Net Funding from Operations and Asset Sustainability Ratio are all directly correlated.

A target ratio of 60% each year is recommended by the Department, and this would equate to circa \$1.2m to \$1.3m in renewal/replacement expenditure for the Town of East Fremantle. As depicted in the chart below, forecast capital expenditure is below benchmark, hence a strategy should be implemented to increase reserve balances to fund future capital requirements.



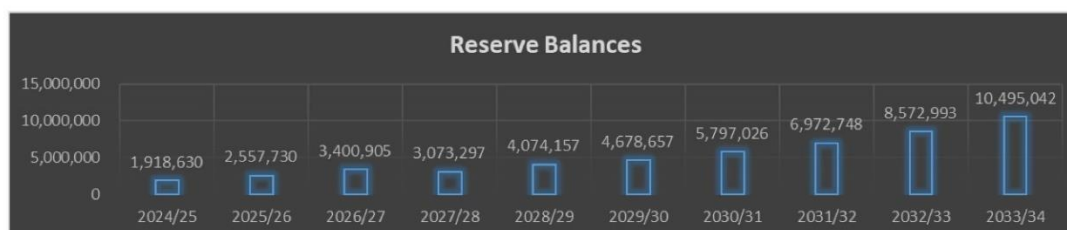
The Town has developed a Predictive Asset Renewal Model which forecasts required asset renewals based on condition data and remaining useful life. The model does highlight that a significant funding gap starts to appear between years 10-20 based on current asset funding levels, and the Town should commence transferring funds to the Strategic Asset Management Reserve. This is the strategy adopted in the LTFP, whereby any shortfall in required annual renewal expenditure is transferred to Reserve.



3. **Cash-Backed Reserves** – Council has adopted a Cash Backed Reserves Policy, included as Appendix C. This Policy provides direction to management in relation to a framework surrounding decisions to place funds into a Reserve Account. Cash reserves are a mechanism to assist in achieving the strategic objectives of the Town and the decision to allocate cash to/from a reserve account is made within the context of its implication on the long-term financial sustainability of the Town.

This Policy specifies target Reserve balances. In order to achieve these targets, a percentage of net funding from operational activities is required to be transferred to Reserve.

In general, the finances of the Town are expected to improve over the long term. Reserves will be utilised to save for major forecast asset renewals (with a forecast balance of \$10.5m in 2034/35) resulting in a significant increase in reserve levels as shown in the chart below.





#### SPECIFIED AREA RATES

Local government may impose a separate additional rate over a specified area to fund a service or facility which benefits the ratepayers and residents of that specified area. This provision is increasingly being used by councils to fund maintenance of landscaping and canals within new subdivision estates, sewerage, fire breaks, security, drainage, CBD marketing and the construction of jetties.

The Town of East Fremantle does not impose specified area rates and has not considered this specific rating strategy.

#### VALUATIONS

In Western Australia land is valued by Landgate Valuation Services (of the WA Valuer General's Office) and those values are forwarded to each Local Government for rating purposes.

Two types of values are calculated - Gross Rental Value (GRV) which generally applies for urban areas; and Unimproved Value (UV) which generally applies for rural land. GRV general valuations are currently carried out on a triennial basis in the Perth metropolitan area and every 3-5 years in country areas of the State. UV's are determined annually. The Town of East Fremantle does not have any rateable assessments that are valued using the unimproved methodology.

The date of valuation in relation to a general valuation is fixed by the Valuer General. Values are then determined relative to sales and rentals that are negotiated in the marketplace at or close to the date of valuation, which is set at 1 August each year. The date of valuation is not the same as the date that the GRV or UV comes into force. The date in force is the date from which the values must be used by the rating and taxing authority. For GRV's it is 1 July each year whereas for UV's it is 30 June.

Town of East Fremantle is included in Landgate's General Valuation program for August 2021 with new valuations coming into effect on 1 July 2023. The next valuation will be applied 1 July 2026.

GRV means the gross annual rental that the land might reasonably be expected to realise if let on a tenancy from year to year upon condition that the landlord was liable for all rates, taxes and other charges thereon and the insurance and other outgoings necessary to maintain the value of the land. The GRV normally represents the annual equivalent of a fair weekly rental. For instance, a GRV of \$30,160 represents a weekly rental of \$580.

Given the strong nexus between GRV and rental, property owners and the Town are exposed to the potential for variations in land values from one valuation cycle to the next. It is very important for both ratepayers and Council to recognise that changes in land values do not automatically drive changes to the total rate yield. In seeking to achieve a stable rates revenue path for the term of its LTFP/Strategic Resource Plan, the Town will amend its rates-in-the-dollar and review the relative rates burden placed on each category.

To allow total rates yield to fluctuate in proportion with land values would expose the community and the Town to significant variations in both service provision and rates bills on a yearly basis and compromise the long-term financial sustainability of the Town.

The below is a summary of the general revaluation with new values coming into force 1 July 2023:



Rate Category	Current Valuation	Future Valuation (effective 1 July 2023)	Change in Valuation	Average Valuation
Residential	\$91,121,692	\$109,559,717	\$18,438,025 (20.23%)	\$33,170
Commercial	\$11,744,130	\$12,401,685	\$657,555 (5.6%)	\$99,213

#### RATING IMPROVEMENT PLANS

The Town is committed to achieving best practice in relation to its implementation and administration of Rates and Fees and Charges. To that end, a number of key focus areas for improvements have been identified, and are set out below:

- Develop an alternate rates model on the basis of a separate waste charge. This will have a significant impact on the minimum rate level requiring a separate rates pricing strategy for minimum rated properties.
- Assess home occupations and bed and breakfast establishments for the potential application of a commercial rate.
- Continue to lobby the State Government regarding the rateability of aged care facilities and the application of charitable status for social housing providers.
- Develop a Policy Framework which considers the application of differential rates where mixed uses occur on the same property.
- Consider the rating framework for commercial sporting organisations.
- Consider applying minimum rates for each of the Mooring Pens.

In addition, the Town will develop a fee justification matrix for all discretionary fees, which will include a calculation worksheet detailing how fees are determined. Full cost recovery will be imposed for all services where there is a 100% private benefit, to ensure that these services are not being subsidised from rate revenue, and thereby reducing pressure on rate increases.

#### BENCHMARKING

A limited comparison of the Town's GRV rating structure compared to other local governments in the region has been undertaken. However, the rating structure of each local government is a reflection of their individual circumstances, including policy decisions, community aspirations, mix of properties, and service and infrastructure levels. As such, without delving into each these aspects, a comparison of rates with other local government entities will only be of limited value.

#### CONCLUSION

The Revenue Strategy has been formulated to provide insight into the legislative framework surrounding rates in WA local government; the existing rating structure imposed by the Town of East Fremantle; and the Town's strategy with regard to future rate movements. The key objective is to levy rates so as to provide a stable price path for the community, and certainty around the Town's primary revenue source in a fair and equitable manner, having due regard to objectivity; consistency; transparency; and administrative efficiency.

It is recommended that Council adopt a minimum 3.5% annual increase in rates over the next 10-years as a stable pricing pathway.

Importantly, it should be noted that due to the uncertainty in timing, this strategy does not account for any significant interim rates (only \$20,000 pa) for any major developments like the Royal George Hotel, Roofing 2000 (The Entrance) or Leeuwin Barracks that will have a significant impact on rates revenue.

#### 2024/25 RATE INCREASE

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There are new costs associated with funding the construction and operation of the East Fremantle Oval Precinct and the LTFP does not assume any surplus cash dividends from the operation of the facility, other than a contribution of \$275,000 per annum from 2025/26 as a contribution to a sinking fund (transfer to Reserve). Should additional returns be realised, the LTFP will be reset in future periods.

- Interest expenses on the East Fremantle Oval Redevelopment loan equates between 6-20% of net funding from operations over the next ten years.
- Principal repayments on the loan consume an average of 8% of net funding available after operations over the next ten years.

This Revenue Strategy generally sets aside 1% of gross rate revenue on an annual basis to fund sustainability and environmental initiatives.

A 4.25% rate increase has been advertised for the 2024/25 financial year. This rate increase is required to meet the net funding requirements of the Town, which includes the following:

- Inflationary index of 3% per annum generally applied.
- 5% wage index applied in 2024/25.
- 1% of gross rate revenue transferred to the Sustainability and Environmental Reserve.
- Increase in asset renewal funding to close the asset funding gap and ensure that the Town has sufficient funding in the Strategic Asset Management Reserve to meet future renewal requirements.

APPENDIX A OBJECTS AND REASONS FOR DIFFERENTIAL RATES (Advertised)

[Objects and Reasons for Differential Rates](#)

APPENDIX B WASTE SERVICES FOR COMMUNITY AND SPORTING GROUPS POLICY

[Waste Services for Community and Sporting Groups Policy](#)

APPENDIX C CASH BACK RESERVES POLICY

[Cash Back Reserves Policy](#)

## APPENDIX D RATES BENCHMARKING INFORMATION

	Category	Total Rateable Value	2023/24 - Residential Rate in \$	2023/24 - Commercial Rate in \$	2023/24 - Residential Minimum Rate	2023/24 - Commercial Minimum Rate	Residential Rates (Inclusive of Waste)	Actual Residential Minimum Rates&Waste
East Fremantle	GRV	\$ 121,870,362.00	\$ 6.8930	\$ 11.6840	\$ 1,243.00	\$ 1,859.00	YES	\$ 1,243.00
Cottesloe	GRV	\$ 192,233,908.00	\$ 6.3370	\$ 7.5810	\$ 1,312.00	\$ 1,328.00	YES	\$ 1,312.00
Claremont	GRV	\$ 257,378,921.00	\$ 5.8281	\$ 7.1741	\$ 1,421.00	\$ 1,421.00	NO	\$ 1,881.00
Peppermint Grove	GRV	\$ 46,988,483.00	\$ 7.5550		\$ 1,494.00		NO	\$ 1,804.00
Subiaco	GRV	\$ 382,836,142.00	\$ 6.8302	\$ 6.8302	\$ 1,190.00	\$ 1,190.00	NO	\$ 1,530.00
Mosman Park	GRV	\$ 154,022,848.00	\$ 7.0878	\$ 7.0878	\$ 960.51	\$ 960.51	NO	\$ 1,318.51
Nedlands	GRV	\$ 422,716,672.00	\$ 5.8446	\$ 7.7330	\$ 1,521.00	\$ 2,006.00	NO	\$ 1,849.00
Fremantle	GRV	\$ 622,841,058.00	\$ 7.9212	\$ 10.7416	\$ 1,649.00	\$ 1,649.00	YES	\$ 1,649.00
Melville	GRV	\$ 1,363,654,715.00	\$ 7.0097	\$ 8.6360	\$ 1,372.65	\$ 1,112.90	YES	\$ 1,372.65
Cockburn	GRV	\$ 1,548,723,099.00	\$ 7.7910	\$ 8.7500	\$ 1,478.00	\$ 863.00	YES	\$ 1,478.00

	Category	Non Min Properties	Minimum Properties	Total Residential Properties	Average Non Min GRV	Average GRV	Non Minimum Rates	Minimum Rates raised	Total Residential Rates	Average Non Minimum rates	Total Average minimum
East Fremantle	GRV	2964	336	3300	\$ 35,258	\$ 33,172	\$ 7,203,532	\$ 417,648	\$ 7,621,180	\$ 2,430	\$ 2,309
Cottesloe	GRV	3148	382	3530	\$ 51,457	\$ 47,743	\$ 10,265,038	\$ 501,184	\$ 10,766,222	\$ 3,261	\$ 3,050
Claremont	GRV	3276	1774	5050	\$ 46,690	\$ 37,089	\$ 8,914,435	\$ 2,520,854	\$ 11,435,289	\$ 2,721	\$ 2,264
Peppermint Grove	GRV	589	71	660	\$ 79,777	\$ 71,195	\$ 3,549,980	\$ 106,074	\$ 3,656,054	\$ 6,027	\$ 5,539
Subiaco	GRV	7171	1176	8347	\$ 31,707	\$ 29,307	\$ 15,529,871	\$ 1,399,440	\$ 16,929,311	\$ 2,166	\$ 2,028
Mosman Park	GRV	3328	498	3826	\$ 41,532	\$ 37,669	\$ 9,796,686	\$ 478,334	\$ 10,275,020	\$ 2,944	\$ 2,686
Nedlands	GRV	6877	1455	8332	\$ 46,240	\$ 41,929	\$ 18,585,517	\$ 2,213,055	\$ 20,798,572	\$ 2,703	\$ 2,496
Fremantle	GRV	9619	4425	14044	\$ 31,592	\$ 27,251	\$ 24,071,293	\$ 7,296,825	\$ 31,368,118	\$ 2,502	\$ 2,234
Melville	GRV	32179	10437	42616	\$ 29,350	\$ 26,200	\$ 66,202,478	\$ 14,342,345	\$ 80,544,823	\$ 2,057	\$ 1,890
Cockburn	GRV	33349	1478	34827	\$ 23,872	\$ 29,498	\$ 62,024,379	\$ 20,779,202	\$ 82,803,581	\$ 1,860	\$ 2,378

## 13.5 CORPORATE BUSINESS PLAN 2024-2028

<b>Report Reference Number</b>	OCR-2809
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Town of East Fremantle Corporate Business Plan 2024 - 2028

## PURPOSE

In adopting its Annual Budget, Council must consider its Strategic Community Plan and Corporate Business Plan under section 5.56 of the *Local Government Act 1995*. Council is requested to adopt the Corporate Business Plan 2024-2028.

## EXECUTIVE SUMMARY

A local government's Corporate Business Plan outlines the organisation's key initiatives and activities to achieve delivery of their Strategic Community Plan. The Corporate Business Plan converts the Strategic Community Plan into action through the adoption of the Annual Budget.

## BACKGROUND

Council adopted the Town of East Fremantle Strategic Community Plan 2020-2030 at its Ordinary Meeting of 8 December 2020. The Strategic Community Plan is subject to a major review at the end of 2024.

The following is an outline of community priorities from the last two community surveys. These priorities should be considered when framing the Corporate Business Plan.

Community Priorities – 2021 Community Scorecard	Community Priorities – 2023 Community Scorecard
<ul style="list-style-type: none"> <li>Streetscapes, trees and verges</li> <li>Safety and crime prevention</li> <li>Sustainable practices and climate change</li> <li>Footpaths and cycleways</li> <li>Playgrounds, parks and reserves</li> <li>Youth services and facilities</li> <li>Sport and recreation facilities and services</li> <li>Managing responsible growth and development</li> <li>Traffic management</li> </ul>	<ul style="list-style-type: none"> <li>Safety and crime prevention (street lighting, CCTV surveillance)</li> <li>River and foreshore management (enclosed swimming areas, accessibility and access, clean waterways)</li> <li>Responsible growth and development (parking infrastructure, POS development, limited high rise)</li> <li>Development and activation of the Town Centre (develop the Silas St retail area, improve connectivity between Silas St and George St)</li> </ul>

## CONSULTATION

Five Council Workshops on the Integrated Planning and Reporting Process were undertaken during the period March – May, with the objective of preparing the draft Corporate Business Plan 2024-2028.



## STATUTORY ENVIRONMENT

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of the district. The requirements are prescribed in Regulation 19DA of the *Local Government (Administration) Regulations 1996*, which requires the preparation and adoption of a Strategic Community Plan and a Corporate Business Plan.

### **Local Government Act 1995**

Section 5.56(1) & (2) – requires that each local government is ‘to plan for the future of the district’, by developing plans in accordance with the regulations.

### **Local Government (Administration) Regulations 1996**

Section 19DA – Corporate business plans, requirements (Act s.5.56)

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
  - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
  - (b) *govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*
  - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications. \*Absolute majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

## POLICY IMPLICATIONS

The Department of Local Government has developed an Integrated Planning and Reporting Advisory Standard.

## FINANCIAL IMPLICATIONS

To ensure the delivery of the Corporate Business Plan, appropriate financial and human resources are to be allocated in the Annual Budget.

Pursuant to section 2.7 (2) of the *Local Government Act 1995*, Council is responsible for overseeing the allocation of the Town’s finances and resources, which has a direct bearing on the Town’s ability to deliver against the Corporate Business Plan.

## STRATEGIC IMPLICATIONS

The following section applies from the Town’s Strategic Community Plan 2020-2030:

### **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)
Insufficient resources are allocated against the Corporate Business Plan	Possible (3)	Major (4)	High (10-16)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Treat through ensuring appropriate resourcing in the Annual Budget

### 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	12
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	No

### SITE INSPECTION

Not Applicable.

### COMMENT

The Town's Corporate Business Plan 2024 – 2028, together with the Strategic Community Plan 2020 – 2030, is East Fremantle's Plan for the Future. It has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996* and is deemed to meet the requirements of the Department of Local Government, Sport and Cultural Industries Framework and Guidelines for Integrated Planning and Reporting.

During the Council Workshops, six areas of high priorities over the next four years was identified:

- Town Centre Revitalisation
- East Fremantle Community Park
- Protecting the character of our built environment, including heritage
- Climate Action/Natural Environment

- Communication
- Modern Business Systems

The aforementioned priorities closely align to the community priorities from the 2023 Community Scorecard.

Pursuant to Regulation 19DA of the *Local Government (Administration) Regulations 1996*, Council can modify the Corporate Business Plan in line with a reassessment of strategic priorities. The six key priorities are clearly outlined on page 6 of the draft Corporate Business Plan and the previous activities tables have been replaced with a services matrix highlighting service levels and changes.

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## CONCLUSION

The Town of East Fremantle Corporate Business Plan 2024 – 2028 is recommended to the Council for adoption. The Corporate Business Plan details 36 key service areas with required action or changes in the level of service in most areas.

The Chief Executive Officer provides a formal quarterly update against the Corporate Business Plan to Council.

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## 13.5 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 051806**

**Moved Cr Collinson, seconded Cr Harrington**

**OFFICER RECOMMENDATION:**

**That Council, pursuant to regulation 19DA of the *Local Government (Administration) Regulations 1996*, adopts by absolute majority the Town of East Fremantle Corporate Business Plan for the four-year period 2024 – 2028.**

**(CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY 8:0)**

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

**Against: Nil**

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## REPORT ATTACHMENTS

Attachments start on the next page





# CORPORATE BUSINESS PLAN 2024-2028







## ACKNOWLEDGEMENT OF COUNTRY

*Nyoongar boodjar Kya Wanju boodjar booranyinj Nyoongar moort.*

*Noonakaat yuwal koorl Whadjuk djinnakerding goora goora.*

*Nitja djen ngallanga bardlaninjin deman nga manga.*

Hello and welcome to the land of the Whadjuk Nyoongar people.

The people of the land have walked in this place for a long time.

Their feet have followed the footsteps of their grandfathers and their grandmothers.

### Artist

*Artwork for header design by Yabini Kickett (Esther McDowell)*





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## MESSAGE FROM THE MAYOR

Dear residents and ratepayers

I present the Town of East Fremantle's Corporate Business Plan 2024/25 – 2027/28. Our plan represents Councillors working with the Administration and guided by community input to chart the course for implementing our Strategic Community Plan over the coming four years.

The plan lays out our strategic priorities in a concise and 'easy to read' format across our organisation and community. It reflects the community's vision and aspirations as shown in the Strategic Community Plan and also takes into account recent feedback in the community survey. This is the plan for our Town.

It is our goal to prioritise our resources to meet the community's expectations and priorities. The challenge is always to balance our actions with affordability and the capacity of the organisation, but we recognise and understand that the issues of climate change, protection of our built environment (including heritage) and natural environment, and ensuring that our community continues to be as inclusive as possible, must be our priorities.

Jim O'Neill  
Mayor, Town of East Fremantle

This plan can only be achieved with the support and participation of our community. As an organisation we must engage with residents, businesses, community and sporting groups, our advisory groups (including our Climate Action Reference Group, Reconciliation Action Plan working group and Public Art Panel), Friends of the East Fremantle

Foreshore, Glyde-In, volunteers, and stakeholders, to ensure that our plans and actions reflect our needs and aspirations.

As Mayor, I am immensely proud of the effort and dedication of everyone involved but more importantly we need to work together to ensure that our plans are implemented to meet the expectations of our East Fremantle community. Importantly to focus on our inclusive community, including meaningful reconciliation, our unique heritage and natural environment as well as addressing climate change in everything we plan and do.







## CONTEXT

### Integrated Planning and Reporting

The Western Australian Integrated Planning and Reporting (IPR) Framework is shown in the diagram. Its purpose is to ensure that Council's decisions take the community's views into account and deliver the best results possible within available resources. All local governments in Western Australia follow the IPR Framework.

#### The Planning Cycle

The Strategic Community Plan sets the scene, showing the long-term vision, priorities, objectives and strategies for change. It is a ten-year plan. However, it is not fixed for ten years – it would be long out of date by then. Rather, it is a “rolling” plan which is reviewed every two years, as shown in the figure below. The two-yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the steps again). The plan is continuously looking ahead, so each review keeps a ten-year horizon.

Implementation for the first four years is covered in the Corporate Business Plan. The Long Term Financial Plan, Asset Management Plans and Workforce Plan show how the Plan will be managed and resourced.

The Annual Budget relates to that year's “slice” of the Corporate Business Plan, with any necessary adjustments made through the budget process.

More details can be seen on the Department of Local Government, Sport and Cultural Industries website:  
<https://www.dlgsc.wa.gov.au/local-government/strengthening-local-government/integrated-planning-and-reporting>

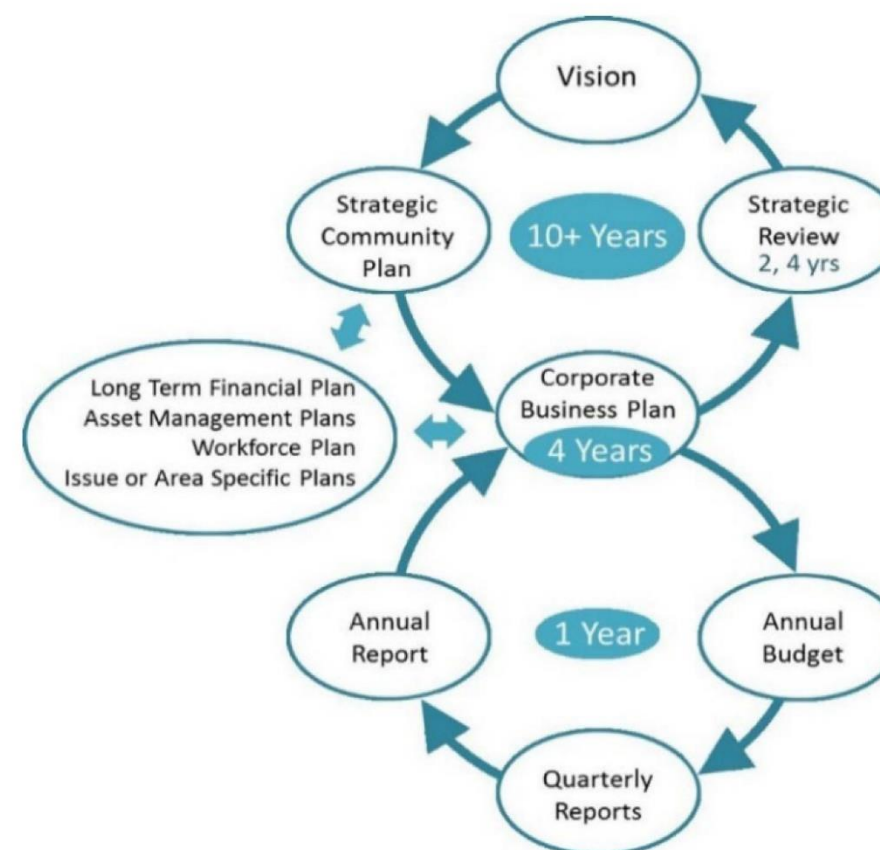


Figure 1: Integrated Planning and Reporting Cycle





# Strategic Direction

The strategic direction shown below (vision, values, strategic priority areas, goals and objectives) come from the Strategic Community Plan 2020 – 2030.

## Our Vision

Inclusive community and lifestyle, balancing growth and sustainability.

## Our Values

- Respect:** Being courteous at all times and valuing the views and opinions of others by having due regard to their rights and responsibilities
- Integrity:** Holding oneself to consistent standards exemplified by being honest and having a strong moral code, upholding the reputation of the organisation
- Teamwork:** Working together to achieve agreed outcomes by building and sustaining a high performance work environment underpinned by trust and commitment
- Empathy:** Willing to develop an understanding of someone’s concerns and consider their needs and feelings in working with them to address work related issues and solve problems







### Strategic Priority Areas, Goals and Objectives

Strategic Priority Area	Goal	Objectives
<b>Social</b>	A socially connected, inclusive and safe community	1.1 Facilitate appropriate local services for the health and wellbeing of the community 1.2 Inviting open spaces, meeting places and recreational facilities 1.3 Strong community connection within a safe and vibrant lifestyle
<b>Economic</b>	Sustainable, “locally” focused and easy to do business with	2.1 Actively support new business activity and existing local businesses 2.2 Continue to develop and revitalise local business activity centres
<b>Built Environment</b>	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 3.2 Maintaining and enhancing the Town’s character 3.3 Plan and maintain the Town’s assets to ensure they are accessible, inviting and well connected
<b>Natural Environment</b>	Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity	4.1 Conserve, maintain and enhance the Town’s open spaces. 4.2 Enhance environmental values and sustainable natural resource use 4.3 Acknowledge the change in our climate and understand the impact of those changes
<b>Leadership and Governance</b>	A proactive, approachable Council which values community consultation, transparency and accountability	5.1 Strengthen organisational accountability and transparency 5.2 Proactively collaborate with the community and other stakeholders 5.3 Strive for excellence in leadership and governance





# Community Feedback

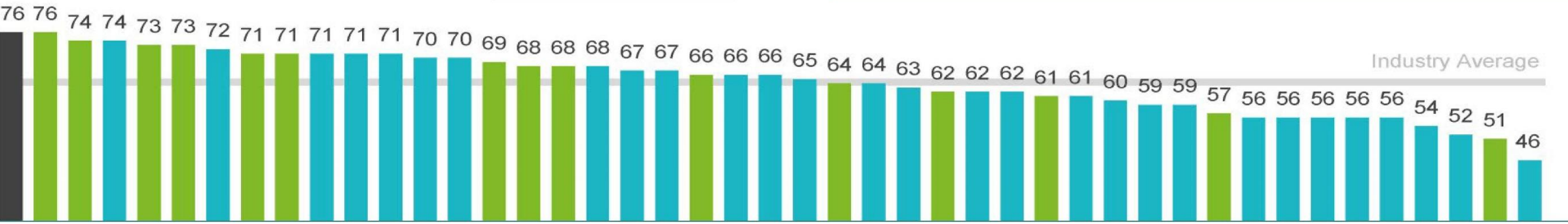
Feedback was provided in a community scorecard survey conducted in March 2023, with over 700 responses. The overall performance index score was industry-leading (see graph below). The community identified the following priorities for improvement.

Strategic Priority Area	Community Priorities
Social	Community safety and crime prevention Town centre development and activation
Economic	Town centre development and activation
Built Environment	Responsible growth and development
Natural Environment	River and foreshore management

The 'Overall Performance Index Score' is a combined measure of the Town of East Fremantle as a 'place to live' and as a 'governing organisation'. The Town of East Fremantle's overall performance index score is 76 out of 100, leading the sector in equal top spot, and 12 index points above the industry average.

Overall Performance Index Score  
average of 'place to live' and 'governing organisation'

- Town of East Fremantle
- Metropolitan Councils
- Regional Councils









## FOUR-YEAR PRIORITIES

The following six areas are high priorities for the Town of East Fremantle for the next four years. More detail is provided in the table below.

- Climate Action/Natural Environment
- Protecting the character of our built environment including heritage
- East Fremantle Community Park
- Town Centre Revitalisation
- Communication and engagement
- Modern business systems





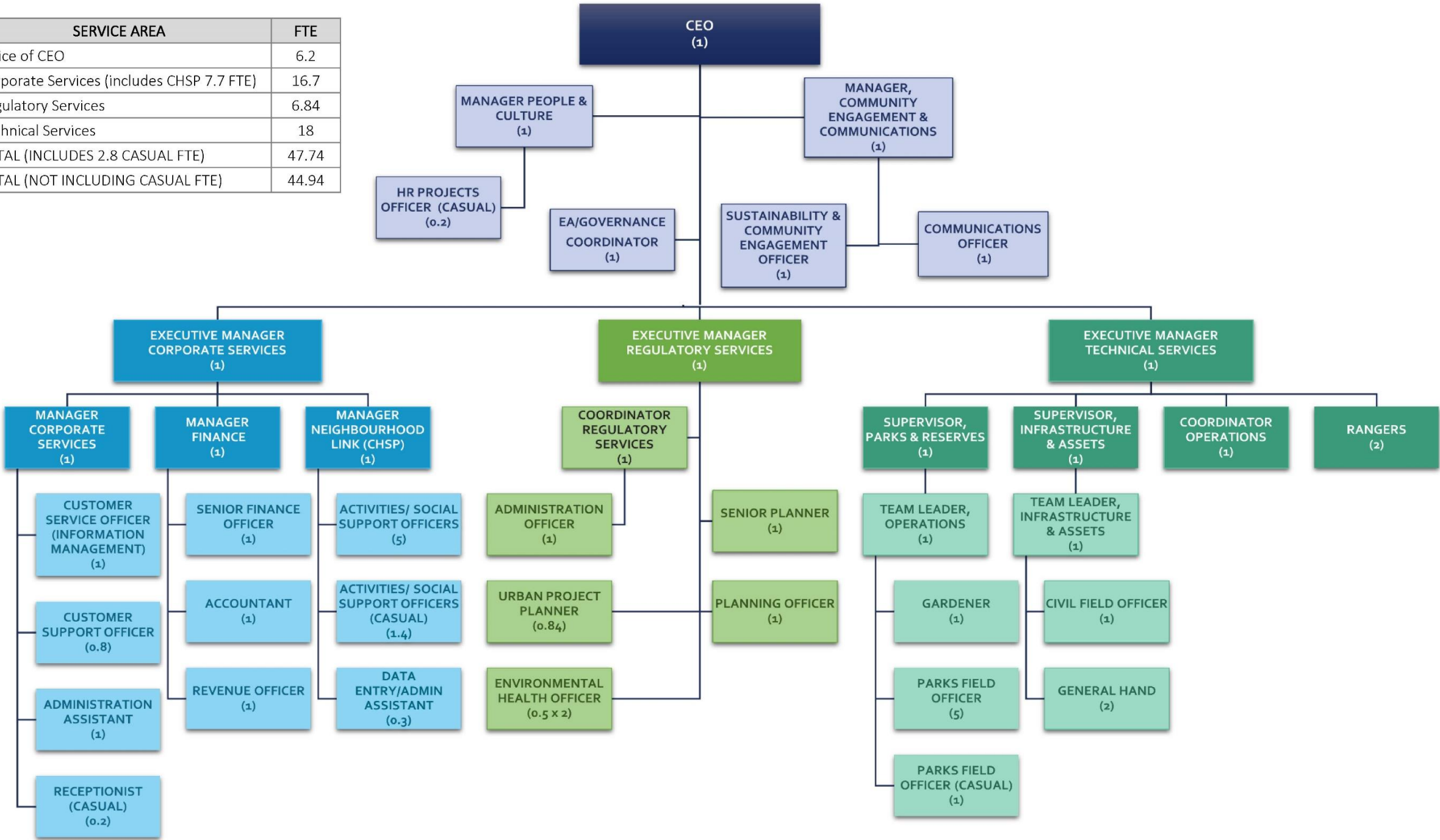
Priority	Where are we now?	Where do we want to be in four years?
 <p>Climate Action/Natural Environment</p>	<ul style="list-style-type: none"> <li>Substantial progress in implementing Town of East Fremantle operational actions to reduce emissions</li> <li>Streetlight LED lighting conversion in progress</li> <li>Opportunity to increase action on greening</li> <li>Concern around pollutants entering the river</li> <li>Need to realign foreshore development and management with CHRMAP and climate action</li> </ul>	<ul style="list-style-type: none"> <li>Complete streetlight LED lighting conversion</li> <li>Trees better suited and managed with regard to climate, shothole borer resistance, and cockatoo corridors; planting capacity identified</li> <li>Feasible actions to reduce pollutants entering the river identified and undertaken</li> <li>Environmentally and climate sensitive foreshore development and management</li> </ul>
 <p>Protecting the character of our built environment, including heritage</p>	<ul style="list-style-type: none"> <li>New Local Planning Strategy in place</li> <li>New Local Planning Scheme needed</li> <li>Continued work needed to protect built heritage, including maintenance of the Town's heritage buildings</li> </ul>	<ul style="list-style-type: none"> <li>New Local Planning Scheme reflecting the desired outcomes for the built environment including heritage</li> <li>Continued high standard of maintenance of the Town's heritage buildings and reviewed heritage list</li> </ul>
 <p>East Fremantle Community Park (EFCP)</p>	<ul style="list-style-type: none"> <li>Constructed and 'open for business'</li> <li>Some remaining development to be undertaken with community input (previous croquet/bowls areas)</li> <li>Links to connectivity as above</li> </ul>	<ul style="list-style-type: none"> <li>EFCP successful as a commercial operation and community hub (including utilisation/activation)</li> <li>Solar/battery and Electric Vehicle (EV) chargers installed</li> <li>Redevelopment of croquet/bowls areas aligned with community expectations</li> <li>Better connected to town centre</li> </ul>
 <p>Town Centre Revitalisation</p>	<ul style="list-style-type: none"> <li>Issues identified in ease of connectivity (including car parking) in and around the town centre</li> <li>Opportunities identified to improve amenity and safety</li> </ul>	<ul style="list-style-type: none"> <li>Improvements in: landscaping, lighting, accessibility, wayfinding, public art, heritage, car parking</li> <li>Silas Street precinct redeveloped</li> <li>Leeuwin carpark precinct 'shovel ready'</li> </ul>
 <p>Communication and engagement</p>	<ul style="list-style-type: none"> <li>Timely to check if communication channels are the most effective way to reach the community</li> <li>Want to ensure that we are making the most of the knowledge in community reference groups</li> </ul>	<ul style="list-style-type: none"> <li>Communication channels that best meet the information needs of residents</li> <li>Community reference groups engaged in priority-setting</li> </ul>
 <p>Modern business systems</p>	<ul style="list-style-type: none"> <li>The organisation's foundation technology is outdated and inhibits efficiency improvements and innovation</li> </ul>	<ul style="list-style-type: none"> <li>Flexible, contemporary business systems to support service improvements such as increased access to online services</li> </ul>





# ORGANISATION CHART

SERVICE AREA	FTE
Office of CEO	6.2
Corporate Services (includes CHSP 7.7 FTE)	16.7
Regulatory Services	6.84
Technical Services	18
TOTAL (INCLUDES 2.8 CASUAL FTE)	47.74
TOTAL (NOT INCLUDING CASUAL FTE)	44.94





# SERVICE DELIVERY

The Town of East Fremantle delivers the following services, shown in each part of the organisation structure. Some of the services are external, that is, they are delivered to the community. Others are internal services, which underpin the organisation’s ability to deliver to the community. For example, Risk Management is an internal service, ensuring that decision-making and implementation minimises threats to strategic and operational objectives.

Some services are a mix of both, for example, Records Management is responsible for statutory record keeping (internal) as well as responding to Freedom of Information requests from community members (external).

Note that some services are provided by third parties under a contract agreement: the City of Fremantle library is an example of this.

Office of the CEO	Technical Services	Regulatory Services	Corporate Services
<ul style="list-style-type: none"><li>▪ Council Member Support and Meetings</li><li>▪ Policies and Procedures</li><li>▪ Human Resources</li><li>▪ Communications and Community Engagement</li><li>▪ Library</li><li>▪ Advocacy and Partnerships</li></ul>	<ul style="list-style-type: none"><li>▪ Rangers</li><li>▪ Waste Management Services</li><li>▪ Parks and Reserves</li><li>▪ Street Trees</li><li>▪ River and Foreshore</li><li>▪ Roads, Drainage, Footpaths and Cycleways</li><li>▪ Public Transport</li><li>▪ Council-owned Buildings - Maintenance</li><li>▪ Recreation Facilities</li><li>▪ Project Management</li><li>▪ Asset Management</li></ul>	<ul style="list-style-type: none"><li>▪ Environmental Health</li><li>▪ Sustainability</li><li>▪ Strategic Land Use and Community Planning</li><li>▪ Land Use Planning Administration</li><li>▪ Building Services</li><li>▪ Heritage Protection</li></ul>	<ul style="list-style-type: none"><li>▪ Neighbourhood Link</li><li>▪ Customer Service</li><li>▪ Strategic and Corporate Planning</li><li>▪ Contract Management</li><li>▪ Strategic Financial Management</li><li>▪ Financial Administration</li><li>▪ Local Laws</li><li>▪ Risk Management</li><li>▪ Compliance</li><li>▪ Records Management</li><li>▪ Council-owned Buildings - Leases and Licences</li><li>▪ Strategic Information and Communications Technology</li><li>▪ Information and Communications Technology Operations</li></ul>





## Service Levels and Changes

The following table shows current services with a brief description, what strategic objective they most contribute to, the current level of service, and any significant actions or changes planned over the coming four years.

Significant actions or changes generally relate to:

- Council’s four year priorities (eg climate action, town centre development, online service delivery)
- Legislation or regulation changes (eg new Workplace Health and Safety obligations)
- Major statutory reviews (eg Strategic Community Plan, Local Planning Scheme, etc)

Key	
	Business as usual/status quo
	New business as usual/status quo after a significant action/change
	Significant action/change

- Ensuring a modern, efficient and effective organisation, which includes actions such as an organisation review, remuneration review, consolidated and effective contract management, a modern Enterprise Resource Planning (ERP) platform and associated technology to underpin efficient business processes

As shown in the key, the shaded boxes under each year indicate where the service is continuing as usual/status quo (light blue), where a service is operating at a new level after a significant action/change (mid blue), and when the significant action/change is occurring if applicable (dark blue).







Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>CORPORATE SERVICES</b>							
<b>Neighbourhood Link</b> <i>Comprehensive range of care services, Commonwealth Home Support Program (CHSP), to the frail, aged and people with disabilities in the region. The Town facilitates this service by providing a building and corporate services.</i>	1.1	The program enhances clients' independence, capacity building and wellbeing through services provided by a Community Services team, volunteers and students: Home help; home maintenance; social support; in-home respite; centre-based respite; community bus service; social outings; counselling; advocacy and referral; centre-based day care; assessment; case planning; review and co-ordination.	Review the CHSP before 30 June 2026, due to the change to block funding from 1 July 2027.				
<b>Customer Service</b> <i>Customer service to the community via the front counter, telephone and email.</i>	5.3	As detailed in the Town's Customer Service Charter: <ul style="list-style-type: none"> <li>– direct customer service via telephone or in person between 8:30am and 5pm Monday to Friday</li> <li>– all contact for rangers</li> <li>– respond to telephone or email customer requests within 24 hours (generally)</li> <li>– respond to letters with 5 working days (generally)</li> <li>– after hours call centre engaged to triage calls</li> </ul>	New Customer Management System.				
<b>Strategic and Corporate Planning</b> <i>Prepare a Strategic Community Plan, Corporate Business Plan and a suite of informing strategies, in accordance with the Local Government Act 1995 and associated regulations.</i>	5.1	Integrated Planning and Reporting (IPR) Framework: <ul style="list-style-type: none"> <li>– Strategic Community Plan and Corporate Business Plan operative</li> <li>– Major strategic review</li> <li>– Alignment with Long Term Financial Plan, Workforce Plan and Asset Management Plans</li> </ul>	<ul style="list-style-type: none"> <li>▪ Strategic Reviews (major then minor).</li> <li>▪ Improvement in IPR practice.</li> <li>▪ Implementation of new State Government requirements (timing uncertain).</li> </ul>				
<b>Contract Management</b> <i>Provide consolidated and effective contract management to meet procurement obligations, and manage costs and risks.</i>	5.1	<ul style="list-style-type: none"> <li>▪ Strategic procurement.</li> <li>▪ Maintain contracts register.</li> <li>▪ Contractor induction and engagement.</li> <li>▪ Contract monitoring and stakeholder liaison (eg operator, management committee etc).</li> <li>▪ Includes contract management for East Fremantle Community Park.</li> </ul>	New internal service to consolidate and improve the effectiveness of contract management.				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Strategic Financial Management</b> <i>Provide strategic financial management services to enable the Town to sustainably provide services to the community.</i>	5.1	<ul style="list-style-type: none"> <li>Long term financial plan and strategic resource plan.</li> <li>Provide financial information to enable modelling of the costs and benefits of strategic scenarios and delivery options.</li> </ul>	Develop a Waste Pricing Policy and model a separate waste charge for the 2025/26 financial year. Identify any impacts on the minimum rate and pensioner rebate.				
<b>Financial Administration</b> <i>Provide day-to-day financial management services to enable the Town to sustainably provide services to the community.</i>	5.1	<ul style="list-style-type: none"> <li>Payroll, debtors, creditors.</li> <li>Financial Audit.</li> <li>Information Systems Audit.</li> <li>Financial management that meets all legislative requirements.</li> <li>Provision of financial information for the Annual Report.</li> <li>Notify annual rates and fees via annual budget process.</li> </ul>					
<b>Local Laws</b> <i>Maintain a suite of up-to-date local laws to regulate nuisances, enhance public safety and to give effect to the functions of the Town, under S3.16 of the Local Government Act 1995.</i>	5.3	10 Local Laws in force in the Town to be scheduled for review.	Local Laws to be progressively reviewed and updated.				
<b>Risk Management</b> <i>Apply risk management principles, systems and processes to ensure consistent, efficient and effective assessment of risk in planning, decision making and operations.</i>	5.1	<ul style="list-style-type: none"> <li>Identification and management of strategic risks.</li> <li>Maintenance of operational risk register.</li> <li>Bi-annual review and continuous improvement.</li> <li>Internal audit – audit, risk and compliance committee.</li> <li>Compliance with Section 17 of the Local Government Audit Regulations 1996.</li> </ul>	Audit Reg 17 Review due November 2025.				
<b>Compliance</b> <i>Compliance with all local government Acts, regulations and common law requirements.</i>	5.1	Submit Compliance Return to DLGSC by 31 March annually indicating that all requirements have been met or, in the event of any non-compliance, evidence of action to become compliant.	Implementation of ATTAIN compliance software to administer delegations and the compliance calendar.				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Records Management</b> <i>Records managed effectively in accordance with the State Records Act.</i>	5.1	<ul style="list-style-type: none"> <li>Maintenance and security of records – 21,000 per annum.</li> <li>Freedom Of Information (FOI) Requests.</li> <li>Privacy and Information Sharing Framework (PRIS).</li> </ul>	<ul style="list-style-type: none"> <li>New Electronic Records Management System.</li> <li>New PRIS framework to be developed.</li> </ul>				
<b>Council-owned Buildings – Leases and Licences</b> <i>Administration of lease and licence agreements; maintenance requests; and liaison with clubs/organisations to ensure effective property management.</i>	3.3	35 annual mooring pen licence agreements to be negotiated and executed. 23 lease agreements administered.					
<b>Strategic Information and Communications Technology</b> <i>Strategic planning for ICT development and management of the ICT contract to meet the needs of the organisation.</i>	5.3	<ul style="list-style-type: none"> <li>Bi-annual review of Strategic ICT Plan.</li> <li>Enterprise Resource Planning (ERP) Business Plan.</li> <li>Management of ICT contract.</li> </ul>	New ERP System.				
			Review potential for online service delivery.				
			3 year review of ICT contract.				
<b>Information and Communications Technology Operations</b> <i>Timely and effective IT support.</i>	5.3	Reviewing and authorising support tickets – 100 tickets per month.					
<b>TECHNICAL SERVICES</b>							
<b>Rangers</b> <i>Services that improve safety and security in the community, including the enforcement of relevant acts, regulations and local laws to ensure the safety and amenity of local residents and visitors.</i>	1.3	<ul style="list-style-type: none"> <li>Ranger services provided 7am to 5:30pm Monday to Sunday (excluding Christmas Day and Boxing Day), with an after hours call centre service: <ul style="list-style-type: none"> <li>Car parking enforcement</li> <li>Dog control</li> <li>Storm damage (e.g. trees down)</li> <li>Community liaison and traffic safety for sports and events</li> <li>Responding to nuisance complaints</li> </ul> </li> </ul>	Undertake service review (level of service from a community safety and security perspective, delivery models and resourcing).				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Waste Management Services</b> <i>Provision of waste collection services.</i>	4.2	<ul style="list-style-type: none"> <li>Contracts for weekly "yellow" lid kerbside recycling, "green" bin general waste collection and disposal, and waste to energy.</li> <li>Verge collections of green waste 2 times a year and bulk waste once a year – recycle e-waste, metal, mattresses</li> <li>Garage sale trail – annual support.</li> </ul>	The Town has withdrawn from the Resource Recovery Group (formerly South Metropolitan Regional Council) and entered into a new 5 year contract for waste services and a contract to supply waste to energy.				
<b>Parks and Reserves</b> <i>Provision and management of parks and open space.</i>	4.1	Management and development of parks, open spaces, and 5.5km of parks paths. The following parks are provided: <ul style="list-style-type: none"> <li>J Dolan Park</li> <li>EJ Chapman Reserve</li> <li>George Booth Park</li> <li>Glasson Park</li> <li>Gourley Park</li> <li>Henry Jeffery Oval</li> <li>John Tonkin Reserve</li> <li>W H Kitson Park</li> <li>Lee Park</li> <li>Locke Park</li> <li>Locke Cres. Reserve</li> <li>Marjorie Green Park</li> <li>Memorial Rose Garden</li> <li>Merv Cowan Park</li> <li>Niergarup Reserve and Track</li> <li>Norm McKenzie Reserve</li> <li>Raceway Park</li> <li>Riverside Road</li> <li>Silas Street Reserve</li> <li>Stratford Street Park</li> <li>Surbiton Street Park</li> <li>Ulrich Park</li> <li>Wauhop Park</li> <li>W Wayman Reserve</li> </ul>	Playground audit: development of replacement program.				
<b>Street Trees</b> <i>The Town provides and manages the network of street trees.</i>	4.1	The Town manages and maintains a diverse range of well-developed trees of both native and exotic species of various ages and sizes.	Improved street tree selection and management, to commence when tree register and tree health audit (with recommendations on planting and tree management) are completed (scheduled for 2024/25 – see Sustainability service).				



Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>River and Foreshore</b> <i>The Town manages and maintains foreshore amenity and protection against erosion and flooding.</i>	4.1	<ul style="list-style-type: none"> <li>Maintain 3km of River foreshore incl. approx. 1-2km of river wall.</li> <li>Work with Swan River Trust to ensure public access to the river is protected or enhanced.</li> </ul>	Overlay Foreshore Management Plan, CHRMAP and Climate Action Plan, and adapt accordingly.  Drainage Audit – review the composition of stormwater entering river, the impact on river health (absolute and relative), constraints and viable options (costed) to reduce pollutants entering the river.				
<b>Roads, Drainage, Footpaths and Cycleways</b> <i>Manage and maintain roads, drainage, footpaths and cycleways.</i>	3.3	<ul style="list-style-type: none"> <li>Annual maintenance of infrastructure assets.</li> <li>Maintain 46km of sealed roads.</li> <li>Maintain 56km of footpaths.</li> <li>Maintain 5km of on-road cycle lanes.</li> <li>Pedestrian access and traffic management strategies being developed and implemented.</li> <li>Ongoing support for the WA State Government Long Term Cycle Network, working with the Department of Transport.</li> </ul>	Complete LED light program (subject to Western Power agreement).				
<b>Public Transport</b> <i>Provide and manage bus shelters. Provide public information on transport.</i>	3.3	<ul style="list-style-type: none"> <li>26 Bus shelters are provided and maintained.</li> <li>Grant for renewals – approx. one per year.</li> <li>Public transport information is provided to the community.</li> <li>Travelsmart map.</li> </ul>					





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Council-owned Buildings – Maintenance</b> <i>Provision of buildings for public purposes.</i>	3.3	<ul style="list-style-type: none"> <li>Annual maintenance and cleaning of building assets including:               <ul style="list-style-type: none"> <li>Town Hall and Administration Building</li> <li>Dovenby House (CHSP Administration)</li> <li>Sumpton Green Child Health Clinic and Playgroup</li> <li>Tricolore Community Centre and change rooms</li> <li>Glasson Park Toilets</li> <li>Works depot (comprising administration and store building, vehicle garage and pump house)</li> <li>Five residential units (not cleaning)</li> <li>EH Gray Building (Independent Mid-wife Centre) (maintenance only)</li> </ul> </li> <li>Note that the following buildings are maintained by the occupier under a lease arrangement:               <ul style="list-style-type: none"> <li>Glyde In Community Learning Centre</li> <li>Old Police Station</li> <li>J P McKenzie Building (East Fremantle Kindergarten)</li> <li>Richmond Pre-primary School</li> <li>Zephyr Cafe</li> </ul> </li> </ul>	Increased asset inspection of buildings.				
<b>Recreation Facilities</b> <i>Provision of facilities for sport and recreation.</i> <i>Note that the East Fremantle Community Park (EFCP) is a special case and not included here. Corporate Services manages Belgravia's contract, and EFCP development and support is overseen by the CEO.</i>	3.3	Buildings provided for recreational use including: <ul style="list-style-type: none"> <li>East Fremantle Lacrosse Club and change rooms</li> <li>East Fremantle Tennis Club Pavilion and Courts</li> <li>Tricolore Community Centre and change rooms</li> <li>Camp Waller Sea Scouts</li> <li>Hurricane's Dragon Boat Club</li> <li>East Fremantle Yacht Club Administration and Function Centre</li> <li>Swan Yacht Club Administration and Function Centre</li> </ul>					



Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Project Management</b> <i>The Town manages project upgrades/ renewals as per its project management framework.</i>	3.3	The project management framework is in place for larger scale projects and used on a lesser level for projects \$50,000 and less.					
<b>Asset Management</b> <i>Manage assets for the benefit of present and future communities.</i>	3.3	Asset Management Plans in place.	Review major asset renewals and replacements and seek opportunities for non-operating grant funding.				
<b>REGULATORY SERVICES</b>							
<b>Environmental Health</b> <i>Administer laws and undertake activities to ensure public health is maintained in the Town.</i>	1.3	Environmental Health Services including: <ul style="list-style-type: none"> <li>– Asbestos, chemicals and poisons disposal</li> <li>– Food safety</li> <li>– Infectious disease control/investigations</li> <li>– Lodging houses</li> <li>– Noise control</li> <li>– Pest control</li> <li>– Pollution control</li> <li>– Public buildings</li> <li>– Safe water and public swimming pools</li> <li>– Substandard dwellings</li> <li>– Public health promotion</li> </ul>					
<b>Sustainability</b> <i>Implementation of strategies and education to reach the targets of the Climate Emergency Action Plan, in consultation with the East Fremantle Climate Action Reference Group (CARG).</i>	4.2	<ul style="list-style-type: none"> <li>▪ Develop style guide and verge guidelines.</li> <li>▪ Assist with planting projects.</li> <li>▪ Run educational events.</li> <li>▪ Provide internal advice on sustainability practices.</li> <li>▪ Apply for grants.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Update Style Guide (incl. suitable trees).</li> <li>▪ Trees Register and audit tree health.</li> <li>▪ Tree Management Policy.</li> </ul>				
			Map of Planting Program.				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>Strategic Land Use and Community Planning</b> <i>Strategic land use planning – ensuring balanced development of the district, taking into account the social and economic needs of the community, while protecting and enhancing the natural environment for current and future generations.</i>	3.1	<ul style="list-style-type: none"> <li>Local Planning Strategy and Scheme (review).</li> <li>'Lazy land' assessment (part of Perth Southwest Alliance).</li> <li>Strategic Sites Development (eg Leeuwin Army Barracks, Town Centre).</li> </ul>	Transform Silas Street precinct, having regard to landscape, LED streetlighting, heritage, public art, accessibility, wayfinding, carparking (community engagement and design in first year, building on previous concept work, and construction in years 2 and 3).				
			Be 'shovel ready' on the Leeuwin carpark precinct (concept work, community engagement and design).				
			Highest and best use assessment of 80 Canning Highway (EH Gray), Mooring Pens, Tricolore Community Centre.				
			Local Planning Scheme Review.				
<b>Land Use Planning Administration</b> <i>Development applications.</i>	3.1	<ul style="list-style-type: none"> <li>Town Planning Scheme administration.</li> <li>Process development applications within 60-90 days depending on advertising requirements: subdivisions, amalgamations of land, scheme zonings, and appeals.</li> <li>Provide general town planning advice on demand.</li> </ul>					
<b>Building Services</b> <i>Building control.</i>	3.1	<ul style="list-style-type: none"> <li>Process building permit applications within required timeframes (generally within 2 weeks).</li> <li>Process requests for signage.</li> <li>Undertake site inspections as required.</li> <li>Investigate dangerous/unsafe/defective building complaints.</li> <li>Private swimming pool inspections.</li> </ul>					
<b>Heritage Protection</b> <i>Heritage Planning. Identify and protect significant heritage buildings and the Town Hall precinct.</i>	3.2	<ul style="list-style-type: none"> <li>Maintain planning controls to ensure new developments are appropriate to the built heritage and character of streetscapes.</li> <li>Undertake projects to protect heritage values.</li> </ul>	Review Heritage Lists.				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
OFFICE OF THE CEO							
<b>Council Member Support and Meetings</b> <i>The Town maintains a high standard of governance and accountability.</i>	5.3	<ul style="list-style-type: none"> <li>Timely information, advice, agendas, minutes to enable effective decision making: <ul style="list-style-type: none"> <li>agendas at least 3 working days prior to meetings</li> <li>minutes at least 5 (committee) and 10 (Council) working days after meetings</li> </ul> </li> <li>Maintain a register of delegations.</li> <li>Conduct Council elections by Electoral Commission.</li> <li>Governance training.</li> </ul>					
<b>Policies and Procedures</b> <i>Up to date policies and procedures to ensure operational clarity and consistency.</i>	5.3	Policies and procedures in place and reviewed in accordance with the relevant Acts and Regulations.	Schedule reviews and identify new policies required.				
<b>Human Resources</b> <i>Manage and develop the Town's workforce to enable service delivery.</i>	5.3	<ul style="list-style-type: none"> <li>Workforce plan in place and implemented, including recruitment practices that support diversity.</li> <li>Organisation development.</li> <li>Administer the Workplace Safety and Health (WHS) Act.</li> </ul>	<ul style="list-style-type: none"> <li>Organisation Review.</li> <li>Remuneration Review.</li> <li>Implement WHS Action Plan.</li> </ul>				
<b>Communications and Community Engagement</b> <ul style="list-style-type: none"> <li>Community information, consultation and engagement.</li> <li>Develop Reconciliation Action Plan (RAP) with the RAP Working Group</li> <li>Club liaison and support.</li> <li>Purchase of public art as a means of building community spirit.</li> <li>Provision of community events.</li> </ul>	5.2	<ul style="list-style-type: none"> <li>Workshops, information sessions, community surveys etc.</li> <li>Engagement with community advisory groups.</li> <li>Reconciliation Action Plan (RAP) with RAP Working Group.</li> <li>Information is provided regularly through the Town's website and social media, quarterly newsletter, traditional media and other channels.</li> <li>Produce Annual Report.</li> <li>Assisting clubs with issues and needs as they arise.</li> <li>Public Art fund with purchases as determined, in consultation with the Public Art Panel.</li> <li>Community events including East Fremantle (George Street) Festival.</li> </ul>	Audit existing channels (incl. processes, frequency etc); identify improvements.				
			Engage community reference groups in priority-setting.				
			Prepare next level RAP with RAP Working group (includes Aboriginal employment, procurement, partnerships, events, public art, etc).				
			Review sustainability of East Fremantle (George Street) Festival.				





Service	Strategic Link	Current Level of Service	Significant Action or Change (if applicable)	24 / 25	25 / 26	26 / 27	27 / 28
<b>East Fremantle Community Park - Development and Support</b> <i>Support for the successful operation of East Fremantle Community Park (EFCP) and further development.</i>	1.2	Oversight of the various components of development and support of EFCP. <i>Notes:</i> <div><div>1. Managing the contract with Belgravia Leisure sits in Corporate Services - Contract Management.</div><div>2. The various components of development and support of EFCP, sit with the relevant Executive Managers – the CEO maintains oversight to ensure overall on track.</div><div>3. Annual review of service levels provided by Belgravia Leisure in accordance with agreed key performance indicators.</div></div>	<div><div>Establish appropriate governance arrangements (eg management/ advisory committee).</div><div>Support success as a commercial operation and community hub (including utilisation/activation and integration of football club).</div><div>Community input and assessment of use of croquet/bowls area.</div><div>Install Electric Vehicle (EV) chargers.</div><div>Install solar/battery.</div></div>				
<b>Library</b> <i>The Town pays a fee so its residents can access all services at Fremantle Library in Walyalup Koort.</i>	1.1	<div><div>Library resources such as books, magazines and newspapers; online resources including e-books; audio-books; music; children's stories; movies; and e-magazines.</div><div>Other available services include:<div><div>Public computers</div><div>Kids’ Korner</div><div>Printing</div><div>Toy Library</div><div>WIFI</div><div>Story Time</div><div>Scanning</div><div>Library events</div><div>Photocopying</div><div>Justice of the Peace</div></div></div></div>					
<b>Advocacy and Partnerships</b> <i>Advocate on key issues and work with other local authorities and organisations for the benefit of the community.</i>	5.2	<div><div>Advocate on key community issues and build relationships with key stakeholders to better understand issues, influence decisions and lobby for funding.</div><div>Collaborate with the Perth Southwest Alliance, and other local governments and agencies for improved services.</div></div>					





## RESOURCING THE PLAN

### Forecast Statement of Financial Activity

Financial provision for the activities in this plan is included in this forecast statement below, which demonstrates that the Corporate Business Plan is affordable and sustainable. The rates profile reflects increases of 4.25% (2024/25), 3.75% (2025/26), and 3.5% (2026/27 and 2027/28).

	2023/24 Adopted Budget	2023/24 Forecast (Mid Year Review)	2024/25	2025/26	2026/27	2027/28
Surplus 1 July	\$378,508	\$751,732	\$191,386	\$0	\$0	\$0
<b>Revenue</b>						
Rates	\$9,093,382	\$9,125,610	\$9,537,944	\$9,895,617	\$10,241,963	\$10,600,432
Fees and Charges	\$1,544,565	\$1,472,963	\$1,535,564	\$1,593,148	\$1,648,908	\$1,706,620
Operating Grants	\$1,020,058	\$848,836	\$1,025,458	\$1,300,458	\$1,300,458	\$1,162,062
Interest Earnings	\$189,440	\$479,440	\$173,265	\$194,101	\$221,129	\$213,108
Other	\$42,000	\$56,000	\$92,900	\$95,082	\$97,330	\$99,644
	<b>\$11,889,445</b>	<b>\$11,982,849</b>	<b>\$12,365,131</b>	<b>\$13,078,406</b>	<b>\$13,509,789</b>	<b>\$13,781,867</b>
<b>Expenditure</b>						
Employee Costs	-\$4,969,094	-\$4,969,094	-\$5,352,445	-\$5,539,781	-\$5,705,974	-\$5,877,153
Materials and Contracts	-\$4,020,296	-\$4,410,704	-\$4,071,159	-\$4,161,196	-\$4,108,588	-\$4,301,445
Utilities	-\$257,950	-\$243,950	-\$304,215	-\$311,820	-\$319,616	-\$327,606
Interest	-\$134,490	-\$134,490	-\$267,405	-\$258,919	-\$250,111	-\$240,876
Insurance	-\$273,223	-\$258,240	-\$267,537	-\$277,168	-\$287,146	-\$297,483
Other	-\$789,700	-\$782,901	-\$751,932	-\$755,301	-\$772,482	-\$790,093
Depreciation	-\$2,166,530	-\$2,166,530	-\$2,231,539	-\$2,298,486	-\$2,367,440	-\$2,438,463
	<b>-\$12,611,283</b>	<b>-\$12,965,909</b>	<b>-\$13,246,232</b>	<b>-\$13,602,671</b>	<b>-\$13,811,356</b>	<b>-\$14,273,119</b>
Depreciation	\$2,166,530	\$2,166,530	\$2,231,539	\$2,298,486	\$2,367,440	\$2,438,463
<b>Net Funding from Operational Activities (exc Depn)</b>	<b>\$1,444,692</b>	<b>\$1,183,470</b>	<b>\$1,350,439</b>	<b>\$1,774,221</b>	<b>\$2,065,873</b>	<b>\$1,947,211</b>





	2023/24 Adopted Budget	2023/24 Forecast (Mid Year Review)	2024/25	2025/26	2026/27	2027/28
<u>Capital Expenditure</u>						
East Fremantle Oval Redevelopment	-\$19,991,316	-\$21,899,962	\$0	\$0	\$0	\$0
Buildings	-\$1,030,000	-\$1,329,879	-\$1,632,029	-\$81,500	-\$80,800	-\$80,000
Plant and Equipment	-\$706,200	-\$390,205	-\$599,000	-\$189,000	-\$177,000	-\$235,000
Furniture and Equipment	-\$25,000	-\$30,000	-\$182,951	-\$45,000	-\$45,000	-\$1,175,000
Roads	-\$80,000	-\$72,399	-\$483,733	-\$360,000	-\$370,000	-\$234,000
Drainage	-\$100,000	-\$17,601	-\$55,000	-\$67,148	-\$117,148	-\$67,148
Parks and Ovals	-\$207,000	-\$270,000	-\$310,000	-\$215,000	-\$345,000	-\$300,000
Carparks	-\$15,000	-\$11,500	-\$200,000	-\$20,000	-\$20,000	-\$20,000
Footpaths	-\$270,000	-\$235,000	-\$325,400	-\$215,000	-\$197,000	-\$185,000
Non-Operating Grants - EF Oval	\$14,975,767	\$16,304,822				
Non-Operating Grants - RRG/R2R (Roads)	\$0	\$0	\$483,733	\$240,000	\$273,333	\$156,000
Non-Operating Grants - Other	\$1,004,181	\$989,669	\$1,065,750			
<b>Net Capital Program</b>	<b>-\$6,444,568</b>	<b>-\$6,962,055</b>	<b>-\$2,238,630</b>	<b>-\$952,648</b>	<b>-\$1,078,615</b>	<b>-\$2,140,148</b>
Proceeds from new Loan Borrowings	\$4,800,000	\$4,800,000	\$0	\$0	\$0	\$0
Loan Repayments	-\$72,634	-\$77,534	-\$150,564	-\$157,911	-\$165,617	-\$173,698
Net Borrowings	\$4,727,366	\$4,722,466	-\$150,564	-\$157,911	-\$165,617	-\$173,698
Net Reserve Transfers From/(to)	-\$228,005	\$385,480	\$791,418	-\$639,100	-\$843,174	\$327,607
Proceeds from Sale of Assets	\$171,814	\$171,401	\$108,000	\$29,700	\$78,100	\$98,000
Lease Payments	-\$49,807	-\$49,807	-\$52,049	-\$54,261	-\$56,568	-\$58,972
<b>Surplus 30 June</b>	<b>\$0</b>	<b>\$202,687</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>





## Financial Issues

The Strategic Resource Plan identifies a number of key issues that will be addressed within the term of the Corporate Business Plan, as follows.

Activity	Review date
Develop a framework i.e. Waste Pricing Policy and model a separate waste charge for the 2025/26 financial year. Separating the waste charge will impact the minimum rate benchmark and may impact the level of pensioner rebate.	28 February 2025
Review the performance of the Town’s Commonwealth Home Support Program at 30 June 2025. Block funding continues until 30 June 2027; however, the Town will decide on service delivery before 30 June 2026, to ensure plenty of lead time for whatever decision is made.	30 June 2025
Review the trading result of the East Fremantle Community Park at 30 June 2026 and reset the forecasts accordingly.	30 June 2026
Complete a review of major asset renewals and replacements and identify opportunities for non-operating grant funding.	30 June 2026

## Workforce Capacity and Development

The workforce to deliver this plan is currently set at 47.74 full time equivalents (FTE). This includes 7.7 FTE specifically to deliver the Neighbourhood Link program (Commonwealth Home Support Program), and 2.8 casual FTE.

The Town’s Workforce Plan includes strategies to attract and retain staff, and ensure that the organisation’s culture supports both staff wellbeing and excellence in service delivery.

In the coming year, two key workforce-related initiatives will be undertaken:

- Remuneration Review, to ensure the Town’s pay structure is equitable and competitive within affordable bounds
- Organisation Review, to ensure the Town’s organisational structure is efficient and effective, sufficiently resourced, and supports innovation and high standards of service delivery in a cost effective manner



# STRATEGIC RISK MANAGEMENT

The Town adheres to regulatory requirements and accepted practice in risk management. The following key strategic risk factors have been identified:

- Increasing community expectations of service levels and delivery
- Rapid changes in information technology, changing the service delivery environment
- Increased compliance requirements due to Government Policy and Legislation
- Cost shifting by Federal and State Governments
- Reducing external funding for infrastructure and operations
- Climate change and subsequent response
- Major disaster (eg fire, cyclone/flooding, heatwave, earthquake, tsunami, chemical spill, pandemic)
- Unanticipated cost escalations (eg greater than anticipated inflation)
- Tight labour market exacerbating challenges in attracting and retaining skilled staff
- Level of stakeholder and community engagement and support

# KEY SUCCESS MEASURES

The following success measures will be monitored and reported to the community.

Area	Success Measures
Strategic Priorities	
Climate Action/Natural Environment	<ul style="list-style-type: none"><li>▪ Baseline/success measure of street trees (stock and health) to be established in tree register and audit of tree health</li></ul>
Protecting the character of our built environment, including heritage	<ul style="list-style-type: none"><li>▪ Managing responsible growth and development Performance Index Score in Community Scorecard (or equivalent survey) above 52<sup>1</sup></li><li>▪ Preserving and promoting local history and heritage Performance Index Score in Community Scorecard (or equivalent survey) above 65<sup>2</sup></li></ul>

<sup>1</sup> 52 was the score in 2023. It is 6 points below the industry high (58) and 6 points above the sector average (42)

<sup>2</sup> 65 was the score in 2023. It is 4 points below the industry high (69) and 7 points above the sector average (58)





Area	Success Measures
Town Centre Revitalisation	<ul style="list-style-type: none"><li>▪ Silas Street Precinct completed and Leeuwin Precinct shovel ready</li></ul>
East Fremantle Community Park (EFCP)	<ul style="list-style-type: none"><li>▪ Utilisation of EFCP</li></ul>
Communication and engagement	<ul style="list-style-type: none"><li>▪ Baseline and success measure of community reach to be established in audit</li><li>▪ Communication Performance Index Score in Community Scorecard (or equivalent survey) above 55<sup>3</sup></li></ul>
Modern business systems	<ul style="list-style-type: none"><li>▪ Increase in online service delivery options</li></ul>
Overall Community Satisfaction	
Overall community satisfaction East Fremantle as a place to live	<ul style="list-style-type: none"><li>▪ Liveability Performance Index Score in Community Scorecard (or equivalent survey) not less than 91<sup>4</sup></li></ul>
Overall community satisfaction with the Town of East Fremantle as governing organisation	<ul style="list-style-type: none"><li>▪ Governance Performance Index Score in Community Scorecard (or equivalent survey) not less than 61<sup>5</sup></li></ul>
Asset Stewardship	
Ensuring condition of assets continues to support service levels	<ul style="list-style-type: none"><li>▪ Renewals expenditure in accordance with the Predictive Asset Renewal Model</li></ul>

<sup>3</sup> 55 was the score in 2023. It is 4 points below the industry high (59) and 9 points above the sector average (46)

<sup>4</sup> 91 was the score in 2023. It is equal to the industry high (91) and 15 points above the sector average (76)

<sup>5</sup> 61 was the score in 2023. It is close to the industry high (66) and 8 points above the sector average (53)

## 13.6 ADOPTION OF 2024-25 STATUTORY BUDGET

<b>Report Reference Number</b>	OCR-2817
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	
<b>Attachments</b>	

1. Statutory Budget for the Year Ended 30 June 2025
2. Ratepayer Submission – Mr. Robert Nesbit

### PURPOSE

To consider and adopt the Statutory Budget for the 2024/25 financial year together with supporting schedules, including the striking of differential general rates and minimum payments, adoption of fees and charges, and other consequential matters arising from the budget papers.

### EXECUTIVE SUMMARY

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

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget.

The 2024/25 Budget as presented is considered to meet statutory requirements and is recommended to Council for adoption.

### BACKGROUND

The 2024/25 Budget is compiled on the principles contained within the Strategic Community Plan and Corporate Business Plan.

The Town of East Fremantle Corporate Business Plan 2024-2028 is presented for adoption to the June Council Meeting. The Corporate Business Plan converts the Strategic Community Plan into action through the adoption of the Annual Budget.

The Budget is prepared based on presentations made to elected members at the Integrated Planning and Reporting workshops over the last few months.

Council also endorsed the proposed differential general rates and minimum payments at the Ordinary Meeting of 16 April 2024 for advertising. Council resolved to advertise a **4.25%** increase in the gross rate yield for residential and commercial properties using 2023/24 forecast rate revenue of \$9,129,922 as the base.

The notice of intention to impose differential rates was published in the Fremantle Herald (and placed on the Town's public noticeboard and website along with the Statement of Rating Objects and Reasons). Submissions closed on Friday 24 May 2024 (more than 21 clear days after the date of notice). One public submission was received.

## CONSULTATION

Elected member workshops.

Ratepayer submissions were invited on the proposed differential general rates and minimum payments. One public submission was received. Submission details included as attachment within the report.

## STATUTORY ENVIRONMENT

Section 6.2 of the *Local Government Act 1995* requires, that no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt by ABSOLUTE MAJORITY, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2024/25 Budget as presented is considered to meet statutory requirements.

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

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

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

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

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

### 6.33. Differential general rates

(1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics —*

- (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005;*
- (b) *a purpose for which the land is held or used as determined by the local government;*
- (c) *whether or not the land is vacant land; or*
- (d) *any other characteristic or combination of characteristics prescribed.*

(2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*

(3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*

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



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

The Town has complied with sections 6.33 and 6.36 of the *Local Government Act 1995*.

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#### POLICY IMPLICATIONS

Council Policy 2.1.13 Rubbish Collection Charge Applies. The Policy states that Council will not levy separate charges for rubbish or recycling collections for household/domestic properties. This Policy will become void when the State Government legislates the requirement for waste charges to be separated on the Rates Notice (anticipated for the 25/26 financial year).

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#### FINANCIAL IMPLICATIONS

The 2024/25 Budget is a balanced budget.

Council, at its meeting of 18 June 2024, will be presented with an updated Strategic Resource Plan (Long-term Financial Plan) and Revenue Strategy. The annual budget is effectively year 1 of the rolling Strategic Resource Plan, which was developed and informed by all existing strategic planning documents such as the Long-Term Financial Plan, Asset Management Plans, Workforce Plan, ICT Plan, and various land use planning documents.

## STRATEGIC IMPLICATIONS

The following is applicable from the Town's Strategic Community Plan 2020-30. The Annual Budget activates the Corporate Business Plan which in turn implements the Strategic Community Plan.

### **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)
That Council delay the adoption of the Annual Budget impacting cash flows and service delivery	Possible (3)	Major (4)	High (10-16)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Accept Officer Recommendation

### RISK MATRIX

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

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

### RISK RATING

Risk Rating	12
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

Not applicable.

## COMMENT

### Estimated Surplus Brought Forward 1 July 2024

The 2024/25 Budget is framed on an estimated surplus brought forward from the 2023/24 financial year of circa \$191,386. This estimate is derived from updated forecasts arising the mid-year budget review. The Town has budgeted for 100% of estimated financial assistance grants in 2024/25. Should there be an advance payment, this will impact the actual brought surplus and the 2024/25 budget will be amended at a later date (contra impact as brought forward surplus increase is offset by a reduction in budgeted grants).

### Underlying Budget Principles

Council considered and endorsed the underlying budget principles at its meeting of 16 April 2024. These principles form part of the Town's commitment to deliver assets and services to the community in a financially sustainable manner.

The draft 2024/25 Budget incorporates a 4.25% increase in the Rate Yield. The reasons for this recommended rate increase are discussed in detail in the Revenue Strategy (which is presented as a separate item), with specific reference to the following pages of the Revenue Strategy:

- Scenario modelling on page 12
- Discussion on the operating surplus ratio and net funding from operations on pages 12/13
- Discussion on the asset sustainability ratio and asset funding levels on pages 13/14
- Discussion on financing activities on page 14

A review of public information identifies that neighbouring local governments are considering the following proposed rate increases:

- Melville – 4.5%
- Cockburn – 4% (residential rates)
- Mosman Park – 4.6%
- Fremantle – 5.4%

### Inflation - WALGA Economic Briefing March 2024

The following information is considered pertinent when determining budget parameters for 2024/25:

- The Local Government Cost Index is forecast at 3.1% for 24/25.
- Wages are continuing to grow quickly, up 4.7% in WA in the last 12 months. This is attributable to public sector wages playing catch up to the rate of inflation to maintain real wages.
- The 23/24 WALGA Salary and Workforce Survey identified that employee costs represented 40.3% of total revenue for Band 3 Local Governments. The Town is consistent with this benchmark.

It is important to note that the above statistics are a reflection of the current economic climate, and that a longer-term planning horizon is recommended as per the long-term financial plan and revenue strategy.

Council has approved the following wage indexation for the last five financial years. This is compared to the Perth CPI, which illustrates there has been a significant decrease in real wages. As such, Council is requested to consider a wage price index of 5% for the 2024/25 financial year.

Financial Year	Approved increase in gross salaries and wages	Perth CPI	ABS Index
2023/24	5%	3.3%	134.8 – March 24
2022/23	3%	6.1%	131.5 - June 23
2021/22	3%	8.6%	125.4 – June 22
2020/21	0%	4.7%	116.8 – June 21
2019/20	2%	0.1%	112.1 – June 20



Index June 2019 – 112

Index March 2024 – 134.8

### **Underlying Long Term Financial Planning Principles**

The Town's Strategic Resource Plan 2024/25 – 2033/34 contains extensive discussion on assumptions and uncertainties underlying the Town's financial planning framework. The following are some key assumptions that have been applied when framing year 1 of this Plan, being the proposed budget for 2024/25:

- Rate revenue is a substantial source of discretionary revenue for the Town, paying for approximately 72% of all cash operating expenditure.
- The overall objective of a rating model is to provide for the net funding requirements of the Town's services, activities, financing costs and the current and future capital requirements of the Town.
- The proposed 4.25% increase in rate yield will derive an amount of \$9.538m (including interim rates of \$20k), which is estimated to meet the requirements of the current budget shortfall.
- The Local Government Cost Index will rise by 3.1% in 2024/25 on account of higher costs including catch up with wages.
- Indexation of 5% has been applied to salaries and wages. This compares to the WA Wage Price Index which rose by 4.7% in annual average terms to December 2023. There has been a 9.8% decline in real wages since 2019/20, and hence a higher increase is recommended.
- The annual budget is a rolling budget linked to the Strategic Community Plan, Corporate Business Plan and Strategic Resource Plan.
- The Town's Revenue Strategy also recommends a 4.25% increase in discretionary fees for 2024/25.
- Commitment to cost restraint wherever possible being tied to the Local Government Cost Index.
- Commitment to achieving operational efficiencies such as attainment of value for money for service contracts.

Councils are being required to demonstrate operational efficiencies when setting the level of rates. A fundamental objective for the Town should be to improve its operating surplus ratio (by increasing revenue relative to expenditure) to release more funds for investment in asset renewals and new capital. This is generally achieved by a combination of operational efficiencies, cost restraint and revenue diversification.

General rate yield increases in prior years were:

2016/17 – 4.15%

2017/18 – 2.0%

2018/19 – 2.5%

2019/20 – 2.4%

2020/21 – 0%

2021/22 – 2.9%

2022/23 – 4.5%

2023/24 – 5.0%

### **2024/25 Budget Details**

The 2024/25 Budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The key features of the Budget are:

- Net rate revenue of \$9,537,944. This includes an estimated \$20k to be raised in interim rates. Interim rates are generated by an increase in gross rental valuations, because of either property improvements, or additional rateable properties being developed.
- The schedule of Fees and Charges was adopted by Council at the May OCM and has been included in the supplementary information of the draft budget. The draft Budget provides for total fees and charges revenue of \$1.535m, which is a decrease of \$9k from the 2023/24 adopted budget. Discretionary fees and charges were frozen for the 2020/21 budget (\$nil increase) and the majority had no increase for the 2021/22 budget.

- The cost of standard residential waste services is incorporated into general rates. This cost is estimated to be \$457 per residential assessment based on full cost recovery. Waste charges are levied separately for commercial properties, and these charges (standard charge of \$670 per assessment) were approved at the May Ordinary Council Meeting. The budgeted cost of providing waste services in 2024/25 is circa \$1.3.85m which equates to 13% of cash operating expenses.
- A capital works program amounting to circa \$3.8m for investment in infrastructure, land and buildings, plant and equipment, and furniture and equipment is planned. Projects are itemised in the Capital Expenditure Program included in the Supplementary Information to the draft budget.
- Total operating grants and contributions of \$1.025m. This is comprised mainly of the financial assistance grants (\$277k) and CHSP operational funding (\$692k). These funds are provided by the Commonwealth Government. The Town has not accounted for an advance payment of its Financial Assistance Grants.
- Total non-operating grants and contributions of \$1.549m. This is comprised of the balance of funding for the Fremantle Women's Soccer Club project \$690k, Solar and Community Battery project \$354k and \$322k in funding for the Riverside Road project.
- Council has established various reserve accounts to which monies are set aside at the discretion of the Council to fund future service delivery requirements. These reserve accounts are itemised in note 9 of the 2024/25 Budget. The budget includes circa \$375k transfer to reserves and circa \$1.166m transfer from reserves, resulting in a forecast closing balance of \$1.92m in Reserves.
- Whilst not explicitly included in the draft Budget, as it is a balance sheet item only, the Town does administer the collection of the Emergency Services Levy on behalf of the Government of Western Australia. The Town has been advised of the new rates as follows; ESL rates have generally been increased by 3.25% - 5.1%.

ESL Category	Rate per \$GRV	Minimum ESL Charges	Maximum ESL Charges		
	All Property Uses	All Property Uses	Single-unit Residential, Vacant Land and Non-Commercial Farming	Multi-unit Residential (Residential with more than 1 sub)	Commercial, Industrial and Miscellaneous
Category 1	\$0.014555	\$103	\$508	\$508 x relevant no. of units (sub)	\$290,000
Category 2	\$0.010916	\$103	\$381	\$381 x relevant no. of units (sub)	\$218,000
Category 3	\$0.007278	\$103	\$254	\$254 x relevant no. of units (sub)	\$145,000
Category 4	\$0.005094	\$103	\$178	\$178 x relevant no. of units (sub)	\$102,000
Category 5	Fixed charge \$103				
Mining Tenements	Fixed charge \$103				

- The ESL penalty interest rate for the 2024/25 year has been declared as 11% in line with the proposed maximum interest rate which may be adopted for the purposes of section 6.13 of the *Local Government Act*. To be consistent, it is recommended that Council impose penalty interest of 11% on unpaid rates.

#### Elected Member Fees and Allowances for 2024/25

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

The Salaries and Allowances Tribunal recommends that each local government should conduct a remuneration review of Elected Member Fees and Allowances on an annual basis, following each determination. The Tribunal, in their determination dated 5 April 2024, has determined a 4% increase in maximum thresholds for remuneration, fees, expenses and allowance ranges provided to CEOs and elected members for 2024/25.

Elected Members are entitled to the following fees and allowances:

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

The 2024/25 Budget recommends that all allowances be set at 100% of the prescribed maximum as per below:

Fee/Allowance	Budget Amount 23/24	Maximum Amount Prescribed (Budget Amount 24/25)
Annual Meeting Attendance Fee – Mayor	\$26,370	\$27,425
Annual Meeting Attendance Fee – Elected Members	\$17,030	\$17,711
Annual Allowance - Mayor	\$38,450	\$39,988
Annual Allowance – Deputy Mayor	\$9,612	\$9,997
Annual Information Communication and Technology Allowance	\$3,500	\$3,500

#### Budget – East Fremantle Oval Redevelopment

The approved project budget is \$34,669,229 ex GST. This is comprised of the following funding sources:

DLGSC	25,000,000
LotteryWest	1,345,060
AFL Facilities Fund	250,000
ToEF – Loan Borrowings	4,800,000
ToEF - Reserves/Muni	3,183,400
East Fremantle Football Club - Contribution to Joinery & AV	72,587
EFBC Contribution.	18,182

The project budget is allocated as follows:

Forecast Construction Cost	\$30,429,089
Professional Fees	\$3,553,315
Public Art	\$96,000
FFE	\$340,825
Scoreboard	\$50,000
EFFC Compensation	\$200,000
	<b><u>\$34,669,229</u></b>

The total amount certified for payment against the construction contract at the end of April 2024 was \$29,885,992 ex GST. Invoices against the construction contract have not been received for May and June, and there is a forecast remaining cost of \$543,097 ex GST.

The Town budgeted to fully expend the project budget in 23/24 with an allocation of \$21,654,942 ex GST. At the time of writing this report, \$33.8m had been expensed against the job number, leaving an amount of \$812k unspent, which includes the remaining amount on the construction contract.



Further invoices for professional services also remain, and a full reconciliation of project expenditure will be undertaken at 30 June 2024. Should there be a carryover of funding, the 24/25 Budget will be amended early in the new financial year.

#### Major Trading Undertaking – East Fremantle Community Park

The operations of the East Fremantle Community Park meet the definition of a major trading undertaking pursuant to s3.59 of the *Local Government Act 1995*. Note 15 of the Statutory Budget provides an overview of the forecast trading performance of the East Fremantle Community Park which is managed by Belgravia Leisure under contract (Lease and Operator Agreement). A forecast trading deficit of (\$49,644) is included in the Statutory Budget for approval.

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## CONCLUSION

The Council is requested to adopt the 2024/25 Statutory Budget as presented.

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## 13.6 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

### **Council Resolution 061806**

#### **OFFICER RECOMMENDATION:**

**Moved Cr Donovan, seconded Cr Harrington**

#### **RATE INCREASE**

**That Council:**

1. receives the rate submission regarding the advertised proposed differential general rates and minimum payments for the 2024/25 financial year as presented.
2. notes that the 2024/25 budget parameters were considered at the Ordinary Meeting of 16<sup>th</sup> April 2024, whereby a 4.25% increase in rate yield for each rate category for the 2024/25 financial year was endorsed for public advertising.
3. resolves on a 4.25% increase in rate yield for each rate category and minimum payment for the 2024/25 financial year.

#### **PART A – MUNICIPAL FUND BUDGET FOR 2024/25**

**That Council:**

1. pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council **ADOPTS** the Municipal Fund Budget as contained as attachment 1 of this agenda and the minutes, for the Town of East Fremantle for the 2024/25 financial year which includes the following:
  - a) Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for 2024/25 of \$737,720
  - b) Statement of Cash Flows on page 3 showing cash and cash equivalents at the end of the year of \$4,259,558
  - c) Statement of Financial Activity on page 4 showing a balanced budget with a forecast surplus of nil at 30 June 2025 and an amount to be raised from rates of \$9,537,944
  - d) Notes to and Forming Part of the Budget
  - e) Transfers to/from Reserve Accounts as detailed in Note 9
  - f) Budget program schedules and other Supplementary Information

**ABSOLUTE MAJORITY REQUIRED**

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS AND CONCESSIONS****That Council:**

- for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted as Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, IMPOSES the following differential general rates and minimum payments on Gross Rental Values:

**1.1 General Rates**

GRV Residential	7.1860 cents in the dollar expressed as 0.071860
GRV Commercial	12.1806 cents in the dollar expressed as 0.121806

**1.2 Minimum Payments**

GRV Residential	\$1,296
GRV Commercial	\$1,938

- pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64 (2) of the *Local Government (Financial Management) Regulations 1996*, OFFERS the following due dates for the payment of rates in full by two and four instalments:

**Two Instalments:**

Full Payment or 1 <sup>st</sup> Instalment due date	23 August 2024
2 <sup>nd</sup> Instalment date	3 January 2025

**Four Instalments:**

Full Payment and instalment due date	23 August 2024
2 <sup>nd</sup> Instalment date	25 October 2024
3 <sup>rd</sup> Instalment date	3 January 2025
4 <sup>th</sup> Instalment date	7 March 2025

- pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, IMPOSES an instalment administration charge where the owner has elected to pay rates and service charges through an instalment option of \$17.90 for each instalment after the initial instalment is paid (excluding eligible pensioners).
- pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, IMPOSES an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners).
- pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, IMPOSES an interest rate of 11% for rates and service charges and costs of proceedings to recover such charges that remains unpaid after becoming due and payable (excluding eligible pensioners).
- in accordance with the provisions of section 6.49 of the *Local Government Act 1995*, AUTHORISES the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, emergency services levy, refuse charges and private swimming pool inspection fees during the 2024/25 financial year.
- pursuant to section 6.45 and 6.49 of the *Local Government Act 1995*, where a person is able to demonstrate financial hardship as defined under Council Policy, a special payment arrangement will be provided, and resolves to WAIVE the administration charge and all penalty interest.

**ABSOLUTE MAJORITY REQUIRED**

**PART C – EMERGENCY SERVICES LEVY**

That Council:

1. in accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES the 2024/25 Emergency Services Levy Rates and Minimum and Maximum Payments on land as follows:

ESL Category	Rate per \$ GRV	Minimum ESL Charge	Maximum ESL Charge		
	All Property Uses	All Property Uses	Single unit Residential, Vacant Land and Non-Commercial Farming	Multi unit Residential (residential with more than 1 sub)	Commercial Industrial and Miscellaneous
Category 1	0.014555	\$103	\$508	\$508 x relevant no of units (subs)	\$290,000
Category 2	0.010916	\$103	\$381	\$381 x relevant no of units (subs)	\$218,000
Category 3	0.007278	\$103	\$254	\$254 x relevant no of units (subs)	\$145,000
Category 4	0.005094	\$103	\$178	\$178 x relevant no of units (subs)	\$102,000
Category 5	Fixed Charge \$103				
Mining Tenements	Fixed Charge \$103				

2. in accordance with the provisions of section 36S of the *Fire and Emergency Services Authority of Western Australia 1998*, IMPOSES interest on all current and arrears amounts of emergency services levy at the rate of 11% per annum which remain unpaid after the due date (excluding eligible pensioners).

**SIMPLE MAJORITY REQUIRED**

**PART D – RESERVE FUNDS**

That Council:

1. pursuant to section 6.11 of the *Local Government Act 1995*, establishes and maintains the Reserves as detailed in note 9 of the 2024/25 Budget, with \$374,890 budgeted to be transferred to Reserves and (\$1,166,309) budgeted to be transferred from Reserves.
2. resolves to transfer 100% of interest earnings from Pooled Investments (including Reserve Funds) into general funds with the exception of any interest earned on the developer contribution reserves which must be applied to those Reserves under section 154 of the *Planning and Development Act 2005*.

**ABSOLUTE MAJORITY REQUIRED**

**PART E – GENERAL FEES AND CHARGES FOR 2024/25**

Pursuant to section 6.16 of the *Local Government Act 1995*, Council ADOPTS the Schedule of Fees and Charges as included in the Supplementary Information of the 2024/25 Budget as contained as attachment 1 of this agenda and the minutes.

**ABSOLUTE MAJORITY REQUIRED**

**PART F – OTHER STATUTORY FEES AND CHARGES FOR 2024/25**

That Council:

1. pursuant to section 245A (8) of the *Local Government (Miscellaneous Provisions) Act 1960* and regulation 53 of the Building Regulations 2012, IMPOSES a private swimming pool four yearly inspection fee of \$146.00 (GST Exempt) for each property where a private swimming pool is located, charged at \$36.50 per annum.



2. pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, IMPOSES the following charges for the removal and deposit of waste and additional receptacle services:

Description	Fee
3 Bin FOGO Service – Residential Properties	Incorporated into Residential General Rate
Refuse and Recycling Service – 2 MGBs – Commercial Properties	\$670.00 per annum
3 Bin FOGO Service – Commercial Properties	\$670.00 per annum
140L/General Waste Bin/240L FOGO Bin – Additional Service	\$272.20 per annum
240L General Waste – Upgrade (swap)(fortnightly)	Free
240L Recycling Bin (Yellow Lid) – Additional Service	\$272.20 per annum
360L Recycling Bin (yellow lid) Upgrade (swap)(fortnightly)	Free
Bulk Bin Services	Cost + 15%

**ABSOLUTE MAJORITY REQUIRED**

#### PART G – MATERIAL VARIANCE REPORTING FOR 2024/25

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 2024/25 for reporting material variances shall be:

- 10% of the amended budget; or
- \$10,000 of the amended budget.

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

**SIMPLE MAJORITY REQUIRED**

#### PART H – FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT

That Council:

- acknowledges the importance of Federal funding through the Financial Assistance Grants Program for the continued delivery of services and infrastructure.
- will ensure that the federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in Council publications, including annual reports.

**SIMPLE MAJORITY REQUIRED**

#### PART I – ELECTED MEMBER FEES AND ALLOWANCES

That Council, pursuant to sections 5.98, 5.99, 5.99A of the *Local Government Act 1995* and regulations 33, 33A 34, 34A and 34AA of the *Local Government (Administration) Regulations 1996*, adopts the following annual amounts for elected member fees and allowances for the 2024/25 financial year:

Fee/Allowance	Budget Amount 24/25
Annual Meeting Attendance Fee – Mayor	\$27,425
Annual Meeting Attendance Fee – Elected Members	\$17,711
Annual Allowance - Mayor	\$39,988
Annual Allowance – Deputy Mayor	\$9,997
Annual Information Communication and Technology Allowance	\$3,500

**SIMPLE MAJORITY REQUIRED**

**(CARRIED BY AN ABSOLUTE MAJORITY / UNANIMOUSLY 8:0)**

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

**Against:** Nil

*(A clerical error in Attachment 1 was noted on the Agenda affecting sections:*

- *Statement of Cash Flows for the Year Ended 30 June 2025*
- *Notes to and forming Part of the Budget for the Year Ended 30 June 2025 3. Net Current Assets*
- *Notes to and forming Part of the Budget for the Year Ended 30 June 2025 4. Reconciliation of Cash*
- *Notes to and forming Part of the Budget for the Year Ended 30 June 2025 13. Elected Members Remuneration*

*Errors do not impact the Officer Recommendations and have been corrected in the Minutes.*

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**REPORT ATTACHMENTS**

Attachments start on the next page

**TOWN OF EAST FREMANTLE**  
**ANNUAL BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**  
**LOCAL GOVERNMENT ACT 1995**  
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**TOWN OF EAST FREMANTLE**  
**STATEMENT OF COMPREHENSIVE INCOME BY NATURE**  
**FOR THE YEAR ENDED 30 JUNE 2025**

	NOTE	2024/25 Budget	2023/24 Actual	2023/24 Budget
<b>Revenue</b>		\$	\$	\$
Rates	2(a)	9,537,944	9,125,610	9,093,382
Operating grants, subsidies and contributions	11	1,025,458	848,836	1,020,058
Fees and charges	18	1,535,567	1,472,963	1,544,565
Interest revenue	12(a)	173,265	479,440	189,440
Other revenue	12(b)	92,900	56,000	42,000
		12,365,134	11,982,849	11,889,445
<b>Expenses</b>				
Employee costs		(5,352,443)	(4,969,094)	(4,969,094)
Materials and contracts		(4,071,168)	(4,441,516)	(4,020,296)
Utility charges		(304,213)	(243,950)	(257,950)
Depreciation	6	(2,231,542)	(2,166,530)	(2,166,530)
Finance costs	12(d)	(267,405)	(134,490)	(134,490)
Insurance		(267,536)	(258,240)	(273,223)
Other expenditure		(751,932)	(782,901)	(789,700)
		(13,246,239)	(12,996,721)	(12,611,283)
		(881,105)	(1,013,872)	(721,838)
Capital grants, subsidies and contributions	11	1,549,483	17,294,491	15,979,948
Profit on asset disposals	5	69,342	103,000	85,200
		1,618,825	17,397,491	16,065,148
<b>Net result for the period</b>		<b>737,720</b>	<b>16,383,619</b>	<b>15,343,310</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>737,720</b>	<b>16,383,619</b>	<b>15,343,310</b>

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

**TOWN OF EAST FREMANTLE  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2025**

	NOTE	2024/25 Budget	2023/24 Actual	2023/24 Budget
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		\$ 9,537,944	\$ 9,170,492	\$ 9,093,382
Operating grants, subsidies and contributions		1,025,457	944,813	1,020,058
Fees and charges		1,535,567	1,472,963	1,544,565
Interest revenue		173,265	479,440	189,440
Other revenue		92,900	56,000	42,000
		12,365,134	12,461,499	11,889,445
<b>Payments</b>				
Employee costs		(5,352,443)	(5,097,072)	(4,969,094)
Materials and contracts		(4,071,168)	(6,834,917)	(4,020,296)
Utility charges		(304,213)	(243,950)	(257,950)
Finance costs		(267,405)	(430,262)	(134,490)
Insurance		(267,536)	(258,240)	(273,223)
Other expenditure		(751,932)	(782,901)	(789,700)
		(11,014,697)	(13,647,342)	(10,444,753)
<b>Net cash provided by (used in) operating activities</b>	4	1,350,437	(1,185,843)	1,444,692
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for purchase of property, plant & equipment	5(a)	(2,413,980)	(23,173,138)	(21,752,516)
Payments for construction of infrastructure	5(b)	(1,374,133)	(607,301)	(672,000)
Capital grants, subsidies and contributions		1,201,532	11,080,975	14,250,242
Proceeds from sale of land held for resale	5(c)	0	0	0
Proceeds from sale of property, plant and equipment	5(a)	108,000	171,402	171,814
<b>Net cash provided by (used in) investing activities</b>		(2,478,581)	(12,528,062)	(8,002,460)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of borrowings	7(a)	(150,564)	(77,534)	(72,634)
Payments for principal portion of lease liabilities	8	(52,049)	(49,807)	(49,807)
Proceeds from new borrowings	7(a)	0	4,800,000	4,800,000
<b>Net cash provided by (used in) financing activities</b>		(202,613)	4,672,659	4,677,559
<b>Net increase (decrease) in cash held</b>		(1,330,757)	(9,041,246)	(1,880,209)
Cash at beginning of year		5,590,315	14,631,561	7,239,265
<b>Cash and cash equivalents at the end of the year</b>	4	<b>4,259,558</b>	<b>5,590,315</b>	<b>5,359,056</b>

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

**TOWN OF EAST FREMANTLE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**OPERATING ACTIVITIES**

**Revenue from operating activities**

Rates	2(a)
Operating grants, subsidies and contributions	11
Fees and charges	18
Interest revenue	12(a)
Other revenue	12(b)
Profit on asset disposals	5

**Expenditure from operating activities**

Employee costs	
Materials and contracts	
Utility charges	
Depreciation	6
Finance costs	12(d)
Insurance	
Other expenditure	

Non-cash amounts excluded from operating activities

**Amount attributable to operating activities**

**INVESTING ACTIVITIES**

**Inflows from investing activities**

Capital grants, subsidies and contributions	11
Proceeds from disposal of assets	5

**Outflows from investing activities**

Payments for property, plant and equipment	5(a)
Payments for construction of infrastructure	5(b)

**Amount attributable to investing activities**

**FINANCING ACTIVITIES**

**Inflows from financing activities**

Proceeds from new borrowings	7(a)
Transfers from reserve accounts	9(a)

**Outflows from financing activities**

Repayment of borrowings	7(a)
Payments for principal portion of lease liabilities	8
Transfers to reserve accounts	9(a)

**Amount attributable to financing activities**

**MOVEMENT IN SURPLUS OR DEFICIT**

**Surplus or deficit at the start of the financial year**

Amount attributable to operating activities

Amount attributable to investing activities

Amount attributable to financing activities

**Surplus or deficit at the end of the financial year**

		2024/25	2023/24	2023/24
	NOTE	Budget	Actual	Budget
		\$	\$	\$
Rates	2(a)	9,537,944	9,125,610	9,093,382
Operating grants, subsidies and contributions	11	1,025,458	848,836	1,020,058
Fees and charges	18	1,535,567	1,472,963	1,544,565
Interest revenue	12(a)	173,265	479,440	189,440
Other revenue	12(b)	92,900	56,000	42,000
Profit on asset disposals	5	69,342	103,000	85,200
		12,434,476	12,085,849	11,974,645
Employee costs		(5,352,443)	(4,969,094)	(4,969,094)
Materials and contracts		(4,071,168)	(4,441,516)	(4,020,296)
Utility charges		(304,213)	(243,950)	(257,950)
Depreciation	6	(2,231,542)	(2,166,530)	(2,166,530)
Finance costs	12(d)	(267,405)	(134,490)	(134,490)
Insurance		(267,536)	(258,240)	(273,223)
Other expenditure		(751,932)	(782,901)	(789,700)
		(13,246,239)	(12,996,721)	(12,611,283)
Non-cash amounts excluded from operating activities	3(b)	2,162,200	2,063,530	2,081,330
<b>Amount attributable to operating activities</b>		<b>1,350,437</b>	<b>1,152,658</b>	<b>1,444,692</b>
Capital grants, subsidies and contributions	11	1,549,483	17,294,491	15,979,948
Proceeds from disposal of assets	5	108,000	171,402	171,814
		1,657,483	17,465,893	16,151,762
Payments for property, plant and equipment	5(a)	(2,413,980)	(23,173,138)	(21,752,516)
Payments for construction of infrastructure	5(b)	(1,374,133)	(607,301)	(672,000)
		(3,788,113)	(23,780,439)	(22,424,516)
<b>Amount attributable to investing activities</b>		<b>(2,130,630)</b>	<b>(6,314,546)</b>	<b>(6,272,754)</b>
Proceeds from new borrowings	7(a)	0	4,800,000	4,800,000
Transfers from reserve accounts	9(a)	1,166,309	1,468,825	884,005
		1,166,309	6,268,825	5,684,005
Repayment of borrowings	7(a)	(150,564)	(77,534)	(72,634)
Payments for principal portion of lease liabilities	8	(52,049)	(49,807)	(49,807)
Transfers to reserve accounts	9(a)	(374,890)	(1,539,941)	(1,112,010)
		(577,503)	(1,667,282)	(1,234,451)
<b>Amount attributable to financing activities</b>		<b>588,806</b>	<b>4,601,543</b>	<b>4,449,554</b>
<b>Surplus or deficit at the start of the financial year</b>	3	191,387	751,732	378,508
Amount attributable to operating activities		1,350,437	1,152,658	1,444,692
Amount attributable to investing activities		(2,130,630)	(6,314,546)	(6,272,754)
Amount attributable to financing activities		588,806	4,601,543	4,449,554
<b>Surplus or deficit at the end of the financial year</b>	3	<b>(0)</b>	<b>191,387</b>	<b>(0)</b>

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

**TOWN OF EAST FREMANTLE  
FOR THE YEAR ENDED 30 JUNE 2024  
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**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**1(a) BASIS OF PREPARATION**

The annual budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Town to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

**The local government reporting entity**

All funds through which the Town of East Fremantle controls resources to carry on its functions have been included in the financial statements forming part of this annual budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 17 to the annual budget.

**2023/24 actual balances**

Balances shown in this budget as 2023/24 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

**Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

**Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

**Initial application of accounting standards**

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2021-2 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-6 Amendments to Australian Accounting Standards
  - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards
- AASB 2022-7 Editorial Corrections to Australian Accounting Standards and Repeal of Superseded and Redundant Standards

It is not expected these standards will have an impact on the annual budget.

**New accounting standards for application in future years**

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 Amendments to Australian Accounting Standards
  - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture
- AASB 2020-1 Amendments to Australian Accounting Standards
  - Classification of Liabilities as Current or Non-current
- AASB 2021-7c Amendments to Australian Accounting Standards
  - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]
- AASB 2022-5 Amendments to Australian Accounting Standards
  - Lease Liability in a Sale and Leaseback
- AASB 2022-6 Amendments to Australian Accounting Standards
  - Non-current Liabilities with Covenants
- AASB 2022-10 Amendments to Australian Accounting Standards
  - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

It is not expected these standards will have an impact on the annual budget.

**Judgements, estimates and assumptions**

The preparation of the annual budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- estimation of fair values of land and buildings and investment property
- impairment of financial assets
- estimation uncertainties and judgements made in relation to lease accounting
- estimated useful life of assets

**Rounding off figures**

All figures shown in this statement are rounded to the nearest dollar.

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**1(b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE**

**REVENUES**

**RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specific area rates, minimum payment, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

All amounts received as grants, subsidies and contributions that are not capital grants.

**CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**REVENUE FROM CONTRACTS WITH CUSTOMERS**

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

**FEES AND CHARGES**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**SERVICE CHARGES**

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies the charges which can be raised. These are television and radio broadcasting, underground electricity and neighbourhood surveillance services and water.

Exclude rubbish removal charges which should not be classified as a service charge. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**INTEREST EARNINGS**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**OTHER REVENUE / INCOME**

Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

**PROFIT ON ASSET DISPOSAL**

Gain on the disposal of assets including gains on the disposal of long-term investments.

**EXPENSES**

**EMPLOYEE COSTS**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Note AASB 119 *Employee Benefits* provides a definition of employee benefits which should be considered.

**MATERIALS AND CONTRACTS**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses (such as telephone and internet charges), advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

Local governments may wish to disclose more detail such as contract services, consultancy, information technology and rental or lease expenditures.

**UTILITIES (GAS, ELECTRICITY, WATER)**

Expenditures made to the respective agencies for the provision of power, gas or water.

Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**INSURANCE**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**LOSS ON ASSET DISPOSAL**

Loss on the disposal of fixed assets.

**DEPRECIATION ON NON-CURRENT ASSETS**

Depreciation and amortisation expenses raised on all classes of assets.

**FINANCE COSTS**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**OTHER EXPENDITURE**

Statutory fees, taxes, provision for bad debts, member's fees or levies including DFES levy and State taxes. Donations and subsidies made to community groups.

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**2. RATES AND SERVICE CHARGES**

**(a) Rating Information**

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2024/25 Budgeted rate revenue	2024/25 Budgeted interim rates	2024/25 Budgeted total revenue	2023/24 Actual total revenue	2023/24 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$
<b>(i) General rates</b>									
Residential	Gross rental valuation	0.071860	2,966	104,808,540	7,531,492	20,000	7,551,492	7,222,159	7,222,931
Commercial	Gross rental valuation	0.121806	120	12,621,985	1,537,430	0	1,537,430	1,472,790	1,439,790
<b>Total general rates</b>			3,086	117,430,525	9,068,922	20,000	9,088,922	8,694,949	8,662,721
<b>(ii) Minimum payment</b>		<b>Minimum \$</b>							
Residential	Gross rental valuation	1,296.00	336	4,962,640	435,456	0	435,456	417,648	417,648
Commercial	Gross rental valuation	1,938.00	7	79,940	13,566	0	13,566	13,013	13,013
<b>Total minimum payments</b>			343	5,042,580	449,022	0	449,022	430,661	430,661
<b>Total general rates and minimum payments</b>			3,429	122,473,105	9,517,944	20,000	9,537,944	9,125,610	9,093,382
Discounts (Refer note 2(g))					0	0	0	0	0
Waivers or Concessions (Refer note 2(g))					0	0	0	0	0
<b>Total rates</b>					9,517,944	20,000	9,537,944	9,125,610	9,093,382

The Town did not raise specified area rates for the year ended 30th June 2025.

All rateable properties within the district used predominately for non-rural purposes are rated according to their Gross Rental Valuation (GRV).

The general rates detailed for the 2024/25 financial year have been determined by Council on the basis of raising the revenue required to meet the estimated deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than general rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.  
The Rates Notice Issue Date is expected to be 19 July 2024.

Instalment options		Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
			\$	%	%
<b>Option one</b>					
Single full payment	23/08/2024		0.00	0.00%	11.00%
<b>Option two</b>					
First instalment	23/08/2024		0.00	0.00%	11.00%
Second instalment	3/01/2025		17.90	5.50%	11.00%
<b>Option three</b>					
First instalment	23/08/2024		0.00	0.00%	11.00%
Second instalment	25/10/2024		17.90	5.50%	11.00%
Third instalment	3/01/2025		17.90	5.50%	11.00%
Fourth instalment	7/03/2025		17.90	5.50%	11.00%

	2024/25 Budget revenue	2023/24 Actual revenue	2023/24 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	42,639	40,901	40,901
Instalment plan interest earned	39,125	37,440	37,440
Unpaid rates and service charge interest earned	36,581	22,000	22,000
	118,345	100,341	100,341



**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**2. RATES AND SERVICE CHARGES (CONTINUED)**

**(c) Objectives and Reasons for Differential Rating**

To provide equity in the rating of properties across the Town the following rate categories have been determined for the implementation of differential rating.

**Differential general rate**

Description	Characteristics	Objects	Reasons
Residential GRV	This differential rate category imposes a general rate on land valued on a gross rental value basis, which is zoned, held or used for residential purposes and having improvements erected on it.	The object of this proposed rate is to apply a base differential general rate to land zoned and used for residential purposes and to act as the Town's benchmark differential rate by which all other GRV rated properties are assessed.	The reason for this rate is to ensure that all ratepayers make an equitable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the Town.
Commercial GRV	This differential rate category imposes a rate on land valued on a gross rental value basis, which is zoned, held or used for commercial purposes and having improvements erected on it. This category also includes 'Sporting Clubs – Commercial'. They are the East Fremantle Lawn Tennis Club, Fremantle Rowing Club, East Fremantle Yacht Club and Swan Yacht Club. These clubs generate commercial revenue through food and beverage, as well as hire of facilities. The Town has tenure agreements in place with each of these organisations which entitles the Town to levy rates and service charges.	The object of this proposed rate is to apply a rate to commercial properties in order to raise additional revenue to offset the associated higher levels of services to properties in this category. The object of the differential rate category for Sporting Clubs – Commercial is to ensure that sporting clubs are contributing to the capital and maintenance expenses associated with the provision of dedicated infrastructure and facilities for the use of all community groups and sporting clubs. The Town has finalised the Preston Point Facilities Master Plan which identifies over \$11m worth of capital projects. The East Fremantle Tennis Club and East Fremantle Yacht Club are located within this precinct. The Town is also undertaking a \$34.6m redevelopment of the East Fremantle Oval Precinct which incorporates dedicated facilities for the East Fremantle Bowling Club, East Fremantle Football Club and East Fremantle Croquet Club.	The reason for this rate is to ensure additional funding for parking infrastructure, road maintenance and construction, drainage, streetscape, litter control, urban style guides and regulatory compliance.

**(d) Differential Minimum Payment**

Description	Characteristics	Objects	Reasons
Residential GRV	This differential rate category imposes a general rate on land valued on a gross rental value basis, which is zoned, held or used for residential purposes.	The object of this proposed rate is to apply a base minimum payment to land zoned and used for residential purposes and to act as the Town's benchmark differential rate by which all other GRV rated properties are assessed.	The minimum payment has been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.
Commercial GRV	This differential rate category imposes a rate on land valued on a gross rental value basis, which is zoned, held or used for commercial purposes.	The object of this proposed rate is to apply a minimum payment to commercial properties in order to raise additional revenue to offset the associated higher levels of services to properties in this category.	The minimum payment has been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

2. RATES AND SERVICE CHARGES (CONTINUED)

(e) Variation in Adopted Differential Rates to Local Public Notice

Council adopted the rates and minimum payments previously set out in the local public notice giving notice of the intention to charge differential rates.

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**2. RATES AND SERVICE CHARGES (CONTINUED)**

**(f) Specified Rates and Service Charges**

The Town did not raise specified area rates or service charges for the year ended 30th June 2025.

**(g) Waivers or concessions**

The Town does not anticipate any waivers or concessions for the year ended 30th June 2025.

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**3. NET CURRENT ASSETS**

**(a) Composition of estimated net current assets**

**Current assets**

Cash and cash equivalents - unrestricted  
Cash and cash equivalents - restricted  
Receivables  
Other assets

**Less: current liabilities**

Trade and other payables  
Contract liabilities  
Lease liabilities  
Long term borrowings  
Employee provisions  
Other provisions

**Net current assets**

**Less: Total adjustments to net current assets**

**Net current assets used in the Rate Setting Statement**

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
4	2,340,928	2,532,315	2,340,928
4	1,918,630	3,058,000	3,018,128
	252,401	252,401	252,401
	52,099	52,099	52,099
	4,564,058	5,894,815	5,663,556
	(1,854,815)	(1,854,815)	(1,854,815)
	(71,910)	(419,861)	(71,910)
8	(52,049)	0	0
7	(157,911)	(150,564)	(4,825,570)
	(675,173)	(675,173)	(675,173)
	(43,530)	(43,530)	(43,530)
	(2,855,388)	(3,143,943)	(7,470,998)
	1,708,670	2,750,872	(1,807,442)
3(c)	(1,708,670)	(2,559,485)	1,807,442
	0	191,387	0

**EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)**

**Items excluded from calculation of budgeted deficiency**

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

**Adjustments to operating activities**

Less: Profit on asset disposals  
Add: Depreciation

**Non cash amounts excluded from operating activities**

Note	2024/25 Budget 30 June 2025	2023/24 Actual 30 June 2024	2023/24 Budget 30 June 2024
	\$	\$	\$
5	(69,342)	(103,000)	(85,200)
6	2,231,542	2,166,530	2,166,530
	2,162,200	2,063,530	2,081,330

**(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 Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

**Adjustments to net current assets**

Less: Cash - reserve accounts  
Add: Current liabilities not expected to be cleared at end of year  
- Current portion of borrowings  
- Current portion of lease liabilities

**Total adjustments to net current assets**

9	(1,918,630)	(2,710,049)	(3,018,128)
	157,911	150,564	4,825,570
	52,049	0	0
	(1,708,670)	(2,559,485)	1,807,442



**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**3(d) NET CURRENT ASSETS (CONTINUED)**

**MATERIAL ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Town's operational cycle. In the case of liabilities where the Town does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Town's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Town prior to the end of the financial year that are unpaid and arise when the Town becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Town recognises revenue for the prepaid rates that have not been refunded.

**INVENTORIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**Superannuation**

The Town contributes to a number of superannuation funds on behalf of employees. All funds to which the Town contributes are defined contribution plans.

**LAND HELD FOR RESALE**

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for resale is classified as current except where it is held as non-current based on the Town's intentions to release for sale.

**GOODS AND SERVICES TAX (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**CONTRACT LIABILITIES**

Contract liabilities represent the Town's obligation to transfer goods or services to a customer for which the Town has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**TRADE AND OTHER RECEIVABLES**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

Trade receivables are held with the objective to collect the contractual cashflows and therefore the Town measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Town applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**PROVISIONS**

Provisions are recognised when the Town has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**EMPLOYEE BENEFITS**

**Short-term employee benefits**

Provision is made for the Town's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Town's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the determination of the net current asset position. The Town's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the determination of the net current asset position.

**Other long-term employee benefits**

Long-term employee benefits provisions are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Town's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Town does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**4. RECONCILIATION OF CASH**

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

		<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
Note				
		\$	\$	\$
	Cash at bank and on hand	4,259,558	5,590,315	5,359,056
	<b>Total cash and cash equivalents</b>	4,259,558	5,590,315	5,359,056
	Held as			
	- Unrestricted cash and cash equivalents	2,340,928	2,532,315	2,340,928
	- Restricted cash and cash equivalents	1,918,630	3,058,000	3,018,128
		4,259,558	5,590,315	5,359,056
	<b>Restrictions</b>			
	The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
	- Cash and cash equivalents	1,918,630	3,058,000	3,018,128
		1,918,630	3,058,000	3,018,128
	The assets are restricted as a result of the specified purposes associated with the liabilities below:			
	Financially backed reserves	1,918,630	2,710,049	3,018,128
	Unspent capital grants, subsidies and contribution liabilities	0	347,951	0
		1,918,630	3,058,000	3,018,128
	<b>Reconciliation of net cash provided by operating activities to net result</b>			
	<b>Net result</b>	737,720	16,383,619	15,343,310
	Depreciation	2,231,542	2,166,530	2,166,530
	(Profit)/loss on sale of asset	(69,342)	(103,000)	(85,200)
	(Increase)/decrease in receivables	0	489,293	0
	(Increase)/decrease in other assets	(0)	115,632	0
	Increase/(decrease) in payables	(0)	(2,896,164)	0
	Increase/(decrease) in contract liabilities	0	(10,643)	0
	Increase/(decrease) in unspent capital grants	(347,951)	(6,207,540)	(1,729,706)
	Increase/(decrease) in other provision	0	(270,007)	0
	Increase/(decrease) in employee provisions	(0)	(36,619)	0
	Capital grants, subsidies and contributions	(1,201,532)	(10,816,944)	(14,250,242)
	<b>Net cash from operating activities</b>	1,350,437	(1,185,843)	1,444,692

**MATERIAL ACCOUNTING POLICES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

**FINANCIAL ASSETS AT AMORTISED COST**

The Town classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

## Attachment 1

### TOWN OF EAST FREMANTLE NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2025

#### 5. FIXED ASSETS

The following assets are budgeted to be acquired and/or disposed of during the year.

	2024/25 Budget 2024/25 Budget Additions	2024/25 Budget Disposals - Net Book Value	2024/25 Budget Disposals - Sale Proceeds	2024/25 Budget Disposals - Profit or Loss		2023/24 Actual 2023/24 Actual Additions	2023/24 Disposals - Net Book Value	2023/24 Actual Disposals - Sale Proceeds	2023/24 Actual Disposals - Profit or Loss		2023/24 Budget 2023/24 Budget Additions	2023/24 Budget Disposals - Net Book Value	2023/24 Budget Disposals - Sale Proceeds	2023/24 Budget Disposals - Profit or Loss
	\$	\$	\$	\$		\$	\$	\$	\$		\$	\$	\$	\$
<b>(a) Property, Plant and Equipment</b>														
Buildings - specialised	1,632,029	0	0	0		22,797,933	0	0	0		21,021,316	0	0	0
Furniture and equipment	182,951	0	0	0		30,000	0	0	0		25,000	0	0	0
Plant and equipment	599,000	38,658	108,000	69,342		345,205	68,402	171,402	103,000		706,200	86,614	171,814	85,200
<b>Total</b>	<b>2,413,980</b>	<b>38,658</b>	<b>108,000</b>	<b>69,342</b>		<b>23,173,138</b>	<b>68,402</b>	<b>171,402</b>	<b>103,000</b>		<b>21,752,516</b>	<b>86,614</b>	<b>171,814</b>	<b>85,200</b>
<b>(b) Infrastructure</b>														
Infrastructure - roads	483,733	0	0	0		72,399	0	0	0		80,000	0	0	0
Infrastructure - footpaths	325,400	0	0	0		235,801	0	0	0		270,000	0	0	0
Infrastructure - drainage	55,000	0	0	0		17,601	0	0	0		100,000	0	0	0
Infrastructure - carpark	200,000	0	0	0		11,500	0	0	0		15,000	0	0	0
Infrastructure - parks and ovals	310,000	0	0	0		270,000	0	0	0		207,000	0	0	0
<b>Total</b>	<b>1,374,133</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>607,301</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>672,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>(c) Land held for resale</b>														
Cost of acquisition	0	0	0	0		0	0	0	0		0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>3,788,113</b>	<b>38,658</b>	<b>108,000</b>	<b>69,342</b>		<b>23,780,439</b>	<b>68,402</b>	<b>171,402</b>	<b>103,000</b>		<b>22,424,516</b>	<b>86,614</b>	<b>171,814</b>	<b>85,200</b>

#### MATERIAL ACCOUNTING POLICIES

##### RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5). These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

##### GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.



**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**6. DEPRECIATION**

**By Class**

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - carparks
Infrastructure - parks and ovals
Infrastructure - bus shelters
Right of use - land

**By Program**

Governance
Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Other property and services

2024/25 Budget	2023/24 Actual	2023/24 Budget
\$	\$	\$
51,764	50,253	50,253
1,152,339	1,118,771	1,118,771
84,016	81,567	81,567
250,655	243,352	243,352
334,002	324,273	324,273
94,972	92,205	92,205
59,034	57,314	57,314
29,690	28,825	28,825
124,232	120,614	120,614
8,804	8,547	8,547
42,034	40,809	40,809
2,231,542	2,166,530	2,166,530
294,199	285,627	285,627
290	281	281
12,539	12,173	12,173
130,248	126,451	126,451
17,428	16,920	16,920
8,804	8,547	8,547
1,100,983	1,068,914	1,068,914
519,815	504,671	504,671
147,236	142,946	142,946
2,231,542	2,166,530	2,166,530

**MATERIAL ACCOUNTING POLICIES**

**DEPRECIATION**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Asset Class	Useful life	Asset Class	Useful life
Buildings	3 to 50 years	Parks and Ovals - minor structure polygon	10 to 70 years
Furniture and equipment	2 to 20 years	Parks and Ovals - playground polygon	25 years
Plant and equipment	2 to 20 years	Parks and Ovals - amenities	20 to 25 years
Plant and equipment - Motor Vehicles - Light Fleet	4 to 10 years	Parks and Ovals - bin	15 to 20 years
Plant and equipment - Motor Vehicles - Heavy Fleet	5 to 10 years	Parks and Ovals - lighting	20 years
Sealed roads, streets and carparks formation (subgrade)	not depreciated	Parks and Ovals - playground point	15 to 25 years
Sealed pavement (roads/carparks)	85 to 100 years	Parks and Ovals - playground lines	40 to 70 years
Surface (roads/carparks)	30 to 35 years	Parks and Ovals - sign	15 to 40 years
Kerbing	60 years	Parks and Ovals - fence	25 to 70 years
Surface water channels (roads/carparks)	55 to 60 years	Parks and Ovals - gate	15 to 40 years
Footpaths	40 to 80 years	Parks and Ovals - irrigation	30 to 35 years
Bus Shelter	25 to 30 years	Parks and Ovals - minor structure	20 to 25 years
Drainage - Pit	80 years	Parks and Ovals - other improvements	20 to 25 years
Drainage - Pipe	80 years		
Right-of-use (river seabed)	Based on the remaining lease		



TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

7. BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan	Institution	Interest Rate	Budget	2024/25	2024/25	Budget	2024/25	Actual	2023/24	2023/24	Actual	2023/24	Budget	2023/24	2023/24	Budget	2023/24
	Number			Principal 1 July 2024	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2025	Budget Interest Repayments		Principal 1 July 2023	Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2024		Actual Interest Repayments	Principal 1 July 2023	Budget New Loans	Budget Principal Repayments
				\$	\$	\$	\$	\$		\$	\$	\$	\$		\$	\$	\$	\$
Community amenities																		
SMRC - Administration Building*	2-6	WATC	2.60%	0	0	0	0	0	94,112	0	(4,900)	89,212	(5,157)	75,780	0	0	75,780	(5,157)
Recreation and culture																		
EF Oval Precinct Redevelopment - Loan Guarantee Expense								(33,264)					(5,615)					
EF Oval Precinct Redevelopment	185	WATC	4.82%	4,727,366	0	(150,564)	4,576,802	(228,141)	0	4,800,000	(72,634)	4,727,366	(115,718)	0	4,800,000	(72,634)	4,727,366	(121,333)
				4,727,366	0	(150,564)	4,576,802	(259,405)	94,112	4,800,000	(77,534)	4,816,578	(126,490)	75,780	4,800,000	(72,634)	4,803,146	(126,490)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.

\* The SMRC Administration Building loan is an interest only loan and is funded from the participants quarterly contributions towards the Office Project. The Town's share of liability is 5.41%.  
The Town of East Fremantle is withdrawing from the Regional Council effective from 1 July 2024, and as such will be withdrawing from the facility agreement with the WATC. Hence, no loan liability is disclosed for 2024/25.

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**7. BORROWINGS**

**(b) New borrowings - 2024/25**

No new borrowings are proposed for the 2024/25 financial year.

**(c) Unspent borrowings**

The Town had no unspent borrowing funds as at 30th June 2024 nor is it expected to have unspent borrowing funds as at 30th June 2025.

**(d) Credit Facilities**

	2024/25 Budget	2023/24 Actual	2023/24 Budget
	\$	\$	\$
<b>Undrawn borrowing facilities credit standby arrangements</b>			
Bank overdraft limit	1,000,000	1,000,000	1,000,000
Bank overdraft at balance date	0	0	0
Credit card limit	20,000	20,000	20,000
Credit card balance at balance date	0	0	0
<b>Total amount of credit unused</b>	<b>1,020,000</b>	<b>1,020,000</b>	<b>1,020,000</b>
<b>Loan facilities</b>			
Loan facilities in use at balance date	4,576,802	4,816,578	4,803,146
Unused loan facilities at balance date	0	0	0

Overdraft details	Purpose overdraft was established	Year overdraft established	Amount b/fwd 1 July 2024	2024/25 Budgeted Increase/ (Decrease)	Amount as at 30th June 2025
			\$	\$	\$
CBA (3.01% at time of establishment)	End of year cashflow	2020/21	1,000,000	0	1,000,000
			1,000,000	0	1,000,000

**MATERIAL ACCOUNTING POLICIES**

**BORROWING COSTS**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

8. LEASE LIABILITIES

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term (months)	Budget Lease Principal 1 July 2024	2024/25 Budget New Leases	2024/25 Budget Lease Principal Repayments	Budget Lease Principal outstanding 30 June 2025	2024/25 Budget Lease Interest Repayments	Actual Principal 1 July 2023	2023/24 Actual New Leases	2023/24 Actual Lease Principal repayments	Actual Lease Principal outstanding 29 June 2024	2023/24 Actual Lease Interest repayments	Budget Principal 1 July 2023	2023/24 Budget New Leases	2023/24 Budget Lease Principal repayments	Budget Lease Principal outstanding 29 June 2024	2023/24 Budget Lease Interest repayments
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture																			
River seabed (Mooring Pens)		Department of Transport	2.60%	110	161,569	0	(52,049)	109,520	(8,000)	211,376	0	(49,807)	161,569	(8,000)	211,376	0	(49,807)	161,569	(8,000)
					161,569	0	(52,049)	109,520	(8,000)	211,376	0	(49,807)	161,569	(8,000)	211,376	0	(49,807)	161,569	(8,000)

MATERIAL ACCOUNTING POLICIES

LEASES

At the inception of a contract, the Town assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Town uses its incremental borrowing rate.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**9. RESERVE ACCOUNTS**

**(a) Reserve Accounts - Movement**

	2024/25 Budget Opening Balance	2024/25 Budget Transfer to	2024/25 Budget Transfer (from)	2024/25 Budget Closing Balance	2023/24 Actual Opening Balance	2023/24 Actual Transfer to	2023/24 Actual Transfer (from)	2023/24 Actual Closing Balance	2023/24 Budget Opening Balance	2023/24 Budget Transfer to	2023/24 Budget Transfer (from)	2023/24 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by legislation</b>												
Payment in Lieu of Parking Reserve	137,010	0	0	137,010	137,010	0	0	137,010	137,010	0	0	137,010
Payment in Lieu of Public Open Space	0	0	0	0	0	0	0	0	0	0	0	0
	137,010	0	0	137,010	137,010	0	0	137,010	137,010	0	0	137,010
<b>Restricted by council</b>												
Non-Current Leave Entitlements Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Unspent Grants and Restricted Cash Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle, Plant and Equipment Reserve	0	0	0	0	50,407	0	(50,407)	0	50,407	0	0	50,407
Aged Services Reserve	0	0	0	0	0	0	0	0	0	0	0	0
Strategic Asset Management Reserve	0	166,275	0	166,275	64,920	0	(64,920)	0	64,920	0	0	64,920
Arts and Sculpture Reserve	195,664	0	(45,000)	150,664	165,664	30,000	0	195,664	165,664	30,000	(45,000)	150,664
Waste Reserve	35,000	0	0	35,000	35,000	0	0	35,000	35,000	0	0	35,000
Streetscape Reserve	75,000	0	(75,000)	0	75,000	0	0	75,000	75,000	0	0	75,000
Drainage Reserve	133,293	0	(133,293)	0	193,293	0	(60,000)	133,293	216,000	0	0	216,000
East Fremantle Oval Redevelopment Reserve	250,529	0	(250,529)	0	341,431	1,046,111	(1,137,013)	250,529	532,641	588,043	(156,077)	964,607
Preston Point Facilities Reserve	0	0	0	0	145,290	0	(145,290)	0	65,290	0	(30,000)	35,290
Foreshore Master Plan Reserve	196,344	0	0	196,344	196,344	0	0	196,344	213,618	0	0	213,618
Sustainability and Environmental Reserve	438,553	137,197	(575,750)	0	304,723	133,830	0	438,553	304,723	133,830	(310,000)	128,553
Town Planning Reserve	150,000	40,000	0	190,000	100,000	50,000	0	150,000	100,000	50,000	0	150,000
Business Improvement Reserve	150,000	0	(70,000)	80,000	50,000	100,000	0	150,000	50,000	100,000	0	150,000
Civic Building Reserve	5,305	31,418	(16,737)	19,986	16,500	0	(11,195)	5,305	16,500	30,137	(16,244)	30,393
Strategic Waste Reserve	326,684	0	0	326,684	146,684	180,000	0	326,684	146,684	180,000	(326,684)	0
Plympton Parking Reserve	616,667	0	0	616,667	616,667	0	0	616,667	616,666	0	0	616,666
	2,573,039	374,890	(1,166,309)	1,781,620	2,501,923	1,539,941	(1,468,825)	2,573,039	2,653,113	1,112,010	(884,005)	2,881,118
	2,710,049	374,890	(1,166,309)	1,918,630	2,638,933	1,539,941	(1,468,825)	2,710,049	2,790,123	1,112,010	(884,005)	3,018,128



## 9. RESERVE ACCOUNTS

### (b) Reserve Accounts - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
Payment in Lieu of Parking Reserve	ongoing	To receive and apply funds for payments received in lieu of parking.
Payment in Lieu of Public Open Space	ongoing	To receive payment from developers in lieu of land set aside for public open space, with funds to be applied in accordance with section 154 of the Planning and Development Act 2005.
Non-Current Leave Entitlements Reserve	ongoing	To fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided for in the Provision for Leave current liability account.
Unspent Grants and Restricted Cash Reserve	ongoing	To restrict unspent grants and contributions at end of year.
Vehicle, Plant and Equipment Reserve	ongoing	To support the funding of vehicle, plant and equipment purchases.
Aged Services Reserve	ongoing	To retain surplus CHSP program funds for future periods, and to fund all activities and assets relating to the provision of this service.
Strategic Asset Management Reserve	ongoing	To fund the acquisition of new and renewal of existing Town infrastructure, buildings and other assets.
Arts and Sculpture Reserve	ongoing	To provide for the commissioning and purchase of public art works in accordance with the Town's Public Arts Strategy.
Waste Reserve	ongoing	To fund and support waste management services including but not limited to refuse collection, waste management initiatives and programs, infrastructure and buildings and legal expenses associated with waste management.
Streetscape Reserve	to be closed	To implement Streetscape initiatives including the redevelopment of George Street.
Drainage Reserve	to be closed	To fund drainage asset management requirements.
East Fremantle Oval Redevelopment Reserve	ongoing	To fund all costs associated with the redevelopment of the East Fremantle Oval precinct, including debt servicing costs.
Preston Point Facilities Reserve	ongoing	To fund all costs associated with the implementation of the Preston Point Facilities Master Plan.
Foreshore Master Plan Reserve	ongoing	To fund all costs associated with the implementation of the Foreshore Management Plan.
Sustainability and Environmental Reserve	ongoing	To fund sustainability and environmental initiatives as well as support actions/recommendations from the Community Climate Action Plan.
Town Planning Reserve	ongoing	To fund planning and building works associated with the protection and amenity of the built environment.
Business Improvement Reserve	ongoing	To fund the implementation of business improvement initiatives including the Town's enterprise resource planning system.
Civic Building Reserve	ongoing	To receive the net income from the Old Police Station for building maintenance and renewal purposes against the civic precinct.
Strategic Waste Reserve	ongoing	To fund strategic waste initiatives including any costs associated with participation in the regional local government.
Plympton Parking Reserve	ongoing	To fund parking management initiatives within the Plympton precinct.

### (c) Reserve Accounts - Change in Use

The Town has resolved to make the following changes in the use of part of the money in a reserve account.

Opening balances from the following existing asset reserves will be consolidated into the Strategic Asset Management Reserve as the overarching strategic asset reserve for asset funding:

- Streetscape Reserve
- Drainage Reserve

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**10 REVENUE RECOGNITION**

**MATERIAL ACCOUNTING POLICIES**

Recognition of revenue from contracts with customers is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates - general rates	General rates	Over time	Payment dates adopted by council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
of non-financial assets	controlled by the local government		reporting			performance obligations	transaction price of terms	performance obligations
Grants, subsidies or contributions with no contractual commitments	General appropriations and contributions with no reciprocal commitment	No obligation	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment of the licence, registration or approval
Fees and charges - pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Fees and charges - other inspections	Regulatory food, health and safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Fees and charges - waste management collections	Kerbside collection service	Over time	Payment dates adopted by council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Fees and charges - property hire	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction	On entry or at conclusion of hire
Fees and charges for other goods and services	Reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Fees and charges - fines	Fines issued for breaches of local laws	Single point in time	Payment in full within defined time	None	Adopted by council through local law	When taxable event occurs	Not applicable	When fine notice is issued
Other revenue - reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed
Fees & Charges Mooring Pen	Leasing Mooring Pen	Single point in time	Payment in full in advance	Contract	Adopted by Council annually	Based on timing of entry to facility	Returns repayment of transaction on cancellation	On entry or at conclusion of hire
Fees & Charges - Property Leases	Leasing of Commercial or Residential Properties	Single point in time	Payment in full in advance	Contract	Adopted by Council annually	Based on timing of entry to facility	Returns repayment of transaction on	On entry or at conclusion of hire

## TOWN OF EAST FREMANTLE NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2025

### 11. PROGRAM INFORMATION

#### (a) Key Terms and Definitions - Reporting Programs

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Town's Community Vision, and for each of its broad activities/programs.

OBJECTIVE	ACTIVITIES
<b>Governance</b>	
To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administrative support available assisting elected members and ratepayers on matters which do not concern specific council services but are strategic in nature.
<b>General purpose funding</b>	
To collect revenue to allow for the allocation to services.	Rating, general purpose government grants and interest revenue.
<b>Law, order, public safety</b>	
To provide services to ensure bushfire prevention, animal control and community safety.	Supervision and enforcement of various local laws and acts relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>Health</b>	
To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, food quality testing, pest control, noise control, waste disposal compliance and child health services.
<b>Education and welfare</b>	
To provide assistance to senior citizens welfare and home and community care.	Provision and maintenance of home and community care programs including in home care, senior outings and respite.
<b>Housing</b>	
To assist with housing for staff and the community.	Provision and maintenance of residential rental properties.
<b>Community amenities</b>	
To provide community amenities and other infrastructure as required by the community.	Rubbish collection, recycling and disposal, joint maintenance of SMRC waste management facility, administration of Town Planning Schemes, heritage protection and townscapes, maintenance of urban stormwater drainage and protection of the environment.
<b>Recreation and culture</b>	
To plan, establish and efficiently manage sport and recreation infrastructure and resources which will help the social well being and health and community.	The provision and maintenance of various community infrastructure including public halls, recreation grounds, sports pavillions, playgrounds, parks, gardens, beaches and the joint operation of the City of Fremantle Library.
<b>Transport</b>	
To provide safe, effective and efficient transport infrastructure to the community.	Construction and maintenance of streets, roads, footpaths, depots, cycleways, street trees, parking facilities, traffic control, cleaning and lighting of streets.
<b>Economic services</b>	
To help promote the Town and improve its economic wellbeing.	The regulation and provision of tourism, area promotion activities and building control.
<b>Other property and services</b>	
To monitor and control plant and depot operations, and to provide other property services not included elsewhere.	Private works operation, plant operating costs, depot operations and unclassified property functions.



**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**11 PROGRAM INFORMATION (Continued)**

**(b) Income and expenses**

**Income excluding grants, subsidies and contributions**

Governance  
 General purpose funding  
 Law, order, public safety  
 Health  
 Education and welfare  
 Housing  
 Community amenities  
 Recreation and culture  
 Transport  
 Economic services  
 Other property and services

**Operating grants, subsidies and contributions**

General purpose funding  
 Education and welfare  
 Community amenities  
 Recreation and culture  
 Transport

**Capital grants, subsidies and contributions**

Governance  
 Recreation and culture  
 Transport

**Total Income**

**Expenses**

Governance  
 General purpose funding  
 Law, order, public safety  
 Health  
 Education and welfare  
 Housing  
 Community amenities  
 Recreation and culture  
 Transport  
 Economic services  
 Other property and services

**Total expenses**

**Net result for the period**

<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
\$	\$	\$
11,000	48,658	48,658
9,802,566	9,692,683	9,370,455
22,127	21,224	29,060
46,963	56,049	37,975
238,111	228,404	228,404
98,744	94,718	94,718
221,489	196,783	254,004
408,291	353,119	338,977
390,350	349,905	365,551
135,780	130,243	154,558
33,597	65,227	32,227
11,409,018	11,237,013	10,954,587
277,335	13,261	277,335
691,978	668,578	668,578
4,100	11,650	4,100
20,000	120,046	38,000
32,045	35,301	32,045
1,025,458	848,836	1,020,058
0	9,750	0
1,065,750	17,200,560	15,895,767
483,733	84,181	84,181
1,549,483	17,294,491	15,979,948
13,983,959	29,380,340	27,954,593
(1,763,126)	(1,423,695)	(1,431,247)
(338,397)	(327,631)	(128,031)
(336,315)	(301,018)	(192,270)
(253,567)	(242,012)	(279,456)
(1,315,926)	(1,218,249)	(1,210,346)
(79,136)	(83,363)	(55,933)
(2,662,732)	(2,880,447)	(2,943,045)
(3,392,988)	(3,560,716)	(3,088,285)
(2,795,673)	(2,584,865)	(2,978,529)
(180,122)	(163,041)	(157,614)
(128,257)	(211,684)	(146,527)
(13,246,239)	(12,996,721)	(12,611,283)
737,720	16,383,619	15,343,310



**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**12. OTHER INFORMATION**

	<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
<b>The net result includes as revenues</b>	\$	\$	\$
<b>(a) Interest earnings</b>			
Investments			
- Reserve accounts	57,559	400,000	90,000
- Other funds	40,000	20,000	40,000
Other interest revenue	75,706	59,440	59,440
	173,265	479,440	189,440
<b>(b) Other revenue</b>			
Reimbursements and recoveries	92,900	56,000	42,000
	92,900	56,000	42,000
<b>The net result includes as expenses</b>			
<b>(c) Auditors remuneration</b>			
Audit services	59,227	57,502	57,502
	59,227	57,502	57,502
<b>(d) Interest expenses (finance costs)</b>			
Borrowings (refer Note 7(a))	259,405	126,490	126,490
Interest expense on lease liabilities (refer Note 8)	8,000	8,000	8,000
	267,405	134,490	134,490
<b>(e) Write offs</b>			
General rate	6,430	6,273	6,273
Fees and charges	10,716	10,455	10,455
	17,146	16,728	16,728
<b>(f) Low Value lease expenses</b>			
Office equipment	0	0	0
Gymnasium equipment	0	0	0
	0	0	0

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**13. ELECTED MEMBERS REMUNERATION**

	<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
	\$	\$	\$
<b>Mayor Oneill</b>			
Mayor's Allowance	39,988	38,450	38,450
Meeting attendance fees	27,425	26,370	26,370
Annual allowance for ICT expenses	3,500	3,500	3,500
	70,913	68,320	68,320
<b>Deputy Mayor Natale</b>			
Deputy Mayor's Allowance	9,997	9,612	9,612
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	31,208	30,142	30,142
<b>Cr McPhail</b>			
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	21,211	20,530	20,530
<b>Cr Collinson</b>			
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	21,211	20,530	20,530
<b>Cr White</b>			
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	21,211	20,530	20,530
<b>Cr Donovan</b>			
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	21,211	20,530	20,530
<b>Cr Nardi (Not elected at the 21 October 2023 election)</b>			
Meeting attendance fees	0	5,677	17,030
Annual allowance for ICT expenses	0	1,167	3,500
	0	6,843	20,530
<b>Cr Wilson</b>			
Meeting attendance fees	17,711	17,030	17,030
Annual allowance for ICT expenses	3,500	3,500	3,500
	21,211	20,530	20,530
<b>Cr Mascaro (Resigned 16 April 2023)</b>			
Meeting attendance fees	0	0	17,030
Annual allowance for ICT expenses	0	0	3,500
	0	0	20,530
<b>Cr Maywood (Elected 21 October 2023)</b>			
Meeting attendance fees	17,711	11,353	0
Annual allowance for ICT expenses	3,500	2,333	0
	21,211	13,687	0
<b>Cr Harrington (Elected 21 October 2023)</b>			
Meeting attendance fees	17,711	11,353	0
Annual allowance for ICT expenses	3,500	2,333	0
	21,211	13,687	0
<b>Total Elected Member Remuneration</b>	<b>250,598</b>	<b>235,329</b>	<b>242,172</b>
Mayor's Allowance	39,988	38,450	38,450
Deputy Mayor's Allowance	9,997	9,612	9,612
Meeting attendance fees	169,113	156,933	162,610
Annual allowance for ICT expenses	31,500	30,333	31,500
	250,598	235,329	242,172

**TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**14 MAJOR LAND TRANSACTIONS**

**(a) Details**

The Town prepared and advertised a Business Plan proposing a Major Land Transaction in the 2020/21 financial year as per the requirements of section 3.59 of the *Local Government Act 1995*.

The ageing East Fremantle Oval infrastructure is being replaced with an Integrated Community Sport and Leisure Facility and associated precinct.

The design is based on the following key principles:

- Embracing the existing site levels
- Retaining much of the existing landscaping and topography
- Creation of integrated community facilities across the precinct
- Co-locating the croquet and bowling greens adjacent to the building
- Creating visual and community permeability through the site
- Developing a two storey main building structure with views across the precinct
- Creating a 'heart' of the development with the café and playground
- Achieving a WAFL compliant facility with functional excellence
- Incorporating a commercially attractive flexible health club venue
- Development of an adjusted oval with upgraded drainage

The timetable is to build and open the proposed facility by May 2024.

(a) Prior year transactions	Note	Approved 3 Year Budget	2024/25	2023/24	2023/24	2022/23	2021/22
			Budget	Budget	Actual	Actual	Actual
			\$	\$	\$	\$	\$
<b>Capital revenue</b>							
State Government Funding (DLGSCI)		25,000,000	0	14,053,237	15,448,199	8,623,030	928,771
Lotterywest		1,345,060	0	672,530	1,345,060	0	0
AFL Facilities Fund		250,000	0	250,000	250,000	0	0
ToEF - Loan Borrowings		4,800,000	0	4,800,000	4,800,000	0	0
ToEF - Transfer (to) / from East Fremantle Oval Redevelopment Reserve		3,183,400	140,529	(18,972)	337,289	2,846,111	0
East Fremantle Football Club Contribution		72,587	0	0	72,587	0	0
East Fremantle Bowling Club Contribution		18,182	0	0	0	18,182	0
<b>Total Capital Revenue</b>		<b>34,669,229</b>	<b>140,529</b>	<b>19,756,795</b>	<b>22,253,135</b>	<b>11,487,323</b>	<b>928,771</b>
<b>Capital expenditure</b>							
Construction of Facilities	5(a)	(34,669,229)	(140,529)	(19,776,296)	(21,654,942)	(12,085,516)	(928,771)

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**15 TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS**

**(a) Details**

The Town prepared and advertised a Business Plan in June 2023 proposing a Major Trading Undertaking in the 2023/24 financial year per requirements of section 3.59 of the *Local Government Act 1995*.

The ageing East Fremantle Oval infrastructure is being replaced with an Integrated Community Sport and Leisure Facility and associated precinct.

Belgravia (Operator) have been appointed the operator of the East Fremantle Community Park

A key element to the long term success will be the partnerships that the Operator forms with the key precinct partners being the East Fremantle Football Club, East Fremantle Bowls Club and East Fremantle Croquet Club. Operator responsibilities will include but not limited to:

- Pre-opening Services
- Precinct Operation Services
- Facility Management Services
- Asset Management Services
- Performance Monitoring and Reporting

The Town has entered into an Operator Agreement and Lease with the appointed Operator, which will be a 5+5 year agreement. The Lease will terminate automatically on termination of the Operator Agreement. The Operator will be responsible for entering into sub-leases and licences with the incumbent sporting clubs and community groups.

All operating precinct expenses will be the responsibility of the Operator. The Operator will be required to submit an Annual Business Plan including an Operating Budget for approval. Facilities will include a health club, a bar and function area and cafe. It is proposed that the Operator will receive a Management Fee (including recovery of corporate overheads) equivalent to 6% of Operating Revenue.

A food and beverage payment is proposed for the Sporting Clubs based on the amount of revenue from sales attributable to each club. This payment will be treated as an expense against the Operating Budget. The following payments need to be made from the net profit generated by the Facility prior to any distribution of profits to stakeholders; a sinking fund contribution of \$275,000 pa from Year 3, recovery of pre-opening service expenses and a contribution of up to \$200,000 pa to cover a portion of the Town's loan repayments.

The timetable is to build and open the proposed facility by May 2024.

**(b) Expected Cashflows**

Payments to Belgravia

- Pre Opening Services Fee
- Lease Mobilisation Fee
- 23/24 Trading Result

	<b>2023/24 Actual</b>						
	\$						
	245,522						
	22,500						
	133,636						
	<b>401,658</b>						
	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>	<b>2024/25 Budget</b>	<b>2025/26 Forecast</b>	<b>2026/27 Forecast</b>	<b>2027/28 Forecast</b>	<b>2028/29 Forecast</b>
	\$	\$	\$	\$	\$	\$	\$
<b>Revenue</b>							
Gross Revenue - Food and Beverage (Non-Club)	345,700	345,700	1,786,200	1,875,510	1,969,286	2,067,750	2,171,137
Gross Revenue - Food and Beverage (Club)	0	0	288,000	302,400	317,520	333,396	350,066
Health Club Revenue	178,890	178,890	1,675,720	2,213,164	2,285,830	2,354,406	2,425,038
	524,590	524,590	3,749,920	4,391,074	4,572,636	4,755,552	4,946,241
<b>Expenditure</b>							
Management Fee	(30,000)	(30,000)	(180,000)	(251,800)	(259,354)	(267,135)	(275,149)
Food and Beverage Expenses (73% of Revenue)	(252,361)	(252,361)	(1,514,166)	(1,589,874)	(1,669,368)	(1,752,837)	(1,840,478)
Food and Beverage Payment to Clubs	0	0	(109,139)	(114,597)	(120,327)	(126,342)	(132,660)
Precinct Expenses	(375,865)	(375,865)	(1,996,259)	(2,009,069)	(2,086,591)	(2,148,126)	(2,208,777)
	(658,226)	(658,226)	(3,799,564)	(3,965,340)	(4,135,640)	(4,294,440)	(4,457,064)
<b>Net Profit</b>	<b>(133,636)</b>	<b>(133,636)</b>	<b>(49,644)</b>	<b>425,734</b>	<b>436,996</b>	<b>461,112</b>	<b>489,177</b>
<b>less</b>							
Sinking Fund Contribution	0	0	0	(275,000)	(275,000)	(275,000)	(275,000)
Recovery of pre-opening service fee	0	0	0	(150,734)	(94,788)	0	0
Town payment including loan repayment cont.	0	0	0		(67,208)	(186,112)	(214,177)
<b>Funds available for Distribution of Dividends</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>



TOWN OF EAST FREMANTLE  
NOTES TO AND FORMING PART OF THE BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025

16 INVESTMENT IN ASSOCIATES

(a) Investment in associate

Town of East Fremantle Withdrawal from the Resource Recovery Group (RRG)

At the Ordinary Council Meeting held on 20 June 2023, Council unanimously resolved to provide formal notice of withdrawal to the Resource Recovery Group (RRG - formerly SMRC) in accordance with section 11.1 of the Establishment Agreement (1997) to end its membership (participation) within the regional local government. The effective withdraw date is 1 July 2024.

The RRG Council at its meeting on 23 May 2024 formally resolved to initiate the requirement for the Town of East Fremantle to fund amended Business Plans. The amended business plans will assess the value of assets and liabilities of the regional local government under a notional wind up scenario and determine the proportional share of assets/liabilities of the participating local governments.

Based on preliminary modelling advised by the RRG, the Town's estimated share of equity will be approximate to the cost of the amended business plans. Therefore, the Town will be assessing the derecognition of its share of investment in associate at 30 June 2024, as such, will not be carrying a balance on the Statement of Financial Position in 2024/25.

MATERIAL ACCOUNTING POLICIES

Investments in associates

An associate is an entity over which the Town has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Town's share of net assets of the associate. In addition, the Town's share of the profit or loss of the associate is included in the Town's profit or loss, recognised.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Town's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Investments in associates (continued)

Profits and losses resulting from transactions between the Town and the associate are eliminated to the extent of the Town's interest in the associate. When the Town's share of losses in an associate equals or exceeds its interest in the associate, the Town discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Town will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**17 TRUST FUNDS**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

<b>Detail</b>	<b>Balance 30 June 2024</b>	<b>Estimated amounts received</b>	<b>Estimated amounts paid</b>	<b>Estimated balance 30 June 2025</b>
	\$	\$	\$	\$
Nil	0	0	0	0

The Town held \$137,010 in trust as at 30 June 2023 in Developer Cash in Lieu of Parking. This has since been transferred to a specific Reserve as required by the Planning and Development (Local Planning Schemes) Regulations 2015.

**TOWN OF EAST FREMANTLE**  
**NOTES TO AND FORMING PART OF THE BUDGET**  
**FOR THE YEAR ENDED 30 JUNE 2025**

**18 FEES AND CHARGES**

	<b>2024/25 Budget</b>	<b>2023/24 Actual</b>	<b>2023/24 Budget</b>
	\$	\$	\$
<b>By Program:</b>			
General purpose funding	91,357	87,633	87,633
Law, order, public safety	22,127	21,224	29,060
Health	46,963	45,049	26,975
Education and welfare	238,111	228,404	228,404
Housing	98,744	94,718	94,718
Community amenities	205,147	196,783	238,662
Recreation and culture	309,391	296,777	296,777
Transport	354,350	339,905	355,551
Economic services	135,780	130,243	154,558
Other property and services	33,597	32,227	32,227
	<b>1,535,567</b>	<b>1,472,963</b>	<b>1,544,565</b>

The subsequent pages detail the fees and charges proposed to be imposed by the local government.

**TOWN OF EAST FREMANTLE  
BUDGET  
FOR THE YEAR ENDED 30 JUNE 2025**

**SUPPLEMENTARY INFORMATION**

Capital Expenditure Schedule

Asset Disposal Schedule

Chart of Accounts

Schedule of Fees and Charges



## Attachment 1

Town of East Fremantle - Capital Works Schedule - 2024/25			Funding					
Asset Class	Description	24/25 Budget	Reserves	Description of Reserve	Grants	Funding Program	Proceeds from Sale of Assets	Municipal
Plant & Equipment	VW Golf Alltrack Wagon (EMRS)	40,000					25,000	15,000
Plant & Equipment	Isuzu MKR190 truck	90,000					45,000	45,000
Plant & Equipment	Kobota F3690	55,000					22,000	33,000
Plant & Equipment	Kobelco SK175R-5	40,000					16,000	24,000
Plant & Equipment	Upgrade street lights to LED, including smart lighting for major roads	310,000	310,000	Sustainability Reserve				0
Plant & Equipment	Two EV Charges for East Fremantle Community Park	44,000	22,000	Sustainability Reserve	22,000			0
Plant & Equipment	Upgrade of EV charger power connection adjacent to Town hall car park	20,000						20,000
	<b>Total Plant &amp; Equipment</b>	<b>599,000</b>	<b>332,000</b>		<b>22,000</b>		<b>108,000</b>	<b>137,000</b>
Furniture & Equipment	General Allocation	17,951						17,951
Furniture & Equipment	Laptop Replacement Program (investigate green finance lease)	35,000						35,000
Furniture & Equipment	ERP Replacement - New Electronic Document Records Management System	70,000	70,000	Business improvement reserve				0
Furniture & Equipment	AV Council Chambers (Recording Equipment + Replace end of life equipment)	60,000						60,000
	<b>Total Furniture &amp; Equipment</b>	<b>182,951</b>	<b>70,000</b>		<b>0</b>		<b>0</b>	<b>112,951</b>
Buildings	Tricolore Soccer Club Upgrades	690,000			690,000	\$800k DLGSC/\$120k Club		0
	Solar and Battery Installation East Fremantle Community Park. Solar installation Town Hall, Depot and Dovenby House	707,500	353,750	\$110,000 EF Redevelopment reserve \$243,750 - Sustainability reserve	353,750			0
Buildings	EH Gray various upgrades	22,500						22,500
Buildings	Floorboard Sealing - enhancing thermal comfort	13,000						13,000
Buildings	East Fremantle Community Park - Miscellaneous Works	140,529	140,529	EF Redevelopment Reserve				0
Buildings	Buildings upgrade door locks - Various	35,000						35,000
Buildings	Building upgrade - Camp Waller - Eaves lining	4,500						4,500
Buildings	Buildings upgrade RCD's switchboards - Various	10,000						10,000
Buildings	Building upgrade - Hurricanes - Lighting	9,000						9,000
	<b>Total Buildings</b>	<b>1,632,029</b>	<b>494,279</b>		<b>1,043,750</b>		<b>0</b>	<b>94,000</b>
								0
Infrastructure - Roads	Riverside Road (adjacent to Leeuwin Boat Ramp)	483,733			483,733	\$322,489 Regional Road Group \$161,244 - Roads to Recovery		0
	<b>Total Infrastructure - Roads</b>	<b>483,733</b>	<b>0</b>		<b>483,733</b>		<b>0</b>	<b>0</b>
								0
Infrastructure - Drainage	Upgrade old pits to SEPs	15,000						15,000
Infrastructure - Drainage	Preston Point Road - Above carpark near Tennis Club - Investigate and upgrade storage prior to water entering pipe to river	20,000						20,000
Infrastructure - Drainage	George Street - Drainage investigation and upgrades to allow underground piped water flow	20,000						20,000
	<b>Total Infrastructure - Drainage</b>	<b>55,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>55,000</b>
								0
								0
Infrastructure - Parks & Ovals	Rotunda replacement - Wayman Park	40,000						40,000
Infrastructure - Parks & Ovals	Rotunda replacement - Mervil Cowan Park	55,000						55,000
Infrastructure - Parks & Ovals	Upgrade of Retic - Preston Point	20,000						20,000
Infrastructure - Parks & Ovals	Limestone wall replacement - Glasson Park	40,000						40,000
Infrastructure - Parks & Ovals	Bore test/replacement - Foreshore Parks	30,000						30,000
Infrastructure - Parks & Ovals	Bore pump test - Stratford Street Park	10,000						10,000
Infrastructure - Parks & Ovals	Irrigation upgrade - Marjorie Green Park	10,000						10,000
Infrastructure - Parks & Ovals	Irrigation upgrade tie in to existing system - Locke Park	35,000						35,000
Infrastructure - Parks & Ovals	Bin upgrades	10,000						10,000
Infrastructure - Parks & Ovals	Drink Fountains	10,000						10,000
Infrastructure - Parks & Ovals	Wayman softfall upgrade for exercise equipment	20,000						20,000
Infrastructure - Parks & Ovals	Extend cricket practice nets handstand by approx 6m - Henry Jeff & Preston Point	30,000						30,000
	<b>Total Infrastructure - Parks &amp; Ovals</b>	<b>310,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>310,000</b>
								0
								0
Infrastructure - Car Parks	Carparks - General Allocation	20,000						20,000
Infrastructure - Car Parks	Paid Parking and Streetscape Design Work and Preliminaries - Silas Street and Leeuwin Carpark	180,000						180,000
	<b>Total Infrastructure - Car Parks</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200,000</b>
								0
								0
Infrastructure - Footpaths	Pram ramp upgrades to DDA standards (to do 20 pram ramps)	20,000						20,000
Infrastructure - Footpaths	Moss St, (west side), between Canning Hwy & George St (Remove Concrete and replace with Red asphalt, as per style guide)	86,400						86,400
Infrastructure - Footpaths	George Street (north side), between Hubble St & Duke St (Remove brick paving and replace with red asphalt, as per style guide)	75,000						75,000
Infrastructure - Footpaths	Riverside Road (West side), adjacent to Leeuwin Boat Ramp (do at same time as road upgrade)	49,500						49,500
Infrastructure - Footpaths	Preston Point Rd (west side), between Bolton St & Pier St (Grey concrete) (420m length)	94,500						94,500
	<b>Total Infrastructure - Footpaths</b>	<b>325,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>325,400</b>
								0
	<b>Total Capex</b>	<b>3,788,113</b>	<b>896,279</b>		<b>1,549,483</b>		<b>108,000</b>	<b>1,234,351</b>

Proceeds from Sale of Assets									
						2024/25			
Asset Number	Plant Number	Plate Number	Asset Description	Sub Program	24/25 Acquisition Cost	Net Book Value	Budget Proceeds	Budget Profit	Budget Loss
						\$			
Plant and Equipment									
PEMV267	P5002	1GKM-815	Isuzu MKR190 truck	122	90,000	15,000	45,000	30,000	
PEMV272	P5012	1GUV-822	EMRS Vehicle	103	40,000	8,658	25,000	16,342	
PE284	P5015	1GQL-999	Kobota F3690	112	55,000	5,000	22,000	17,000	
PE274	P4099	1GJE-260	Kobelco SK17SR-5	122	40,000	10,000	16,000	6,000	
					225,000	38,658	108,000	69,342	

COA	Description	Original Budget
	<b>Reserve Transfers</b>	
000214	TRANSFER TO CIVIC BUILDING RESERVE	\$31,418
000224	TRANSFER TO STRATEGIC ASSET MANAGEMENT RESERVE	\$166,275
002424	TRANSFER TO SUSTAINABILITY AND ENVIRONMENTAL PROJECTS GEN	\$137,197
002425	TRANSFER TO TOWN PLANNING (OPEX) GEN	\$40,000
000346	TRANSFER FROM STREETScape RESERVE	-\$75,000
000347	TRANSFER FROM ARTS AND SCULPTURE RESERVE	-\$45,000
002427	TRANSFER FROM DRAINAGE GEN	-\$133,293
002428	TRANSFER FROM EAST FREMANTLE OVAL REDEVELOPMENT RESERVE	-\$250,529
002431	TRANSFER FROM SUSTAINABILITY AND ENVIRONMENTAL PROJECTS	-\$575,750
002433	TRANSFER FROM BUSINESS IMPROVEMENT (OPEX) GEN	-\$70,000
002434	TRANSFER FROM OLD POLICE STATION RESERVE	-\$16,737
	<b>NET RESERVE TRANSFERS</b>	<b>-\$791,419</b>
	<b>Non-Operating Income</b>	
I11206	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - Fremantle City Women's Football Club	-\$690,000
I11209	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - EV charger East Fremantle Community Park	-\$22,000
I11210	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - Solar and Community Battery Project Funding	-\$353,750
I12096	Non-Operating Grants, Subsidies and Contributions - Maint Streets Roads & Bridges - State - MRRG - Marmion Street	-\$322,489
I12097	Non-Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - Commonwealth - Grant - Roads To Recovery (AASB 1058)	-\$161,244
	<b>TOTAL NON-OPERATING GRANTS AND CONTRIBUTIONS</b>	<b>-\$1,549,483</b>
	<b>Other Financing Activities</b>	
E11730	Lease Liabilities Principal Repayments - Seabed Lease	\$52,049
E11520	Loan Principal Repayment - Loan 185 East Fremantle Oval	\$150,564
	<b>OTHER FINANCING ACTIVITIES</b>	<b>\$202,613</b>
	<b>Capital Expenditure</b>	
E04604	Buildings - Town Hall Remedial Works	\$13,000
E07402	Buildings - Non Specialised - Capex - Renewal - Maternal & Infant Health	\$22,500
E11714	Buildings - Specialised - Capex - Renewal - Other Recreation & Sport	\$9,000
E11715	Buildings - Specialised - Capex - New - Other Recreation & Sport	\$852,529
E11739	Buildings - Specialised - Capex - Fremantle Women's Football Club	\$690,000
E14601	Buildings - Renewals and Electrical Services	\$10,000
E14605	Buildings - Specialised - Capex - Renewal - Unclassified Property	\$35,000
E04606	Furniture and Equipment	\$17,951
E04610	Furn. and Equip. - Office Furniture and Equipment Replacement	\$60,000
E04633	Furniture & Equipment - Furniture - Capex - New - Administration	\$70,000
E04634	Furniture & Equipment - IT Equipment - Capex - New - Administration	\$35,000

COA	Description	Original Budget
E04635	Plant & Equipment - Equipment - Capex - New - Administration	\$20,000
E10648	Plant & Equipment - Light Fleet - Capex - Renewal - Town Planning & Regional Development	\$40,000
E11720	Plant & Equipment - Mobile Plant - Capex - Renewal - Other Recreation & Sport	\$55,000
E11723	Plant & Equipment - Equipment - Capex - New - Other Recreation & Sport	\$44,000
E12642	Plant and Equip - Heavy Fleet - Capex - Renewal - Replacement of Truck - Isuzu MKR190	\$90,000
E12802	Plant & Equipment - Heavy Fleet - Capex - Renewal - Kobelco SK17SR-5	\$40,000
E12810	Plant & Equipment - Capex - New - Maintenance Streets, Roads & Bridges - Street Light LED Project	\$310,000
E12609	Infrastructure - Car Park - General Allocation	\$20,000
E10604	Infrastructure - Car Park - Silas Street and Leeuwin Carpark	\$180,000
E12672	Infrastructure - Drainage - Capex - PRESTON POINT RD DRAINAGE	\$20,000
E12707	Infrastructure - Drainage - Capex - Renewal - George St.	\$20,000
E12761	Infrastructure - Drainage - Capex - Renewal - Maintenance Streets, Roads & Bridges	\$15,000
E11729	Infrastructure - Parks & Ovals - Ancillary - Capex - New - Other Recreation & Sport	\$10,000
E11679	Infrastructure - Parks & Ovals - EF Cricket Club - Extend practice nets - Henry Jeffery Oval	\$30,000
E11673	Infrastructure - Parks & Ovals - Glasson Park	\$40,000
E11726	Infrastructure - Parks & Ovals - Irrigation/Bores - Capex - New - Other Recreation & Sport	\$105,000
E11725	Infrastructure - Parks & Ovals - Playground - Capex - New - Other Recreation & Sport	\$10,000
E11686	Infrastructure - Parks & Ovals - Rotunda - Merv Cowan Park	\$55,000
E11749	Infrastructure - Parks & Ovals - Wayman Park	\$60,000
E12820	Infrastructure - Roads - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	\$483,733
E12824	Infrastructure Footpaths - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	\$325,400
	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$3,788,113</b>
	<b>Operating Expenditure</b>	
000005	Materials and Contracts - Administration - Activity Based Costing Allocated	-\$3,651,903
001620	Interest Expenses - Other Recreation and Sport - East Fremantle Oval Redevelopment Loan	\$226,141
001622	Other Expenditure - Administration - Bank Fees - Merchant Banks - GST Applied	\$36,772
001623	Interest Guarantee - Other Recreation and Sport - East Fremantle Oval Redevelopment Loan	\$33,264
003000	Materials and Contracts - Rate Revenue - Activity Based Costing Allocated	\$223,862
003499	Materials and Contracts - Plant Operation Costs Allocated	-\$261,629
003500	Materials and Contracts - Members Of Council - Activity Based Costing Allocated	\$1,296,060
004043	Non-Cash - Administration - Depreciation	\$294,199
004060	Non-Cash - Pre School - Depreciation - JP McKenzie & Richmond Primary	\$30,899
004070	Non-Cash - Maternal & Infant Health - Depreciation	\$12,539
004080	Non-Cash - Care Of Families & Children - Depreciation	\$83,435
004083	Non-Cash - Other Welfare - Depreciation - Glyde In	\$15,914
004090	Non-Cash - Housing - Council Owned - Depreciation	\$17,428
004095	Non-Cash - Other Law Order & Public Safety - Depreciation - Rangers	\$290
004109	Non-Cash - Other Community Amenities - Depreciation	\$8,804
004115	Non-Cash - Other Recreation & Sport - Depreciation - Parks & Ovals	\$1,058,949



COA	Description	Original Budget
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	\$518,754
004130	Non-Cash - Parking Facilities - Depreciation	\$1,061
004140	Non-Cash - Public Works Overheads - Depreciation	\$17,413
004143	Non-Cash - Plant Operation Costs - Depreciation	\$129,823
005000	Materials and Contracts - Other Law Order & Public Safety - Activity Based Costing Allocated	\$131,103
007000	Materials and Contracts - Health Inspection & Admin - Activity Based Costing Allocated	\$85,820
008500	Materials and Contracts - Care Of Families & Children - Activity Based Costing Allocated	\$346,931
010000	Materials and Contracts - Sanitation-Household Refuse - Activity Based Costing Allocated	\$163,970
010100	Materials and Contracts - Town Planning & Regional Development - Activity Based Costing Allocated	\$142,059
010200	Materials and Contracts - Other Community Amenities - Activity Based Costing Allocated	\$29,946
011100	Materials and Contracts - Other Recreation & Sport - Activity Based Costing Allocated	\$147,537
012000	Materials and Contracts - Road Plant - Activity Based Costing Allocated	\$13,147
012500	Materials and Contracts - Parking Facilities - Activity Based Costing Allocated	\$86,915
013000	Materials and Contracts - Building Control - Activity Based Costing Allocated	\$99,697
014000	Materials and Contracts - Public Works Overheads - Activity Based Costing Allocated	\$418,143
E03100	Materials and Contracts - Other General Purpose - Activity Based Costings Allocated	\$64,273
E03257	Materials and Contracts - Rate Revenue - Legal Expenses - Rates Debt Recovery Costs	\$21,115
E03258	Materials and Contracts - Rate Revenue - Service Contracts - Direct Costs Of Levying Rates	\$16,152
E03259	Other Expenditure - Rate Revenue - Rates - Write-Offs	\$6,430
E04201	Employee Costs - Administration - Salaries & Wages	\$1,610,258
E04202	Materials and Contracts - Administration - Service Contracts - Staff Health and Wellbeing Initiatives	\$8,076
E04203	Materials and Contracts - Administration - Service Contracts - Strategic & Business Planning	\$340,800
E04204	Materials and Contracts - Administration - Service Contracts - Implementation of OHS Work Plan and Cont. to WHS Resource	\$25,750
E04205	Employee Costs - Administration - On Costs - Superannuation & FBT	\$258,993
E04207	Insurance Expenses - Administration - General	\$121,212
E04208	Works Costing - Maintenance - Buildings - Town Hall	\$18,188
E04209	Works Costing - Maintenance - Buildings - Office Maintenance	\$67,447
E04210	Materials and Contracts - Administration - Service Contracts - Staff Placement and Relocation Fees	\$5,150
E04211	Materials and Contracts - Administration - Materials - Printing & Stationery	\$14,256
E04213	Materials and contracts - Administration - Telephone and Internet	\$38,444
E04215	Materials and Contracts - Administration - Advertising	\$10,769
E04216	Employee Costs - Administration - Workers Compensation Insurance	\$80,301
E04217	Materials and Contracts - Administration - Service Contracts - Photocopier Expenses and Servicing	\$6,461
E04221	Materials and Contracts - Administration - Service Contracts - Computer System Support & Licenses	\$342,990
E04227	Materials and Contracts - Administration - Service Contracts - Subscriptions - Admin	\$62,352
E04230	Materials and Contracts - Administration - Postage and Freight	\$21,537
E04232	Other Expenditure - Administration - Sundry Expenses - Debtor Write Offs	\$10,716
E04233	Materials and Contracts - Administration - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$29,614
E04235	Materials and Contracts - Administration - Service Contracts - Audit Fees	\$59,227
E04237	Materials and Contracts - Rate Revenue - Service Contracts - Valuation Expenses	\$6,565
E04239	Materials and Contracts - Administration - Legal Expenses	\$47,832

COA	Description	Original Budget
E04240	Materials and Contracts - Administration - Service Contracts - Internal and External Audit Projects	\$10,558
E04243	Materials and Contracts - Administration - Materials - Staff Uniform	\$8,076
E04245	Employee Costs - Administration - Staff Training and Conferences	\$50,000
E04248	Materials and Contracts - Administration - Service Contracts - Organisational Development	\$26,921
E04249	Materials and Contracts - Administration - Materials - Equipment Below Threshold	\$10,300
E04250	Materials and Contracts - Administration - Service Contracts - Office Expenses	\$10,029
E04251	Materials and Contracts - Administration - Service Contracts - Website and Intranet Development and Updates	\$25,000
E04252	Other Expenditure - Members Of Council - Member Fees - Councillor Training Expenses	\$38,579
E04253	Other Expenditure - Members Of Council - Member Fees - Mayor/Councillors Sitting Fees	\$169,113
E04255	Other expenditure - Members Of Council - Member Fees - Deputy Mayoral Allowance	\$9,997
E04256	Other Expenditure - Members Of Council - Member Fees - Mayoral Allowance	\$39,988
E04258	Materials and Contracts - Members Of Council - Receptions and Refreshments	\$61,708
E04262	Insurance Expenses - Members Of Council - General	\$50,206
E04266	Materials and Contracts - Members of Council - Implementation of Communication and Engagement Strategy	\$46,350
E04268	Other Expenditure - Members Of Council - Member Fees - Members ICT Allowance and Expenses	\$31,500
E04270	Other Expenditure - Members Of Council - Contributions - Community Assistance Grants	\$15,759
E05200	Materials and Contracts - Fire Prevention - Activity Based Costings Allocated	\$16,799
E05202	Other Expenditure - Fire Prevention - ESL on Council Owned Property	\$14,681
E05203	Employee Costs - Other Law Order & Public Safety - Salaries & Wages	\$19,957
E05206	Materials and Contracts - Other Law Order & Public Safety - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$891
E05207	Materials and Contracts - Other Law Order & Public Safety - Office Expenses	\$1,076
E05209	Employee Costs - Other Law Order & Public Safety - Training and Conferences - Rangers	\$2,265
E05211	Materials and Contracts - Other Law Order & Public Safety - Materials - Protective Clothing	\$2,691
E05212	Materials and Contracts - Other Law Order & Public Safety - Materials - Equipment Below Threshold	\$1,583
E05220	Materials and Contracts - Animal Control - Activity Based Costings Allocated	\$74,499
E05229	Materials and Contracts - Animal Control - Minor Expenditure	\$538
E05230	Employee Costs - Animal Control - Salaries & Wages	\$29,936
E05232	Materials and Contracts - Animal Control - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$1,781
E05233	Materials and Contracts - Animal Control - Materials/Services - Consumables and Impounding Expenses	\$33,920
E05234	Materials and Contracts - Animal Control - Legal Expenses	\$1,076
E05235	Materials and Contracts - Animal Control - Materials - Printing and Stationery	\$538
E06201	Works Costing - Maintenance - Buildings - Pre School Buildings - Maintenance	\$5,509
E06203	Works Costing - Maintenance - Buildings - E.F. 4Yr Old P/Group JP Mckenzie	\$1,365
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	\$7,699
E07211	Employee Costs - Health Inspection & Admin - Salaries & Wages	\$102,157
E07212	Materials and Contracts - Health Inspection & Admin - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$3,592
E07215	Employee Costs - Health Inspection & Admin - On Costs - Superannuation & FBT	\$18,475
E07218	Materials and Contracts - Health Inspection & Admin - Service Contracts - Implementation of Public Health Plan	\$5,384
E07221	Materials and Contracts - Health Inspection & Admin - Subscriptions	\$11,330
E07222	Employee Costs - Health Inspection & Admin - Training and Conferences	\$2,265
E07223	Materials and Contracts - Health Inspection & Admin - Service Contracts - Noise Survey Expenses	\$538

COA	Description	Original Budget
E07224	Materials and Contracts - Health Inspection & Admin - Service Contracts - Food Control Expenses	\$2,154
E07225	Materials and Contracts - Health Inspection & Admin - Materials - Furniture/Equipment Below Threshold	\$1,076
E07227	Materials and Contracts - Health Inspection & Admin - Service Contracts - Emergency Management	\$538
E08200	Materials and Contracts - Other Welfare - Activity Based Costings Allocated	\$11,321
E08203	Other Expenditure - Members Of Council - Contributions - Donations - All Other	\$3,541
E08205	Other Expenditure - Other Welfare - Contributions - Glyde-In Centre Council	\$94,537
E08207	Employee Costs - Care Of Families & Children - Salaries & Wages - CHSP	\$516,033
E08208	Employee Costs - Care Of Families & Children - Superannuation - CHSP	\$77,405
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	\$95,225
E08211	Materials and Contracts - Care Of Families & Children - Materials & Minor Equipment - CHSP Services	\$5,384
E08220	Works Costing - Maintenance - Buildings - Glyde-In Community Group	\$6,334
E08234	Materials and Contracts - Care Of Families & Children - EF Community Centre Bldg - CHSP (Tricolore)	\$25,634
E09200	Materials and Contracts - Housing Council Owned - Activity Based Costings Allocated	\$21,546
E09201	Works Costing - Maintenance - Buildings - Allen St Units	\$40,162
E10100	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - FOGO	\$150,180
E10101	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Recycling	\$72,816
E10102	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - General Waste	\$76,249
E10103	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - Recycling	\$3,110
E10104	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - General Waste	\$18,319
E10106	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Parks & Reserves	\$4,185
E10107	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Street Bins	\$22,367
E10108	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Alexandra Rd & East St (Bulk Service)	\$21,848
E10109	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal (Recycling)	\$61,868
E10110	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - General Waste	\$173,820
E10111	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - Fogo	\$227,632
E10201	Materials & Contracts - Sanitation - Household Refuse - Waste Education - Better Bins Plus: Go FOGO	\$9,270
E10203	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Ratepayer Tip Pass Fees	\$19,384
E10204	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Annual Bulk & Green Waste	\$100,296
E10206	Employee Costs - Other Sanitation - Salaries & Wages - Waste Education	\$89,927
E10207	Materials and Contracts - Other Sanitation - Materials - Purchase Bins	\$26,394
E10208	Materials and Contracts - Other Sanitation - Service Contracts - Waste Removal - Bund (Wauhop)	\$31,673
E10209	Employee Costs - Town Planning & Regional Development - Salaries & Wages	\$651,076
E10210	Works Costing - Maintenance - Plant & Equipment - Street Bin Maintenance	\$34,246
E10211	Employee Costs - Town Planning & Regional Development - On Costs - Superannuation & FBT	\$105,249
E10212	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - City Of Fremantle Contributions - Waste Facility	\$110,210
E10213	Materials and Contracts - Town Planning & Regional Development - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$12,435
E10214	Materials and Contracts - Town Planning & Regional Development - Advertising	\$5,384
E10215	Materials and Contracts - Town Planning & Regional Development - Consultation	\$50,000
E10217	Materials and Contracts - Town Planning & Regional Development - Legal Expenses	\$10,300
E10218	Materials and Contracts - Other Community Amenities - Service Contracts - Public Conveniences	\$7,918
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	\$9,352



COA	Description	Original Budget
E10224	Materials and Contracts - Town Planning & Regional Development - Service Contracts - Digitisation of Planning/Building Plans	\$8,446
E10226	Materials and Contracts - Other Law Order & Public Safety - Ranger Initiatives and Events	\$2,691
E10229	Other Expenditure - Town Planning & Regional Development - Sundry Expenses - Refunds	\$1,071
E10230	Employee Costs - Other Sanitation - Superannuation - Waste Education Officer	\$13,489
E10235	Materials and Contracts - Other Community Amenities - Native Plant Subsidy	\$6,180
E10240	Employee Costs - Town Planning & Regional Development - Training and Conferences	\$8,962
E10243	Materials and Contracts - Other Community Amenities - Service Contracts - Heritage Trail	\$1,076
E10251	Materials and Contracts - Swimming Areas/Beaches - Service Contracts - Mooring Pens Management Fees	\$1,464
E10252	Works Costing - Maintenance - Bus Shelters	\$10,300
E10253	Materials and Contracts - Other Community Amenities - Implementation of Community Climate Action Plan	\$10,769
E10258	Materials and Contracts - Town Planning & Regional Development - Consultation - Community Design Advisory Committee	\$1,076
E10260	Materials and Contracts - Protection Of The Environment - Service Contracts - Fire Mitigation	\$1,076
E10267	Works Costing - Maintenance - Parks & Ovals - Riverside Boat Ramps & Boat Pens	\$45,978
E10644	Materials and Contracts - Protection of the Environment - Service Contracts - Foreshore Erosion Control and Seawalls	\$150,000
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	\$48,408
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	\$16,243
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	\$24,955
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	\$50,518
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	\$18,303
E11209	Works Costing - Maintenance - Parks & Ovals - W. W. Wayman Reserve	\$16,613
E11210	Works Costing - Maintenance - Buildings - Camp Waller	\$9,832
E11211	Works Costing - Maintenance - Buildings - Hurricanes	\$17,694
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	\$8,438
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	\$125,544
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	\$173,428
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	\$116,022
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	\$52,517
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	\$111,769
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	\$119,082
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	\$29,158
E11223	Works Costing - Maintenance - Parks & Ovals - E. I. Chapman Reserve	\$16,445
E11224	Works Costing - Maintenance - Parks & Ovals - I. G. Hancock Playground	\$10,233
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	\$15,669
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	\$20,113
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	\$28,451
E11228	Materials and Contracts - Other Culture - Service Contracts - Community Events (In Addition to the E.F. Festival)	\$10,300
E11229	Works Costing - Maintenance - Parks & Ovals - Surbiton Road Park	\$1,735
E11231	Materials and Contracts - Other Culture - Service Contracts - Business and Community Support Initiatives	\$1,056
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	\$5,435
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	\$39,184
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	\$17,792



COA	Description	Original Budget
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	\$31,318
E11243	Works Costing - Maintenance - Parks & Ovals - River - Stirling Bridge	\$3,829
E11247	Works Costing - Maintenance - Plant & Equipment - Equipment Below Threshold	\$10,557
E11249	Other Expenditure - Libraries - Contributions - City Of Fremantle Library Shared Service	\$138,402
E11250	Materials and Contracts - Other Recreation & Sport - Service Contracts - License Fee - East Fremantle Rowing Club	\$3,677
E11257	Works Costing - Maintenance - Parks & Ovals - George Booth Park	\$2,996
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	\$3,865
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	\$32,394
E11261	Materials and Contracts - Other Recreation & Sport - Service Contracts - Implementation of Reconciliation Action Plan	\$21,537
E11262	Insurance Expense - Other Culture - Building Insurance - Community Facilities	\$12,900
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	\$163,485
E11264	Materials and Contracts - Other Culture - Service Contracts - Youth Initiatives and Events	\$15,836
E11268	Non-Cash-Swimming Areas/Beaches-Depreciation Expense - Right-of-use Assets	\$42,034
E11269	Interest Expenses - Swimming Areas/Beaches - Sea bed Lease	\$8,000
E11270	Works Costing - Maintenance - Parks & Ovals - Niergarup Track	\$21,115
E11272	Materials and contracts - Other Culture - Service Contracts - Public Art Maintenance	\$5,279
E11294	Works Costing - Maintenance - Parks & Ovals - Marjorie Green Park	\$4,002
E11297	Works Costing - Maintenance - Buildings - Dovenby House	\$4,750
E11298	Materials and contracts - Other Culture - Historical Research Services (Museum of Perth)	\$8,446
E11300	Materials and Contracts - Other Culture - Activity Based Costings Allocated	\$26,659
E11310	Materials and Contracts - Swimming Areas & Beaches - Activity Based Costings Allocated	\$213,636
E12200	Materials and Contracts - Maint Streets Roads & Bridges - Activity Based Costings Allocated	\$25,929
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	\$118,479
E12230	Works Costing - Maintenance - Plant & Equipment - Works Equipment	\$22,358
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	\$150,480
E12233	Utility Charges - Maint Streets Roads & Bridges - Street Lighting	\$134,341
E12234	Materials and Contracts - Maint Streets Roads & Bridges - Service Contracts - Street Sweeping	\$52,787
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	\$344,810
E12236	Works Costing - Maintenance - Roads - Street Cleaning	\$385,415
E12237	Works Costing - Maintenance - Roads - Kerbing	\$14,469
E12245	Works Costing - Maintenance - Roads - Street Trees	\$262,907
E12255	Works Costing - Maintenance - Roads - Tree Replacements	\$104,125
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	\$98,993
E12260	Works Costing - Maintenance - Roads - Crossovers	\$3,406
E12263	Works Costing - Maintenance - Drainage	\$99,071
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	\$26,652
E12303	Employee Costs - Parking Facilities - Salaries & Wages - Parking	\$149,681
E12305	Employee Costs - Parking Facilities - Superannuation - Parking	\$29,936
E12309	Materials and Contracts - Parking Facilities - Plant Operating Costs - Vehicle Expenses (Light Fleet)	\$12,940
E12311	Materials and Contracts - Parking Facilities - Service Contracts - Equipment Repairs & Maintenance	\$14,420
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	\$113,591

COA	Description	Original Budget
E12315	Other Expenditure - Parking Facilities - Sundry Expenses - Fines Enforcement Recovery Costs	\$5,358
E12317	Materials and Contracts - Parking Facilities - Service Contracts - Towing Expenses	\$264
E12320	Materials and Contracts - Parking Facilities - Sundry Expenses	\$5,384
E13205	Materials and Contracts - Building Control - Service Contracts - Control Expenses - All Other	\$10,769
E13206	Other Expenditure - Building Control - Building Services Levy	\$42,866
E13207	Other Expenditure - Building Control - BCITF Payments	\$26,790
E14201	Employee Costs - Public Works Overheads - Salaries & Wages - Supervision	\$431,583
E14203	Employee Costs - Public Works Overheads - Superannuation	\$197,714
E14204	Materials and Contracts - Public Works Overheads - Consultation - Operations	\$79,000
E14205	Employee Costs - Public Works Overheads - Salaries & Wages - Sick / Holiday Pay / RDO'S	\$182,281
E14207	Insurance Expenses - Public Works Overheads - General	\$1,781
E14208	Materials and Contracts - Public Works Overheads - Materials - Protective Clothing and Safety and General Equipment	\$9,691
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	\$50,526
E14242	Works Costing - Maintenance - Buildings - Depot	\$56,802
E14255	Materials and Contracts - Public Works Overheads - Plant Operating Costs - Vehicle Expenses	\$29,814
E14290	Materials and Contracts - Public Works Overheads - Overheads Allocated - P.W.O. Allocated to Works	-\$1,510,643
E14302	Works Costing - Maintenance - Plant & Equipment - Tyres & Tubes - Plant Operating Costs	\$791
E14303	Works Costing - Maintenance - Plant & Equipment - Parts & Repairs - Plant Operating Costs	\$39,062
E14304	Works Costing - Maintenance - Plant & Equipment - Insurance & Licences - Plant Operating Costs	\$39,390
E14305	Works Costing - Maintenance - Plant & Equipment - Fuel & Oil - Plant Operating Costs	\$52,787
E14400	Materials and Contracts - Unclassified Property - Activity Based Costings Allocated	\$12,051
E14423	Works Costing - Maintenance - Other - Recoverable Works	\$2,111
E14424	Works Costing - Maintenance - Other - Graffiti Removal	\$31,203
E14438	Materials and Contracts - Unclassified Property - Service Contracts - Implementation of Asbestos Register Actions	\$10,558
E14444	Other Expenditure - Unclassified Property - Contributions - South West Group - Local Auth & Projects	\$53,582
E14460	Works Costing - Maintenance - Buildings - General	\$37,687
E14462	Works Costing - Maintenance - Buildings - Old Police Station	\$16,736
E14470	Employee Costs - Salaries & Wages - Gross Total Salaries and Wages	\$4,487,119
E14493	Employee Costs - Salaries & Wages Allocated	-\$4,487,119
	<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$13,246,238</b>

COA	Description	Original Budget
	Operating Income	
001689	Interest Earnings - Other General Purpose Income - Reserves	-\$57,559
I03051	Rates - Rate Revenue - Interim Rates (AASB 1058)	-\$20,000
I03055	Rates - Rate Revenue - Rates Levied (AASB 1058)	-\$9,517,944
I03059	Interest Earnings - Rate Revenue - Rates Penalty (AASB 1058)	-\$36,581
I03060	Fees And Charges - Rate Revenue - Discretionary - Legal Costs Recovered (AASB 1058)	-\$21,788
I03070	Operating Grants, Subsidies And Contributions - General Purpose Grants - State - Grants Commission (AASB 1058)	-\$191,670
I03071	Operating Grants, Subsidies And Contributions - General Purpose Grants - State - Grants Commission - Formula Local Roads (AASB 1058)	-\$85,665
I03188	Interest Earnings - Other General Purpose Income - Municipal - Interest On Investments	-\$40,000
I03190	Fees And Charges - Rate Revenue - Discretionary - Rates Admin Fees - Instalments (AASB 1058)	-\$42,639
I03191	Interest Earnings - Rate Revenue - Rates - Instalment Interest Charge (AASB 1058)	-\$39,125
I04085	Fees And Charges - Rate Revenue - Discretionary - Rate Enquiries (AASB 1058)	-\$26,930
I04088	Other Revenue - Administration - Reimbursements (AASB 1058)	-\$10,000
I04089	Other Revenue - Administration - Sundry Income GST Inclusive (AASB 1058)	-\$1,000
I05083	Fees And Charges - Animal Control - Statutory - Charges - Fines And Penalty (AASB 15)	-\$561
I05084	Fees And Charges - Fire Prevention - Statutory - ESL Commission Received (AASB 15)	-\$8,415
I05085	Fees And Charges - Animal Control - Discretionary - Impounding Fees (AASB 15)	-\$1,122
I05087	Fees And Charges - Animal Control - Statutory - Dog & Cat Registration (AASB 15)	-\$11,468
I05089	Fees and Charges - Other Law, Order & Public Safety - Discretionary - Other Fines & Penalties	-\$561
I07081	Fees And Charges - Health Inspection & Admin - Discretionary - Permit Application Fees (AASB 15)	-\$3,366
I07082	Fees And Charges - Maternal & Infant Health - Discretionary - EH Gray Centre 80 Canning Hwy (AASB 15)	-\$2,804
I07083	Fees And Charges - Health Inspection & Admin - Discretionary - Outdoor Eating Area Fees (Local Law) & Annual Food Assessment (AASB 15)	-\$16,565
I07085	Fees And Charges - Health Inspection & Admin - Statutory - Swimming Pool Inspection Fees (AASB 15)	-\$24,228
I08025	Fees And Charges - Pre School - Discretionary - Pre Primary Lease Rent (AASB 15)	-\$2,580
I08081	Fees And Charges - Care Of Families & Children - Statutory - CHSP - Sundry Income (AASB 15)	-\$141,624
I08083	Fees And Charges - Care Of Families & Children - Statutory - CHSP - In Home Respite (AASB 15)	-\$27,235
I08086	Fees And Charges - Care Of Families & Children - Statutory - CHSP - Centre Based Respite (AASB 15)	-\$59,918
I08088	Operating Grants, Subsidies And Contributions - Care Of Families & Children - Commonwealth - CHSP (AASB 15)	-\$691,978
I08094	Fees And Charges - Care Of Families & Children - Discretionary - CHSP Transport - Centre Based Day Care (AASB 15)	-\$5,447
I08205	Fees And Charges - Other Welfare - Discretionary - Glyde-In Rent Income (AASB 15)	-\$1,307
I09081	Fees And Charges - Housing - Council Owned - Discretionary - Rent (AASB 15)	-\$98,744
I10075	Fees And Charges - Other Community Amenities - Discretionary - Hire of Community Facilities (AASB 15)	-\$1,634
I10076	Operating Grants, Subsidies And Contributions - Other Community Amenities - State - Bus Shelter - Maintenance Assistance Scheme (AASB 1058)	-\$4,100
I10080	Fees And Charges - Sanitation-Household Refuse - Discretionary - Domestic Service Charge (AASB 1058)	-\$28,046
I10081	Fees And Charges - Sanitation-Household Refuse - Discretionary - Commercial Refuse (AASB 1058)	-\$90,353
I10082	Fees and Charges - Sanitation - Discretionary - Sporting Club Service Charges (AASB 1058)	-\$6,024
I10083	Fees And Charges - Town Planning & Regional Development - Discretionary - Survey Clearance Fees (AASB 15)	-\$544
I10084	Fees And Charges - Town Planning & Regional Development - Discretionary - Misc Planning Service Fees (AASB 15)	-\$13,073
I10085	Fees And Charges - Town Planning & Regional Development - Discretionary - Home Occupation Fees (AASB 15)	-\$1,122
I10088	Fees And Charges - Town Planning & Regional Development - Statutory - Development Applications (AASB 15)	-\$57,338



COA	Description	Original Budget
I10089	Fees and Charges - Town Planning & Regional Development - Discretionary - Scheme Amendments and Rezoning Application Fees	-\$6,733
I10176	Fees And Charges - Other Community Amenities - Discretionary - Sale Of History Books (AASB 15)	-\$280
I10180	Fees And Charges - Swimming Areas/Beaches - Discretionary - Riverside Mooring Pen Fees (AASB 15)	-\$129,041
I11161	Fees And Charges - Other Recreation & Sport - Discretionary - Swan Yacht Club Rental (AASB 15)	-\$63,186
I11162	Fees And Charges - Other Recreation & Sport - Discretionary - E.F. Yacht Club Rental (AASB 15)	-\$37,029
I11164	Fees and Charges - Other Recreation & Sport - Discretionary - Dinghy Storage Fees	-\$1,089
I11171	Other Revenue - Other Recreation & Sport - Reimbursements - Other Sporting (AASB 15)	-\$75,900
I11175	Fees And Charges - Other Recreation & Sport - Discretionary - Zephyr Kiosk Rental (AASB 15)	-\$42,639
I11182	Fees And Charges - Other Culture - Discretionary - East Fremantle Festival (AASB 1058)	-\$15,252
I11190	Fees And Charges - Other Recreation & Sport - Discretionary - E.F. Tennis Club (AASB 15)	-\$5,610
I11191	Fees And Charges - Other Recreation & Sport - Discretionary - Leeuwin & Fremantle Sea Scouts (AASB 15)	-\$5,447
I11193	Fees And Charges - Other Recreation & Sport - Discretionary - Preston Pt. Lacrosse Club (AASB 15)	-\$1,683
I11194	Fees And Charges - Other Recreation & Sport - Discretionary - Wauhop Park Soccer Ground (AASB 15)	-\$7,293
I11198	Fees And Charges - Other Recreation & Sport - Discretionary - Reserve Hire Fees - Functions (AASB 15)	-\$1,122
I11201	Other revenue - Other Recreation & Sport - Reimbursements - Building Insurance	-\$6,000
I11205	Operating grants, subsidies and contributions - Other Culture - EF Festival	-\$20,000
I12039	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - MRD Direct Grant (AASB 1058)	-\$19,245
I12040	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - MRD - Stirling Bridge Verge Maintenance Agreement	-\$8,000
I12086	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - Street Lighting (AASB 1058)	-\$4,800
I12180	Fees And Charges - Parking Facilities - Statutory - Fines And Penalties - Parking (AASB 15)	-\$112,209
I12181	Fees And Charges - Parking Facilities - Discretionary - Parking Fees (AASB 15)	-\$214,906
I12183	Fees And Charges - Parking Facilities - Statutory - Fines Enforcement Recovered (AASB 15)	-\$27,235
I13181	Fees And Charges - Building Control - Statutory - Building Permits (AASB 15)	-\$70,812
I13182	Fees And Charges - Building Control - Statutory - BCITF- Receipts (AASB 15)	-\$15,638
I13184	Fees And Charges - Building Control - Statutory - Building Services Levy (AASB 15)	-\$41,700
I13185	Fees And Charges - Building Control - Discretionary - Verge Inspection Fees (AASB 15)	-\$5,610
I13188	Fees And Charges - Building Control - Statutory - DA Sign Fees & Permits (AASB 15)	-\$1,122
I13190	Fees And Charges - Building Control - Statutory - Commission On Building Services Levy (AASB 15)	-\$898
I14086	Fees And Charges - Unclassified Property - Discretionary - Recoverable Works (AASB 15)	-\$2,179
I14087	Fees And Charges - Unclassified Property - Discretionary - Rental Income - Old Police Station (AASB 15)	-\$31,418
10041260	Non-Cash - Maint Sts Roads & Bridges - Profit on Sale of Assets	-\$30,000
10041080	Non-Cash - Town Planning & Regional Development - Profit on disposal of assets	-\$16,342
10041170	Non-Cash - Other Recreation & Sport - Profit on disposal of assets	-\$23,000
<b>TOTAL OPERATING INCOME</b>		<b>-\$12,434,476</b>



2024/25 Schedule of Fees and Charges			2024/2025		
Schedule	Description of Fee or Charge	Details	GST (excl) \$	GST \$	GST (incl) \$
<b>GENERAL PURPOSE FUNDING</b>					
<b>Rates</b>					
	Rate Enquiry Fee	Per Written Enquiry	\$ 59.80	Exempt	\$ 59.80
	Orders & Requisitions	Per Application	\$ 75.60	Exempt	\$ 75.60
	Combined Enquiry	Per Application	\$ 121.90	Exempt	\$ 121.90
	Ownership enquiry	Per property	\$ 15.27	\$ 1.53	\$ 16.80
	Rates Instalment Fees (not including the first instalment)	Per instalment	\$ 17.90	Exempt	\$ 17.90
	Instalment Interest				5.50%
	Penalty Interest				11%
	Rates - Special Arrangements to Pay (Direct Debit setup)	Per Application	\$ 14.73	\$ 1.47	\$ 16.20
	Rates - Special Arrangements to Pay	Per Application	\$ 51.00	Exempt	\$ 51.00
	Rates - Special Arrangements to Pay (Financial Hardship)		\$ -	\$ -	\$ -
	- Administration Fee		\$ -	\$ -	\$ -
	- Penalty Interest		\$ -	\$ -	0%
<b>GOVERNANCE</b>					
<b>General Administration</b>					
	Sale of Electoral Rolls	Per Copy	\$ 77.90	Exempt	\$ 77.90
	Sale of Street Listings	Per Copy	\$ 217.18	\$ 21.72	\$ 238.90
	Sale of History Books - Small but Strong	Each	\$ 30.00	\$ 3.00	\$ 33.00
	Sale of History Books - This is East Fremantle	Each	\$ 11.82	\$ 1.18	\$ 13.00
	Sale of Heritage Notebooks	Each	\$ 9.09	\$ 0.91	\$ 10.00
	Sale of Tea Towels	Each	\$ 11.82	\$ 1.18	\$ 13.00
	<b>Photocopying</b>				
	- General Public - A4 Sheets (Colour)	Per Copy	\$ 0.91	\$ 0.09	\$ 1.00
	- General Public - A4 Sheets (Black & White)	Per Copy	\$ 0.50	\$ 0.05	\$ 0.55
	- General Public - A3 Sheets (Colour)	Per Copy	\$ 1.82	\$ 0.18	\$ 2.00
	- General Public - A3 Sheets (Black & White)	Per Copy	\$ 0.91	\$ 0.09	\$ 1.00
	- Community & Organisations - A4 Sheets (Colour and B & W)	Per Copy	Per Above	Yes	50% Discount
	- Community & Organisations - A3 Sheets (Colour and B & W)	Per Copy	Per Above	Yes	50% Discount
	Eligible community groups receive \$200 of in-kind photocopying per annum, calculated on the above rates.				
	<b>Freedom Of Information</b>				
	- Application	Per Application	\$ 30.00	Exempt	\$ 30.00
	- FOI photocopying	Per Copy	\$ 0.20	Exempt	\$ 0.20
	- Staff Time (search & discovery of documents)	Per Hour	\$ 30.00	Exempt	\$ 30.00
	<b>Hire of Facilities</b>				
	Hire of Meeting Rooms - Town Hall - Commercial	per hour	\$ 45.91	\$ 4.59	\$ 50.50
	Hire of Meeting Rooms - Town Hall - Not for Profit	per hour	\$ 23.00	\$ 2.30	\$ 25.30
<b>LAW, ORDER &amp; PUBLIC SAFETY</b>					
	<b>Animal Care Facility - City of South Perth</b>				
	Dog Impounding fees - Poundage - per day	Full recovery + 15%	\$ 34.50	Exempt	\$ 34.50
	Cat Impounding fees - Poundage - per day	Full recovery + 15%	\$ 23.00	Exempt	\$ 23.00
	Release of impounded dog	Full recovery + 15%	Cost + 15%		Cost + 15%
	Release of impounded cat	Full recovery + 15%	Cost + 15%		Cost + 15%
	<b>Fire Break Clearing</b>	Actual Cost + 25%	Cost + 25%		Cost + 25%
	<b>Dog Registration Fees</b>				
	Unsterilised - 1 year		\$ 50.00	Exempt	\$ 50.00
	Unsterilised - 3 year		\$ 12.00	Exempt	\$ 12.00
	Unsterilised - Lifetime Registration		\$ 250.00	Exempt	\$ 250.00
	Sterilised - 1 year		\$ 20.00	Exempt	\$ 20.00
	Sterilised - 3 year		\$ 42.50	Exempt	\$ 42.50
	Sterilised - Lifetime Registration		\$ 100.00	Exempt	\$ 100.00
	* Dog owned by pensioner - 50% of fee otherwise payable				
	** Effective 31 May each year - 50% of normal fee on 1 year licence				
	Application to keep a third dog		\$ 152.91	\$ 15.29	\$ 168.20
	Dogs kept in an approved kennel establishment licensed under Sect 27, where not otherwise registered		\$ 208.50	Exempt	\$ 208.50
	Euthanasia for a dog	Full recovery + 15%	Cost + 15%	\$ -	Cost + 15%
	<b>Cat Registration Fees</b>				
	Registration - 1 Year		\$ 20.00	Exempt	\$ 20.00
	Registration - 3 Years		\$ 42.50	Exempt	\$ 42.50
	Registration - Lifetime		\$ 100.00	Exempt	\$ 100.00
	* Cat owned by pensioner - 50% of fee otherwise payable				
	** Effective 31 May each year - 50% of normal fee on 1 year licence				
	Annual application for approval or renewal of approval to breed cats (per cat)		\$ 100.00	Exempt	\$ 100.00
	<b>Recovery of Impounded Vehicles/Goods</b>				
	Vehicle Impounding Fee	Initial cost	\$ 267.27	\$ 26.73	\$ 294.00
	Vehicle disposal Fee	Full recovery + 15%	cost + 15%	\$ -	cost + 15%
	Towage Fees	Full recovery + 15%	\$ 176.27	\$ 17.63	\$ 193.90
	Storage Fee Motor Vehicle	per part or full day	\$ 42.73	\$ 4.27	\$ 47.00
	Storage Fee Other Goods	per part or full day	\$ 42.73	\$ 4.27	\$ 47.00

	2024/25 Schedule of Fees and Charges		2024/2025		
Schedule	Description of Fee or Charge	Details	GST (excl) \$	GST \$	GST (incl) \$
HEALTH					
Health					
	EH Gray Centre Mid Wifery - Annual Building Hire		\$ -	\$ -	\$ -
	EH Gray Centre - Casual Hire Fee	Per Hour	\$ 45.91	\$ 4.59	\$ 50.50
	Stall Holders permit application fee / renewal	Per Application	\$ 193.55	\$ 19.35	\$ 212.90
	Trading in Public Places - Application fee	Per Application	\$ 97.18	\$ 9.72	\$ 106.90
	Trading in Public Places - Per Day fee	Per day	\$ 58.73	\$ 5.87	\$ 64.60
	Outdoor Eating Area permit - Application fee	Per Application	\$ -	\$ -	\$ -
	Outdoor Eating Area permit - Annual fee	Per sq mtr	\$ 32.55	\$ 3.25	\$ 35.80
	Registration of new Lodging Houses	Per Application	\$ 314.45	\$ 31.45	\$ 345.90
	Renewal of registration of existing Lodging Houses	Per Application	\$ 347.64	\$ 34.76	\$ 382.40
	Skin Penetration Premises Application fee	Per Application	\$ 96.82	\$ 9.68	\$ 106.50
	Skin Penetration Premises annual assessment fee		\$ 50.91	\$ 5.09	\$ 56.00
	Noise Management Plan Lodgement fee	Per Application	\$ 92.73	\$ 9.27	\$ 102.00
	Non-complying event application fee	Per Application	\$ 909.09	\$ 90.91	\$ 1,000.00
	Section 39 Certificate/inspection for licenced premises		\$ 139.27	\$ 13.93	\$ 153.20
	Septic Tank installation - Application	Per Application	\$ 118.00	Exempt	\$ 118.00
	Permit to use apparatus		\$ 118.00	Exempt	\$ 118.00
	Greywater system installation - Application	Per Application	Fee Waiver	Exempt	Fee Waiver
	Permit to use apparatus - Greywater system		Fee Waiver	Exempt	Fee Waiver
	Reissue of certificate, registration, licence or approval (not otherwise listed)		\$ 30.45	\$ 3.05	\$ 33.50
	Food Business				
	Notification Fee		\$ 47.36	\$ 4.74	\$ 52.10
	Registration Fee		\$ 47.36	\$ 4.74	\$ 52.10
	Annual Assessment:				
	High		\$ 364.82	\$ 36.48	\$ 401.30
	Medium		\$ 241.64	\$ 24.16	\$ 265.80
	Low		\$ 108.91	\$ 10.89	\$ 119.80
	Inspection Fee e.g. settlement inspection		\$ 50.91	\$ 5.09	\$ 56.00
	Reinspection fee for non-compliant premises		\$ 152.91	\$ 15.29	\$ 168.20
	Temporary Food Business - Event Based (eg festivals, miscellaneous)		\$ 50.91	\$ 5.09	\$ 56.00
	Aquatic Facilities				
	Annual Sampling Fee		\$ 306.82	\$ 30.68	\$ 337.50
	Re-sampling for non-compliant results		\$ 51.00	\$ 5.10	\$ 56.10
	Public Buildings				
	Application to construct a new public building		\$ 791.82	\$ 79.18	\$ 871.00
	Annual Assessment:				
	High		\$ 60.91	\$ 6.09	\$ 67.00
	Medium		\$ 30.45	\$ 3.05	\$ 33.50
	Low				Exempt
	Requested food and water sampling		Cost + 15% administration fee		
	Requested asbestos sampling				
EDUCATION & WELFARE					
Commonwealth Home Support Programme					
	CHSP Client Contributions				
	Social Support - Individual - Accompanied Activity / In-home Visit	Per Hour	\$ 9.82	\$ 0.98	\$ 10.80
	Social Support - Individual (Mileage - Additional kilometre after 40 kms)	Per Kilometre	\$ 0.91	\$ 0.09	\$ 1.00
	Social Support - Group (including Transport)	Per Occasion	\$ 14.73	\$ 1.47	\$ 16.20
	Centre Based Respite - In-home visit / Community access	Per Hour	\$ 9.82	\$ 0.98	\$ 10.80
	CBDC Transport	Per One-way trip	\$ 2.45	\$ 0.25	\$ 2.70
	CBDC Meal	Per Meal	\$ 10.82	\$ 1.08	\$ 11.90
	Direct Transport	Per One-way trip	\$ 9.82	\$ 0.98	\$ 10.80
	Cancellation Fee - Up to 100% contribution fee		100% of contribution fee		
	Non CHSP Clients / Home Care Package Clients / Private Clients (Full Cost Recovery)				
	Social Support - Group - Non East Fremantle Resident (including Transport)	Per Occasion	\$ 167.45	\$ 16.75	\$ 184.20
	Social Support - Group - East Fremantle Resident (including Transport)	Per Occasion	\$ 118.27	\$ 11.83	\$ 130.10
	Centre Based Social Support Group	Per Occasion	\$ 118.27	\$ 11.83	\$ 130.10
	Centre Based Transport (to and from Centre Based Respite) - Non East Fremantle Resident	Per One-way trip	\$ 24.55	\$ 2.45	\$ 27.00
	Centre Based Transport (to and from Centre Based Respite) - East Fremantle Resident	Per One-way trip			FEE WAIVER
	Social Support Individual - Accompanied Activity / In-home Visit	Per Hour	\$ 49.45	\$ 4.95	\$ 54.40
	Social Support Individual - (Mileage - each kilometre)	Per Kilometre	\$ 0.91	\$ 0.09	\$ 1.00
	Flexible Respite	Per Hour	\$ 49.45	\$ 4.95	\$ 54.40
	Cancellation Fee - Up to 100% contribution fee		100% of contribution fee		

2024/25 Schedule of Fees and Charges			2024/2025		
Schedule	Description of Fee or Charge	Details	GST (excl) \$	GST \$	GST (incl) \$
COMMUNITY AMENITIES					
Sanitation					
	Commercial Properties - General Waste & Recycling Service - 2 MGB's Weekly	Per MGB per Annum	\$ 670.00	Exempt	\$ 670.00
	Commercial Properties - 3 Bin FOGO system	Per MGB per Annum	\$ 670.00	Exempt	\$ 670.00
	All community and sporting organisations are entitled to a full concession on a 3-bin system, but additional bins will be charged at a unit rate of \$261.20 per annum, which will be pro-rated based on seasonal usage				
	Residential General Waste - 240L upgrade (swap) - Fortnightly	Per MGB per Annum	\$ -	Exempt	\$ -
	Residential General Waste - 140L - additional - Fortnightly	Per MGB per Annum	\$ 272.20	Exempt	\$ 272.20
	Residential FOGO - 240L - additional - Weekly	Per MGB per Annum	\$ 272.20	Exempt	\$ 272.20
	Residential Recycling - 360L upgrade (swap) - Fortnightly	Per MGB per Annum	\$ -	Exempt	\$ -
	Residential Recycling - 240L - additional - Fortnightly	Per MGB per Annum	\$ 272.20	Exempt	\$ 272.20
	Bulk - per cubic metre	Actual Cost + 15%	Cost + 15%		Cost + 15%
	Sale / Replacement of 240 Litre MGB's	Actual Cost + 15%	Cost + 15%		Cost + 15%
	Event Bins - 240L (must have minimum 3x MGB's (1 complete set general waste, recycling, FOGO) onsite). Includes Delivery removal & disposal	Per MGB bin set per event	\$ 83.25	Exempt	\$ 83.25
	Event Bins - Additional 240L MGB. Includes Delivery removal & disposal	Per MGB per event	\$ 27.75	Exempt	\$ 27.75
	Event bins - 240L Missing or damaged MGB following event	Per MGB per event	Cost + 15%		Cost + 15%
	Council has resolved to incorporate charges associated with the FOGO waste collection and disposal system into the general rates for all residential properties. Where bulk bin services are provided to multi-unit dwellings, an assessment will be made of the cost of this service against the value of the FOGO service per standard residential property, and a charge may be levied if the cost of the bulk bin service exceeds the contribution amount included in the general rates.				
Other Sanitation					
	Compostable Liners		Cost + 15%		Cost + 15%
Community Amenities					
	Room Hire (Casual) - All Council Buildings (otherwise not listed)	Per Hour	\$ 45.91	\$ 4.59	\$ 50.50
	Room Bond (Casual) - Private & Community Groups		\$ 326.80	Exempt	\$ 326.80
	Room Hire (Sumpton Green) - Contact Belgravia Leisure				
Town Planning Administration fees					
	Application Fees - Dev. value between				
	(a) Less than \$50,000		\$ 147.00	Exempt	\$ 147.00
	(b) More than \$50,000 but not more than \$500,000	0.32% of estimated cost of Development	Variable	Exempt	Variable
	(c ) More than \$500,000 but not more than \$2,500,000	\$1,700.00 + 0.257% for each \$1 in excess of \$500,000	Variable	Exempt	Variable
	(d) More than \$2,500,000 but not more than \$5,000,000	\$7,161.00 + 0.206% for each \$1 in excess of \$2,500,000	Variable	Exempt	Variable
	(e) More than \$5,000,000 but not more than \$21,500,000	\$12,633.00 + 0.123% for each \$1 in excess of \$5,000,000	Variable	Exempt	Variable
	(f) More than \$21,500,000		\$ 34,196.00	Exempt	\$ 34,196.00
	Penalty if development commenced or carried out prior to Approval	Twice the fee payable	Twice Fee	Exempt	Twice Fee
	Extension of Planning Approval prior to expiry	50% of Applicable Fee			Variable
	Minor modifications of approved applications	Minimum fee of \$147 up to a maximum of 50% of the original fee as determined by the Executive Manager of Regulatory Services			Variable
	DAP Fees	The maximum fee in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011			Variable
	Deemed-to-Comply Check		\$ 295.00	Exempt	\$ 295.00
Refund of Planning Application Fee					
	Prior to assessment	50% of fee			50% of Fee
	Following assessment	Nil			Nil
General Planning and Development Fees					
	Advertising/Public Comment: in association with D/A's	Per D/A	\$ 200.00	\$ 20.00	\$ 220.00
	Newspaper Notice	Actual cost (inc GST) + Administration Fee	Cost + 15%	Yes	Cost + 15%
	Sign & Notice to Neighbours	Minimum	\$ 137.00	\$ 13.70	\$ 150.70
	Notices to Neighbours only	Minimum	\$ 29.64	\$ 2.96	\$ 32.60
	Installation of Sign by Council		\$ 114.18	\$ 11.42	\$ 125.60
	Community Design Advisory Committee Referral fee		\$ 39.55	\$ 3.96	\$ 43.51
Subdivision/ Amalgamation					
	Subdivision clearance (not more than 5 lots)		\$ 73.00	Exempt	\$ 73.00
	Subdivision clearance (5<195 lots) \$73.00 per lot for first 5 lots plus \$35.00 per lot thereafter		Variable	Exempt	Variable
	Subdivision clearance (>195 lots)		\$ 7,393.00	Exempt	\$ 7,393.00
	Soil Stabilisation Bond	Refundable	\$ 3,135.00	Exempt	\$ 3,135.00

2024/25 Schedule of Fees and Charges			2024/2025		
Schedule	Description of Fee or Charge	Details	GST (excl) \$	GST \$	GST (incl) \$
	<b>Signage Application</b>				
	Application for Planning Approval	Per application	\$ 147.00	Exempt	\$ 147.00
	<b>Miscellaneous Planning Fees</b>				
	Application for change of street number		\$ 119.36	\$ 11.94	\$ 131.30
	Heritage assessment		Actual cost (inc GST)		
	Written Planning Advice/Zoning Certificate		\$ 74.36	\$ 7.44	\$ 81.80
	L.P Scheme No. 3 Text and Map		\$ 74.36	\$ 7.44	\$ 81.80
	L.P Scheme No. 3 Map Only		\$ 18.64	\$ 1.86	\$ 20.50
	Archival Search Fee - Plans- (Photocopying in excess of \$15 to be charged at cost)		Cost + 15%	Yes	Cost + 15%
	Crossover Variation Application fee		\$ 154.00	\$ 15.40	\$ 169.40
	Payment in Lieu of Parking Plan	Per Parking Plan	Actual cost (inc GST)		
	**In accordance with Local Planning Policy 3.1.4 - Payment in Lieu of Parking Plan**				
	<b>Scheme Amendments / Structure Plans / Local Development Plans &amp; Rezoning Applications (including advertising and gazettal)</b>	Price on Application			
	Application Fee - Basic/ Standard/ Complex				
	** The Town will provide a cost estimate in accordance with the Planning and Development Act, 2005 Regulation 48(1)(a) of the Planning & Development Regulations 2009. This amount will be based on the estimated number of staff hours charged at the rates below. This amount is required to be paid up-front. The actual cost will then be reconciled and the applicant either provided with an adjustment refund or invoice at the end of the project. **				
	Executive Manager	Hourly rate	\$ 75.27	\$ 7.53	\$ 82.80
	Manager/ Senior Planner	Hourly rate	\$ 55.18	\$ 5.52	\$ 60.70
	Planning Officer	Hourly rate	\$ 44.32	\$ 4.43	\$ 48.75
	Other Staff eg EHO	Hourly rate	\$ 48.59	\$ 4.86	\$ 53.45
Administration	Hourly rate	\$ 39.32	\$ 3.93	\$ 43.25	
<b>Other Miscellaneous</b>					
Application for change of Use		\$ 295.00	Exempt	\$ 295.00	
Penalty if commenced prior to Approval (in addition to the application fee)		\$ 661.90	Exempt	\$ 661.90	
Section 40 Certificate		\$ 164.90	Exempt	\$ 164.90	
<b>Home Occupation</b>					
Application ( includes Public Comment Fee)		\$ 222.00	Exempt	\$ 222.00	
Penalty if commenced prior to Approval (in addition to the application fee)		\$ 498.10	Exempt	\$ 498.10	
Application for Annual Renewal		\$ 81.80	Exempt	\$ 81.80	
Application Penalty for Annual Renewal if approval has expired		\$ 163.70	Exempt	\$ 163.70	
<b>RECREATION &amp; CULTURE</b>					
<b>Swimming Areas/beaches</b>					
	<b>Mooring Pen Fees</b>				
	- 8 Metre Pens (deposit of \$2,095)	Per annum	\$ 4,190.00	\$ 419.00	\$ 4,609.00
	- 10 Metre Pens (deposit of \$2,620.00)	Per annum	\$ 5,240.00	\$ 524.00	\$ 5,764.00
	- 12 Metre Pens (deposit of \$3,145)	Per annum	\$ 6,290.00	\$ 629.00	\$ 6,919.00
	- Casual Fees (minimum period 3 months)	Per month	\$ 570.00	\$ 57.00	\$ 627.00
	Vessel Impound Fee	Per Vessel	Cost + 15%		Cost + 15%
	Replacement pens keys		\$ 77.45	\$ 7.75	\$ 85.20
	Dinghy storage - application	Per annum	\$ 99.00	\$ 9.90	\$ 108.90
	Dinghy storage - renewal	Per annum	\$ 99.00	\$ 9.90	\$ 108.90
<b>Other Recreation &amp; Culture</b>					
	<b>General Reserve Hire Fees</b>				
	- Full Day Fee (8.00am - 8.00pm)		\$ 506.91	\$ 50.69	\$ 557.60
	- Per Half Day Fee (AM or PM) (6 hours)		\$ 256.64	\$ 25.66	\$ 282.30
	- Per hour Fee		\$ 45.91	\$ 4.59	\$ 50.50
	- Changeroom Bond (refundable)		\$ 315.80	Exempt	\$ 315.80
	- Liquor Permit Fee		\$ 74.73	\$ 7.47	\$ 82.20
	- Key Deposit (refundable)	Per key	\$ 76.20	Exempt	\$ 76.20
	- Cancellation fee being 50% of hire fee charged (cancellation being less than 14 days prior to the event commencing)		50% of hire fee charged		
	<b>Personal Trainers</b>				
	- Application fee		\$ 63.00	\$ 6.30	\$ 69.30
- Annual licence fee (permits up to 10 hours maximum per week)		\$ 1,485.55	\$ 148.55	\$ 1,634.10	
- Weekly hire fee (maximum 10 hours per week; annual licence fee is not applicable)	per hour	\$ 33.64	\$ 3.36	\$ 37.00	
<b>Henry Jeffery Oval Junior Football Teams</b>					
- Per Player Fee - Juniors	Per player (for season)	\$ 17.91	\$ 1.79	\$ 19.70	
- Training two (2) nights/week	Per season	\$ 628.82	\$ 62.88	\$ 691.70	
<b>East Fremantle Junior Cricket Teams</b>					
- Per Player Fee - Juniors	Per player (for season)	\$ 17.91	\$ 1.79	\$ 19.70	
- Training two (2) nights/week	Per season	\$ 628.82	\$ 62.88	\$ 691.70	
<b>Other Culture</b>					
	<b>East Fremantle George Street Festival</b>				
	Site Only - stallholders (per 3x3 area)		\$ 128.82	\$ 12.88	\$ 141.70
	Site Only - food vendors (stall or van)		\$ 268.18	\$ 26.82	\$ 295.00
	Power (where available, additional cost)		\$ 54.00	\$ 5.40	\$ 59.40
	** Note: site fees can be waived for local community groups & not for profits upon written request				
	East Fremantle Art Award - per entry		\$ 30.91	\$ 3.09	\$ 34.00
	<b>Special Events Fees</b>				
	Use of Car Parking areas- Unlicensed- per m2		\$ 27.18	\$ 2.72	\$ 29.90
	Use of Car Parking areas- Licensed- per m2		\$ -	\$ -	\$ -
Left Bank Special Event Fee - licence agreement		\$ 4,344.88	\$ 434.49	\$ 4,779.37	
On-call Ranger Fee - per 8 hours	Per event	\$ 676.45	\$ 67.65	\$ 744.10	
<b>TRANSPORT</b>					
<b>Transport</b>					
	<b>Road, Verge, Footpath &amp; Crossover Reinstatements and Crossover Construction</b>				
	Reinstatement Inspection fees	Per hour	\$ 78.50	\$ 7.85	\$ 86.35
	Reinstatement Works		Cost + 15%		Cost + 15%
	Red Asphalt per m <sup>2</sup>		Cost + 15%		Cost + 15%
	Black Asphalt per m <sup>2</sup>		Cost + 15%		Cost + 15%
	Concrete per m <sup>2</sup>		Cost + 15%		Cost + 15%
	Recoverable Works - Cost plus 15% administration fee		Cost + 15%		Cost + 15%
	Recoverable Graffiti Removal - Cost plus 15% administration fee		Cost + 15%		Cost + 15%
<b>Parking Facilities</b>					
	<b>Parking Fees</b>				
	Parking Fees - Launching Ramp No1 Carpark per hour for the first 4 hours	Per hour	\$ 4.45	\$ 0.45	\$ 4.90
	Thereafter \$19.60 per day for maximum 6 days	Maximum per 24 hours	\$ 17.82	\$ 1.78	\$ 19.60
	Parking Fees - Various locations per hour other than Launching Ramp No1.	Per hour	\$ 4.45	\$ 0.45	\$ 4.90
	Fee for Construction Sites for use of parking bay for storage and other use	Per day, per bay	\$ 108.82	\$ 10.88	\$ 119.70
	<b>Miscellaneous</b>				
	Final Notice Fee (28 Days)		\$ 26.10	Exempt	\$ 26.10
	Resident Boat owners Annual Parking Permit No1 Car Park (renewals August)	Each	\$ 50.91	\$ 5.09	\$ 56.00
	Skip Bin Permits	Each	\$ 49.82	\$ 4.98	\$ 54.80
	Skip Bin Permits - Extension	Each	\$ 12.55	\$ 1.25	\$ 13.80
Jetty A mooring permits	Each	\$ 49.82	\$ 4.98	\$ 54.80	
Sea container placement permits	Each	\$ 49.82	\$ 4.98	\$ 54.80	
Sea container placement permits - extension	Each	\$ 12.55	\$ 1.25	\$ 13.80	



2024/25 Schedule of Fees and Charges			2024/2025		
Schedule	Description of Fee or Charge	Details	GST (excl) \$	GST \$	GST (incl) \$
	REFERENCE IS MADE TO FINES AND PENALTIES AS ADOPTED IN THE TOWN'S LOCAL LAWS				
<b>ECONOMIC SERVICES</b>					
<b>Building Fees</b>					
	<b>Building Fees - Based on valuation of new building or improvements (including GST) - Minimum \$171.65</b>				
	Application fee - Class 1 & 10 - Uncertified (minimum \$110)		Variable	Exempt	Variable
	Application fee - Class 1 & 10 - Certified (minimum \$110)		Variable	Exempt	Variable
	Application fee - Class 2 to 9 - Uncertified (minimum \$110)		Variable	Exempt	Variable
	BCITF levy (where contract value over \$20k)		Variable	Exempt	Variable
	Building Services Levy (minimum \$61.65)		Variable	Exempt	Variable
	<b>Demolition fees - based on cost of construction (inc. GST) - Minimum \$171.65</b>				
	Application fee - Class 1 & 10 (\$110)		Variable	Exempt	Variable
	Application fee - Class 2 to 9 (\$110)		Variable	Exempt	Variable
	Building Services Levy (minimum \$61.65)		Variable	Exempt	Variable
	CTF Levy (where contract value over \$20k)		Variable	Exempt	Variable
	Infrastructure Bond - Demolition	Refundable	\$ 5,000.00	Exempt	\$ 5,000.00
	<b>Infrastructure Bonds</b>				
	If value of works under \$20,000	Refundable	\$ 1,500.00	Exempt	\$ 1,500.00
	\$20,000 - \$100,000	Refundable	\$ 3,000.00	Exempt	\$ 3,000.00
	Corner lot or \$100,001 - \$2 million	Refundable	\$ 5,000.00	Exempt	\$ 5,000.00
	Over \$2 million	Refundable	Price based on replacement costs of		
	Non-refundable Inspection Fee for Infrastructure Bond		\$ 71.00	\$ 7.10	\$ 78.10
	Materials on Verge licence		Variable	Exempt	Variable
	<b>Building Approval Certificate for unauthorised works - based on cost of construction (inc. GST) - Minimum \$233.30</b>				
	Building Services Levy (minimum \$123.30)		Variable	Exempt	Variable
	CTF Levy (where contract value over \$20k)		Variable	Exempt	Variable
	Application fee (minimum \$110)		\$ 114.90	Exempt	\$ 114.90
	<b>Refund of Building Permit fee</b>				
	Prior to assessment	50% of fee	50% of fee	Exempt	50% of fee
	Following assessment	Nil	Nil	\$ -	Nil
	<b>Miscellaneous</b>				
	Strata Titles (Form 7) per Strata Titles Gen Regs 1996 - Min \$105.80 + GST		Variable	Exempt	Variable
	R-Code Compliance Assessment Fee (From 30 Nov 2015)		\$ 145.55	\$ 14.55	\$ 160.10
	<b>Swimming Pool Fees</b>				
	Pool inspection annual fee		\$ 36.40	Exempt	\$ 36.40
	Pool inspection fee - request for inspection upon completion		\$ 148.45	\$ 14.85	\$ 163.30
	Pool inspection request outside of pool inspection cycle		\$ 148.45	\$ 14.85	\$ 163.30
<b>EAST FREMANTLE COMMUNITY PARK</b>	DISCLAIMER: Fees & Charges are agreed annually between the Town of East Fremantle and Belgravia Leisure - please refer to Belgravia Leisure for all advertised fees and charges under their management.				
	DISCLAIMER: ALL STATUTORY FEES AMENDED THROUGHOUT THE YEAR WILL BE CHARGED AT THE RATE AS GAZETTED				

**From:** [Nesbit, Robert](#)  
**To:** [TOWN OF EAST FREMANTLE](#)  
**Subject:** IEM126996 - Submission – 2024/25 Differential  
**Date:** Friday, 3 May 2024 4:31:33 PM

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**WARNING:** This email may be requesting a change of financial information; please verify it is legitimate.

**CAUTION:** This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Sir/Madam,

I am writing in regards to imposing differential rates and the 4.25% increase in rates. My understanding is that this increase is to address a 2024/25 budget deficit. I appreciate that the cost of almost everything seems to have increased in the last year so this increase is in some ways unsurprising. I would however expect that quite a large number of people in the community are personally dealing with increased cost of living, therefore a further increase to an already costly rate notice will be difficult to budget for. I also note that this rise is on top of a 4.5% rise last year and similar the year prior. I know for a fact my salary doesn't increase at the same pace, regardless of CPI.

I would like to understand what, if anything, the council is doing to control its costs and reduce capital expenditure? Before automatically raising rates, demonstrate to the community how you have attempted to save money, what sacrifices and cut-backs have been made?

A look through 23/24 budget suggests considerable spend on what I would call discretionary projects and nice-to-haves. I would like to see spend focused on addressing the basics first, like decent footpaths and basic, adequate street lighting. LED upgrades were promised last year yet Gill St where I live currently has about 4 lights which are not working at all at the moment. Footpath upgrades have been talked about for years but cracked, uneven pavement and damaged kerbing is commonly seen. I would gladly accept a reduction in rates, or even stationary rates and forego some of the projects we have seen recently. The level of spend is getting out of control and many people simply cant afford to keep subsidising it.

Kind regards,

Robert Nesbit  
32B Gill Street

## 13.7 WASTE TO ENERGY AGREEMENT

<b>Report Reference Number</b>	OCR-2835
<b>Prepared by</b>	Nicholas King, Executive Manager Technical Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	
<b>Attachments</b>	

## 1. Waste To Energy – Draft Agreement - Confidential

## PURPOSE

For Council to approve the agreement for the Town's supply of waste, to the waste to energy plant in Kwinana.

## EXECUTIVE SUMMARY

The Town, as part of the Resource recover Group (RRG), executed a waste supply agreement in 2021 with the Kwinana Waste to Energy (WTE) Project Co, to supply all kerbside general waste to the plant.

With the withdrawal of the Town from the RRG the Town must enter into a new agreement with the WTE Project Co.

## BACKGROUND

The Town in 2021, in conjunction with the RRG and its members, entered into an agreement to provide kerbside general waste to the Kwinana waste to energy plant. The plant was due for completion in 2022, however delays in the completion meant that it was not possible to send waste to the plant, and therefore the contract has not officially commenced.

Within the current agreement it states:

36.2 *Withdrawal of a Participant*

- (a) *If a Participant resolves to withdraw from the Principal or the Participants Agreement:*
  - (i) *the Principal will notify Project Co, such notice to include the proposed effective date of the relevant Participant's withdrawal (Withdrawal Date);*
  - (ii) *the withdrawing Participant agrees to enter into an agreement prior to the Withdrawal Date for the supply of its Contract Waste on the same terms as this Agreement (taking into account the change to a single participant); and*
  - (iii) *the:*
    - (A) *withdrawing Participant's obligations under this Agreement; and*
    - (B) *the Principal's obligations under this Agreement relating to the withdrawing Participant, remain effective until such time as that the agreement contemplated in clause 36.2(a)(ii) is fully effective. From that date the rights of and obligations in this Agreement that relate to the withdrawing Participant are deemed to be excised from this Agreement.*

Considering the Town's withdrawal will be effective as of 1 July 2024, the Town has progressed discussions with the Project Co directly, with the intention to enter into an agreement with the between the Town and the Project Co.

## CONSULTATION

Officers have consulted with the WTE Project Co to date.

## STATUTORY ENVIRONMENT

Local Government Act 1995

## POLICY IMPLICATIONS

### 2.1.3 Purchasing

## FINANCIAL IMPLICATIONS

At the estimated amount of 1000 tonnes of kerbside general waste per year and the waste to energy gate fee of \$124.82 per ton, the total estimated value per year is \$124,820.

Within the Veolia waste pickup and disposal contract, which commences on 1 July 2024, the rate for disposal of general waste is \$173.82 (inclusive of \$85 landfill levy), with a total annual estimated cost of \$173,820.

Taking the general waste to the waste to energy plant will see an estimated saving of approximately \$50,000.

Veolia as the Town's current, and future waste pickup and transport contractor, have confirmed there will be no additional charges to transport the kerbside general waste to the waste to energy plant in Kwinana.

## STRATEGIC IMPLICATIONS

*4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education*

*4.2.1.1 Continue to provide sustainable waste management services to the community*

*4.2.1.3 Ongoing implementation of the regional waste strategy*

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If the agreement is not executed, all general waste will go to landfill	Unlikely (2)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Accept Officer Recommendation



## RISK MATRIX

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

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

## RISK RATING

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

## SITE INSPECTION

NA

## COMMENT

As part of the existing agreement it is a requirement for the Town to enter into a new agreement with the WTE Project Co. The proposed agreement is almost identical to the existing agreement, however the Town have had the document reviewed and changes made by Minter Ellison Lawyers. Minter Ellison Lawyers, who were the original author of the agreement on behalf of the RRG, reviewed the existing agreement and compared it to the proposed agreement, in which there were 41 individual differences recognized. These range from minor typing errors to clauses that are irrelevant such as referencing the "participating Local Governments", noting there are no major changes from the existing agreement to the proposed agreement.

## CONCLUSION

In terms of a more sustainable future for waste, the waste to energy plant is seen as a positive way of disposing of general waste, rather than sending it to landfill. The waste to energy plant in Kwinana is due for completion in July 2024 and will take commissioning waste from July 2024. Considering the cost saving for the Town to send its general waste to the waste to energy plant, it is recommended that the agreement is authorized.

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### 13.7 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 071806**

**OFFICER RECOMMENDATION:**

**Moved Cr Natale, seconded Cr Collinson**

**That Council:**

1. authorises the Mayor and CEO to sign and affix the Town's Common Seal to the Waste to Energy Agreement with the Kwinana WTE Project Co Pty Ltd, and any other related documents.
2. notes that:
  - a. waste is supplied under a waste arising basis;
  - b. provision of residual waste estimated to commence in August 2024; and
  - c. no transport fees are applicable as this service is covered under the Town's agreement with its waste contractor, Veolia (RFQ 05 2023/24).

**(CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY 8:0)**

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

**Against: Nil**

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### REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

Confidential Attachment

**13.8 ANNUAL REVIEW OF DELEGATION REGISTER AND REGISTER OF AUTHORISATIONS**

<b>Report Reference Number</b>	OCR-2742
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 18 June 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Register of Delegations, Sub Delegations and Authorisations dated 18 June 2024
2. Register of Appointments and Authorisations dated 18 June 2024

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**PURPOSE**

The Register of Delegations relevant to the Chief Executive Officer is to be reviewed at least once every financial year, in accordance with the provisions of s5.45 (1), (2) of the *Local Government Act 1995*.

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**EXECUTIVE SUMMARY**

A local government may delegate (by absolute majority) to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995* other than those referred to in s5.43. The Chief Executive Officer may also delegate powers or duties to employees. Proposed delegations are detailed in the attached Register of Delegations, Sub Delegations and Authorisations.

The Chief Executive Officer is able to authorise certain employees to undertake certain functions in accordance with s9.10 of the *Local Government Act 1995*. Specific Acts also provide an express power or duty to certain employees including the Chief Executive Officer. There are also other authorisations and appointments that must be made by Council as the local government.

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**BACKGROUND**

Mr. Steven Tweedie was engaged by the Town to review and rewrite the Town's Register of Delegations, Sub Delegations and Authorisations based on the WALGA template, and to transfer across any appropriate conditions from the current Register. The Town has also purchased a license for a compliance application known as Attain, and the Register will be uploaded once adopted by Council.

Mr. Tweedie also briefed Council on the draft Register of Delegations, Sub Delegations and Authorisations at a workshop on the 4 April 2024. A similar session will be delivered to employees to enable greater understanding of delegations, authorisations and the format and approach taken. An Accountable and Ethical Decision-Making session has also been delivered to employees proposed to hold delegated authority.

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**CONSULTATION**

Steven Tweedie, Consultant  
Executive Leadership Team  
Council Workshop 4 April 2024



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## STATUTORY ENVIRONMENT

Under section 5.42 of the *Local Government Act* any of the duties designated in the Local Government Act 1995 may be delegated to the CEO except for those stated in section 5.43, which are:

- *Any duty requiring an absolute or higher majority of Council*
- *Accepting a tender greater than an amount set by Council*
- *Appointing an auditor*
- *Disposing of or acquiring property valued higher than an amount set by Council*
- *Deciding fees payable to elected members*
- *Borrowing money*
- *Determining objections to a Council decision of a kind referred to in Section 9.5*

and the *Planning and Development Act 2005* section 214(2), (3) or (5).

Powers delegated to the CEO may be further delegated (with or without conditions) by the CEO to other officers, as deemed appropriate by the Chief Executive Officer.

The delegation of any power from Council to the Chief Executive Officer and from the Chief Executive Officer to any other officer must be in writing and when the delegated power is used it must be recorded by the officer exercising it.

A Chief Executive Officer cannot exercise delegated powers or duties if the CEO has an interest in the matter. The nature of the interest must be disclosed to the Mayor as soon as practicable after the CEO becomes aware of the interest.

The following Acts also permit delegated authority:

- Building Act 2011
- Bush fires Act 1954
- Dog Act 1974
- Cat Act 2011
- Food Act 2008
- Graffiti Vandalism Act 2016
- Public Health Act 2015
- Planning and Development Act 2005

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## POLICY IMPLICATIONS

Various Policies have been referred to in the delegations, these are detailed in the Delegated Authority Register.

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## FINANCIAL IMPLICATIONS

The cost of the consultancy and training sessions was less than \$5,000 ex GST and was allocated against available budget – general ledger account E04203.

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## STRATEGIC IMPLICATIONS

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

***Strategic Priority 5: Leadership and Governance***

5.1 Strengthen organisational accountability and transparency.

5.1.3 Improve the efficiency and effectiveness of services.

5.3 Strive for excellence in leadership and governance.

5.3.2 Improve organisational systems with a focus on innovation.

## 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)
Council will not meet its statutory obligations if delegations are not reviewed annually	Unlikely (2)	Moderate (3)	Moderate (5-9)	COMPLIANCE Some temporary non-compliances	Accept Officer Recommendation

## RISK MATRIX

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

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

## RISK RATING

Risk Rating	6
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

Following an external independent review of the Town's current Register of Delegations it was determined that the Town should follow the WALGA template with respect to delegations and establish a separate register for authorisations. As a result, two separate registers are provided for Council approval.

The following delegations have been highlighted for Council's attention:

Delegation Number	Description of Delegation	Item proposed for review
1.2.2	Damage incurred when performing Executive Functions	Compensation limited to a maximum \$1,500
1.2.17	Accepting Tenders	\$375,000 ex GST Tender Threshold

		<p>Ability to negotiate minor contract variation – 10% or \$50,000 whichever is the lesser.</p> <p>This item was discussed at the Council Forum held 12 June 2024. The figure of \$375,000 was identified as an appropriate level which balanced efficiency with appropriate governance; noting any exercise of delegation will be reported to Council.</p> <p>A request was made as to whether the delegation could be amended to separate tenders which result from regular supply (such as utilities, waste management, cleaning, telecommunications, IT etc) from other tenders (such as for building construction). For this to occur a list of 'regular supply tenders' would need to be established and agreed by Council.</p> <p>Due to the requirement to review the Delegation Register prior to 30 June 2024 there is insufficient time to prepare this list currently. Noting the register can be amended at any time, it is proposed that the current wording as listed remain until a further review is undertaken. It remains open to Council to agree with the recommended tender threshold of \$375,000 or to vary this figure to another amount (currently it is \$250,000).</p> <p>Should Council wish to vary the recommended threshold the amounts listed in Delegation 1.2.18 Tenders for Goods and Services – Exempt Procurement will also need to be changed for consistency.</p>
1.2.20	Disposing of Property (including by lease)	<p>Maximum value of \$50,000</p> <p>This item was discussed at the Council Forum held 12 June 2024. Council may wish to amend the recommended delegation by specifically excluding leases to community groups. Should the delegation remain as currently written, the operational practice in such circumstances would be for the CEO to discuss any proposed leases with the Mayor prior to finalization. The CEO can choose not to exercise the delegation and refer to Council for decision should this be considered appropriate.</p>
1.2.21	Contract Variations	Maximum value of \$50,000 per contract
1.2.29	Recovery of Rates Debts – Actions to take possession of land	This delegation is included in the WALGA template. Council's Debt Collection Policy however requires any action to take possession of land to be referred to Council in advance. This has been the past practice.
4.1.5	Applications to Keep Additional Cats	The Town has previously drafted a Policy regarding applications to keep more than two dogs. This Policy has not been adopted due to

		Council being unable to determine whether applications for additional dogs are best dealt with by Policy/Delegation or Council approval on a case-by-case basis. Council may hold a similar view with regards to cats.
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The Town is also currently setting up the Register of Delegations and a Compliance Calendar into a cloud-based platform to manage requirements, workflow and reporting.

## CONCLUSION

The Register of Delegations, Sub Delegations and Authorisations and the Register of Appointments and Authorisations is recommended to Council for approval.

## 13.8 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 081806**

**OFFICER RECOMMENDATION:**

**Moved Cr Natale, seconded Cr White**

**That Council:**

1. pursuant to sections 5.45 and 5.46 of the *Local Government Act 1995*, by absolute majority, approves the Register of Delegations as detailed in Attachment 1; and
2. notes the Register of Authorisations as presented in Attachment 2.

**(CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY 8:0)**

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

**Against: Nil**

*(A clerical error in Attachment 1 – Table of Contents was noted on the Agenda. Attachment 1 has been corrected in the Minutes)*

## REPORT ATTACHMENTS

Attachments start on the next page





## REGISTER OF DELEGATIONS, SUB DELEGATIONS, AUTHORISATIONS

Current as at 18 June 2024

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## Town of East Fremantle

### Introduction

#### FORMAT OF REGISTER

This Register includes:

- Delegations from the Council to the Chief Executive Officer, and where appropriate to other employees or other persons; and
- Sub delegations from the Chief Executive Officer to other employees or persons
- Authorisations made by the Council or the CEO
- Appointments made by the Council or the CEO, or as of right by virtue of legislation

The Register includes some instruments of sub delegation, authorisation, and appointment by the CEO, which do not need to be adopted/approved by Council. They are included to reflect a “one stop shop” approach.

As a matter of principle throughout the Register, the Chief Executive Officer is the only employee authorised by the Town of East Fremantle to commence (or authorise the commencement of) legal proceedings.

#### TERMINOLOGY AND ACRONYMS

*Clause* – of the Town of East Fremantle Town Planning Scheme No 3 referenced by ‘cl’, as in cl 8.2.1.

*Employee* – refers to an employee of the Town of East Fremantle. It should be noted although the Chief Executive Officer may generally only delegate a function or duty to an employee (S5.44 *Local Government Act 1995* and others), any ‘person’ may be appointed an Authorised Person (although some Acts, such as the *Building Act 2011* require only employees or certain qualified employees to be ‘authorised’ or ‘appointed’). Thus, care needs to be taken to ensure that contractors are not ‘delegated’ functions or duties, although they may be appointed as Authorised Persons.

*Regulation* – subordinate legislation, referenced by ‘r’, as in r22.

*Schedule* – to an Act, referenced as ‘Sch’, as in Sch 3.2.

*Section* - of an Act, referenced by ‘s’, as in s5.42.

*Sub delegation* – the terms ‘sub delegate’ and ‘sub delegation’ are used as a style preference, rather than ‘on delegate’ or ‘on delegation’.

#### DELEGATIONS AND SUB DELEGATIONS

The application of delegated authority is intended to improve the efficiency, effectiveness and timeliness of decision making and is consistent with the Town’s Strategic Community Plan and commitment to a strong customer service focus.

The use of delegated and sub delegated authority does not ‘undermine’ the roles and responsibilities of council members constituting the Council as the peak local decision-making body of the community. Rather it should free up the Council from some matters to better able to deal with high level strategic matters and in the knowledge that decision making on the former will be made by employees consistent with Council Policy and precedents.

The Council (and the Chief Executive Officer in the case of most sub delegations) will only delegate matters where the relevant employees (or other persons) have the appropriate skills and expertise to implement the delegation/sub delegation or authorisation within the Town’s decision-making frameworks. At the same time the exercise of all delegated and sub delegated authority, as well as authorisations is subject to complying with relevant Policies of the Town, which are cross referenced within each Instrument.

An important safeguard is also the principle that nothing prevents the delegating body or person from taking back a delegation or sub delegation or making the relevant decision on an issue.

## Town of East Fremantle

This Register describes:

- the 'head of power' for the exercise of delegation to a council member, employee, committee, or person,
- the 'head of power' for sub delegation (where such authority exists under the relevant legislation),
- the precise authority being delegated, including any limits, restrictions, or conditions,
- relevant Town policies applicable to the execution of the delegation or sub delegation,
- the statutory requirements for the Council to review all delegations, and others to review sub delegations.

In general, for all matters, whether made under the *Local Government Act 1995*, or otherwise, the requirement of the *Local Government Act 1995* to review the Register at least once every financial year will be followed, except where delegations under other Acts have different requirements. Where there is no statutory requirement for review, the provisions of the *Local Government Act 1995* will be applied to ensure uniformity of approach and outcome.

### AUTHORISATIONS

This Register includes authorisations under the Local Government Act 1995 and other legislation. In most cases, authorisations are made by the Chief Executive Officer under s9.10 of the LGA 1995, in other cases via delegated authority. In some cases, authorisations are made by the Council itself because the relevant statute requires.

Some legislation provides for authorisation of Local Government officers to have powers as are necessary for them to perform their required duties as a specific function of the local government. These duties are carried out as 'acting through' functions under s5.45(2) of the *Local Government Act 1995*.

### LOCAL GOVERNMENT ACT 1995

Most delegations and sub delegations described in this Register originate under the Local Government Act 1995 which permits a local government (by absolute majority decision under s5.42(1)) to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in s5.43, which are:

- any power or duty that requires a decision of an absolute majority or special majority of the local government,
- accepting a tender which exceeds an amount determined by the local government,
- appointing an auditor,
- acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government,
- any of the local government's powers under s5.98, 5.98A, s5.99, s5.99A and s5.100 of the Act,
- borrowing money on behalf of the local government,
- hearing or determining an objection of a kind referred to in s9.5 of the Act,
- the power under s9.49A(4) of the Act to authorise a person to sign documents on behalf of the local government,
- any power or duty that requires the approval of the Minister or the Governor.

In addition, there are several other matters which cannot be delegated to the CEO:

- under r18G of the Local Government (Administration) Regulations s7.12a, 7.12A(3)(a) and s7.12(4), which relate to meetings with auditors,
- under r16 of the Local Government (Financial Management) Regulations which prevent the delegation of matters relating to internal audit to an employee who

## Town of East Fremantle

has been delegated the duty of maintaining the day-to-day accounts or financial management operations.

The delegation powers under the Local Government Act 1995 relate to the Act itself, Regulations made under the Act and Local Laws made under the Act.

### OTHER LEGISLATION

Legislation other than the *Local Government Act 1995*, its Regulations and the Town's Local Laws created under the Act where delegations, authorisations or appointments may occur (and which are relevant to the Town of East Fremantle) include:

*Animal Welfare Act 2002*,  
*Australian Citizenship Act 2007*,  
*Building Act 2011* and *Building Regulations 2012*,  
*Bush Fires Act 1954*, regulations and local laws created under that Act,  
*Cat Act 2011* and Regulations,  
*Caravan Parks and Camping Grounds Act 1995*,  
*Control of Vehicles (Off-Road Areas) Act 1978* and Regulations,  
*Dog Act 1976* and Regulations,  
*Equal Employment Opportunity Act 1984*,  
*Environmental Protection Act 1986*,  
*Food Act 2008*,  
*Freedom of Information Act 1992*,  
*Graffiti Vandalism Act 2016*,  
*Health (Miscellaneous Provisions) Act 1911*, Regulations and local laws created under that Act,  
*Health (Asbestos) Regulations 1992*,  
*Land Administration Act 1997*, and Regulations,  
*Litter Act 1979* and Regulations,  
*Local Government (Miscellaneous Provisions) Act 1960*,  
*Parks and Reserves Act 1895*,  
*Planning and Development Act 2005* including Regulations, policies, and the Town Planning Scheme,  
*Public Interest Disclosure Act 2003*,  
*Public Health Act 2016*,  
*Rates and Charges (Rebates and Deferments) Act 1982*,  
*Road Traffic Act 1974*,  
*Strata Titles Act 1985*.

### SUB DELEGATION BY THE CHIEF EXECUTIVE OFFICER

The *Local Government Act 1995* allows the Chief Executive Officer to delegate any of the powers delegated to the office of Chief Executive Officer to another employee (s5.44(1)), in writing (s5.44(2)) and may include conditions (s5.44(4)).

Other legislation permits sub delegation by the CEO, either, as of right, or with the express authority of the Council (*Dog Act 1976*).

The *Bush Fires Act 1954* prohibits sub delegation by the CEO.

The Town of East Fremantle Town Planning Scheme No 3 permits sub delegation by the CEO.



## Town of East Fremantle

### REVIEW OF DELEGATIONS

The Register of Delegations relevant to the Chief Executive Officer and other employees or other persons will be reviewed at least once every financial year (in accordance with the provisions of s5.46(1), (2)).

As a matter of principle, the Town of East Fremantle will review all delegations, authorisations, and appointments at least once in every financial year, whether under the *Local Government Act 1995*, or another Act. This is despite the varying requirements for review viz:

- *Building Act 2011* - no requirement
- *Bush Fires Act 1954* - no requirement
- *Cat Act 2011* - annual review requirement
- *Dog Act 1976* - annual review requirement
- *Food Act 2008* - no requirement
- *Graffiti Vandalism Act 2016* - no requirement
- *Public Health Act 2016* - no requirement
- *Planning and Development Act 2005* - annual review requirement

This will include the Chief Executive Officer reviewing all sub delegations, authorisations and appointments made by him or her.

### RECORD OF ACTIONS AND DECISIONS

If a person is exercising a power or duty that has been delegated (including sub delegated), the *Local Government Act 1995* requires that records be kept whenever the delegated authority is utilised (s5.46(3)).

The record is to contain information on:

- how the person exercised the power or discharged the duty,
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty (r19 *Local Government (Administration) Regulations 1996*).

Departments/Sections responsible for a work process are to ensure that data is captured, and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation.

Similar provisions do not exist under other legislation regarding record keeping.

The CEO has determined that in relation to all record keeping of the exercise of delegated authority under legislation other than the *Local Government Act 1995* that the provisions of the latter will apply and the same record keeping approach as required under the *Local Government Act 1995* will be applied. These requirements will be applied as an administrative instruction from the CEO.

### PRIMARY/ANNUAL RETURNS

A person to whom a duty or power is delegated under the *Local Government Act 1995* is a 'designated employee' under s5.74(b) of the Act and is required to:

- disclose relevant interests s5.70 LGA,
- complete a Primary Return s5.75 LGA,
- complete Annual Returns s5.76 LGA.

Town of East Fremantle

Although these requirements relate only to delegations under the *Local Government Act 1995* and not any other Acts, the Council and the CEO have taken the decision to require compliance with those provisions, even when made under other Acts, to ensure all employees are treated equally in such disclosures.

**ACTING THROUGH ANOTHER PERSON**

The *Local Government Act 1995* recognises that employees do not always need delegations (or sub delegations) to carry out their tasks and functions on behalf of the Town. s5.45 (2) of the Act states:

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing:

- a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or
- a Chief Executive Officer from performing any of his or her functions by acting through another person.

The key difference between a delegation and 'acting through' is that a delegate exercises the delegated decision-making function in his or her own right. Thus, an employee may pay an account or issue an approval if directed to do so by another employee who has the authority to make such a decision and chooses to 'act through' another employee.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the 'acting through' concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

For further information, see Department of Local Government and Communities Guideline No 17 - Delegations.

## Town of East Fremantle

## 1 Local Government Act 1995 Delegations

### 1.1 Council to Committees of Council

#### 1.1.1 Behaviour Complaints Committee

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
<b>Delegate:</b>	<b>Behaviour Complaints Committee</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur [MCC.cl.12(1) and (3)].  In making any finding the Committee must also determine reasons for the finding [MCC.cl.12(7)].</li> <li>2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> <li>a. take no further action [MCC.cl.12(4)(a)]; or</li> <li>b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates [MCC.cl.12(4)(b), (5) and (6)].</li> </ol> </li> <li>3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal [MCC.cl.13(1) and (2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. The Committee will make decisions in accordance with the principles and specified requirements established in Council Policy 1.1.10 Code of Conduct Behaviour Complaints Management.</li> <li>b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act.</li> <li>c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item.</li> <li>d. In the event of (c) above, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent, and a Deputy Committee Member is in attendance.</li> </ol>

## Town of East Fremantle

	<b>NOTE TO Conditions (c) AND (d):</b> The purpose of these Conditions is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse themselves by notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item.
<b>Express Power to Sub-Delegate:</b>	Nil.

<b>Compliance Links:</b>	Council Policy 1.1.10 Behaviour Complaints Committee Terms of Reference Council Policy 1.1.10 Code of Conduct Behaviour Complaints Management Council Policy 1.1.9 Code of Conduct for Council Members, Committee Members and Candidates
<b>Record Keeping:</b>	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

**Version Control:**

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## Town of East Fremantle

## 1.1.2 Planning Committee

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
<b>Express Power or Duty Delegated:</b>	
<b>Delegate:</b>	<b>Planning Committee</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	To determine applications for planning approval or advice to referral agencies and other planning authorities not otherwise included within the current delegations to the Chief Executive Officer.
<b>Council Conditions on this Delegation:</b>	(a) At least four Committee members vote in favour of the Committee recommendation.  (b) The Committee determination accords with the Reporting Officer's recommendation or an amended recommendation that is supported by the Executive Manager Regulatory Services or his delegate.
<b>Express Power to Sub-Delegate:</b>	Nil.

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of Administration Regulation 19.

**Version Control:**

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2 Council to CEO

##### 1.2.1 Performing Functions Outside the District

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
<b>Council Conditions on this Delegation:</b>	a. A decision to undertake a function outside the District, can only be made under this delegation where there is a relevant Budget allocation, and the performance of the functions does not negatively impact service levels within the District. Where these conditions are not met, the matter must be referred for Council decision.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.  Details of the actions taken are to be recorded on the appropriate file and a report on the actions taken is to be presented to Council at its next ordinary meeting.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.2 Compensation - Damage Incurred when Performing Executive Functions

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.22(1) Compensation s.3.23 Arbitration
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. In accordance with the s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)].</li> <li>2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Delegation is limited to settlements which do not exceed a material value of \$1,500.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.  Details of the actions taken are to be recorded on the appropriate file and a report on the actions taken is to be presented to Council at its next ordinary meeting.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.3 Powers of Entry

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to exercise powers of enter to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28].</li> <li>2. Authority to give notice of entry [s.3.32].</li> <li>3. Authority to seek and execute an entry under warrant [s.3.33].</li> <li>4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)].</li> <li>5. Authority to give notice and effect entry by opening a fence [s.3.36].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <u><i>Local Government Act 1995:</i></u> s.9.10 Appointment of authorised persons – refer also s.3.32(2)] Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency – Refer to CEO Delegation
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.



## Delegation Register

Town of East Fremantle

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### 1. Local Government Act 1995 Delegations

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## Delegation Register

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### 1. Local Government Act 1995 Delegations

#### 1.2.4 Declare Vehicle is Abandoned Vehicle Wreck

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
<b>Council Conditions on this Delegation:</b>	a. Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority 1.2.6 Disposing of Confiscated or Uncollected Goods or alternatively, referred for Council decision.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

### Town of East Fremantle

#### 1. Local Government Act 1995 Delegations

##### 1.2.5 Confiscated or Uncollected Goods

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding, and keeping them have been paid to the local government. [s.3.46]</li> <li>2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47].</li> <li>3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#"><i>Local Government Act 1995</i></a> : Part 3, Division 3, Subdivision 3 s.3.58 Disposing of Property – applies to the sale of goods under s.3.47 as if they were property referred to in that section.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

**Delegation Register**  
Town of East Fremantle

**1. Local Government Act 1995 Delegations**

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.6 Disposal of Sick or Injured Animals

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)].</li> <li>2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.7 Close Thoroughfares to Vehicles

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)].</li> <li>Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ul style="list-style-type: none"> <li>give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and</li> <li>consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)].</li> </ul> </li> <li>Authority to revoke an order to close a thoroughfare [s.3.50(6)].</li> <li>Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]</li> <li>Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].</li> <li>Maintain access to adjoining land [s.3.52(3)] (relevant to the metropolitan area or a Townsite only).</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.
<b>Version Control:</b>	
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.8 Control Reserves and Certain Unvested Facilities

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)].</li> <li>2. Authority to do anything for the purpose of controlling and managing land under the control and management of the Town that the Town could do under s.5 of the <a href="#">Parks and Reserves Act 1895</a>. [s.3.54(1)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Limited to matters where the financial implications do not exceed a relevant and current budget allocation, and which do not create a financial liability in future budgets.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>



## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.9 Obstruction of Footpaths and Thoroughfares

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>Authority to determine, by written notice served on a person who is carrying out plastering, painting, or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> <li>prevent damage to the footpath; or</li> <li>prevent inconvenience to the public or danger from falling materials [ULP r.5(2)].</li> </ol> </li> <li>Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)].</li> <li>Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)].</li> <li>Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A].</li> <li>Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a>.</li> <li>Permission may only be granted where, the proponent has:</li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	<ul style="list-style-type: none"> <li>i. Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction.</li> <li>ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works.</li> <li>iii. Provided evidence of sufficient Public Liability Insurance.</li> <li>iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ul>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Public Thoroughfare Obstruction – Determine Conditions</p> <p><a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a></p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a></p>
<b>Record Keeping</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.10 Gates Across Public Thoroughfares

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.9 Permission to have gate across public thoroughfare – Sch.9.1 cl.5(1)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to provide, or refuse to provide, permission to have a gate or other device across a local government thoroughfare that permits the passage of vehicle traffic and prevents livestock straying [ULP r.9(1)].</li> <li>2. Authority to require an applicant to publish a notice of the application in a manner thought fit for the purpose of informing persons who may be affected by the proposed gate or device [r.9(2)].</li> <li>3. Authority to impose conditions on granting permission [ULP r.9(4)].</li> <li>4. Authority to renew permission, or at any other time vary any condition, effective upon written notice to the person to whom permission was granted [ULP r.9(5)].</li> <li>5. Authority to cancel permission by written notice and request the person to whom permission was granted to remove the gate or device within a specified time [ULP r.9(6)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a>.</li> <li>b. Each approval provided must be recorded in the Town's statutory Register of Gates in accordance with Uniform Local Provisions Regulation 8.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Executive Manager Regulatory Services Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> – prescribe applicable statutory procedures</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a></p>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.11 Public Thoroughfare – Dangerous Excavations

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)].</li> <li>2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)].</li> <li>3. Authority to impose conditions on granting permission [ULP r.11(6)].</li> <li>4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Actions under this Delegation must comply with procedural requirements detailed in the <a href="#"><u>Local Government (Uniform Local Provisions) Regulations 1996</u></a>.</li> <li>b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> <li>i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. If any reasonable objection is made known, prior to works commencing, the determination of the application for permission is to be referred to Council.</li> <li>ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works.</li> <li>iii. Provided evidence of sufficient Public Liability Insurance.</li> <li>iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ol> </li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
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<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  Determination of Bond Value and Conditions - refer to CEO Delegation 1.3.3 – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares  <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> – prescribe applicable statutory procedures  Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.12 Crossing – Construction, Repair and Removal

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)].</li> <li>2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)].</li> <li>3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)].</li> <li>4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> .
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b> <b>Ranger</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	
<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> – prescribe applicable statutory procedures

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.13 Private Works on, over or under Public Places

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> r.17 Private works on, over, or under public places – Sch.9.1 cl.
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)].</li> <li>2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Actions under this Delegation must comply with procedural requirements detailed in the <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a>.</li> <li>b. Permission may only be granted where, the proponent has:               <ol style="list-style-type: none"> <li>i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works.</li> <li>ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works.</li> <li>iii. Provided evidence of sufficient Public Liability Insurance.</li> <li>iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.</li> </ol> </li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	<p><a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> – prescribe applicable statutory procedures</p> <p>Determination of Bond Value and Conditions - refer to CEO Delegation Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places</p> <p>Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a></p>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.14 Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) 1996:</i> r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give notice to a land owner / occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r.21(1)].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a> – prescribe applicable statutory procedures.  Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <a href="#">Local Government Act 1995</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.15 Expressions of Interest for Goods and Services

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&amp;G r.21].</li> <li>2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&amp;G r.23].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Expressions of Interest may only be called where there is an adopted budget for the proposed goods or services.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures  <a href="#">WALGA Subscription Service</a> – Procurement Toolkit  Council Policy 2.1.3 Purchasing Policy
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.
<b>Version Control:</b>	
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.16 Tenders for Goods and Services – Call Tenders

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to call tenders [F&amp;G r.11(1)].</li> <li>2. Authority to invite tenders although not required to do so [F&amp;G r.13].</li> <li>3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&amp;G r.14(2a)].</li> <li>4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&amp;G r.14(4)(a)].</li> <li>5. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&amp;G r.14(5)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Tenders may only be called where there is an adopted budget for the proposed goods or services, with the exception being in the period immediately prior to the adoption of a new Annual Budget where : <ol style="list-style-type: none"> <li>i. the proposed goods or services are required to fulfil a routine contract related to the day to day operations of the Local Government; or</li> <li>ii. a current supply contract expiry is imminent; and</li> <li>iii. the value of the proposed new contract has been included in the draft Annual Budget proposed for adoption, and</li> <li>iv. the tender specification includes a provision that the tender will only be awarded subject to the budget adoption by the Council.</li> </ol> </li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures. <a href="#">WALGA Subscription Service</a> – Procurement Toolkit Council Policy 2.1.3 Purchasing Policy
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.17 Tenders for Goods and Services – Accepting and Rejecting Tenders; Varying Contracts; Exercising Contract Extension Options

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&amp;G r.18(2)].</li> <li>2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&amp;G r.18(4a)].</li> <li>3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: <ol style="list-style-type: none"> <li>i. The extent to which each tender satisfies the criteria for deciding which tender to accept; and</li> <li>ii. To accept the tender that is most advantageous within the \$375,000 detailed as a condition on this Delegation [F&amp;G r.18(4)].</li> </ol> </li> <li>4. Authority to decline to accept any tender [F&amp;G r.18(5)].</li> <li>5. Authority to accept the next most advantageous tender if, within 6-months of accepting a tender, a contract has not been entered into <u>OR</u> the local government and the successful tenderer agree to terminate the contract [F&amp;G r.18(6) &amp; (7)].</li> <li>6. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations <u>before</u> entering into a contract [F&amp;G r.20(1) and (3)].</li> <li>7. Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement <u>OR</u> the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&amp;G r.20(2)].</li> <li>8. Authority to vary a tendered contract, <u>after</u> it has been entered into, provided the variation/s are necessary for the</li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	<p>goods and services to be supplied, and do not change the scope of the original contract or increase the contract value beyond 10% or to a maximum of \$50,000 whichever is the lesser value [F&amp;G r.21A(a)].</p> <p>9. Authority to exercise a contract extension option that was included in the original tender specification and contract in accordance with r.11(2)(j).</p>
<b>Council Conditions on this Delegation:</b>	<p>a. Exercise of authority under F&amp;G.r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications.</p> <p>b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where:</p> <ol style="list-style-type: none"> <li>The total consideration under the resulting contract is \$375,000 or less</li> <li>the expense is included in the adopted Annual Budget; and</li> <li>The tenderer has complied with requirements under F&amp;G r.18(2) and (4).</li> </ol> <p>c. A decision to vary a tendered contract <u>before</u> entry into the contract [F&amp;G r.20(1) and (3)] must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply.</p> <p>d. A decision to vary a tendered contract <u>after</u> entry into the contract [F&amp;G r.21A(a)] must comply with the adopted Council Policy 'Contract Variations' 2.1.19 and must include evidence that the variation is necessary and does not change the scope of the contract.</p> <p>e. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) <b>and</b> that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.</p>
<b>Express Power to Sub-Delegate:</b>	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<p><b>Executive Manager Regulatory Services</b> <b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b></p>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	<p>a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.</p>



## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures  <a href="#">WALGA Subscription Service</a> – Procurement Toolkit  Council Policy 2.1.3 Purchasing Policy
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.18 Tenders for Goods and Services - Exempt Procurement

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government												
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO												
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2) When tenders have to be publicly invited ( <i>exemptions</i> )												
<b>Delegate:</b>	<b>Chief Executive Officer</b>												
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to undertake tender exempt procurement, in accordance with the Purchasing Policy requirements, where the total consideration under the resulting contract is expected to be included in the adopted Annual Budget [F&amp;G.r.11(2)].</li> <li>2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine to contract directly with a suitable supplier [F&amp;G r.11(2)(f)].</li> </ol>												
<b>Council Conditions on this Delegation:</b>	<p>a. Tender exempt procurement under F&amp;G.r.11(2) may only be approved where the total consideration under the resulting contract is expected to be less than the maximum \$ value specified for the following categories:</p> <table border="1"> <thead> <tr> <th>Category</th><th>Maximum Value for individual contracts</th></tr> </thead> <tbody> <tr> <td>WALGA Preferred Supplier Program [F&amp;G.r.11(2)(b)]</td><td>\$375,000</td></tr> <tr> <td>Goods or services obtained through the Government of the State or Commonwealth or any of its agencies, or by a local government or regional local government [F&amp;G.r.11(2)(e)]</td><td>\$375,000</td></tr> <tr> <td>Goods or services that are determined to be unique so that it is unlikely that there is more than one supplier in accordance with delegation condition (b.) specified below [F&amp;G.r.(2)(f)]</td><td>\$375,000</td></tr> <tr> <td>Supply of petrol, oil or any other liquid or gas used for internal combustion engines [F&amp;G.r.11(2)(g)]</td><td>\$375,000</td></tr> <tr> <td>Goods or services supplied by a person registered on the</td><td>\$250,000*</td></tr> </tbody> </table>	Category	Maximum Value for individual contracts	WALGA Preferred Supplier Program [F&G.r.11(2)(b)]	\$375,000	Goods or services obtained through the Government of the State or Commonwealth or any of its agencies, or by a local government or regional local government [F&G.r.11(2)(e)]	\$375,000	Goods or services that are determined to be unique so that it is unlikely that there is more than one supplier in accordance with delegation condition (b.) specified below [F&G.r.(2)(f)]	\$375,000	Supply of petrol, oil or any other liquid or gas used for internal combustion engines [F&G.r.11(2)(g)]	\$375,000	Goods or services supplied by a person registered on the	\$250,000*
Category	Maximum Value for individual contracts												
WALGA Preferred Supplier Program [F&G.r.11(2)(b)]	\$375,000												
Goods or services obtained through the Government of the State or Commonwealth or any of its agencies, or by a local government or regional local government [F&G.r.11(2)(e)]	\$375,000												
Goods or services that are determined to be unique so that it is unlikely that there is more than one supplier in accordance with delegation condition (b.) specified below [F&G.r.(2)(f)]	\$375,000												
Supply of petrol, oil or any other liquid or gas used for internal combustion engines [F&G.r.11(2)(g)]	\$375,000												
Goods or services supplied by a person registered on the	\$250,000*												

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	Aboriginal Business Directory WA OR Indigenous Minority Supplier Office Limited (T/as Supply Nation) AND where satisfied that the contract represents value for money. [F&G.r.11(2)(h)]	<i>*as specified in F&amp;G.r.11(2)(h)(ii)</i>
	Goods or services supplied by an Australian Disability Enterprise [F&G.r.11(2)(i)]	\$375,000
	<p>b. Tender exempt procurement under F&amp;G r.11(2)(f) may only be approved where a record is retained that evidences:</p> <ul style="list-style-type: none"> <li>i. A detailed specification;</li> <li>ii. The outcomes of market testing of the specification;</li> <li>iii. The reasons why market testing has not met the requirements of the specification;</li> <li>iv. Rationale for why the supply is unique and cannot be sourced through other suppliers; and</li> <li>v. The expense is included in the adopted Annual Budget.</li> </ul> <p>c. Where the total consideration of a Tender Exempt procurement contract exceeds the \$375,000 delegated above, the decision is to be referred to Council.</p>	
<b>Express Power to Sub-Delegate:</b>		<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures  <a href="#">WALGA Subscription Service</a> – Procurement Toolkit  Council Policy 2.1.3 Purchasing Policy
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.19 Panels of Pre-Qualified Suppliers for Goods and Services

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Functions and General) Regulation 1996:</i> r.24AB Local government may establish panels of pre-qualified suppliers r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers r.24AD (3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH (2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine that there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&amp;G r.24AC(1)(b)].</li> <li>2. Authority to, before inviting submissions, determine the written criteria for deciding which application should be for inclusion in a panel of pre-qualified suppliers should be accepted [F&amp;G r.24AD (3)].</li> <li>3.. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to each person who has enquired or submitted an application is provided notice of the variation [F&amp;G r.24AD (6)].</li> <li>4. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified but fails to comply with any other requirement specified in the invitation [F&amp;G r.24AH (2)].</li> <li>5. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept and decide which applications to accept as most advantageous [F&amp;G r.24AH (3)].</li> <li>6. Authority to request clarification of information provided in a submission by an applicant [F&amp;G r.24AH (4)].</li> <li>7. Authority to decline to accept any application [F&amp;G r.24AH (5)].</li> <li>8. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&amp;G r.24AJ (1)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. In accordance with s.5.43, panels of pre-qualified suppliers may only be established, where the total consideration



## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	under the resulting contract is \$375,000 or less and the expense is included in the adopted Annual Budget.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	a. Each sub-delegate may only use the sub-delegation in regard to contracts that are within the scope of the incumbent's position role and responsibilities.

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government (Functions and General) Regulations 1996</a> – prescribe applicable statutory procedures  <a href="#">WALGA Subscription Service</a> – Procurement Toolkit  Council Policy 2.1.3 Purchasing Policy
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.20 Disposing of Property

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to dispose of property to: <ol style="list-style-type: none"> <li>(a) the highest bidder at public auction [s.3.58(2)(a)].</li> <li>(b) the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)].</li> </ol> </li> <li>2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.</li> <li>b. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of \$50,000 or less.</li> <li>c. When determining the method of disposal, this delegation is limited to a maximum of \$50,000: <ul style="list-style-type: none"> <li>• Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> <li>○ Reserve price has been set by independent valuation.</li> <li>○ Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price.</li> </ul> </li> <li>• Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method.</li> <li>• Where a private treaty is determined [s.3.58(3)] as the method of disposal, this delegation is limited to a maximum value of \$20,000 or less and authority to:</li> </ul> </li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	<ul style="list-style-type: none"> <li>○ Negotiate the sale of the property up to a -10% variance on the valuation; and</li> <li>○ Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded.</li> </ul> <p>d. Where the market value of the property is determined as being less than \$20,000 (F&amp;G r.30(3) excluded disposal) may be undertaken:</p> <ul style="list-style-type: none"> <li>• Without reference to Council for resolution; and</li> <li>• In any case, be undertaken to ensure that the best value return is achieved however, where the property is determined as having a nil market value then, as a minimum, the disposal must ensure environmentally responsible disposal.</li> </ul>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government Act 1995</a> – s.3.58 Disposal of Property  <a href="#">Local Government (Functions and General) Regulations 1995</a> – r.30 Dispositions of property excluded from Act s. 3.58  Policy 2.1.3 Purchasing
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.21 Contracts – price variations

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995 s3.57 re Tenders for providing goods or services, s3.58</i> <i>Local Government (Functions and General) Regulations 1996:</i> <ul style="list-style-type: none"> <li>• r.11(2)(j) Exercising contract extension options</li> <li>• r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders</li> <li>• r.20(1), (2), (3) Variation of requirements before entry into contract</li> <li>• r.21A Varying a contract for the supply of goods or services</li> </ul>
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The power to approve a minor price variation for a contract subject to sufficient funds being available within the approved expenditure budget and that the price variation is necessary.
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>1. For the purposes of this delegation, a minor price variation is limited to \$50,000.</li> <li>2. Sub-delegations are authorised to approve variations up to 10% of their authority limit set in DA35 &amp; Policy 2.1.3 – Purchasing.</li> <li>3. Pursuant to Regulation 21A of the Local Government (Functions and General) Regulations 1996, the contract must not be varied unless the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b> <b>Finance Manager</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government Act 1995</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.



Version Control:	
1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### , Payments from the Municipal or Trust Funds

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make payments from the municipal or trust funds [r.12(1)(a)].
<b>Council Conditions on this Delegation:</b>	a. Authority to make payments is subject to annual budget limitations.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Primary signatories/token holders:</b> <ul style="list-style-type: none"> <li>• Executive Manager Corporate Services</li> <li>• Executive Manager Regulatory Services</li> <li>• Manager of Finance</li> </ul> <b>Secondary signatories/token holders</b> <ul style="list-style-type: none"> <li>• Senior Finance Officer</li> <li>• Accountant</li> </ul>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	<ol style="list-style-type: none"> <li>1. Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5.</li> <li>2. Payments by Cheque and EFT transactions must be approved jointly by two Delegates, one of which must be a Primary Delegate.</li> <li>3. Delegates that approve the payment must not verify the liability. The verification of incurring the liability via the purchase order, invoice and evidence of goods / service received, must be undertaken independent of the payment approval.</li> <li>4. All fund transfers must be authorised by at least one primary signatory with the Senior Finance Officer or Finance Officer being authorised to sign as a secondary signatory/token holder.</li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government Act 1995</a></p> <p><a href="#">Local Government (Financial Management) Regulations 1996</a> - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.</p> <p><a href="#">Local Government (Audit) Regulations 1996</a></p> <p>Department of Local Government, Sport and Cultural Industries <a href="#">Operational Guideline No.11 – Use of Corporate Credit Cards</a></p> <p>Department of Local Government, Sport and Cultural Industries: <a href="#">Accounting Manual</a></p>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.22 Defer, Grant Discounts, Waive or Write Off Debts

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Waive a debt which is owed to the Town [s.6.12(1)(b)].</li> <li>2. Grant a concession in relation to money which is owed to the Town [s.6.12(1)(b)].</li> <li>3. Write off an amount of money which is owed to the Town [s.6.12(1)(c)]</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Write-off a rates or service charge debt up to \$500 in accordance with Council Policy 2.1.7 Rates and Sundry Debtors Recovery and up to \$2,000 in accordance with the Financial Hardship provisions. [s.6.12(1)(c) &amp; (2)].</li> <li>b. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Town and is limited to individual debts valued below \$500 or cumulative debts of a debtor valued below \$500, unless it refers to a Financial Hardship application which has a maximum value of \$2,000. Write off of debts greater than these values must be referred for Council decision.</li> <li>c. Note that s. 6.12(2) of the Local Government Act 1995 does not allow money owed to the Town in respect of rates and service charges to be waived or for a concession in relation to such money to be granted.</li> <li>d. The power to defer liability to pay monies for a maximum period of 6 months</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services Finance Manager</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	



## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Collection of Rates Debts – refer relevant Delegations
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.23 Power to Invest and Manage Investments

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)].</li> <li>2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. All investment activity must comply with the Financial Management Regulation 19C and Council Policy 2.1.2 Investment of Surplus Funds</li> <li>b. A report detailing the investment portfolio's performance, exposures, and changes since last reporting, is to be provided as part of the Monthly Financial Reports.</li> <li>c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles.</li> <li>d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit and Risk Committee at least once within every 3 financial years. [Audit r.17]</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	<a href="#"><u>Local Government (Financial Management) Regulations 1996</u></a> – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a)) Council Policy 2.1.2 Investment of Surplus Funds
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.24 Rate Record Amendment

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.39(2)(b) Rate record
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
<b>Council Conditions on this Delegation:</b>	a. Delegates must comply with the requirements of s.6.40 of the Act.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government Act 1995</a> – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record.  Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.25 Agreement as to Payment of Rates and Service Charges

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
<b>Council Conditions on this Delegation:</b>	<ul style="list-style-type: none"> <li>a. Decisions under this delegation must comply with Council Policy 2.1.7 Debt Collection.</li> <li>b. Agreements must be in writing and, subject to the Council Policy 2.1.7 Debt Collection must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied.</li> <li>c. In making any such agreement, the Chief Executive Officer is to exercise discretion in negotiating the best possible repayment schedule to protect the interests of the Town without imposing undue financial hardship on the person.</li> <li>d. The Chief Executive Officer is to ensure that appropriate written agreements are entered into and that appropriate internal controls are in place to monitor compliance with the agreed repayment schedule.</li> <li>e. The Chief Executive Officer is to have regard to the Town's Rating Policy should the person materially default with the terms of the agreement.</li> <li>f. The Chief Executive Officer is able to approve the waiving of all administration charges and penalty interest where a payment arrangement is entered into, and financial hardship can be demonstrated.</li> </ul>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services Finance Manager</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Council Policy 2.1.7 Debt Collection
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.26 Determine Due Date for Rates or Service Charges

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.50 Rates or service charges due and payable
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the date on which rates or service charges become due and payable to the Town. [s.6.50].
<b>Council Conditions on this Delegation:</b>	a. The date to be determined is not to be earlier than 35 days after the date of issue on the rate notice.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.27 Recovery of Rates or Service Charges.

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)].</li> <li>2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Decisions under this delegation must comply with Council Policy 2.1.7 Debt Collection
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services Finance Manager (Legal action limited to referral to debt collection and lodgement of General Procedure Claim.)</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.28 Recovery of Rates Debts – Require Lessee to Pay Rent

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the Town. [s.6.60(2)].</li> <li>2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Decisions under this delegation must comply with Council Policy 2.1.7 Debt Collection
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  <a href="#">Local Government Act 1995</a> – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60.  Council Policy 2.1.7 Debt Collection
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.29 Recovery of Rates Debts - Actions to Take Possession of the Land

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.64(1) Actions to be taken s.6.69(2) Right to pay rates, service charges and costs, and stay proceedings. s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: <ol style="list-style-type: none"> <li>i. lease the land, or</li> <li>ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: <ol style="list-style-type: none"> <li>I. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or</li> <li>II. cause the land to be transferred to the Town [s.6.71].</li> </ol> </li> </ol> </li> <li>2. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Decisions under this delegation must comply with Council Policy on Collection of outstanding Rates Procedure and Collection of Outstanding Debt Policy and Procedure.</li> <li>b. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale <u>without having</u>, within the previous 3-years attempted to recover the outstanding rates / changes through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes.</li> <li>c. Exercise of this delegation must comply with the procedures set out in Schedule 6.3 of the <i>Local Government Act 1995</i>.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government Act 1995</a> – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation.</p> <p><a href="#">Local Government (Financial Management) Regulations 1996</a> – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation.</p> <p>Decisions under this delegation must comply with Council Policy 2.1.7 Debt Collection</p>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.30 Rate Record – Objections

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)].</li> <li>2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person who made the objection [s.6.76(5)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this Delegation.</li> <li>b. Any extension granted being no longer than 30 days.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.31 Signing of documents

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.9.49(A) Execution of documents
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to sign documents as a part of the day-to-day operations of the Town of East Fremantle.
<b>Council Conditions on this Delegation:</b>	Authority is delegated on the provision that one or more of the following provisions apply:  1 The Council has authorised the entering into a formal contract/document.  2 A formal contract is authorised under delegated authority of the Council.  3 A formal contract/document is considered necessary by the Chief Executive Officer as part of the day-to-day operations of the Council.  4 The Chief Executive Officer is to prepare the necessary documentation considering any specific policy requirements of Council and to arrange for signing of the contract/documents without further reference to Council.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.2.32 Council Member, Committee Member, Candidate – Receive and Withdraw Code of Conduct Complaints

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995</i> s.5.103 <i>Model code of conduct for council members, committee members and candidates</i> <i>Local Government (Model Code of Conduct) Regulations 2021</i> r.13 <i>Dismissal of complaint</i>
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	To authorise the CEO to appoint persons in accordance with cl.11(3) of the Model Code of Conduct for Elected Members, Committee Members & Candidates.
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3 CEO to Employees

##### 1.3.1 Determine if an Emergency for Emergency Powers of Entry

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.3.34(2) Entry in emergency
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b> <b>Executive Manager Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

##### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.2 Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority 1.2.9:  <ol style="list-style-type: none"> <li>1. Authority to determine the sum sufficient to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [ULP r.6(4)(d)].</li> <li>2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b)].</li> <li>3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].</li> </ol>
<b>CEO Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.9 Obstruction of Footpaths and Thoroughfares.</li> <li>b. Actions under this Delegation must comply with the procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	<p>This delegated authority is effective only in alignment with Delegated Authority 1.2.9 Obstructions of Footpaths and Thoroughfares.</p> <p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p><a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a></p>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.3 Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	Local Government (Uniform Local Provisions) Regulations 1996: r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	When determining to grant permission to for a dangerous excavation under Delegated Authority 1.2.12:  <ol style="list-style-type: none"> <li>1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.11(6)(c)].</li> <li>2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)].</li> <li>3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.</li> </ol>
<b>CEO Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations.</li> <li>b. Actions under this Delegation must comply with the procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	
<b>Compliance Links:</b>	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>This delegated authority is effective only in alignment with Delegated Authority 1.2.12 Public Thoroughfares – Dangerous Excavations.</p> <p><a href="#">Local Government (Uniform Local Provisions) Regulations 1996</a></p>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.4 Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the Local Government to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the Local Government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant [r.17(5)(b)].</li> <li>2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily. [r.17(6)(c)].</li> </ol>
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  This delegated authority is effective only in alignment with Delegated Authority 1.2.14 Private Works on, over or under Public Places
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.5 Appoint Persons (other than employees) to Open Tenders

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Functions and General) Regulations 1996:</i> r.16(3) Receiving and opening tenders, procedure for
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint one person (other than employees) to be present with an employee of the Local Government to open tenders, when two employees are unable to attend then tender opening [F&G r.16(3)].
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.6 Electoral Enrolment Eligibility Claims and Electoral Roll

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.4.32(4), (5A) & (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election <i>Local Government (Elections) Regulations 1995:</i> r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) & (4) Register - s.4.32(6)
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)].</li> <li>2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)].</li> <li>3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.3.42(5A)].</li> <li>4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)].</li> <li>5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their families safety at risk [Elections r.13(2)].</li> <li>6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)].</li> <li>7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34].</li> <li>8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination.</li> <li>9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)].</li> <li>10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day</li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	which is less than 100 days since the last election day [s.4.37(3)].
<b>CEO Conditions on this Delegation:</b>	a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. Department of Local Government, Sport and Cultural Industries: <a href="#">Returning Officer Manual</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.7 Destruction of Electoral Papers

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Elections) Regulations 1996:</i> r.82(4) Keeping election papers – s4.84(a)
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [Elect. r.82(4)].
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  Department of Local Government, Sport and Cultural Industries: <a href="#">Returning Officer Manual</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.8 Information to be Available to the Public

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government (Administration) Regulations 1996:</i> r.29(2) & (3) Information to be available for public inspection (Acts s.5.94) r.29B Copies of certain information not to be provided (Act s.5.96) <i>Local Government Act 1995:</i> s.9.95(1)(b) & (3)(b) Limits on right to inspect local government information
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine the public right to inspect information, by determining if the information requested relates to a part of a meeting that could have been closed to members of the public but was not [Admin. r.29(2)].</li> <li>2. Authority to determine the public right to inspect information in an agenda or minutes, by determining if the information requested would be part of the meeting which is likely to be closed to members of the public [Admin. r.29(3)].</li> <li>3. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] or owners and occupiers register and electoral rolls [s5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B].</li> <li>4. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s5.95(1)(b)].</li> <li>5. Authority to determine not to provide a right to inspect information contained in notice papers, agenda, minutes, or information tabled at a meeting, where it is considered that that part of the meeting could have been closed to members of the public but was not closed [s.5.94(3)(b)].</li> </ol>
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	Nil.

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
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## Delegation Register

Town of East Fremantle

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### 1. Local Government Act 1995 Delegations

Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.
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#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

#### 1.3.9 Infringement Notices

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Express Power or Duty Delegated:</b>	<i>Local Government Act 1995:</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of Time s.9.20 Withdrawal of Notice <i>Building Regulations 2012:</i> Regulation 70(1A), (1), (2) Approved officers and authorised officers
<b>Delegate/s:</b>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b> <b>Manager Corporate Services – withdrawal of infringements only</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)].</li> <li>2. Authority to extend the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19].</li> <li>3. Authority to withdraw an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].</li> </ol>
<b>CEO Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation.</li> <li>b. Delegation for Dog Act, Cat Act, all Local Laws of the Town, Infringement Notices is limited to the following listed positions ONLY:  <b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b></li> <li>c. The following listed positions are delegated the functions under s.9.19 and s.9.20 only as a <u>precondition for appointment</u> as an "Approved Officer" in accordance with <i>Building Regulation 70(1)</i> for the purposes of the <i>Criminal Procedure Act 2004</i> section 6(a) and <i>Building Act 2011</i> Infringement Notices::  (i) <b>Executive Manager Regulatory Services</b></li> </ol>

## Delegation Register

Town of East Fremantle

### 1. Local Government Act 1995 Delegations

	(ii) <b>Senior Planner</b>  <b>NOTE:</b> <i>Delegates must also be appointed as an “Approved Officer” – appointment to be determined by Council resolution or by a person with delegated authority under delegation 2.1.10.</i>
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 1.4 Local Law Delegations to the CEO

#### 1.4.1 All Local Laws of the Town of East Fremantle

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Cat Local Law 2016</i> <i>Dog Local Law 2016</i> <i>Fencing Local Law</i> <i>Meeting Procedure Local Law</i> <i>Public Places &amp; Local Government Property Local Law 2016</i> <i>Parking Local Law</i> <i>Penalty Units Local Law 2016</i> <i>Repeal Local Law 2017</i> <i>Waste Local Law 2017</i> <i>Waste Amendment Local Law 2017</i>
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	All the duties, powers, and responsibilities of the local government in relation to the Local Laws of the Town.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.  A register of all special environmental areas must be maintained under cl.5.8 of the <i>Activities in Thoroughfares and Public Places and Trading Local Law</i> .  Security deposits for Dangerous Excavations and Private Works in Public Places, are a permit condition determined in accordance with Regs
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## Delegation Register

Town of East Fremantle

Record Keeping:	11 and 17 of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> – refer CEO Delegations.
	Crossing permits are approved under Regulations 12 and 13 of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> – refer Delegation re Crossings – Construction, Repair and Removal.
	In accordance with provisions of cl 19 Local Government (Administration) Regulations.

### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

## 2 Building Act 2011 Delegations

### 2.1 Council to CEO

#### 2.1.1 Grant a Building Permit

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit  <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)].</li> <li>Authority to grant or refuse to grant a building permit [s.20(1) &amp; (2) and s.22].</li> <li>Authority to impose, vary or revoke conditions on a building permit [s.27(1) and (3)].</li> <li>Authority to determine an application to extend time during which a building permit has effect [r.23].               <ol style="list-style-type: none"> <li>Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]</li> <li>Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)].</li> </ol> </li> <li>Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>In undertaking the functions of this delegation, Uncertified Plans must be approved by a Principal/Building Surveyor that:</li> </ol>

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

	<ul style="list-style-type: none"> <li>is employed by the Town of East Fremantle in accordance with section 5.36 of the Local Government Act 1995; and</li> <li>holds the appropriate qualifications as set out under Regulation 6 of the Building Services (Registration) Regulations 2011</li> </ul>
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<a href="#"><i>Building Act 2011</i></a> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor  <a href="#"><i>Building Regulations 2012</i></a> – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT.  <i>Building Services (Registration Act) 2011 – Section 7</i> <i>Home Building Contracts Act 1991 – Part 3A, Division 2 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
<b>Record Keeping:</b>	In accordance with r. 12 of the Building Regulations 2012

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.2 Demolition Permits

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit  <i>Building Regulations 2012</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)].</li> <li>2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) &amp; (2) and s.22].</li> <li>3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)].</li> <li>4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> <li>i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]</li> <li>ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)].</li> </ol> </li> <li>5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].</li> </ol>
<b>Council Conditions on this Delegation:</b>	No permits may be issued for any property entered in the Register of Heritage Places under the Heritage of WA Act 1990 unless it has received Planning Approval in accordance with section 61 of the Planning and Development (Local Planning Schemes) Regulations 2015.
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<a href="#">Building Act 2011</a> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit <i>Building Services (Complaint Resolution and Administration) Act 2011</i> — Part 7, Division 2 <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	In accordance with r.12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.3 Occupancy Permits or Building Approval Certificates

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration  <i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55].</li> <li>2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58].</li> <li>3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)].</li> <li>4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].</li> </ol>
<b>Council Conditions on this Delegation:</b>	The CEO can only exercise any of the above delegations after considering a report from the Town's Building Surveyor and/or the Environmental Health Officer, their recommendations, any precedents, or policies set by Council, and where the CEO does not agree with the recommendation from the Building Surveyor and/or the Environmental Health Officer, either seek further clarification before making a decision or refer the matter to Council.
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<a href="#">Building Act 2011</a>
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## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

	<p>s.59 time for granting occupancy permit or building approval certificate</p> <p>s.60 Notice of decision not to grant occupancy permit or grant building approval certificate</p> <p>s.121 Occupancy permits and building approval certificates – application for review by SAT</p> <p><i>Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2</i></p> <p><i>Building and Construction Industry Training Levy Act 1990</i></p> <p><i>Heritage Act 2018</i></p>
Record Keeping:	In accordance with r.12 of the Building Regulations 2012

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	



## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.4 Designate Employees as Authorised Persons

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to designate an employee as an authorised person [s.96(3)].</li> <li>2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].</li> </ol> <p>NOTE: An <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70.</p>
<b>Council Conditions on this Delegation:</b>	a. Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<i>Building Act 2011:</i> s.97 each designated authorised person must have an identity card. r.5A Authorised persons (s.3) – definition
<b>Record Keeping:</b>	In accordance with r.12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.5 Building Orders

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>Authority to make Building Orders in relation to: <ol style="list-style-type: none"> <li>Building work</li> <li>Demolition work</li> <li>An existing building or incidental structure [s.110(1)].</li> </ol> </li> <li>Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)].</li> <li>Authority to revoke a building order [s.117].</li> <li>If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> <li>take any action specified in the order; or</li> <li>commence or complete any work specified in the order; or</li> <li>if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)].</li> </ol> </li> <li>Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].</li> <li>Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the <i>Building Act 2011</i>.</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<a href="#"><u>Building Act 2011:</u></a> Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - s.122 Building orders – application for review by SAT
<b>Record Keeping:</b>	In accordance with r.12 of the Building Regulations 2012.

**Version Control:**

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.6 Inspection and Copies of Building Records

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.131(2) Inspection, copies of building records
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	<a href="#">Building Act 2011</a> - s.146 Confidentiality
Record Keeping:	In accordance with r. 12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	



## Delegation Register

### Town of East Fremantle

#### 2. Building Act 2011 Delegations

##### 2.1.7 Referrals and Issuing Certificates

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Act 2011:</i> s.145A Local Government functions
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)].</li> <li>2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the Town's District [s.145A(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r. 12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.8 Private Pool Barrier – Alternative and Performance Solutions

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Regulations 2012:</i> r.51 Approvals by permit authority
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to approve requirements alternative to a fence, wall, gate, or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliant with AS 1926.1 [r.51(2)]</li> <li>2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)]</li> <li>3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r. 12 of the Building Regulations 2012.
<b>Version Control:</b>	
1	<<insert reference / detail identifying decision to adopt, amend the delegation>>

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.9 Smoke Alarms – Alternative Solutions

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Regulations 2012:</i> r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55].</li> <li>2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r. 12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 2. Building Act 2011 Delegations

#### 2.1.10 Appointment of approved officers and authorised officers

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
<b>Express Power or Duty Delegated:</b>	<i>Building Regulations 2012:</i> r.70 Approved officers and authorised officers
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A).  <i>NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as "approved officers".</i></li> <li>2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2).  <i>NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 and authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as "authorised officers" for the purposes of Building Regulation 70(2).</i></li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<i>Building Regulations 2012:</i> r 70(3) each authorised officer must be issued a certificate of appointment.
<b>Record Keeping:</b>	In accordance with r. 12 of the Building Regulations 2012.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3 Bush Fires Act 1954 Delegations

#### 3.1 Council to CEO, President, and Bush Fire Control Officer

##### 3.1.1 Make Request to FES Commissioner – Control of Fire

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.13(4) Duties and powers of bush fire liaison officers
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to request on behalf of the Town that the FES Commissioner authorise the Bush Fire Liaison Officer or another person to take control of fire operations [s.13(4)].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

##### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3.1.2 Prohibited Burning Times - Vary

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
<b>Delegate:</b>	<b>Mayor and Chief Bush Fire Control Officer (jointly)</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
<b>Council Conditions on this Delegation:</b>	a. Decisions under s.17(7) must be undertaken jointly by both the Mayor and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 3.1.3 Prohibited Burning Times – Control Activities

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine permits to burn during prohibited burning times that have previously been refused by a Bush Fire Control Officer [r.15].</li> <li>2. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].</li> <li>3. Authority to determine, during a Prohibited Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B(2)].</li> <li>4. Authority to issue directions, during a Prohibited Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)].</li> <li>5. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Prohibited Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)].</li> <li>6. Authority to recover the cost of measures taken by the Town or Bush Fire Control Officer, to extinguish a fire burning during Prohibited Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

**Delegation Register**  
Town of East Fremantle

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Compliance Links:	
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

<b>Version Control:</b>	
1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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3	



## Delegation Register

Town of East Fremantle

### 3.1.4 Restricted Burning Times – Vary and Control Activities

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<p><i>Bush Fires Act 1954:</i> s.18(5), (11) Restricted burning times may be declared by FES Commissioner s.22(6) and (7) Burning on exempt land and land adjoining exempt land s.27(2) and (3) Prohibition on use of tractors or engines except under certain conditions s.28(4) and (5) Occupier of land to extinguish bush fire occurring on own land</p> <p><i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.15C Local Government may prohibit burning on certain days r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times</p>
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority, where seasonal conditions warrant it and after consultation with an authorised CALM Act officer, to determine to vary the restricted burning times in respect of that year [s.18(5)]. <ol style="list-style-type: none"> <li>a. Authority to determine to prohibit burning on Sundays or specified days that are public holidays in the District [r.15C].</li> </ol> </li> <li>2. Authority, where a permitted burn fire escapes or is out of control in the opinion of the Bush Fire Control Officer or an officer of the Bush Fire Brigade, to determine to recoup bush fire brigade expenses arising from preventing extension of or extinguishing an out of control permitted burn [s.18(11)].</li> <li>3. Authority to determine permits to burn during restricted times that have previously been refused by a Bush Fire Control Officer [r.15].</li> <li>4. Authority to arrange with the occupier of exempt land, the occupier of land adjoining it and the Bush Fire Brigade to cooperate in burning firebreaks and require the occupier of adjoining land to provide by the date of the burning, ploughed or cleared fire-breaks parallel to the common boundary [s.22(6) and (7)].</li> <li>5. Authority to declare that the use of any harvesting machinery on any land under crop during the whole or any part of any Sunday or public holiday in the whole or a specified part of the District during Restricted Burning Times is prohibited, unless written consent of a Bush Fire Control Officer is obtained [r.38C].</li> </ol>

## Delegation Register

Town of East Fremantle

	<p>6. Authority to determine, during a Restricted Burning Time, if a firebreak around a landing ground for an aeroplane has been satisfactorily prepared [r.39B].</p> <p>7. Authority to issue directions, during a Restricted Burning Time, to a Bush Fire Control Officer, regarding matters necessary for the prevention of fire on land used as a landing ground for an aeroplane [r.39B(3)].</p> <p>8. Authority to prohibit the use of tractors, engines or self-propelled harvester, during a Restricted Burning Times, and to give permission for use of same during the Restricted Burning Time subject to compliance with requirements specified in a notice [s.27(2) and (3)].</p> <p>9. Authority to recover the cost of measures taken by the Town or Bush Fire Control Officer, to extinguish a fire burning during Restricted Burning Times, where the occupier of the land has failed to comply with requirements under s.28(1) to take all possible measures to extinguish a fire the land they occupy [s.28(4)], including authority to recover expenses in any court of competent jurisdiction [s.28(5)].</p>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 3.1.5 Control of Operations Likely to Create Bush Fire Danger

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.27D Requirements for carriage and deposit of incendiary material <i>Bush Fires Regulations 1954:</i> r.39C Welding and cutting apparatus, use of in open air r.39CA Bee smoker devices, use of in restricted or prohibited burning times etc. r.39D Explosives, use of r.39E Fireworks, use of
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give directions to a Bush Fire Control Officer regarding matters necessary for the prevention of fire arising from: <ol style="list-style-type: none"> <li>a. a person operating a bee smoker device during a prescribed period [r.39CA(5)].</li> <li>b. a person operating welding apparatus, a power operated abrasive cutting disc [r.39C(3)].</li> <li>c. a person using explosives [r.39D(2)].</li> <li>d. a person using fireworks [r.39E(3)]</li> </ol> </li> <li>2. Authority to determine directions or requirements for the carriage and deposit of incendiary materials (hot or burning ash, cinders, hot furnace refuse, or any combustible matter that is burning) [s.27D]. <i>Note: this authority is also prescribed to a Bush Fire Control Officer, a Bush Fire Liaison Officer, or an authorised CALM Act officer.</i></li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3.1.6 Burning Garden Refuse / Open Air Fires

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.24F Burning garden refuse during limited burning times s.24G Minister or local government may further restrict burning of garden refuse s.25 No fire to be lit in open air unless certain precautions taken s.25A Power of Minister to exempt from provisions of section 25  <i>Bush Fires Regulations 1954:</i> r.27(3) Permit, issue of
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give written permission, during prohibited times and restricted times, for an incinerator located within 2m of a building or fence, only where satisfied it is not likely to create a fire hazard [s.24F(2)(b)(ii) and (4)].</li> <li>2. Authority to prohibit or impose restrictions on the burning of garden refuse that is otherwise permitted under s.24F [s.24G(2)].             <ol style="list-style-type: none"> <li>a. Authority to issue directions to an authorised officer as to the manner in which or the conditions under which permits to burn plants or plant refuse shall be issued in the District [r.27(3) and r.33(5)].</li> <li>b. Authority to prohibit (object to) the issuing of a permit for the burning of a proclaimed plan growing upon any land within the District [r.34].</li> </ol> </li> <li>3. Authority to provide written approval, during prohibited times and restricted times, for fires to be lit for the purposes of:             <ol style="list-style-type: none"> <li>a. camping or cooking [s.25(1)(a)].</li> <li>b. conversion of bush into charcoal or for the production of lime, in consultation with an authorised CALM Act officer [s.25(1)(b)].</li> </ol> </li> <li>4. Authority to prohibit the lighting of fires in the open are for the purposes of camping or cooking for such period during the prohibited burning times as specified in a note published in the Gazette and newspaper circulating in the District and authority to vary such notice [s.25(1a) and (1b)].</li> <li>5. Authority to serve written notice on a person to whom an exemption has been given under s.25 for lighting a fire in open air, prohibiting that person from lighting a fire and to determine conditions on the notice [s.25A(5)].</li> </ol>



## Delegation Register

Town of East Fremantle

<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

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<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

**Version Control:**

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 3.1.7 Firebreaks

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.33 Local government may require occupier of land to plough or clear fire-breaks
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give written notice to an owner or occupier of land or all owners or occupiers of land within the District, requiring, to the satisfaction of the Town:               <ol style="list-style-type: none"> <li>a. clearing of firebreaks as determined necessary and specified in the notice; and</li> <li>b. act in respect to anything which is on the land and is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire; and</li> <li>c. as a separate or coordinated action with any other person carry out similar actions [s.33(1)].</li> </ol> </li> <li>2. Authority to direct a Bush Fire Control Officer or any other employee to enter onto the land of an owner or occupier to carry out the requisitions of the notice which have not been complied with [s.33(4)].               <ol style="list-style-type: none"> <li>a. Authority to recover any costs and expenses incurred in doing the acts, matters or things required to carry out the requisitions of the notice [s.33(5)].</li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3.1.8 Appoint Bush Fire Control Officer/s and Fire Weather Officer

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.38 Local Government may appoint bush fire control officer
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and               <ol style="list-style-type: none"> <li>a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and</li> <li>b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)].</li> </ol> </li> <li>2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Town. [s.38(5A)]</li> <li>3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)].               <ol style="list-style-type: none"> <li>a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].</li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3.1.9 Control and Extinguishment of Bush Fires

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.46 Bush fire control officer or forest officer may postpone lighting fire
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to prohibit or postpone the lighting of a fire, despite a permit having been issued, where in the opinion of the Delegate the lighting of a fire would be or become a source of danger by escaping from the land on which it is proposed to be lit [s.46(1A)]. <ol style="list-style-type: none"> <li>a. Where it is proposed that the fire will be lit on land within 3kms of the boundary of forest land, and an authorised DBCA officer is not available or has not exercised the power to prohibit or proposed a fire considered to become a source of danger, then the Delegate may make the decision [s.46(1B)].</li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	



## Delegation Register

Town of East Fremantle

### 3.1.10 Recovery of Expenses Incurred through Contraventions of this Act

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.58 General penalty and recovery of expenses incurred
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover expenses incurred as a result of an offence against the Bush Fires Act, being expenses incurred through the fulfilment of a duty or doing anything for which the Act empowered or required the Town or those on behalf of the Town to do [s.58].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 3.1.11 Prosecution of Offences

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59].</li> <li>2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

<b>Compliance Links:</b>	<i>Bush Fires Act 1954:</i> s.65 Proof of certain matters s.66 Proof of ownership or occupancy
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 4 Cat Act 2011 Delegations

#### 4.1 Council to CEO

##### 4.1.1 Cat Registrations

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)].</li> <li>2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)].</li> <li>3. Authority to cancel a cat registration [s.10].</li> <li>4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)].</li> <li>5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the Town's District [Regs. Sch. 3 cl.1(4)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b> <b>Rangers</b> <b>Customer Service Officers</b> <b>Revenue Officer</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Cat Regulations 2012
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## Delegation Register

Town of East Fremantle

	<p>r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration.</p> <p>r.12 Period of registration (s.9(7))</p> <p>r.11 Changes in registration</p> <p>r.14 Registration certificate (s.11(1)(b))</p> <p>r.15 Registration tags (s.76(2))</p> <p>Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>.</p>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
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## Delegation Register

Town of East Fremantle

### 4.1.2 Cat Control Notices

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Act 2011:</i> s.26 Cat control notice may be given to cat owner
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the Town's District [s.26].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<i>Cat Regulations 2012 – r.20 Cat control notice [s.23(3)], prescribes the Form of the notice.</i>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 4.1.3 Approval to Breed Cats

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Act 2011:</i> s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)].</li> <li>2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)].</li> <li>3. Authority to cancel an approval to breed cats [s.38].</li> <li>4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<i>Cat Regulations 2012:</i> r.21 Application for approval to breed cats (s.36(2)) r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) r.23 Person who not be refused approval to breed cats (s.37(5)) r.24 Duration of approval to breed cats (s.37(6)) r.25 Certificate given to approved cat breeder (s.39(1))
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 4.1.4 Recovery of Costs – Destruction of Cats

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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2	

## Delegation Register

Town of East Fremantle

### 4.1.5 Applications to Keep Additional Cats

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat (Uniform Local Provisions) Regulations 2013:</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to require any document or additional information required to determine an application [r.8(3)]</li> <li>2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)].</li> <li>2. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the <i>Cat (Uniform Local Provisions) Regulations 2013</i>.</li> <li>b. An assessment of the prescribed premises be undertaken in accordance with section 2.4 of the Town of East Fremantle Cat Local Law 2016.</li> <li>c. Adjoining property owners are to be informed in writing of the application and invited to comment. If objections are received to an application, a report will be provided to Council for determination.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

**Version Control:**

1



## Delegation Register

Town of East Fremantle

### 4.1.6 Reduce or Waiver Registration Fee

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Regulations 2012:</i> Schedule 3 Fees clause 1(4)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
<b>Council Conditions on this Delegation:</b>	a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any <u>class of cat</u> within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the <i>Local Government Act 1995</i> .
<b>Express Power to Sub-Delegate:</b>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	
2	

## Delegation Register

Town of East Fremantle

### 4.2 Cat Act Delegations - CEO to Employees

#### 4.2.1 Infringement Notices – Extensions and Withdrawals

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
<b>Express Power or Duty Delegated:</b>	<i>Cat Act 2011:</i> s.64 Extension of time s.65 Withdrawal of notice
<b>Delegate/s:</b>	<b>Executive Manager Technical Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to extend the period of 28 days within which the modified penalty may be paid, and the extension may be allowed whether or not the period of 28 days has elapsed [s.64].</li> <li>2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].</li> </ol>
<b>CEO Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	Nil.

<b>Compliance Links:</b>	<i>Cat Regulations 2012:</i> r.28 Withdrawal of infringement notice (s.65(1))
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

## 5 Dog Act 1974 Delegations

### 5.1 Dog Act Delegations Council to CEO

#### 5.1.1 Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.10A Payments to veterinary surgeons towards costs of sterilisation
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs to a maximum value of \$250 [s.10A(1)(a) and (3)].</li> <li>2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Technical Services Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.2 Refuse or Cancel Registration

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)].</li> <li>2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> <li>i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or</li> <li>ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or</li> <li>iii. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept</li> <li>iv. the dog is required to be microchipped but is not microchipped; or</li> <li>v. the dog is a dangerous dog [s.16(3) and s.17A(2)].</li> </ol> </li> <li>3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the Town's District [s15(4A)].</li> <li>4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. <ol style="list-style-type: none"> <li>i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]</li> </ol> </li> </ol>



## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)]. b. Does not apply to dangerous dogs.
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b> <b>Rangers – 1, 2 above</b> <b>Customer Service Officers – 1, 2 above</b> <b>Revenue Officer – 1, 2 above</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	<i>Dog Act 1976</i> s.17A If no application for registration made – procedure for giving notice of decision under s.16(3)  Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6)
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.3 Kennel Establishments

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.27 Licensing of approved kennel establishments
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)]. b. Application processing and decisions under this delegation are to comply with the Town of East Fremantle Dogs Local Law.
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b> <b>Rangers</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.4 Recovery of Moneys Due Under this Act

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)].
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.33M Local government expenses to be recoverable. s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared)
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.5 Dispose of or Sell Dogs Liable to be Destroyed

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)]. b. Proceeds from the sale of dogs are to be directed into the Municipal Fund.
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	



## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.6 Declare Dangerous Dog

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)].
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Not subdelegated</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of cl 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.7 Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)].</li> <li>2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)].</li> <li>3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)] <ol style="list-style-type: none"> <li>i. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].</li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)].
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

**Delegation Register**  
Town of East Fremantle

**5. Dog Act 1974 Delegations**

Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.8 Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.33H(5) Local government may revoke declaration or proposal to destroy
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)].
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 5. Dog Act 1974 Delegations

#### 5.1.9 Determine Recoverable Expenses for Dangerous Dog Declaration

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
<b>Express Power or Duty Delegated:</b>	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
<b>Council Conditions on this Delegation:</b>	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA (3)]. b. Delegation does not include s.33M(1)(b) as the setting of a fixed fee is to occur by Council resolution in accordance with s.6.16 of the Local Government Act 1995.
<b>Express Power to Sub-Delegate:</b>	<i>Dog Act 1976:</i> s.10AA (3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

## 6 Food Act 2008 Delegations

### 6.1 Council to CEO

#### 6.1.1 Determine Compensation

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
<b>Delegate:</b>	<b>CEO</b> <b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine applications for compensation in relation to any item seized if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
<b>Council Conditions on this Delegation:</b>	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Compensation under this delegation may only be determined upon documented losses up to a maximum of \$250. Compensation requests above this value are to be reported to Council.
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

#### 6.1.2 Prohibition Orders

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
<b>Delegate:</b>	<b>Chief Executive Officer</b> <b>Executive Manager Regulatory Services</b> <b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)].</li> <li>2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66].</li> <li>3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

#### 6.1.3 Food Business Registrations

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
<b>Delegate:</b>	<b>Chief Executive Officer</b> <b>Executive Manager Regulatory Services</b> <b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)].</li> <li>2. Authority to vary the conditions or cancel the registration of a food business [s.112].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> <li>• Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA</li> <li>• Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1</li> <li>• WA Priority Classification System</li> <li>• Verification of Food Safety Program Guideline</li> </ul> </li> </ol>
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

#### 6.1.4 Appoint Authorised Officers and Designated Officers

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
<b>Delegate:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(2)].</li> <li>2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s.126(13)].</li> <li>3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> <li>• Appointment of Authorised Officers</li> <li>• Appointment of Authorised Officers – Designated Officers only</li> <li>• Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer</li> </ul> </li> </ol>
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

<b>Compliance Links:</b>	s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers  s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

Version Control:

## Delegation Register

Town of East Fremantle

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### 6. Food Act 2008 Delegations

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

#### 6.1.5 Debt Recovery and Prosecutions

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3).</li> <li>2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].</li> </ol>
<b>Council Conditions on this Delegation:</b>	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 6. Food Act 2008 Delegations

#### 6.1.6 Food Businesses List – Public Access

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
<b>Express Power or Duty Delegated:</b>	<i>Food Act 2008:</i> r.51 Enforcement agency may make list of food
<b>Delegate:</b>	<b>Chief Executive Officer</b> <b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
<b>Council Conditions on this Delegation:</b>	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
<b>Express Power to Sub-Delegate:</b>	NIL – Food Regulations 2009 do not provide for sub-delegation.

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 7. Graffiti Vandalism Act 2016 Delegations

## 7 Graffiti Vandalism Act 2016 Delegations

### 7.1 Council to CEO

#### 7.1.1 Give Notice Requiring Obliteration of Graffiti

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)].</li> <li>2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
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## Delegation Register

Town of East Fremantle

### 7. Graffiti Vandalism Act 2016 Delegations

#### 7.1.2 Notices – Deal with Objections and Give Effect to Notices

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Graffiti Vandalism Act 2016:</i> s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to deal with an objection to a notice [s.22(3)].</li> <li>2. Authority, where an objection has been lodged, to: <ol style="list-style-type: none"> <li>i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and</li> <li>ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].</li> </ol> </li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 7. Graffiti Vandalism Act 2016 Delegations

#### 7.1.3 Obliterate Graffiti on Private Property

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
<b>Council Conditions on this Delegation:</b>	a. Subject to exercising Powers of Entry.
<b>Express Power to Sub-Delegate:</b>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 7. Graffiti Vandalism Act 2016 Delegations

#### 7.1.4 Powers of Entry

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
<b>Express Power or Duty Delegated:</b>	<i>Graffiti Vandalism Act 2016:</i> s.28 Notice of entry s.29 Entry under warrant
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to give notice of an intended entry to the owner or occupier of land, premises, or thing, specifying the purpose for which entry is required [s.28].</li> <li>2. Authority to obtain a warrant to enable entry onto any land, premises, or thing for the purposes of this Act [s.29].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Corporate Services</b> <b>Executive Manager Regulatory Services</b> <b>Executive Manager Technical Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 8. Public Health Act 2016 Delegations

## 8 Public Health Act 2016 Delegations

### 8.1 Council to CEO

#### 8.1.1 Appoint Authorised Officer or Approved Officer (Asbestos Regs)

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
<b>Express Power or Duty Delegated:</b>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(5) Infringement Notices
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r.15D(5)].
<b>Council Conditions on this Delegation:</b>	a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
<b>Express Power to Sub-Delegate:</b>	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.

<b>Compliance Links:</b>	<i>Criminal Procedure Act 2004 – Part 2</i>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 8. Public Health Act 2016 Delegations

#### 8.1.2 Enforcement Agency Reports to the Chief Health Officer

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
<b>Express Power or Duty Delegated:</b>	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
<b>Delegate:</b>	<b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the Town [s.22(1)]</li> <li>2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

<b>Compliance Links:</b>	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

### Town of East Fremantle

#### 8. Public Health Act 2016 Delegations

##### 8.1.3 Designate Authorised Officers

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
<b>Express Power or Duty Delegated:</b>	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Authority to designate a person or class of persons as authorised officers for the purposes of: <ol style="list-style-type: none"> <li>i. The Public Health Act 2016 or other specified Act</li> <li>ii. Specified provisions of the Public Health Act 2016 or other specified Act</li> <li>iii. Provisions of the Public Health Act 2016 or another specified Act, other than the specified provisions of that Act.</li> </ol> </li> </ol> <p>Including:</p> <ol style="list-style-type: none"> <li>a. an environmental health officer or environmental health officers as a class; OR</li> <li>b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR</li> <li>c. a mixture of the two. [s.24(1) and (3)].</li> </ol>
<b>Council Conditions on this Delegation:</b>	<ol style="list-style-type: none"> <li>a. Subject to each person so appointed being; <ul style="list-style-type: none"> <li>• Appropriately qualified and experienced [s.25(1)(a)]; and</li> <li>• Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31].</li> </ul> </li> <li>b. A Register (list) of authorised officers is to be maintained in accordance with s.27.</li> </ol>
<b>Express Power to Sub-Delegate:</b>	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

<b>Compliance Links:</b>	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers
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## Delegation Register

Town of East Fremantle

### 8. Public Health Act 2016 Delegations

	s.30 Certificates of authority
	s.31 Issuing and production of certificate of authority for purposes of other written laws
	s.32 Certificate of authority to be returned.
	s.136 Authorised officer to produce evidence of authority
	<i>Criminal Investigation Act 2006</i> , Parts 6 and 13 – refer s.245 of the <i>Public Health Act 2016</i>
	<i>The Criminal Code</i> , Chapter XXVI – refer s.252 of the <i>Public Health Act 2016</i>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 8. Public Health Act 2016 Delegations

#### 8.1.4 Determine Compensation for Seized Items

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
<b>Express Power or Duty Delegated:</b>	<i>Public Health Act 2016</i> s.264 Compensation
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
<b>Council Conditions on this Delegation:</b>	a. Compensation is limited to a maximum value of \$250 with any proposal for compensation above this value to be referred for Council's determination.
<b>Express Power to Sub-Delegate:</b>	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

<b>Compliance Links:</b>	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.  Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

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## Delegation Register

Town of East Fremantle

### 9. Planning and Development Act 2005 Delegations

## 9 Planning and Development Act 2005 Delegations

### 9.1 Council to CEO

#### 9.1.1 Illegal Development

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
<b>Express Power or Duty Delegated:</b>	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <li>1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements;</li> <li>2. Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> <li>(a) to remove, pull down, take up, or alter the development; and</li> <li>(b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority.</li> </ol> </li> <li>3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.</li> </ol>
<b>Council Conditions on this Delegation:</b>	
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b> <b>Senior Town Planner</b> <b>Planning Officer</b>
<b>CEO Conditions on this Sub-Delegation:</b>	

## Delegation Register

Town of East Fremantle

### 9. Planning and Development Act 2005 Delegations

Conditions on the original delegation also apply to the sub-delegations.	
Compliance Links:	Part 13 of the <a href="#">Planning and Development Act 2005</a>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.
<b>Version Control:</b>	
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## Delegation Register

Town of East Fremantle

### 9.1.2 Determine development applications – Council to CEO

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO Town of East Fremantle Local Planning Scheme No 3
<b>Express Power or Duty Delegated:</b>	Planning and Development Act 2005:
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. The authority to perform the functions of Council in respect of determining applications for development approval, including applications involving:</p> <ul style="list-style-type: none"> <li>a) the variation of Scheme provisions, Planning Policy, or provisions of the Residential Design Codes or</li> <li>b) the exercise of discretion under the Scheme, Planning Policy or the Residential Design Codes.</li> </ul> <p>2. The authority to refuse any development applications where the proposed use is not permitted by the Local Planning Scheme or where the development does not comply with the non-discretionary provisions of the Residential Design Codes or any mandatory statutory requirement, unless:</p> <ul style="list-style-type: none"> <li>a) advertising is undertaken, and any substantial objections are received that officers cannot adequately resolve through sourcing of additional information or through conditions of approval;</li> <li>b) the application is contentious; or</li> <li>c) it requires the concurrence of the Minister of Planning.</li> </ul>
<b>Council Conditions on this Delegation:</b>	<p>Council members are to be notified of all applications in excess of \$500,000 in value except for development applications to which section 275C of the Planning and Development Act 2005 applies that certain types of development applications must be determined by the CEO or Officers of the Local Government authorised by the CEO (excluding development of or associated with a heritage protected place).</p> <p>A Council member may, within 72 hours of being notified of such an application, request in writing that an application be referred to the Planning Committee for determination except for development applications to which section 275C of the Planning and Development Act 2005 applies that certain types of development applications must be determined by the CEO or Officers of the Local Government authorised by the CEO (excluding development of or associated with a heritage protected place)..</p>
<b>Express Power to Sub-Delegate:</b>	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees



## Delegation Register

Town of East Fremantle

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services Senior Planner</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Compliance Links:	Part 13 of the <a href="#">Planning and Development Act 2005</a>
Record Keeping:	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

### Version Control:

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## Delegation Register

Town of East Fremantle

### 9.1.3 Determine applications for subdivision, clearance – Council to CEO

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO Town of East Fremantle Local Planning Scheme No. 3
<b>Express Power or Duty Delegated:</b>	<i>Planning and Development Act 2005:</i> Part III sections 20 & 24, Part 10 Division 2 Section 214(2), (3) and (5)
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. To assess subdivision referrals for the purposes of part 10 Division 2 of the Planning and Development Act 2005.</p> <p>2. To certify the compliance with subdivision conditions for the purposes of part III sections 20 &amp; 24 of the Planning and Development Act 2005.</p> <p>3. To determine the Subdivision referral which complies with all relevant legislation and policies involving:</p> <p>(i) the boundary realignment of a property which is not creating additional lots; and</p> <p>(ii) the creation of a maximum of ten (10) lots.</p> <p>4. The authority to issue subdivision clearances where the subdivision complies with the requirements of the Local Planning Scheme and Council Policies in place from time to time and the conditions have been complied with to the satisfaction of the Executive Manager Regulatory Services and Executive Manager Technical Services.</p>
<b>Council Conditions on this Delegation:</b>	Council is to be notified of delegated authority used by report to Concept Forum.
<b>Express Power to Sub-Delegate:</b>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services – functions 1 – 4. Executive Manager Technical Services – only function 4.</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Part 13 of the <a href="#">Planning and Development Act 2005</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	
3	

## Delegation Register

Town of East Fremantle

### 9.1.4 Variations to advertising periods – Council to CEO

<b>Delegator:</b> <i>Power / Duty assigned in legislation to:</i>	Local Government
<b>Express Power to Delegate:</b> <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO Town of East Fremantle Local Planning Scheme No. 3
<b>Express Power or Duty Delegated:</b>	<i>Planning and Development Act 2005:</i> 9.4.3 of the Local Planning Scheme No. 3
<b>Delegate:</b>	<b>Chief Executive Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The authority to determine whether advertising is required, the level of advertising and undertake the advertising process in accordance with Local Planning Scheme No. 3.  The Chief Executive Officer may extend the advertising period beyond the minimum where he/she believes there is a need to extend or where there has been changes to the applicant's original proposal.
<b>Council Conditions on this Delegation:</b>	Advertising is to be not less than fourteen (14) days in accordance with the Scheme.
<b>Express Power to Sub-Delegate:</b>	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

<b>Sub-Delegate/s:</b> <i>Appointed by CEO</i>	<b>Executive Manager Regulatory Services</b>
<b>CEO Conditions on this Sub-Delegation:</b> <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

<b>Compliance Links:</b>	Part 13 of the <a href="#">Planning and Development Act 2005</a>
<b>Record Keeping:</b>	In accordance with provisions of r. 19 Local Government (Administration) Regulations.

#### Version Control:

1	<<insert reference / detail identifying decision to adopt, amend the delegation>>
2	

## Delegation Register

Town of East Fremantle

# 10 Statutory Authorisations and Delegations to Local Government from State Government Entities

## 10.1 Environmental Protection Act 1986

### 10.1.1 Noise Control – Environmental Protection Notices [Reg.65(1)]

Published by:  
Environment

**GOVERNMENT GAZETTE**  
Western Australia  
[Previous](#) [Close](#) [Next](#)

No. 47. 19-Mar-2004  
Page: 919 [Pdf](#) - 476kb

EV401

#### ENVIRONMENTAL PROTECTION ACT 1986

##### Section 20

Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9<sup>th</sup> day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.

Dr JUDY EDWARDS MLA, Minister for the Environment.



## Delegation Register

Town of East Fremantle

### 10.1.2 Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Published by:  
Environment

GOVERNMENT GAZETTE  
Western Australia  
[Previous](#) [Close](#) [Next](#)

No. 232. 20-Dec-2013  
Page: 6282 Pdf - 3Mb

EV402

#### ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 112

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to--

- (a) waste collection and other works--noise management plans relating to specified works under regulation 14A or 14B;
- (b) bellringing or amplified calls to worship--the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);
- (c) community activities--noise control notices in respect of community noise under regulation 16;
- (d) motor sport venues--noise management plans in relation to motor sport venues under Part 2 Division 3;
- (e) shooting venues--noise management plans in relation to shooting venues under Part 2 Division 4;
- (f) calibration results--requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;
- (g) sporting, cultural and entertainment events--approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation--

(i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by--

JOHN DAY, Acting Minister for Environment; Heritage.

## Delegation Register

Town of East Fremantle

### 10.1.3 Noise Management Plans – Construction Sites

Published by:  
Environment

**GOVERNMENT GAZETTE**  
Western Australia  
[Previous](#) [Close](#) [Next](#)

No. 71. 16-May-2014  
Page: 1548 Pdf - 2Mb

**EV405**

#### **ENVIRONMENTAL PROTECTION ACT 1986**

Delegation No. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of:-

(a) Chief Executive Officer under the *Local Government Act 1995*; and

(b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

## Delegation Register

Town of East Fremantle

### 10.2 Planning and Development Act 2005

#### 10.2.1 Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

#### PLANNING AND DEVELOPMENT ACT 2005

#### INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2<sup>nd</sup> day of June 2016



HON DONALD TERRENCE REDMAN MLA  
MINISTER FOR LANDS





## Delegation Register

Town of East Fremantle

Shire of Tammin  
Shire of Three Springs  
Shire of Toodyay  
Shire of Trayning  
Shire of Upper Gascoyne  
Town of Victoria Park  
Shire of Victoria Plains  
Town of Vincent  
Shire of Wagin  
Shire of Wandering  
City of Wanneroo  
Shire of Waroona  
Shire of West Arthur  
Shire of Westonia  
Shire of Wickepin  
Shire of Williams  
Shire of Wiluna  
Shire of Wongan-Ballidu  
Shire of Woodnalling  
Shire of Wyalkatchem  
Shire of Wyndham-East Kimberley  
Shire of Yalgoo  
Shire of Yilgarn  
Shire of York

Shire of Narrogin  
Shire of Narembean  
Shire of Naremgin  
Town of Naremgin  
City of Nedlands  
Shire of Nganyinjerin  
Shire of Northern  
Shire of Northampton  
Shire of Nungarin  
Shire of Peppermint Grove  
Shire of Perenjori  
City of Perth  
Shire of Pingelly  
Shire of Plantagenet  
Town of Port Hedland  
Shire of Quairading  
Shire of Ravensthorpe  
City of Rockingham  
Shire of Roebourne  
Shire of Sandstone  
Shire of Serpentine Jarrahdale  
Shire of Shark Bay  
City of South Perth  
City of Stirling  
City of Subiaco  
City of Swan



HON DONALD TERRENCE REDMAN MLA  
MINISTER FOR LANDS

2<sup>nd</sup>  
..... day of June ..... 2016

## Delegation Register

Town of East Fremantle

### 10.2.2 WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

29 January 2021

GOVERNMENT GAZETTE, WA

449

PL402

#### PLANNING AND DEVELOPMENT ACT 2005

##### INSTRUMENT OF DELEGATION

##### Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

#### Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

#### Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- C. TO AMEND “Del 2020/01—Powers of Local Governments” to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

#### Schedule 1

##### 1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) propose the creation or postponement of a leasehold scheme;
- (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);
- (e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—
  - i. a type of development; and/or
  - ii. land within an area,

which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

##### 2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

- (a) section 21 of the *Strata Titles Act 1985*;
- (b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

##### 3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

## Delegation Register

Town of East Fremantle

### 10.3 Main Roads Act 1930

#### 10.3.1 Traffic Management - Events on Roads

A list of local governments authorised for Traffic Management for Events can be found on the Main Roads WA website [here](#)

**WESTERN AUSTRALIA  
ROAD TRAFFIC CODE 2000  
REGULATION 297(2)  
INSTRUMENT OF AUTHORISATION**

**RELATING TO  
TRAFFIC MANAGEMENT FOR EVENTS**

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises (*Insert name of Local Government*) (*Authorised Body*) by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

- i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;
- ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or
- iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au) or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

- 1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and
- 2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

## Delegation Register

Town of East Fremantle

Dated:

THE COMMON SEAL OF THE )  
COMMISSIONER OF MAIN ROADS )  
WAS AFFIXED BY )  
 )  
 )  
COMMISSIONER OF MAIN ROADS )  
 )  
FOR THE TIME BEING IN THE )  
PRESENCE OF: )

\_\_\_\_\_  
*Signature of Witness*

\_\_\_\_\_  
*Name of Witness (please print)*

### ACKNOWLEDGMENT BY AUTHORISED BODY

.....(*Insert name of Local Government*)..... agrees to unconditionally observe,  
perform and be bound by the above conditions.

THE COMMON SEAL of )  
 )  
 )  
\_\_\_\_\_  
*[Insert name of Local Government]* )  
 )  
Was hereunto affixed pursuant to a )  
resolution of the Council in the )  
presence of: )  
 )

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Signature of Witness*

\_\_\_\_\_  
*Name of Witness (please print)*



## Delegation Register

Town of East Fremantle

### 10.3.2 Traffic Management – Road Works

A list of Local Governments authorised for the purposes of Road Traffic Code 2000 r.297(2) are available on Main Roads WA website [here](#)

**WESTERN AUSTRALIA  
ROAD TRAFFIC CODE 2000  
REGULATION 297(2)  
INSTRUMENT OF AUTHORISATION**

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises .....  
("Authorised Body") by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such traffic signs and traffic control devices of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any works, survey or inspection, associated with the construction, maintenance or repair on a road (other than a main road or highway), any adjoining land or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from [www.mainroads.wa.gov.au](http://www.mainroads.wa.gov.au) or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

## Delegation Register

Town of East Fremantle

Dated:

THE COMMON SEAL OF THE )  
COMMISSIONER OF MAIN ROADS )  
WAS AFFIXED BY )  
)  
)  
COMMISSIONER OF MAIN ROADS )  
FOR THE TIME BEING IN THE PRESENCE OF: )

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Name of Witness

### ACKNOWLEDGMENT BY AUTHORISED BODY

..... agrees to observe, perform and be  
bound by the above conditions.

THE COMMON SEAL OF THE )  
..... )  
WAS AFFIXED PURSUANT TO A RESOLUTION )  
OF THE COUNCIL IN THE PRESENCE OF )

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Witness

## Delegation Register

Town of East Fremantle

### 10.4 Road Traffic (Vehicles) Act 2012

#### 10.4.1 Approval for Certain Local Government Vehicles as Special Use Vehicles



Government of Western Australia  
Department of Transport  
Driver and Vehicle Services

#### **ROAD TRAFFIC (VEHICLES) ACT 2012**

*Road Traffic (Vehicles) Regulations 2014*

**RTVR-2017-202046**

#### **APPROVAL UNDER REGULATION 327(4)(f) FOR CERTAIN LOCAL GOVERNMENT VEHICLES AS SPECIAL USE VEHICLES**

Pursuant to the *Road Traffic (Vehicles) Regulations 2014* (the *Regulations*), I, Christopher Davers, Assistant Director Strategy and Policy, Driver and Vehicle Services, Department of Transport, and delegate of the Chief Executive Officer of the Department of Transport by way of a delegation instrument dated 7 August 2017, hereby approve vehicles owned by a local government and ordinarily used by persons authorised or appointed by that local government to perform functions on its behalf under:

- (a) the *Local Government Act 1995*;
- (b) regulations made under the *Local Government Act 1995*;
- (c) a local law;
- (d) any other legislation empowering a local government to authorise or appoint persons to perform functions on the behalf of the local government (including but not limited to the *Dog Act 1976*); or
- (e) any combination of the above paragraphs (a) to (d);

as special use vehicles for the purposes of paragraph "f" of the definition of "special use vehicle" in regulation 327(4) of the *Regulations*, with the effect that those vehicles may be fitted with one or more yellow flashing lights under regulation 327(3)(b) of the *Regulations*, subject to the following conditions:

#### **CONDITIONS**

1. Those lights must emit rotating, flashing yellow coloured light(s) and must not be a strobe light.
2. At least one flashing light shall be mounted on top of the vehicle and when lit, shall be visible in normal daylight up to a distance of not less than 200 metres to vehicles approaching from any direction.
3. No part of the lens of the flashing lights is visible either directly or indirectly to the driver when seated in the normal driving position.
4. If more than one flashing light is fitted, they must be placed symmetrically about the centre line of the vehicle or combination of vehicles.
5. An on/off switch for the flashing lights must be installed so as to be easily operated from the driver's seat.
6. Any additional equipment fitted to the vehicle must not interfere with the overall safe operation of the vehicle.
7. Any vehicle fitted with flashing lights for the purposes of this approval must:

## Delegation Register

Town of East Fremantle



Government of **Western Australia**  
Department of **Transport**

**Driver and Vehicle Services**

- (a) have words clearly set out on the sides of the vehicle which state the name of the local government in question together with the words "Ranger", "Ranger Services", or words to similar unambiguous effect; and
- (b) where the vehicle is a station wagon or van, have the words "Ranger", "Ranger Services", or words to similar unambiguous effect clearly set out on the back of the vehicle.

This condition 7 is not intended to prevent the use of additional words on the vehicle.

Christopher Davers  
Assistant Director, Strategy and Policy  
Driver and Vehicle Services  
Department of Transport

Dated the 5<sup>th</sup> day of September 2017

*[Approval for ranger vehicles to fit and use yellow flashing lights \(transport.wa.gov.au\)](http://transport.wa.gov.au)  
Extracted on line on 15 March 2021*





## **REGISTER OF APPOINTMENTS AND AUTHORISATIONS**

Current as at 18 June 2024

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## 1 Authorisations and Appointments – As of Right

**NOTE:** The following authorities are as of right, by virtue of specific legislative provisions, and they are included only for completeness in the Register.

### 1.1 Australian Citizenship Act 2017

<b>Express Power or Duty:</b>	Australian Citizenship Act 2017 s27(5)
<b>Authorisations:</b>	<b>Mayor Deputy Mayor Chief Executive Officer</b>
<b>Function:</b>	Pursuant to s27(5) of the Australian Citizenship Act 2017 the Mayor, Deputy Mayor, CEO are authorised persons, as of right, to receive a Pledge of Commitment under the Act.

### 1.2 Litter Act 1979

<b>Express Power or Duty:</b>	Litter Act 1978 – S26(1)(c)(i), (ii), S30(4a)
<b>Authorisations:</b>	<b>All Council Members and employees are Authorised Persons by virtue of their office.</b>
<b>Function:</b>	S26(1)(c)(i), (ii) prescribes that all elected members and employees are Authorised Persons by virtue of their office.



## 2 Authorisations and Appointments by Council

**NOTE:** The following authorisations and appointments are made by Council, as the Local Government.

### 2.1 Criminal Code 2013 - Person in control of Local Government Property

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Criminal Code 2013 – S70A
<b>Appointees:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is deemed to be the person in authority of local government property and facilities, including the Council Chambers during Council and Committee meetings
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

**Version Control:**

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## 2.2 Environmental Protection Act 1986

### 2.2.1 Referral of Proposals

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Environmental Protection Act 1986 – s87, 114(3)
<b>Appointees:</b>	<b>CEO Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer, the Executive Manager, Regulatory Services are authorised to refer Proposals to the Environmental Protection Authority.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

#### Version Control:

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## 2.2.2 Authorisation

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Environmental Protection Act 1986 – s87, 114(3)
<b>Appointees:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>IF, pursuant to s87 of the Environmental Protection Act 1986 the Chief Executive Officer of the relevant State Government Department requests nominations to be appointed as an Authorised Person for enforcement, the CEO is to be nominated.</p> <p>The CEO, <u>acting with the consent</u> of the CEO of the relevant State Government Department is authorised to initiate prosecutions.</p>
<b>Conditions on this Authorisation or Appointment:</b>	

Compliance Links:	
Record Keeping:	

### Version Control:

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## 2.3 Equal Opportunity Act 1984

### 2.3.1 Equal Employment Opportunity Management Plans

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Equal Employment Opportunity Act 1984 – S145
<b>Appointees:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer is to prepare and implement equal employment opportunity management plans pursuant to s145 Equal Employment Opportunity Act 1984.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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## 2.4 Food Act 2008

### 2.4.1 Authorised Persons

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Food Act 2008: s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
<b>Appointees:</b>	<b>CEO Executive Manager, Regulatory Services Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	CEO, Environmental Health Officer, Executive Manager, Regulatory Services are appointed as: <ul style="list-style-type: none"> <li>• an authorised officer for the purposes of the Food Act 2008 [s.122(2)].</li> <li>• an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)].</li> <li>• an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].</li> </ul>
<b>Conditions on this Authorisation or Appointment:</b>	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to: <ul style="list-style-type: none"> <li>• Appointment of Authorised Officers as Meat Inspectors</li> <li>• Appointment of Authorised Officers</li> <li>• Appointment of Authorised Officers – Designated Officers only</li> <li>• Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer</li> </ul>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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## 2.5 Gaming and Wagering Commission Act 1987

### 2.5.1 Authorised Persons

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Gaming and Wagering Commission Act 1987 s21(2), 55(3)
<b>Appointees:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	If the Commission requests, the Chief Executive Officer is to be the authorised officer and pursuant to s55(3) if the Commission requests the relevant Reports, the CEO is authorised to provide same.
<b>Conditions on this Authorisation or Appointment:</b>	Only activated if the Commission requests

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

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## 2.6 Liquor Control Act 1988

### 2.6.1 Issue Certificates, removal of Licences, Application for Extended Trading Permits

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Liquor Control Act 1988 – S39; S40; S61(1)(d), (2); 69(7), (8)
<b>Appointees:</b>	<b>CEO Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>CEO and the Executive Manager, Regulatory Services are authorised to:</p> <ul style="list-style-type: none"> <li>• issue Certificates for grant, change or removal of liquor licences pursuant to s39 (Health), 40 (Planning) Liquor Control Act 1988</li> <li>• provide comment and make recommendations on Applications for Extended Trading Permits pursuant to s61(1)(d), (2) Liquor Control Act 1988</li> <li>• intervene in Applications pursuant to S69(7), (8) of the Liquor Control Act 1988</li> </ul>
<b>Conditions on this Authorisation or Appointment:</b>	<p>The Chief Executive Officer, Deputy CEO cannot recommend approval or refusal for first time applications for Extended Trading Permits to the relevant State Government authority. Such applications must be considered and determined by the Council.</p> <p>The Chief Executive Officer and Executive Manager, Regulatory Services may recommend approval or refusal for subsequent applications.</p>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

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## 2.7 Litter Act 1979

### 2.7.1 Authorised Officers, Withdrawal of Infringement Notices

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Litter Act 1978 – S26(1)(c)(i), (ii), S30(4a)
<b>Appointees:</b>	<b>CEO</b> <b>Executive Manager, Technical Services</b> <b>Executive Manager, Corporate Services</b> <b>Executive Manager, Regulatory Services</b> <b>Manager, Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Pursuant to S30(4a) Litter Act 1979 the Chief Executive Officer, Executive Manager, Technical Services, Executive Manager, Corporate Services, Executive Manager, Regulatory Services and the Manager, Corporate Services are authorised to withdraw infringement notices.
<b>Conditions on this Authorisation or Appointment:</b>	<p>Employees and elected members appointed under S26(1)(c)(i), (ii) must hold a certificate stating the person is authorised, in accordance with s26(4)(c).</p> <p>If the Chief Executive Officer has issued the relevant infringement notice, a different appointee must authorise the withdrawal.</p>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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## 2.8 Local Government Act 1995

### 2.8.1 Authorised Persons - Public Statements on behalf of the local government

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 S.2.8(1)(d), 5.41(f)
<b>Appointees:</b>	<b>CEO</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is authorised to speak in public, on behalf of the Town, <b><u>on all matters of an operational nature</u></b> and, where the Mayor agrees: <ul style="list-style-type: none"> <li>• on a specific occasion; or</li> <li>• on a specific subject matter; or</li> <li>• on a specified category of occasions or a specified category of subjects when they arise.</li> </ul>
<b>Conditions on this Authorisation or Appointment:</b>	It is acknowledged that under s.5.41, the CEO has additional broad functions including the function of managing the day-to-day operations of the local government.  That function requires the CEO from time to time to speak in public as to the local government's affairs, but the agreement of the Mayor is only required where the CEO makes a public statement on behalf of the local government of a kind which would ordinarily fall within the role of the Mayor as the spokesperson of the local government.

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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## 2.8.2 Adjourn Council, Committee meetings

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Local Government (Administration) Regulations 1996 r8(e)
<b>Appointees:</b>	<b>Chief Executive Officer</b> <b>Executive Manager, Corporate Services</b> <b>Executive Manager, Regulatory Services</b> <b>Executive Manager, Technical Services</b>
<b>Function:</b> <i>This is a precis only.</i> <i>Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Corporate Services, Executive Manager, Regulatory Services, Executive Manager, Technical Services are authorised to adjourn meetings of the Council or a committee due to a lack of a quorum.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

### Version Control:

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### 2.8.3 Documents, how authenticated

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.49
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Regulatory Services are authorised under s9.49 of the Local Government Act to sign building permit applications on behalf of the Town for building permits required for work on Town owned or managed property.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

#### Version Control:

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## 2.9 Rates and Charges (Rebates and Deferments) Act 1992

### 2.9.1 Review Officer and Determination Officer – Rates and Charges (Rebates and Deferments) Regulation Act 1992

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Rates and Charges (Rebates and Deferments) Act 1992 – S12; S13; S32
<b>Appointees:</b>	<b>CEO Executive Manager, Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is the Pensioner Rates Review Officer, as defined by the Act.  The Executive Manager, Corporate Services is the Pensioner Rates Determination Officer as defined by the Act.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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## 2.10 Tobacco Products Control Act 2006

### 2.10.1 Restrictive Investigator

<b>Appointer:</b>	<b>Local Government</b>
<b>Express Power or Duty:</b>	Tobacco Products Control Act 2006 s77
<b>Appointees:</b>	<b>CEO Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Appointed and authorised as a Restricted Investigator for the purposes of the Tobacco Products Control Act 2006.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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### 3 Authorisations and Appointments by CEO

**NOTE:** The following authorisations and appointments are made by the CEO, either as of right (primarily via s9.10 LGA), or because of delegated authority from the Council, as the local government. As such they require no Council decisions but are included for completeness of the record.

#### 3.1 Building Act 2011

##### 3.1.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Building Act 2011: s.96(3) authorised persons s.99(3) Limitation on powers of authorised person s.100 - 104 Appointed and Authorised officer for the purpose of sections 100 to 104 of the Building Act 2011, Part 10 cl.79 of the Planning and Development (local Planning schemes)
<b>Appointees:</b>	<b>Chief Executive Officer</b> <b>Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority as Authorised Persons
<b>Conditions on this Authorisation or Appointment:</b>	A permit authority must give an identity card to each person designated by it as an authorised person and which must: (a) identify the person as an authorised person; and (b) contain a recent photograph of the person  Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.

Compliance Links:	
Record Keeping:	

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### 3.1.2 Approved officers and authorised officers

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Building Regulations 2012 r 70(1) & (2)
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Regulatory Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority as Approved Officer and Authorised Officer
<b>Conditions on this Authorisation or Appointment:</b>	A permit authority that is a local government must issue each of its authorised officers a certificate of the person's appointment, and the person must produce the certificate whenever required to do so by a person who has been or is about to be affected by any exercise of authority by the authorised person.

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

**Version Control:**

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## 3.2 Bush Fires Act 1954

### 3.2.1 Bush Fire Control Officers

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Bush Fires Act 1954; s.38 Local Government may appoint bush fire control officer
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	CEO appoints CEO, Executive Manager, Technical Services, Ranger to be a Bush Fire Control Officer for the purposes of the Bush Fires Act 1954; and <ul style="list-style-type: none"> <li>• appoints Andrew Driver, Ranger as the Chief Bush Fire Control Officer and Nicholas King, Executive Manager Technical Services the Deputy Chief Bush Fire Control Officer; and</li> <li>• determines the respective seniority of the other Bush Fire Officers so appointed [s.38(1)].</li> <li>• to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Town [s.38(5A)]</li> </ul>
<b>Conditions on this Authorisation or Appointment:</b>	

Compliance Links:	
Record Keeping:	

#### Version Control:

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### 3.3 Caravan Parks and Camping Grounds Act 1995

#### 3.3.1 Authorised Persons - Infringement Notice

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.10 Caravan Parks and Camping Grounds Act 1995 – s23(2), (5), (7)
<b>Appointees:</b>	<b>Chief Executive Officer</b> <b>Executive Manager, Technical Services</b> <b>Executive Manager, Regulatory Services</b> <b>Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The CEO, Executive Manager, Technical Services, Executive Manager, Regulatory Services, Ranger are Authorised Persons for the purposes of s23 (2), (5), (7) Caravan Parks and Camping Grounds Act 1995.
<b>Conditions on this Authorisation or Appointment:</b>	<p>A person who is authorised to give infringement notices under subsection (2) cannot be an authorised person for the purposes of subsection (3), (5) or (7).</p> <p>The CEO must give to each person appointed an identity card that —</p> <ul style="list-style-type: none"> <li>(a) on the front of the card, sets out — <ul style="list-style-type: none"> <li>(i) the name and official insignia of the local government; and</li> <li>(ii) the name of the person; and</li> <li>(iii) a recent photograph of the person; and</li> </ul> </li> <li>(b) on the back of the card, specifies each law to which the person's appointment relates.</li> </ul> <p>(5) A person appointed under subsection (2) (the authorised person) must —</p> <ul style="list-style-type: none"> <li>(a) carry their identity card at all times when performing functions under a specified law; and</li> <li>(b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.</li> </ul> <p>A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.</p>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	
<b>Version Control:</b>	
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### 3.4 Cat Act 2011

#### 3.4.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.10 Cat Act 2011: Divisions 3, 4, 6
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Technical Services, Ranger, are designated Authorised Persons for the purposes of Divisions 3 and 4 of the Cat Act 2011.  Chief Executive Officer is a designated Authorised Person for the purposes of Division 6 of the Cat Act 2011.  The Customer Service Team are designated as Registration Officers to exercise the powers and duties conferred on a Registration Officer by this Act [s.3].
<b>Conditions on this Authorisation or Appointment:</b>	The CEO must give to each person appointed an identity card that —  <div style="margin-left: 40px;">           (a) on the front of the card, sets out —  <div style="margin-left: 20px;">             (i) the name and official insignia of the local government; and              (ii) the name of the person; and              (iii) a recent photograph of the person;              and              (b) on the back of the card, specifies each law to which the person's appointment relates.              (5) A person appointed under subsection (2) (the authorised person) must —  <div style="margin-left: 20px;">               (a) carry their identity card at all times when performing functions under a specified law; and                (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.                A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.             </div> </div> </div>

Compliance Links:	
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### 3.5 Control of Vehicles (Off Road Areas) Act 1978

#### 3.5.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.10 Control of Vehicles (Off Road Areas) Act 1978 – s38(3)
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Technical Services, Ranger are designated Authorised Persons for the purposes of the Act.
<b>Conditions on this Authorisation or Appointment:</b>	<p>The CEO must give to each person appointed an identity card that —</p> <ul style="list-style-type: none"> <li>(a) on the front of the card, sets out — <ul style="list-style-type: none"> <li>(i) the name and official insignia of the local government; and</li> <li>(ii) the name of the person; and</li> <li>(iii) a recent photograph of the person; and</li> </ul> </li> <li>(b) on the back of the card, specifies each law to which the person's appointment relates.</li> </ul> <p>(5) A person appointed under subsection (2) (the authorised person) must —</p> <ul style="list-style-type: none"> <li>(a) carry their identity card at all times when performing functions under a specified law; and</li> <li>(b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.</li> </ul> <p>A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.</p>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

**Version Control:**

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## 3.6 Dog Act 1976

### 3.6.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.10 Dog Act 1976: s.3(1), 11A, 29 (1), 33E (1), 35(5) Dog Regulations 2013 r35(5)
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Technical Services, Ranger are designated Authorised Persons for the purposes of the Act, and Regulations.  The Customer Service Team are designated as Registration Officers to exercise the powers and duties conferred on a Registration Officer by this Act [s.3].  The Chief Executive Officer, Executive Manager, Technical Services, Ranger are designated as Authorised Persons to exercise the powers conferred on an authorised person by this Act [s.11(1)] and specifically to make declarations pursuant to s.33E(1) Individual dog may be declared to be dangerous dog.
<b>Conditions on this Authorisation or Appointment:</b>	The CEO must give to each person appointed an identity card that —  <div style="margin-left: 40px;">           (a) on the front of the card, sets out —  <div style="margin-left: 40px;">             (i) the name and official insignia of the local government; and              (ii) the name of the person; and              (iii) a recent photograph of the person;              and              (b) on the back of the card, specifies each law to which the person's appointment relates.              (5) A person appointed under subsection (2) (the authorised person) must —  <div style="margin-left: 40px;">               (a) carry their identity card at all times when performing functions under a specified law; and                (b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.                A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.             </div> </div> </div>



Compliance Links:	
Record Keeping:	

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### 3.7 Fines, Penalties and Infringement Notices Enforcement Act 1994

#### 3.7.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s9.10 Fines, Penalties and Infringement Notices Enforcement Act 1994 s13(2)
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Technical Services, Ranger are authorised as a Prosecuting Officer for the purpose of the Fines, Penalties and Infringement Notices Enforcement Act 1954.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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### 3.8 Freedom of Information Act 1992

#### 3.8.1 Information Coordinator and Principal Decision Maker

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Freedom of Information Act 1992 – S11, 12, 41, 100
<b>Appointees:</b>	<b>CEO as Principal Review Officer Executive Manager, Corporate Services as Freedom of Information Principal Decision Maker Manager, Corporate Services as Freedom of Information Coordinator</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Manager, Corporate Services as Freedom of Information Coordinator to undertake the duties and functions associated with the lodgement and collation of an application for information in accordance with S11, 12, of the Freedom of Information Act 1992.  Executive Manager, Corporate Services as the Principal Decision Maker  The Chief Executive Officer is the Principal Review Officer.
<b>Conditions on this Authorisation or Appointment:</b>	Principal Decision Maker is the Chief Executive Officer, or an employee directed by the Chief Executive Officer to undertake the duties and functions s100  Principal Review Officer cannot be subordinate to Principal Decision Maker s41

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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### 3.9 Graffiti Vandalism Act 2016

#### 3.9.1 Authorised Persons

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Part 9 of the Local Government Act 1995 as the enabling power [s.15 of the Graffiti Vandalism Act 2016].
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Executive Manager, Regulatory Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	
<b>Conditions on this Authorisation or Appointment:</b>	Cannot determine Objections or Suspension of effect in relation to Notice issued by the employee - s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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### 3.10 Local Government Act 1995

#### 3.10.1 Authorised Persons - Legal Proceedings, Infringements and Enforcements

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995) s9.10(1), 9.11, 9.13, 9.16 and 9.24 s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land]
<b>Appointees:</b>	<b>CEO</b> <b>Executive Manager, Corporate Services</b> <b>Executive Manager, Technical Services</b> <b>Executive Manager, Regulatory Services</b> <b>Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	CEO, Executive Manager, Corporate Services, Executive Manager, Technical Services Ranger as Authorised Persons for the purposes of s.3.24 Authorising persons under this subdivision [Part 3, Division 3, Subdivision 2 – Certain provisions about land] and s9.10(1), 9.11, 9.13, 9.16.  CEO is an Authorised Person for the purposes of s9.24.
<b>Conditions on this Authorisation or Appointment:</b>	Only the CEO may commence legal proceedings. The CEO must give to each person appointed an identity card that — <ul style="list-style-type: none"> <li>(a) on the front of the card, sets out — <ul style="list-style-type: none"> <li>(i) the name and official insignia of the local government; and</li> <li>(ii) the name of the person; and</li> <li>(iii) a recent photograph of the person; and</li> </ul> </li> <li>(b) on the back of the card, specifies each law to which the person's appointment relates.</li> </ul> <p>(5) A person appointed under subsection (2) (the authorised person) must —</p> <ul style="list-style-type: none"> <li>(a) carry their identity card at all times when performing functions under a specified law; and</li> <li>(b) produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.</li> </ul> <p>A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.</p>



Compliance Links:	
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**3.10.2 Authorised Person – Remove and impound goods**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s3.39, 3.40A
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Regulatory Services Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Appointed and authorised as an authorised person for the purposes of section 3.39 of the Local Government Act 1995 (power to remove and impound goods) and 3.40A (power to remove and impound abandoned vehicle wreck).
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

**Version Control:**

1	In accordance with r19 Local Government (Administration) Regulations 1996
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### 3.10.3 Complaints Officer

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s5.120
<b>Appointees:</b>	<b>Nil (CEO is Complaints Officer by default)</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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**3.10.4 Complaints Officer – Code of Conduct**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government (Model Code of Conduct) Regulations 2021 cl 11(3)
<b>Appointees:</b>	<b>Executive Manager Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authorised as a person to receive complaints and withdrawals of complaints made in accordance with the Town of East Fremantle Code of Conduct for Elected Members, Committee Members and Candidates
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	Authorised in accordance with delegation 1.2.33
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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**3.10.5 Pound Keeper**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government (Miscellaneous Provisions) Act 1960 s449
<b>Appointees:</b>	<b>Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Ranger is appointed as a fit and proper person to be keeper of pounds.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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### 3.10.6 Authorised Person – Local Government (Miscellaneous Provisions) Act 1960

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government (Miscellaneous Provisions) Act 1960
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Corporate Services Executive Manager, Regulatory Services Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Appointed and authorised as an authorised person for the purposes of the Local Government (Miscellaneous) Provisions Act 1960.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

#### Version Control:

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**3.10.7 Notice, giving of, to alleged offender**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Local Government Act 1995 s 9.16, 9.19 & 9.20
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer, Executive Manager, Technical Services, Ranger as Authorised Persons, may exercise the powers and duties at Local Government Act 1995 s 9.16, 9.19 & 9.20.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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**3.10.8 Notice, giving of, to alleged offender**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	s9.10 Local Government Act 1995
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Technical Services Ranger</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer, Executive Manager, Technical Services Ranger as Authorised Persons, for all purposes pursuant to all Local Laws of the Town of East Fremantle.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	In accordance with r19 Local Government (Administration) Regulations 1996

**Version Control:**

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### 3.11 Local Government (Financial Management) Regulations 1996

#### 3.11.1 Authority to Incur Liabilities

<b>Appointer:</b>	<b>Chief Executive Officer</b>														
<b>Express Power or Duty:</b>	Regs 5, 11 Local Government (Financial Management) Regulations 1996														
<b>Appointees:</b>	<b>As detailed below</b>														
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p><u>Requisitions and Purchase Orders</u></p> <p>Authority is provided to the following employees to raise requisitions (where appropriate) and to incur liabilities through the issue of Purchase Orders, within the following limits:</p> <ul style="list-style-type: none"> <li>• Chief Executive Officer; (unlimited)</li> <li>• Executive Manager Corporate Services; Limit \$50,000</li> <li>• Executive Manager Regulatory Services; Limit \$50,000</li> <li>• Executive Manager Technical Services; Limit \$50,000</li> <li>• Operations Supervisor; Limit \$15,000</li> <li>• Supervisor Infrastructure and Assets, Limit \$15,000</li> <li>• Manager Finance, Limit \$15,000</li> <li>• Manager People and Culture; Limit \$5,000</li> <li>• Manager Corporate Services; Limit \$5,000</li> <li>• EA/Governance Coordinator; Limit \$5,000</li> <li>• Coordinator Regulatory Services; Limit \$5,000</li> <li>• Coordinator – Operations; Limit \$5,000</li> <li>• Manager CHSP (CHSP related purchases only); Limit \$5,000</li> <li>• Senior Ranger; Limit \$2,000</li> <li>• Manager Community Engagement and Communications; Limit \$5,000</li> </ul> <p><u>Credit and Debit Cards</u></p> <p>Authority is provided to the following employees to incur liabilities through Town of East Fremantle credit or debit cards, within the following limits:</p> <table> <tr> <td>• Chief Executive Officer</td><td>\$5,000</td></tr> <tr> <td>• Executive Manager Corporate Services</td><td>\$10,000</td></tr> <tr> <td>• Executive Manager Regulatory Services</td><td>\$2,000</td></tr> <tr> <td>• Executive Manager Technical Services</td><td>\$2,000</td></tr> <tr> <td>• Executive Assistant/Governance Coordinator</td><td>\$500</td></tr> <tr> <td>• Manager CHSP</td><td>\$500</td></tr> <tr> <td>• Senior Ranger</td><td>\$500</td></tr> </table>	• Chief Executive Officer	\$5,000	• Executive Manager Corporate Services	\$10,000	• Executive Manager Regulatory Services	\$2,000	• Executive Manager Technical Services	\$2,000	• Executive Assistant/Governance Coordinator	\$500	• Manager CHSP	\$500	• Senior Ranger	\$500
• Chief Executive Officer	\$5,000														
• Executive Manager Corporate Services	\$10,000														
• Executive Manager Regulatory Services	\$2,000														
• Executive Manager Technical Services	\$2,000														
• Executive Assistant/Governance Coordinator	\$500														
• Manager CHSP	\$500														
• Senior Ranger	\$500														
<b>Conditions on this Authorisation or Appointment:</b>	Use of corporate credit or debit cards must be consistent with Council Policies, and instructions and procedures determined by the CEO.														

Compliance Links:	
Record Keeping:	

Version Control:

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### 3.12 Planning and Development Act 2005

#### 3.12.1 Authorised, Designated Persons - Infringement Notices

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Planning and Development Act 2005 s228,229,230, 231, 234 Clause 82, Schedule 2, Planning and Development (Local Planning Schemes) Regulations 2015
<b>Appointees:</b>	<b>Chief Executive Officer</b> <b>Executive Manager, Regulatory Services</b> <b>Senior Town Planner</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer designates the Chief Executive Officer as a Designated Person for the purposes of s230, 231.  The Chief Executive Officer designates the Executive Manager, Regulatory Services, Senior Town Planner Designated Persons for the purposes of s.228, 229
<b>Conditions on this Authorisation or Appointment:</b>	A Designated Person pursuant to s228 cannot be appointed for the purposes of any other Sections as a Designated person

Compliance Links:	
Record Keeping:	

#### Version Control:

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### 3.13 Public Health Act 2016

#### 3.13.1 Authorised Officers

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Public Health Act 2016 s.24(1) and (3) Designation of authorised officers
<b>Appointees:</b>	<b>Chief Executive Officer Executive Manager, Regulatory Services Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Chief Executive Officer, Executive Manager, Regulatory Services, Environmental Health Officer, are designated as an authorised officer under s24 of the Public Health Act 2016.
<b>Conditions on this Authorisation or Appointment:</b>	<p>Must operate in accordance with the conditions within the Town of East Fremantle Health Local Law.</p> <p>A list of all officers designated as authorised officers must be kept and maintained in accordance with s27 of the Public Health Act 2016.</p> <p>Each person who is designed as an authorised officer must be issued with certificate of authority as an authorised officer in accordance with s30 of the Public Health Act 2016.</p>

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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**3.13.2 Appoint Authorised Officer or Approved Officer (Asbestos Regs)**

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Health (Asbestos) Regulations 1992 Pt 2 Criminal Procedure Act 2004
<b>Appointees:</b>	<b>CEO</b> <b>Executive Manager, Regulatory Services</b> <b>Environmental Health Officer</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Executive Manager, Regulatory Services, and Environmental Health Officer are appointed Authorised Persons and authorised pursuant to the Health (Asbestos) Regulations 1992 for the issuing of infringement notices.  The Chief Executive Officer is appointed as an Approved Officer pursuant to the Health (Asbestos) Regulations 1992 and the Criminal Procedure Act 2004 for the withdrawal or extension to a period to pay an infringement notice.
<b>Conditions on this Authorisation or Appointment:</b>	Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

**Version Control:**

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### 3.14 Public Interest Disclosure Act 2003

#### 3.14.1 Public Interest Disclosures

<b>Appointer:</b>	<b>Chief Executive Officer</b>
<b>Express Power or Duty:</b>	Public Interest Disclosure Act 2003 – s23(1)(a)
<b>Appointees:</b>	<b>CEO Executive Manager, Corporate Services</b>
<b>Function:</b> <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Pursuant to s23(1)(a) Public Interest Disclosure Act 2003 the Principal Executive Officer (Chief Executive Officer) designates the occupant of a specified position within the authority as the person responsible for receiving disclosures of public interest information.  The Executive Manager, Corporate Services of the Town of East Fremantle is designated accordingly.
<b>Conditions on this Authorisation or Appointment:</b>	

<b>Compliance Links:</b>	
<b>Record Keeping:</b>	

#### Version Control:

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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

Nil

18 MATTERS BEHIND CLOSED DOORS

**PROCEDURAL MOTION**

Moved Cr Natale, seconded Cr Collinson

That the meeting be closed to the public to discuss a confidential report in relation to the withdrawal of the Town of East Fremantle from the Resource Recovery Group under the terms of the Local Government Act 1995, Section 5.23 (2) (c) (d) and (e).

**CARRIED UNANIMOUSLY 8:0**

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

**Against:** Nil

18.1 RESOURCE RECOVERY GROUP - WITHDRAWAL OF TOWN OF EAST FREMANTLE

(Confidential Report)

18.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 091806**

**OFFICER RECOMMENDATION:**

Moved Cr Natale, seconded Mayor O'Neill

That Council, with respect to the Town of East Fremantle's withdrawal from the Resource Recovery Group (effective from 1 July 2024):

1. notes the letter from the Resource Recovery Group dated 24 May 2024 advising of the requirement for the Town to fund amended Business Plans at an estimated cost of \$200,000.
2. notes the last paragraph in the letter from the Resource Recovery Group which leaves it open for the Town of East Fremantle to propose an alternative pathway.
3. notes the information contained within the agenda report which concludes that the Town is unlikely to receive an equity payment upon withdrawal which will exceed the cost of the Amended Business Plans.



4. authorises the Chief Executive Officer to contact the Resource Recovery Group and propose an alternative pathway in accordance with the options detailed in this report, with a view of avoiding the cost of the amended Business Plans.

**CARRIED UNANIMOUSLY 8:0)**

For: Mayor O'Neill, Crs Collinson, Donovan, Harrington, Natale, Maywood, White & McPhail.

Against: Nil

**PROCEDURAL MOTION**

Moved Cr White, seconded Cr Harrington

That the meeting be re-opened to the public at 7.39pm.

**CARRIED UNANIMOUSLY 8:0)**

For: Mayor O'Neill, Crs Collinson, Donovan, Harrington, Natale, Maywood, White & McPhail.

Against: Nil

**19 CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 7.39pm

*I hereby certify that the Minutes of the ordinary meeting of the **Council** of the Town of East Fremantle, held on **18 June 2024**, Minute Book reference **1. to 19.** were confirmed at the meeting of the Council on*

*16 JULY 2024*



**Presiding Member**