



AGENDA

Works Committee Agenda Tuesday, 22 July 2025 at 6:30 PM

Disclaimer

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

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

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

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

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

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

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

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

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

A Deputation invited to attend a Council meeting:

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

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

Procedure for Presentations

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

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

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

Procedure for Public Question Time

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

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

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

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

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

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

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

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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Works Committee will be held on 22 July 2025 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



JONATHAN THROSSELL
Chief Executive Officer

AGENDA

1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 RECORD OF ATTENDANCE

4 MEMORANDUM OF OUTSTANDING BUSINESS

5 DISCLOSURES OF INTEREST

6 PUBLIC QUESTION TIME

7 PRESENTATIONS/DEPUTATIONS

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 WORKS COMMITTEE TUESDAY, 27 MAY 2025

OFFICER RECOMMENDATION

That the minutes of the Works Committee meeting held on Tuesday, 27 May 2025 be confirmed as a true and correct record of proceedings.

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

10 REPORTS

Reports start on the next page

10.1 CAPITAL WORKS 2025/ 26

Report Reference Number	WCR-385
Prepared by	Jacqueline Scott, Executive Manager Technical Services
Supervised by	Jonathan Throssell, Chief Executive Officer
Meeting date	Tuesday, 22 July 2025
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments:	1. 25/26 Works Projects Program

PURPOSE

This report provides details of the proposed schedule for the 2025/26 works program of operational and capital projects.

EXECUTIVE SUMMARY

The 2025/26 works program consists of projects with a combined total of \$2,869,610. This report presents the indicative schedule for the delivery of the full program.

Projects impacting on the road network have been prioritised for completion prior to the closure of the Fremantle Traffic Bridge, and the Norm McKenzie River Wall has been prioritised for completion in Summer during low water levels. The schedule is further impacted by the need to accommodate the caretaker period during the Ordinary Council Elections in October 2025.

BACKGROUND

The 2025/26 works program consists of projects with a combined total of \$2,869,610. These are split into the following sub-programs:

- Plant and Equipment \$254,769
- Buildings \$1,077,925
- Roads \$360,000
- Drainage \$77,148
- Parks and Ovals \$875,188
- Footpaths \$224,580

The project program is developed from the priorities in the Strategic Capital Plan and aligning to the Corporate Business Plan schedule. This is formalised for 2025/26 with the adoption of the Annual Budget. The annual budget was endorsed at a Special Council Meeting on 24 June 2025.

CONSULTATION

The Town has undertaken consultation with the following parties:

- Fremantle Bridge Alliance regarding the scheduling of roadworks that will be impacted by the closure of the Fremantle Traffic Bridge
- Department Biodiversity Conservation and Attractions (DBCA) regarding the Norm McKenzie River Wall project.
- Main Roads WA (MRWA) regarding grants for the Riverside Road Renewal Project.

- Department of Water and Environmental Regulation (DWER) regarding the WA Tree Recovery Grant.
- Department of Local Government, Sport and Cultural Industries (DLGSC) and Fremantle City Football Club regarding the grant for the Lower Wauhop Sports Lighting Upgrade. Noting that DLGSC will in future be known as the Department of Local Government Industry Regulation and Safety (DLGIRS)

Any need for future consultation regarding projects will be identified during the preparation of detailed project plans in the delivery phases.

Progress on the Works Program will be reported at future Works Committee Meetings.

STATUTORY ENVIRONMENT

Local Government Act 1995

1.4A and 3.73

Requires a caretaker period, due to the ordinary election, during which the local government must not do a significant act.

Local Government (Functions and General) Regulations 1996 –

(3A) entering into a contract is a significant act if the local government is to provide or receive consideration, or acquire or dispose of property of greater than \$250,000 in value.

(11)

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

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

The full program value is \$2,869,610

STRATEGIC IMPLICATIONS

The project program delivers on a number of objectives of the Corporate Business Plan and the Strategic Community Plan, as provided for through the Annual Budgetary Process.

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)
Delays to program arising from circumstances outside of the Town's control	Likely (4)	Minor (2)	Moderate (5-9)	FINANCIAL IMPACT \$10,000 - \$50,000	Control through improved program management controls.

RISK MATRIX

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

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

RISK RATING

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

Construction Projects necessarily bring an inherently higher level of risk. Each project will have a project risk assessment completed. Where the initial review identified a moderate to high level of risk a more detailed project risk assessment will be completed, including mitigating strategies and the impact on residual risk following their implementation.

SITE INSPECTION

A number of site visits have been undertaken in the scoping and development of the projects within the program.

COMMENT

The program has been scheduled throughout the year to best align with project requirements and resource availability (Attachment 1).

A key impact to be managed in 2025 is the compulsory caretaker period during the ordinary election required under Clause 1.4A of the Local Government Act 1995. This prevents tendering or award of any contract greater than \$250,00 in value between close of nominations on 4 September 2025 and the day after the returning officer declares the result, forecast to be on 18 October 2025. The first available Council Meeting at which contracts >\$250,000 can be awarded is on 18 November 2025.

The projects expected to be impacted by the caretaker period are: Solar and Battery Installation, Riverside Road Renewal, Norm McKenzie River Wall Upgrade Project. These are scheduled to be tendered prior to the

commencement of the caretaker period with Council Approval for award scheduled for the first decision making Ordinary Council Meeting following the election on 18 November 2025.

It is necessary to complete the Riverside Road Renewal project and the Preston Point Road Footpath renewal projects prior to the forthcoming closure of the Fremantle Road Bridge. This is forecast to be closed during the construction of the new bridge for approximately 12 months commencing any from end January to March 2026. Accordingly, these projects are the first to be prioritised with the footpaths to commence on site in November, and the Roadworks targeted for completion in December to January.

The Norm McKenzie River Wall replacement relies on the low tides during Summer, and is scheduled for completion in late January, commencing as soon as possible after the completion of the adjacent Riverside Road renewal project.

The remaining projects will then follow as resources permit.

An additional project has been included for the WA Tree Recovery Replacement Grant. The Town has submitted an application for funding under a State Government initiative to replace canopy lost due tree removals resulting from infestation with the exotic pest: Polyphagous Shot Hole Borer. The grant outcomes will be known at the end of August. Stock will be ordered once the grant is confirmed, with planting scheduled in the 2026 planting season.

CONCLUSION

The June budget adoption has allowed for the early completion of program scheduling, and confirmation of the indicative schedule of works for the 2025/26 Financial Year, as detailed in Attachment 1.

CHOOSE AN ITEM. OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

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

OFFICER RECOMMENDATION:

That the Works Committee receives and notes the 2025/26 Works Project Program.

REPORT ATTACHMENTS

Attachments start on the next page



2025/26 Works Projects Program

PROJECT	TYPE	BUDGET	JULY				AUGUST				SEPTEMBER				OCTOBER				NOVEMBER				DECEMBER				JANUARY				FEBRUARY				MARCH				APRIL				MAY				JUNE				
			7	14	21	28	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8
Plant & Equipment		\$254,769																																																	
Ford Ranger Diesel Space Cab	C	\$33,006																																																	
Toyota Hilux Dual Cab Ute	C	\$33,006																																																	
Ford Ranger Dual Cab Ute	C	\$37,700																																																	
Ford Ranger Single Cab Auto Diesel 4x2	C	\$33,006																																																	
Isuzu Truck	C	\$98,050																																																	
Variable Message Board (disposal only)	C	\$0																																																	
Dovenby House EV Charger Upgrade	C	\$20,000																																																	
Buildings		\$1,077,925																																																	
General Allocation	C	\$61,500																																																	
Solar and Battery Installation	C	\$796,425																																																	
EFCP - Miscellaneous Works	C	\$200,000																																																	
Tricolore Windows Ballustrades	C	\$20,000																																																	
Infrastructure - Roads		\$360,000																																																	
Riverside Road (SYC to Wayman Rv)	C	\$360,000																																																	
Infrastructure - Drainage		\$77,148																																																	
Drainage - River Outlet Reduction and GPTs	C	\$27,148																																																	
Preston Pt Rd - Pipe to river above carpark	C	\$10,000																																																	
Camp Waller - Drainage upgrade from accessway	C	\$20,000																																																	
Boat Ramp - Upgrade pits and clean out sumps	C	\$20,000																																																	
Infrastructure - Parks & Ovals		\$875,188	inc 430k Operational and \$39,188 Grant																																																
General Allocation	C	\$75,000																																																	
Drink Fountains	C	\$10,000																																																	
Flood-lighting Upgrade - Wauhop Park	C	\$100,000																																																	
Bore pump test - Glasson Park	C	\$10,000																																																	
Ulrich Playground Replacement	C	\$120,000																																																	
Norm McKenzie Riverwall Upgrade (Op Project)	O	\$430,000																																																	

Totals \$2,869,610
Variance -\$10,000



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11 MATTERS BEHIND CLOSED DOORS

12 CLOSURE OF MEETING