

# MINUTES

## Council Meeting

Tuesday, 19 August 2025 at 6:30 PM

### Disclaimer

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# MINUTES

## MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY EAST FREMANTLE ON TUESDAY, 19 AUGUST 2025.

### 1 OFFICIAL OPENING

The Presiding Member opened the meeting at 6.32pm

### 2 ACKNOWLEDGEMENT OF COUNTRY

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

### 3 ANNOUNCEMENT TO GALLERY

*"Members of the gallery are advised that:*

- 1. this meeting will be audio-recorded*
- 2. no Council decision from tonight's meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision."*

### 4 RECORD OF ATTENDANCE

#### 4.1 ATTENDANCE

The following members were in attendance

Mayor Jim O'Neill	Presiding Member
Cr A Natale	
Cr C Collinson	
Cr K Donovan	
Cr J Harrington	
Cr L Maywood	
Cr A White	
Cr M Wilson	

The following staff were in attendance:

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

There were two members of the public in attendance.

#### 4.2 APOLOGIES

Cr A McPhail  
Mr P Kocian, Executive Manager Corporate Services (EMCS)



#### 4.3 APPROVED

Nil

### 5 DISCLOSURES OF INTEREST

#### 5.1 FINANCIAL

Nil

#### 5.2 PROXIMITY

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##### 5.2.1 13.1 COMMUNITY EVENT – EAST FREMANTLE COMMUNITY PARK

Mayor O'Neill declared a proximity interest in this item as he resides opposite East Fremantle Community Park.

#### 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

Nil

### 7 PRESENTATIONS/DEPUTATIONS

#### 7.1 PRESENTATIONS

Nil

#### 7.2 DEPUTATIONS

Nil

### 8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 9.1 MEETING OF COUNCIL (15 JULY 2025)

#### **OFFICER RECOMMENDATION**

**Moved Cr Donovan, seconded Cr Maywood**

**That the minutes of the Ordinary meeting of Council held on Tuesday, 15 July 2025 be confirmed as a true and correct record of proceedings.**

#### **CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

## 10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

I would like to convey to the family of Lilian Martin our deepest sympathy on her passing and in particular to Sian Martin and husband Greg Foster. Mrs Lilian Martin was a very interesting, thoughtful, engaging and compassionate person and a great community member.

On the 25 July I attended the opening at the East Fremantle Lawn Tennis Club of the new LED lights on the western hardcourts. This club truly is a great asset to our Town. It is always looking at ways to improve and become a real community focal point. Specifically, I thank Mr Steve Burdett for his contribution to this infrastructure upgrade.

On the 28 July the Town refocused on our commitment to reconciliation with our RAP committee workshop. I thank staff and elected members.

On the 29 July we hosted the George Street Place community workshop. Many locals attended with staff and Councillors. The feedback was very positive and I thank Ms Stacey Towne for her organisational skills to make it such a success and in particular so engaging for the local community. Thank you to the large number of staff and elected members that attended.

On the 6 August the Executive Manager of Regulatory Services, Mr Henderson, the CEO and myself met with representatives from WA Development and Foundation Housing. It was an informative meeting and we have requested to be kept informed regarding timeline, design etc. The intention is to have an information session for residents at the Town.

CARG representatives have met with officers a number of times to prioritise our objectives. I recognise staff, elected members and community representatives for their input.

On 12 August, for the first time the Town invited recipients of our Community Assistance funding. It was a very successful and enjoyable evening and I thank Ms Natasha Turfey for all the hard work that went into the evening. Again a big thank you to staff and elected members.

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 EAST FREMANTLE LAWN TENNIS CLUB - PROPOSED SPECTATOR VIEWING TUNNEL AND FENCED PEDESTRIAN SAFETY WALKWAY

<b>Report Reference Number</b>	OCR-3650
<b>Prepared by</b>	James Bannerman, Town Planner
<b>Supervised by</b>	Fraser Henderson, Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

#### Attachments

1. Location plans
2. Plans
3. Photos

#### PURPOSE

The purpose of this report is for Council to consider an application for a proposed spectator viewing tunnel and fenced pedestrian safety walkway at the East Fremantle Lawn Tennis Club located at Reserve 7800 (Lot 15722) Petra Street, East Fremantle. Note that the Town is a referral agency and will provide its advice to the Department of Biodiversity Conservation and Attractions (DBCA) which is the decision-making authority subject to the approval of Council.

#### EXECUTIVE SUMMARY

The applicant is seeking Council support for a viewing tunnel and fenced pedestrian safety strip at the East Fremantle Lawn Tennis Club. The works are proposed on the southern length of the 4 hard court tennis courts located on the north eastern corner of the tennis club and through the club's carpark.

Under the Swan and Canning Rivers Management Act, the Department of Biodiversity, Conservation and Attractions (DBCA) is the determining authority for proposed development in areas abutting the Swan River.

However, since the subject site is on land reserved for 'Parks and Recreation' and the facility operates under a lease issued by Council to the tennis club, it is necessary for Council to consider its position in respect to the application.

It is considered that the proposal can be supported subject to conditions.

Note that the Town previously supported a similar proposal located on the western hardcourts at the Club.

#### BACKGROUND

<b>Zoning</b>	Reserved for parks and recreation
<b>Site area</b>	2600m <sup>2</sup>
<b>Heritage</b>	N/A
<b>Fremantle Port Buffer</b>	N/A
<b>Previous Decisions of Council and/or History of an Issue or Site</b>	P12/21 – support for viewing tunnel and fenced pedestrian strip & referred to DBCA – 4 May 2021 P102/20 – support for installation of solar panels & referred to DBCA - 29 September 2020 Support for alterations and additions to clubhouse & referred to DBCA – 5 November 2019

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## CONSULTATION

No consultation was entered into as the Town is not the decisionmaker for the proposal only a referral agency. As the decision maker it is the prerogative of DBCA to advertise.

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## STATUTORY ENVIRONMENT

*Town of East Fremantle Local Planning Scheme No. 3 (LPS No. 3)*  
*Swan and Canning Rivers Management Act 2006*

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## POLICY IMPLICATIONS

Nil

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## FINANCIAL IMPLICATIONS

Nil

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## STRATEGIC IMPLICATIONS

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

### *Built Environment*

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

*3.1 Facilitate sustainable growth with housing options to meet future community needs.*

*3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.*

*3.1.2 Plan for a mix of inclusive diversified housing options.*

*3.1.3 Plan for improved streetscapes.*

*3.2 Maintaining and enhancing the Town's character.*

*3.2.1 Ensure appropriate planning policies to protect the Town's existing built form.*

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

*3.3.1 Continue to improve asset management within resource capabilities.*

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

### *Natural Environment*

*Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.*

*4.1 Conserve, maintain and enhance the Town's open spaces.*

*4.1.1 Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*

*4.1.2 Plan for improved streetscapes parks and reserves.*

*4.1.3 Improve and protect the urban forest and tree canopy.*

*4.2 Enhance environmental values and sustainable natural resource use.*

*4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education.*

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

*4.3.1 Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
	Unlikely (2)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

### RISK MATRIX

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

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

### RISK RATING

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

## SITE INSPECTION

A site inspection was undertaken.

### COMMENT

It is proposed to install a spectator viewing tunnel and fenced pedestrian safety walkway at the East Fremantle Lawn Tennis Club on the southern length of the 4 hard court tennis courts located on the north eastern corner of the club. Under the Swan and Canning Rivers Management Act, the DBCA is the determining authority for proposed developments in areas abutting the Swan River. However, since the subject site is on land reserved for 'Parks and Recreation' and the facility operates under a lease issued by Council to the tennis club, it is necessary for Council to consider its position in respect to the application and provide comments to the DBCA.

The proposed spectator viewing tunnel is approximately 57m long, 1.8m deep and a maximum of 2.5m high. It is covered in 70% shade cloth (coloured green) at approximately 50% intervals for the length of the structure and has a 2.2m high fence that faces the tennis courts. It offers spectators and players protection from tennis balls and racquets while tennis games are played, as well as sun protection.

It is also proposed to install a fence along the southern end of the existing car park to separate pedestrians from cars. This will improve safety for players as they walk between the clubhouse and the tennis courts along the edge of

the existing carpark. This was originally proposed when the spectator viewing tunnel was proposed back in 2021, but never constructed.

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

#### Proposed Building Bulk and Scale

There are no significant planning concerns with the proposed installation. **The height of the structure is less than the total height of the existing fences that surround the tennis courts** (3m for the fence versus 2.5m for the roof of the viewing tunnel and 1m for the fence associated with the pedestrian safety strip). The structure is relatively low compared to the existing fencing around the tennis courts and is not a solid structure, but rather a visually permeable structure.

#### Visual Permeability

The structures are visually permeable, and a condition will be recommended that requires that no solid surfaces (like signs) be installed along the edges of either the viewing tunnel or the pedestrian safety strip.

It is noted that the proposed structures are on the same level as the tennis courts and lower than Preston Point Road which means that there are negligible impacts on the river views of residents located along Preston Point Road. The proposal can be supported as they will not have a significant impact on neighbouring properties. There will be no overshadowing and negligible intrusion into already expansive river and city views.

In terms of views across to the Swan River the proposed structure has minimal impacts as it is lower than the existing fences around the tennis courts and is significantly lower than Preston Point Road. The shade cloth that is proposed on the roof of the spectator tunnel will be installed in intervals.

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### CONCLUSION

The proposed development is considered appropriate for the subject property as there are negligible amenity impacts from the proposed structures. Given the explanation provided in this report it is recommended that Council approve signing of the application by the Chief Executive Officer, support the proposal subject to conditions to be included in the referral advice and authorise the referral comments to be sent through to DBCA.

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### 13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 011908**

**OFFICER RECOMMENDATION:**

**Moved Cr Collinson, seconded Cr White**

**That Council authorise:**

- (i) the Chief Executive Officer to sign the application on behalf of the Town of East Fremantle (as the owner) for the proposal for a viewing tunnel and fenced pedestrian safety strip to the Department of Biodiversity, Conservation and Attractions at the East Fremantle Lawn Tennis Club at Reserve 7800 (Lot 15722) Petra Street, East Fremantle, as described on the information and plans date stamped received 3 July 2025, and**
- (ii) the administration to send the application and the referral letter to DBCA that recommends support for the proposal for a viewing tunnel and fenced pedestrian safety strip to the Department of Biodiversity, Conservation and Attractions at the East Fremantle Lawn Tennis Club at Reserve 7800 (Lot 15722) Petra Street, East Fremantle, as described on the information and plans date stamped received 3 July 2025 subject to the following conditions:**

1. The proposed works are not to be commenced until the Town has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of the approval granted by the Department of Biodiversity Conservation and Attractions.
2. The structure is to be kept clean and free of graffiti and vandalism and any such graffiti or vandalism is to be remedied within 24 hours to the satisfaction of the Chief Executive Officer.
3. No additional signage is approved along the proposed structures. A separate application for additional signage is required to be submitted for consideration by the Town and the Department of Biodiversity, Conservation and Attractions.
4. Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified, or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
5. The approval is to remain valid for a period of 24 months from date of the approval.

**Footnote:**

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

- (a) *this decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (b) *the application for a building permit is to conform with the DBCA approved plans.*
- (c) *all noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*

**CARRIED UNANIMOUSLY 8:0)**

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

**Against:** Nil

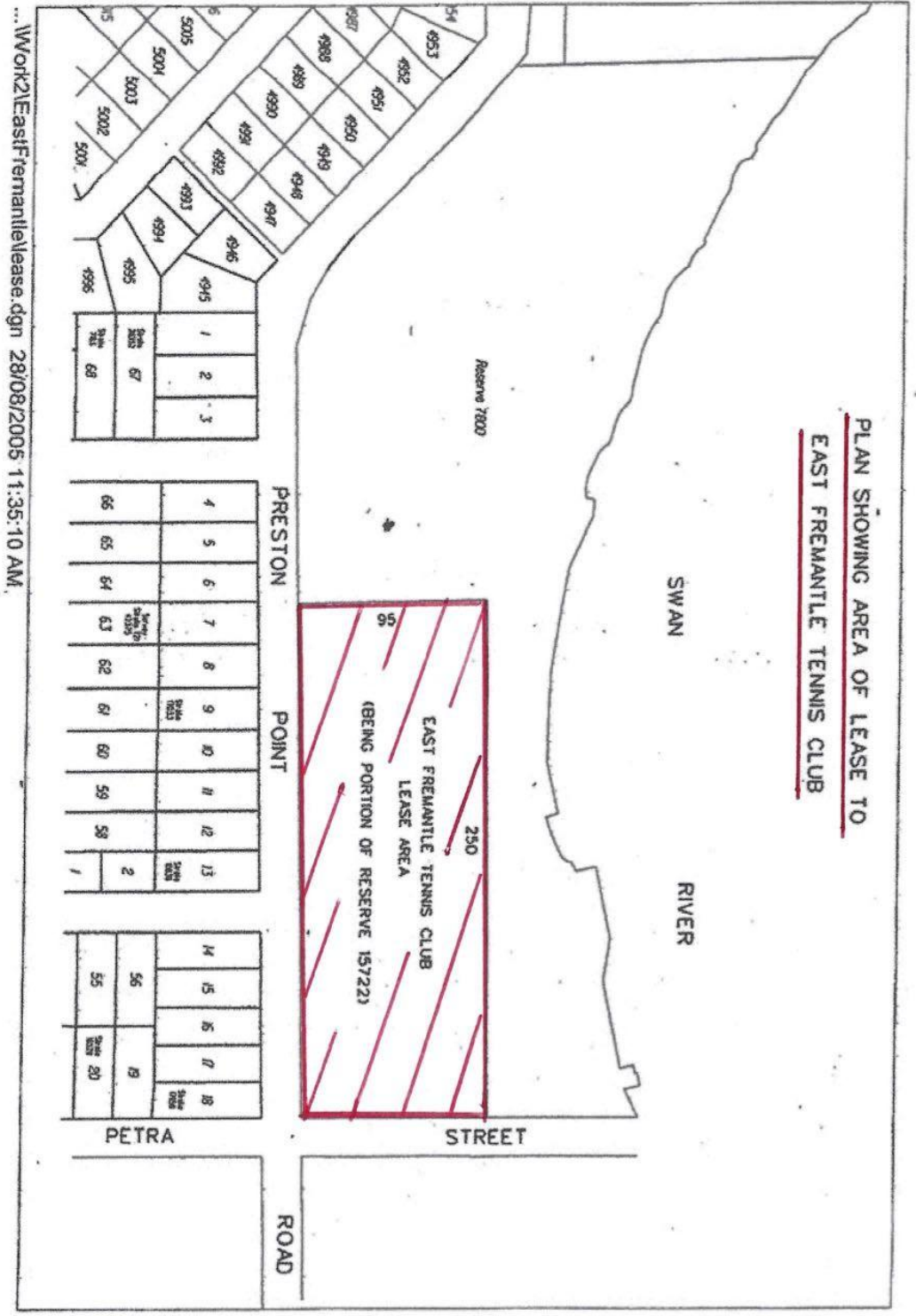
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**REPORT ATTACHMENTS**

Attachments start on the next page







...\\Work2\\EastFremantle\\lease.dgn 28/08/2005 11:35:10 AM

Scale 1 to 300  
Overall Site Plan 1  
SP1A  
Rev A 30.6.25 Planning Approval

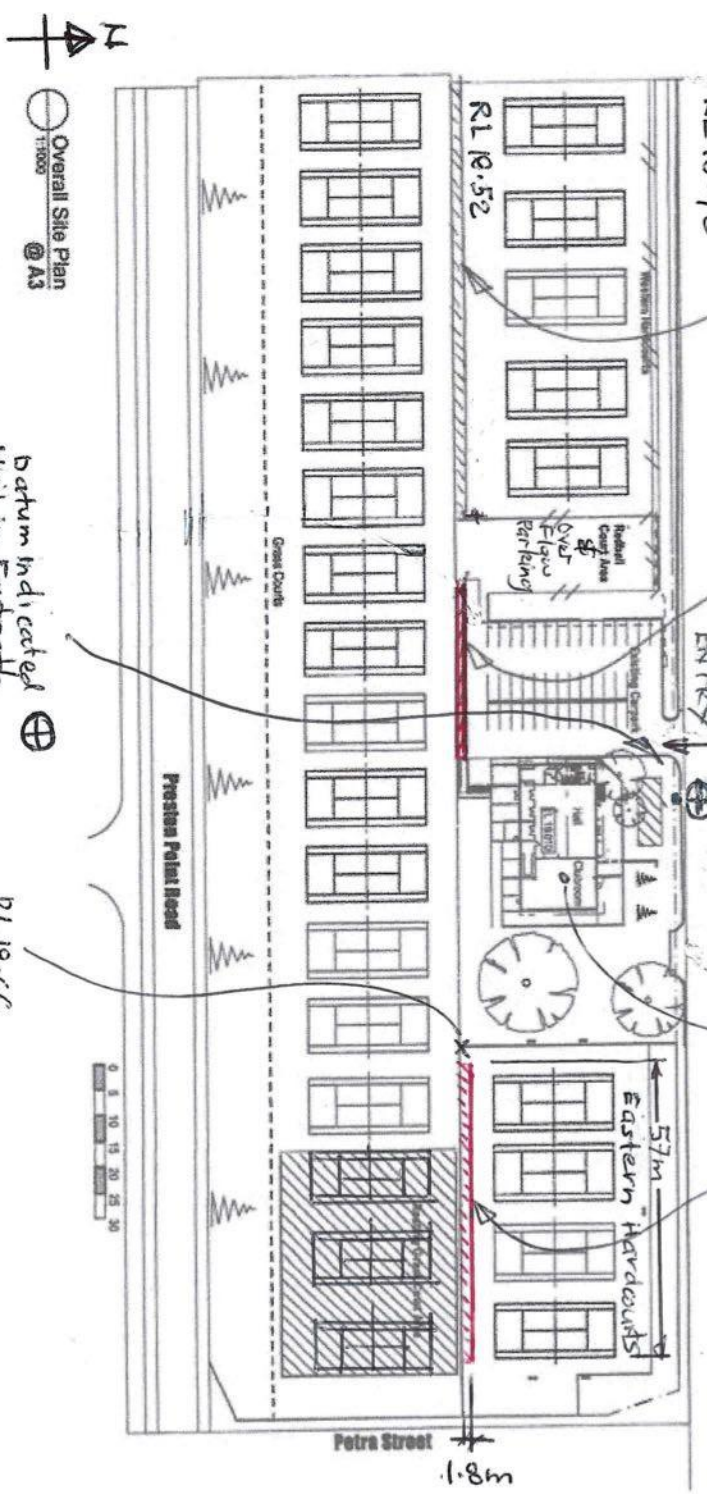


PI2817  
 PERMIT SAU11277 expansion  
 2021/0934  
 Existing Spectator Viewing Tunnel  
 (constructed 2023/24)  
 on Western Hardcourts  
 JERRAT DYE  
 RL 15.70

Proposed  
 Fenced Palestinian  
 Car Park Safety Ship  
 (new Application since  
 not built in 23/24)  
 refer Section Y on D1

Proposed Spectator  
 Viewing Tunnel to  
 Eastern Hardcourts (57m long)  
 (refer Section X on D1)

RL 19.01  
 Floor Level



Overall Site Plan  
 1:1000  
 @ A3

Batum indicated  
 Nail in Footpath  
 RL 15.90 AHD

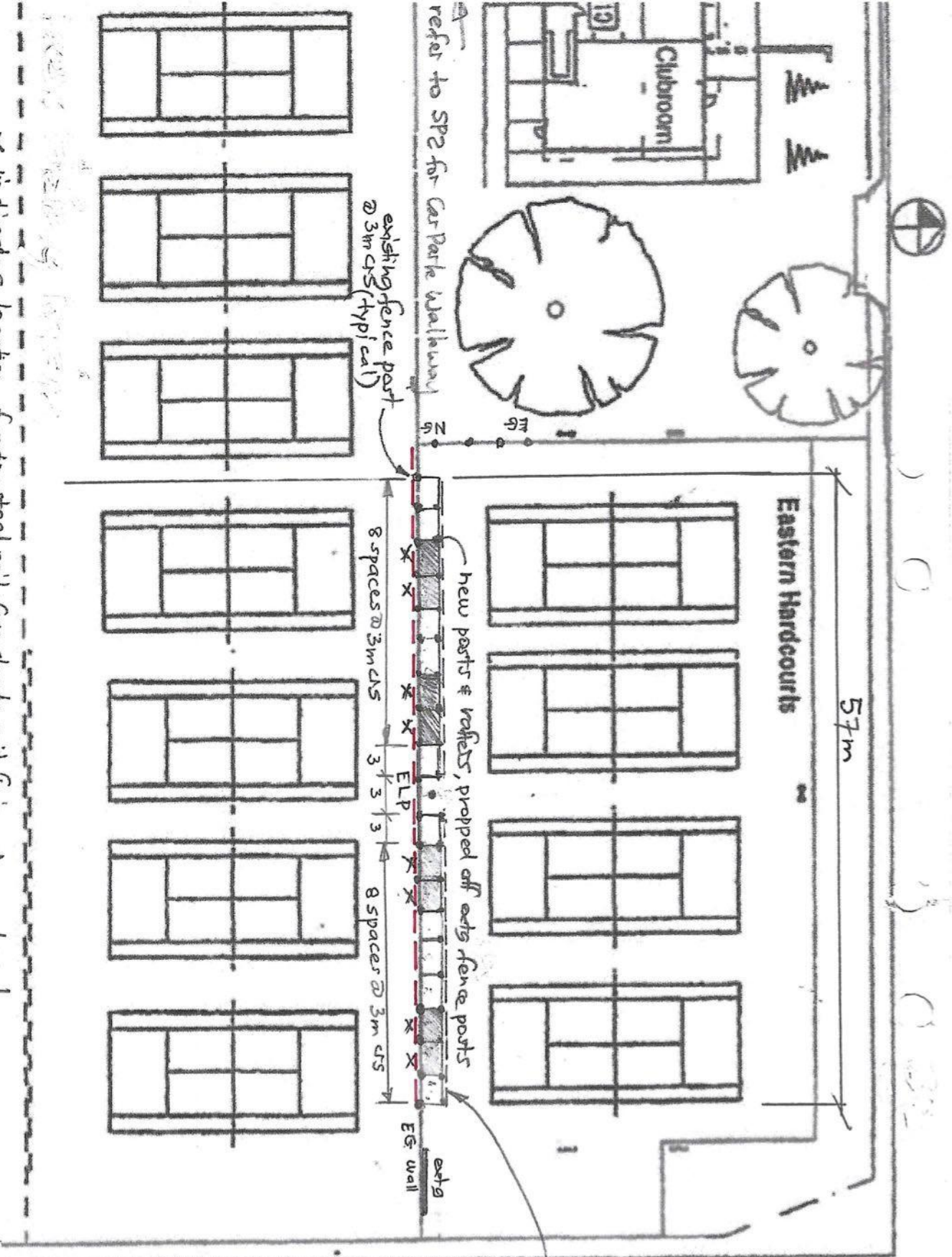
RL 18.66

Levels taken from Monaghan survey Drg. EFT001 dated 12.6.18  
 (available on request)

Scale 1:150 at A4  
 EFLTC Site Plan SP2A  
 Planning Approval  
 Rev A. 30 June 2025

<p><b>BUILDING DESIGN &amp; VISUALISATION</b>                  1. W207 2019 00. 0400 333 349                  00. 0400 333 349                  00. 0400 333 349</p>	<p><b>Project</b>                  East Fremantle Lawn Tennis Club                  Jerrat Drive                  East Fremantle</p>	<p><b>Image</b>                  Viewing Tunnel on                  Eastern Hardcourts                  Overall Site Plan</p>	<p><b>Rev A</b>                  PLANNING</p>
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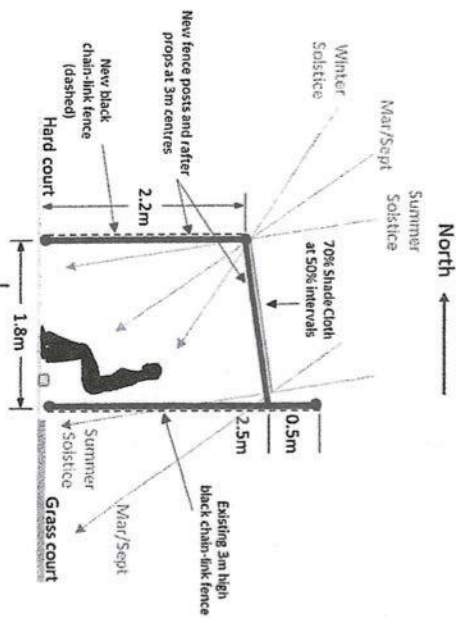
- X indicates location of extra steel rail for shade sail fixing at upper level
- EG existing gate to remain
- EG new standard gate installed in ext fence
- ELP existing light pole
- indicates shade cloth panels
- indicates ship drain Everhard Easy Drain polymer grate and channel (compad)

LOCATION PLAN LP1 A  
SCALE 1:50 at A4

EAST FREMANTLE LAWN TENNIS CLUB SPECTATOR TUNNEL EASTERN HARDCOURTS

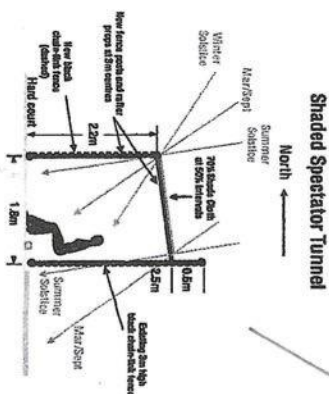
Rev A 30.6.25  
Issued for Planning

# East Fremantle Lawn Tennis Club - Shaded Spectator Tunnel on Eastern Hard courts Details (plus car park walkway)

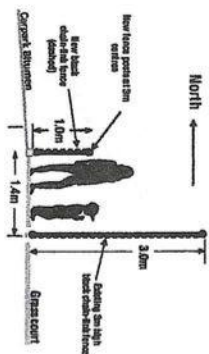


SECTION X  
 approx 1:75  
 at A4  
 (refer also to D2)  
 enlargement

ENLARGEMENT



Carpark Fence



SECTION Y

To be read in conjunction with dig. SP2



## Structural Details Eastern Hardcourts

- Refer to Location Plan - LP1
- far-past rather locations
- All tubes to be hot dip galv.
- steel, powder coated satin black
- in accordance with paint manufacturer's specification
- all tube to tube joints to be made using proprietary galv. bolted tube connectors



Issued for Planning Approval:  
Rev A 30.6.25 D2A

**Photos**



Looking west towards existing structures similar to the proposed spectator viewing tunnel - note the height is lower than the existing fence and screening is on the top of the structure.



Looking east where the proposed spectator viewing tunnel is to be installed.



Looking west towards area where the fenced pedestrian safety walkway will be installed.



Looking east towards area where the fenced pedestrian safety walkway will be installed.





Looking east towards existing structures similar to the proposed spectator viewing tunnel - note the height is lower than the existing fence and screening is on the top of the structure.



View from Preston Point Road footpath – note that the proposed spectator viewing tunnel is lower than the existing fence and does not obstruct river views.

Attachment -3



View from Preston Point Road footpath – note that the proposed spectator viewing tunnel is lower than the existing fence and does not obstruct river views.



View from Preston Point Road footpath.



View from Preston Point Road footpath – note that vegetation in the foreground limits views of the proposed spectator viewing tunnel which will be lower than the existing fence and views of river are still maintained.

## 13.2 44 KING STREET - CHANGE OF USE - SHORT TERM RENTAL ACCOMMODATION

<b>Report Reference Number</b>	OCR-3674
<b>Prepared by</b>	James Bannerman
<b>Supervised by</b>	Fraser Henderson
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

**Attachments**

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

**PURPOSE**

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 44 (Lot 445) King Street, East Fremantle.

**EXECUTIVE SUMMARY**

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 44 (Lot 445) King Street, East Fremantle. The property is currently zoned residential with a density code of R20. The property is heritage listed Category B, but no works are proposed. The property is comprised of a small, single storey dwelling with 3 bedrooms, a single bathroom, kitchen, dining, and living area. It also has a single carport and 3 car bays on site. The owner/operator will not reside at the premises, so the proposal is considered unhosted.

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

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

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

**BACKGROUND**

<b>Zoning</b>	Residential R20
<b>Site area</b>	508m <sup>2</sup>
<b>Heritage</b>	Category B
<b>Fremantle Port Buffer</b>	Area 2 – no response required as no works involved
<b>Previous Decisions of Council and/or History of an Issue or Site</b>	P083/23 – development approval granted for short term rental accommodation - 5 December 2023

## CONSULTATION

The proposed change of use to STRA was advertised from 18 July to 3 August 2025. No submissions were received.

## STATUTORY ENVIRONMENT

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

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

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

### Built Environment

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

*3.1 Facilitate sustainable growth with housing options to meet future community needs.*

*3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.*

*3.1.2 Plan for a mix of inclusive diversified housing options.*

*3.1.3 Plan for improved streetscapes.*

*3.2 Maintaining and enhancing the Town's character.*

*3.2.1 Ensure appropriate planning policies to protect the Town's existing built form.*

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

*3.3.1 Continue to improve asset management within resource capabilities.*

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

### Natural Environment

*Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity.*

*4.1 Conserve, maintain and enhance the Town's open spaces.*

*4.1.1 Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*

*4.1.2 Plan for improved streetscapes parks and reserves.*

*4.1.3 Improve and protect the urban forest and tree canopy.*

*4.2 Enhance environmental values and sustainable natural resource use.*

*4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education.*

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

*4.3.1 Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

## RISK IMPLICATIONS

### RISKS

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

## RISK MATRIX

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

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

## RISK RATING

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

## SITE INSPECTION

A site inspection was undertaken.

## COMMENT

This development application proposes a change of use to gain approval for unhosted short term rental accommodation (STRA) at 44 (Lot 445) King Street, East Fremantle. The property is currently zoned residential with a density code of R20. The property is heritage listed Category B, but no works are proposed, and the use has no impact on the heritage status. The property is comprised of a small, single storey dwelling with 3 bedrooms, a single bathroom, kitchen, dining, and living area. It also has a single carport and 3 car bays on site. The owner/operator will not reside at the premises, so the proposal is considered unhosted.

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

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

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

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

### State Government Regulation

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

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

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

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

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

### Management Plan

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

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

### Time Limit for Approval

A time limit will be imposed on the approval such that a maximum period of 12 months will be recommended as a condition of approval. This allows the Town to re-assess the proposal should there be any adverse or unforeseen outcomes from the approval of the premises as a STRA provider.

### Maximum Number of Guests

The proposal is for use of the whole house and outdoors to be utilised as the STRA. The maximum number of guests will be limited to 4 people to ensure that there are no significant amenity impacts on surrounding residents. This will also be included as a condition in the final recommendation for approval.

### Car Parking

As STRA is an unlisted use there are no specified parking standards. Three off -street parking bays are available on-site and on-street parking is available, however, it is not reserved and there can be no guarantee that spaces will be available near the proposed STRA. The maximum number of people permitted to be accommodated (4 people) imposed as a condition of approval will limit parking demand. In line with the Residential Design Codes reduced parking provision is an acceptable outcome if proposed development occurs near major transport routes. It is noted that the property is located relatively close to a bus stop on Canning Highway (approximately 380m in distance away) and has the benefit of high frequency bus routes travelling in both directions to and from Fremantle Train Station and Canning Bridge Train Station. This has the potential to reduce the need for guests to have a car and therefore reduce the demand for parking.



#### Signage

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

#### Noise

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

The property will be fitted with on-site sensors that monitor noise, temperature, number of persons at the property, cigarette detection, smashing glass, motion, and humidity. Excessive noise alerts will be sent to the property manager within 10 minutes. The manager will investigate such incidents and take appropriate action. If non-compliance continues, eviction of the guests will follow.

#### Time Limit for Approval

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

#### Submissions from Advertising

The proposed change of use to short accommodation was advertised from 18 July to 3 August 2025. No submissions were received from advertising.

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### CONCLUSION

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

Based on the preceding assessment the proposed application to operate the short term rental accommodation at 44 King Street, East Fremantle is recommended for support subject to the conditions included in the final recommendation.

## 13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

### Council Resolution 021908

#### OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr Donovan

That approval to operate short term rental accommodation be granted by Council at 44 (Lot 445) King Street, East Fremantle, in accordance with correspondence and plans received on 16 July 2025, subject to the following conditions:

- (1) This development approval is to remain valid for a period of 12 months from date of this approval.
- (2) Continuation of the short term rental accommodation after the 12 month approval period has expired will require the submission of a new development application for the consideration of the local government.
- (3) Hard wired smoke alarms as required by the National Construction Code are to be installed and proof of the instalment is to be provided to the Town to the satisfaction of the local government and prior to the short term rental accommodation commencing operations.
- (4) Residual Current Devices are to be provided to all power points and lights switches and proof of installation is to be provided to the satisfaction of the local government and prior to the short term rental accommodation commencing operations.
- (5) The owner/owner's representative is to advise guests of key elements of the management plan including;
  - a) Emergency evacuation procedures,
  - b) Noise is to be kept to a minimum at all times, and
  - c) Correct waste disposal procedures,
- (6) Maximum accommodation is for 4 people being provided for accommodation.
- (7) No guest or occupant vehicles are to be parked on the verge, footpath, or crossovers due to inadequate parking on-site or in the street.
- (8) No on-site signage is permitted.
- (9) Compliance with the Management Plan submitted with the application to the satisfaction of the local government.
- (10) The approval may be revoked, prior to the expiry of the 12 month period referred to in (1) above, if any adverse impacts involving noise, anti-social behaviour, breaches of the management plan, waste removal, security or parking are unable to be controlled by the applicant/owner or their representative in a timely and effective manner which is to the satisfaction of the local government.

#### Footnote:

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

- a) *A new development application is to be submitted before the expiry of the approval period should the applicant wish to continue the use.*
- b) *This decision does not include acknowledgement or approval of any unauthorised development including signage.*
- c) *A copy of the approved plans as stamped by the local government are attached and the use is to conform with the development approval.*



**CARRIED UNANIMOUSLY 8:0)**

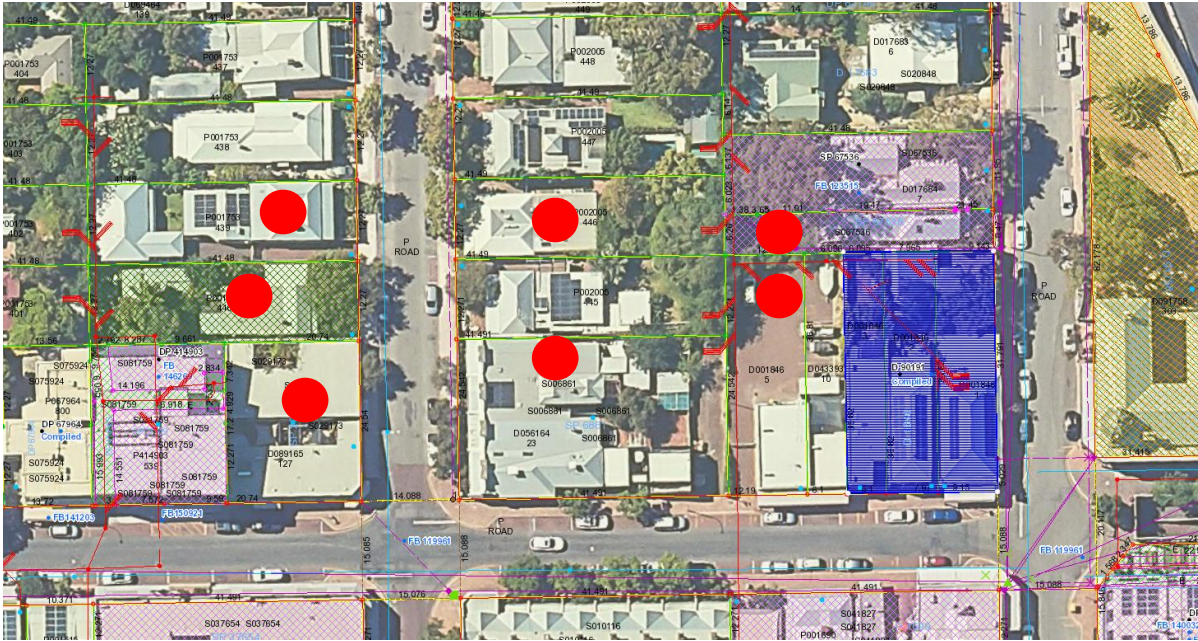
**For:** Crs Wilson, Collinson, Donovan, Harrington, Natale, Maywood, White and Mayor O'Neill.

**Against:** Nil

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**REPORT ATTACHMENTS**

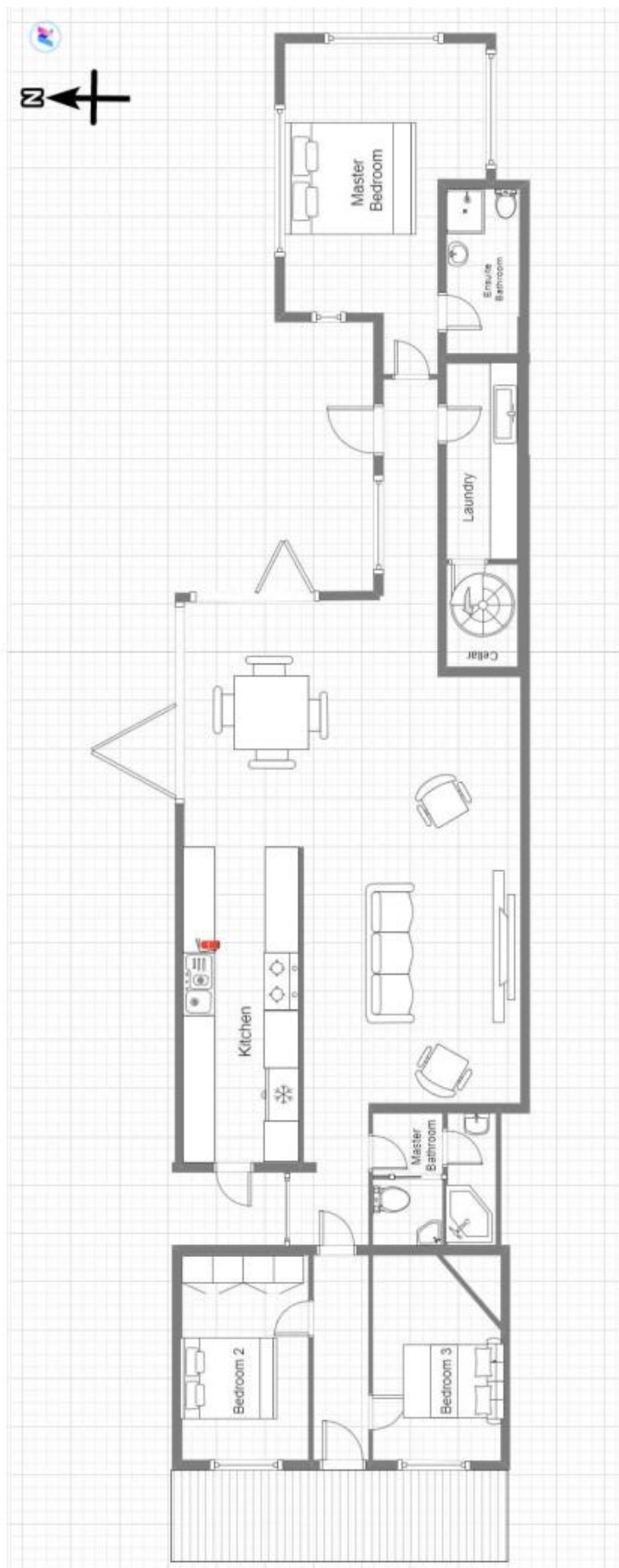
Attachments start on the next page



**44 King Street – Photos**



Attachment -3  
Plans





**PLACE RECORD FORM**

PRECINCT	Plympton
ADDRESS	44 King Street
PROPERTY NAME	N/A
LOT NO	Lot 445
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1898
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category B
PHYSICAL DESCRIPTION	<p>No 44 King Street is a single storey cottage constructed in ashlar limestone and rendered quoins with a hipped corrugated iron roof. It is a simple expression of the Federation Bungalow style with later modifications. The front elevation is symmetrically planned with a central door and hopper light flanked by double hung sash windows. The facade features a full width skillion roofed verandah supported on timber posts. All openings have rendered quoins.</p> <p>There are additions to the rear.</p> <p>The place is consistent with the pattern of development in Plympton and plays an important role in the pattern of development of a working class suburb.</p>

## HISTORICAL NOTES

Plympton is a cohesive precinct where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.

## OWNERS

Unknown

## HISTORIC THEME

Demographic Settlements - Residential Subdivision

## CONSTRUCTION MATERIALS

Walls - Limestone and rendered quoins

Roof - Corrugated roof sheeting

## PHYSICAL SETTING

The residence is situated on a relatively flat site with a high limestone wall at the lot boundary.

## STATEMENT OF SIGNIFICANCE

No 44 King Street is a single storey house constructed ashlar limestone and rendered quoins with a hipped corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place.

The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate degree of authenticity and a high degree of integrity.

## AESTHETIC SIGNIFICANCE

No 44 King Street has considerable aesthetic value as a typical Federation Bungalow. It retains all the characteristic features of a dwelling of the type and period.

## HISTORIC SIGNIFICANCE

No 44 King Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.

## SCIENTIFIC SIGNIFICANCE

N/A

## SOCIAL SIGNIFICANCE

No 44 King Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.

## RARITY

No 44 King Street is not rare in the immediate context but Plympton has rarity value as a working class suburb.

## CONDITION

No 44 King Street is in good condition.

## INTEGRITY

No 44 King Street retains a high degree of integrity.

## AUTHENTICITY

No 44 King Street retains a moderate degree of authenticity.

## MAIN SOURCES

## 13.3 NEW MEMBER EOI RAP AND PUBLIC ART

<b>Report Reference Number</b>	OCR-3696
<b>Prepared by</b>	Nadia O'Malley
<b>Supervised by</b>	Jonathan Throssell
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

**Attachments**

1. Summary of Applicants RAP (Confidential)
2. 4.1.2 Public Art Panel DRAFT marked up changes August 2025
3. Summary of PAP applicants 2025 (Confidential)

**PURPOSE**

The purpose of this report is to seek Council endorsement for new members to be appointed to the Town's Reconciliation Action Plan Steering Group (one member) and Public Art Panel (four members, subject to a change in the Panel's Terms of Reference), following a recent expression of interest process.

**EXECUTIVE SUMMARY**

The Town has several internal committees including the Reconciliation Action Plan Steering Group and Public Art Panel.

Following an Expression of Interest (EOI) process, a list of applicants for vacant positions in both committees is available for Council consideration.

For the Public Art Panel, Council is requested to consider and adopt minor alterations to the Public Art Panel's Terms of Reference.

**BACKGROUND**

In the past, EOIs for both committees have been advertised as and when a vacancy arises, or every two years to align with local government election cycles.

In mid-2025, a decision was made to advertise ahead of the election, with the view that a new panel member/s would be appointed to coincide with the new Council's election.

**Reconciliation Action Plan Steering Group (RAP)**

Panel membership currently comprises Cr Donovan (Chair), Cr Natale, Cr Collison, Elder Freda Ogilvie, Geoff Addison, Wendy Wisniewski, Maureen Flynn, Margaret King and the Chief Executive Officer (or representative), with a staff member providing administrative support.

*New community member/s*

A vacancy has existed since mid-2024 when one community member resigned from the committee.

### **Public Art Panel**

Panel membership currently comprises Cr Harrington (Chair), Cr Collinson, Tony Jones, Nikki Liley and Soula Veyradier, the Chief Executive Officer (or representative); with a staff member providing administrative support.

#### *New community member/s*

A vacancy has existed since late 2024 when one community member resigned from the Panel. Another member advised of their intention to resign in July 2025, effective from mid-September.

It is proposed via a review of the Terms of Reference for this group that four (4) new members be appointed at this time.

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### **CONSULTATION**

The EOI process for Public Art and RAP were advertised together. Advertising was open to the public for 40 days via the Town's communication platforms including:

- Across the Town advert in the Fremantle Herald newspaper
- the Town's monthly E-News
- on the Town's website
- on the Town's Facebook page
- the Town's Instagram profile.

### **RAP:**

One application (see confidential attachment) was received.

### **Public Art Panel:**

This round of EOIs attracted individuals with diverse backgrounds and experience, reflecting strong ongoing community interest in contributing to arts in the Town. A total of six applications (see *Confidential Attachment 3*) were received.

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### **POLICY IMPLICATIONS**

#### **4.1.2 Public Art Panel.**

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### **FINANCIAL IMPLICATIONS**

The budget implications are minimal and can be managed within the Annual Budget (i.e. catering for meetings).

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### **STRATEGIC IMPLICATIONS**

The Town of East Fremantle Strategic Community Plan 2020 – 30 states as follows:

#### *Strategic Priority 1 Social*

1.2 Inviting open spaces, meeting places and recreational facilities.

1.3 Strong community connection with vibrant and safe lifestyle.



## 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)
Community members not engaged in RAP Group or Public Art Panel.	Unlikely (2)	Minor (2)	Moderate (5-9)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

### RISK MATRIX

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

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

### RISK RATING

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

### COMMENT

It has been two years since the Terms of Reference for this panel were last reviewed (2023). The Panel has recently discussed the benefits of expanding the membership of the group.

The Terms of Reference have been given a light-touch review. Suggested changes have been marked up in red.

The main change suggests that the number of community members on the panel be increased from eight to 10. See *Attachment 2*. This would result in an opportunity for four community members to be appointed to the panel this year.

Engaging additional members for both groups will ensure they continue to reflect a broad range of community views and experience in the fields of reconciliation and public art. It will also ensure each group has the capacity to support the Town's work as it relates to reconciliation and public art.

## CONCLUSION

The expression of interest submitted for the RAP Steering Group is presented to Council. Council is requested to appoint the applicant, details about whom are in *Confidential Attachment 1*.

The expressions of interest submitted for the Public Art Panel are also presented to Council. Council is requested to approve the changes to the Public Art Panel Terms of Reference in *Attachment 2*; and to appoint four applicants to the Panel, details about whom are in *Confidential Attachment 3*.

*It was noted that the CEO had advised prior to the meeting that the administrative support person to the Panel referred to in the terms of reference (who is a Town employee) had been inadvertently counted in the total of panel members. A closer review of the Terms of Reference confirms that this employee should not have been included in the 'up to X members' figure.*

*An updated Draft Terms of Reference document (Attachment 2) had been included in this report with the correctly proposed changes, notably in Section 2: Membership, that:*

- *The Panel should have up to nine (9) representatives ...*
  - *Two Elected Members*
  - *CEO (or his representative)*
  - *Six (6) other specialists such as...*

### Amendment

*Moved Cr Collinson moved*

*That:*

1. *The Public Art Panel terms of reference be amended to increase membership to ten.*
2. *Part 3 of the recommendation include appointment of Applicant A*

THE AMENDMENT LAPSED FOR WANT OF A SECONDER

## 13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 031908**

### **OFFICER RECOMMENDATION:**

**Moved Cr Harrington, seconded Cr Donovan**

**That Council:**

1. **appoints the applicant detailed in *Confidential Attachment 1* to the Reconciliation Action Plan Steering Committee.**
2. **adopts the changes to the Public Art Panel Terms of Reference detailed in *Attachment 2* to this report.**
3. **appoints the following applicants to the Public Art Panel as detailed in *Confidential Attachment 3* to this report:**
  - **Michael Knight**
  - **Katina Bowie**
  - **Malcolm Hundley**
  - **Jane Barwell**

4. thanks all applicants for their interest in the positions advertised.

**CARRIED UNANIMOUSLY 8:0)**

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

**Against:** Nil

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**REPORT ATTACHMENTS**

Attachment 1 & 3 are Confidential

Attachment 2 starts on the next page

#### 4.1.2 Public Art Panel

<b>Type:</b>	Operations – Public Infrastructure
<b>Legislation:</b>	Local Government Act 1995
<b>Delegation:</b>	
<b>Other Related Document:</b>	Public Art Policy 4.1.3

##### Objective

To establish a Public Art Panel to guide the Town of East Fremantle Public Art Strategy in accordance with associated policies, processes and procedures.

##### Policy Statement Definitions

*"The Panel"* means the Public Art Panel referred to in this Policy.

*"Financial Interest"* has the same meaning as given by Section 5.60A of the *Local Government Act 1995*.

*"Proximity Interest"* has the same meaning as given by Section 5.60B of the *Local Government Act 1995*.

*"Impartiality Interest"* means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having interest arising from kinship, friendship or membership of an association.

##### Policy Scope

###### Background

Consultation and research undertaken has shown that it is best practice for Local Government Authorities to appoint a panel or committee with responsibility for making decisions and recommendations about public art.

The Town of East Fremantle Public Art Panel should comprise Elected Members, staff and dedicated experts in the field. It is important that Panel Membership covers a range of expertise in public art to ensure a balance of skill and opinion.

The Panel would conduct itself according to the role given to it by the Council, which would outline the Panel's responsibilities, operations and composition.

##### Status and Role of the Panel

The Public Art Panel will:

1. oversee and make recommendations to the Council on matters related to:
  - 1.1 the strategic direction, policy and public program matters of the Town of East Fremantle Public Art Strategy;
  - 1.2 the development of public art project briefs;
  - 1.3 the deaccession, relocation, removal and disposal of public artworks; and

- 1.4 to assess and determine the suitability of percent for public art proposals submitted in accordance with the Town's Percent for Public Art Policy
2. consider the recommendations of specialist selection panels;
3. assess the implementation of the public art annual action plan.

Positions on the Panel will be non-paid.

## Policy

### Section 1: Terms of Reference

- To provide guidance for the Town of East Fremantle Public Art Strategy.
- To act in an advisory capacity and make recommendations on specified projects in relation to the acquisition of public art; development projects with public art components; and any proposed projects that have the potential for public controversy and/or risk to the Town's reputation (noting that this does not include the selection or approval of new works where they meet the Policy;
- The Panel will provide expert advice in the development and review of the Town's public art program and on public art projects.
- The Panel's advice will help the Town achieve high-quality public art outcomes; an excellent reputation with stakeholders; effective relationships with partners and the arts sector.

### Section 2: Membership

- The Town will engage the correct or suitable expertise (art, architecture, urban design and cultural expertise) to achieve high-quality art outcomes for the Town.
- It is important that Panel Members are specialists in their field and that the membership covers a range of expertise in public art to ensure a balance of skill and opinion.
- Artists, curators, architects and other design and cultural experts will help the Council achieve public art outcomes for the Town of East Fremantle that are world-class and innovative, and that surprise, delight, challenge and stimulate.
- Invitations to nominate for the Public Art Panel are to be advertised biennially. Nominees will be invited to provide a response to the criteria.
- The Council will appoint Panel Members on the recommendation of the administration following the assessment of applications.
- The Panel should have up to ~~eight~~nine (9) representatives (including the Chair) covering a range of expertise and ideally made up as follows:
  - Two Elected Members (including the Mayor or representative);
  - Chief Executive Officer (or representative)
  - ~~Five~~Six (6) other specialists such as a practising artist, public art coordinator, curator, art historian, academic, art critic or design professional (expertise in theory and/or practice of contemporary art, urban design or related practice or national and international public art perspectives should be rated highly).

### The Chairperson

The Panel Chairperson is an Elected Member of Council and appointed by Council.

The Chief Executive Officer shall give all assistance to the Panel Chairperson in respect to administrative support for the Panel.

### Section 3: Meeting Procedure and Process

- Unless approved by the Council or there is a need to address an urgent issue (the latter to be agreed by the Chairperson and the Chief Executive Officer), the Panel shall meet as required. Additional meetings may be convened at the discretion of the Chief Executive Officer.
- Members will be required to provide sufficient notice of their ability or inability to attend the next scheduled meeting.
- Panel Meetings are not open to the Public.

#### Quorum

- A quorum for the meeting of the Committee will be at least 50% of voting members (including the Chairperson).
- The Panel meeting shall not proceed unless a quorum is present.

#### Chairperson

The Council appointed Chairperson will preside at all meetings. In the absence of the Chairperson, a person elected by the quorum will assume the Chair.

#### Agendas

- The Chief Executive Officer (or his representative) will determine the Agenda for each meeting. All meetings shall be confined to items listed on the Agenda. Agendas will be distributed to all members at least four (4) working days in advance of meeting dates.
- Detailed documents will be distributed to Panel members at least four (4) working days in advance of the meeting dates.

#### Minutes

- The Panel Chairperson (in liaison with the Chief Executive Officer) shall be responsible to ensure the preparation and accuracy of the Minutes/Meeting notes.
- Items considered at the meeting will not be formally voted upon. The Minutes/Meeting notes of the Panel will record consensus agreement and any points of agreement/disagreement. They will not reflect verbatim discussion on matters discussed during debate prior to consensus agreement being reached. The Minutes/Meeting notes of the Meeting will be prepared by an officer of the Town and distributed to members within five (5) working days after the date of the meeting.
- The Panel Minutes/Meeting notes are to be presented in the form of:
  - explanatory comments on the matters before Panel and general views regarding the proposal;
  - formal recommendation to the Council, where appropriate reflecting the views of the majority of members present at the meeting;
  - The Panel Chairperson will endorse the Minutes/Meeting notes and proposed recommendations; and
  - Original copy of the endorsed Minutes/Meeting notes to be retained for record purposes.

#### Administrative Support

A Town employee will be assigned to provide administrative support to the Panel. This person will be responsible for the following;

- Issuing of the Agenda;
- Recording of Apologies prior to the meeting;
- Preparation of the Minutes/Meeting notes;



- Room booking; and
- Catering requirements.

#### **Code of Conduct**

- The Town's Code of Conduct shall apply to members of the Panel.
- All Panel members shall be required to declare any conflicts of interest in matters being considered.
- A copy of the Town's Code of Conduct will be provided to each member upon their appointment.
- The Town's Chief Executive Officer is available to provide any assistance or guidance concerning the Code or any matters of Interest.

#### **Conflict of Interest**

- All members need to be aware that any conflict of interest needs to be recognised. On receipt of the Agenda, if a member has an interest in the matter, then the member is required to declare the interest.
- Any person who has a financial and proximity interest in a matter shall exclude themselves from the room and not participate in that part of the meeting.

#### **Financial and Insurances**

The Town will arrange all insurance to cover Panel members whilst discharging their normal course of duty, including travel to and from the meeting.

#### **Tenure of Appointment**

- The Council will appoint a member to the Panel including the prescribed term and any conditions.
- The Panel Membership is normally for a period of two (2) years from the period of the ratification of the Panel by the Council. Generally the term is from November after the Ordinary local government elections.
- Once selected by the Council, if a member fails to attend three (3) consecutive meetings of the Panel, his/her appointment shall be automatically terminated, unless Leave of Absence has been granted and approved by the Panel. The Chief Executive Officer shall advise any member, in writing, when their membership of Panel is terminated.
- The Council may terminate the appointment of any member prior to the expiry of his/her term, if:
- The Chairperson and Chief Executive Officer consider that the member is not making a positive contribution to the Panel; or
- The member is found to be in breach of the Town of East Fremantle Code of Conduct or a serious contravention of the Local Government Act 1995; or
- A member's conduct, action or comments brings the Town of East Fremantle into disrepute.

### Vacancies

Vacancies shall be filled by calling for nominations of external members. Members filling a vacated position will hold that position for the remainder of the vacant positions' term, as approved by the Council.

### Section 4: Related Policies and Plans

Interpretation and implementation of this Policy is in accordance with the Town of East Fremantle documents as outlined below.

- Town of East Fremantle Public Art Strategy
- Town of East Fremantle Local Planning Policy - Percent for Public Art
- Town of East Fremantle Public Art Annual Action Plan 2017/18 – 2020/21
- Town of East Fremantle Public Art Panel Policy

### Other Related Policies or Plans

- Town of East Fremantle Strategic Community Plan ~~2017-2020~~ 2027-2030

### Section 5: Definitions

#### Public Art

*For the purposes of this Policy, public art is defined as a work of art that is created by an artist, sited in a visually accessible public location. Public art can include (but is not limited to):*

- *the artistic treatment of functional equipment such as bike racks, benches, fountains, playground equipment, light posts or shade structures which are unique;*
- *landscape art enhancements such as walkways, bridges or art features within a public garden;*
- *murals, tiles and mosaics covering walls, floors and walkways; and*
- *sculptures, free-standing or incorporated as an integral element of a building's design, paintings, pictures and photographic works.*

*Public art does not include:*

- *business logos;*
- *advertising signage;*
- *art objects which are mass produced or off the-shelf reproductions; and*
- *landscaping or architectural features which are considered by the Town to be normally integrated into the building or development.*

### Attachment

For an extended list of detailed definitions please refer to the Appendix.

<b>Responsible Directorate:</b>	<del>Corporate Services</del> <u>Office of CEO</u>
<b>Reviewing Officer:</b>	<del>Executive Manager Corporate Services</del> <u>Manager Community Engagement and Communications</u>
<b>Decision making Authority:</b>	Council
<b>Policy Adopted:</b>	21/10/17
<b>Policy Amended/Reviewed:</b>	17/04/18, 17/9/19, 15/10/19, <u>24/07/25</u>
<b>Former Policy No:</b>	4.1.6



## Appendix

### A. Types of public art

The descriptors that follow indicate the diversity of approaches to public art projects.

**Ephemeral Artworks:** those works that are short lived, based on a specific occasion or event and are transitory in nature. Ephemeral art describes projects that may be environmental, lighting or projection where there is no physical artwork created. The term also applies to physical works in non-permanent materials such as natural found materials that degrade as part of the art process.

**Functional Artworks:** where the primary purpose of the element is utilitarian such as seating, lighting, bollards, rubbish bins, bike racks, shelters and paving. These can vary in form, scale or quantity, dependent on the location. Functional works can reinforce a design aesthetic or thematic concern and be playful, delightful or sophisticated.

**Ground Plane Artworks:** form part of the ground in a public setting and may be experienced as carved/shaped paving elements, metal relief elements, toughened glass panels and ceramic or mosaic inserts, amongst others. Ground plane works are designed to be viewed closely by pedestrians in the space, potentially slowing their movement through the area and creating the opportunity for an intimate and personal engagement between the work and the viewer. Ground Plane works are useful as a way finding tool.

**Iconic Artworks:** a significant, freestanding work, where the approach is largely independent of other considerations.

**Integrated Artworks:** works that are fully incorporated within the design of the built or natural environment.

**Interactive Artworks:** are works that are designed to encourage a tactile response.

**Interpretive Artworks:** where the primary purpose of the artwork is to tell a story, describe, educate or comment on an issue, event or situation.

**Intervention Artworks:** provoke an idea or thought or an element of surprise often in an unexpected location.

**Landmark Artworks:** could be considered a signature or icon for a city. Large in scale or ambitious in concept, such works tend to be major stand-alone commissions and not part of a capital works project.

**Medium Scale/Human Scale Artworks:** are artworks approximately the size of an average person. These artworks are easily interacted with and are accessible to pedestrians.

**Memorial:** a structure, sculpture or other object erected to commemorate a person or an event.

**Nodal Artwork:** an artwork that comprises of a series of component parts and a central focus element.

**Site Specific Artworks:** designed specifically for and responding to a particular site through scale, material, form or concept.

**Permanent Artworks:** refers to public art with a lifespan of at least twenty years.

**Plaque:** a flat tablet or sign, affixed to an object, building or pavement, of metal, stone or other appropriate material, which may include text and/or images in order to provide interpretive information. Plaques may identify an artwork, commemorate a person, place, object or an event and/or provide historical text or information relevant to its location.

**Street Art:** may include spray or aerosol art, stencils, sticker art, paste-ups (wheat pasting and poster art), video projection, art interventions, guerrilla art, flash-mobbing and installations.

**Temporary Artwork:** refers to artwork that is made to last for a specific duration for example, one week or one year. This may include one off or scheduled events such as outdoor exhibitions or installations. The dynamic nature of temporary works are an important place activation tool.

**Textural Artworks:** are small in scale, often items of architectural, streetscape and landscape detail, which contributes to the local character of a place.

**Transition Artworks:** provide an element that links one space to another such as an internal to an external public space or a hardscaped space to a landscaped space.

## B. Definitions

### Artist

A professional visual artist can be defined as a person who fits into at least two of the following categories:

- a person who has a tertiary qualification in the visual arts, or when the brief calls for it, other art forms such as multimedia;
- a person who has a track record of exhibiting their artwork at reputable art galleries that sells the work of professional artists;
- a person whose work is represented in major public or private collections; and

A person who earns more than 50% of their income from arts related activities, such as teaching, selling artwork or undertaking public art commissions. In some cases, this definition may be relaxed where it may be specified for a particular project.

For example, a project involving emerging artists, Indigenous artists, students or street/graffiti artists.

### Artist Fees

That portion of the art project budget reserved for payment to the artist for his/her creative services for design, fabrication, and/or project management services.

### Artwork or Work of Art

Any work or object designed by an Artist.

### Collection Management

The administration and management of an Art Collection. This encompasses the management of collection records both electronic and hard copy, the database, catalogues, inventories and condition assessments, maintenance and conservation programs, accession of new acquisitions and overseeing the deaccession, disposal or relocation of public artwork.

### Community Art

A process where the community initiates or participates in the art project.

### Contemporary Art

Artwork created in the present day that engages with issues relevant to its time or uses materials and processes that are at the forefront of arts practice.

### Hand-over

The transfer of ownership of an artwork from one party to another. This includes the transfer of legal title and the supplying of the Maintenance Manual and other associated contractual documents.

### Maintenance Manual

Those forms completed by the artist detailing the maintenance and technical information for the completed artwork.

### Public Art

Public art is a work of art that is created by an artist, sited in a visually accessible public location. Public art can include (but is not limited to):

- the artistic treatment of functional equipment such as bike racks, benches, fountains, playground equipment, light posts or shade structures which are unique;
- landscape art enhancements such as walkways, bridges or art features within a garden;
- murals, tiles and mosaics covering walls, floors and walkways; and
- sculptures, free-standing or incorporated as an integral element of a building's design, paintings, pictures and photographic works.

**Public art does not include:**

- business logos;
- advertising signage;
- art objects which are mass produced or off the-shelf reproductions; and
- landscaping or architectural features which would normally be integrated into the building or development.

**Public Art Maintenance & Conservation Program**

The coordinated administration of regular treatments, professional conservation and repairs to works in an Art Collection to maintain their integrity.

**Public Art Consultant**

A professional specialising in public art, engaged to provide expert advice or project management.

**Public Art Project Manager**

A professional employee or contractor responsible for the planning, execution, contract management and close-out of the public art project.

DRAFT

*Mayor O'Neill having declared a proximity interest in the following item left the meeting at 6.48pm*

*The Acting Mayor Cr Natale assumed the Chair.*

### 13.4 COMMUNITY EVENT AT EAST FREMANTLE COMMUNITY PARK

<b>Report Reference Number</b>	OCR-3707
<b>Prepared by</b>	Nadia O'Malley
<b>Supervised by</b>	Jonathan Throssell
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	
<b>Attachments</b>	

1. East Freo Bites and Beats event – proposed budget

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#### PURPOSE

The purpose of this report is for Council to consider approval of a community event to be held at the East Fremantle Community Park (EFCP) in the summer of 2025/26.

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#### EXECUTIVE SUMMARY

Under its operator agreement with the Town, Belgravia Leisure is required to deliver two events per year at the East Fremantle Community Park.

Town staff have worked with Belgravia Leisure to create a project plan and proposed budget for a proposed event to be held in the summer of 2025/26.

This report outlines a proposed date and budget for *East Freo Bites and Beats*.

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#### BACKGROUND

In March 2025, the Town announced that it would be pausing East Fremantle's George Street Festival for 2025 to consider the scope and long-term sustainability of the festival, and other Town events.

In addition to recommending the pause, Council asked that a smaller-scale, community event be planned at the EFCP during the summer of 2025/26. It is important to note that this event is not intended as a replacement of the East Fremantle George Street Festival.

Potential dates (Saturday 8 November 2025 or Saturday 21 February 2026) and event themes were considered at the Council Concept Forum held in August 2025.

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#### CONSULTATION

Executive Leadership Team and Council  
Belgravia Leisure

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#### STATUTORY ENVIRONMENT

- Compliance with the *Health (Public Building) Regulations 1992*

- Department of Health Guidelines for concerts, events and organised gatherings
- *Food Act 2008*
- *Environmental Protection (Noise) Regulations 1997*

## POLICY IMPLICATIONS

### 6.1.3 Sustainable Event Policy

As a Town approved event produced by a third party, in accordance with Clause 2 of the policy, the following applies:

- exclude provision, sale or distribution of single-use plastics at the event.

This includes: cutlery, cups, coffee cups, bottles, plates, containers, bags, cling wrap, straws and bottled water. This does not include compostable packaging made from organic material e.g. paper, cardboard, sugar cane and cornstarch.

- restrict promotional material, decorations and supplies to those which can be reused, recycled, contain recycled content and/or be certified carbon offset

## FINANCIAL IMPLICATIONS

\$25,000 has been allocated in the Annual Budget 2025/26 for community events. The draft budget for East Freo Bites and Beats is \$25,000.

With a longer planning time, i.e. if the event is held in February 2026, there is potential to apply for approximately \$5,000 in sponsorship.

## STRATEGIC IMPLICATIONS

### Strategic Community Plan 2020-2030

#### Strategic Priority 1: Social

#### 1.3 Strong community connection within a safe and vibrant lifestyle

#### 1.3.2 Facilitate opportunities to develop community connections through events and celebrations

### Town of East Fremantle Public Health Plan 2022 to 2027

#### Key Area 1: Healthy People and Community

Programs, events and facilities that support and promote a physically active lifestyle.

- Promote and support festivals and events throughout the Town that promote active living, healthy eating and mental health and wellbeing.

## 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)
The Town is unable to deliver a community event	Unlikely (2)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

## RISK MATRIX

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

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

## RISK RATING

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

The Town's Manager Community Engagement and Communications and staff from Belgravia Leisure conducted a site inspection in May 2025.

## COMMENT

At the Council Concept Forum in August 2025, Council asked Town staff to further investigate 'East Freo Bites and Beats' (*event concept name*), earmarked for Saturday 8 November 2025, from 3pm to 8pm.

## Event description:

The events will be a family-friendly outdoor event designed to bring together the East Fremantle community. Featuring live local music, food trucks, and kids' activities, it will run from early afternoon into the evening, celebrating East Fremantle's culture and providing a relaxed atmosphere for families and friends.

## Date:

After considering the proposed November date (Saturday 8 November 2025), Belgravia Leisure has recommended moving the event to **Saturday 21 February 2026**, from 3pm to 8pm, to maximise its success. They believe the date change will position the event for the best possible community engagement and overall success.

This additional lead time will allow Belgravia Leisure and Town staff to develop a more strategic marketing campaign, engage sponsors more effectively, and secure vendors and performers thoroughly, ensuring a polished and well-executed experience.

As November is a peak season for performers, a February 2026 date offers improved opportunities to secure high-quality acts that resonate with our community.

In addition, the extra planning time will enable Belgravia Leisure and Town staff to pursue additional sponsorship opportunities, strengthen partnerships with local businesses, and apply for grant funding (i.e. Fremantle Ports).

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## CONCLUSION

Endorsement of East Freo Bites and Beats will enable the Town, in conjunction with Belgravia Leisure, to deliver a community event at the EFCP over the summer of 2025/26, strengthening community connection.

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## 13.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 041908**

**OFFICER RECOMMENDATION:**

**Moved Cr White, seconded Cr Wilson**

**That Council endorses the East Freo Bites and Beats event at the East Fremantle Community Park to be held on 21 February 2026.**

**CARRIED UNANIMOUSLY 7:0)**

**For: Crs Wilson, Collinson, Donovan, Harrington, Maywood, White and Cr Natale.**

**Against: Nil**

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## REPORT ATTACHMENTS

Attachments start on the next page

A	B	C
<b>East Freo Bites and Beats</b>		
<b>Saturday 21 February 3pm to 8pm (TBC)</b>		
A vibrant community event. This relaxed, family-friendly gathering invites residents of all ages to enjoy a magical evening under the stars with live local music, delicious food trucks and kids' activities.		
The event celebrates the spirit of connection, culture, and local talent in a beautiful outdoor setting, perfect for unwinding, socialising, and enjoying the best of East Fremantle.		
Activity / Component	Details / Notes	Est Costs
<b>Feature Band</b>	Headline local act	\$ 10,000.00
<b>Additional Live Music</b>	Local performers/ support acts	\$ 1,500.00
<b>Event Infrastructure</b>	Stage, lighting, sound system rental	\$ 6,500.00
<b>Food Trucks Coordination</b>	Food trucks pay for their own setup, no cost	\$ -
<b>Kids Rides &amp; Activities</b>	Rental fees - Face Painting, Lions Train Rides etc	\$ 1,500.00
<b>Twilight Lawn Games Setup</b>	Bowls, Croquet, Bocce & Other Activities	\$ 1,500.00
<b>Marketing &amp; Promotion</b>	Flyers, posters, social media ads, photography	\$ 1,000.00
<b>Event Staffing &amp; Security</b>	Staff wages, security personnel	\$ 1,500.00
<b>Miscellaneous &amp; Contingency</b>	Extra expenses, cleaning, waste management	\$ 1,500.00
		<b>\$ 25,000.00</b>



*Mayor O'Neill returned to the meeting at 6.53pm and resumed the Chair. It was noted he did not speak or vote on the previous motion.*

### 13.5 ELECTIONS - CARETAKER POLICY

<b>Report Reference Number</b>	OCR-3548
<b>Prepared by</b>	Jonathan Throssell, Chief Executive Officer
<b>Supervised by</b>	N/A
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	
	1. Policy 1.1.11 Elections – Caretaker Period (adopted 21 September 2021)
	3 Revised Policy 1.1.11 Elections – Caretaker Period

#### PURPOSE

Council is requested to consider amendments to Council's existing Policy 1.1.11 "Elections – Caretaker Period" in order to reflect new, standardised Local Government Caretaker provisions which became effective on 1 July 2024 and will apply for the first time at the 2025 Local Government Elections.

#### EXECUTIVE SUMMARY

Council adopted an Elections – Caretaker Period policy in September 2021. In 2023 the *Local Government Act 1995* ("the Act") was amended to insert provisions regarding a Caretaker Period which applies to all local governments from 1 July 2025.

Accordingly, Council's policy has been reviewed to ensure that it is consistent with the changes made in the *Local Government Act 1995*.

Council members were briefed on the changes required to be made to the policy at a Council Forum held on 5 August 2025. In addition to the required changes there has been some minor reformatting of the original policy.

Council is requested to adopt the revised policy, as attached.

#### BACKGROUND

Council first adopted an Elections - Caretaker Policy (No 1.1.11) on 21 September 2021 – see Attachment 1.

Due to amendments made to the *Local Government Act 1995* in 2023, all local governments are now required to observe a Caretaker Period, with restrictions on what a local government may do during that period expressed in section 3.73 of the Act.

For the 2025 local government elections, the Caretaker Period commences at 4pm on 4 September 2025, being the close of nominations, and ends on the day after the returning officer declares the result of the election.

#### CONSULTATION

Council Forum 5 August 2025

## STATUTORY ENVIRONMENT

Local Government Act 1995 s3.73

## POLICY IMPLICATIONS

Amendment to Policy 1.1.11.

## FINANCIAL IMPLICATIONS

N/A

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020 – 30 states as follows:

*Strategic Priority 5 Leadership and Governance*

*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)
Existing Policy not reviewed to ensure it is consistent with legislation.	Rare (1)	Moderate (3)	Low (1-4)	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	3
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

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## SITE INSPECTION

N/A

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## COMMENT

Policy 1.1.11 Elections – Caretaker Period has been reviewed and amended to ensure it is compliant and consistent with the recent changes made to the Act - refer Attachment 2.

The revised Elections – Caretaker Period policy supplements the caretaker provisions of the *Local Government Act 1995* to provide additional guidance in the lead up to election day, ensuring that major decisions which would bind an incoming Council are avoided where possible, preventing the use of public resources in ways that can be seen to be advantageous to, or promoting candidates, and also ensuring employees act impartially in relation to candidates. The policy has implications for major decision making, public consultation, publications, publishing of information, the use of Town of East Fremantle resources and access to information and advice.

The policy is to be applied in conjunction with all other relevant legislation, local laws, delegations, policies, procedures and processes of the Town, providing guidance to ensure the continuation of ordinary business.

For ease of reading, the revised policy document includes excerpts from the Act. These are shown in shaded boxes and do not form part of the Council Policy.

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## CONCLUSION

It is recommended Council adopts the revised Elections – Caretaker Period Policy to ensure it is consistent with the amendments made to the Act.

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## 13.5 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 051908**

**OFFICER RECOMMENDATION:**

**Moved Cr Natale, seconded Cr White**

**That Council adopts the amended Policy 1.1.11 Elections – Caretaker Period (ATTACHMENT 2).**

**CARRIED UNANIMOUSLY 8:0)**

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

**Against:** Nil

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## REPORT ATTACHMENTS

Attachments start on the next page



### 1.1.11 Elections – Caretaker Period

<b>Type:</b>	Office of the CEO – Elected Members
<b>Legislation:</b>	<i>Local Government Act 1995</i> <i>Local Government (Election) Regulations 1996</i> <i>Local Government (Model Code of Conduct) Regulations 2021</i> <i>Meeting Procedures Local Law 2016</i> Model Code of Conduct – Elected Members
<b>Delegation:</b>	N/A
<b>Other Related Document:</b>	

#### Objective

The policy will provide guidance in the lead up to Election Day, ensuring that major decisions which would bind an incoming Council are avoided where possible, preventing the use of public resources in ways that can be seen to be advantageous to, or promoting candidates and also ensuring staff act impartially in relation to candidates.

This Policy has implications for major decision making, public consultation, publications, publishing of information, the use of Town of East Fremantle resources and access to information and advice.

This policy is to be applied in conjunction with all other relevant legislation, local laws, delegations, policies, procedures and processes of the Town, providing guidance to ensure the continuation of ordinary business.

#### Policy

The Caretaker Period for Local Government Elections will take effect at the period of time from the close of nominations being 37 days prior to the Ordinary Election Day (4pm) in accordance with section 4.49(a) of the *Local Government Act 1995*, until 6pm on Election Day.

#### 1. Scope

1. This Policy applies to Elected Members and employees of the Town of East Fremantle during the Caretaker Period and covers:
  - (a) Notices of Motions and Matters for Investigation submitted by Elected Members and specific decisions that are made by the Council;
  - (b) Information and material published by the Town;
  - (c) Attendance and participation at functions and events;
  - (d) Use of the Town's resources;

|

- (e) Access to information held by the Town;
  - (f) Staff engagement with candidates and/or Elected Members.
2. The Chief Executive Officer(CEO) will ensure as far as possible that all Elected Members and employees are aware of the Caretaker Period Policy and practices, at least 30 (thirty) days prior to the start of the Caretaker Period.
  3. It is prohibited under this policy, except where the process has substantially commenced and/or approvals are in place, for public consultation to be commenced during the Caretaker Period on an issue which is contentious, unless the consultation is a mandatory statutory process or required under existing policy.
  4. This Policy only applies to decisions made during the Caretaker Period and not the announcement of decisions made prior to the Caretaker Period, however, as far as practicable any such announcements should be made before the Caretaker Period begins.
- 2. Scheduling consideration of major policy decisions or Council commitments during Local Government Caretaker Period**
- As far as reasonably practicable, the Chief Executive Officer should avoid scheduling major policy decisions, major consultations or major commitments for consideration during a Caretaker Period and instead should ensure that such decisions are either:
- (a) Considered by the Council prior to the local government Caretaker Period; or
  - (b) Scheduled for determination by the incoming Council.
- 3. Prevailing Circumstances**
1. Council Reports  
In some circumstances, the CEO may permit a matter defined as a major policy decision, major consultation or major commitment to be submitted to the Council during the Caretaker Period. The CEO is to have regard to a number of circumstances including, but not limited to:
    - (a) whether the decision is significant
    - (b) the urgency of the issue
    - (c) whether the process has substantially commenced and/or approvals are in place
    - (d) the possibility of legal and/or financial repercussions if it is deferred
    - (e) unless the consultation is a mandatory statutory process or required under existing policy
    - (f) whether the decision is likely to be controversial or contentious, and;
    - (g) the best interests of the Town of East Fremantle.
  2. Council Forums, Workshops or Briefings



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Where during the Caretaker Period, the CEO determines that Prevailing Circumstances apply, the CEO may include matters relating to a Major Policy Decision for elected members discussion at Council Forums, Workshops or Briefings.

The CEO is required to provide Elected Members with advice as to why Prevailing Circumstances apply and how potential electoral impacts will be managed or mitigated. Details of this advice are to be retained, with the Forum, Workshop or Briefing Notes, as a Local Government record.

#### **4. Elected Member Interactions**

During the caretaker period, Elected Members should take particular care when:

1. considering planning matters before the Council in its role as a responsible authority, under the *Planning and Development Act 2005*. It should be noted that items considered by the Joint Development Assessment Panel are done so under an independent process and this policy does not apply;
2. undertaking a consultation or advocacy role on behalf of members of the community;
3. representing the Town's communications with State or Federal Government entities; and;
4. information received in the role of an Elected Member, is not to be used for campaigning purposes. This includes claiming personal credit of previous council decisions in their marketing material.

#### **5. Marketing**

##### **1. Publishing Electoral Material**

The Town will not print, publish or distribute, or authorise others to print, publish or distribute on behalf of the Town anything that contains 'electoral material' during the Caretaker Period, other than announcing the election, encouraging residents to ensure they are enrolled on the Electoral Roll and encouraging them to vote. The Town will also publish the electoral related biographies of all candidates on its website.

Information on the Town's website about current Elected Members who are standing for re-election will be restricted to current names and contact details together with a link to their electoral biography.

##### **2. Candidate and/or Elected Member Publications**

Candidates and/or Elected Members are permitted to publish campaign material on their own behalf but cannot claim for that material to be originating from or authorised by the Town. They must not use the Town of East Fremantle logo or crest or anything resembling them in their campaign material.

##### **3. Town of East Fremantle Publications**

There will be no interviews with Councillors or images of any Councillor in the Town's printed material during the Caretaker Period.

This clause does not apply to information published prior to the Caretaker Period.

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4. Media

- (a) Elected Members will not use their position as an elected representative or their access to Town staff or resources to gain media attention in support of their or any candidate's election campaign.
- (b) During the Caretaker Period there will be no proactive publicity shots used by the Town in any form involving any Elected Member, except the Mayor.
- (c) The Mayor will still be quoted in media responses during the Caretaker Period when providing information as spokesperson on behalf of the Town.
- (d) Proactive statements in the media realm will be monitored under the direction of the CEO during the Caretaker Period to ensure compliance with these provisions.
- (e) Proactive media during the Caretaker Period will be restricted to operational matters or issues already resolved by Council.
- (f) Candidates may not use the Town's social media accounts to profile themselves, their campaign or provide any responses or comments to questions or statements on the Town's social media pages.

6. Attendance and Participation at Events/Functions

1. Public Events Hosted by External Bodies

Elected Members may continue to attend events and functions hosted by external bodies during the Caretaker Period and may appear on externally managed social media pages.

2. Town of East Fremantle organised Civic Events/Functions/Official Openings

Events and/or functions organised by the Town and held during the Caretaker Period will be limited to only those that the Chief Executive Officer, in conjunction with the Mayor, considers essential to the operation of the Town.

Elected Members nominating as a candidate for local, state or federal government elections should not, where practicable, have any formal role at events/functions organised or sponsored by the Town during the Caretaker Period, other than the provision of a short welcome, when appropriate. Any determination of whether it is otherwise appropriate for a Councillor to officiate at a Town arranged event/function will be at the discretion of the CEO, in conjunction with the Mayor.

Elected Members must not distribute any campaign material or promote their campaign at any Town of East Fremantle organised Civic Events/Functions/Official Openings, or similar.

3. Delegates to Community and Advisory Groups

Elected Members appointed to community groups and other external organisations as representatives of the Town shall not use their attendance at meetings of these groups to either recruit assistance with electoral campaigning or to promote their personal or other candidate's electoral campaigns.

7. The use of Town of East Fremantle Resources

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1. The Council's adopted Model Code of Conduct (Elected Members) provide that the Town's resources are only to be utilised for authorised activities and prohibits the use of equipment, stationery or hospitality for non-Council related business. Note that prohibiting the use of resources for electoral purposes is not restricted to the Caretaker Period.
2. The Town's employees must not be asked to undertake any tasks connected directly or indirectly with an election campaign, unless it is undertaken in conjunction with a function related to the election.
3. In any circumstances where the use of Town resources might be construed as being related to a candidate's election campaign, advice is to be sought through the Chief Executive Officer.
4. Community groups who wish to hire Town owned premises to interview or record (audio visual) election candidates in a public forum may do so, subject to the relevant venue hire charge being paid in accordance with the Town's normal practices.

**8. Access to Town Held Information**

1. Candidate Access to Information  
All candidates will have equal rights to access publicly available information from the Town's administration.
2. Use of information accessed from the Town  
Information, briefing material and advice prepared or secured by staff for an Elected Member must be necessary to the carrying out of the Elected Member's role. Any Town held information accessed must not be used for election purposes.
3. Information Request Register  
An Information Request Register will be maintained by the CEO, or delegate, during the Caretaker Period. The Register will be a public document that records all requests for information made by candidates for local, state or federal elections, and the response given to those requests during the Caretaker Period. Staff will be required to provide details of requests to the CEO, or delegate, for inclusion in the Register.
4. Media Advice  
Any requests for media advice or assistance from Elected Members during the Caretaker Period will be referred to the CEO. No media advice will be provided in relation to election issues or in regard to publicity that involves specific Elected Members participating in the relevant election. If satisfied that advice sought by an Elected Member during the Caretaker Period does not relate to the election or publicity involving any specific Elected Member, the CEO may authorise the provision of a response to such a request. Any media opportunities for Elected Members will not be arranged by the Town during the Caretaker Period.
5. Town of East Fremantle Employees
  - (a) During the Caretaker Period no Town employee may make any public statement that relates to an election issue.

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- (b) Employees must avoid assisting Elected Members in ways that could create a perception of being used for electoral purposes.
- (c) Employees must not accept employment (voluntary or paid) related to local elections for any candidate.
- (d) Employees must not interact with Elected Members or candidates on their social media pages during the Caretaker Period.

**9. Local Government Election Process Enquiries**

All election process enquiries from candidates, whether current Elected Members or not, will initially be directed to the Returning Officer, or, where the matter is outside the responsibility of the Returning Officer, to the CEO or delegate.

**10. Electoral Signs**

1. Electoral signage is not permitted within road reserves (this includes Council verges outside private properties). This is based on a requirement for:
  - (a) Pedestrian safety;
  - (b) Risk aversion and exposed liability to the Town for injuries or damage; and
  - (c) Vehicle safety for manoeuvrability and sightlines.
2. Electoral signage is not permitted on Town Reserves or Town infrastructure.
3. The installation of signage on private property requires permission from the owner.

**11. Implementation of Caretaker Practices during State and Federal Government Elections**

1. Elected Members who nominate, or are pre-selected by a political party to contest a state or federal election, should avoid any appearance that their position on Council is being used as a platform for their state or federal election campaign during the election period.
2. An Elected Member may choose to take leave of absence from the Council for such period as they see fit and should, as soon as practicable after nominating or being pre-selected, notify the CEO in writing, who in turn will advise the other Elected Members
3. For state or federal elections, the Caretaker Period commences from the date of the election writ issued by the Governor or Governor General, as is relevant.

**12. Definitions**

**Election Day** means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election.

**Electoral Material** means any advertisement, handbill, pamphlet, notice, letter or article that is intended or calculated to affect the result of an election, but does not include:

1. An advertisement in a newspaper announcing the holding of a meeting in accordance with section 4.87(3) of the *Local Government Act 1995*.
2. Any materials exempted under Regulation 78 of the *Local Government (Elections) Regulations 1997*.

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3. Any materials produced by the Town relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purpose of conducting an election.

**Events and Functions** means gatherings of internal or external stakeholders conducted by the Town to discuss, review, acknowledge, communicate, celebrate or promote a program, strategy or issue which is of relevance to the Town and its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinner and receptions.

**Local Government Caretaker Period** means for local government elections, the period of time from the close of nominations being 37 days prior to the Ordinary Election Day in accordance with section 4.49(a) of the *Local Government Act 1995*, until 6pm on Election Day;

**Major Policy Decision** means any:

1. Decisions relating to the employment, termination or remuneration of the CEO or any other designated senior officer, other than a decision to appoint an Acting CEO, if relevant.
2. Decisions relating to the Town entering into a sponsorship arrangement with Town of East Fremantle residents or community organisations.
3. Irrevocable decisions that commit the Town to substantial expenditure or significant unforeseen action.
4. Irrevocable decisions that will have unforeseen significant impact on the Town of East Fremantle or the community.
5. Reports requested or initiated by an Elected Member, Candidate or member of the public that, in the CEO's opinion, may be perceived within the general community as an issue that adversely reflects upon the Council's decision making process and has the potential to call into question whether decisions are soundly based and in the best interests of the community.

**Public Consultation** means a process which involves an invitation to individuals, groups or organisations, or the community generally, to comment on an issue, proposed action or proposed policy.

<b>Responsible Directorate:</b>	Office of the CEO
<b>Reviewing Officer:</b>	Chief Executive Officer
<b>Decision making Authority:</b>	Council
<b>Policy Adopted:</b>	21/9/21
<b>Policy Amended/Reviewed:</b>	





### 1.1.11 Elections – Caretaker Period

Type:	Office of the CEO – Elected Members
Legislation:	Local Government Act 1995 Local Government (Functions and General) Regulations 1996 Town of East Fremantle Code of Conduct – Elected Members, Committee Members and Candidates Electoral Act 1907 (WA) Electoral Act 1918 (Commonwealth)
Delegation:	N/A
Other Related Document:	

#### Purpose

This policy supplements the caretaker provisions of the *Local Government Act 1995* to provide additional guidance in the lead up to election day, ensuring that significant acts which would bind an incoming Council are avoided where possible, preventing the use of public resources in ways that can be seen to be advantageous to, or promoting candidates, and also ensuring employees act impartially in relation to candidates.

This policy has implications for major decision making, public consultation, publications, publishing of information, the use of Town of East Fremantle resources and access to information and advice.

This policy is to be applied in conjunction with all other relevant legislation, local laws, delegations, policies, procedures and processes of the Town, providing guidance to ensure the continuation of ordinary business.

#### Policy Statement

##### 1. Legislation

- 1.1. This policy applies in addition to, and does not derogate from, the requirements of the *Local Government Act 1995*, and the *Local Government (Functions and General) Regulations 1996*.
- 1.2. In the event of any inconsistency the legislative provisions prevail.
- 1.3. This policy is to be read in conjunction with all other relevant legislation, local laws, delegations, policies, procedures, and processes of the Town, providing guidance to ensure the continuation of ordinary business.

## 2. Scope

- 2.1. This Policy applies to council members and Town employees during a caretaker period and covers:
- 2.1.1 Notices of Motions submitted by council members;
  - 2.1.2 Decisions made by Council;
  - 2.1.3 Information and material published by the Town;
  - 2.1.4 Attendance at and participation in functions and events;
  - 2.1.5 Use of the Town's resources; Access to information held by the Town; and
  - 2.1.6 Employee engagement with candidates and/or council members.
- 2.2. While candidates who are not sitting council members cannot be compelled to comply with a Council policy, such candidates will be made aware of this policy and encouraged to cooperate with its implementation. In addition, candidates will be informed of the "Code of Conduct for Council Members, Committee Members and Candidates" and that a breach of the requirements of the Code of Conduct could result in a complaint being brought against the candidate should they be elected to Council (per section 5.104(6) of the Act and clause 11 of the Code of Conduct).]
- 2.3. This policy only applies to decisions made during the caretaker period and not the announcement of decisions made prior to the caretaker period, however, as far as practicable any such announcements should be made before the caretaker period begins.

## 3. Definitions

**Act** means the *Local Government Act 1995*

**caretaker period** has the meaning defined in section 1.4A(1) of the Act.

#### 1.4A. Caretaker period

(1) In this Act —

**caretaker period**, in relation to a local government, means a period that —

- (a) begins at the close of nominations (as defined in section 4.49(a)) for a relevant election for the local government; and
- (b) ends —
  - (i) on the day after the day on which the returning officer declares the result of the relevant election under section 4.77; or
  - (ii) if section 4.57(1) applies to the relevant election — on the day after the day on which the close of nominations falls; or
  - (iii) if section 4.58(1) applies to the relevant election — on the day after the day on which the candidate dies

(2) In subsection (1) —

**relevant election** means any of the following —

- (a) an ordinary election;
- (b) an inaugural election;
- (c) an election under section 4.11, 4.12, 4.13 or 4.14;
- (d) an election under section 4.15 after an election that is a relevant election under paragraph (a), (b) or (c) or this paragraph is declared invalid.

**CEO** means the Chief Executive Officer, who is the most senior employee in the organisation. The CEO is appointed by and directly accountable to the Council.

**council member** means a person elected under the Act as a member of Council. The Town's council members include the Mayor, Deputy Mayor and Councillors (as defined by the Act).

**election day** means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election. For the purposes of this policy, 'Election Day'

generally excludes an Extraordinary Election Day unless otherwise specified in this policy.

<b><i>electoral material</i></b>	means any advertisement, handbill, pamphlet, notice, letter or article that is intended or calculated to affect the result in an election, but does not include any materials produced by the Town relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.
<b><i>electoral purpose</i></b>	means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the <i>Local Government Act 1995</i> , the <i>Electoral Act 1907</i> or the <i>Commonwealth Electoral Act 1918</i> .
<b><i>events and functions</i></b>	means gatherings for the purpose of discussion, review, acknowledgement, communication, consultation, celebration or promotion of any matter relevant to the Town and/or its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions, including gatherings coordinated or facilitated by the Town or an external entity.
<b><i>major policy decision</i></b>	excludes anything that constitutes a significant act, means any: <ol style="list-style-type: none"> <li>1. Decisions relating to the remuneration of the CEO or any other designated senior officer;</li> <li>2. Decisions relating to the Town entering into a sponsorship arrangement with Town residents or community organisations;</li> <li>3. Irrevocable decisions that commit the Town to substantial expenditure or significant unforeseen action;</li> <li>4. Irrevocable decisions that will have unforeseen significant impact on the Town or the community;</li> <li>5. Reports requested or initiated by a council member, candidate or member of the public that, in the CEO's opinion, may be perceived within the general community as an issue that adversely reflects upon the Council's decision making process and has the potential to call into question whether decisions are soundly based and in the best interests of the community.</li> </ol>
<b><i>public consultation</i></b>	means a process which involves an invitation to individuals, groups, organisations or the community generally to comment on an issue, proposed action or proposed policy, but does not include consultation required to be undertaken in order to comply with a written law.

*prevailing circumstances* is defined by clause 8 of this policy.

*significant act* has the meaning given in section 3.73 (1) of the Act.

REVISED POLICY



#### Division 5 — Caretaker period

##### 3.73 Restrictions on what local government may do during caretaker period

(1) In this section –

**emergency** means

- (a) the occurrence, or imminent occurrence, of an event, situation or condition that is a hazard under the definition of that term in the *Emergency Management Act 2005* section 3; or
- (b) a public health emergency as defined in the *Public Health Act 2016* section 4(1)

**land transaction** has the meaning given in section 3.59(1)

**major land transaction** has the meaning given in section 3.59(1)

**major trading undertaking** has the meaning given in section 3.59(1)

**significant act** means any of the following –

- (a) making a local law (including making a local law to amend or repeal a local law);
- (b) entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;
- (c) entering into a major land transaction;
- (d) entering into a land transaction that is preparatory to entry into a major land transaction;
- (e) commencing a major trading undertaking
- (f) entering into a contract, or other agreement or arrangement, in prescribed circumstances;
- (g) inviting tenders in prescribed circumstances;
- (h) deciding to do anything referred to in paragraphs (a) to (g);
- (i) an act done under a written law or otherwise that is a prescribed act.

(2) During a caretaker period, a local government must not do a significant act.

(3) Subsections (4) to (6) apply despite subsection (2).



- (4) A local government may do a significant act during a caretaker period if —
- (a) the local government's decision to do the significant act was made before the caretaker period; and
  - (b) any prescribed requirements are met.
- (5) A local government may do a significant act during a caretaker period if it is necessary for the local government to do the significant act during the caretaker period in order to comply with any of the following —
- (a) a written law;
  - (b) an order of a court or tribunal;
  - (c) a contractual obligation of the local government under a contract entered into by the local government before the caretaker period.
- (6) The Departmental CEO may authorise a local government to do a significant act during a caretaker period if the Departmental CEO is satisfied that it is necessary for the local government to do the significant act during the caretaker period —
- (a) because of an emergency; or
  - (b) to ensure the proper operation of the local government.

#### 4. Caretaker Period

4.1 The caretaker period is defined in the Act.

4.2 The CEO will ensure as far as reasonably practicable that all council members and employees are aware of this policy at least 30 (thirty) days prior to the start of the caretaker period.

#### 5. Significant Acts

5.1 Significant acts are dealt by the Act.

5.2 In accordance with Section 3.73(2) of the Act, a local government must not do a significant act during a caretaker period.

5.3 This prohibition is subject only to the exceptions prescribed in the Act and is not subject to Prevailing Circumstances or other exceptions detailed in this policy.

6. **Public Consultation**

- 6.1 It is prohibited under this policy for public consultation to be commenced during the caretaker period on an issue which is contentious.
- 6.2 Despite subclause 4.1, public consultation may be commenced during a caretaker period if:
  - 6.2.1 the process has substantially commenced and/or approvals are in place; or
  - 6.2.2 the consultation is a mandatory statutory process or required under existing policy.

7. **Major Policy Decisions**

- 7.1 As far as reasonably practicable, the Chief Executive Officer should avoid scheduling major policy decisions for consideration during a caretaker period and instead should ensure that such decisions are either:
  - 7.1.1 Considered by the Council prior to the caretaker period; or
  - 7.1.2 Scheduled for determination by the incoming Council.
- 7.2 Major policy decisions may be considered by Council if the CEO is satisfied that Prevailing Circumstances apply.
- 7.3 As far as reasonably practicable, the Chief Executive Officer should avoid scheduling matters related to major policy decisions for discussions at Council Forums, Workshops or Briefings during a Caretaker Period.
- 7.4 Matters related to major policy decisions may be scheduled for discussions at Council Forums, Workshops or Briefings during a Caretaker Period if the CEO is satisfied that Prevailing Circumstances apply.

8. **Prevailing Circumstances**

- 8.1. When determining whether prevailing circumstances apply, the CEO is to have regard to a number of circumstances including, but not limited to:
  - 8.1.1 whether the decision is significant.
  - 8.1.2 the urgency of the issue.
  - 8.1.3 whether the process has substantially commenced and/or approvals are in place.
  - 8.1.4 the possibility of legal and/or financial repercussions if it is deferred.
  - 8.1.5 whether the consultation is a mandatory statutory process or required under existing policy.

8.1.6 whether the decision is likely to be controversial or contentious, and in the best interests of the Town.

8.2 If the CEO is satisfied that prevailing circumstances apply, the CEO is required to provide council members with advice setting out:

8.2.1 the reasons why prevailing circumstances apply; and

8.2.2 how potential electoral impacts will be managed or mitigated.

8.3 Details of advice provided under this clause are to be retained, with the Forum, Workshop or Briefing notes, as a Local Government record.

9. **Council Member Interactions**

9.1 During the caretaker period, council members should take particular care when:

9.1.1 considering planning matters before the Council in its role as a responsible authority, under the *Planning and Development Act 2005*. [It should be noted that items considered by the Joint Development Assessment Panel are done so under an independent process and this policy does not apply];

9.1.2 undertaking a consultation or advocacy role on behalf of members of the community; and

9.1.3 representing the Town's communications with State or Federal Government entities.

10. **Publishing Electoral Material**

10.1 The Town will not print, publish or distribute, or authorise others to print, publish or distribute on behalf of the Town anything that contains 'electoral material' during the caretaker period, other than announcing the election, encouraging residents to ensure they are enrolled on the Electoral Roll and encouraging them to vote.

10.2 In accordance with section 5.42 of the Act the Town will publish the required information about all candidates on its website.

10.3 Other than information published in accordance with the Act, during the caretaker period no additions or changes will be made to information on the Town's website about current council members who are standing for re-election.

11. **Candidate and/or Council Member Publications**

11.1 Candidates and/or council members who publish electoral material must not claim or represent that the electoral material originates from or is authorised by the Town.

11.2 The Town of East Fremantle logo or crest or anything resembling them must not be used in electoral material.

12. **Town of East Fremantle Publications**

- 12.1 There will be no interviews with council members or images of any council member in the Town's printed material during the Caretaker Period.
- 12.2 This clause does not apply to information published prior to the caretaker period.

13. **Media**

- 13.1 Council members will not use their position as an elected representative or their access to Town staff or resources to gain media attention in support of their or any candidate's election campaign.
- 13.2 During the caretaker period there will be no proactive publicity shots used by the Town in any form involving any council member, except the Mayor.
- 13.3 The Mayor will still be quoted in media responses during the caretaker period when providing information as spokesperson on behalf of the Town.
- 13.4 Proactive statements in the media will be monitored under the direction of the CEO during the caretaker period to ensure compliance with these provisions.
- 13.5 Proactive media during the caretaker period will be restricted to operational matters or issues already resolved by Council.
- 13.6 Candidates may not use the Town's social media accounts to profile themselves, their campaign or provide any responses or comments to questions or statements on the Town's social media pages.

14. **Attendance and Participation at Events/Functions**

14.1 **Public Events Hosted by External Bodies**

- 14.1.1 Council members may continue to attend events and functions hosted by external bodies during the caretaker period and may appear on externally managed social media pages.

14.2 **Town of East Fremantle organised Civic Events/Functions/Official Openings**

- 14.2.1 Events and/or functions organised by the Town and held during the caretaker period will be limited to only those that the CEO, in conjunction with the Mayor, considers essential to the operation of the Town.
- 14.2.2 Council members nominating as a candidate for local, state or federal government elections should not, where practicable, have any formal role at events/functions organised or sponsored by the Town during the caretaker period, other than the provision of a short welcome, when appropriate. Any determination of whether it is otherwise appropriate for a councillor to officiate at a Town arranged event/function will be at the discretion of the CEO, in conjunction with the Mayor.
- 14.2.3 Council members must not distribute any campaign material or promote their campaign at any Town of East Fremantle organised civic events, functions, official openings, or similar.



**14.3. Delegates to Community and Advisory Groups**

- 14.3.1 Council members appointed to community groups and other external organisations as representatives of the Town shall not use their attendance at meetings of these groups to either recruit assistance with electoral campaigning or to promote their personal or other candidate's electoral campaigns.

**15. Use of Town of East Fremantle Resources**

- 15.1 The Town of East Fremantle Code of Conduct – Elected Members, Committee Members and Candidates prohibits the use of the Town's resources for electoral purposes.
- 15.2 The Town's employees must not be asked to undertake any tasks connected directly or indirectly with an election campaign.
- 15.3 In any circumstances where the use of Town resources might be construed as being related to a candidate's election campaign, advice is to be sought through the CEO.
- 15.4 Community groups who wish to hire Town owned premises to interview or record (audio visual) election candidates in a public forum may do so, subject to the relevant venue hire charge being paid in accordance with the Town's normal practices.

**16. Access to Town Held Information**

- 16.1 All candidates will have equal rights to access publicly available information from the Town's administration.
- 16.2 Information, briefing material and advice prepared or secured by employees for a council member must be necessary to the carrying out of the council member's role.
- 16.3 Information received or accessed in the role of a council member is not to be used for electoral purposes. This includes claiming personal credit for previous Council decisions in marketing material.

**17. Media Advice**

- 17.1 Any requests for media advice or assistance from council members during the caretaker period will be referred to the CEO.
- 17.2 No media advice will be provided in relation to election issues or in regard to publicity that involves specific council members participating in the relevant election.
- 17.3 If satisfied that advice sought by a council member during the caretaker period does not relate to the election or publicity involving any specific council member, the CEO may authorise the provision of a response to such a request.
- 17.4 The Town will not arrange any media opportunities for council members during the caretaker period.

**18. Town of East Fremantle Employees**

- 18.1 During the caretaker period no Town employee may make any public statement that relates to an election issue.

- 18.2 Employees must avoid assisting council members in ways that could create a perception of being used for electoral purposes.
- 18.3 Employees must not accept employment (voluntary or paid) related to local elections for any candidate.
- 18.4 Employees must not interact with council members or candidates on their social media pages during the caretaker period.

#### 19. Local Government Election Process Enquiries

- 19.1 All election process enquiries from candidates, whether current council members or not, will initially be directed to the Returning Officer, or, where the matter is outside the responsibility of the Returning Officer, to the CEO or delegate.

#### 20. Electoral Signs

- 20.1 Electoral signage is not permitted within road reserves (this includes Council verges outside private properties). This is based on a requirement for:
  - 20.1.1 Pedestrian safety;
  - 20.1.2 Risk aversion and exposed liability to the Town for injuries or damage; and
  - 20.1.3 Vehicle safety for manoeuvrability and sightlines.
- 20.2 Electoral signage is not permitted on Town Reserves or Town infrastructure.
- 20.3 The installation of signage on private property requires permission from the owner.

#### 21. Implementation of Caretaker Practices during State and Federal Government Elections

- 21.1 Council members who nominate or are pre-selected by a political party to contest a state or federal election, should avoid any appearance that their position on Council is being used as a platform for their state or federal election campaign during the election period.
- 21.2 A council member may choose to take leave of absence from the Council for such period as they see fit and should, as soon as practicable after nominating or being pre-selected, notify the CEO in writing, who in turn will advise the other council members.
- 21.3 For state or federal elections, the caretaker period commences from the date of the election writ issued by the Governor or Governor General, as is relevant.

Responsible Directorate:	Office of the CEO
Reviewing Officer:	Chief Executive Officer
Decision making Authority:	Council
Policy Adopted:	21/9/21
Policy Amended/Reviewed:	19/8/25



### 13.6 SCHEME AMENDMENT NO. 20 - SHORT-TERM RENTAL ACCOMMODATION - OUTCOMES OF ADVERTISING AND FINAL ADOPTION

<b>Report Reference Number</b>	OCR-3436
<b>Prepared by</b>	Christine Catchpole, Senior Planner
<b>Supervised by</b>	Fraser Henderson, Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil

#### Attachments

1. Local Planning Scheme No. 3 – Scheme Amendment No. 20 Report
2. Modified Zoning Table

#### PURPOSE

The purpose of this report is to consider the outcomes of advertising and final adoption of Scheme Amendment No. 20 which is required to update Local Planning Scheme No. 3 (LPS 3). New and revised land use classes and general definitions will be introduced to the Scheme Text and the Zoning Table. This is to align the Planning Scheme with State Government planning reforms and legislation changes for Short-Term Rental Accommodation (STRA).

#### EXECUTIVE SUMMARY

The *Position Statement: Planning for Tourism and Short-Term Rental Accommodation* (Position Statement), released by the Western Australian Planning Commission (WAPC) in 2023 complemented other whole-of-government reforms relating to STRA and responding to recommendations made in the 2019 parliamentary enquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia*. This included development of a state-wide registration scheme for STRA.

The Position Statement foreshadowed a series of amendments to Schedule 1 and 2 of the *Planning and Development (LPS) Regulations, 2015* (LPS Regs), which as of September 2024 have been in force. These include new 'deemed' general land use definitions to ensure 'hosted' and 'unhosted' short term rental accommodation are considered as dedicated land use classes in planning schemes. The new land use class of 'tourist and visitor accommodation' is to supersede and consolidate a number of land use terms for traditional accommodation like 'motel' and 'bed and breakfast'. A State-wide development approval exemption for 'hosted short-term rental accommodation' (includes ancillary dwellings) and a 90-night (cumulative) exemption within a 12-month period for 'unhosted short-term rental accommodation' in the Perth metropolitan area has also been introduced.

The planning changes triggered the need for the Town to amend LPS 3, so it complements and aligns with the new 'deemed' land use classes. The amendments are required to be completed in 2025, to allow for development approvals to be obtained by 1 January 2026 so applicants can register on the State government registration platform.

At its March 2025 meeting the Council resolved to adopt (initiate) Scheme Amendment No. 20 for the purpose of initiating advertising. In June 2025, the WAPC advised the Town that advertising could proceed. The Town initiated advertising on 28 June 2025. This period concluded on 11 August 2025 and no submissions were received.

As there has been no comment on the Amendment, or the proposed modifications to the Scheme Text (Zoning Table) as a result of the government's changes, it is recommended Council supports Scheme Amendment No. 20 without modification.

Following a Council resolution to support Amendment No. 20 it is then forwarded to the WAPC for its endorsement and recommendation to the Minister for Planning who determines the Amendment.

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## BACKGROUND

Alongside the State-wide registration scheme, which sits separately to the planning system and is mandatory for all STRA, amendments to planning regulations were flagged as a key part of the State Government's goal to ensure a fairer and more consistent treatment of STRA from both a legal and practical standpoint. The planning legislation changes, which have triggered the need for the Town to amend its Planning Scheme, aim to provide greater consistency across the State in relation to what approvals are needed for STRA proposals, as well as how these uses are defined in local planning schemes.

At its 18 March 2025 meeting the Council resolved to adopt (initiate) Scheme Amendment No. 20 for the purpose of advertising. In June 2025, the WAPC advised the Town that advertising of the Amendment could proceed. Referral to the EPA was not required.

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## CONSULTATION

The Department of Planning, Lands and Heritage (DPLH) advice specifies that where STRA scheme amendments propose a change to the permissibility classification of a use in the Zoning Table, then the amendment should be classified as a 'standard' amendment and advertised accordingly.

Following Council's resolution to advertise the Amendment, the WAPC confirmed the Amendment as a 'standard' amendment and therefore it could proceed to a 42 day advertising period from 28 June to 11 August 2025. The following means of advertising were undertaken:

- Town's website – *Consultations* and *Latest News* pages
- Advertisement in the Local Paper – *Fremantle Herald* on 28 June 2025
- Town Notice Boards
- Town's eNewsletter on 27 June 2025
- TV screen in Town Hall reception
- Individual correspondence to STRA owners in the Town who are registered on the State government website.

Also, the STRA legislation and changes to the planning system have received media attention which has further informed the public of the changes.

No submissions have been received.

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## STATUTORY ENVIRONMENT

Planning and Development Act, 2005

Planning and Development (Local Planning Schemes) Regulations, 2015

Local Planning Scheme No. 3 (LPS 3)

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## POLICY IMPLICATIONS

WAPC Position Statement: Planning for Tourism and Short-Term Rental Accommodation and associated Guidelines – Nov 2023

Planning Bulletin 115/2024 – Short-Term Rental Accommodation – Guidance for Local Government – Sept 2024

## FINANCIAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

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

### Built Environment

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

3.1 Facilitates sustainable growth with housing options to meet future community needs.

3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites.

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

3.2 Maintaining and enhancing the Town's character.

3.2.1 Ensure appropriate planning policies to protect the Town's existing built form.

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

3.3.1 Continue to improve asset management within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
	Unlikely (2)	Minor (2)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

### RISK MATRIX

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

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## SITE INSPECTION

N/A.

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## COMMENT

All local governments are required to incorporate two new 'deemed' STRA land use classes into the Zoning Table of their local planning scheme by either:

- including '*hosted short-term rental accommodation*' and '*unhosted short-term rental accommodation*' where no uses of a similar nature have existed previously; and/or
- deleting superseded uses – in most cases '*bed and breakfast*' and '*holiday house*' – and replacing these with '*hosted short-term rental accommodation*' and '*unhosted short-term rental accommodation*'.

In all local government planning schemes, '*hosted short-term rental accommodation*' should be listed as a 'P' use in all zones where any type of dwelling is capable of approval, reflecting the state-wide development approval exemption in the LPS Regs.

For local governments within the boundaries of the Metropolitan Region Scheme, '*unhosted short-term rental accommodation*' should be listed as a 'D' or 'A' use in zones where any type of dwelling is capable of approval, a 'P' use in Tourism zones and a 'X' use within all other zones, reflecting the direction set in the DPLH Position Statement.

The changes also introduce a new 'model' land use class of '*tourist and visitor accommodation*', which supersedes traditional accommodation uses including '*holiday accommodation*', '*motel*', '*serviced apartment*', '*tourist development*' and similar. '*Motel*' is the only term included in LPS 3. This new definition sits separately to the retained '*hotel*' use class and is also intended to include farm stays and larger bed and breakfast style accommodation that do not fall within the definition for '*hosted short-term rental accommodation*'.

While '*tourist and visitor accommodation*' is not a 'deemed' definition, the DPLH is strongly encouraging its inclusion in local planning schemes going forward, ensuring a clearer differentiation between STRA and traditional accommodation uses. This new use, and deletion of superseded uses, may be incorporated into schemes as part of the same amendment as the new STRA uses.

This new model use class is not intended to replace other accommodation types such as lodging houses. These are not considered STRA or traditional accommodation for the purposes of these changes. Such land uses will continue to be classed as '*residential buildings*'.

### Development Approvals for STRA

#### Hosted STRA

'*Hosted short-term rental accommodation*' is exempt statewide and applies to all dwelling types with no time restrictions. This type of STRA will still require registration with the STRA Register, ensuring regulatory oversight. Ancillary dwellings (granny flats) are considered to be '*hosted short-term rental accommodation*' when the '*host*' resides on site in either the primary or ancillary dwelling. This is because, by definition, ancillary dwellings can only occur on the same site as another type of dwelling (i.e. single, grouped or multiple). This is further reinforced by the general deemed definition of '*short-term rental arrangement*', which provides the ability for a dwelling, or part of a dwelling, to be used as STRA.

#### Unhosted STRA

Unhosted STRA (i.e., '*Unhosted short-term rental accommodation*') in the metropolitan area is exempt from requiring approval for a period of up to 90-nights (cumulative) within a 12-month period from the date of registration. This exemption is intended for ad hoc situations in a person's primary place of residence, such as when they are away on holidays. The exemption cannot be undone through a local planning policy. The STRA Register will track bookings to monitor compliance with this exemption. Notifications will be sent to operators who are

approaching the 90-night limit advising of the requirement to obtain development approval to continue the use beyond the exemption period. A change of use development application requirement is triggered once the 90-night exemption has been exhausted.

#### Development Assessment of Unhosted STRA

The assessment of development applications for changes of use to '*unhosted short-term rental accommodation*' is generally a matter for the local government to consider on a case-by-case basis, having regard to the local planning framework. It should be noted that the premises must first be classified as a type of 'dwelling' to enable the change of use, given reference to this term within the '*deemed*' general definition for '*short-term rental accommodation*'. In this regard, the Residential Design Codes (R-Codes) will, in most instances, continue to apply to works associated with a short-term rental accommodation proposal. This has been the practice of the Town's administration in dealing with STRA applications.

Local governments have the flexibility to condition occupancy numbers for '*unhosted short-term rental accommodation*' through development approvals, should the maximum of 12 persons (under the formal definition) be considered inappropriate in relation to the size of the dwelling. The Town has applied such conditions (to the number of occupants and beds) in the past when assessing this type of development application.

It should also be noted that in zones where a type of '*dwelling*' is discretionary, it is possible for a site to have multiple active development approvals in-force at any one time allowing for changes of use between STRA and a '*dwelling*' without the need to obtain further approval. Where a development approval is required under a Scheme for '*unhosted short-term rental accommodation*', a local government can consider any relevant matter under clause 67 of the Deemed Provisions.

All STRA is required to register prior to operation regardless of whether they are '*hosted*' or '*unhosted*' or whether they qualify for an approval exemption under the LPS Regs. Registration is completed by the STRA owner or the tenant (with owner's consent) and is renewed annually. Under the *Short-Term Rental Accommodation Act, 2024* and associated regulations, it is mandatory for applicants to ensure that either a development approval is not required, or advise of the status of their development approval at the point of registration. The Town can obtain the record of STRAs within its boundaries.

The recommended amendments to LPS 3 are outlined in the *Scheme Amendment No. 20 Report* (Attachment 1) and in the Officer Recommendation below.

#### Outcome of Advertising

No submissions were received at the close of advertising.

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## CONCLUSION

This report considers the outcomes of advertising and final adoption (without modifications) for Scheme Amendment No. 20.

The Town's Planning Scheme currently has no reference or provisions in relation to STRA and only refers to the now superseded land use terms such as '*motel*' and '*bed and breakfast*'. If the Amendment is supported for final adoption, new and revised land use classes and general definitions of '*hosted*' and '*unhosted*' short-term rental accommodation will be included as dedicated land use classes in LPS 3. Also, the new land use class of '*tourist and visitor accommodation*' is to supersede and consolidate a number of land use terms for traditional accommodation such as '*bed and breakfast*' and '*motel*'.

These changes will result in amendments to the Zoning Table and other parts of the Scheme which refer to these uses and the superseded uses. The above land use classes will be included and a change in the name from '*motel*' to

the more general use class of '*tourist and visitor accommodation*' with a change to the permissibility classification to 'A' will result along with other minor changes to the Scheme Text.

Because the permissibility classifications for the new '*tourist and visitor accommodation*' land use term (which replaces '*motel*') will be different to the previous permissibility classifications for '*motel*' for some zones, the Amendment was advertised for a period of 42 days as required by the DPLH. Advertising directly to STRA operators in the Town and generally through the usual website consultations page, local newspaper, eNewsletter, notice boards and internet advertising channels was considered adequate for this Amendment. The advertising was undertaken from 28 June to 11 August 2025.

As no submissions have been received and the proposed changes reflect the legislative changes at State government level, it is recommended Council supports Scheme Amendment No. 20 without modification.

Following a Council determination for approval of the Amendment, final execution of the Scheme Amendment documents will be organised and will be forwarded to the WAPC for its endorsement and recommendation to the Minister for Planning who determines the Amendment.

### 13.6 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 061908**

**OFFICER RECOMMENDATION:**

**Moved Cr Collinson, seconded Cr Donovan**

**That Council:**

1. pursuant to Section 75 of the *Planning and Development Act, 2005* and Regulation 50(3)(a) of the *Planning and Development (Local Planning Schemes) Regulations, 2015* resolves to support standard Amendment No. 20 to Local Planning Scheme No. 3 without modification as outlined below:
  - A. In '*Schedule 1: Dictionary of Defined Words and Expressions*' –
    - (i) Delete the definitions for:
      - a. *bed and breakfast*; and
      - b. *motel*; and
    - (ii) Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions.
  - B. In the '*Zoning Table*' (Clause 4.3 refers) insert in alphabetical order the following land uses and permissibility:
    - (i) *hosted-short term rental accommodation*; designate as 'P' uses in zones where a dwelling is capable of approval and 'X' uses in all other zones;
    - (ii) *unhosted short term rental accommodation*; designate as 'A' uses in zones where a dwelling is permissible and 'X' in all other zones; and
    - (iii) *tourist and visitor accommodation* and designate as 'A' in (Mixed Use, Special Business, Town Centre and Special Zone – Royal George Hotel) and 'X' in all other zones (Residential).
  - C. In clause 4.3 '*Zoning Table*', delete all references to:
    - (i) *bed and breakfast*; and
    - (ii) *motel*;



D. In Schedule 10: Car Parking Standards (Sub-Clause 5.5.2 and 5.8.5) in the *Development (Use)* column delete reference to *motel* and replace with *tourist and visitor accommodation*.

E. Undertake administrative and formatting edits as required; and

2. authorise the Mayor and CEO to execute the Scheme Amendment No. 20 documents to be forwarded to the WAPC.

**CARRIED UNANIMOUSLY 8:0)**

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

**Against:** Nil

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**REPORT ATTACHMENTS**

Attachments start on the next page.



# **Town of East Fremantle Local Planning Scheme No. 3 Amendment No. 20**

## **Summary of Amendment Details**

Update Planning Scheme Text to introduce new and revised land use classes and general definitions to facilitate State Government reforms for short-term rental accommodation.

**Planning and Development Act 2005  
RESOLUTION TO ADOPT AMENDMENT  
TO LOCAL PLANNING SCHEME**

**Town of East Fremantle Local Planning Scheme No. 3  
Amendment No. 20**

1. Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act, 2005*, amend the above Local Planning Scheme by:
  - A. In '*Schedule 1: Dictionary of Defined Words and Expressions*' –
    - (i) Delete the definitions for:
      - a. *bed and breakfast*; and
      - b. *motel*; and
    - (ii) Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions.
  - B. In the '*Zoning Table*' (Clause 4.3 refers) insert in alphabetical order the following land uses and permissibility:
    - (i) *hosted-short term rental accommodation*; designate as 'P' uses in zones where a dwelling is capable of approval and 'X' uses in all other zones;
    - (ii) *unhosted short term rental accommodation*; designate as 'A' uses in zones where a dwelling is permissible and 'X' in all other zones; and
    - (iii) *tourist and visitor accommodation* and designate as 'A' in (Mixed Use, Special Business, Town Centre and Special Zone – Royal George Hotel) and 'X' in all other zones (Residential).
  - C. In clause 4.3 '*Zoning Table*', delete all references to:
    - (i) *bed and breakfast*; and
    - (ii) *motel*;
  - D. In Schedule 10: Car Parking Standards (Sub-Clause 5.5.2 and 5.8.5) in the *Development (Use)* column delete reference to *motel* and replace with *tourist and visitor accommodation*.
  - E. Undertake administrative and formatting edits as required.

## Scheme Amendment No. 20 Report

### 1. Introduction

The purpose of this amendment is to amend the Town's local planning scheme to implement the State Government's planning reforms for short-term rental accommodation.

This amendment is required to ensure alignment with the new 'deemed' and 'model' land use classes and general definitions introduced into the state planning framework. Most significantly, it includes amendments to reflect the 'deemed' land use classes for 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation', along with removal of superseded land uses. The following report provides further detail and background information on these changes, including specific implications for the Town.

### 2. Background

Short-Term Rental Accommodation (STRA) refers to the practice of renting out a property (or part of a property) for a relatively short period of time, usually on a nightly or weekly basis. This type of accommodation is usually booked through online platforms and has become a very popular method of arranging accommodation for work and leisure. The State Government has committed to various initiatives to deliver better regulation of the short-term rental accommodation sector.

In November 2023, the Western Australian Planning Commission released its *Position Statement: Planning for Tourism and Short-Term Rental Accommodation* (Position Statement) and associated Guidelines. The release of the Position Statement complemented other whole-of-government reforms relating to STRA, responding to recommendations made in the 2019 parliamentary enquiry *Levelling the Playing Field: Managing the impact of the rapid increase of short-term rentals in Western Australia*. This included development of a state-wide registration scheme for STRA, as well as an incentive scheme to encourage transition of properties from the short to long term rental market.

Alongside the registration scheme, which sits separately to the planning system and is mandatory for all STRA, amendments to planning regulations were flagged as a key part of the State Government's goal to ensure a fairer and more consistent treatment of STRA from both a legal and practical standpoint. The planning changes, which have triggered the need for the Town to amend its Scheme, aim to provide greater consistency across the State in relation to what approvals are needed for STRA proposals as well as how these uses are defined in local planning schemes.

#### State Planning Framework

The State Government's planning reforms for short-term rental accommodation are being implemented predominantly through the *Planning & Development (Local Planning Schemes) Regulations 2015* (LPS Regulations), which in turn have been informed by policy direction provided through the Position Statement.

#### Position Statement

The Position Statement foreshadowed a series of amendments to the LPS Regulations with the overall aim of providing more certainty and consistency across jurisdictions in respect to the treatment of STRA. Key changes flagged in this document included dedicated land use classes for STRA to ensure a clear delineation between this use and traditional accommodation types, as well as a state-wide exemption for hosted STRA and a 90-night exemption for unhosted STRA within the

Perth Metropolitan Area. The Position Statement also includes guidance on strategic and statutory planning matters for both tourism and STRA, as well as local planning policy development.

#### LPS Regulations

The LPS Regulations are a key component of Western Australia's planning system comprising of three major parts:

- Regulations proper, which set out the process for preparing or amending a local planning scheme;
- 'Model' provisions, set out in Schedule 1, which are to be used by local governments in preparing or amending a local planning scheme; and
- 'Deemed' provisions, set out in Schedule 2, read automatically into all local planning schemes, and override any existing scheme provision to the extent of any inconsistencies. Where there is a conflict between these provisions and the scheme, the deemed provisions prevail.

Amendments to both Schedules 1 and 2 of these regulations have been made to facilitate the necessary planning changes of the State Government's STRA reform initiatives, as envisaged by the Position Statement. These changes, most notably, include:

- i. new 'deemed' land use classes of *hosted short-term rental accommodation* and *unhosted short-term rental accommodation* to ensure these accommodation types are classified as dedicated land use classes in planning schemes;
- ii. new 'deemed' general terms to define *short-term rental accommodation* and link to the overarching *Short-Term Rental Accommodation Act 2024*, which provides the legal framework for the STRA Register;
- iii. a new 'model' land use class of *tourist and visitor accommodation* to differentiate these use types from STRA, and consolidate a number of existing land use terms for tourist and visitor accommodation (aside from *hotel*), as well as other changes to general definitions;
- iv. a state-wide development approval exemption for *hosted short-term rental accommodation* (this includes ancillary dwellings); and
- v. a 90-night (cumulative) exemption within a 12-month period for *unhosted* short-term rental accommodation in the Perth metropolitan area.

The implications for these changes to the Town are detailed further in the following sections of this report.

### **3. Local Planning Context**

The Town's administration has effectively dealt with development applications for STRA up to this point by classifying the use as a 'use not listed' (i.e., the use does not fall within any use class as defined in LPS 3). Clause 4.3.3 requires the Council to determine that the use is consistent with the objectives of the relevant zone and is therefore permitted or otherwise and follow the advertising procedures of the Scheme which are specified in clause 64 of the Deemed Provisions.

Each application is assessed on its merits and the Town has had an informal policy of only granting approval for a 12-month period, requiring a renewal after that time. This temporary approval is intentional so the use can be monitored for any untoward impact on surrounding properties and/or other occupants of a dwelling/building on the site. This allowed the Council the option of refusing

the use upon renewal if it was not operating in accordance with conditions of development approval and/or verified complaints had been received in relation to such matters as anti-social behaviour, parking and resident amenity.

The Council has only refused a very small number of applications in circumstances where complaints were received mostly in relation to resident amenity and parking impacts. This mostly occurred where the use was operating without approval in the first instance and involved a large number of guests at the one property.

Currently, there are approximately 21 STRA properties in the Town that have been granted formal development (planning) approval. The administration is now aware there are other properties that have not sought development approval, however, the properties that are operating and that will be subject to development approval requirements will be flagged either when they apply for registration on the official government website (i.e., when they are recorded as operating for more than 90-days in a calendar year). If they are unhosted and/or recorded as operating for more than 90-days then the registration will not be permitted without the appropriate approval documentation from the Town. Keeping in mind there will be some properties in this group that are currently operating without approvals but due to the legislation changes are now exempt from gaining development approval.

Given the Town does not have a regular or high number of development applications for STRA, the Town's administration will likely continue to assess development applications in the same manner under the new regulations, using the *Planning for Tourism and Short-term Rental Accommodation Guidelines* adopted by the WAPC in November 2023 as an assessment tool.

The practice of recommending the 12 month temporary approval may still be appropriate in some circumstances as will the application of the standard conditions in regard to the number of bedrooms, guests, parking (if required) and other amenity and safety matters which if not abided by would be subject to compliance action. Also, advertising of the application to surrounding properties considered impacted will be required.

#### **4. Proposed Amendment**

With the introduction of the new deemed land use classes into planning schemes associated with short-term rental accommodation, this scheme amendment relates to the introduction, modification and deletion of various land use and general definitions to the Town's planning scheme. The new exemptions are also 'deemed' and as such are already operative, (as of September 2024 included in the Deemed Provisions). However, this amendment includes changes to the Zoning Table to reflect the hosted STRA exemption as a permitted use (i.e., 'P' permissibility classification).

##### Deemed Short-Term Rental Accommodation Land Use Classes

Whilst the new 'deemed' land use classes are automatically read into the Town's planning scheme through the LPS Regulations, along with the previously mentioned exemptions, these uses are being incorporated into scheme zoning tables to ensure absolute clarity from an interpretation perspective, particularly given these uses replace long-standing 'model' land use classes within the Town's planning framework (i.e., the uses 'motel' and 'bed and breakfast').

To implement the required changes, this amendment requires deletion of all references to the land use classes of 'bed and breakfast' and 'holiday house' (not included in LPS 3) and replaced with the new 'deemed' definitions of 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' (which are automatically read into the LPS 3 Scheme Text). This includes amending the Zoning Table and Definitions schedules of LPS 3 accordingly.



In addition to the LPS Regulations, the *Position Statement and Planning Bulletin 115* provide further direction for how STRA should be dealt with in local planning schemes from a permissibility standpoint. To reflect these requirements, this amendment proposes the following permissibility designations for these new land use classes:

- '*Hosted short-term rental accommodation*' is proposed as a Permitted 'P' use in all zones where any type of 'dwelling' is capable of approval, to reflect the state-wide exemption in the 'deemed provisions'; and
- '*Unhosted short-term rental accommodation*' is proposed to be listed as an 'A' use in zones where any type of 'dwelling' is capable of approval, that being (Residential; Mixed Use, Special Business; Town Centre and Special Zone – Royal George Hotel);

Aside from the above, where the uses of '*holiday house*' (not included in LPS 3) and '*bed and breakfast*' are referenced in other sections of the Scheme Text, these are to be cross-referenced accordingly.

#### Model 'Tourist and Visitor Accommodation' Land Use

A new model land use class of '*Tourist and Visitor Accommodation*' has been introduced to supersede various traditional accommodation land use types (excluding '*hotel*') and provide a clearer delineation between these uses and '*short-term rental accommodation*'. In the context of the Town's Planning Scheme, the only use to be deleted through this change is:

- *motel* – specifically referenced in the new land use class definition.

Note: The land use '*motel*' in *Schedule 10: Car Parking Standards* of LPS 3 will also be changed to '*tourist and visitor accommodation*' in line with the recommended removal of the term '*motel*' and to ensure consistency across the planning scheme provisions.

The Town is not seeking to retain any other existing model land use classes that may conflict with the legislative changes.

#### New and Revised Land Uses and General Definitions

As part of the LPS Regulations changes, amendments to some other model definitions were also introduced so as to not cause confusion or conflict with the new STRA land use terms. These include deletion of the definition for '*short-term accommodation*', which has been removed to avoid confusion with new terms relating to '*short-term rental accommodation*'. This has consequentially resulted in modifications to the general model terms of '*cabin*' and '*chalet*', as well as the land use term for '*road house*'. The new model terms are proposed to be introduced into scheme texts through this amendment. This is not relevant to the Town of East Fremantle as none of these terms were included in LPS 3. Similarly, it is not necessary to delete the general term '*short term residential accommodation*' from the Scheme Text because it was not included in the first place.

#### Changes to the Zoning Table

The administration is following the instructions of the DPLH in regard to the recommended changes to LPS 3 in respect to the '*hosted*' and '*unhosted*' short term rental accommodation.

However, in respect to the permissibility classifications for '*tourist and visitor accommodation*' the administration is recommending that these be revised so this change will not reflect that of the existing classifications for '*motel*' accommodation (which is being removed as instructed).

Attachment 2 – Zoning Table highlights the changes in respect to '*motel*' and the required changes by

the DPLH for new STRA use classes. Therefore, the Scheme Amendment cannot be classified as a 'basic' Amendment and as such will require advertising as a 'standard' Amendment.

The changes in regard to *'tourist and visitor accommodation'* are recommended as it is reasonable that Council could consider approval of this use in these zones subject to advertising and consideration of LPS 3 provisions and any submissions received.

## 5. Conclusion

This Scheme Amendment Report considers the adoption of a Scheme Amendment to update LPS 3 in accordance with the recently enacted planning and other State government legislation in relation to STRA. New and revised land use classes and general definitions will be introduced. These include new 'deemed' general land use definitions to ensure *'hosted'* and *'unhosted'* short-term rental accommodation are considered as dedicated land use classes in LPS 3. The new land use class of *'tourist and visitor accommodation'* is to supersede and consolidate a number of land use terms for traditional accommodation such as *bed and breakfast*. These changes require further amendments to the Zoning Table which will involve inclusion of the above land use classes and a change in the permissibility classification for the previous land use of *'motel'* which is now *'tourist and visitor accommodation'*.

The proposed Scheme Amendment follows the standard amendment template prepared by the DPLH. The Town's planning scheme currently contains no reference or provisions in relation to short-term rental accommodation and only refers to the now superseded land use terms such as *'motel'* and *'bed and breakfast'*. However, because the permissibility classifications for the new *'tourist and visitor accommodation'* land use term (replacing motel) will be different to the previous classification for *'motel'* in some of the zones in the Zoning Table, it is necessary to classify the amendment as a 'standard' amendment.

Given the Town is required to initiate the Amendment to respond to State government legislation changes which have already been enacted, it is recommended the Council proceed with the amendment as required under the LPS Regulations.

**Planning and Development Act 2005**  
**RESOLUTION TO AMEND LOCAL PLANNING SCHEME**

***Town of East Fremantle Local Planning Scheme No. 3***  
***Amendment Number No. 20***

1. Resolved that the Local Government pursuant to section 75 of the *Planning and Development, Act 2005*, amend the above Local Planning Scheme by:
  - A. In '*Schedule 1: Dictionary of Defined Words and Expressions*' –
    - (i) Delete the definitions for:
      - a. *bed and breakfast*; and
      - b. *motel*; and
    - (ii) Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions.
  - B. In the '*Zoning Table*' (Clause 4.3 refers) insert in alphabetical order the following land uses and permissibility:
    - (i) *hosted-short term rental accommodation*; designate as 'P' uses in zones where a dwelling is capable of approval and 'X' uses in all other zones;
    - (ii) *unhosted short term rental accommodation*; designate as 'A' uses in zones where a dwelling is permissible and 'X' in all other zones; and
    - (iii) *tourist and visitor accommodation* and designate as 'A' in (Mixed Use, Special Business, Town Centre and Special Zone – Royal George Hotel) and 'X' in all other zones (Residential).
  - C. In clause 4.3 '*Zoning Table*', delete all references to:
    - (i) *bed and breakfast*; and
    - (ii) *motel*.
  - D. In Schedule 10: Car Parking Standards (Sub-Clause 5.5.2 and 5.8.5) in the Development (Use) column delete reference to *motel* and replace with *tourist and visitor accommodation*.
  - E. Undertake administrative and formatting edits as required.

2. Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 20 to the Town of East Fremantle Local Planning Scheme No. 3 is a 'standard' amendment for the following reasons as listed in the Regulations:
  - (i) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
  - (ii) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
  - (iii) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
  - (iv) any other amendment that is not a complex or basic amendment.
3. Advise the Western Australian Planning Commission that under Section 33C of the Environmental Protection Amendment Regulations 2024 that the amendment is considered to be of the prescribed classes (as listed below) that does not require referral to the Environmental Protection Authority, and accordingly that Section 81(2) of the Planning and Development Act, 2005 will apply:
  - (i) an amendment to make the planning scheme consistent with the model provisions set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 1; and
  - (ii) an amendment to include or alter a definition of a land use category if the Western Australian Planning Commission considers that the amendment would not materially impact the operation of the planning scheme.

2. Regulation 35(2) of the Planning and Development (Local Planning Schemes) Regulations 2015, determines that Amendment No. 20 to the Town of East Fremantle Local Planning Scheme No. 3 is a 'standard' amendment for the following reasons as listed in the Regulations:
  - (i) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
  - (ii) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
  - (iii) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
  - (iv) any other amendment that is not a complex or basic amendment.
3. Advise the Western Australian Planning Commission that under Section 33C of the Environmental Protection Amendment Regulations 2024 that the amendment is considered to be of the prescribed classes (as listed below) that does not require referral to the Environmental Protection Authority, and accordingly that Section 81(2) of the Planning and Development Act, 2005 will apply:
  - (i) an amendment to make the planning scheme consistent with the model provisions set out in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 1; and
  - (ii) an amendment to include or alter a definition of a land use category if the Western Australian Planning Commission considers that the amendment would not materially impact the operation of the planning scheme.

Dated this 18<sup>th</sup> day of MARCH 2025

  
Jonathan Throssell  
(Chief Executive Officer)

FORM 6A

COUNCIL ADOPTION

This standard Amendment was adopted by resolution of the Council of the Town of East Fremantle at the Ordinary Meeting of the Council held on the 18th day of March, 2025.

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

COUNCIL RESOLUTION TO ADVERTISE

by resolution of the Council of the Town of East Fremantle at the Ordinary Meeting of the Council held on the 18<sup>th</sup> day of March 2025, proceed to advertise this Amendment.

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

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

.....  
MAYOR

.....  
CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

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

DATE.....

FORM 6A - CONTINUED

APPROVAL GRANTED

.....  
MINISTER FOR PLANNING

DATE.....



## Proposed Modified Zoning Table

ZONING TABLE (Clause 4.3 Refers)

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

1. Consulting Rooms and Office are a 'D' use only for those residential dwellings that are located adjacent to Canning Highway.
2. In areas with a density coding of R12.5, where a density bonus is sought for Grouped Dwellings on corner lots, applications shall be dealt with as an 'A' use. [Sub-clause 5.3.1]
3. In areas with a density coding of less than R40, Multiple Dwelling is an 'X' use.
4. Subject to the provisions of the Telecommunications Act 1997, the Telecommunications (Low-Impact Facilities) Determination 1997 and Amendment No. 1; and the Telecommunications Code of Practice 1997.

## 13.7 MONTHLY FINANCIAL REPORT - JUNE 2025

<b>Report Reference Number</b>	OCR-3670
<b>Prepared by</b>	Pratigya Pandeya, Manager Finance
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	19 August 2025
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Monthly Financial Report for the month ended 30 June 2025 containing the Statement of Financial Activity and Financial Position.

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**PURPOSE**

The purpose of this report is to present to the Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature) for the year ended 30 June 2025. 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.

---

**BACKGROUND**

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

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

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

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

**Understanding the Financials**

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

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

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

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

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

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

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

---

## CONSULTATION

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

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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.

---

## FINANCIAL IMPLICATIONS

As part of the adopted 2024/25 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 2024/25 for reporting material variances shall be:*

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

*whichever is greater.*

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

## STRATEGIC IMPLICATIONS

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

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

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
The financial viability of EFCP presents a going concern risk for the Town	Possible (3)	Major (4)	High (10-16)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Manage by monitoring the financial performance of EFCP ....
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Moderate (3)	Low (1-4)	FINANCIAL IMPACT \$10,000 - \$50,000	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 \$50,000 - \$250,000	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>	12
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	Yes

#### SITE INSPECTION

NA

#### COMMENT

This report presents the Statement of Financial Activity by Nature for the year ended 30 June 2025.

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

	<b>Original Budget</b>	<b>Current Budget</b>	<b>YTD Budget</b>	<b>June 2025 Estimated Actuals</b>
<b>Opening Surplus</b>	<b>191,387</b>	<b>843,305</b>	<b>843,305</b>	<b>843,305</b>
Operating Revenue	12,434,476	12,992,409	12,992,409	13,144,238
Operating Expenditure	(13,246,239)	(14,986,315)	(14,986,315)	(15,236,781)
Capital Expenditure	(3,779,113)	(3,954,898)	(3,954,898)	(2,254,425)
Capital Income	1,657,483	1,821,510	1,821,510	1,132,730
Financing Activities	588,806	709,764	709,764	(113,398)
Non-Cash Items	2,162,200	2,149,200	2,149,200	2,190,249
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>(434,024)</b>	<b>(434,024)</b>	<b>(225,067)</b>

The Net Current Asset Position indicates an actual budget deficit of (\$225,067) versus the forecast budget deficit of (\$434,024). The favorable positive variance is explained by the following:

- Advance payment of 2024/25 Financial Assistance Grants \$167k.
- Unfavourable variance on provision for East Fremantle Community Park operating deficits \$314K (total estimated operating deficits \$1.4m)
- Favourable interest earnings of \$104K.
- 59% clearance rate of capital works including municipal funding contributions. Carryover of some of the large capital expenditure program, including LED light upgrade (\$310K), footpath work on Preston Point Road (\$86K) etc. to 2025-26 (refer capital works program schedule for details) have contributed for a lower completion rate of capex program.

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 \$11.41M in rates and charges revenue (including rates, ESL, service charges) by the end of June, equating to 99% of total rates and charges paid.
- Capital works finished with a financial completion rate of 59% against the full year budget.
- The EF Oval Redevelopment Project has reached practical completion, and the facility has been in trading since April 2024. The total operating loss for preliminary period of 15 months is (\$1.4M).

---

## CONCLUSION

Council is requested to receive the Monthly Financial Report.

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## 13.7 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 071908**

**OFFICER RECOMMENDATION:**

**Moved Cr Wilson, seconded Cr Natale**

**That Council:**

1. receives the **Monthly Financial Report for the year ended 30 June 2025, as presented as attachment 1 to this report, inclusive of:**
  - (i) Statement of Financial Activity by Nature
  - (ii) Statement of Comprehensive Income
  - (iii) Statement of Financial Position
  - (iv) Capital Expenditure Report
2. notes the unrestricted municipal deficit of **(\$225,067) for the year ended 30 June 2025. This may be subject to minor adjustment as end of year accounting processes are finalised.**

**CARRIED UNANIMOUSLY 8:0)**

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

**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 30 June 2025**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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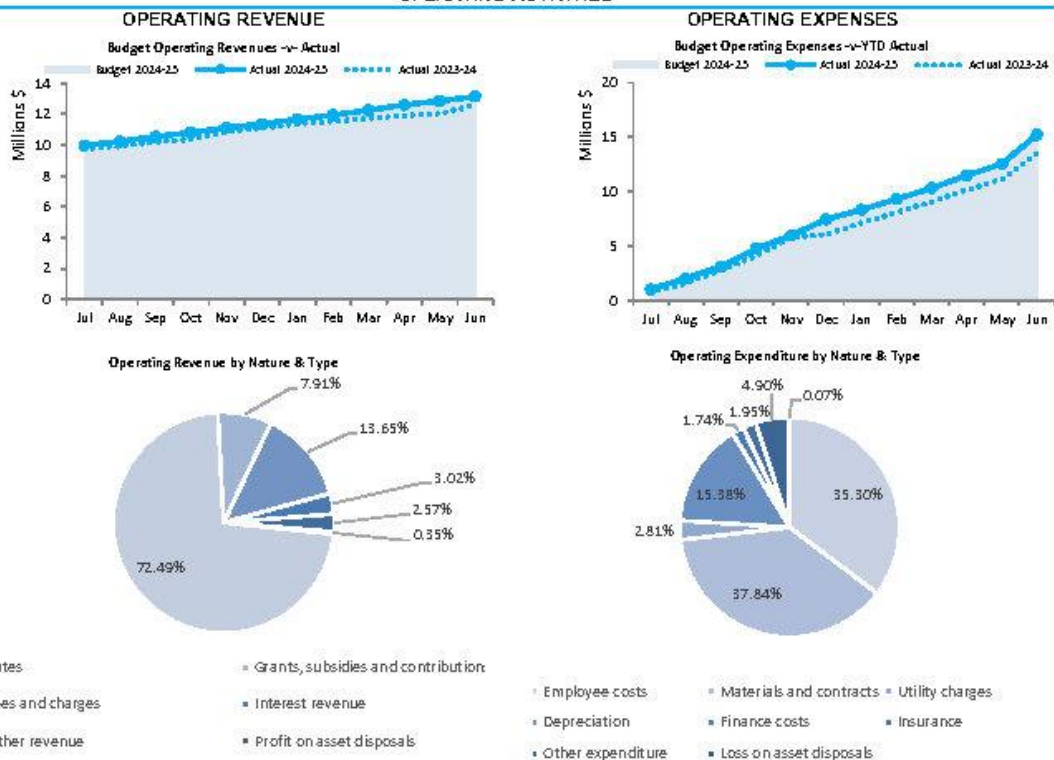
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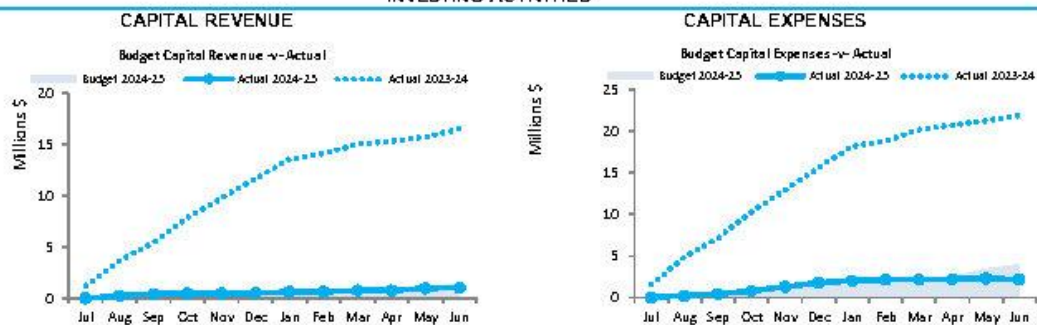
## TOWN OF EAST FREMANTLE FOR THE PERIOD ENDED 30 JUNE 2025

### KEY INFORMATION - GRAPHICAL

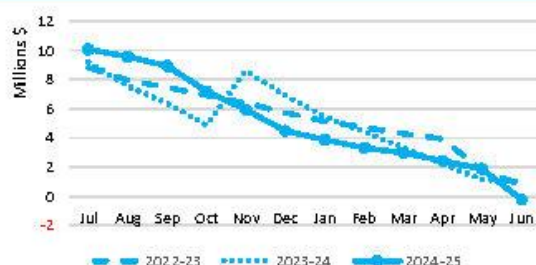
#### OPERATING ACTIVITIES



#### 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 30 JUNE 2025**

Note	Original Budget (a) \$	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>							
Rates	8	9,537,944	9,541,838	9,541,838	9,528,113	(13,723)	(0.14%) ▼
Grants, subsidies and contributions	10	1,025,458	1,050,971	1,050,971	1,040,244	(10,727)	(1.02%) ▼
Fees and charges		1,535,587	1,831,354	1,831,354	1,794,628	183,274	10.01% ▲
Interest revenue		173,285	293,908	293,908	397,518	103,812	35.25% ▲
Other revenue		92,900	392,000	392,000	338,324	(53,676)	(13.69%) ▼
Profit on asset disposals	8	89,342	82,342	82,342	45,411	(38,931)	(44.85%) ▼
		<b>12,434,476</b>	<b>12,992,409</b>	<b>12,992,409</b>	<b>13,144,238</b>	<b>151,829</b>	<b>1.17%</b>
<b>Expenditure from operating activities</b>							
Employee costs		(5,352,443)	(5,348,737)	(5,348,737)	(5,377,034)	(30,297)	(0.57%) ▲
Materials and contracts		(4,071,188)	(5,525,252)	(5,525,252)	(5,764,816)	(239,564)	(4.34%) ▲
Utility charges		(304,213)	(504,213)	(504,213)	(428,729)	75,484	14.97% ▼
Depreciation		(2,231,542)	(2,231,542)	(2,231,542)	(2,342,511)	(110,969)	(4.97%) ▲
Finance costs		(287,405)	(302,405)	(302,405)	(265,191)	37,214	12.31% ▼
Insurance		(287,538)	(299,838)	(299,838)	(297,393)	2,243	0.75% ▼
Other expenditure		(751,932)	(778,530)	(778,530)	(746,401)	30,129	3.88% ▼
Loss on asset disposals	8	0	0	0	(11,155)	(11,155)	0.00% ▲
Fair value adjustments to financial assets at fair value through profit or loss		0	0	0	(3,551)		
		<b>(13,246,239)</b>	<b>(14,986,315)</b>	<b>(14,986,315)</b>	<b>(15,236,781)</b>	<b>(248,915)</b>	<b>(1.67%)</b>
Non-cash amounts excluded from operating activities	2(b)	2,182,200	2,149,200	2,149,200	2,190,249	41,049	1.91% ▲
<b>Amount attributable to operating activities</b>		<b>1,350,437</b>	<b>155,294</b>	<b>155,294</b>	<b>97,706</b>	<b>(57,588)</b>	<b>(37.08%)</b>
<b>INVESTING ACTIVITIES</b>							
Proceeds from capital grants, subsidies and contributions	10	1,549,483	1,878,510	1,878,510	1,013,909	(864,801)	(39.59%) ▼
Proceeds from disposal of assets	8	108,000	143,000	143,000	118,821	(24,179)	(16.91%) ▼
Acquisition of ROU assets		0	0	0	(149,481)	0	0.00% ▼
Payments for property, plant and equipment	5	(2,413,980)	(2,815,885)	(2,815,885)	(1,256,775)	1,558,910	55.37% ▼
Payments for construction of infrastructure	5	(1,374,133)	(1,148,213)	(1,148,213)	(928,635)	219,578	19.12% ▼
Non-cash amounts excluded from investing activities	2(c)	0	0	0	149,481	149,481	0.00% ▲
<b>Amount attributable to investing activities</b>		<b>(2,130,630)</b>	<b>(2,142,388)</b>	<b>(2,142,388)</b>	<b>(1,052,680)</b>	<b>1,089,708</b>	<b>50.86%</b>
<b>FINANCING ACTIVITIES</b>							
Proceeds from new debentures	9	0	0	0	0	0	0.00% ▼
Transfer from reserves	4	1,188,309	1,280,224	1,280,224	461,126	(819,098)	(83.98%) ▼
Proceeds from ROU Lease		0	0	0	149,481	0	0.00% ▼
Repayment of borrowings	9	(150,584)	(150,584)	(150,584)	(150,564)	0	0.00% ▼
Payments for principal portion of lease liabilities		(52,049)	(52,049)	(52,049)	(56,113)	(4,064)	(7.81%) ▼
Transfer to reserves	4	(374,890)	(387,847)	(387,847)	(367,847)	0	0.00% ▼
Non-cash amounts excluded from financing activities					(149,481)		
<b>Amount attributable to financing activities</b>		<b>588,806</b>	<b>709,764</b>	<b>709,764</b>	<b>(113,398)</b>	<b>(823,182)</b>	<b>(115.98%)</b>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
Surplus or deficit at the start of the financial year		191,387	843,305	843,305	843,305	0	0.00%
Amount attributable to operating activities		1,350,437	155,294	155,294	97,706	(57,588)	(37.08%) ▼
Amount attributable to investing activities		(2,130,630)	(2,142,388)	(2,142,388)	(1,052,680)	1,089,708	50.86% ▲
Amount attributable to financing activities		588,806	709,764	709,764	(113,398)	(823,182)	(115.98%) ▼
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>(434,024)</b>	<b>(434,024)</b>	<b>(225,067)</b>	<b>208,958</b>	<b>48.14%</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 COMPREHENSIVE INCOME**  
**FOR THE PERIOD ENDED 30 JUNE 2025**

	NOTE	Original Budget	Current Budget	YTD Budget	YTD Actual
		\$	\$	\$	\$
<b>Revenue</b>					
Rates	8	9,537,944	9,541,836	9,541,836	9,528,113
Grants, subsidies and contributions	10	1,025,458	1,050,971	1,050,971	1,040,244
Fees and charges		1,535,567	1,631,354	1,631,354	1,794,628
Interest revenue		173,265	293,906	293,906	297,518
Other revenue		92,900	392,000	392,000	338,324
		12,365,134	12,910,066	12,910,066	13,098,827
<b>Expenses</b>					
Employee costs		(5,352,443)	(5,346,737)	(5,346,737)	(5,377,034)
Materials and contracts		(4,071,168)	(5,525,252)	(5,525,252)	(5,764,816)
Utility charges		(304,213)	(504,213)	(504,213)	(428,729)
Depreciation		(2,231,542)	(2,231,542)	(2,231,542)	(2,342,511)
Finance costs		(267,405)	(302,405)	(302,405)	(265,191)
Insurance		(267,536)	(299,636)	(299,636)	(297,393)
Other expenditure		(751,932)	(776,530)	(776,530)	(746,401)
		(13,246,239)	(14,986,314)	(14,986,314)	(15,222,075)
		(881,105)	(2,076,248)	(2,076,248)	(2,123,248)
Capital grants, subsidies and contributions	10	1,549,483	1,678,510	1,678,510	1,013,909
Profit on asset disposals	6	69,342	82,342	82,342	45,411
Loss on asset disposals		0	0	0	(11,155)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	0	0	0	(3,551)
		1,618,825	1,760,852	1,760,852	1,044,614
<b>Total comprehensive income for the period</b>		<b>737,720</b>	<b>(315,396)</b>	<b>(315,396)</b>	<b>(1,078,634)</b>

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

**TOWN OF EAST FREMANTLE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 JUNE 2025**

	Note	30 June 2024	30 June 2025
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	2,568,218	2,774,625
Trade and other receivables		948,112	487,301
Other financial assets		2,710,048	2,616,769
Other assets		231,260	48,750
<b>TOTAL CURRENT ASSETS</b>		<b>6,457,638</b>	<b>5,927,445</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		98,356	179,490
Other financial assets		83,171	79,620
Property, plant and equipment		56,664,409	56,364,489
Infrastructure		51,243,518	51,358,454
Right-of-use assets		142,490	210,380
<b>TOTAL NON-CURRENT ASSETS</b>		<b>108,231,944</b>	<b>108,192,434</b>
<b>TOTAL ASSETS</b>		<b>114,689,582</b>	<b>114,119,879</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		1,677,237	2,516,665
Other liabilities		340,342	195,376
Lease liabilities		45,114	80,577
Borrowings	9	150,564	157,911
Employee related provisions		806,705	823,702
Other provisions		80,000	0
<b>TOTAL CURRENT LIABILITIES</b>		<b>3,099,962</b>	<b>3,774,229</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		152,623	204,476
Borrowings	9	4,576,802	4,418,891
Employee related provisions		193,595	134,319
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>4,923,020</b>	<b>4,757,685</b>
<b>TOTAL LIABILITIES</b>		<b>8,022,982</b>	<b>8,531,914</b>
<b>NET ASSETS</b>		<b>106,666,600</b>	<b>105,587,966</b>
Retained surplus		54,124,260	53,138,906
Reserve accounts	4	2,710,049	2,616,769
Revaluation surplus		49,832,291	49,832,291
<b>TOTAL EQUITY</b>		<b>106,666,600</b>	<b>105,587,966</b>

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

**Movement in Equity as per Statement of Comprehensive Income** **(1,078,634)**



TOWN OF EAST FREMANTLE  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2025

1 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.  
The material variance adopted by Council for the 2024-25 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	(13,723)	(0.14 %)	▼	Permanent	Lower lifted rates than budgeted
Grants, subsidies and contributions	(10,727)	(1.02 %)	▼	Permanent	Recognt CHSP IT Upgrade grant that was not updated in the budget
Fees and charges	163,274	10.01 %	▲	Permanent	Favourable, riverside mooring pens sub licence fee (The Left Bank)
Interest revenue	103,612	35.25 %	▲	Permanent	Interest income higher than budgeted
Other revenue	(53,676)	(13.89 %)	▼	Permanent	Recover of power cost from Belgravia for the East Fremantle Community Park less than budget due to lower power cost than budget.
Profit on asset disposals	(36,931)	(44.85 %)	▼	Permanent	Refer note 6 Disposal of Assets
<b>Expenditure from operating activities</b>					
Employee costs	(30,297)		▲	Permanent	Higher staff cost due to the replacement of key staff members, casual staff cost is increased
Materials and contracts	(239,364)	(4.34 %)	▲	Permanent	EFCC loss greater than expected (\$314K unfavourable variance).
Utility charges	75,484	14.97 %	▼	Permanent	Favourable
Depreciation	(110,969)	(4.97 %)	▲	Permanent	Capital works program less than budgeted leading to less capitalisation of assets and lower depreciation
Finance costs	37,214	12.31 %	▼	Permanent	Interest expenses on Sealed lease and laptop lease less than budgeted (lease principal payment budgeted as interest expenses)
Insurance	2,243	0.75 %	▼	Permanent	No material variance
Other expenditure	30,129	3.83 %	▼	Permanent	Lower utility charges for EFCCP than budgeted
Loss on asset disposals	(11,135)	0	▲	Permanent	See Note 6 Disposal of Assets
Fair value adjustments to financial assets at fair value through profit or loss	(3,351)	0.00 %			
Non-cash amounts excluded from operating activities	41,049	1.91 %	▲	Permanent	No material variance
<b>Investing Activities</b>					
Proceeds from capital grants, subsidies and contributions	(664,601)	(39.99 %)	▼	Timing	Revenue recognition of grant. See Note 10 Grants & Contributions. WAFC grant of \$230,000 was payable on execution of the Licence Agreement with the EFCC could not be recognised due to non-execution of the agreement as at 30/6/2025. Agreement occurred in July 2025 and grant income recognised in 25/26.
Proceeds from disposal of assets	(24,179)	(16.91 %)	▼	Permanent	See Note 6 Disposal of Assets
Payments for property, plant and equipment	1,355,910	55.37 %	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	219,576	19.12 %	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
<b>Financing Activities</b>					
Transfer from reserves	(619,096)	(63.93 %)	▼	Timing	Refer note 4 Reserve accounts.
Payments for principal portion of lease liabilities	(4,064)	(7.61 %)	▼	Permanent	No material variance
Surplus or deficit after imposition of general rates	206,936	45.14 %	▲	Timing	Due to variances described above

**TOWN OF EAST FREMANTLE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 JUNE 2025**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

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

	Note	Current Budget Closing 30 June 2025	Last Year Closing 30 June 2024	Year to Date 30 June 2025
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	3,825,534	2,568,218	2,774,625
Trade and other receivables		252,401	948,112	487,301
Other financial assets		0	2,710,048	2,616,769
Other assets		52,099	231,260	48,750
		<u>4,130,034</u>	<u>6,457,638</u>	<u>5,927,445</u>
<b>Less: current liabilities</b>				
Trade and other payables		(1,854,815)	(1,677,237)	(2,516,665)
Other liabilities		(71,910)	(340,342)	(195,376)
Lease liabilities		(52,049)	(45,114)	(80,577)
Borrowings	9	(157,911)	(150,564)	(157,911)
Employee related provisions		(675,173)	(808,705)	(823,702)
Other provisions		(43,530)	(80,000)	0
		<u>(2,855,388)</u>	<u>(3,099,962)</u>	<u>(3,774,230)</u>
<b>Net current assets</b>		<u>1,274,646</u>	<u>3,357,676</u>	<u>2,153,215</u>
<b>Less: Total adjustments to net current assets</b>	2(d)	(1,708,670)	(2,514,371)	(2,378,281)
<b>Closing funding surplus / (deficit)</b>		<u>(434,024)</u>	<u>843,305</u>	<u>(225,067)</u>

**(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	(82,342)	(82,342)	(45,411)
Less: Fair value adjustments to financial assets at amortised cost		0	0	3,551
Add: Loss on asset disposals	6	0	0	11,155
Add: Depreciation		2,231,542	2,231,542	2,342,511
Pensioner deferred rates receivable movement		0	0	(9,766)
Movement in Non-Current Receivables				(71,368)
Transfer from WIP to Operating Expenditure				18,853
Non-current provision movement: employee provisions				(59,276)
<b>Total non-cash amounts excluded from operating activities</b>		<u>2,149,200</u>	<u>2,149,200</u>	<u>2,190,249</u>

**(c) Non-cash amounts excluded from investing activities**

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

<b>Adjustments to investing activities</b>				
ROU Assets received - non cash				149,481
<b>Total non-cash amounts excluded from investing activities</b>		<u>0</u>	<u>0</u>	<u>149,481</u>

**(d) 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 2024	Year to Date 30 June 2025
<b>Adjustments to net current assets</b>		\$	\$	\$
Less: Reserve accounts	4	(1,918,630)	(2,710,049)	(2,616,769)
- Current portion of borrowings	9	157,911	150,564	157,911
- Current portion of lease liabilities		52,049	45,114	80,577
<b>Total adjustments to net current assets</b>	2(a)	<u>(1,708,670)</u>	<u>(2,514,371)</u>	<u>(2,378,281)</u>

**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 30 JUNE 2025

### 3 CASH AND CASH INVESTMENTS

Description	Unrestricted	Restricted	Total Cash	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
	\$	\$	\$				
Cash Deposits							
Municipal Bank Account	2,774,005	0	2,774,005	CBA	AA-	4.00%	At Call
Cash On Hand	800	0	800	Petty Cash/Till Float		0.00%	On Hand
Pooled (Muni, Reserves, Bonds and Grants)	0	2,818,789	2,818,789	SUNCORP	A-	4.50%	Jul 25
Total	2,774,825	2,818,789	5,391,394				
Comprising							
Cash and cash equivalents	2,774,825	2,818,789	5,391,394				
	2,774,825	2,818,789	5,391,394				

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

#### Comments/Notes - Investments and Cash Deposits

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$2,774,025	AA-	51.46%
CBA (GREEN/ESTG DTD)	\$0	AA-	0.00%
NATIONAL AUST. BANK	\$0	AA-	0.00%
SUNCORP	\$2,818,789	AA-	49.54%
WESTPAC	\$0	AA-	0.00%
	\$5,390,794		100.00%

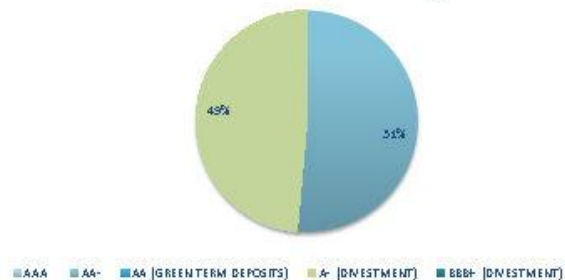
(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0%
AA-	MAX 100%	\$2,774,025	51%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$0	0%
A- (DINVESTMENT)	MAX 100%	\$2,818,789	49%
BBB+ (DINVESTMENT)	MAX 80%	\$0	0%
		\$5,390,794	100%

The Town obtains quotes from three (3) financial institutions prior to placing investments. This ensures the Town is receiving the best return on investment possible. The amount the Town invests is dependent on cash flow requirements for business operations and capital works for upcoming months. As the financial year progresses, the Town's cash holdings decreases which means less investment of Municipal funds.

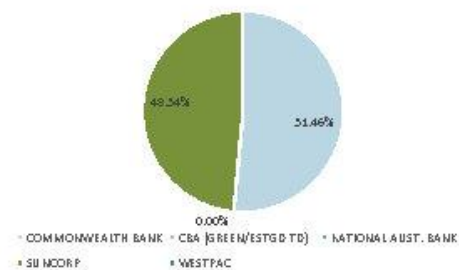
The current monetary policy imposed by the Reserve Bank of Australia (RBA) is driving the interest rate environment.

The Town's investment policy precludes investing in term deposits for more than 12 months.

Values held by Risk Rating



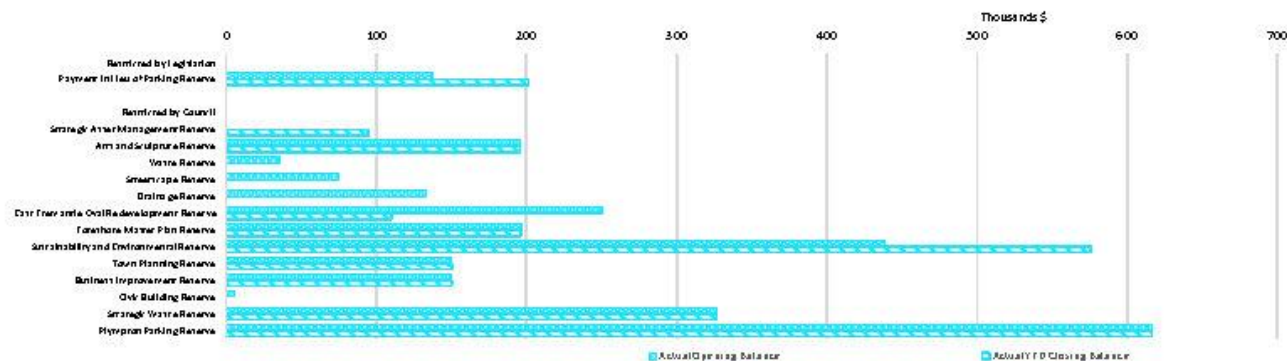
Values held by Institution



TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

4 RESERVE ACCOUNTS

Reserve name	Original Budget				Current Budget				Actual Opening Balance	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	84,375	0	201,385	137,010	84,375	0	201,385
<b>Restricted by Council</b>												
Strategic Asset Management Reserve	0	188,275	0	188,275	0	188,275	(72,000)	94,275	0	188,275	(72,000)	94,275
Arts and Sculpture Reserve	195,884	0	(45,000)	150,884	195,884	0	0	195,884	195,884	0	0	195,884
Waste Reserve	35,000	0	0	35,000	35,000	0	(35,000)	0	35,000	0	(35,000)	0.00
Streetscape Reserve	75,000	0	(75,000)	0	75,000	0	(75,000)	0	75,000	0	(75,000)	0.00
Drainage Reserve	133,293	0	(133,293)	0	133,293	(0)	(133,293)	(0)	133,293	0	(133,293)	0.00
East Fremantle Oval Redevelopment Reserve	250,529	0	(250,529)	0	250,529	0	(250,529)	0	250,529	0	(140,529)	110,000
Foreshore Master Plan Reserve	198,344	0	0	198,344	198,344	0	(133,347)	62,997	198,344	0	0	198,344
Sustainability and Environmental Reserve	438,553	137,197	(575,750)	0	438,553	137,197	(575,750)	0	438,553	137,197	0	575,750
Town Planning Reserve	150,000	40,000	0	190,000	150,000	0	0	150,000	150,000	0	0	150,000
Business Improvement Reserve	150,000	0	(70,000)	80,000	150,000	0	0	150,000	150,000	0	0	150,000
Civic Building Reserve	5,305	31,418	(18,737)	19,986	5,305	0	(5,305)	0	5,305	0	(5,305)	0.00
Strategic Waste Reserve	328,884	0	0	328,884	328,884	0	0	328,884	328,884	0	0	328,884
Plympton Parking Reserve	818,888	0	0	818,888	818,888	0	0	818,888	818,887	0	0	818,887
	2,710,048	374,890	(1,166,309)	1,918,629	2,710,048	367,847	(1,280,224)	1,797,671	2,710,049	367,847	(461,126)	2,616,769





30/06/2025

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

5 CAPITAL ACQUISITIONS

GL	Job no. Hide	Account Description	Adopted Budget \$	Current Budget \$	YTD Budget	YTD Actual	Order Value	Total Actual \$	Variance (Under/Over) \$	Completion	Comments
		<b>Right of Use Assets</b>	0	0	0	149,481	0	149,481	(149,481)	0	100%
		E04637 Right of Use Assets - Laptop	0	0	0	149,481	0	149,481			
		<b>Rent &amp; Equipment</b>	589,000	641,853	641,853	178,354	0	178,354	465,489	27%	
B04636		E04635 Upgrade of EV charger power connection adjacent to Town hall car park	20,000	20,000	20,000	0	0	0		0%	Design underway, require submission to Western Power.
E10648		E10648 VW Golf Alltrack Wagon (EMRS)	40,000	0	0	0	0	0		0%	
E11716		E11716 Upgrade canopy of Rangers vehicle	0	6,640	6,640	6,640	0	6,640		100%	Completed FE288 & FE289
E11720		E11720 Robots F3690	55,000	59,393	59,393	59,429	0	59,429		100%	Completed
E11723		E11723 Two EV Chargers for East Fremantle Community Park	44,000	44,000	44,000	0	0	0		0%	Subject to grant funding - no grant received
E12642		E12642 Isuzu MKR190 Truck	90,000	90,000	90,000	0	0	0		0%	Carry over 25/26
E12802		E12802 Kobelco SK175R-5	40,000	40,000	40,000	38,170	0	38,170		95%	Completed
E12810		E12810 Upgrade street lights to LED, including smart lighting for major roads	310,000	310,000	310,000	0	0	0		0%	Return funds to sustainability reserve pending outcome of Western Power pilot project
E12812		E12812 Isuzu 4.5T Tipper	0	71,820	71,820	72,115	0	72,115		100%	Completed
		<b>Furniture &amp; Equipment</b>	182,851	61,000	61,000	50,898	0	50,898	10,002	84%	
B04633		E04633 ERP Replacement - New Electronic Document Records Management System	70,000	0	0	0	0	0	0	0%	
B04634		E04634 Laptop Replacement Program (Investigate green finance lease)	35,000	0	0	0	0	0	0	0%	Accounted as lease repayment
B04606		E04606 General Allocation	17,951	10,000	10,000	0	0	0	0	0%	
B04610		E04610 AV Control Chambers (Recording Equipment + Replace end of life equipment)	60,000	51,000	51,000	50,998	0	50,998		100%	Completed

30/06/2025

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

5 CAPITAL ACQUISITIONS

OL	Job no. Hide	Account Description	Adopted Budget \$	Current Budget \$	YTD Budget	YTD Actual	Order Value	Total Actual \$	Variance (Under)/Over \$	Completion	Comments
		<b>Buildings</b>	1,832,028	2,112,832	2,112,832	1,028,424	0	1,028,424	1,083,408	49%	
B04604		F04604 Floorboards sealing - enhancing thermal comfort	13,000	0	0	0	0	0		0%	
B07402	LB237R	LB237R EH Gray various upgrades	22,500	22,500	22,500	23,146	0	23,146		103%	Completed
E11714	LB221R	E11714 Building upgrade - Hurricanes - lighting	9,000	9,000	9,000	8,466	0	8,466		94%	Completed
E11715	E11737	E11737 Building upgrade - Camp Waller - eaves lining	4,500	4,500	4,500	0	0	0		0%	Scope exceeds budget - works deferred. Carry over required.
E11715	E11738	E11738 East Fremantle Community Park - Miscellaneous Works	140,529	435,775	435,775	213,205	0	213,205		49%	Works substantially complete - water conditioner completed, invoice awaited. Balance carryover FY25-26
E11715	E11746	E11746 East Fremantle Community Park - Dog Park	0	0	0	0	0	0		0%	
E11715	E11748	E11748 Solar and Battery Installation East Fremantle Community Park, Solar installation	707,500	796,425	796,425	0	0	0		0%	Grant project - subject to tender for improved outcomes
E11672	E11672	E11672 East Fremantle Community Park - Scoreboard	0	50,000	50,000	0	0	0		0%	EEFC to manage procurement. Funding will be provided once licence Agreement is executed.
E11739	E11739	E11739 Tricolore Soccer Club Upgrades	690,000	749,632	749,632	754,576	0	754,576		101%	Works completed Nov 2024
E14601		E14601 Buildings upgrade RCD's switchboards - Various	10,000	10,000	10,000	0	0	0			Quote received and under review
E14605		E14605 Buildings upgrade door locks - Various	35,000	35,000	35,000	30,031	0	30,031		86%	Capitalised
E12820	E12849	<b>Infrastructure - roads</b>	483,733	483,733	483,733	494,453	0	494,453	(10,720)	102%	
		E12849 Riverside Road (adjacent to Leeuwin Boat Ramp)	483,733	483,733	483,733	494,453	0	494,453		102%	Completed - INFR1126
E12672	E12672	<b>Infrastructure - drainage</b>	55,000	20,000	20,000	42,948	0	42,948	(22,948)	216%	
		E12672 Preston Point Road - Above carpark near Tennis Club - Investigate and upgrade storage prior to water entering pipe to river	20,000	20,000	20,000	20,824	0	20,824		104%	Completed
E12707	E12707	E12707 George Street - Drainage investigation and upgrades to allow underground piped water flow	20,000	0	0	0	0	0			
E12761	E12761	E12761 Infrastructure - Drainage - Capex - Renewal - Upgrade old pits to SEPs	15,000	0	0	22,123	0	22,123		0%	



30/06/2025

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

5 CAPITAL ACQUISITIONS

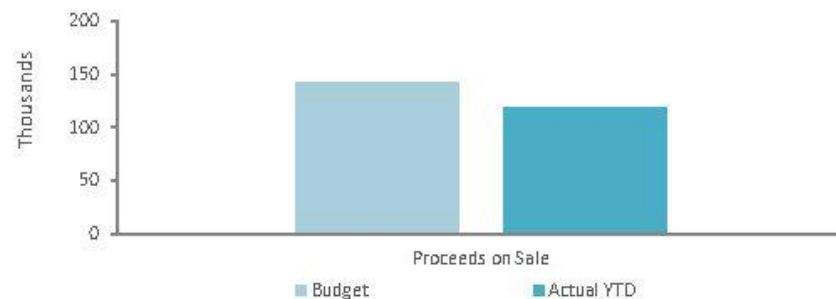
GL	Job no. Hide	Account Description	Adopted Budget \$	Current Budget \$	YTD Budget	YTD Actual	Order Value	Total Actual \$	Variance (Under)/Over \$	Completion	Comments
E11673	E11673	Infrastructure - parks & ovals	310,000	304,000	304,000	180,010	0	180,010	113,990	83%	
		E11673 Limestone wall replacement - Glasson Park	40,000	40,000	40,000	0	0	0		0%	Value engineering undertaken meet budget, works will be finalised in 25/26 - balance carryover FY25-26
E11679		E11679 Extend cricket practice nets handstand by approx 6m - Henry Jeff & Preston	30,000	30,000	30,000	30,397	0	30,397		101%	Completed
E11686		E11686 Rotunda replacement - Mervin Cowan Park	55,000	55,000	55,000	56,127	0	56,127		102%	Completed
E11725	E11743	E11743 Parks & Ovals - Playground - Various Upgrades	10,000	10,000	10,000	11,019	0	11,019		110%	Capitalised 28/7/2025
E11726	E11726	E11726 Bore test/replacement - Foreshore Parks	30,000	30,000	75,000	0	0	0		0%	Proposed for deferral 25/26
E11726	E11726	E11726 Bore pump test - Stratford Street Park	10,000	10,000	10,000	0	0	0		0%	Proposed for deferral 25/26
E11726	E11726	E11726 Irrigation upgrade - Marjorie Green Park	10,000	10,000	0	4,483	0	4,483		46%	Works planned to commence May 25
E11726	E11726	E11726 Irrigation upgrade tie in to existing system - Locke Park	35,000	35,000	0	0	0	0		0%	Works delayed - was proposed as a back-up for EFCP but not a suitable solution - propose reallocate budget to other EFCP works
E11726	E11741	E11741 Upgrade of fetic - Preston Point	20,000	20,000	20,000	4,368	0	4,368		22%	Completed
E11729	E11745	E11745 Drink Fountains	10,000	10,000	10,000	11,346	0	11,346		113%	Completed
E11749	E11749	E11749 Rotunda replacement - Wayman Park	40,000	40,000	40,000	40,037	0	40,037		100%	Completed, INF R1127
E11749	E11750	E11750 Wayman softball upgrade for exercise equipment	20,000	14,000	14,000	14,825	0	14,825		106%	Capitalised 28/7/2025
E11728		E11728 Infrastructure - Parks & Ovals - Ancillary - Capital - Renewal - Other Recreation	0	0	0	17,410	0	17,410		0%	Repairs costs capitalised
E10604		Infrastructure - car parks	200,000	10,000	10,000	0	0	0	10,000	0%	
		E10604 Road Parking and Streetscape Design Work and Preliminaries - Skis Street and Leeuwin Carpark	180,000	0	0	0	0	0		0%	
E12609		E12609 Car parks - General Allocation	20,000	10,000	10,000	0	0	0		0%	Ongoing
E12824	E12836	Infrastructure - footpaths	325,400	330,480	330,480	201,223	0	201,223	129,257	61%	
		E12836 Pram ramp upgrades to BDA standards (to do 20 pram ramps)	20,000	10,000	10,000	0	0	0		0%	Completed
E12824	E12845	E12845 Moss St, (west side), between Canning Hwy & George St (Remove Concrete and replace with red asphalt, as per style guide)	86,400	86,400	86,400	72,000	0	72,000		83%	Substantially completed - one outstanding section due to adjacent third party works. Remaining funds to carry over to 25-26.
E12824	E12846	E12846 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	75,000	82,448	0	82,448		110%	Completed
E12824	E12847	E12847 Riverside Road (West side) adjacent to Leeuwin Boat Ramp (do at same time as road upgrade)	49,500	49,500	49,500	46,775	0	46,775		94%	Completed
E12824	E12848	E12848 Preston Point Rd (west side), between Bolton St & Piers St (grey concrete) (420m length)	94,500	109,580	109,580	0	0	0		0%	Works Carried over, due to quote being over budget. To be re-scoped and budget to be carried forward to FY25-26
			3,788,113	3,983,898	3,983,898	2,334,890	0	2,334,890	1,628,007	59%	

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025**

**6 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Current Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>									
PEMV267	Isuzu MKR190 truck	20,000	45,000	25,000	0	0	0	0	0
PEMV272	EMRS Vehicle	8,658	25,000	16,342	0	8,658	16,405	7,747	0
PE284	Kobota F3690	5,000	22,000	17,000	0	5,000	8,897	3,897	0
PE275	TORO Z Mower	0	0	0	0	6,824	7,310	486	0
PE274	Kobelco SK17SR-5	10,000	16,000	6,000	0	10,730	16,531	5,801	0
PEMV265	Isuzu 4.5T Tipper	17,000	35,000	18,000	0	16,566	36,364	19,798	0
PEM277	TOYOTA RAV 4	0	0	0	0	25,632	33,314	7,682	0
FE308	Laptop Replacement ELT 21-22	0	0	0	0	0	0	0	0
FE305	Laptop Replacement 20-21	0	0	0	0	0	0	0	0
FE303	PA Equipment for Council Chamber -	0	0	0	0	0	0	0	0
FE299	Town Hall Audio Visual Equipment	0	0	0	0	11,155	0	0	(11,155)
		<b>60,658</b>	<b>143,000</b>	<b>82,342</b>	<b>0</b>	<b>84,564</b>	<b>118,821</b>	<b>45,411</b>	<b>(11,155)</b>

\*As at



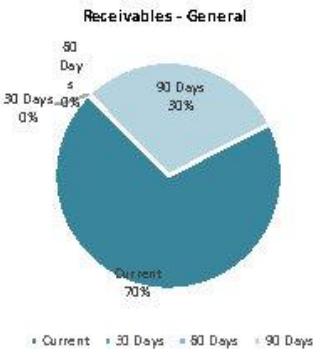
TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

7 RECEIVABLES

Rates receivable	30 June 2024	30 Jun 2025
	\$	\$
Opening arrears previous years	77,232	78,272
Levied this year	10,964,573	11,444,213
Less - collections to date	(10,963,533)	(11,408,481)
Allowance for impairment of rates receivable		0
Net rates collectable	78,272	114,004
% Collected	£9.3%	£9.0%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - general	191,889	499	0	81,784	274,172
Receivables - infringements					77,366
East Fremantle Lawn & Tennis Club, Left Bank					123,134
Allowance for credit losses of other receivables	0	0	0	0	(54,237)
Total receivables general outstanding					420,435

Amounts shown above include GST (where applicable)

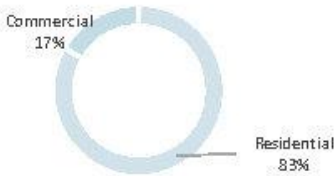
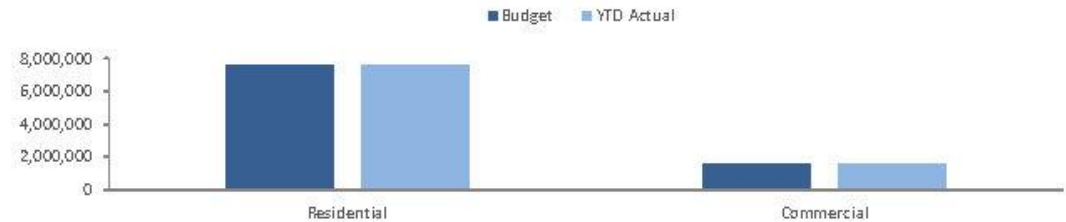


TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

8 RATE REVENUE

General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Current Budget			YTD Actual		
				Rate Revenue \$	Reassessed Rate Revenue \$	Total Revenue \$	Rate Revenue \$	Reassessed Rate Revenue \$	Total Revenue \$
Gross rental value									
Residential	0.071860	2,966	105,118,920	7,534,084	20,000	7,554,084	7,534,084	22,074	7,556,158
Commercial	0.121806	120	12,621,985	1,537,434	0	1,537,434	1,537,434	(15,796)	1,521,637
Sub-Total		3,086	117,740,905	9,071,518	20,000	9,091,518	9,071,518	6,278	9,077,795
Minimum payment									
Gross rental value									
Residential	1,296.00	337	5,342,090	436,752	0	436,752	436,752	0	436,752
Commercial	1,938.00	7	79,940	13,566	0	13,566	13,566	0	13,566
Sub-total		344	5,422,030	450,318	0	450,318	450,318	0	450,318
Total						9,541,836			9,528,113



**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025**

**9 BORROWINGS**

**Repayments - borrowings**

**Information on borrowings**

Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Finance costs	
			Actual	Current Budget	Actual	Current Budget	Actual	Current Budget	Actual	Current Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
EF Oval Precinct Redevelopment	185	4,727,366	0	0	(150,564)	(150,564)	4,576,802	4,576,802	224,938	226,141
EF Oval Precinct Redevelopment - Loan guarantee	185	0	0	0	0	0	0	0	33,264	33,264
<b>Total</b>		<b>4,727,366</b>	<b>0</b>	<b>0</b>	<b>(150,564)</b>	<b>(150,564)</b>	<b>4,576,802</b>	<b>4,576,802</b>	<b>258,202</b>	<b>259,405</b>
Current borrowings		157,911					157,911			
Non-current borrowings		4,569,455					4,418,891			
		<b>4,727,366</b>					<b>4,576,802</b>			

All debenture repayments were financed by general purpose revenue.

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS  
OPERATING CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONSPage 116 of 165



TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 JUNE 2025

11 BUDGET AMENDMENTS

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

Description	Date	Increase / (Decrease) to Net Surplus	Current Budget Surplus/ (Deficit) Running Balance
Annual Budget Adoption		\$	\$ 0
Adjustment to budgeted surplus Adjusted in respect to current position of 30 June 2024	20 Aug 24	651,918	651,918
Financial Assistance Grants			
General Purpose Grants - Grants Commission	20 Aug 24	-180,132	491,786
General Purpose Grants (Roads) - Grants Commission	20 Aug 24	-70,450	421,336
EF Community Park			
Capex - EF Oval Redevelopment	20 Aug 24	-289,748	151,588
AFL facilities grant	20 Aug 24	250,000	401,588
Scoreboard	20 Aug 24	-50,000	351,588
Public art	20 Aug 24	-48,000	303,588
Fremantle Womens Soccer Club Project			
Capex - Fremantle Womens Soccer Club Project	20 Aug 24	-28,322	279,266
Non-Operating Grants and Contributions	20 Aug 24	-185,438	113,830
Transfer from Strategic Asset Management Reserve	20 Aug 24	50,000	163,830
General			
Capital expenditure - Laptops	20 Aug 24	35,000	198,830
Operating expense - lease laptops	20 Aug 24	-35,000	163,830
Public art	20 Aug 24	-45,000	118,830
EF Community Park			
Estimated operational loss	17 Sep 24	-133,837	-14,807
General			
Operating expenses - IT audit	15 Oct 24	-17,825	-32,432
General			
Urban canopy grant	19 Nov 24	30,809	-1,823
Urban canopy program	19 Nov 24	-30,809	-32,432
Navy League donation	19 Nov 24	-10,000	-42,432
Tricolore Community Building	19 Nov 24	-22,000	-64,432
Strategic Asset Management	19 Nov 24	22,000	-42,432
Silas St and Leeuwin car park	19 Nov 24	180,000	137,568
EF Community Park			
Capex - EF Oval Redevelopment	19 Nov 24	-180,000	-42,432
Mid Year Budget Review			
Grants, subsidies and contributions	18 Feb 25	225,488	188,948
Fees and charges	18 Feb 25	95,787	282,733
Interest revenue	18 Feb 25	120,841	403,374
Other revenue	18 Feb 25	299,100	702,474
Profit on asset disposals	18 Feb 25	13,000	715,474
Employee costs	18 Feb 25	5,708	721,180
Materials and contracts	18 Feb 25	-1,117,710	-396,530
Utility charges	18 Feb 25	-200,000	-596,530
Insurance	18 Feb 25	-32,100	-628,630
Other expenditure	18 Feb 25	-9,598	-638,228
Non cash amounts excluded from operating activities	18 Feb 25	-13,000	-651,228
Proceeds from disposal of assets	18 Feb 25	35,000	-616,228
Payments for property, plant and equipment	18 Feb 25	148,098	-468,130
Payments for construction of infrastructure	18 Feb 25	81,000	-407,130
Transfer from reserves	18 Feb 25	41,915	-365,215
Transfer to reserves	18 Feb 25	7,043	-358,172
Sculptures at Bathers Event 2025			
Donations	18 Feb 25	-5,000	-363,172
March 2025 Budget adjustments			
Preston Point Footpath Construction	18 Mar 25	-15,080	-378,252
Capex - Fremantle Women's Football Club	18 Mar 25	-11,310	-389,562
Non-Operating Grant - Solar and Community Battery	18 Mar 25	44,483	-345,079
Capex - Solar and Community Battery Project	18 Mar 25	-88,925	-434,024
24/25 Budget Opening Surplus / (Deficit)	191,387		
24/25 Actual B/F Surplus / (Deficit)	843,305	(434,024)	(434,024)

## 13.8 MONTHLY FINANCIAL REPORT - JULY 2025

<b>Report Reference Number</b>	OCR-3668
<b>Prepared by</b>	Pratigya Pandeya, Manager Finance
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	19 August 2025
<b>Voting requirements</b>	Part 3 of the Officer's Recommendation requires an Absolute Majority decision
<b>Documents tabled</b>	Nil

**Attachments**

1. Monthly Financial Report for the month ended 31 July 2025
2. Schedule of Budget Variations
3. East Fremantle Community Park Dashboard July 2025

**PURPOSE**

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

**EXECUTIVE SUMMARY**

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

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

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

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

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

**BACKGROUND**

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

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

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

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

### Understanding the Financials

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

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

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

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

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

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

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

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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.

## FINANCIAL IMPLICATIONS

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

*That in accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2025/26 for reporting material variances shall be:*

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

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

## STRATEGIC IMPLICATIONS

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

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

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Moderate (3)	Low (1-4)	FINANCIAL IMPACT \$10,000 - \$50,000	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 \$50,000 - \$250,000	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>	No
<b>Is a Risk Treatment Plan Required</b>	Yes

## SITE INSPECTION

N/A

## COMMENT

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

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

	<b>Original Budget</b>	<b>Current Budget</b>	<b>YTD Budget</b>	<b>July 2025 Actuals</b>
<b>Opening Surplus</b>	<b>(588,579)</b>	<b>(588,579)</b>	<b>(588,579)</b>	<b>(225,067)</b>
Operating Revenue	13,588,708	13,588,708	10,416,396	11,004,723
Operating Expenditure	(14,783,386)	(14,783,386)	(1,448,149)	(1,468,397)
Capital Expenditure	(2,430,421)	(2,430,421)	-	(5,260)
Capital Income	933,213	933,213	-	250,000
Financing Activities	1,017,606	1,017,606	(8,069)	(8,069)
Non-Cash Items	2,162,200	2,262,859	191,541	191,541
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>0</b>	<b>8,563,140</b>	<b>9,739,472</b>

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

- Rate Notices were issued on the 28 July. The Town receipted \$808K in rates and charges revenue (including rates, ESL, service charges) by the end of July, equating to 6.7% of total rates and charges paid. It is noted that rate notices were issues one week later than last year.
- End of year accounting process for 24/25 are continuing, and there may be minor adjustment to the carried forward deficit of (\$225,067).
- As the fixed asset register has not been finalised, no depreciation has been run in 25/26, although a manual entry has been applied in the Statement of Financial Activity.
- Capital works has yet to substantially commence in 25/26

**Accounting for the Operations of East Fremantle Community Park**

- Considering the recent OAG determination for the Town to account for the revenues and expenses of EFCP in the Town's accounts, the Town will commence reporting year to date gross revenue and expenses of the operations of EFCP in the monthly Statement of Financial Activity.
- As the Profit and Loss Statement for EFCP is not received until after the 15<sup>th</sup> day from the end of the reporting period, Management has processed an accrual in the Town's accounts to recognise forecast income and expenditure for the relevant month. Management will use the EFCP monthly forecast budget to support the accrual entry. Accruals will be reversed at the time the monthly P+L is received, and the actual monthly result will be posted in the Town's accounts at this time.
- The accrual posting has resulted in three entries to recognise consolidated revenue and expenses:
  - Monthly EFCP gross revenue is recognised under "Other Revenue - Principal Agent Arrangements" in the Statement of Financial Activity
  - Monthly EFCP gross expenditure is recognised under "Other Expenditure - Principal Agent Arrangements" in the Statement of Financial Activity
  - The net result for the month is recorded as a "payable" to recognise the Town's obligation to pay the Operator the operating subsidy for the period.
- The following accruals will thus be posted based on the approved monthly budget:

<b>EFCP Monthly Budget - 2025-26</b>			
	<b>Forecast Income</b>	<b>Forecast Expense</b>	<b>Monthly Net Result</b>
July	\$382,456	-\$462,653	-\$80,197
August	\$432,551	-\$477,355	-\$44,804
September	\$461,642	-\$492,001	-\$30,359
October	\$417,564	-\$474,673	-\$57,109
November	\$388,555	-\$430,117	-\$41,562
December	\$446,842	-\$468,324	-\$21,482
January	\$418,362	-\$455,477	-\$37,115
February	\$388,273	-\$454,166	-\$65,893
March	\$523,321	-\$529,703	-\$6,382
April	\$515,310	-\$524,640	-\$9,330
May	\$549,681	-\$541,432	\$8,249
June	\$551,523	-\$533,431	\$18,092
	<b>\$5,476,080</b>	<b>-\$5,843,972</b>	<b>-\$367,892</b>

- Council will also be required to amend its 2025-26 Statutory Budget to account for the consolidated revenues and expenses of EFCP. Please note that this will not have an impact on the Town's net current asset position as the Town's budget already includes provision for the forecast net result of the EFCP operations of (\$367,892).

**Budget Variations**

Deficit brought forward from 24/25 financial year – the 2025/26 Budget is framed on an estimated brought forward deficit of (\$588,579) at 30 June 2025 compared to an actual deficit of (\$225,067) reported in the June Monthly Financial Report. End-of-year accounting processes for 2024/25 are continuing and the actual deficit may be adjusted.

The variance between the estimated brought forward deficit (in the 25/26 Annual Budget) and actual deficit (in the June Monthly Report) is summarised as follows:



Description	2025/26 Budget – June 30 Forecast	June 2025 Financial Statements – June 30 Actual	Variance	Comment
Amount Attributable to Operating Activities	\$266,127	\$97,706	(\$168,421)	<ul style="list-style-type: none"> <li>• 50% advance payment of 25/26 FAGS received in June \$167k</li> <li>• Additional \$106k interest revenue recognised in June</li> <li>• EFCP/Belgravia deficit more than forecast by \$314K</li> <li>• Other Opex forecasts very approximate with actuals</li> </ul>
Amount attributable to Investing Activities	(\$1,588,678)	(\$1,052,680)	\$535,998	<ul style="list-style-type: none"> <li>• Variance in capital works completion and carry forward of capex to 25/26</li> <li>• Non receipt of grant income from AFL funding \$250K</li> </ul>
Amount attributable to Financing Activities	(\$109,333)	(\$113,398)	(\$4,065)	<ul style="list-style-type: none"> <li>• Immaterial variance</li> </ul>
<b>Total</b>			<b>\$363,512</b>	

- The advance payment of the Town's 2025/26 Financial Assistance Grants allocation (received on 23<sup>rd</sup> June 2025) has resulted in the requirement for a budget amendment in 2025/26.
- The AFL Facilities funding of \$250,000 for the East Fremantle Oval Redevelopment Project will be received in 2025/26 as the agreement with East Fremantle Football club has been signed.

The following schedule of Budget Variations is submitted for Council consideration, resulting in a forecast deficit of (\$45,500) at 30 June 2026. The unfavourable budget movement is due to additional funding requested for the mooring jetty maintenance.

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	<b>Opening (Deficit) / Surplus 1 July 2025</b>	<b>-\$588,579</b>	<b>-\$225,020</b>	<b>\$363,559</b>	Favourable surplus primarily due to advance payment of FAGS \$167k, favourable interest revenue \$104k, net capital works carryover
I03070	General Purpose Grants - Grants Commission	\$191,670	\$78,188	<b>-\$113,482</b>	Advance payment 23 June \$113,482
I03071	General Purpose Grants (Roads) - Grants Commission	\$85,665	\$32,088	<b>-\$53,577</b>	Advance payment 23 June \$53,577
E11213/500	EF Oval Operating Expense/Income	<b>-\$367,891</b>	\$0	<b>\$367,891</b>	Recognition of EFCP income and expenses separately
I11083	Other Revenue - Principal Agent Arrangements	\$0	\$5,476,081	<b>\$5,476,081</b>	Recognition of EFCP income and expenses separately
E11301	Other Expenditure - Principal Agent Arrangements	\$0	<b>-\$5,843,972</b>	<b>-\$5,843,972</b>	Recognition of EFCP income and expenses separately
	<b>EF Oval Redevelopment Project - Carryovers</b>				
J11738	Capex - EF Oval Redevelopment	<b>-\$200,000</b>	<b>-\$387,000</b>	<b>-\$187,000</b>	Carryover unspent capex 24-25
I11160	AFL Facilities Funding	\$0	\$250,000	<b>\$250,000</b>	Grant not payable until Agreements with the EFCP are in place
J11672	East Fremantle Community Park - Scoreboard	\$0	<b>-\$50,000</b>	<b>-\$50,000</b>	Carryover unspent capex 24-25
E14606	Buildings general	<b>-\$61,500</b>	<b>-\$106,500</b>	<b>-\$45,000</b>	Parks and Ovals carryover unspent capex 24-25 reallocated to general building capex as advised by EMTS
	<b>General Capex - Refer 24-25 Capex Report</b>				
E11737/J12836	Camp Waller - Eaves	<b>-\$20,000</b>	<b>-\$25,000</b>	<b>-\$5,000</b>	Carryover unspent capex 24-25
E14601	Building Electrical Upgrades	\$0	<b>-\$10,000</b>	<b>-\$10,000</b>	Carryover unspent capex 24-25
E11673/J11673	Glasson Park - Limestone Wall	\$0	<b>-\$40,000</b>	<b>-\$40,000</b>	Carryover unspent capex 24-25
E11726/J11674	Parks and Ovals - Bores and Irrigation	<b>-\$10,000</b>	<b>-\$60,000</b>	<b>-\$50,000</b>	Carryover unspent capex 24-25
E11845/J11846	Moss Street Footpath	\$0	<b>-\$15,000</b>	<b>-\$15,000</b>	Carryover unspent capex 24-25
	<b>Operational Carryovers</b>				
E04203	Strategic and Business Planning Services	<b>-\$190,000</b>	<b>-\$230,000</b>	<b>-\$40,000</b>	Carryover unspent funding 24-25 - allocate to Council Plan Project
	<b>Non-carryover Variation</b>				
E10267	Mooring Jetty Maintenance	<b>-\$47,408</b>	<b>-\$97,408</b>	<b>-\$50,000</b>	Annual inspection \$14,500, visual inspection of boat ramp ladders \$2,000, head stock life extension north & middle \$64k, emergency works/services \$10k
	<b>TOTAL CHANGE IN NET CURRENT ASSETS</b>	<b>-\$1,208,043</b>	<b>-\$1,253,543</b>	<b>-\$45,500</b>	<b>Unfavourable budget movement relates to non-carryover variation for the mooring jetty maintenance</b>

## CONCLUSION

Council is requested to receive the Monthly Financial Report for the month ended July 2025 and approve the schedule of budget variations as submitted.

## 13.8 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 081908****OFFICER RECOMMENDATION:****Moved Cr White, seconded Cr Natale****That Council:**

1. receives the Monthly Financial Report for the month ended 31 July 2025, as presented as attachment 1 to this report, inclusive of:
  - (i) Statement of Financial Activity by Nature
  - (ii) Statement of Comprehensive Income
  - (iii) Statement of Financial Position
  - (iv) Capital Expenditure Report
  - (v) East Fremantle Community Park Dashboard
2. notes the unrestricted municipal surplus of \$9,739,472 for the month ended 31 July 2025.
3. pursuant to section 6.8 of the *Local Government Act 1995*, approves by absolute majority, the schedule of budget variations to the 2025/26 Budget, resulting in a \$45,500 decrease in forecast net current assets at 30 June 2026.

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	<b>Opening (Deficit) / Surplus 1 July 2025</b>	<b>-\$588,579</b>	<b>-\$225,020</b>	<b>\$363,559</b>	Favourable surplus primarily due to advance payment of FAGS \$167k, favourable interest revenue \$104k, net capital works carryover
I03070	General Purpose Grants - Grants Commission	\$191,670	\$78,188	<b>-\$113,482</b>	Advance payment 23 June \$113,482
I03071	General Purpose Grants (Roads) - Grants Commission	\$85,665	\$32,088	<b>-\$53,577</b>	Advance payment 23 June \$53,577
E11213/500	EF Oval Operating Expense/Income	<b>-\$367,891</b>	\$0	<b>\$367,891</b>	Recognition of EFCP income and expenses separately
I11083	Other Revenue - Principal Agent Arrangements	\$0	\$5,476,081	<b>\$5,476,081</b>	Recognition of EFCP income and expenses separately
E11301	Other Expenditure - Principal Agent Arrangements	\$0	<b>-\$5,843,972</b>	<b>-\$5,843,972</b>	Recognition of EFCP income and expenses separately
	<b>EF Oval Redevelopment Project - Carryovers</b>				
J11738	Capex - EF Oval Redevelopment	<b>-\$200,000</b>	<b>-\$387,000</b>	<b>-\$187,000</b>	Carryover unspent capex 24-25
I11160	AFL Facilities Funding	\$0	\$250,000	<b>\$250,000</b>	Grant not payable until Agreements with the EFCC are in place
J11672	East Fremantle Community Park - Scoreboard	\$0	<b>-\$50,000</b>	<b>-\$50,000</b>	Carryover unspent capex 24-25
E14606	Buildings general	<b>-\$61,500</b>	<b>-\$106,500</b>	<b>-\$45,000</b>	Parks and Ovals carryover unspent capex 24-25 reallocate to general building capex as advised by EMTS
	<b>General Capex - Refer 24-25 Capex Report</b>				
E11737/J12836	Camp Waller - Eaves	<b>-\$20,000</b>	<b>-\$25,000</b>	<b>-\$5,000</b>	Carryover unspent capex 24-25
E14601	Building Electrical Upgrades	\$0	<b>-\$10,000</b>	<b>-\$10,000</b>	Carryover unspent capex 24-25
E11673/J11673	Glasson Park - Limestone Wall	\$0	<b>-\$40,000</b>	<b>-\$40,000</b>	Carryover unspent capex 24-25
E11726/J11674	Parks and Ovals - Bores and Irrigation	<b>-\$10,000</b>	<b>-\$60,000</b>	<b>-\$50,000</b>	Carryover unspent capex 24-25
E11845/J11846	Moss Street Footpath	\$0	<b>-\$15,000</b>	<b>-\$15,000</b>	Carryover unspent capex 24-25
	<b>Operational Carryovers</b>				
E04203	Strategic and Business Planning Services	<b>-\$190,000</b>	<b>-\$230,000</b>	<b>-\$40,000</b>	Carryover unspent funding 24-25 - allocate to Council Plan Project
	<b>Non-carryover Variation</b>				
E10267	Mooring Jetty Maintenance	<b>-\$47,408</b>	<b>-\$97,408</b>	<b>-\$50,000</b>	Annual inspection \$14,500, visual inspection of boat ramp ladders \$2,000, head stock life extension north & middle \$64k, emergency works/services \$10k
	<b>TOTAL CHANGE IN NET CURRENT ASSETS</b>	<b>-\$1,208,043</b>	<b>-\$1,253,543</b>	<b>-\$45,500</b>	<b>Unfavourable budget movement relates to non-carryover variation for the mooring jetty maintenance</b>

**(CARRIED UNANIMOUSLY BY AN ABSOLUTE MAJORITY 8:0)****For: Crs Wilson, Collinson, Donovan, Harrington, Natale, Maywood, White and Mayor O'Neill.****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 July 2025**

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

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**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 31 JULY 2025**

**KEY INFORMATION**

**Funding Surplus or Deficit Components**

<b>Funding surplus / (deficit)</b>				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	(\$0.59 M)	(\$0.59 M)	(\$0.23 M)	\$0.36 M
Closing	\$0.00 M	\$0.56 M	\$9.74 M	\$1.18 M
Refer to Statement of Financial Activity				

<b>Cash and cash equivalents</b>		
	\$5.45 M	% of total
Unrestricted Cash	\$2.65 M	48.6%
Restricted Cash	\$2.80 M	51.4%
Refer to 3 - Cash and Cash Investments		

<b>Payables</b>		
	\$4.31 M	% Outstanding
Trade Payables	(\$0.00 M)	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%
Refer to 7 - Receivables		

<b>Receivables</b>		
	\$0.67 M	% Collected
0	\$11.21 M	6.7%
Rates Receivable	\$0.67 M	% Outstanding
Trade Receivable		
Over 30 Days		3.7%
Over 90 Days		15.4%
Refer to 7 - Receivables		

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.07 M	\$9.16 M	\$9.73 M	\$0.57 M
Refer to Statement of Financial Activity			

<b>Rates Revenue</b>		
YTD Actual	\$10.01 M	% Variance
YTD Budget	\$10.01 M	100.0%
Refer to 8 - Rate Revenue		

<b>Grants and Contributions</b>		
YTD Actual	\$0.06 M	% Variance
YTD Budget	\$0.06 M	(23.1%)
Refer to 10 - Grants and Contributions		

<b>Fees and Charges</b>		
YTD Actual	\$0.45 M	% Variance
YTD Budget	\$0.29 M	55.3%
Refer to Statement of Financial Activity		

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.50 M)	\$0.00 M	\$0.24 M	\$0.24 M
Refer to Statement of Financial Activity			

<b>Proceeds on sale</b>		
YTD Actual	\$0.00 M	%
Amended Budget	\$0.00 M	(100.0%)
Refer to 6 - Disposal of Assets		

<b>Asset Acquisition</b>		
YTD Actual	\$0.00 M	% Spent
Amended Budget	\$1.00 M	(100.0%)
Refer to 5 - Capital Acquisitions		

<b>Capital Grants</b>		
YTD Actual	\$0.25 M	% Received
Amended Budget	\$0.86 M	(70.9%)
Refer to 10 - Grants and Contributions		

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
	Amended Budget	YTD Budget (a)	YTD Actual (b)
	\$1.02 M	(\$0.01 M)	(\$0.01 M)
Refer to Statement of Financial Activity			

<b>Borrowings</b>		
Principal repayments	\$0.00 M	
Interest expense	(\$0.02 M)	
Principal due	\$4.58 M	
Refer to 9 - Borrowings		

<b>Reserves</b>		
Reserves balance	\$2.62 M	
Interest earned	\$0.00 M	
Refer to 4 - Cash Reserves		

<b>Report Preparation</b>		
Prepared by:	Manager Finance	
Reviewed by:	Executive Manager Corporate Services	
Date Prepared:	11/06/2025	

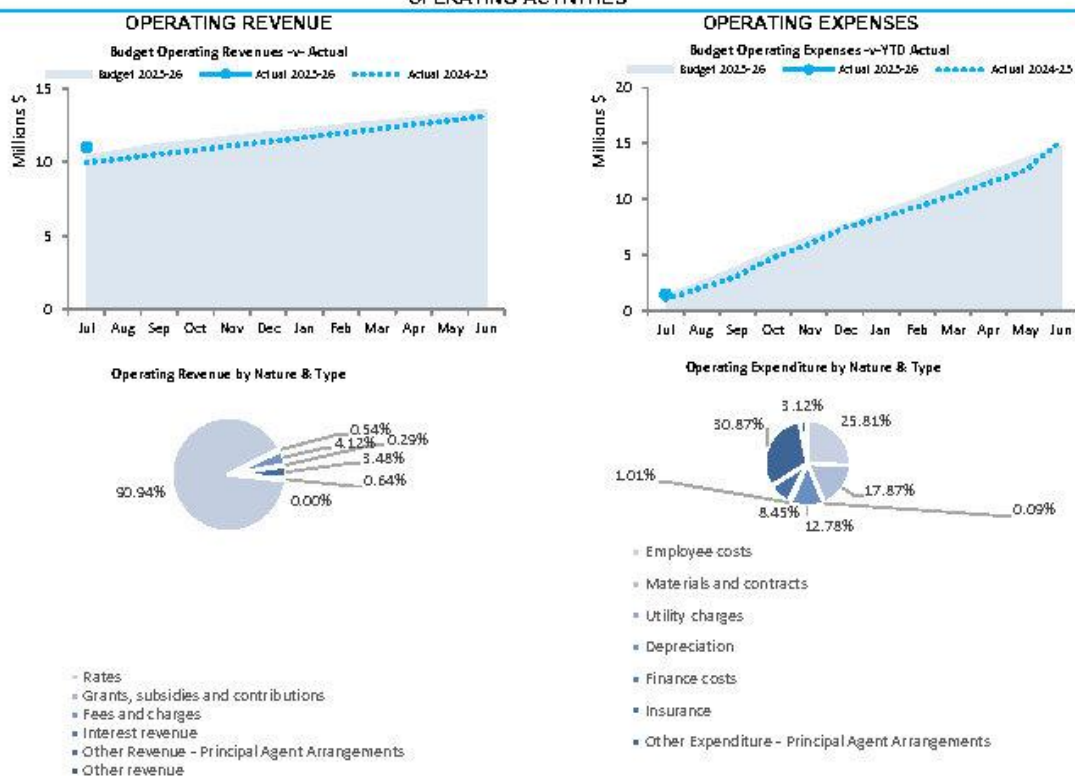
This information is to be read in conjunction with the accompanying Financial Statements and notes.



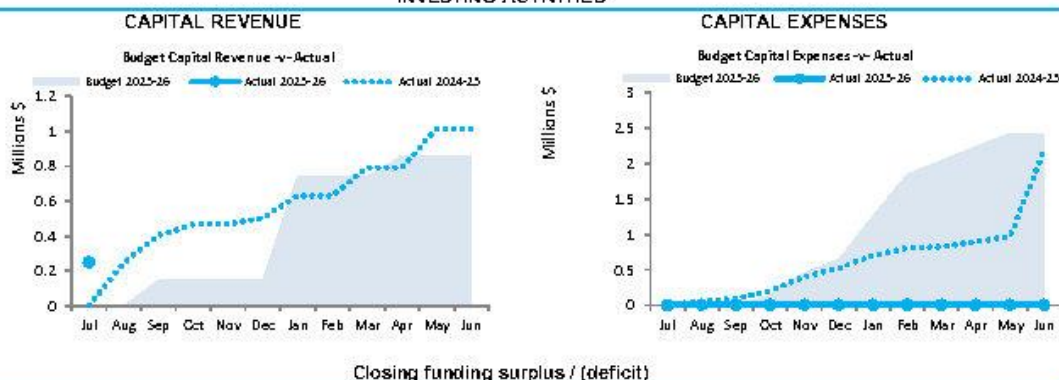
## TOWN OF EAST FREMANTLE FOR THE PERIOD ENDED 31 JULY 2025

### 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 JULY 2025**

Note	Original Budget (a) \$	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>							
Rates	8	10,044,192	10,044,192	10,007,432	(6,036)	(0.06%)	
Grants, subsidies and contributions	10	1,211,468	1,211,468	59,038	(17,740)	(23.11%)	▼
Fees and charges		1,808,373	1,808,373	453,479	168,083	58.89%	▲
Interest revenue		220,569	220,569	18,381	13,740	74.75%	▲
Other Revenue - Principal Agent Arrangements		0	0	382,456	382,456	0.00%	
Other revenue		268,480	268,480	70,197	47,824	213.76%	▲
Profit on asset disposals	6	35,626	35,626	0	0	0.00%	
		13,588,708	13,588,708	11,004,723	588,327	5.65%	
<b>Expenditure from operating activities</b>							
Employee costs		(5,687,040)	(5,687,040)	(386,816)	91,463	19.12%	▼
Materials and contracts		(4,914,916)	(4,914,916)	(267,747)	233,664	46.80%	▼
Utility charges		(452,443)	(452,443)	(1,389)	36,314	98.32%	▼
Depreciation		(2,298,496)	(2,298,496)	(191,541)	0	0.00%	
Finance costs		(300,133)	(300,133)	(25,011)	15,120	160.45%	▼
Insurance		(317,614)	(317,614)	(126,670)	32,138	20.24%	▼
Other Expenditure - Principal Agent Arrangements		0	0	(462,653)	(462,653)	0.00%	
Other expenditure		(812,754)	(812,754)	(46,701)	8,695	15.70%	▼
		(14,783,366)	(14,783,366)	(1,468,397)	(20,248)	(1.40%)	
Non-cash amounts excluded from operating activities	2(b)	2,262,859	2,262,859	191,541	0	0.00%	
Amount attributable to operating activities		1,068,181	1,068,181	9,727,867	568,079	6.20%	
<b>INVESTING ACTIVITIES</b>							
Proceeds from capital grants, subsidies and contributions	10	858,213	858,213	250,000	250,000	0.00%	▲
Proceeds from disposal of assets	6	75,000	75,000	0	0	0.00%	
Payments for property, plant and equipment	5	(1,342,693)	(1,342,693)	(5,260)	(5,260)	0.00%	
Payments for construction of infrastructure	5	(1,087,728)	(1,087,728)	0	0	0.00%	
Amount attributable to investing activities		(1,497,208)	(1,497,208)	244,740	244,740	0.00%	
<b>FINANCING ACTIVITIES</b>							
Transfer from reserves	4	1,328,527	1,328,527	0	0	0.00%	
Repayment of borrowings	9	(157,911)	(157,911)	0	0	0.00%	
Payments for principal portion of lease liabilities		(54,261)	(54,261)	(8,069)	0	0.00%	
Transfer to reserves	4	(98,749)	(98,749)	0	0	0.00%	
Amount attributable to financing activities		1,017,606	1,017,606	(8,069)	0	0.00%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
Surplus or deficit at the start of the financial year		(588,579)	(588,579)	(225,067)	363,512	61.76%	▲
Amount attributable to operating activities		1,068,181	1,068,181	9,727,867	568,079	6.20%	▲
Amount attributable to investing activities		(1,497,208)	(1,497,208)	244,740	244,740	0.00%	▲
Amount attributable to financing activities		1,017,606	1,017,606	(8,069)	0	0.00%	
Surplus or deficit after imposition of general rates		0	0	9,739,472	1,178,331	13.74%	▲

**KEY INFORMATION**

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

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

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

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

	NOTE	Original Budget	Current Budget	YTD Budget	YTD Actual
		\$	\$	\$	\$
<b>Revenue</b>					
Rates	8	10,044,192	10,044,192	10,013,468	10,007,432
Grants, subsidies and contributions	10	1,211,468	1,211,468	76,778	59,038
Fees and charges		1,808,373	1,808,373	285,396	453,479
Interest revenue		220,569	220,569	18,381	32,121
Other Revenue - Principal Agent Arrangements		0	0	0	382,456
Other revenue		268,480	268,480	22,373	70,197
		13,553,082	13,553,082	10,416,396	11,004,723
<b>Expenses</b>					
Employee costs		(5,687,040)	(5,687,040)	(478,279)	(386,816)
Materials and contracts		(4,914,916)	(4,914,916)	(501,411)	(267,747)
Utility charges		(452,443)	(452,443)	(37,703)	(1,389)
Depreciation		(2,298,486)	(2,298,486)	(191,541)	(191,541)
Finance costs		(300,133)	(300,133)	(25,011)	15,120
Insurance		(317,614)	(317,614)	(158,808)	(126,670)
Other Expenditure - Principal Agent Arrangements		0	0	0	(462,653)
Other expenditure		(812,754)	(812,754)	(55,396)	(46,701)
		(14,783,386)	(14,783,386)	(1,448,149)	(1,468,397)
		(1,230,304)	(1,230,304)	8,968,247	9,536,326
Capital grants, subsidies and contributions	10	858,213	858,213	0	250,000
Profit on asset disposals	6	35,626	35,626	0	0
Loss on asset disposals		0	0	0	0
		893,839	893,839	0	250,000
<b>Total comprehensive income for the period</b>					
		(336,465)	(336,465)	8,968,247	9,786,326

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

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

	Note	30 June 2025 \$	31 July 2025 \$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	2,774,625	2,802,994
Trade and other receivables		487,301	11,782,938
Other financial assets		2,616,769	2,645,805
Other assets		48,750	441,494
<b>TOTAL CURRENT ASSETS</b>		<b>5,927,445</b>	<b>17,673,231</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		179,490	179,490
Other financial assets		79,620	79,620
Property, plant and equipment		56,364,489	56,178,209
Infrastructure		51,358,454	51,358,454
Right-of-use assets		210,380	210,380
<b>TOTAL NON-CURRENT ASSETS</b>		<b>108,192,434</b>	<b>108,006,153</b>
<b>TOTAL ASSETS</b>		<b>114,119,879</b>	<b>125,679,384</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		2,516,665	4,310,780
Other liabilities		195,376	181,339
Lease liabilities		80,577	72,509
Borrowings	9	157,911	157,911
Employee related provisions		823,702	824,868
Other provisions		0	0
<b>TOTAL CURRENT LIABILITIES</b>		<b>3,774,229</b>	<b>5,547,407</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		204,476	204,476
Borrowings	9	4,418,891	4,418,891
Employee related provisions		134,319	134,319
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>4,757,685</b>	<b>4,757,685</b>
<b>TOTAL LIABILITIES</b>		<b>8,531,914</b>	<b>10,305,092</b>
<b>NET ASSETS</b>		<b>105,587,966</b>	<b>115,374,292</b>
Retained surplus		53,138,906	62,925,232
Reserve accounts	4	2,616,769	2,616,769
Revaluation surplus		49,832,291	49,832,291
<b>TOTAL EQUITY</b>		<b>105,587,966</b>	<b>115,374,292</b>

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

**Movement in Equity as per Statement of Comprehensive Income** **9,786,326**



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

1 EXPLANATION OF MATERIAL VARIANCES

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

Description	Var. \$	Var. %	Var.	Timing / Permanent	Explanation
\$	%				
<b>Revenue from operating activities</b>					
Rates	(6,036)	(0.06%)		Timing	No material variance
Grants, subsidies and contributions	(17,740)	(23.11%)	▼	Timing	Non recognition of Non-Mokenzie grant receipt as income as works has not started
Fees and charges	168,083	88.89%	▲	Timing	Favourable, riverside mooring pens fees invoiced upfront in July 25 \$198K
Interest revenue	13,740	74.73%	▲	Timing	Interest income higher than budgeted
Other Revenue - Principal Agent Arrangements	382,436	0.00%			Recognition of EFCCP income. Previously budgeted as net of income and expenses.
Other revenue	47,824	213.76%	▲	Timing	Budget amendment sought. Reimbursement of long service leave from other councils
<b>Expenditure from operating activities</b>					
Employee costs	91,463	19.12%	▼	Timing	Favourable
Materials and contracts	233,664	46.60%	▼	Timing	Favourable
Utility charges	36,314	96.32%	▼	Timing	Favourable, timing variance
Finance costs	40,131	160.43%	▼	Timing	Credit balance on expenses due to reversal of accrued interest on EF Oval Loan from prior year.
Insurance	32,138	20.24%	▼	Timing	Favourable
Other Expenditure - Principal Agent Arrangements	(462,653)	0.00%			Recognition of EFCCP expenditure. Previously budgeted as net of income and expenses.
Other expenditure	8,695	15.70%	▼	Timing	Budget amendment sought.
Non-cash amounts excluded from operating activities	0	0.00%		Timing	No material variance
<b>Investing Activities</b>					
Proceeds from capital grants, subsidies and contributions	250,000	0.00%	▲	Timing	Revenue recognition of grant. See Note 10 Grants & Contributions. WAFCC grant of \$250,000 was payable on execution of the Use of Agreement with the EFCC could not be recognised due to non-execution of the agreement as at 30/6/2025. Agreement occurred in July 2025 and grant income recognised in 25/26.
Proceeds from disposal of assets	0	0.00%		Timing	See Note 6 Disposal of Assets
Payments for property, plant and equipment	(5,290)	0.00%		Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	0	0.00%		Timing	See Note 5 Capital Acquisitions for more detailed information
Surplus or deficit after imposition of general rates	1,175,331	13.74%	▲	Timing	Due to variances described above

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

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Current Budget Closing 30 June 2026	Last Year Closing 30 June 2025	Year to Date 31 July 2025
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	2,367,539	2,774,625	2,802,994
Trade and other receivables		774,141	487,301	11,782,938
Other financial assets		0	2,616,769	2,645,805
Other assets		177,665	48,750	441,494
		3,319,345	5,927,445	17,673,231
<b>Less: current liabilities</b>				
Trade and other payables		(1,074,631)	(2,516,665)	(4,310,780)
Other liabilities		(2,142)	(195,376)	(181,339)
Lease liabilities		(45,114)	(80,577)	(72,509)
Borrowings	9	(165,617)	(157,911)	(157,911)
Employee related provisions		(814,756)	(823,702)	(824,868)
Other provisions		(40,825)	0	0
		(2,143,085)	(3,774,230)	(5,547,408)
<b>Net current assets</b>		<b>1,176,260</b>	<b>2,153,215</b>	<b>12,125,822</b>
<b>Less: Total adjustments to net current assets</b>		<b>(1,176,260)</b>	<b>(2,378,281)</b>	<b>(2,386,350)</b>
<b>Closing funding surplus / (deficit)</b>		<b>0</b>	<b>(225,067)</b>	<b>9,739,472</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	(35,626)	0	0
Add: Depreciation		2,298,486	191,541	191,541
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,262,859</b>	<b>191,541</b>	<b>191,541</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 2026 \$	Last Year Closing 30 June 2025 \$	Year Date 31 July 2025 \$
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(1,386,991)	(2,616,769)	(2,616,769)
- Current portion of borrowings	9	165,617	157,911	157,911
- Current portion of lease liabilities		45,114	80,577	72,509
<b>Total adjustments to net current assets</b>	<b>2(a)</b>	<b>(1,176,260)</b>	<b>(2,378,281)</b>	<b>(2,386,350)</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 JULY 2025

3 CASH AND CASH INVESTMENTS

Description	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
Cash Deposits							
Municipal Bank Account	2,821,055	181,339	2,802,394	CBA	AA-	3.75%	At Call
Cash On Hand	800	0	800	Petty Cash/Till Float		0.00%	On Hand
Pooled (Muni, Reserves, Bonds and Grants)	29,035	2,818,789	2,845,804	SUNCORP	A-	4.50%	Jul 25
Total	2,650,691	2,798,108	5,448,798				
Comprising							
Cash and cash equivalents	2,650,691	2,798,108	5,448,798				
	2,650,691	2,798,108	5,448,798				

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

Comments/Notes - Investments and Cash Deposits

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$2,802,394	AA-	51.44%
CBA (GREEN/ESTGD TD)	\$0	AA-	0.00%
NATIONAL AUSTR. BANK	\$0	AA-	0.00%
SUNCORP	\$2,845,804	AA-	49.55%
WESTPAC	\$0	AA-	0.00%
	\$5,448,198		100.00%

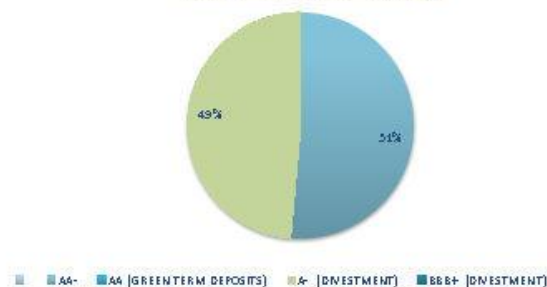
(LT) RISK RATING	PORTFOLIO	\$	%
	MAX 100%	\$0	0%
AA-	MAX 100%	\$2,802,394	51%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$0	0%
A- (DIVESTMENT)	MAX 100%	\$2,845,804	49%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0%
		\$5,448,198	100%

The Town obtains quotes from three (3) financial institutions prior to placing investments. This ensures the Town is receiving the best return on investment possible. The amount the Town invests is dependent on cash flow requirements for business operations and capital works for upcoming months. As the financial year progresses, the Town's cash holdings decreases which means less investment of Municipal funds.

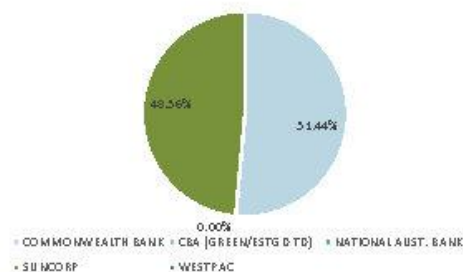
The current monetary policy imposed by the Reserve Bank of Australia (RBA) is driving the interest rate environment.

The Town's investment policy precludes investing in term deposits for more than 12 months.

Values held by Risk Rating



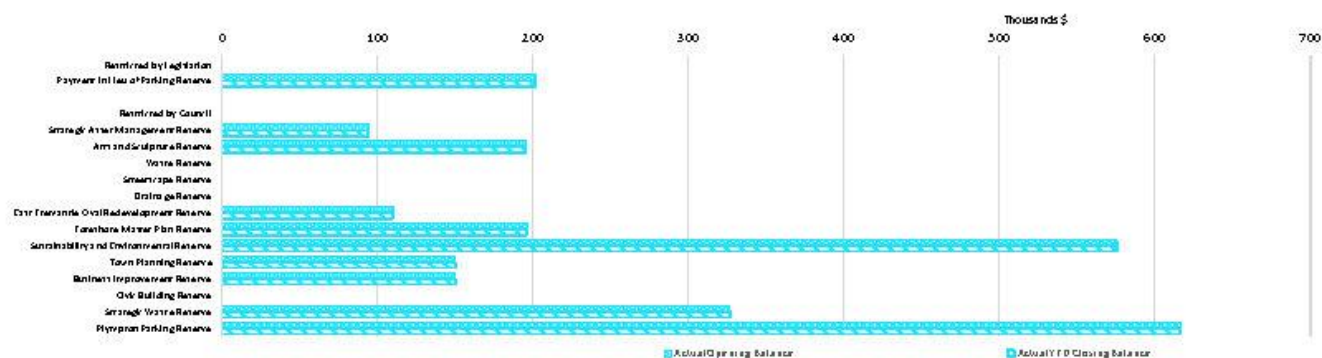
Values held by Institution



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

4 RESERVE ACCOUNTS

Reserve name	Original Budget				Current Budget				Actual Opening Balance	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	201,385	0	0	201,385	201,385	0	0	201,385	201,385	0	0	201,385
<b>Restricted by Council</b>												
Strategic Asset Management Reserve	94,275	0	(90,000)	4,275	94,275	0	(90,000)	4,275	94,275	0	0	94,275
Arts and Sculpture Reserve	195,884	0	(91,000)	104,884	195,884	0	(91,000)	104,884	195,884	0	0	195,884
Waste Reserve		0	0	0		0	0	0	0	0	0	0.00
Streetscape Reserve		0	0	0		0	0	0	0	0	0	0.00
Drainage Reserve		0	0	0		0	0	0	0	0	0	0.00
East Fremantle Oval Redevelopment Reserve	110,000	0	(110,000)	0	110,000	0	(110,000)	0	110,000	0	0	110,000
Foreshore Master Plan Reserve	198,344	0	(198,344)	0	198,344	0	(198,344)	0	198,344	0	0	198,344
Sustainability and Environmental Reserve	575,750	98,749	(384,499)	310,000	575,750	98,749	(384,499)	310,000	575,750	0	0	575,750
Town Planning Reserve	150,000	0	(150,000)	0	150,000	0	(150,000)	0	150,000	0	0	150,000
Business Improvement Reserve	150,000	0	0	150,000	150,000	0	0	150,000	150,000	0	0	150,000
Civic Building Reserve	0	0	0	0	0	0	0	0	0	0	0	0.00
Strategic Waste Reserve	328,884	0	(328,884)	0	328,884	0	(328,884)	0	328,884	0	0	328,884
Plympton Parking Reserve	818,887	0	0	818,887	818,887	0	0	818,887	818,887	0	0	818,887
	<b>2,616,769</b>	<b>98,749</b>	<b>(1,328,527)</b>	<b>1,386,991</b>	<b>2,616,769</b>	<b>98,749</b>	<b>(1,328,527)</b>	<b>1,386,991</b>	<b>2,616,769</b>	<b>0</b>	<b>0</b>	<b>2,616,769</b>



31/07/2025

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

5 CAPITAL ACQUISITIONS

GL	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>254,768</b>	<b>254,768</b>	<b>0</b>	<b>0</b>	<b>4,091</b>	<b>4,091</b>	<b>250,677</b>	<b>0%</b>	
B05208	B05208 Ford Ranger Super CC XL TDCI Diesel Space Cab	33,008	33,008	0	0	0	0		0%	
E12804	E12804 Toyota Hilux Dual Cab Ute	33,008	33,008	0	0	0	0		0%	
E11692	E11692 Ford Ranger Double CC XL Dual Cab Ute TDC1	37,700	37,700	0	0	0	0		0%	
E12613	E12613 Ford Ranger Single Cab Auto Diesel 4x2	33,008	33,008	0	0	0	0		0%	
E12642	E12642 Isuzu Truck	98,050	98,050	0	0	0	0		0%	
B04635	B04635 Upgrade of power to EV Charger - Davenby House	20,000	20,000	0	0	4,091	4,091		0%	
						0				
	<b>Furniture &amp; Equipment</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0%</b>	
B04606	B04606 General Allocation (Photocopier Corporate Services)	10,000	10,000	0	0	0	0	10,000	0%	
	<b>Buildings</b>	<b>1,077,925</b>	<b>1,077,925</b>		<b>5,280</b>	<b>8,075</b>	<b>13,335</b>	<b>1,064,590</b>	<b>0%</b>	
E11715	E11715 Solar and Battery Installation East Fremantle Community Park. Solar installation Town Hall, Depot and Davenby House	796,425	796,425	0	0	0	0		0%	
E11715	E11715 East Fremantle Community Park - Miscellaneous Works	200,000	200,000	0	5,280	0	5,280		3%	
E11739	E11739 Tricolore Windows Ballustrades	20,000	20,000	0	0	8,075	8,075		0%	
E14606	E14606 Buildings - General	61,500	61,500	0	0	0	0		0%	

31/07/2025

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

5 CAPITAL ACQUISITIONS

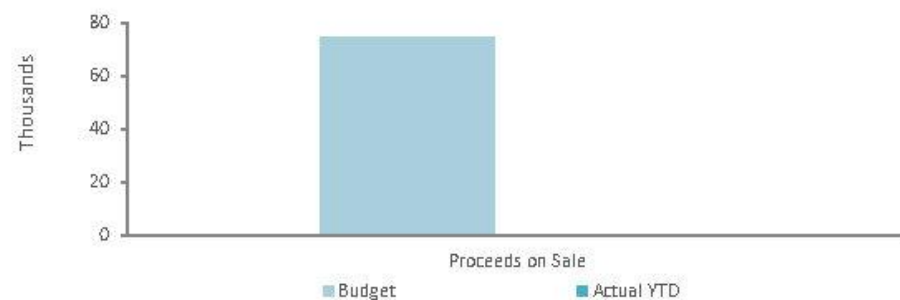
GL	Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Completion	Comments
	Infrastructure - roads	360,000	360,000	0	0	0	0	360,000	0%	
E12820	J12850 Riverside Road [Swan Yacht club to Wayman reserve]	360,000	360,000	0	0	0	0		0%	
									0%	
									0%	
	Infrastructure - drainage	77,148	77,148	0	0	0	0	0	0%	
E12823	J12834 Drainage - Various River Outlet Reduction and GPTS	27,148	27,148	0	0	0	0	0	0%	
E12823	J12835 Preston Point Road - Pipe from PPR to river above carpark - Pipe upgrade running down bank to river - Investigation and options	10,000	10,000	0	0	0	0		0%	
E12823	J12836 Camp Waller - Drainage upgrade from accessway	20,000	20,000	0	0	0	0		0%	
E12823	J12837 Boat Ramp - Upgrade existing pits and clean out sumps with weeds	20,000	20,000	0	0	0	0		0%	
	Infrastructure - parks & ovals	406,000	406,000	0	0	7,840	7,840	398,360	0%	
E11728	J11741 Limestone wall replacement - Glasson Park	75,000	75,000	0	0	0	0		0%	
E11729	J11745 Extend cricket practice nets hardstand by approx 6m - Henry Jeff &	10,000	10,000	0	0	7,840	7,840		0%	
E11724	J12812 Rotunda replacement - Mervi Cowan Park	100,000	100,000	0	0	0	0		0%	
E11726	J11674 Parks & Ovals - Playground - Various Upgrades	10,000	10,000	0	0	0	0		0%	
E11725	J11747 Bore test/replacement - Foreshore Parks	120,000	120,000	0	0	0	0		0%	
E11729	J11742 Bore pump test - Stratford Street Park	91,000	91,000	0	0	0	0		0%	
	Infrastructure - car parks	20,000	20,000	0	0	0	0	20,000	0%	
E12609	E12609 Carparks - General Allocation	20,000	20,000	0	0	0	0		0%	
	Infrastructure - footpaths	224,580	224,580	0	0	0	0	224,580	0%	
E12824	J12843 Prami ramp upgrades to DDA standards [to do 20 prami ramps]	45,000	45,000	0	0	0	0		0%	
E12824	J12845 Moss St, [west side], between Canning Hwy & George St [Remove Concrete and replace with Red asphalt, as per style guide]	70,000	70,000	0	0	0	0		0%	
E12824	J12844 George Street [north side], between Hubble St & Duke St [Remove brick paving and replace with red asphalt, as per style guide]	109,580	109,580	0	0	0	0		0%	
		2,430,421	2,430,421	0	5,260	19,806	25,066	2,338,207	0%	

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

**6 DISPOSAL OF ASSETS**

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

\*As at



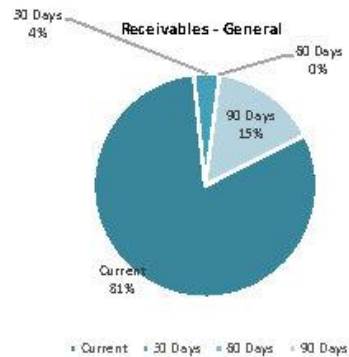
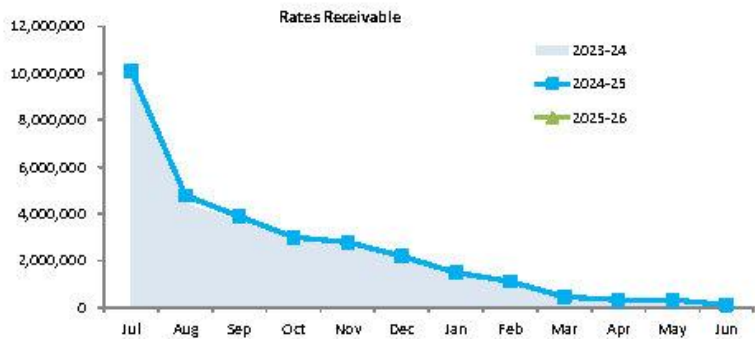
TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025

7 RECEIVABLES

Rates receivable	30 Jun 2025	31 Jul 2025
	\$	\$
Opening arrears previous years	78,272	114,004
Levied this year	11,444,213	11,905,503
Less - collections to date	(11,408,481)	(808,440)
Gross rates collectable	114,004	11,211,067
Allowance for impairment of rates receivable		0
Net rates collectable	114,004	11,211,067
% Collected	99.0%	8.7%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - general	424,196	19,445	0	80,825	524,566
Receivables - infringements					73,486
East Fremantle Lawn & Tennis Club, Left Bank					123,134
Allowance for credit losses of trade receivables	0	0	0	0	
Allowance for credit losses of other receivables	0	0	0	0	(54,237)
Total receivables general outstanding					666,949
Amounts shown above include GST (where applicable)			0		

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



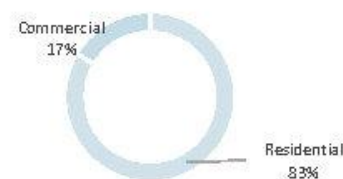
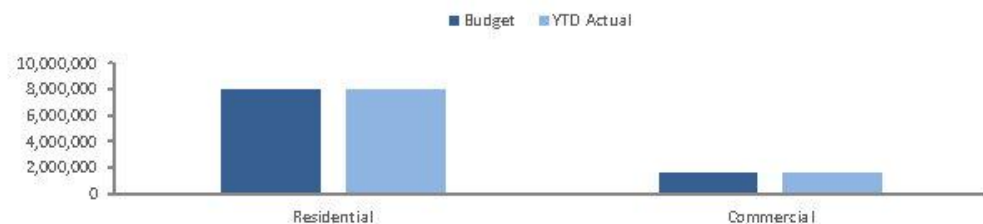


**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 31 JULY 2025**

**8 RATE REVENUE**

General rate revenue

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Current Budget			YTD Actual		
				Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	Reassessed Rate Revenue	Total Revenue
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
Residential	0.075417	2,968	105,518,080	7,961,100	23,517	7,994,617	7,957,857	0	7,957,857
Commercial	0.127835	119	12,346,985	1,578,377	0	1,578,377	1,578,377	0	1,578,377
<b>Sub-Total</b>		<b>3,087</b>	<b>117,865,065</b>	<b>9,539,477</b>	<b>33,517</b>	<b>9,572,994</b>	<b>9,536,234</b>	<b>0</b>	<b>9,536,234</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
Residential	1,360.00	336	4,977,190	456,960	0	456,960	456,960	0	456,960
Commercial	2,034.00	7	79,940	14,238	0	14,238	14,238	0	14,238
<b>Sub-total</b>		<b>343</b>	<b>5,057,130</b>	<b>471,198</b>	<b>0</b>	<b>471,198</b>	<b>471,198</b>	<b>0</b>	<b>471,198</b>
<b>Total</b>						<b>10,044,192</b>			<b>10,007,432</b>



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

**9 BORROWINGS**

**Repayments - borrowings**

**Information on borrowings**

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

All debenture repayments were financed by general purpose revenue.

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

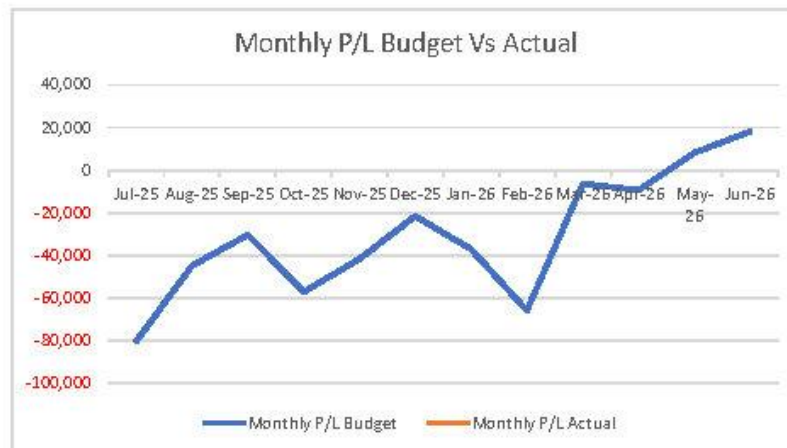
10 GRANTS, SUBSIDIES AND CONTRIBUTIONS  
OPERATING CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Program	Grant Provider	Purpose of Grant	Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
			\$	\$	\$	\$
General Purpose Funding						
Grants Commission - General	WALGGC	Untied - General Purpose	191,870	191,870	0	0
Grants Commission - Roads	WALGGC	Untied - Road	85,885	85,885	0	0
Education and Welfare						
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	707,894	707,894	58,991	59,038
Recreation and Culture						
East Fremantle Festival	Port Authority/LotteryWest	East Fremantle Festival Funding	0	0	0	0
Urban Canopy Grant Program	WALGA	Implementation of urban canopy program	0	0	0	0
Riverbank Grant Funding	Foreshore Management Reserve	Norm McKenzie Wall Upgrade & Plaza Project	181,339	181,339	15,112	0
Community Amenities						
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	4,100	4,100	342	0
Transport						
Direct Grant	Main Roads	Direct Grant	28,000	28,000	2,333	0
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	4,800	4,800	0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	8,000	8,000	0	0
Developer contributions						
			1,211,468	1,211,468	76,778	59,038
Program	Grant Provider	Purpose of Grant	Original Budget Revenue	Current Budget Revenue	YTD Budget	YTD Revenue Actual
				\$	\$	\$
Recreation and Culture						
Fremantle Womens Soccer Club Refurb	State Government	Bedcion Commitment - Flood Lighting Upgrade Wauhop Park	100,000	100,000	0	0
Community Energy Fund	Red. Dept. of Industry, Science and Resources	Solar and Battery Installation	398,213	398,213	0	0
East Fremantle Community Park	AFL Facilities Fund		0	0	0	250,000
Transport						
Regional Road Group	Main Roads WA	Riverside Road Upgrade	240,000	240,000	0	0
Roads to Recovery	Department of Infrastructure	Riverside Road Upgrade	120,000	120,000	0	0
			858,213	858,213	0	250,000

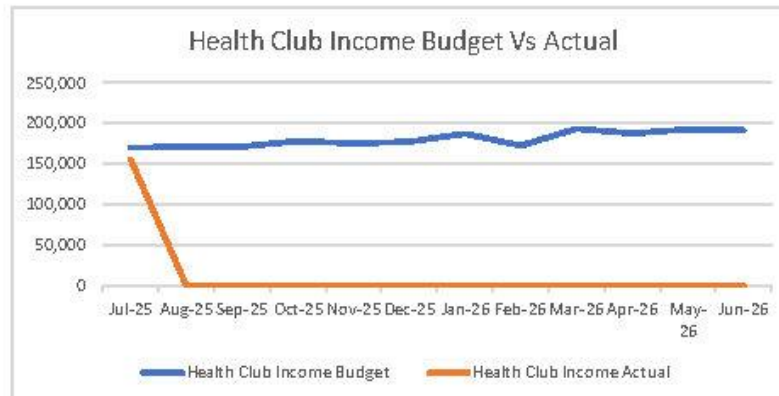
## Schedule of Budget Variations

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	Opening (Deficit) / Surplus 1 July 2025	-\$588,579	-\$225,020	\$363,559	Favourable surplus primarily due to advance payment of FAGS \$167k, favourable interest revenue \$104k, net capital works carryover
I03070	General Purpose Grants – Grants Commission	\$191,670	\$78,188	-\$113,482	Advance payment 23 June \$113,482
I03071	General Purpose Grants (Roads) – Grants Commission	\$85,665	\$32,088	-\$53,577	Advance payment 23 June \$53,577
E11213/500	EF Oval Operating Expense/Income	-\$367,891	\$0	\$367,891	Recognition of EFCP income and expenses separately
I11083	Other Revenue – Principal Agent Arrangements	\$0	\$5,476,081	\$5,476,081	Recognition of EFCP income and expenses separately
E11301	Other Expenditure – Principal Agent Arrangements	\$0	-\$5,843,972	-\$5,843,972	Recognition of EFCP income and expenses separately
	EF Oval Redevelopment Project – Carryovers				
J11738	Capex – EF Oval Redevelopment	-\$200,000	-\$387,000	-\$187,000	Carryover unspent capex 24-25
I11160	AFL Facilities Funding	\$0	\$250,000	\$250,000	Grant not payable until Agreements with the EFC are in place
J11672	East Fremantle Community Park – Scoreboard	\$0	-\$50,000	-\$50,000	Carryover unspent capex 24-25
E14606	Buildings general	-\$61,500	-\$106,500	-\$45,000	Parks and Ovals carryover unspent capex 24-25 reallocated to general building capex as advised by EMTS
	General Capex – Refer 24-25 Capex Report				
E11737/J112836	Camp Waller – Eaves	-\$20,000	-\$25,000	-\$5,000	Carryover unspent capex 24-25
E14601	Building Electrical Upgrades	\$0	-\$10,000	-\$10,000	Carryover unspent capex 24-25
E11673/J11673	Glasson Park – Limestone Wall	\$0	-\$40,000	-\$40,000	Carryover unspent capex 24-25
E11726/J11674	Parks and Ovals – Bores and Irrigation	-\$10,000	-\$60,000	-\$50,000	Carryover unspent capex 24-25
E11845/J11846	Moss Street Footpath	\$0	-\$15,000	-\$15,000	Carryover unspent capex 24-25
	Operational Carryovers				
E04203	Strategic and Business Planning Services	-\$190,000	-\$230,000	-\$40,000	Carryover unspent funding 24-25 – allocate to Council Plan Project
	Non-carryover Variation				
E10267	Mooring Jetty Maintenance	-\$47,408	-\$97,408	-\$50,000	Annual inspection \$14,500, visual inspection of boat ramp ladders \$2,000, head stock life extension north & middle \$64k, emergency works/services \$10k
	TOTAL CHANGE IN NET CURRENT ASSETS	-\$1,208,043	-\$1,253,543	-\$45,500	Unfavourable budget movement relates to non-carryover variation for the mooring jetty maintenance

Monthly P/L		
Month	Budget	Actual
Jul-25	-80,197	TBA
Aug-25	-44,804	
Sep-25	-30,358	
Oct-25	-57,109	
Nov-25	-41,562	
Dec-25	-21,481	
Jan-26	-37,115	
Feb-26	-65,893	
Mar-26	-6,382	
Apr-26	-9,329	
May-26	8,249	
Jun-26	18,091	
<b>Total</b>	<b>-367,890</b>	

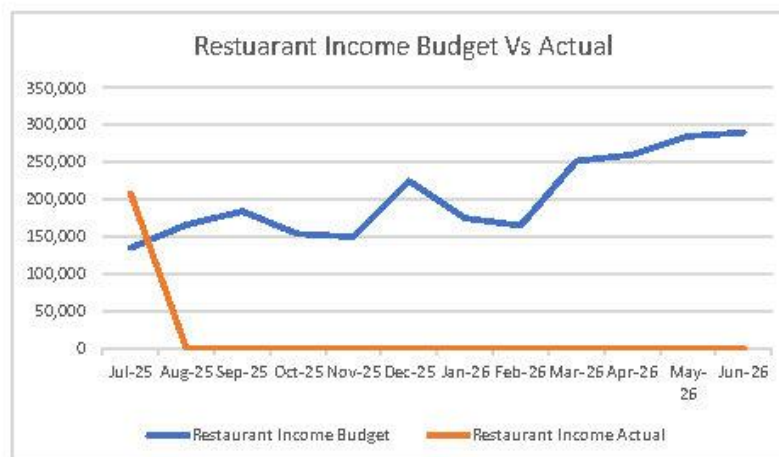


Health Club Income		
Month	Budget	Actual
Jul-25	170,356	155,826 *
Aug-25	171,251	0
Sep-25	171,442	0
Oct-25	178,364	0
Nov-25	175,555	0
Dec-25	177,392	0
Jan-26	187,412	0
Feb-26	172,823	0
Mar-26	193,573	0
Apr-26	187,712	0
May-26	192,733	0
Jun-26	191,574	0
<b>Total</b>	<b>2,170,187</b>	<b>155,826</b>
		0



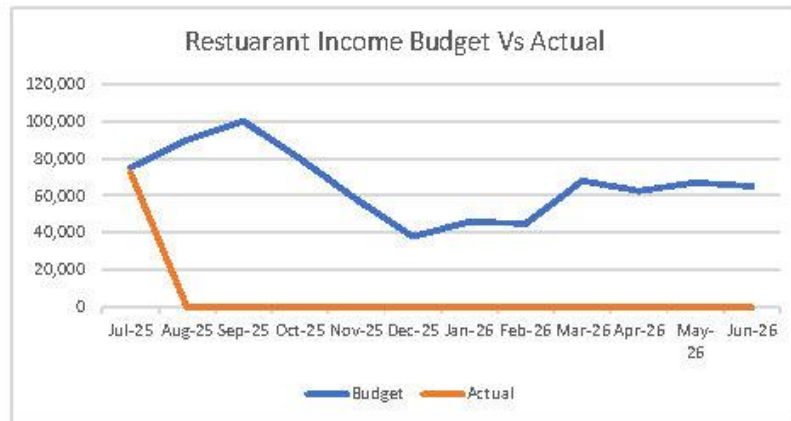
\* 30 June 25 to 27 July 25

Restaurant Income		
Month	Budget	Actual
Jul-25	135,000	208,352
Aug-25	166,000	-
Sep-25	184,000	-
Oct-25	154,000	-
Nov-25	150,000	-
Dec-25	225,000	-
Jan-26	175,000	-
Feb-26	165,000	-
Mar-26	252,000	-
Apr-26	260,000	-
May-26	285,000	-
Jun-26	290,000	-
<b>Total</b>	<b>2,441,000</b>	<b>208,352</b>
		0





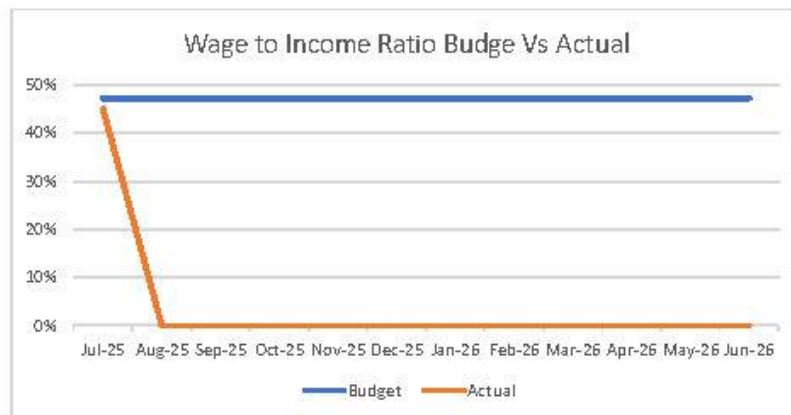
Café Income		
Month	Budget	Actual
Jul-25	75,000	72,411
Aug-25	90,000	-
Sep-25	100,000	-
Oct-25	80,000	-
Nov-25	58,000	-
Dec-25	38,000	-
Jan-26	46,000	-
Feb-26	45,000	-
Mar-26	68,000	-
Apr-26	62,550	-
May-26	67,000	-
Jun-26	65,000	-
<b>Total</b>	<b>794,550</b>	<b>72,411</b>



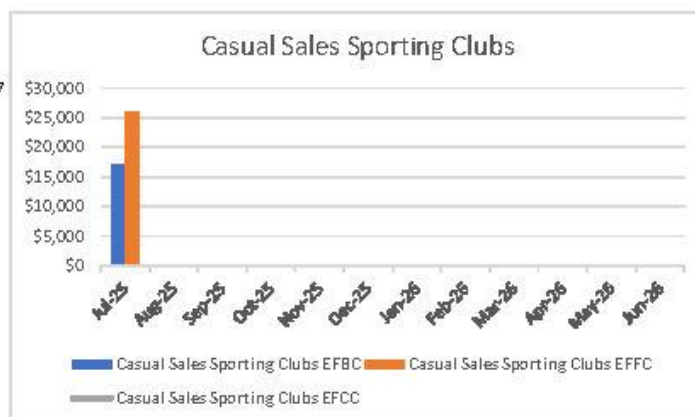
Gym Membership		
Month	Budget	Actual
Jul-25	1,650	1,684
Aug-25	1,680	-
Sep-25	1,710	-
Oct-25	1,740	-
Nov-25	1,770	-
Dec-25	1,800	-
Jan-26	1,800	-
Feb-26	1,800	-
Mar-26	1,800	-
Apr-26	1,800	-
May-26	1,800	-
Jun-26	1,800	-



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



Casual Sales Sporting Clubs				
Month	EFBC	EFCC	EFCC	Total
Jul-25	\$17,119	\$26,005	\$693	\$43,817
Aug-25				
Sep-25				
Oct-25				
Nov-25				
Dec-25				
Jan-26				
Feb-26				
Mar-26				
Apr-26				
May-26				
Jun-26				





### 13.9 ACCOUNTS FOR PAYMENT JULY 25

<b>Report Reference Number</b>	OCR-3683
<b>Prepared by</b>	Natalie McGill Senior Finance Officer
<b>Supervised by</b>	Pratigya Pandeya Manager Finance
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil

**Attachments**

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

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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 July 2025.

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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 July to 31 July 2025, 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

RIS 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

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

#### SITE INSPECTION

N/A

#### COMMENT

Payments for the period include the following significant items.

Payee	Particulars	Amount (GST inc)
LGISWA	1ST INSTALMENT - RENEWAL OF INSURANCES 30/06/25 - 30/06/26	\$ 213,632.59
READYTECH	ANNUAL SYNERGY SOFT LICENCE SUBSCRIPTIONS 2025/26	\$ 85,805.56
AUSTRALIAN TAXATION OFFICE	BAS MAY 2025	\$ 47,970.70
AUSTRALIAN TAXATION OFFICE	BAS JUNE 2025	\$ 36,306.00
JACKSON MCDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE	\$ 23,597.20
VEOLIA RECYCLING & RECOVERY (PERTH) PTY LTD AUSTRALIA	WASTE & RECYCLING – JUNE 25	\$ 22,798.98
FOCUS NETWORKS	RFT04 - 2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - JULY 25 RFT04 - 2021/22 SOFTWARE AS A SERVICE AND MANAGED HARDWARE - JULY 25	\$ 20,757.79
FOCUS NETWORKS	2024/25 RFT04 2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - MAY 25 2024/25- RFT04-2021/22 SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE - JUNE 25 QU8379G VMWARE CRITICAL SECURITY UPDATE	\$ 21,771.88
VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	WASTE & RECYCLING – JUNE 25	\$ 19,066.75
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	\$ 17,996.14

#### CONCLUSION

Nil

## 13.9 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 091908****OFFICER RECOMMENDATION:****Moved Cr Wilson, seconded Cr White**

That Council in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ended 31 July 2025.

July 2025		
Voucher No.	Account	Amount
Cheque 5420	Municipal (Cheques)	\$8,423.55
EFT 39582—39744	Municipal (EFT)	\$798,541.68
Payroll	Municipal (EFT)	\$261,743.98
	Municipal (Direct Debit)	\$79,874.15
	Credit Card	\$4,592.62
	Total Payments	\$1,153,175.98

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against:** Nil

## REPORT ATTACHMENTS

Attachments start on the next page

## TOWN OF EAST FREMANTLE

List of Accounts paid by the Chief Executive for July 2025 submitted for the information of the Council Meeting to be held on Tuesday 19 August 2025

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5420	04/07/2025	DEPARTMENT OF TRANSPORT	12 MONTHS VEHICLE REGISTRATION EXPIRY 31/07/26	8,217.60	8,217.60
5421	04/07/2025	TOEF	ADMIN PETTY CASH RECOUP 30/06/25	205.95	205.95
			<b>CHEQUE TOTAL</b>	<b>8,423.55</b>	<b>8,423.55</b>
<b>EFTS</b>					
		Supplier	Description	Inv Amount	EFT
EFT39582	04/07/2025	AUSTRALIAN TAXATION OFFICE	BAS MAY 2025	47,970.70	47,970.70
EFT39583	04/07/2025	APACE AID (INC)	WEED CONTROL NIERGARUP TRACK - 28/11/24 INVOICE RECEIVED 25/06/25	643.50	643.50
EFT39584	04/07/2025	BUNNINGS	RAPID SET CONCRETE, ASPHALT IN BAG AND VARIOUS HARDWARE	124.53	124.53
EFT39585	04/07/2025	BENARA NURSERIES	SUPPLY AND DELIVER UNDERSTOREY PLANTS FOR URBAN CANOPY & STREET PLANTING	17,507.97	17,507.97
EFT39586	04/07/2025	BOC LIMITED	CONTAINER SERVICE - JUNE 2025	22.55	22.55
EFT39587	04/07/2025	CITY OF COCKBURN	TIP FEES - JUNE 2025	860.00	860.00
EFT39588	04/07/2025	FREMANTLE HERALD	ADVERTISING - SCHEDULE OF MEETING DATES FOR REMAINDER OF 2025 (28/6/25)	379.66	
			ADVERTISING IN FREMANTLE HERALD FOR NOTICE TO PREPARE LOCAL PLANNING SCHEME NO. 4	440.00	819.66
EFT39589	04/07/2025	MCLEODS	PROFESSIONAL FEES - TRANSFER OF RIVER RESERVE LEASE - 09/06/25 - 11/06/25	620.40	620.40
EFT39590	04/07/2025	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	452.28	452.28
EFT39591	04/07/2025	YOUNGS PLUMBING SERVICE P/L	GLASSON PARK - INSPECT & REPAIR LEAKING DRINK FOUNTAIN	554.83	554.83
EFT39592	04/07/2025	ALCHEMY TECHNOLOGY	CHSP - SMS SOFTWARE UPGRADE NEW AGED CARE ACT 2024 STAGE 1 REQUIREMENTS	5,294.96	5,294.96
EFT39593	04/07/2025	KOOL LINE ELECTRICAL & REFRIGERATION	TOWN HALL - FAULT FIND & INVESTIGATE TRIPPED CIRCUIT BREAKER IN DOWNSTAIRS KITCHEN	401.50	
			WAUHOP PARK LOWER OVAL - REPLACE 3X FAULTY LAMPS, 3X 1500W GEAR TRAYS, CHERRY PICKER + LABOUR	7,320.50	
			WAUHOP PARK LOWER - REPLACE DAMAGED POWER DOME	1,254.00	8,976.00
EFT39594	04/07/2025	WOOLWORTHS	WOOLWORTHS PURCHASES - CHSP 25/06/25	13.25	
			WOOLWORTHS PURCHASES - DEPOT- 27/06/25	175.33	188.58
EFT39595	04/07/2025	DAVID GRAY & CO. PTY LTD	20X 140L COMPLETE SETS GENERAL WASTE BINS, 5X 140L YELLOW LIDS, 50X 140L WHEELS	1,436.55	1,436.55
EFT39596	04/07/2025	ASSA ABLOY ENTRANCE SYSTEMS AUSTRALIA PTY LTD	TOWN HALL - AUTOMATIC DOOR QUARTERLY MAINTENANCE - 2024/25 - JUNE 25	179.22	179.22
EFT39597	04/07/2025	FOCUS NETWORKS	QU7888G OAG COMPLIANCE ITEMS	4,193.75	
			ELECTRICAL RISK ASSESSMENT OF WORKSTATIONS	1,100.00	
			2024/25 PROJECT WORK RATE FOR OUT OF SCOPE WORKS - JUNE 25	204.60	5,498.35
EFT39598	04/07/2025	SONIC HEALTH PLUS	PRE-EMPLOYMENT MEDICAL - 27/06/25	168.30	168.30
EFT39599	04/07/2025	MOORE (MOORE STEPHENS)	INDEPENDENT AUDIT AS PER PROPOSAL	3,300.00	3,300.00
EFT39600	04/07/2025	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	MODIFICATION OF TARRIF/FEE STRUCTURE AND SUPPLY OF NEW TARRIF LABELS	369.60	369.60
EFT39601	04/07/2025	JA BRITT & TS BLACK FAMILY TRUST t/a DELTA ROOFING	RACEWAY PARK PAVILLION - CLEAN GUTTERS	836.00	836.00
EFT39602	04/07/2025	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS 2024/25 - DOVENBY HOUSE - RVQ4209896 - JUNE 25	24.94	
			PRINTING COSTS 2024/25 - DEPOT RVQ3Y09205, JUNE 25	8.20	
			PRINTING COSTS 2024/25 - FINANCE RFS9800236, REG SERVICES RVG2901500, JUNE 25	95.14	128.28
EFT39603	04/07/2025	TPG NETWORK PTY LTD	INTERNET CHARGES JUNE 2025	1,760.00	1,760.00
EFT39604	04/07/2025	SYSTEM MAINTENANCE	PRESTON POINT RESERVE - 6 MONTHLY SEPTIC PUMP SERVICE - VISIT 2 2025	836.58	836.58
EFT39605	04/07/2025	JACKSON McDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE - LICENCE ISSUES 29/05/25 - 27/06/25	8,461.60	8,461.60
EFT39606	04/07/2025	P TSEN	REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE	63.80	63.80
EFT39607	04/07/2025	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING - JUNE 2025 - TOWN HALL, DEPOT, DOVENBY HOUSE, GLASSON PARK & CONSUMABLES (ALL SITES)	7,894.21	7,894.21
EFT39608	04/07/2025	A CONNELL	CHSP - CBDCL CLIENT ACTIVITY 11/06 & 25/06	120.00	120.00
EFT39609	04/07/2025	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/06/25	17.40	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 25/06/25	14.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/06/25	20.00	51.40
EFT39610	04/07/2025	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/06/25	19.50	19.50
EFT39611	04/07/2025	BING TECHNOLOGIES PTY LTD	ELECTRONIC MAIL - 16/06/25 - 30/06/25	183.88	183.88
EFT39612	04/07/2025	FULL FAT CONSULTING - NICOLA PARKER	PROFESSIONAL SERVICES - ENGAGEMENT PROPOSAL TO CEO DATED 20 JANUARY 2025	7,287.50	
			PROJECT MANAGEMENT SUPPORT - EFCP, PROPOSAL DATED 24 JUNE 2025, UNIT BASED ENGAGEMENT	990.00	8,277.50
EFT39613	04/07/2025	QUENDA DESIGNS	DESIGN OF BUDGET BULLETIN INCLUDING ICONS AND PROJECT MANAGEMENT	1,448.70	1,448.70
EFT39614	04/07/2025	MOBILE SENTINEL PTY LTD T/AS LITTLE RIPPERS TECHNOLOGY	20 x BOXES OF CANINE WASTE DISPOSAL BAGS	2,607.00	2,607.00
EFT39615	04/07/2025	PERTH PLAYGROUND AND RUBBER PTY LTD	WAYMAN - EXERCISE EQUIPMENT SOFT FALL REPLACEMENT	16,307.50	16,307.50
EFT39616	04/07/2025	CHORUS AUSTRALIA LIMITED	REFUND OF OVERCHARGED FEES - SOCIAL SUPPORT BUS OUTING - M PHILIPS 25/02/25	1,105.20	1,105.20
EFT39617	04/07/2025	AMPOL AUSTRALIA	FUEL USE 01/06/25 - 30/06/25	3,586.83	3,586.83

## Attachment -1

EFT39618	16/07/2025	AUSTRALIA POST	MONTHLY CHARGES - STANDING ORDER - JUNE 25	3,034.89	3,034.89
EFT39619	16/07/2025	LOCAL HEALTH AUTHORITIES ANALYTICAL COMM	LHACC ANALYTICAL SERVICES 25/26	1,960.68	1,960.68
EFT39620	16/07/2025	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 30/06/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 14/07/25	19.00	59.00
EFT39621	16/07/2025	MCLEODS	STANDING ORDER FOR LEGAL SERVICES BY MCLEODS FOR REGULATORY SERVICES 2024-25 - OWNERS CONSENT FOR DEVELOPMENT ON SURVEY STRATA LOTS	1,054.68	1,054.68
EFT39622	16/07/2025	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - JULY 25	6,106.12	6,106.12
EFT39623	16/07/2025	TELSTRA LIMITED	OPS & RANGERS TABLETS & PHONES, RETIC & VMS TRAILER TO 03/07/25	1,224.61	1,224.61
EFT39624	16/07/2025	WORK CLOBBER	OPERATIONS STAFF UNIFORM VARIOUS	460.60	460.60
EFT39625	16/07/2025	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	11,981.72	11,981.72
EFT39626	16/07/2025	LGISWA	1ST INSTALLMENT - RENEWAL OF INSURANCES 30/06/25 - 30/06/26	213,632.59	213,632.59
EFT39627	16/07/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS 25/26 - FULL MEMBERSHIP X 2 STAFF & AFFILIATE MEMBERSHIP X 1 STAFF	1,310.00	1,310.00
EFT39628	16/07/2025	SATELLITE SECURITY SERVICES	QT05064 UPGRADE EXISTING INTEGRITI SOFTWARE SUITE	352.00	352.00
EFT39629	16/07/2025	CR. HARRINGTON	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39630	16/07/2025	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - CHSP - 01/07/25	38.65	
			WOOLWORTHS PURCHASES- ADMIN - 02/07/25	39.90	
			WOOLWORTHS PURCHASES - CHSP - 04/07/25	118.75	
			WOOLWORTHS PURCHASES - CHSP -07/07/25	57.65	
			WOOLWORTHS PURCHASES - CHSP -08/07/25	46.20	301.15
EFT39631	16/07/2025	EAST FREMANTLE LAWN TENNIS CLUB	CHSP NEIGHBOURHOOD LINK - HALL HIRE 04/06, 11/06, 18/06 AND 25/06	800.00	800.00
EFT39632	16/07/2025	CITY OF SOUTH PERTH	OCCUPANCY AND CARE AND SUSTENANCE IMPOUND FEES 25/26 - ANNUAL SERVICE COSTS 01/07/25 - 30/06/26	5,920.20	5,920.20
EFT39633	16/07/2025	CR COLLINSON	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39634	16/07/2025	HYDRO JET	GRAFFITI REMOVAL - VARIOUS LOCATIONS	858.00	
			GRAFFITI REMOVAL - UNDERPASSES X2	858.00	1,716.00
EFT39635	16/07/2025	DEPARTMENT OF TRANSPORT	VEHICLE OWNERSHIP REGISTRATION REQUESTS - FINAL NOTICES - INFRINGEMENTS - JUNE 25	382.20	382.20
EFT39636	16/07/2025	SEEK LIMITED	CONTRACT COORDINATOR TECHNICAL SERVICE - JOB AD	550.00	
			OPERATIONS TEAM LEADER CIVIL - JOB AD	533.50	1,083.50
EFT39637	16/07/2025	FOCUS NETWORKS	RFT04 - 2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - JULY 25	8,742.80	
			RFT04 - 2021/22 SOFTWARE AS A SERVICE AND MANAGED HARDWARE - JULY 25	12,014.99	20,757.79
EFT39638	16/07/2025	ENVIRO SWEEP	STREET SWEEPING - JUNE 2025 (INC FUEL SURCHARGE & WEEKLY AUTUMN SWEEPS IN DESIGNATED AREAS)	5,167.66	5,167.66
EFT39639	16/07/2025	CR MCPHAIL	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39640	16/07/2025	CR WHITE	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39641	16/07/2025	SONIC HEALTH PLUS	MEDICAL ASSESSMENT - 1 X STAFF MEMBER	179.30	179.30
EFT39642	16/07/2025	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	HOST CMS INCLUDING LICENSE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE & PARTS PER MONTH - JUNE 25	187.31	187.31
EFT39643	16/07/2025	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - JULY 25	2,723.50	2,723.50
EFT39644	16/07/2025	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	GENERAL WASTE DISPOSAL - 46 EAST STREET - 02/06/25 - 27/06/25	686.84	686.84
EFT39645	16/07/2025	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/07/25 - 26/08/25	354.86	354.86
EFT39646	16/07/2025	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 02/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 04/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 09/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 11/07/25	20.00	80.00
EFT39647	16/07/2025	JA BRITT & TS BLACK FAMILY TRUST t/a DELTA ROOFING	TOWN HALL - REPAIR ROOF LEAK AS QUOTED	2,514.60	2,514.60
EFT39648	16/07/2025	PTC IRRIGATION	IRRIGATION REPAIR HANDCOCK PARK	632.50	632.50
EFT39649	16/07/2025	THE FRUIT BOX GROUP	FRUITBOX DELIVERY - TOWN HALL AND DEPOT - 26/05/25 - 23/06/25	330.00	330.00
EFT39650	16/07/2025	GRACE RECORDS MANAGEMENT (AUSTRALIA)	DOCUMENT SCANNING, DATA STORAGE, USER LICENCES AND HOSTING - JUNE 25	731.34	
			STORAGE FEES 01/07/25 - 31/07/25 AND FILE RETRIEVAL - JUNE 25	355.49	1,086.83
EFT39651	16/07/2025	AZILITY	CORE SCOREKEEPING SERVICE - 1 JULY 2025 TO 30 JUNE 2026, EMISSIONS RECORDING AND REPORTING - 1 JULY 2025 TO 30 JUNE 2026,	12,595.00	12,595.00
EFT39652	16/07/2025	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39653	16/07/2025	THINKPROJECT AUSTRALIA PTY LTD (PREVIOUSLY RAMM SOFTWARE PTY LTD)	THINKPROJECT (RAMM) SOFTWARE - ANNUAL SUPPORT & MAINTENANCE 2025/26	9,225.46	9,225.46
EFT39654	16/07/2025	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 30/06/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 14/07/25	19.00	59.00
EFT39655	16/07/2025	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/07/25	20.00	20.00
EFT39656	16/07/2025	K McDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 10/07/25	20.00	40.00
EFT39657	16/07/2025	MARKET CREATIONS AGENCY PTY LTD	COUNCILCONNECT SUBSCRIPTION 25/26	14,619.00	14,619.00
EFT39658	16/07/2025	CR. WILSON	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39659	16/07/2025	JACKSON McDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE	23,597.20	23,597.20



EFT39660	16/07/2025	R TETI	REIMBURSEMENT OF COST OF CHSP CLIENT OUTING 03/07/25 - ONCHARGED TO PARTICIPANTS	670.00	670.00
EFT39661	16/07/2025	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 12/06/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 03/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 10/07/25	20.00	60.00
EFT39662	16/07/2025	BING TECHNOLOGIES PTY LTD	ELECTRONIC MAIL - STANDING ORDER - 03/07/25 - 14/07/25	1,477.25	1,477.25
EFT39663	16/07/2025	EASI PACKAGING PTY LTD	PAYROLL DEDUCTION JULY 25	3,176.05	3,176.05
EFT39664	16/07/2025	CR. MAYWOOD	SITTING FEES & ICT ALLOWANCE - JULY 25	1,861.25	1,861.25
EFT39665	16/07/2025	MORIN AND SON TREE SERVICES	TREE PRUNING - WAUHOOP PARK 03/07/25	4,235.00	4,235.00
EFT39666	16/07/2025	ASCENTION PROPERTIES T/AS CIVIL PRODUCTS WA	BANNER MESH AND SPEED HUMPS	2,422.75	2,422.75
EFT39667	16/07/2025	KWINANA ENERGY RECOVERY	GENERAL WASTE DISPOSAL JUNE 25	12,475.63	12,475.63
EFT39668	16/07/2025	VEOLIA RECYCLING & RECOVERY (PERTH)	WASTE DISPOSAL GENERAL WASTE - 30/05/25 - 25/06/25	1,613.24	
			WASTE DISPOSAL RECYCLING - 09/06/25 - 27/06/25	4,553.21	
			CREDIT AGAINST FOGO ACCOUNT	1,546.19	
			WASTE DISPOSAL FOGO - 02/06/25 - 30/06/25	18,178.72	22,798.98
EFT39669	16/07/2025	THE GOOD GROCER EAST FREMANTLE	CATERING ITEMS - JUNE 25	178.40	178.40
EFT39670	16/07/2025	J CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 14/07/25	20.00	40.00
EFT39671	16/07/2025	BLACKWOODS	MATERIALS FOR ROAD WORKS	1,081.48	1,081.48
EFT39672	16/07/2025	MODUS AUSTRALIA	GLASSON PARK - PUBLIC TOILET REPLACEMENT MIRROR, DOOR HINGES, FIXINGS & HARDWARE	1,368.40	1,368.40
EFT39673	16/07/2025	NUMERO UNO RISTORANTE	CATERING SERVICES - 15/04, 20/05 AND 17/06 2025	1,428.00	
			CATERING SERVICES - 01/07/25	408.00	1,836.00
EFT39674	18/07/2025	AUSTRALIAN TAXATION OFFICE	BAS JUNE 25	36,306.00	36,306.00
EFT39675	18/07/2025	READYTECH	ANNUAL SYNERGY SOFT LICENCE SUBSCRIPTIONS 2025/26	85,805.56	85,805.56
EFT39676	18/07/2025	TELSTRA LIMITED	1 x APPLE IPHONE 16 512GB	1,949.00	
			DEPOT MOBILE BACKUP 04/07/25 - 03/08/25	19.00	1,968.00
EFT39677	18/07/2025	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	17,996.14	17,996.14
EFT39678	18/07/2025	FASTA COURIERS	COURIER SERVICES 2025/26 - 01/07-15/07	39.74	39.74
EFT39679	18/07/2025	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS 25/26 - FULL MEMBERSHIP 1 x STAFF	560.00	560.00
EFT39680	18/07/2025	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA PEOPLE & CULTURE SEMINAR 2025 - 1 X STAFF	300.00	
			2 x STAFF REGISTRATIONS - REPORT WRITING FOR INFORMED DECISION MAKING - 7/7/2025	1,364.00	1,664.00
EFT39681	18/07/2025	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - OPERATIONS - 11/07/25	156.00	
			WOOLWORTHS PURCHASES - OPERATIONS - 15/07/25	5.00	
			WOOLWORTHS PURCHASES - CHSP - 15/07/25	36.20	
			WOOLWORTHS PURCHASES - CHSP - 16/07/25	9.60	
			WOOLWORTHS PURCHASES - OPERATIONS - 16/07/25	17.55	224.35
EFT39682	18/07/2025	WEST COAST SHADE	SHADE SAIL REPAIRS - EI CHAPMAN & JOHN TONKIN	913.00	913.00
EFT39683	18/07/2025	D.J. PALMER (WA) PTY LTD	MATERIALS FOR SIGN WORKS	107.94	107.94
EFT39684	18/07/2025	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - JUNE 25	224.16	224.16
EFT39685	18/07/2025	WINC	OFFICE STATIONERY ORDERED ON 10/07/2025	785.84	785.84
EFT39686	18/07/2025	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/08/25 - 26/09/25	354.86	354.86
EFT39687	18/07/2025	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIRCONDITIONING MAINTENANCE SERVICE AGREEMENT 2025/26 - VISIT 1 - 09/07/25	943.25	943.25
EFT39688	18/07/2025	FRESH PROVISIONS BICTON	CHSP - CLIENT CATERING - 04/06/25	79.86	
			CHSP - CLIENT CATERING - 11/06/25	146.43	
			CHSP - CLIENT CATERING - 18/06/25	143.42	
			CHSP - CLIENT CATERING - 25/06/25	65.94	435.65
EFT39689	18/07/2025	M2M ONE PTY LTD	25/26 - TOWN HALL LIFT EMERGENCY SIM CARD - JULY 25	20.90	20.90
EFT39690	18/07/2025	PAPERSCOUT - (PLANET OF THE SHAPES)	RECYCLE LETTER AND RATES NOTICE	308.00	308.00
EFT39691	18/07/2025	CALL ASSOCIATES PTY LTD	AFTER HOURS CALL CENTRE SERVICES - JUNE 2025	299.37	299.37
EFT39692	18/07/2025	PEACEFUL EARTH WELLBEING	CHSP - CBDC CLIENT ACTIVITY- 02/07/25	50.00	50.00
EFT39693	18/07/2025	EASI PACKAGING PTY LTD	TOTAL GST CLAIMABLE ON BENEFIT PAYMENTS 01/06/25 - 30/06/25, LESS NON GST AMOUNT	664.40	664.40
EFT39694	18/07/2025	M WARD	EXTERNAL BUILDING SURVEYOR SERVICES FOR 2025/25 YEAR - 01/07/25 - 4 HOURS	400.00	
			EXTERNAL BUILDING SURVEYOR SERVICES FOR 2025/25 YEAR - 08/07/25 - 5 HOURS AND 15/07/25 - 1.5 HOURS	650.00	1,050.00
EFT39695	18/07/2025	M HOUSHAM	REIMBURSEMENT OF COST OF CLIENT TRANSPORT TO APPOINTMENT BY UBER DUE TO CHSP VEHICLE NOT BEING ABLE TO ACCESS ADDRESS DUE TO RAIL BOOM GATE ISSUE	28.04	28.04
EFT39696	18/07/2025	365 CLOUD SOLUTIONS	PROFESSIONAL SERVICES AGREEMENT	4,290.00	4,290.00
EFT39697	18/07/2025	MOORE AUSTRALIA CORPORATE FINANCE (WA) PTY LTD	FINAL FEE FOR THE PREPARATION AND REVIEW OF A FINANCIAL MODEL	5,412.00	5,412.00
EFT39698	18/07/2025	BLACKWOODS	MATERIALS FOR ROAD WORKS	550.44	550.44
EFT39699	18/07/2025	E SOFIELD	PARTIAL REFUND OF LIFETIME DOG REGISTRATION - DOG NOW STERILISED	150.00	150.00
EFT39700	18/07/2025	M CYPHER	REFUND OF OVERPAYMENT OF BUILDING PERMIT FEES ON 11/06/25	249.75	249.75
EFT39701	25/07/2025	PERTH PATIO MAGIC	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39702	25/07/2025	B KELLY	MOORING PEN BOND REFUND	2,882.20	2,882.20
EFT39703	25/07/2025	K STAFFORD	MOORING PEN BOND REFUND	2,612.50	2,612.50
EFT39704	25/07/2025	IMPERIAL HOMES PTY LTD	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT39705	25/07/2025	C BREIDAH	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT39706	25/07/2025	J CLOISTER	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT39707	30/07/2025	BUNNINGS BLDG SUPPLIES LTD	MATERIAL FOR SIGN AND ROAD REPAIRS, LESS CREDIT	31.10	31.10
EFT39708	30/07/2025	BOC LIMITED	CONTAINER SERVICE - JULY 2025	23.30	23.30
EFT39709	30/07/2025	FREMANTLE HERALD	ACROSS THE TOWN ADVERTS FROM JULY TO JUNE 2026 - 12/07/25 EDITION	605.00	605.00
EFT39710	30/07/2025	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 21/07/25	16.80	16.80

## Attachment -1

EFT39711	30/07/2025	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/06/25 - 21/07/25	159.98	159.98
EFT39712	30/07/2025	WORK CLOBBER	OPERATIONS STAFF UNIFORM	832.93	832.93
EFT39713	30/07/2025	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	5,924.61	5,924.61
EFT39714	30/07/2025	DEPT OF MINES, INDUSTRY REGULATION & SAFETY (FORMALLY BUILDING COMMISSION)	BSL COLLECTED JUNE 25	5,796.33	5,796.33
EFT39715	30/07/2025	JTAGZ PTY LTD	500 x BLUE DOG TAGS (EXPIRY 2028) AND 500 x ORANGE LIFETIME DOG TAGS	477.95	477.95
EFT39716	30/07/2025	STRATA GREEN	100 X 50X50X2100 HARD WOOD TREE STAKES	1,005.51	1,005.51
EFT39717	30/07/2025	BATTERY WORLD	REPLACEMENT BATTERY FOR WATER TRAILER	421.95	421.95
EFT39718	30/07/2025	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - CHSP - 18/07/25	59.20	
			WOOLWORTHS PURCHASES- ADMIN - 22/07/25	54.80	
			WOOLWORTHS PURCHASES - CHSP - 22/07/25	131.80	245.80
EFT39719	30/07/2025	FOCUS NETWORKS	AMENDMENTS TO MICROSOFT CONDITIONAL ACCESS POLICY QU8521G	819.50	819.50
EFT39720	30/07/2025	FREMANTLE CHAMBER ORCHESTRA	DONATION FOR THE FREMANTLE CHAMBER ORCHESTRA 2025/26	3,000.00	3,000.00
EFT39721	30/07/2025	THE TURBAN INDIAN RESTURANT	CATERING 25/26 - 22/07/25 WORKS COMMITTEE MEETING	230.40	230.40
EFT39722	30/07/2025	SONIC HEALTH PLUS	1 X STAFF PRE EMPLOYMENT MEDICAL ASSESSMENT	179.30	179.30
EFT39723	30/07/2025	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	FOGO GREEN BINS - RESIDENTIAL & PRIORITY, GENERAL WASTE RED BINS - RESIDENTIAL & PRIORITY, PARKS & RESERVES, STREET LITTER BINS, RECYCLING - YELLOW BINS - RESIDENTIAL & PRIORITY, STREET LITTER BINS, GENERAL WASTE - RED BINS - COMMERCIAL, RECYCLING - YELLOW BINS - COMMERCIAL, RECYCLING & GENERAL WASTE- 48-50 ALEXANDRA RD - JUNE 25	19,066.75	19,066.75
EFT39724	30/07/2025	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 16/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 18/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 25/07/25	20.00	60.00
EFT39725	30/07/2025	THE FRUIT BOX GROUP	FRUITBOX DELIVERY TOWN HALL AND DEPOT 30/06/25 - 21/07/25	231.00	231.00
EFT39726	30/07/2025	ONEMUSIC AUSTRALIA	MUSIC SUBSCRIPTION FOR EVENTS - 01/07/25 - 30/06/25	1,543.37	1,543.37
EFT39727	30/07/2025	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 21/07/25	20.00	20.00
EFT39728	30/07/2025	J IRENE ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/07/25	20.00	20.00
EFT39729	30/07/2025	K McDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 24/07/25	20.00	40.00
EFT39730	30/07/2025	SWAN LOCK SERVICE (RAMSAY & SONS PTY LTD)	GLASSON PARK - REPLACE DOOR LEVER & REFIT LOCK TO TOILET DOOR	215.00	215.00
EFT39731	30/07/2025	FORPARK AUSTRALIA	GLASSON PARK - 4X REPLACEMENT BOLTS FOR GRABITATOR PLAY EQUIPMENT	80.96	80.96
EFT39732	30/07/2025	SAFE T CARD AUSTRALIA PTY LTD	MONITORING FEES 2025/26 - QUARTERLY MONITORING FEES FROM 17/07/25	323.40	323.40
EFT39733	30/07/2025	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 22/07/25	17.00	37.00
EFT39734	30/07/2025	SOUTHERN BINS PTY LTD	BULK BINS - JULY - AUGUST 2025 - 24/07/25 - 31/07/25	725.00	
			BULK BINS - JULY - AUGUST 2025 - 30/07/25	725.00	1,450.00
EFT39735	30/07/2025	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/07/25	20.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 24/07/25	20.00	40.00
EFT39736	30/07/2025	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS JULY 25	3,176.05	3,176.05
EFT39737	30/07/2025	COASTLINE MOWERS	SUPPLY 1 X STIHL MSA 160C-8Q CHAINSAW AND 2 X AP300 BATTERIES	980.65	
			SUPPLY BLADES FOR KUBOTA F3690 X 9, SUPPLY BLADES FOR KUBOTA ZD1221 X 9	1,633.35	2,614.00
EFT39738	30/07/2025	SOURCE BUSINESS PARTNERS	WALGA PREFERRED SUPPLIER CONTRACT PSP004-12 MANAGED ACCOUNTING SERVICES- PROPOSAL DATED 2 DECEMBER 2024 - END OF YEAR ACCOUNTS AND AFS PREPARATION TO 26/07/25 & TRAINING, INDUCTION & HANDOVER FOR MANAGER OF FINANCE - BUDGET UPLOAD TRAINING	3,641.84	3,641.84
EFT39739	30/07/2025	ASCENTION PROPERTIES T/AS CIVIL PRODUCTS WA	MODIFICAITONS TO THE 5x BANNER MESH PANELS AS REQUESTED.	261.25	261.25
EFT39740	30/07/2025	READYTECH USER GROUP	25/26 MEMBERSHIP FEES FOR READYTECH USER GROUP	847.00	847.00
EFT39741	30/07/2025	JIM'S CAR DETAILING FREMANTLE	MONTHLY DETAIL OF TOWN EV 25/26 - 15/07/25	130.00	130.00
EFT39742	30/07/2025	SOUND BUILDING MAINTENANCE	REMOVE AND INSTALL NEW GUTTER TO MOSS STREET TICKET BOOTH (BASED OF QUOTED PRICE) AND ASBESTOS REMOVAL & DISPOSAL	5,786.00	
			TOILET BLOCK REPAIRS - GLASSON PARK	467.50	
			REFRESH OF ITEMS FOR MOSS STREET TICKETBOOTH	1,716.00	7,969.50
EFT39743	30/07/2025	BOORAGOON TYREPOWER	RANGERS VEHICLE - REPLACEMENT TYRES X4 - P5028	1,106.00	1,106.00
EFT39744	30/07/2025	BLACKWOODS	LIQUID DRAIN SOLUTION FOR TOILETS	240.57	240.57
			EFT TOTAL	798,541.68	798,541.68
	Direct Debit - July 2025	Supplier	Description	Inv Amount	EFT
		CBA	INTEREST ADJUSTMENT	0.04	0.04
		CBA	GURANTEEE FEE	458.43	458.43
		CBA	MERCHANT FEE	185.32	185.32
		CBA	MERCHANT FEE	156.61	156.61
		AMEX	AMEX FEE	29.68	29.68
		NUVEI AUSTRALIA	NUVEI (TILL) SIMPLEPAY FEE	406.03	406.03
		WA TREASURY CORP	LOAN REPAYMENT	16,062.46	16,062.46
		SUPERCHOICE	EMPLOYEE SUPERANNUATION	62,323.34	62,323.34
		CBA	COMMBIZ TRANSACTION FEES	45.70	45.70

		CBA	ACCOUNT SERVICE TRANSACTION FEES	5.50	5.50
		EXETEL	INTERNET ACCESS	105.00	105.00
		CBA	BPOINT TRANSACTION FEES	31.68	31.68
		CBA	BPAY TRANSACTION FEES	64.36	64.36
				<b>79,874.15</b>	<b>79,874.15</b>
	Credit Cards - July 2025	Supplier	Description	Inv Amount	EFT
		CREDIT CARD - PETER KOCHAN	DOMINOS - CATERING	285.40	285.40
			SILVERSPRINGS HOLDINGS BOORAGOON - NAIDOC WEEK EVENT POSTERS	66.00	66.00
			OFFICEWORKS - COMPUTER EQUIPMENT	234.00	234.00
			JE FLYNN PTY LTD - CATERING	405.00	405.00
			GILBERTS FRESH - CATERING	18.99	18.99
			MAILCHIMP - SUBSCRIPTION	88.95	88.95
			LGMA - SUBSCRIPTION	560.00	560.00
			AUSTRALIAN LOCAL GOV - MEMBERSHIP	115.00	115.00
			ASIC - FINANCIAL REPORT	93.00	93.00
		CREDIT CARD - GINA TETI	OFFICEWORKS FREMANTLE - STATIONERY ITEMS	50.92	50.92
			OFFICEWORKS FREMANTLE - STATIONERY ITEMS	37.20	37.20
			SPOTLIGHT MELVILLE - TABLE COVERS	48.60	48.60
		CREDIT CARD - FRASER HENDERSON	NESPRESSO - CATERING	208.20	208.20
			ROWE SCIENTIFIC PTY LTD - WATER TESTING EQUIPMENT	480.15	480.15
		CREDIT CARD - ANDREW DRIVER	SUPER CHEAP AUTO - TRAILER COUPLING LOCK	29.99	29.99
		CREDIT CARD - JANINE MAY	COLES - CATERING	116.25	116.25
		CREDIT CARD - JACQUELINE SCOTT	LGMA - SUBSCRIPTION	560.00	560.00
			BUNNINGS - THERMOMETERS/HYDROMETERS	91.80	91.80
			CURTAIN WORLD - INSTALL BINDS TO POD - 50% DEPOSIT	650.00	650.00
			ANNUAL FEE	26.67	26.67
			SP OZWASHROOM - TOILET ROLL DISPENSERS - GLASSON PARK	398.00	398.00
			WOOLWORTHS - CATERING	6.00	6.00
			WOOLWORTHS - CATERING	22.50	22.50
				<b>4,592.62</b>	<b>4,592.62</b>
			<b>CREDIT CARD TOTAL</b>		
			<i>Description</i>	<i>NET PAY</i>	<i>EFT</i>
			PAYROLL FORTNIGHT ENDING 09/07/25	131,787.04	131,787.04
			PAYROLL FORTNIGHT ENDING 22/07/25	129,956.94	129,956.94
			<b>PAYROLL TOTALS</b>	<b>261,743.98</b>	<b>261,743.98</b>
			AMPOL FUEL CARDS JUNE 25	3,586.83	3,586.83
			<b>GRAND TOTAL</b>	<b>1,153,175.98</b>	<b>1,153,175.98</b>



# Tax Invoice

## Need help?

**Self Service:**  
<https://cards.ampol.com.au>

**Email:**  
 ampolcard@ampol.com.au

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

IC 000259 000  
 TOWN OF EAST FREMANTLE  
 PO BOX1087  
 FREMANTLE WA 6959

Invoice date: 30/06/2025

### Your account details

Invoice ref no: 0001065242  
 Account no: [REDACTED]

### Due date

**21/07/2025**

### Total due inc GST

**\$3,586.83**

## Your AmpolCard invoice summary

01/06/2025 - 30/06/2025

Description	Product	Quantity	Amount \$ excl GST	GST amount	Total inc GST \$
FLEET	Unleaded	576.83	869.89	86.96	956.85
	Premium 95 A	113.16	189.14	18.91	208.05
	Premium 98 A	95.78	162.88	16.29	179.17
	Premium Diesel A	1,273.85	2,038.86	203.90	2,242.76
	<b>Total for Fleet</b>		<b>3,260.77</b>	<b>326.06</b>	<b>3,586.83</b>
<b>Total</b>			<b>3,260.77</b>	<b>326.06</b>	<b>3,586.83</b>

## Payment options



**Biller Code:** [REDACTED]  
**Ref:** [REDACTED]



**Direct Payment**



**Credit Card**

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

Breakdown of account summary

Details of fleet transactions processed from 01/06/2025 - 30/06/2025

Invoice date: 30/06/2025  
Account no: XXXXXXXXXX  
Invoice ref no: 0001065242

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

Card details Location	Date	Time	Trans no	Order reading	Product	Quantity	Unit \$ Inc GST	Amount \$ Inc GST	Trn fee Inc GST	Total \$ Inc GST	GST on supply	GST on trn fee
Ampol Foodary Melville	10/06	09:41	E25460	113467	Premium 95 A	24.74	165.40	40.92	0.00	40.92	3.72	0.00
Ampol Foodary Fremantle East	13/06	08:29	E10113	113704	Premium 98 A	34.91	191.40	66.82	0.00	66.82	6.07	0.00
Ampol Foodary Fremantle East	16/06	14:23	E10222	113980	Premium 98 A	35.52	180.40	64.08	0.00	64.08	5.83	0.00
Ampol Foodary Fremantle East	19/06	15:01	E10337	114211	Premium 95 A	30.80	192.87	59.40	0.00	59.40	5.40	0.00
Ampol Foodary Fremantle East	23/06	14:32	E10477	114395	Premium 98 A	25.35	190.40	48.27	0.00	48.27	4.39	0.00
Ampol Foodary Fremantle East	26/06	08:26	E10587	114976	Premium 95 A	26.98	197.82	53.37	0.00	53.37	4.85	0.00
Card total						208.94		387.22	0.00	387.22	35.20	0.00
Domestic 4091												
6959 Rego 1G0V315 Crd Holder												
Ampol Foodary Fremantle East	05/06	11:55	E9774	71568	Premium Diesel A	68.31	172.28	117.69	0.00	117.69	10.70	0.00
Card total						68.31		117.69	0.00	117.69	10.70	0.00
Domestic 5002												
7015 Rego 1GKM815 Crd Holder WORKS												
Ampol Foodary Fremantle East	03/06	10:14	E9664	73228	Premium Diesel A	94.31	171.71	161.94	0.00	161.94	14.72	0.00
Ampol Foodary Fremantle East	13/06	10:21	E10121	73641	Premium Diesel A	82.55	173.58	143.29	0.00	143.29	13.03	0.00
Card total						176.86		305.23	0.00	305.23	27.75	0.00
Domestic 5008												
8765 Rego 1GQD688 Crd Holder GARDENS												
Ampol Foodary Fremantle East	11/06	13:07	E10029	63822	Premium Diesel A	27.89	173.05	48.26	0.00	48.26	4.39	0.00
Card total						27.89		48.26	0.00	48.26	4.39	0.00
Domestic 5020												
3076 Rego 1HMC350 Crd Holder WORKS												
Ampol Foodary Fremantle East	06/06	13:54	E9831	39739	Premium Diesel A	92.80	172.74	160.30	0.00	160.30	14.57	0.00
Card total						92.80		160.30	0.00	160.30	14.57	0.00
Domestic P5016												
7106 Rego 1GYB393 Crd Holder												
Ampol Foodary Fremantle East	12/06	11:22	E10075	953	Premium Diesel A	28.54	173.51	49.52	0.00	49.52	4.50	0.00
Ampol Foodary Fremantle East	18/06	10:58	E10284	954	Premium Diesel A	12.24	177.70	21.75	0.00	21.75	1.98	0.00
Ampol Foodary Fremantle East	19/06	09:52	E10321	957	Premium Diesel A	18.88	179.63	33.91	0.00	33.91	3.08	0.00



## Breakdown of fleet summary

Details of fleet transactions processed from 01/06/2025 - 30/06/2025

Invoice ref no: 0001065242

Account no: [REDACTED]

Invoice date: 30/06/2025

Card details Location	Date	Time	Trans no	Old reading	Product	Quantity	Unit \$ Inc GST	Amount \$ Inc GST	Trn fee Inc GST	Total \$ Inc GST	GST on supply	GST on trn fee
<b>Domestic 4063</b>												
[REDACTED] 2506 Rego 1DTJ953 Crd Holder HACC												
Ampol Foodary Fremantle East	13/06	11:47	E10122	106453	Unleaded	61.34	167.40	102.68	0.00	102.68	9.33	0.00
Card total						61.34		102.68	0.00	102.68	9.33	0.00
<b>Domestic 4085</b>												
[REDACTED] 0483 Rego 1GBT981 Crd Holder HACC												
Ampol Foodary Fremantle East	03/06	16:02	E9685	148576	Unleaded	23.05	167.40	33.98	0.00	33.98	3.09	0.00
Ampol Foodary Fremantle East	09/06	11:59	E9917	148843	Unleaded	29.17	160.40	46.79	0.00	46.79	4.25	0.00
Ampol Foodary Fremantle East	11/06	12:39	E10027	149184	Unleaded	30.56	169.86	51.91	0.00	51.91	4.72	0.00
Ampol Foodary Fremantle East	16/06	16:40	E3950	149455	Unleaded	28.82	155.40	44.79	0.00	44.79	4.07	0.00
Ampol Foodary Fremantle East	20/06	12:52	E10370	149845	Unleaded	41.59	173.40	72.12	0.00	72.12	6.56	0.00
Ampol Foodary Fremantle East	24/06	16:23	E10525	150106	Unleaded	25.79	158.40	40.85	0.00	40.85	3.71	0.00
Ampol Foodary Fremantle East	27/06	14:55	E10649	150372	Unleaded	28.29	179.40	50.75	0.00	50.75	4.61	0.00
Card total						207.27		941.19	0.00	941.19	31.01	0.00
<b>Domestic 4086</b>												
[REDACTED] 0467 Rego 1GCG228 Crd Holder HACC												
Ampol Foodary Fremantle East	04/06	13:29	E9729	199155	Unleaded	24.94	169.49	42.27	0.00	42.27	3.84	0.00
Ampol Foodary O'Connor	10/06	14:42	E26251	199435	Unleaded	32.05	149.40	47.88	0.00	47.88	4.35	0.00
Ampol Foodary Fremantle East	13/06	14:01	E10133	199778	Unleaded	34.91	167.40	58.44	0.00	58.44	5.31	0.00
Ampol Foodary Fremantle East	19/06	07:44	E10916	199937	Unleaded	18.63	175.79	32.75	0.00	32.75	2.98	0.00
Ampol Foodary O'Connor	24/06	12:46	E27542	200149	Unleaded	25.94	158.40	41.12	0.00	41.12	3.74	0.00
Ampol Foodary Fremantle East	27/06	10:40	E10639	200332	Unleaded	21.51	179.40	38.59	0.00	38.59	3.51	0.00
Card total						158.00		261.06	0.00	261.06	23.73	0.00
<b>Domestic 4089</b>												
[REDACTED] 0475 Rego 1GCG227 Crd Holder HACC												
Ampol Foodary Fremantle East	09/06	08:24	E9902	113261	Premium 95 A	30.64	177.40	54.36	0.00	54.36	4.94	0.00

Card details Location	Date	Time	Trans no	Order reading	Product	Quantity	Unit \$ Inc GST	Amount \$ Inc GST	Trn fee Inc GST	Total \$ Inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	25/06	11:54	E10559	960	Premium Diesel A	25.65	188.58	48.37	0.00	48.37	4.40	0.00
Card total						86.31		153.55	0.00	153.55	13.96	0.00
<b>Domestic P5018</b>												
7406 Rego 1HHZ552 Crd Holder												
Ampol Foodary Fremantle East	04/06	15:13	E9796	95449	Premium Diesel A	46.13	172.06	79.37	0.00	79.37	7.22	0.00
Ampol Foodary Fremantle East	09/06	08:25	E9903	95760	Premium Diesel A	51.13	172.49	88.20	0.00	88.20	8.02	0.00
Ampol Foodary Fremantle East	11/06	08:30	E10017	96081	Premium Diesel A	48.49	173.05	83.91	0.00	83.91	7.63	0.00
Ampol Foodary Fremantle East	16/06	08:27	E10207	96337	Premium Diesel A	41.11	174.41	71.70	0.00	71.70	6.52	0.00
Ampol Foodary Fremantle East	17/06	15:46	E3994	96609	Premium Diesel A	48.03	175.91	84.49	0.00	84.49	7.68	0.00
Ampol Foodary Fremantle East	20/06	08:26	E10353	96888	Premium Diesel A	42.78	182.35	78.01	0.00	78.01	7.09	0.00
Ampol Foodary Fremantle East	23/06	08:24	E10446	97030	Premium Diesel A	25.69	185.25	47.59	0.00	47.59	4.33	0.00
Ampol Foodary Fremantle East	26/06	08:27	E10588	97321	Premium Diesel A	44.53	187.73	83.60	0.00	83.60	7.60	0.00
Ampol Foodary Fremantle East	27/06	15:24	E10650	97552	Premium Diesel A	26.87	186.29	50.06	0.00	50.06	4.55	0.00
Card total						374.76		666.93	0.00	666.93	60.64	0.00
<b>Domestic P5025</b>												
5727 Rego 1IEM002 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	03/06	08:58	E9659	21430	Premium Diesel A	65.75	171.71	112.90	0.00	112.90	10.26	0.00
Ampol Foodary Fremantle East	17/06	09:04	E10237	22141	Premium Diesel A	62.97	175.91	110.77	0.00	110.77	10.07	0.00
Card total						128.72		223.67	0.00	223.67	20.33	0.00
<b>Domestic P5036</b>												
7100 Rego 1IDR863 Crd Holder CHSP												
Ampol Foodary Fremantle East	11/06	10:23	E10022	15957	Unleaded	33.50	169.86	56.90	0.00	56.90	5.17	0.00
Eg Ampol 94227 South Lake	17/06	13:46	E446216	15671	Unleaded	21.14	148.00	31.29	0.00	31.29	2.84	0.00
Ampol Foodary Melville	25/06	09:37	E26965	16041	Unleaded	26.39	181.30	47.85	0.00	47.85	4.35	0.00
Card total						81.03		136.04	0.00	136.04	12.36	0.00
<b>Domestic P5027</b>												
7118 Rego 1IDR864 Crd Holder CHSP												
Ampol Foodary Fremantle East	06/06	13:21	E9828	17445	Unleaded	22.86	169.40	38.72	0.00	38.72	3.52	0.00
Ampol Foodary Fremantle East	17/06	12:56	E10244	17748	Unleaded	23.20	152.40	35.36	0.00	35.36	3.21	0.00

Card details Location	Date	Time	Trans no	Old reading	Product	Quantity	Unit \$ Inc GST	Amount \$ Inc GST	Trn fee Inc GST	Total \$ Inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	26/06	16:15	E10608	18047	Unleaded	23.13	180.78	41.81	0.00	41.81	3.80	0.00
						Card total	69.19	115.89	0.00	115.89	10.53	0.00
Domestic P5028												
B902 Rego 11FJ756 Crd Holder RANGERS												
Ampol Foodary Fremantle East	31/05	15:38	E3752	15309	Premium Diesel A	51.21	171.58	87.87	0.00	87.87	7.99	0.00
Ampol Foodary Fremantle East	04/06	14:24	E9732	15549	Premium Diesel A	31.49	172.06	54.18	0.00	54.18	4.93	0.00
Ampol Foodary Fremantle East	08/06	07:24	E9878	15706	Premium Diesel A	21.88	172.49	37.74	0.00	37.74	3.43	0.00
Ampol Foodary Fremantle East	14/06	15:55	E3916	16075	Premium Diesel A	47.96	174.41	83.65	0.00	83.65	7.60	0.00
Ampol Foodary Fremantle East	21/06	14:53	E10408	16488	Premium Diesel A	54.97	185.25	101.83	0.00	101.83	9.26	0.00
Ampol Foodary Fremantle East	26/06	14:42	E4106	16930	Premium Diesel A	58.02	183.88	106.69	0.00	106.69	9.70	0.00
						Card total	265.53	471.96	0.00	471.96	42.91	0.00
Domestic P5029												
7833 Rego 11LA738 Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	04/06	11:38	E9826	181	Premium Diesel A	28.07	172.74	48.49	0.00	48.49	4.41	0.00
Ampol Foodary Fremantle East	20/06	10:01	E10360	187	Premium Diesel A	25.60	182.35	46.68	0.00	46.68	4.24	0.00
						Card total	53.67	95.17	0.00	95.17	8.65	0.00

**13.10 FINE ART PIECE - TEMPORARY LOAN**

<b>Report Reference Number</b>	OCR-3719
<b>Prepared by</b>	Nadia O'Malley, Manager Community Engagement and Communications
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 August 2025
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

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**PURPOSE**

The purpose of this report is for Council to consider a request to temporarily loan a piece of fine art from the Town's collection (*Last game of the East Fremantle Football Club at the East Fremantle oval 2021* by Marcus Beilby) to the Janet Holmes à Court Gallery for exhibition in November and December 2025.

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**EXECUTIVE SUMMARY**

The Town has been asked if it would consider loaning a piece from its fine art collection to a prestigious exhibition during late 2025.

If selected, the piece would be collected in late October and returned to the Town in mid-December.

Based on an assessment of the relevant risks and implications, and provided that suitable arrangements for insurance are made, it is recommended that Council approves the request to allow the artwork to be loaned for the exhibition.

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**BACKGROUND**

In 2021, the Town commissioned a public artwork by Marcus Beilby – an oil on canvas painting. The aim was to create a commemorative work of the East Fremantle Football Club's association with the East Fremantle Oval by providing an image and a time capsule of the oval, its surrounds and the people who use it.

The painting depicts an active game with the Merv Cowan Grandstand alongside the clubrooms, administrative areas and rich, grassy slopes encircling the central focus of the oval.

In August 2025 Marcus Beilby approached the Town to ask if the painting could be loaned to Janet Holmes à Court Gallery for consideration in her annual exhibition. The loan period would be from approximately 29 October 2025 until mid-December 2025.

An experienced art mover would collect the piece. Any costs incurred to move the artwork and to insure it while offsite would be covered by the exhibition organisers.

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**CONSULTATION**

Executive Leadership Team  
Marcus Beilby  
Belgravia Leisure

Town staff have not had an opportunity to discuss this request with the Public Art Panel as its next meeting is scheduled for 1 September.

## STATUTORY ENVIRONMENT

Nil

## POLICY IMPLICATIONS

### 4.1.3 Public Art

Notably:

#### 1.1 Cultural

*To enhance the cultural and aesthetic environment of East Fremantle by: Interpreting aspects of its unique cultural heritage.*

#### 2.4 Local and Unique

*Public art should be designed to contribute to creating a sense of place developing identity and pride in a community.*

## FINANCIAL IMPLICATIONS

All moving and insurance costs would be covered by the exhibition organiser.

## STRATEGIC IMPLICATIONS

*Social*

1.3 Strong community connection within a safe and vibrant lifestyle.

## 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)
The original artwork is damaged while offsite for exhibition	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$10,000 - \$50,000	Manage by ensuring adequate insurance and professional curation is in place
The original artwork is damaged while on display at the East Fremantle Community Park	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$10,000 - \$50,000	Manage by displaying the copy, or installing the acrylic protector

## 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>	No
<b>Is a Risk Treatment Plan Required</b>	No

#### SITE INSPECTION

Not yet conducted.

#### COMMENT

The highly regarded exhibition in question is curated by Janet Holmes à Court and her team and held once a year.

At this stage, the piece is only being considered for inclusion alongside some of Marcus Beilby's other pieces. The curator will make the final decision on which pieces are included, once the Town advises whether it can be loaned.

Allowing the *Last game of the East Fremantle Football Club at the East Fremantle Oval 2021* to be considered/loaned is a positive opportunity for East Fremantle, and one of our best-known artists and community members, to be showcased to a wide audience.

#### CONCLUSION

It is recommended Council approves a loan of the original artwork for use in the upcoming exhibition.

#### 13.10 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution 101908**

**OFFICER RECOMMENDATION:**

**Moved Cr Harrington, seconded Cr Collinson**

**That Council approves the loan of the *Last game of the East Fremantle Football Club at the East Fremantle Oval 2021* by Marcus Beilby to Janet Holmes à Court Gallery from late October 2025 until mid-December 2025 subject to all costs being incurred by the loanee, including insurance coverage.**

**(CARRIED UNANIMOUSLY 8:0)**

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

**Against: Nil**

#### REPORT ATTACHMENTS

No Attachment.



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

Nil

19 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.04pm

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

16 SEPTEMBER 2025



Presiding Member