



AGENDA

Council Meeting

Tuesday, 11 December 2018 at 6.30pm

Disclaimer

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

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

Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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

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

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

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

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

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

A Deputation invited to attend a Council meeting:

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

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

Procedure for Presentations

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

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

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

Procedure for Public Question Time

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

Council (as required by the *Local Government Act 1995*) sets aside a period of 'Public Question Time' to enable a member of the public to put up to two (2) questions to Council. Questions should only relate to the business of Council and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Mayor may either answer the question or direct it to a Councillor or an Officer to answer, or it will be taken on notice.

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

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

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

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

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

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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on Tuesday, 11 December 2018 in the Council Chamber, 135 Canning Highway East Fremantle commencing at 6.30pm and your attendance is requested.



GARY TUFFIN
Chief Executive Officer

AGENDA

1. OFFICIAL OPENING

2. ACKNOWLEDGEMENT OF COUNTRY

"On behalf of the Council I would like to acknowledge the Nyoongar people as the traditional custodians of the land on which this meeting is taking place."

3. RECORD OF ATTENDANCE

3.1 Attendance

3.2 Apologies

3.3 Approved

4. DISCLOSURES OF INTEREST

4.1 Financial

4.2 Proximity

4.3 Impartiality

5. PUBLIC QUESTION TIME

5.1 Responses to previous questions from members of the public taken on notice
Nil.

5.2 Public Question Time

6. PRESENTATIONS/DEPUTATIONS

6.1 Presentations

Nil.

6.2 Deputations

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Meeting of Council (20 November 2018)

8.1 OFFICER RECOMMENDATION

That the minutes of the Ordinary meeting of Council held on Tuesday, 20 November 2018 be confirmed as a true and correct record of proceedings.

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil.

11. REPORTS AND RECOMMENDATIONS OF COMMITTEES

Nil.

12. REPORTS

12.1 PLANNING REPORTS

12.1.1 No. 70 (Lot 500) Duke Street, East Fremantle – Short Term Accommodation Use within an Existing Dwelling

Applicant/Owner	J & L Harris
File ref	P/DUK70, P097/18
Prepared by	Christine Catchpole, Senior Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Location Map 2. Photographs 3. Place Record Form 4. Main Roads WA Plan 5. Plans date stamped received 19 October 2018

Purpose

For Council to consider an application for a short term accommodation use within an existing dwelling at No. 70 Duke Street, East Fremantle.

Executive Summary

An application for short term accommodation (one bedroom) within the existing single dwelling is proposed.

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

- impact on residential amenity;
- number of people accommodated and number of bedrooms for accommodation purposes;
- adequacy of available car parking (no on-site parking available for the accommodation use);
- management of the use; and
- length of planning approval.

It is considered the use can be trialled for a period of 12 months and the above matters satisfactorily addressed through conditions of a temporary development approval which include restricting the number of guests and the number of bedrooms to be used for accommodation purposes. The application is recommended for conditional 12 month approval with the requirement that a fresh application be submitted for Council's consideration after 12 months.

Background

Zoning: Residential R20

Site area: 508m²

The applicant has provided details in written correspondence to the Town as outlined below:

"We are residing at the property permanently.

We have two vehicles. One is parked off street in our driveway/car port, and one is on the street or frequently parked at a family property in another suburb.

We may consider air bnb for the guest house (proposed ancillary accommodation the subject of a separate development application) at some stage, however not immediately. The initial plan for the build is to invest in our own home (as we currently only have 3 bedrooms), and for personal use (guest house for family/visitors). There is a strong possibility it will be used for that purpose if approved, but we would like to see how we go with the spare room. I submitted the change of use for the spare room as recommended in order to be compliant, as we wanted to trial hosting guests to see how we like Airbnb first... and then go from there."

Previous Decisions of Council and/or History of an Issue on Site

Nil in respect to this application.

Consultation

Advertising

The proposed application was advertised to surrounding land owners from 13 to 27 November 2018. No submissions have been received.

The application was referred to Main Roads WA (MRWA) as the lot abuts a Primary Regional Road reservation under the MRS. MRWA have no objections to the proposal subject to the following conditions and advice notes being included in the approval:

- (1) *This noise sensitive development adjacent to an existing major transport corridor must implement measures to ameliorate the impact of transport noise in accordance with WAPC State Planning Policy 5.4 "Road and Rail Transport Noise and Freight Considerations in Land Use Planning" and implement Noise Insulation "Deemed to Comply" packages for this ancillary dwelling.*

Main Roads Advice:

- (i) *This property abuts a Metropolitan Region Scheme Primary Regional Road Reservation as shown on the attached plan – LP01-1.3190-2 and PP01-9421-158.*
- (ii) *The project for the upgrading/widening of Stirling Highway is not in the Main Roads current four year forward estimated construction program and all projects not listed are considered long term.*
- (iii) *Please be aware that timing information is subject to change and that Main Roads assumes no liability for the information provided.*

Community Design Advisory Committee (CDAC)

The application was not referred to the CDAC as the proposed short term accommodation is considered to have no impact on the streetscape or the heritage value of the property.

Statutory Environment

Planning and Development Act 2005

Town of East Fremantle Local Planning Scheme No. 3

Policy Implications

Fremantle Port Buffer Zone - Area 2

Municipal Heritage Inventory – Category C

Note:

No local planning policy applies, however, the Western Australian Planning Commission (WAPC) has published Holiday Homes Guidelines – Short Stay Use of Residential Dwellings (September 2009) which can be used as a guide in the assessment of short term accommodation applications.

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 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.*
- 3.2 *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 practices.*
 - 3.3.2 *Optimal management of assets within resource capabilities.*
 - 3.3.3 *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.*
- 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
- 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.*

Site Inspection

November 2018

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3.

Use for short term accommodation

The applicant seeks development approval for a short term accommodation use within an existing dwelling which is owner occupied. The accommodation will be provided in a bedroom within the residence. The dwelling includes two other bedrooms and two bathrooms.

The proposed use for short term accommodation is an 'unlisted (discretionary) use' within a residential zone and accordingly is required to be advertised before determination. This application fulfils the advertising requirements of cl. 64 of the Deemed Provisions (formerly cl 9.4.3 (a)) of LPS No 3. No submissions were received.

Council does not have any specific policies or local laws that regulate short term accommodation. The WAPC, however, has formulated Guidelines in 2009 for the short term use of residential dwellings. This document identifies the issues or matters to be considered on submission of a development application. It also makes recommendations in respect to how a local government authority may deal with such applications:

- requirement to lodge an application;
- advertising and invitation to comment;
- location – potential for conflict between land uses;
- amenity;
- building standards;
- form of approval;
- type of dwelling;
- management of property;
- fire and emergency response plans;
- approval period;
- holiday homes register;
- non-compliance and cancellation of approval; and
- voluntary accreditation.

The application has been assessed with regard to the relevant sections of the Guidelines for this application, LPS No. 3 provisions, residential amenity and the impact the use could have on surrounding neighbours and conditions imposed accordingly.

Car parking

Car parking is also an important consideration in respect to this application because the applicants have two vehicles and it is quite likely that guests will also have a vehicle that will need to be parked in the street. This should be monitored during the initial approval period to determine if there is an impact on resident parking, on-street parking or residential amenity. In this case the owner cannot provide parking for the accommodation as there is only one space available on-site for this property. This is considered satisfactory in respect to parking provision for the single dwelling given the property is within 250 metres of a high frequency bus route on Marmion Street. Under the R-Codes, this location requires only one bay to be provided on-site. However, the car parking situation in regard to the short term accommodation will be monitored over the 12 month period to determine if this is sufficient. The number of people permitted to be accommodated will also be addressed through a condition of planning approval, which will also limit parking demand.

Management plan

A management plan detailing the following would also be required to be submitted prior to the use commencing as a condition of planning approval:

- the owner's contact details (during and after business hours);
- details of how nuisance issues such as noise and anti-social behaviour would be addressed by the owner;
- a fire and emergency response plan;
- car parking;
- the number of people occupying the premises and the number of bedrooms; and
- maximum period of stay for each guest.

It is considered that the application be approved subject to a number of conditions. The most significant being limiting the term of the initial approval to 12 months and the maximum number of guests to 2 adults or 1 adult and 1 child, with only one bedroom to be used for short stay accommodation purposes to ensure there are no significant impacts to the surrounding residents or impact on the residential amenity of the area. A number of other conditions in respect to privacy for adjoining owners, management and safety standards at the property are also to be imposed.

Conclusion

It is considered the applicant has provided suitable justification and clarification with regard to the use to ensure the use does not have a detrimental impact on the locality. It is considered that the application should be recommended for approval subject to a number of conditions. The most significant being limiting the term of the initial approval to 12 months and the maximum number of guests to 2 adults or 1 adult and 1 child with a maximum of 1 bedroom for accommodation purposes to ensure there are no detrimental impacts to the surrounding locality or impacts on residential amenity. A number of other conditions in respect to management and safety standards at the property should also be imposed as discussed above.

12.1.1 OFFICER RECOMMENDATION

That Council exercise discretion to grant temporary development approval for 12 months for a short term accommodation use within a residential dwelling at No. 70 (Lot 500) Duke Street, East Fremantle as indicated on plans date stamped 19 October 2018 subject to the following conditions:

- (1) There being no objection by Main Roads WA (MRWA) to the short term accommodation use within the existing dwelling and the owner(s) abiding by the conditions of development approval imposed by MRWA in respect to the development approval application:**
 - (a) This noise sensitive development adjacent to an existing major transport corridor must implement measures to ameliorate the impact of transport noise in accordance with WAPC State Planning Policy 5.4 "Road and Rail Transport Noise and Freight Considerations in Land Use Planning" and implement Noise Insulation "Deemed to Comply" packages for this ancillary dwelling.***
- (2) The 24 hour contact details of the owner being provided to Council for an emergency contact person prior to the use commencing. If this does not occur the approval will be revoked by Council.**
- (3) Maximum accommodation is for 2 adults or 1 adult and 1 child based on 1 bedroom only being provided for guest/occupant accommodation.**
- (4) The submission of a Management Plan to the satisfaction of the Chief Executive Officer, in consultation with relevant officers, and the Plan to be approved by the Town prior to the short term accommodation use commencing.**
- (5) The approval may be revoked by Council, if any adverse impacts involving noise, anti-social behaviour, breaches of length of stay or the management plan, waste removal, security,**

- parking or privacy control measures for adjoining neighbours are unable to be controlled by the applicant/owner in a timely and effective manner which is to Council's satisfaction.
- (6) No guest/occupant vehicle(s) are to be parked on the Council verge or in a crossover due to inadequate or unavailable parking on-site or in the street.
 - (7) No on-site signage is permitted with respect to the application.
 - (8) The approval is valid for a period of 12 months only from the date of the "Approval to Commence Development" and the applicant is required to seek a renewal thereafter to enable the continuance of the short term accommodation use. During the review of the renewal process, assessment of car parking, noise, vehicle movements, number of occupants, any reports of anti-social behaviour and general management of the property will be undertaken.

Footnote:

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

- (i) A fresh development (planning) approval application is to be made for Council's consideration prior to the expiry of the twelve (12) month temporary approval period should the applicant wish to continue the use;*
- (ii) The Management Plan referred to in condition 4 above is to include nomination of a manager/caretaker within the vicinity of the property should the owner(s) no longer reside at the site, details of how nuisance issues such as noise will be addressed by the manager, a fire and emergency response plan and other matters such as car parking provision, the number of people occupying the premises and maximum period of stay, as well as any other matters the Town may deem applicable.*
- (iii) This decision does not include acknowledgement or approval of any unauthorised development which may be on the site;*
- (iv) A copy of the approved plans as stamped by Council are attached and the use is to conform with the approved plans unless otherwise approved by Council; and*
- (v) Under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document—"An Installers Guide to Air Conditioner Noise".*

Main Roads Advice:

- (i) This property abuts a Metropolitan Region Scheme Primary Regional Road Reservation as shown on the attached plan – LP01-1.3190-2 and PP01-9421-158.*
- (ii) The project for the upgrading/widening of Stirling Highway is not in the Main Roads current four year forward estimated construction program and all projects not listed are considered long term.*
- (iii) Please be aware that timing information is subject to change and that Main Roads assumes no liability for the information provided.*

NO. 70 (LOT 500) DUKE STREET– P097/18- CHANGE OF USE: SHORT STAY ACCOMMODATION - CATEGORY C





PLACE RECORD FORM

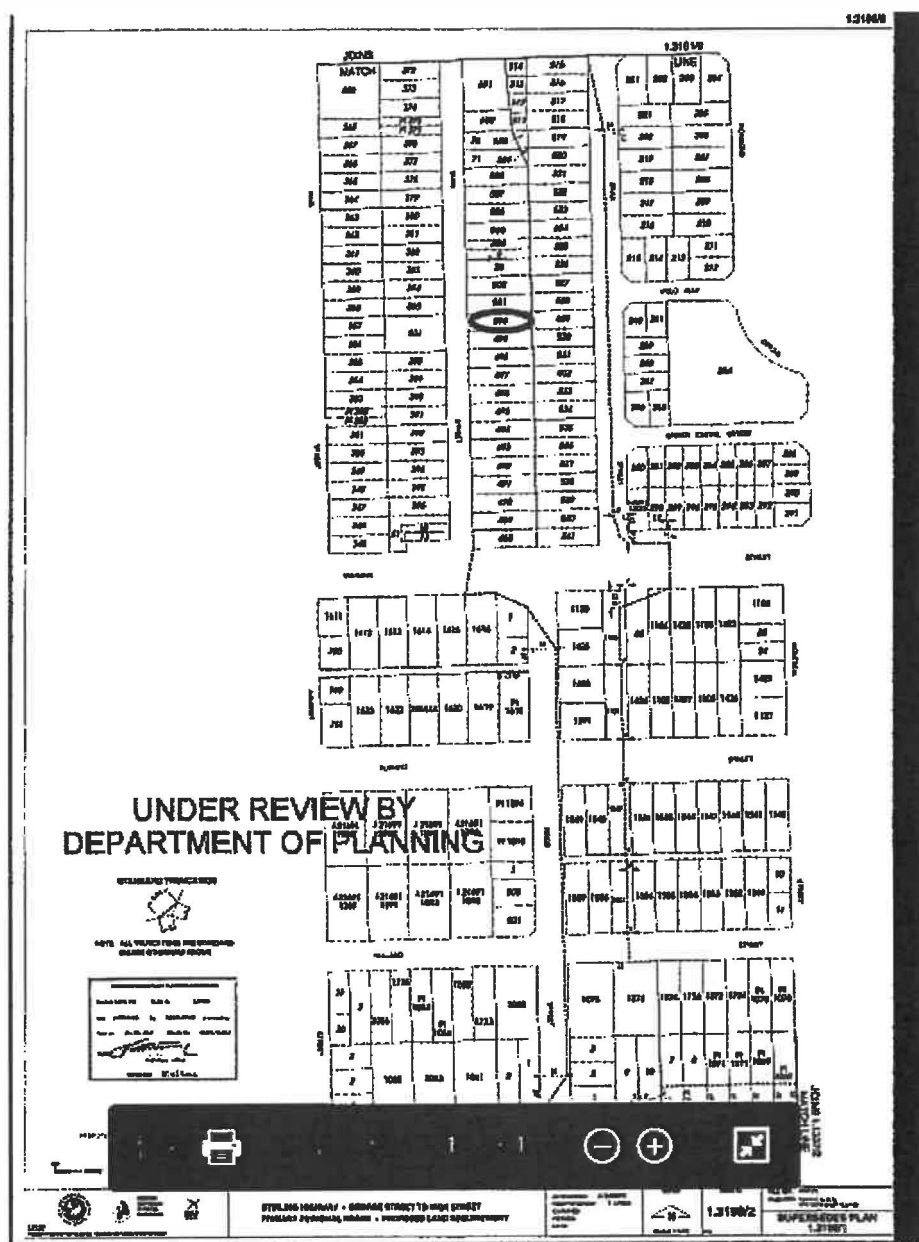


PRECINCT	Plympton
ADDRESS	70 Duke Street
PROPERTY NAME	N/A
LOT NO	Lot 500
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1911
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category C
PHYSICAL DESCRIPTION	<p>No 70 Duke Street is a single storey cottage constructed in rendered masonry with a hipped corrugated iron roof. It is a simple expression of the Federation Bungalow style but has been substantially remodelled. The front elevation is symmetrically planned with French doors in lieu of windows flanking the front door. The facade features a full width skillion roofed verandah supported on Tuscan columns set over masonry piers.</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</p>

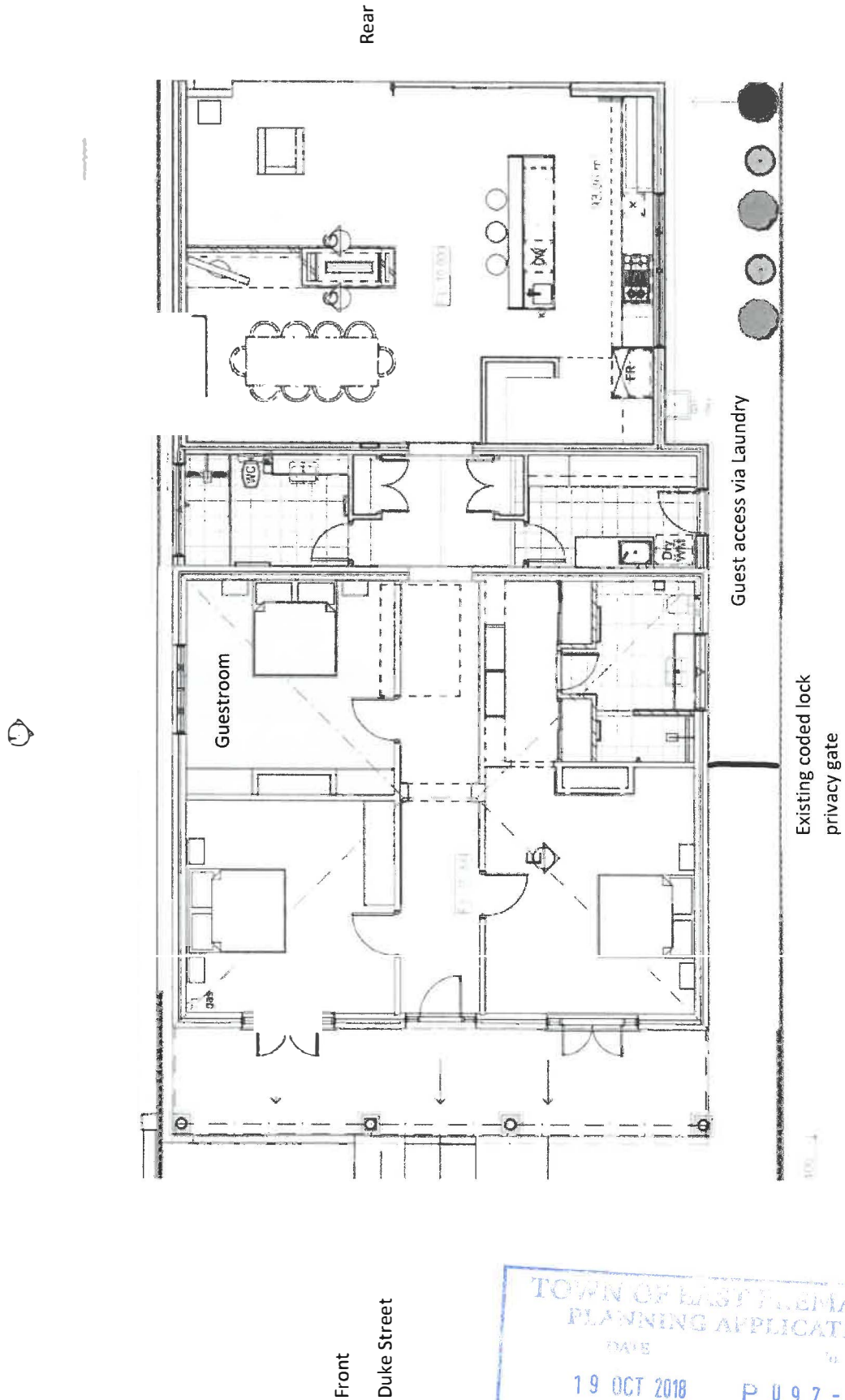
	suburb.
HISTORICAL NOTES	Plympton is a cohesive precinct where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.
OWNERS	Unknown
HISTORIC THEME	Demographic Settlements - Residential Subdivision
CONSTRUCTION MATERIALS	Walls – Rendered masonry Roof – Corrugated iron
PHYSICAL SETTING	The residence is situated on a flat site with a timber picket fence at the lot boundary.
STATEMENT OF SIGNIFICANCE	<p>No 70 Duke Street is a single storey house constructed in rendered masonry with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings, and contributes to the local community's sense of place.</p> <p>The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow albeit it much modified. It retains a low degree of authenticity and a high degree of integrity.</p> <p>The rear additions have no significance.</p>
AESTHETIC SIGNIFICANCE	No 70 Duke Street has some aesthetic value as a typical Federation Bungalow with later overlays. It retains some of the characteristics of the period with considerable loss of detail.
HISTORIC SIGNIFICANCE	No 70 Duke Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 70 Duke Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.
RARITY	No 70 Duke Street is not rare in the immediate context, but Plympton has rarity value as a working class suburb.
CONDITION	No 70 Duke Street is in good condition.
INTEGRITY	No 70 Duke Street retains a high degree of integrity.
AUTHENTICITY	No 70 Duke Street retains a low degree of authenticity.
MAIN SOURCES	



mainroads
WESTERN AUSTRALIA



83	20	526
84	502	527
85	501	528
901	500	529
	499	530
188	498	531
189	497	532
390	496	533
391	495	534
	494	535



12.1.2 Petra Street No 151 (Lot 32) Ground floor residential extension

Owner	Zachary and Amanda Ribbans
Applicant	Rohan White
File ref	P094/2018; P/PET151
Prepared by	James Bannerman, Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	4 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Location plan 2. Photographs 3. Place Record Form 4. Plans date stamped 15 November 2018

Purpose

For Council to consider a planning application for a ground floor residential extension at No. 151 Petra Street, East Fremantle.

Executive Summary

The additions and alterations that are the subject of this application are comprised of additional bedrooms, bathroom, laundry, kitchen, living and outdoor decking under a verandah and carport. The applicant is seeking Council approval for the following variations:

- (i) Carport width – 30% required – 41% provided
- (ii) Visual privacy – 7.5m cone of vision required – 6m provided- deck overlooks southern neighbour

It is considered the above variations can be supported subject to conditions of planning approval being imposed.

Background

Zoning: Residential R12.5

Site area: 911m²

Previous Decisions of Council and/or History of an Issue or Site

DA P046/17 - front fence 23 June 2017

Building Permit No 2863 – pool -22 September 1999

Consultation

Advertising

The application was advertised to surrounding land owners from 2 November to 16 November 2018. One (1) submission was received. The submission noted the following comments and the applicant and officer responses are provided below:

Submission

- The proposed development will be 1m from our boundary fence and entertaining area
- It will affect the airflow around residence which has been designed to utilise passive solar principles and the Fremantle Doctor to cool the house.
- We were forced to build 3m from the side boundary.

- We chose to live in East Fremantle for the large block sizes to ensure airflow and privacy.
- The proposed building must comply with current regulations.

Applicant's response

The applicant responded by modifying the original set of plans submitted to Council to ensure that the minimum required boundary setbacks of 1.5m on the northern boundary were achieved in accordance with the Residential Design Code.

Officer response

The objection letters and applicant's response are acknowledged and are addressed in the Comment section of this report. However, in the main the proposal is compliant with the R-Codes and the Residential Design Guidelines. No further changes to the plans are required.

Community Design Advisory Committee (CDAC)

This application was considered at the CDAC meeting of 19 November 2018 and the Committee made the following comments. The applicant's response is provided in italics below the Committee's comments.

(a) The overall built form merits;

- The Committee believe the proposal is not consistent with the current "California Bungalow" design of the dwelling due to the material change on the roof altering the heritage character of the dwelling.

The recommended best practice for extensions to residential buildings is for the extension not to ape the existing design too closely. This allows for a clear delineation between the heritage aspect of the build and the new works. In addition, the new build is set well behind the existing ridge-line of the property to the rear of the block. This is also in accordance with best practice in heritage extensions.

- The Committee recommend the retention of tile roofing.

The building is classed as heritage category C, and a change in roof cladding is well within the remit of this classification.

(b) The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development.

- The Committee make the comment that the carport is too integrated in to the dwelling and should be re-designed to become clearly visually separated from the dwelling.

The client is seeking to make the carport a natural part of the streetscape. It is well set back on the site and behind the eaves of the existing roof-line.

(c) The relationship with and impact on the broader public realm and streetscape;

- The Committee determine the frontage, being the carport and garage, increases the overall bulk and scale of the building as viewed from the street. The Committee suggests the garage

to be modified, to not present as a garage. Committee also want to see the removal of the second crossover.

The client is happy to condition the carport approval with the removal of the second crossover.

- (d) The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;

- No further comment at this time.

- (e) The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;

- The Committee do not support the usage of Scyon Linea cladding and recommend appropriate timber to be utilised as per the objectives of the Wood Encouragement Policy.

It's not true that fibre-cement cladding on a timber frame wall implies a higher embodied energy than an alternate system. The government advice on embodied energy (<http://www.yourhome.gov.au/materials/embodied-energy>) under the 'Embodied energy for assembled walls' table gives the lowest MJ/m2 rating (169) to a 'timber frame, fibre-cement weatherboard wall'. A timber frame, timber weatherboard wall is given a much higher rating of 377. This is opposed to clay brick (860) and rammed earth (405). The wall as shown is the most energy efficient of all the available options.

The wall is timber-framed, which is the fundamental recommendation for energy efficiency.

The cladding is to the rear of the property, not readily visible from the street.

- The Committee comment that the plans do not make reference to solar / passive northern light.

It should be noted that the design is located where it is to make the most of eastern light access to living areas and avoid overshadowing from the northern neighbour.

- The Committee consider there to be little cross-ventilation to the lot.

This is an issue more pertinent to the building than the planning stage.

- (f) The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;

- The Committee consider there to be no passive surveillance offered as all living areas are located towards the rear of the property.

It should be noted that all existing glazing to the street is retained and that the existing Lounge space at the front of the property is retained.

Officer's response

The CDAC comment and applicant's submissions are noted.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

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

Policy Implications

Town of East Fremantle Residential Design Guidelines 2016 (as amended)

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 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.*
- 3.2 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 practices.*
 - 3.3.2 Optimal management of assets within resource capabilities.*
 - 3.3.3 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.*
- 4.2 Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 Reduce waste through sustainable waste management practices.*
- 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.*

Site Inspection

N/A

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies as well as the Residential Design Code. A summary of the assessment is provided in the following tables.

Legend (refer to tables below)	
A	Acceptable
D	Discretionary
N/A	Not Applicable

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	-	-	N/A
Secondary Street Setback	-	-	N/A
Lot boundary setbacks			
North	1.5m	1.5m	A
South	0m	0.59m	A
West	6m	13.63m	A
Open Space	55%	70%	A
Car Parking	2	2	A
Site Works	Less than 500mm	Less than 500mm	A
Visual privacy setback			
South	7.5m	6m	D
Overshadowing	≤25%	8%	A
Drainage	On-site	To be conditioned	A

Local Planning Policies Assessment

LPP Residential Design Guidelines Provision	Status
3.7.2 Additions and Alterations to Existing Buildings	A
3.7.3 Development of Existing Buildings	A
3.7.4 Site Works	N/A
3.7.5 Demolition	N/A
3.7.6 Construction of New Buildings (extension to rear of dwelling)	A
3.7.7 Building Setbacks and Orientation	A
3.7.8 Roof Form and Pitch	A
3.7.9 Materials and Colours	A
3.7.10 Landscaping	N/A
3.7.11 Front Fences	N/A
3.7.12 Pergolas	N/A
3.7.13 Incidental Development Requirements	N/A
3.7.14 Footpaths and Crossovers	N/A
3.7.17.3.3 Garages and Carports	D
3.7.17 Precinct Requirements	A

Carport width

The proposed development does not comply with the Acceptable Development requirements of the Residential Design Guidelines in terms of carport width (Clause 3.7.17.3.3). The proposed carport and the existing garage reach 41% of the lot width where 30% is the maximum. The proposed carport represents 26% of the lot width while the existing garage is 15% of lot width. The proposed carport is visually permeable and as such does not dominate the existing dwelling. The driveway along the side

of the dwelling is already being used to park cars. There is already a second crossover in place between the property and the street so no additional crossovers are proposed. The applicant has agreed to relabel the existing garage as storage/shed. The additional carport width is therefore supported subject to the removal of the second crossover to the garage relabelled storage/shed and landscaping to be added in this crossover area to the satisfaction of the Town of East Fremantle and at the applicant's expense.

Visual privacy

The proposed development does not achieve the Deemed to Comply visual privacy provisions of the R Codes (Clause 5.4.1 C1.1). The deck is elevated more than 0.5m above natural ground level and breaches the 7.5m cone of vision that is required for the southern boundary (6m provided). No comments were received from the southern neighbouring property which is the subject of the overlooking. The reduction in the visual privacy setback is supported subject to a condition requiring the use of a permanent visual screen to a height of 1.6m above the finished floor level on top of the southern wall of the deck of the verandah.

Conclusion

The variations as stated above are considered acceptable and the development application is recommended for approval subject to conditions.

12.1.2 OFFICER RECOMMENDATION

That development approval is granted under delegated authority and discretion exercised in regard to the following:

- (i) Clause 3.7.17.3.3 – Residential Design Guidelines - Carport Width – 30% required, 41% provided; and**
- (ii) Clause 5.4.1 – Residential Design Codes - Visual Privacy – outdoor deck overlooking southern neighbour – reduction from 7.5m to 6m**

for ground floor residential extension to an existing single storey dwelling at No. 151 (Lot 32) Petra Street, East Fremantle, in accordance with the plans date stamped received 15 November 2018, subject to the following conditions:

- (1) No enclosure of the carport is permitted (by means of walls or garage doors) without the submission of a development application for Council's consideration.**
- (2) The applicant is to comply with Clause 5.4.1 – Visual Privacy of the Residential Design Codes by attaching permanent visual screening to the top of the southern wall of the deck (to a height of 1.6m above finished floor level of the deck).**
- (3) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.**
- (4) The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.**
- (5) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.**
- (6) With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.**

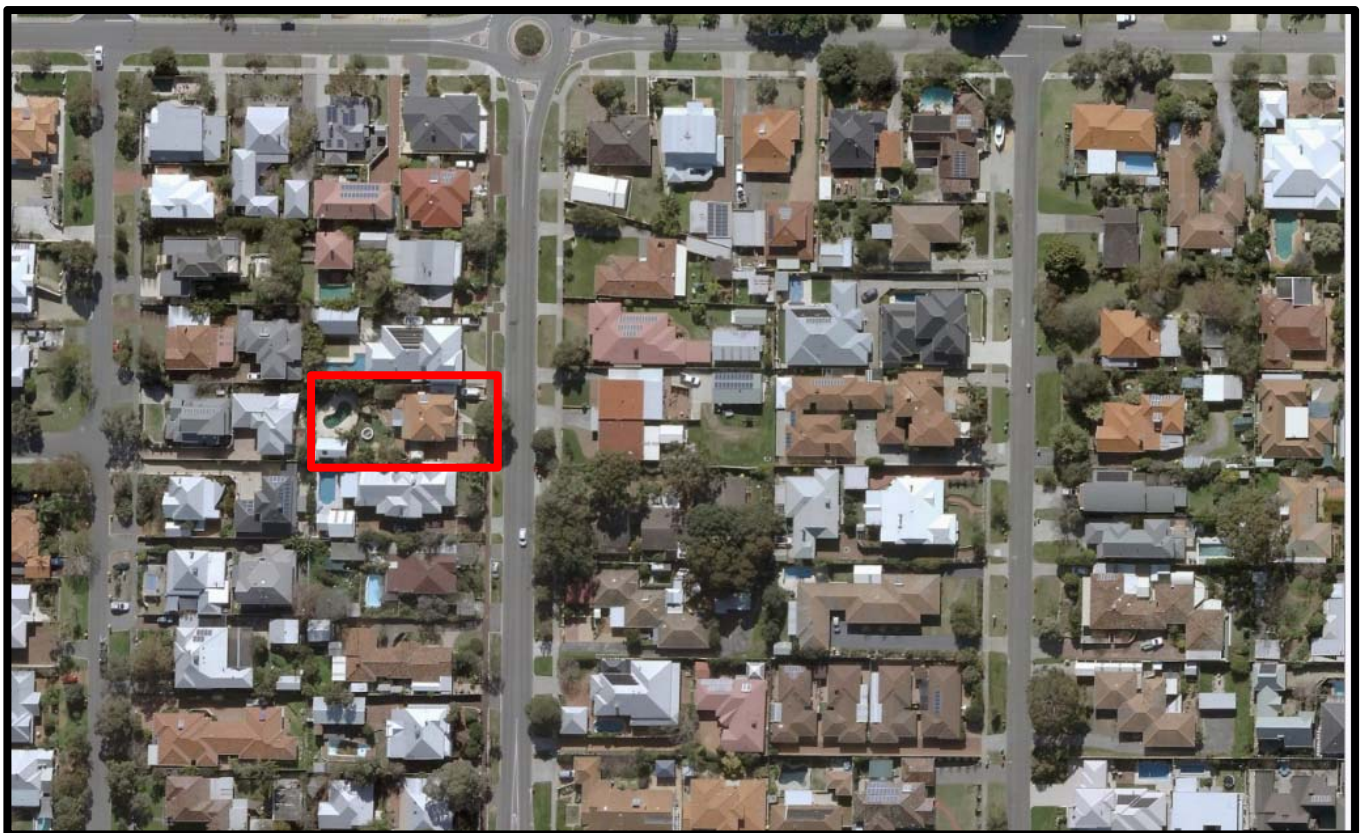
- (7) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (8) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (9) The second crossover (that services the second garage relabelled store/shed on the approved plans date stamped 15 November 2018) is to be removed, edging to the adjoining property's crossover restored and the area to be landscaped to the satisfaction of the Town of East Fremantle with the cost to be borne by the applicant.
- (10) 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.
- (11) This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

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

- (i) *This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform to the approved plans unless otherwise approved by Council.*
- (iii) *It is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.*
- (iv) *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).*
- (v) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (vi) *Under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document – "An Installers Guide to Air Conditioner Noise".*

NO. 151 (LOT 32) PETRA STREET- P094/18- SINGLE STOREY ALTERATIONS AND ADDITIONS INCLUDING CARPORT- CATEGORY C





PLACE RECORD FORM



PRECINCT	Richmond Hill
ADDRESS	151 Petra Street
PROPERTY NAME	N/A
LOT NO	Lot 32
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1935
ARCHITECTURAL STYLE	Inter-War California Bungalow
USE/S	Original Use: Residence/ Current Use: Residential
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category C
PHYSICAL DESCRIPTION	<p>No 151 Petra Street is a single storey house constructed in limestone, brick and rendered brick with a hipped and gable tiled roof. It is an expression of the Inter-War Bungalow style. The front elevation is asymmetrically planned with a thrust bay and a gable roofed porch. The half-timbered porch is supported on battered columns set over piers. A rendered balustrade spans between the piers. The half-timbered gable bay features a set of casement windows under a sunhood. There is a central door flanked by sets of casement windows. The place sits on limestone foundations. The walls are rendered with face brick highlight details. The roofscape features a rendered chimney and finials.</p>

The place retains its form and most of its details. There is an integrally designed garage to the north side of the house. The garage has a stepped pediment parapet which masks its roof. There are additions to the rear.

The place plays an important role in the pattern of development of a middle class suburb.

HISTORICAL NOTES

The Richmond Hill Precinct was originally Location 333-336 Swan District which was acquired by John Clayton in 1861-64. As subdivisions occurred throughout East Fremantle new land names were taken from original names and adapted. The Richmond Hill Precinct was once a part of the Richmond Precinct. The Richmond name originated from the town of Richmond in England. Walter Easton, the owner of the Richmond Precinct, had lived in Richmond prior to arriving in Western Australia.

In 1891 the precinct was sold to David Symon and David William Harwood. Symon was an ironmonger, shipping merchant, a senior partner in a firm of merchants and a member of the Legislative Assembly for South Fremantle. Harwood was a prominent businessman, the founder of Harwood Brewery and was known as an avid horse racer. Subdivided lots to the precinct began to sell between 1897 and 1898 following the completion of land surveys. Due to the requirement for the provision of costly services such as water and electricity to the subdivided lots, Symon and Harwood decided to sell the estate in its entirety.

The 'Brighton Estate' is identified on a 1903 property map as the area between Preston Point Road and David Street (now Petra Street) including View Terrace and Pier Street. A water tank was located on a site between Pier Street and View Terrace (Lot 43) which was largely chosen for its elevated position. The tank, however, was later replaced in 1977 by a multi-storey water tower which is still present today. Development in the estate progressed very slowly and by 1945 there were only 10 residences in Pier Street.

A small adjoining portion of land from View Terrace to Fraser Street and west of Petra Street was developed in 1919. The development was around the site of the old Bicton Racecourse and was named the 'Riverside Bicton Estate'. Subdivision of the remaining land in East Fremantle was complete by the 1930s. By this time the land had been significantly developed. During this period developments commenced in Petra Street and a group of Inter-War California Bungalows were built between View Terrace and Preston Point Road. This development period presents a collection of buildings which were constructed within a similar time frame while demonstrating a variety of styles. Developments were of timber and masonry construction with face brick finishes, weatherboard and asbestos cladding. A shortage of building materials following the Depression and WWII led to a more simplified building style and the emergence of the Post-War austerity houses in Richmond Hill.

A later era of development in Richmond Hill occurred around Locke Crescent between the 1950's and 1960's.

Many new developments have occurred in the Richmond Hill Precinct in the last 30 years.

OWNERS

Unknown

HISTORIC THEME

Demographic Settlements - Residential Subdivision

CONSTRUCTION MATERIALS

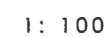
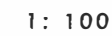
Walls – Limestone, brick and rendered brick

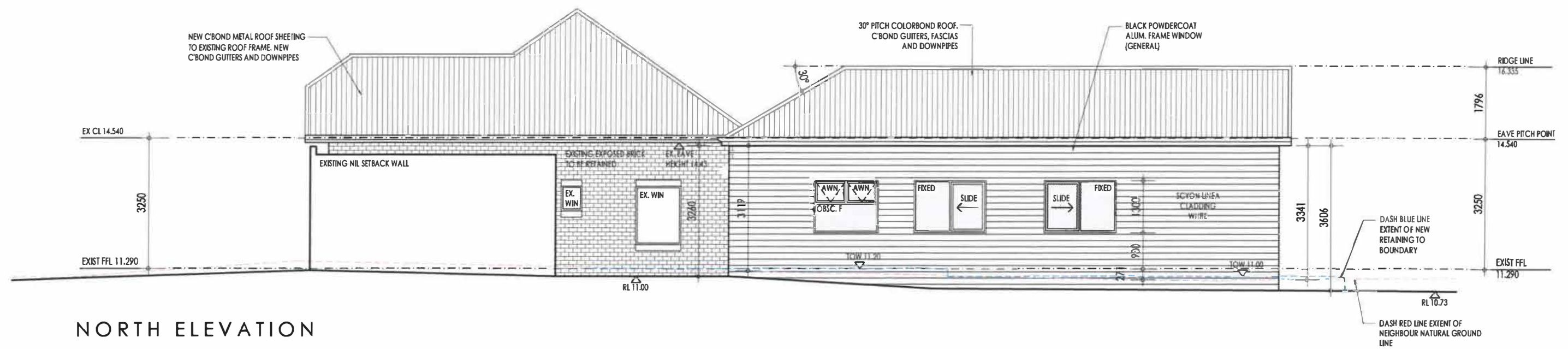
Roof – Tiles

PHYSICAL SETTING

The residence is situated on a sloping site with a lawned garden that extends to the lot boundary. Part of the front boundary features a

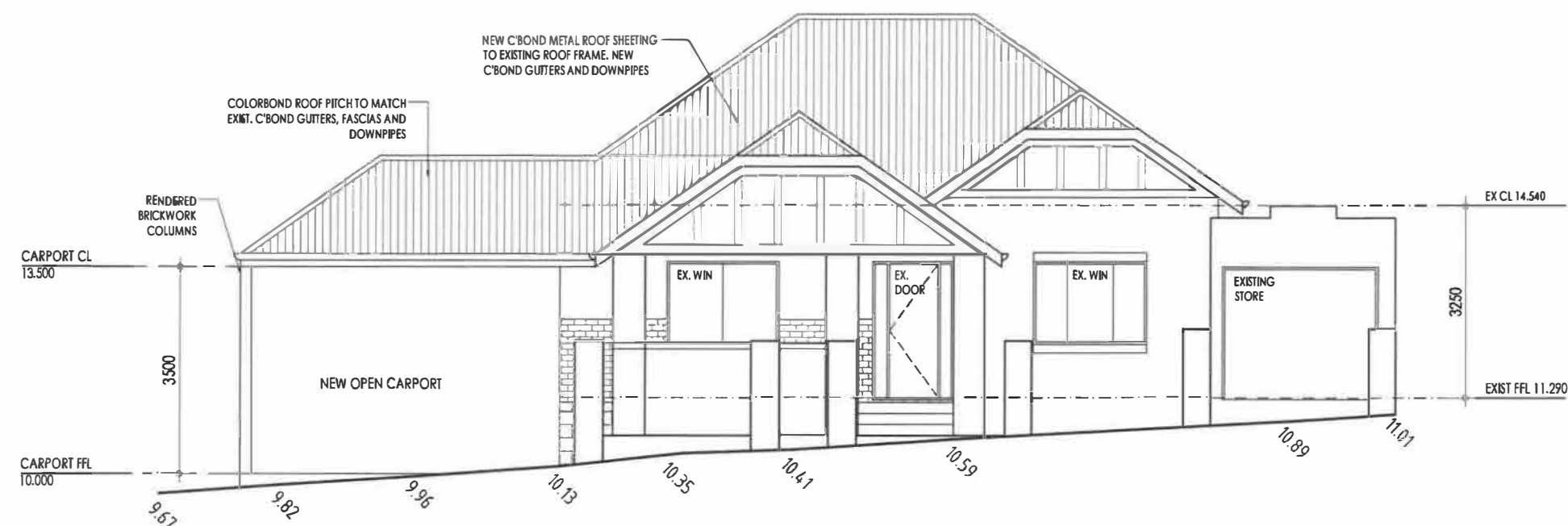
	limestone retaining wall.
STATEMENT OF SIGNIFICANCE	<p>No 151 Petra Street is a single storey house constructed in limestone, brick and rendered brick with a tiled roof. It has historic and aesthetic value for its contribution to Richmond Hill's residential building stock. The place contributes to the local community's sense of place.</p> <p>The place has some aesthetic value as an Inter-War California Bungalow. The place retains a moderate to high degree of authenticity and a high degree of integrity.</p> <p>The additions have no significance.</p>
AESTHETIC SIGNIFICANCE	No 151 Petra Street has some aesthetic value as an Inter-War California Bungalow. It retains most of the characteristic features of a dwelling of the type and period.
HISTORIC SIGNIFICANCE	No 151 Petra Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle and the subdivision of Walter Easton's Estate from 1901.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 151 Petra Street has some social value and contributes to the community's sense of place.
RARITY	No 151 Petra Street does not have qualities associated with the corresponding category.
CONDITION	No 151 Petra Street is in good condition.
INTEGRITY	No 151 Petra Street retains a high degree of integrity.
AUTHENTICITY	No 151 Petra Street retains a moderate to high degree of authenticity.
MAIN SOURCES	





NORTH ELEVATION

1: 100



EAST (STREET) ELEVATION

1: 100

Town of East Fremantle

15 NOV 2018

RECEIVED

white noise designs



t 0400 701 354
e rohanwhitearchitecture@gmail.com

No.	REVISION	DATE
4	UPDATED DA SUB.	15/11/2018
3	UPDATED DA SUB.	01/11/2018
2	PRELIM DA SUB. SET	07/10/2018
1	PRELIM DA SUB.	28/09/2018

CLIENT
ZAC RIBBANS
PROJECT DESCRIPTION
151 PETRA STREET - EAST FREMANTLE

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JOB NO.	REV	DRAWING
DRAWN RW		
SCALE AS SHOWN	30	A.04

12.1.3 No. 79 (Lot 255) Sewell Street, East Fremantle – Renewal of Approval for Change of Use - Dwelling to Short Term Accommodation

Applicant/Owner	D Nelson
File reference	P/SEW79, P026/18
Prepared by	Christine Catchpole, Senior Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	4 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments1.	1. Location Map 2. Photographs 3. Place Record Form 4. Plans date stamped received 21 December 2012

Purpose

For Council to consider an application to renew an approval for a change of use from single dwelling to short term accommodation at No. 79 Sewell Street, East Fremantle.

Executive Summary

An application for renewal of an approval for short term accommodation (four bedrooms) at the subject site is proposed following the approval of the accommodation use 6 months ago. The owner advises the property continues to be managed by a nearby resident.

The following issues are relevant to the consideration of this use for a further approval period of 12 months now that the 6 month temporary approval period has lapsed:

- impact on residential amenity;
- number of people accommodated and number of bedrooms for accommodation purposes;
- adequacy of available car parking;
- management of the property;
- BCA requirements and compliance; and
- length of temporary planning approval.

Following advertising to the same surrounding land owners as with the previous application no submissions were received and there have been no complaints about the use of the site for short term accommodation in the preceding 6 months. The application is therefore recommended for conditional temporary approval for 12 months. If there are no issues arising from the use of the property, to the satisfaction of the Chief Executive Officer, in the 12 month approval period then the applicant will be requested to make another application for a 12 month temporary approval so that commercial uses of this nature can continue to be monitored in residential areas.

Background

Zoning: Residential R20

Site area: 508m²

The use of the site for short term accommodation was brought to the Town's attention approximately 7 months ago. As the Town's records indicated no approval had been sought by the owner, the owner was requested to submit a development application for a 'subsequent approval' for the change of use.

The applicant provided a letter in support of the application date stamped received 17 April 2018 which is repeated in part below:

"I entered into the ABNB arrangement for the following reasons: I thought having guests staying in my home would make it more secure, it would provide economic value to the local community on George Street and it would also provide a source of income to me that would cover maintenance and utility bills.

Since setting up ABNB I have tried to ensure that the impact on others in the neighborhood is minimal. On the ABNB property listing I have advised that the property is in a quiet residential area and that parties are not permitted. In addition, I have also identified after 10pm noise has to be reduced as I have neighbours with children.

When I accept a booking, prior to arrival I provide the following information: that if the guest has a car it has to be parked directly in front of the house or at the side of the property, (there is off-street parking for one car), that rubbish bins are at the right hand side of the house and that guests use only the bin allocated to the property.

If there are any concerns with regards to guests these can be addressed immediately. I have recently asked my property manager to introduce herself to the neighbours to engender positive relationships and ensure that they have confidence that somebody is readily available.

I believe the property is providing a positive contribution to the community and that it is managed in a responsible manner."

The owner was not aware that a development approval was required to be obtained from the Town but when requested submitted an application and has now submitted an application for renewal of the approval as required.

Consultation

Advertising

The new development application was advertised to surrounding land owners from 13 to 27 November 2018. No submissions were received. The Town has not recorded any further complaints during the past 6 months. The short term accommodation appears to be operating without incident.

The applicant has also submitted correspondence supporting the fresh application (email date stamped received 12 November 2018). It states as follows:

"I am writing to advise that I wish to continue using my property for Air BnB and seek approval to do so. I have, since approval was given, done the following:

- a) acted on and abided by all requests that the Council has made; and*
- b) given neighbours on either side the phone number of my property manager.*

No concerns have been expressed by either party regarding guests using my house.

I wish to reapply and would like consideration to be given with regards to the granting of 12 months temporary approval."

Community Design Advisory Committee

The application was not referred to the Advisory Committee as the proposed short term accommodation is considered to have no impact on the streetscape or the heritage elements of the site.

Statutory Environment

Planning and Development Act 2005

Town of East Fremantle Local Planning Scheme No. 3

LPS No. 3 - Heritage List

Policy Implications

Municipal Heritage Inventory – Category B

Note:

No local planning policy applies, however, the Western Australian Planning Commission (WAPC) has published 'Holiday Homes Guidelines – Short Stay Use of Residential Dwellings' (September 2009) which can be used as a guide in the assessment of short term accommodation applications.

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 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.*
- 3.2 *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 practices.*
 - 3.3.2 *Optimal management of assets within resource capabilities.*
 - 3.3.3 *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.*
 - 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
 - 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.

Site Inspection

November 2018

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the WAPC Holiday Homes Guidelines.

Use for short term accommodation

The applicant seeks a renewal of the approval for a change of use from residential to short term accommodation. No change to the original proposal is planned.

The accommodation will be provided in the existing dwelling which comprises four bedrooms, two bathrooms, other amenities and a pool. In recent years the dwelling has undergone renovation and extension. The accommodation is currently listed on a short term accommodation Website and guests have been staying at the property. As indicated above, the owner has a property manager who is living close by and is in contact with the neighbours.

The property manager attended to the guest management issues previously raised with the Town. To date these matters appear to have been one-off occurrences and have been rectified with no further complaints or follow-up required by the Town since the initiation of the 6 month approval period. The immediate neighbour has not reported any further issues.

As noted in the previous Officer report the Council does not have any specific policies or local laws that regulate short term accommodation. The WAPC, however, formulated Guidelines in 2009 for the short term use of residential dwellings. This document identifies the issues or matters to be considered on submission of a development (planning) application. It also makes recommendations in respect to how a local government authority may deal with such applications. The Guidelines provide advice in regard to the following planning considerations:

- requirement to lodge an application;
- advertising and invitation to comment;
- location – potential for conflict between land uses;
- amenity;
- building standards;
- form of approval;
- type of dwelling;
- management of property;
- fire and emergency response plans;
- approval period;
- holiday homes register;
- non-compliance and cancellation of approval; and
- voluntary accreditation.

Notwithstanding the application has been assessed with regard to the relevant sections of the Guidelines for this application, LPS No. 3 provisions, residential amenity and the impact the use could have on surrounding neighbours and conditions imposed accordingly, it is considered prudent for

Council to be cautious when considering applications for the commercial use of properties in Residential zoned areas.

For this reason it is considered necessary to grant approval for a 12 month period only in which time the change of use can be monitored in respect to the manner in which it operates and managed and if any negative impacts for residents in the area eventuate. This is not considered unreasonable given this property is within a Residential zone and it is a reasonable expectation of residents that the protection of residential amenity should be a priority. At the expiry of the 12 months, if the applicant wishes to continue the use it will be necessary for a fresh application for development approval to be submitted for the Council's consideration. At that time the application will be readvertised inviting comment from surrounding residents.

Car parking

Car parking is an important consideration and should be monitored during the continuing approval period to determine there is no adverse impact on resident parking, on-street parking or residential amenity. In this case the owner can provide one parking bay on-site and parking is available in the street directly outside the property. This is considered acceptable in respect to parking provision, given visitors to Perth travelling are either unlikely to have a vehicle or would have no more than one car, two at the most which would be equivalent to, or less than that of a family or person(s) occupying the residential property. However, this will also be monitored over the 12 month period to determine if this is sufficient and there are no additional pressures on parking in the street eventuating. This is considered necessary because during the 6 month period, whilst there have been no complaints, there may not have been continual or constant periods of time where the property was rented. The number of people permitted to be accommodated will also continue to be addressed through a condition of planning approval, which will also limit parking demand. This is discussed below in regard to the number of bedrooms and people able to stay at the property.

Accommodation

The property has four bedrooms and the Web site states up to 8 guests. To safeguard residential amenity it is considered necessary to impose the same condition of approval which limits the number of people that can be accommodated to 6 adults or 2 adults and 4 children with the maximum number of bedrooms not exceeding 4. This is considered to be more in keeping with the likely number of occupants with residential use of the property (i.e. the R-Codes definition states that a *dwelling* is no more than 6 persons who do not comprise a single family). This number of people (and bedrooms) will be reviewed after a 12 month period and therefore approval is recommended for 12 months only so that the level of activity associated with the accommodation can be monitored. This will be applied as a condition of planning approval and is the same renewal period applied to all short term accommodation approvals in the precinct.

Management plan

A management plan is always required to be submitted as part of the conditions of approval. This is recommended as a condition of planning approval to safeguard amenity in the 12 month period in which the use will be monitored. The Management Plan is to include the following details:

- the owner's contact details (during and after business hours);
- details of how nuisance issues such as noise and anti-social behaviour would be addressed by the owner;
- a fire and emergency response plan;
- car parking;
- the number of people occupying the premises and the number of bedrooms; and

- maximum period of stay.

Conclusion

It is considered that the application for renewal of the temporary approval can be approved subject to the same conditions. The most significant being another temporary term of approval, this time for 12 months and the requirement for renewal of the approval on a 12 monthly basis. This is to ensure the use of the property is not having a detrimental impact on the surrounding residential properties. It is noted the owner has complied with all conditions of approval as requested by Council, including the provision of all contact details and a comprehensive management plan. Other conditions restricting the scale of the accommodation (i.e. limiting the maximum number of guests to 6 adults or 2 adults and 4 children), with only four bedrooms to be used for accommodation purposes are also considered necessary to minimise the potential for issues relating to car parking and noise arising.

In summary, it is considered the applicant has provided suitable compliance with all conditions of approval and clarification with regard to the use to ensure there is no impact on the surrounding residents. However, a 12 month approval period is considered warranted so that the change of use can be closely monitored for any continuing negative impacts, particularly given there has been complaints from neighbours.

Uses of this nature within residential areas which are already subject to parking and traffic pressures and have dwellings located in close proximity should be considered with cautiousness and therefore renewals are required every 12 months rather than being granted on a permanent basis. This is considered necessary to ensure monitoring of the use occurs and the expectations of residents in respect to their amenity can be met. It also allows Council to receive feedback on the operation of the business on a regular basis. A number of other conditions in respect to parking, management and signage are also recommended to be reinstated with this approval.

12.1.3 OFFICER RECOMMENDATION

That Council exercise its discretion in regard to granting temporary approval (12 months) for a change of use from residential to short term accommodation at No. 79 (Lot 255) Sewell Street, East Fremantle for the premises indicated on plans date stamped 21 December 2012 and supporting information date stamped received 17 April and 12 November 2018 subject to the following conditions:

- (1) Approval is for a temporary period of 12 months only from the date of this development approval.**
- (2) Continuation of the short stay accommodation use after the 12 month approval period has expired will require the submission of a new development approval application for Council's consideration.**
- (3) Maximum accommodation is for 6 adults or 2 adults and 4 children based on 4 bedrooms only being provided for guest/occupant accommodation. This is not to be exceeded on any occasion.**
- (4) No more than four (4) bedrooms to be used for accommodation purposes. This is not to be exceeded on any occasion.**
- (5) No occupants' vehicles are to be parked on the Council verge, in or across crossovers due to inadequate or unavailable parking on-site or in the street.**
- (6) No on-site signage is permitted with respect to the application.**
- (7) The approval may be revoked by Council, if any adverse impacts involving noise, anti-social behaviour, breaches of length of stay or the management plan, waste removal, security, parking or privacy control measures for adjoining neighbours are unable to be controlled by**

the applicant/owner in a timely and effective manner which is to satisfaction of the Chief Executive Officer.

- (8) The approval is valid for a period of 12 months only from the date of the “Approval to Commence Development” and the applicant is required to seek a renewal thereafter to enable the continuance of the short term accommodation use. During the review of the renewal process, assessment of car parking, noise, vehicle movements, number of occupants, any reports of anti-social behaviour and general management of the property will be undertaken.

Footnote:

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

- (i) A fresh development (planning) approval application is to be made for Council’s consideration at the expiry of the twelve (12) month temporary approval period should the applicant wish to continue the use;*
- (ii) This decision does not include acknowledgement or approval of any unauthorised development which may be on the site;*
- (iii) A copy of the approved plans as stamped by Council are attached and the use is to conform with the approved plans unless otherwise approved by Council; and*
- (iv) Under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document–“An Installers Guide to Air Conditioner Noise”.*

NO. 79 (LOT 255) SEWELL STREET– P026/18- AIR BNB (CATEGORY B)

		54	63			70		62	69		70
		56	65			72	63				72
		58	67			74	65	64	71		74
		60	71			76	67	66	73		76
		62	73			78	69	68	75		78
		64	75			80	71	70	77		80
		64	77			82	75	72	79		82
		68	79				77	74	81		84
		70	81			84	79	76	83		86
		72	83				81	78	85		88
		74	85			88	83	80	87		90
		76	87			90	85	82	89		92
		78	89			92	87	84	91		96
		80	91			94	89	86	93		98
		82	93			96	93	88	95		100
		84	99A			98		90	97		102
4	16					100	24	30	32	99	104
						102	26				
							95				



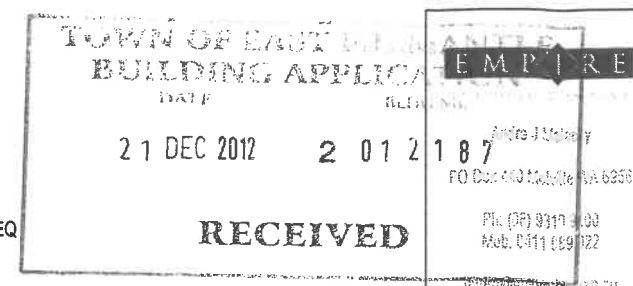
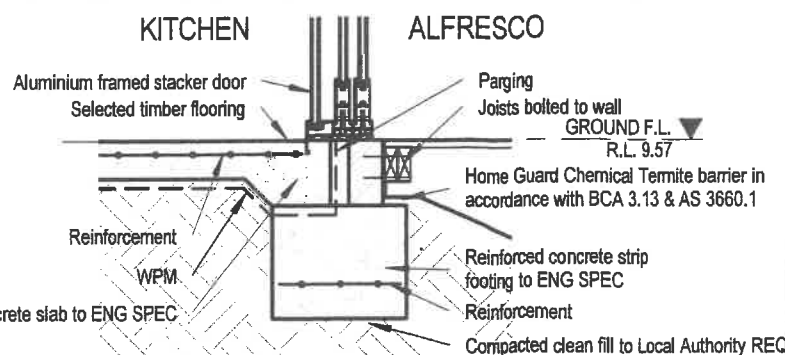
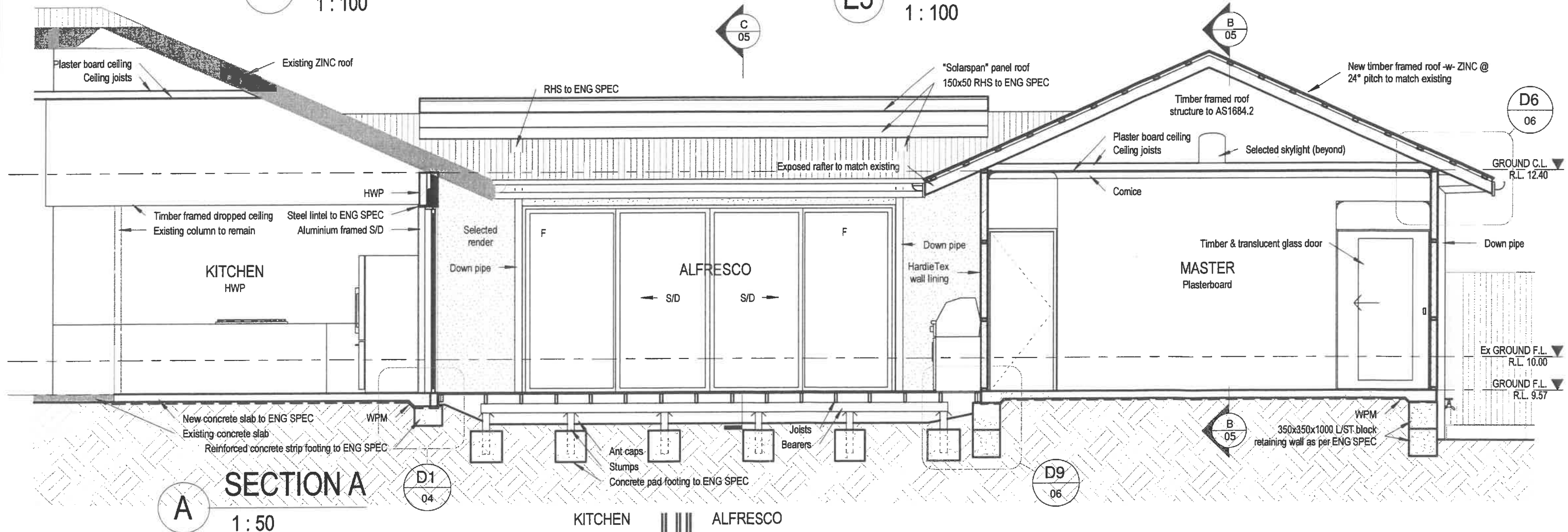
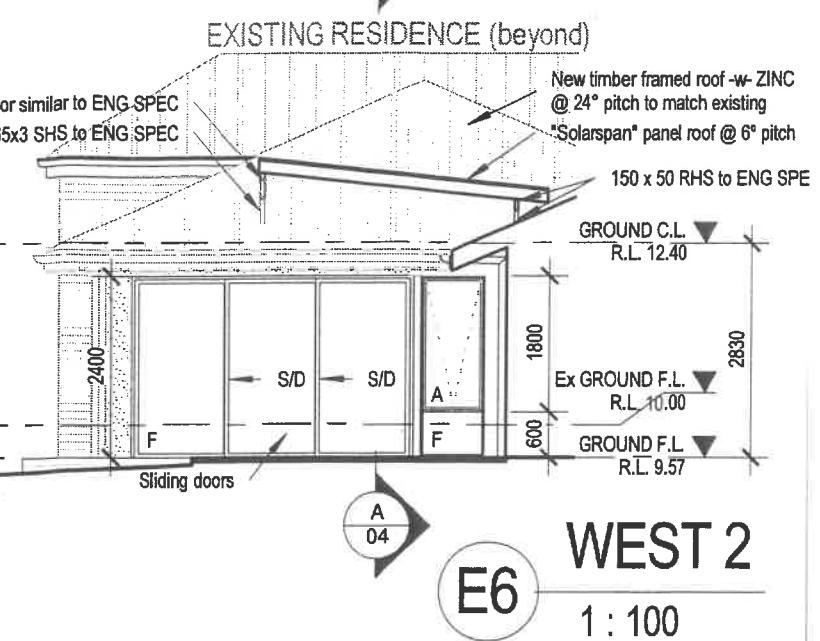
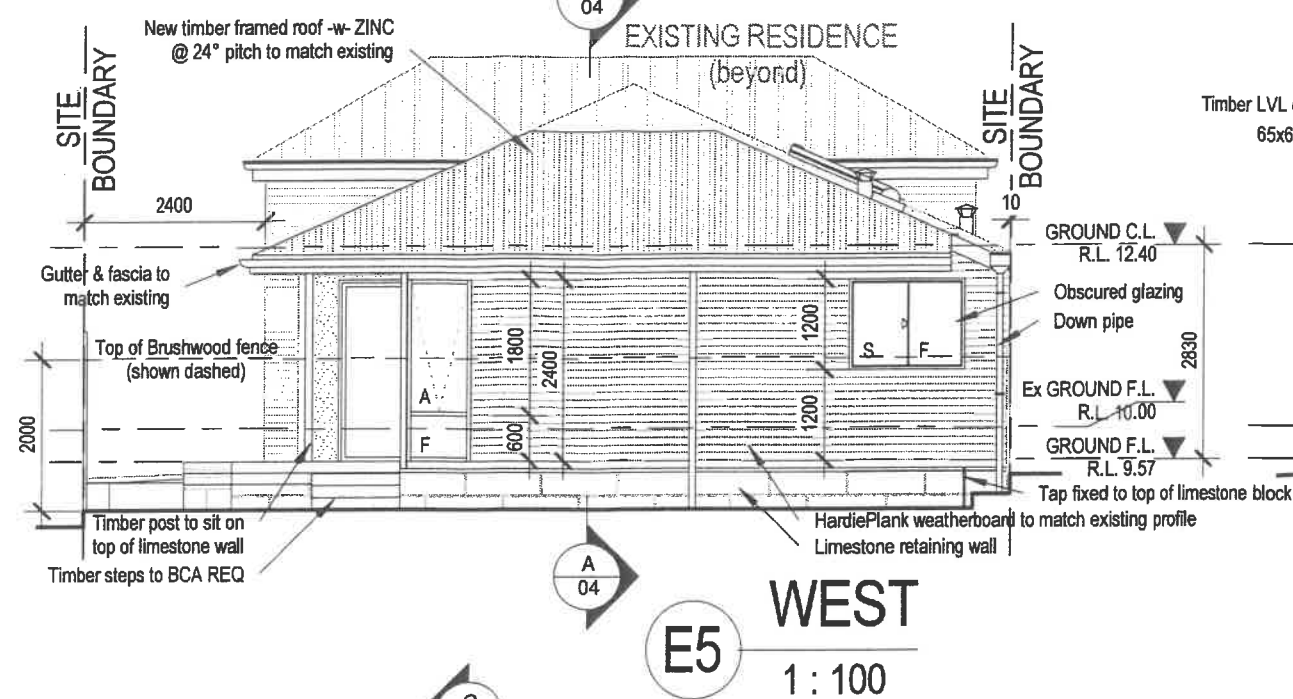
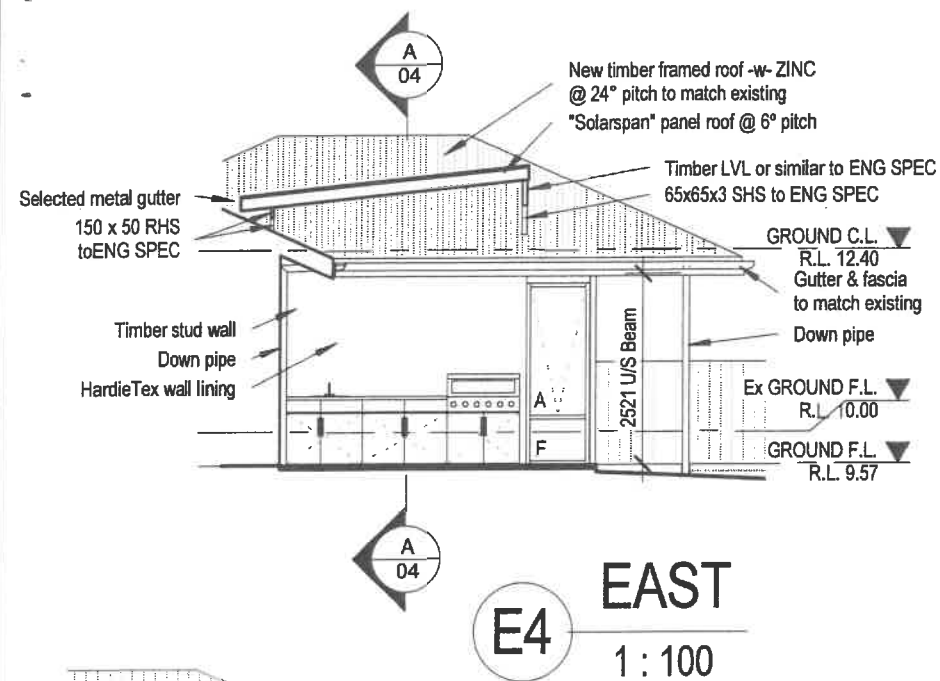


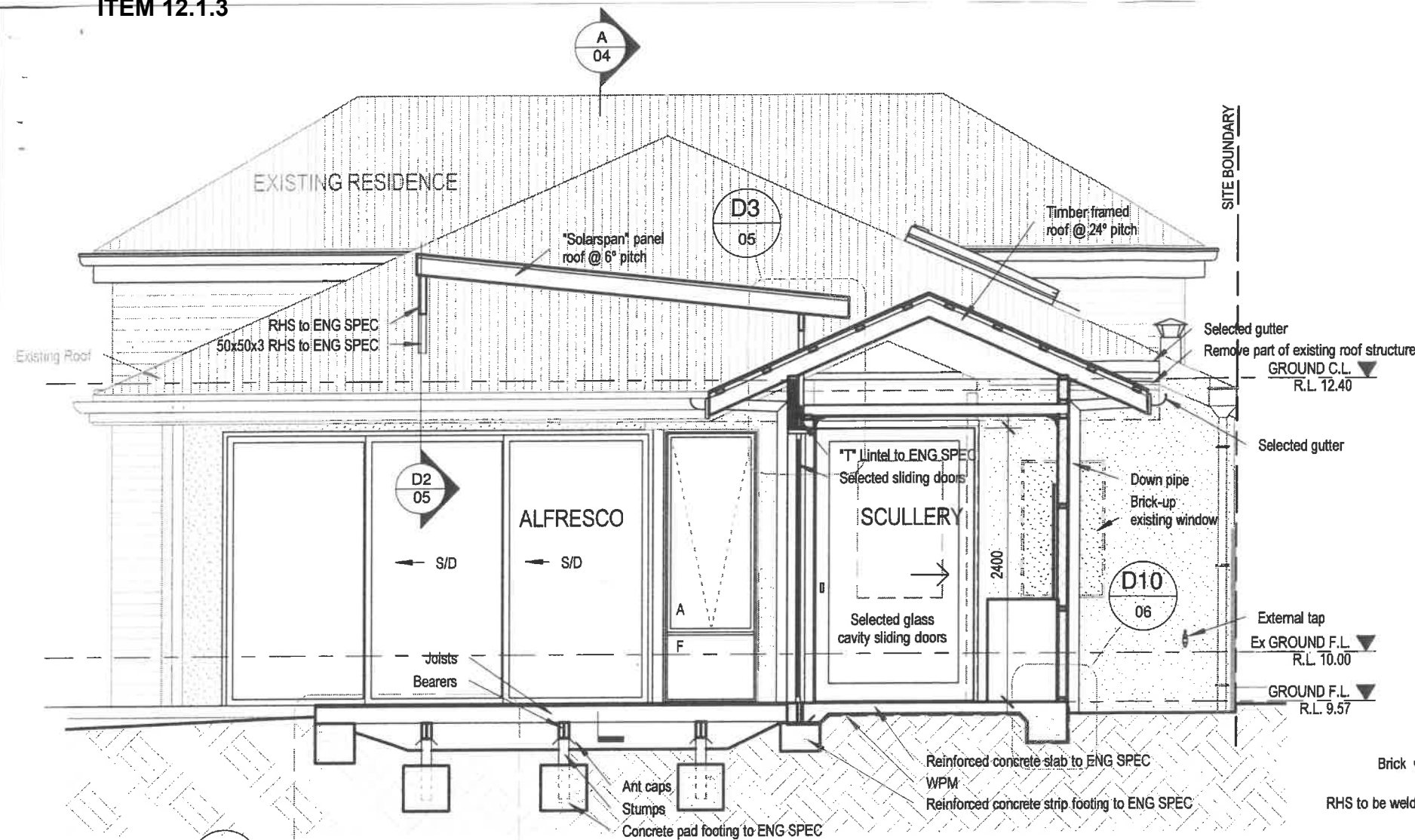
PLACE RECORD FORM



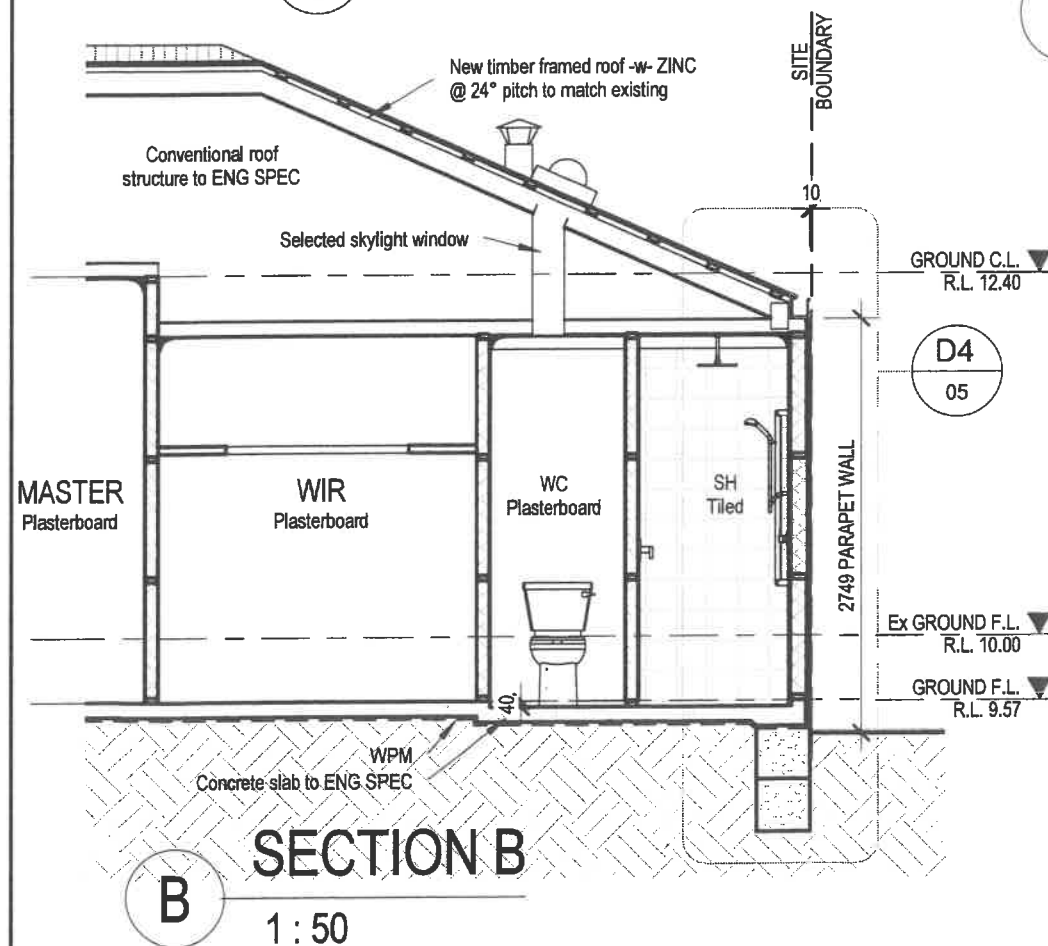
PRECINCT	Plympton
ADDRESS	79 Sewell Street
PROPERTY NAME	N/A
LOT NO	Lot 255
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1898
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category B
PHYSICAL DESCRIPTION	<p>No 79 Sewell Street is a single storey cottage constructed in timber framing and weatherboard cladding walls with a hipped corrugated iron roof. It is a simple expression of the Federation Bungalow style. The front elevation is symmetrically planned with a central door and hopper light flanked by sidelights and double hung sash windows. The facade features a full width skillion roofed verandah supported on timber posts. The roof features a large capped chimney stack.</p> <p>There are additions to the rear.</p> <p>The place is consistent with the pattern of development in Plympton and</p>

	plays an important role in the pattern of development of a working class suburb.
HISTORICAL NOTES	Plympton is a cohesive precinct, where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.
OWNERS	Unknown
HISTORIC THEME	Demographic Settlements - Residential Subdivision
CONSTRUCTION MATERIALS	Walls - Timber framed and weatherboard cladding Roof - Corrugated roof sheeting
PHYSICAL SETTING	The residence is situated on level site with a brick and timber picket fence on the lot boundary.
STATEMENT OF SIGNIFICANCE	<p>No 79 Sewell Street is a single storey house constructed in timber framing and weatherboard cladding with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place.</p> <p>The place has considerable heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate to high degree of authenticity and a high degree of integrity.</p> <p>The additions to the rear have no significance.</p>
AESTHETIC SIGNIFICANCE	No 79 Sewell Street has considerable aesthetic value as a Federation Bungalow. It retains all the characteristics of the period with some loss of detail.
HISTORIC SIGNIFICANCE	No 79 Sewell Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 79 Sewell Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.
RARITY	No 79 Sewell Street is not rare in the immediate context but Plympton has rarity value as a working class suburb.
CONDITION	No 79 Sewell Street is in good condition.
INTEGRITY	No 79 Sewell Street retains a high degree of integrity.
AUTHENTICITY	No 79 Sewell Street retains a moderate to high degree of authenticity.
MAIN SOURCES	

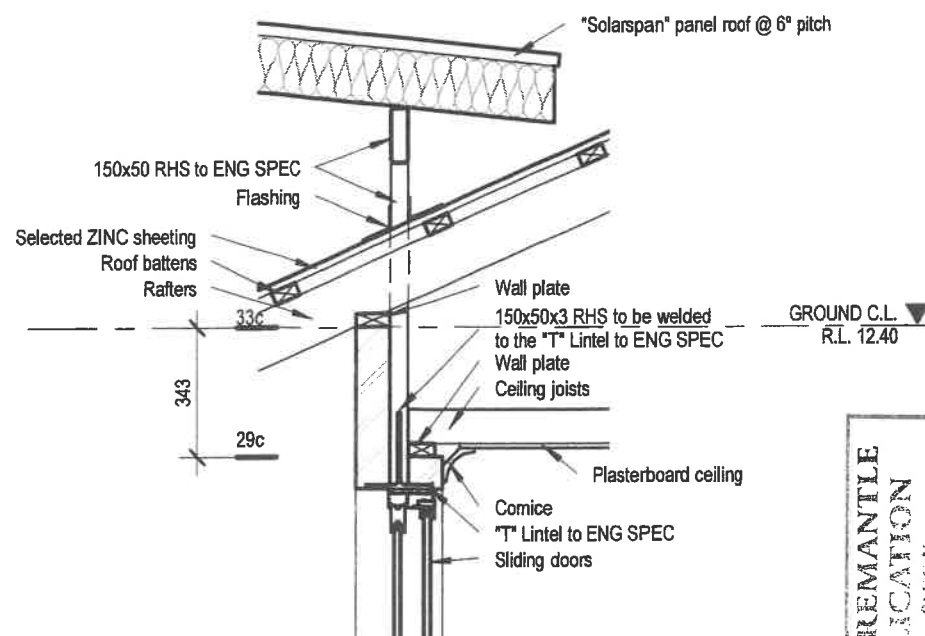




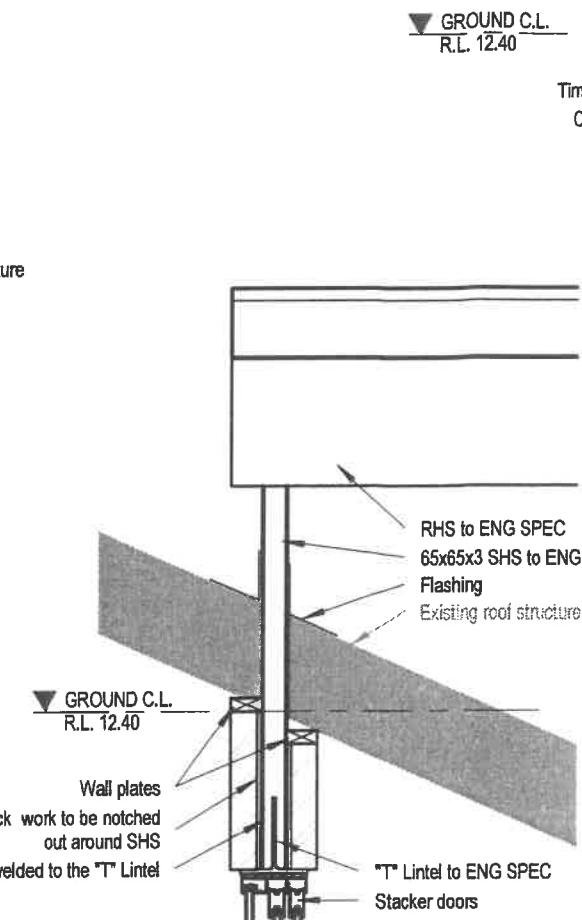
SECTION C
1 : 50



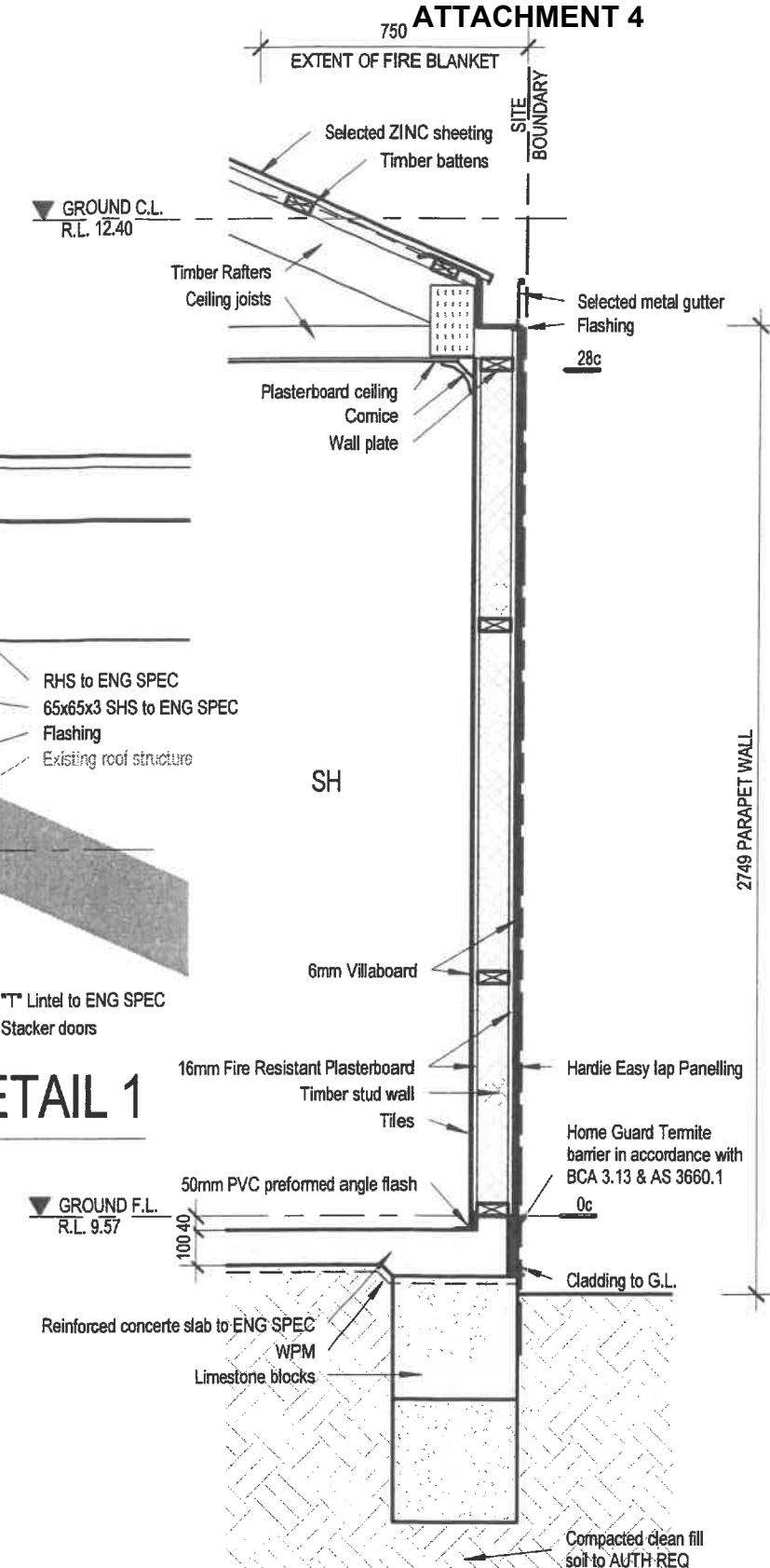
SECTION B
1 : 50



COLUMN DETAIL 2
1 : 20

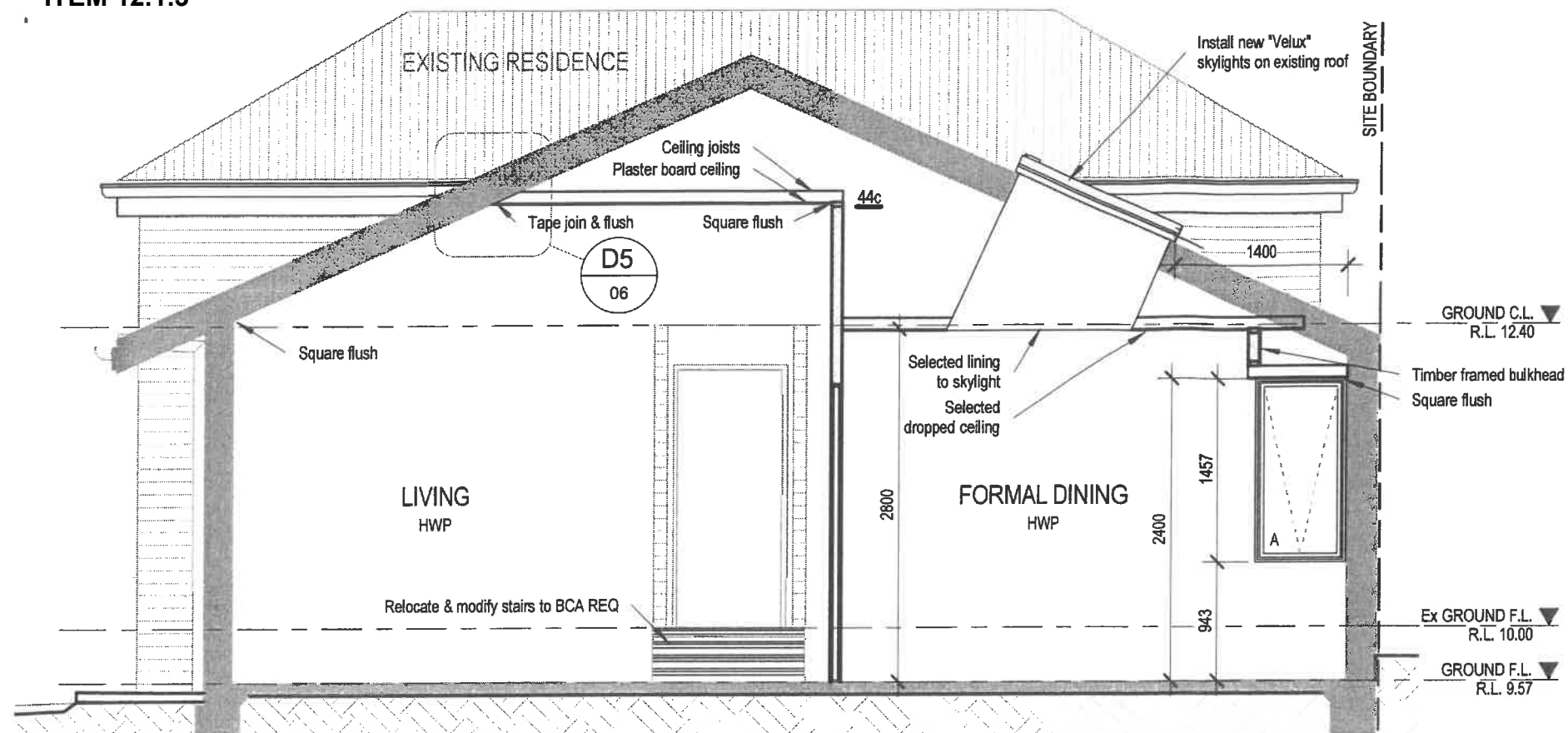


COLUMN DETAIL 1
1 : 20



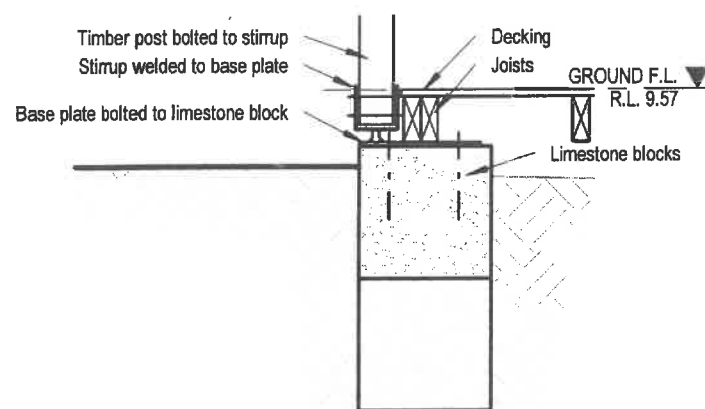
PARAPET WALL DETAIL
1 : 20

PROPOSED ADDITION & ALTERATION 79 Sewell Street, East Fremantle WA	
SECTIONS B,C & DETAILS	
BUILDING APPLICATION PROJECT N° 703 SCALE As indicated TD00364F	SHEET N° 05 SHEET SIZE: A3



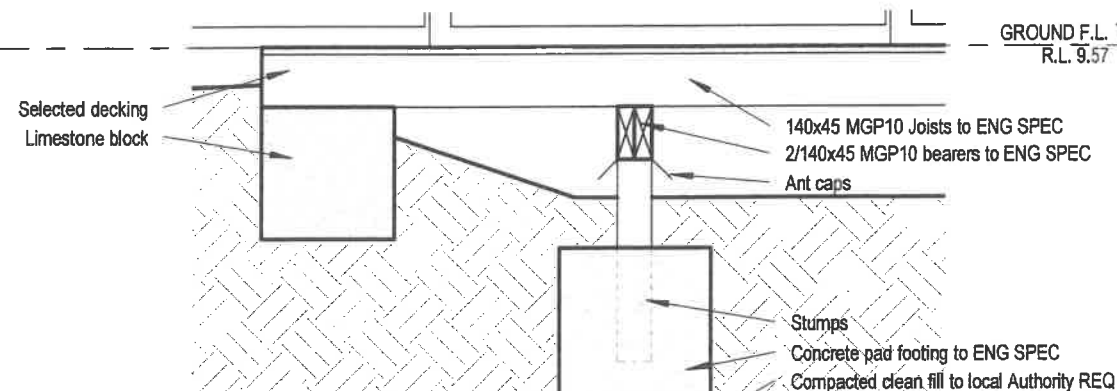
SECTION D

D 1:50



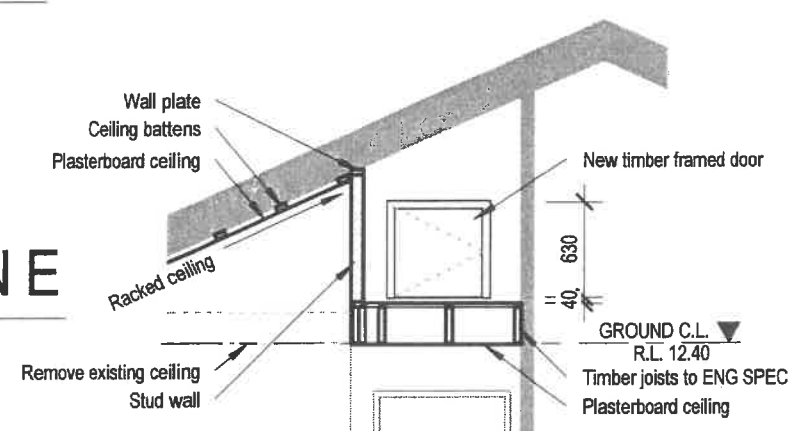
D7 POST CONNECTION DETAIL

D7 1:20



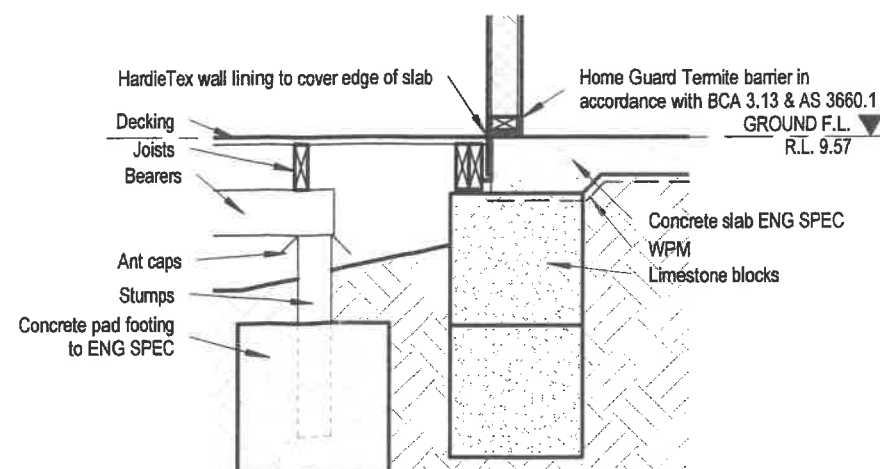
D8 STUMP DETAIL

D8 1:20



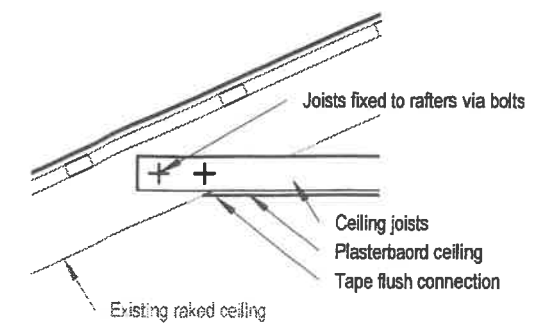
SECTION E

E 1:50



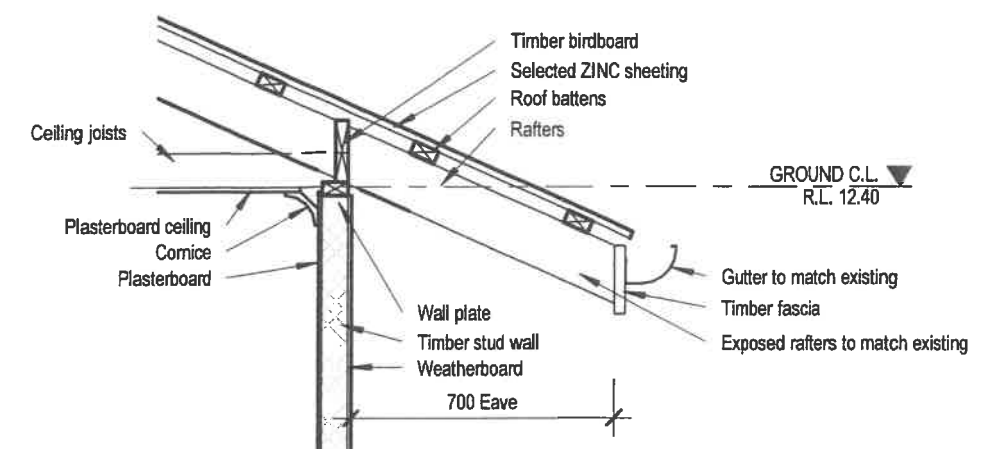
D9 FOOTING DETAIL 2

D9 1:20



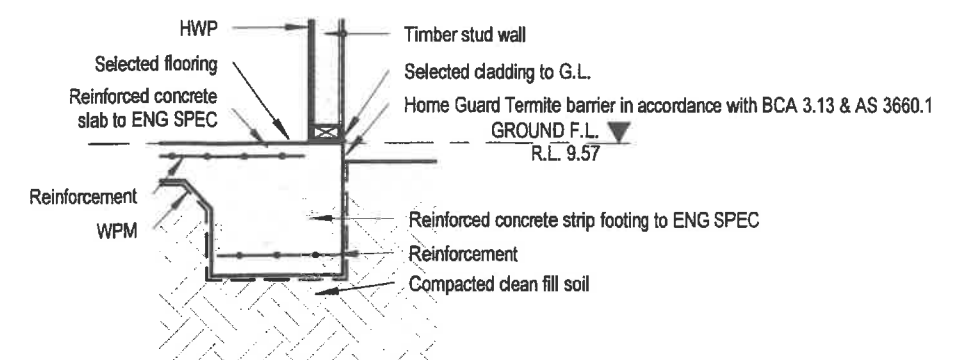
D5 CEILING DETAIL

1:20



D6 EAVE DETAIL

D6 1:20

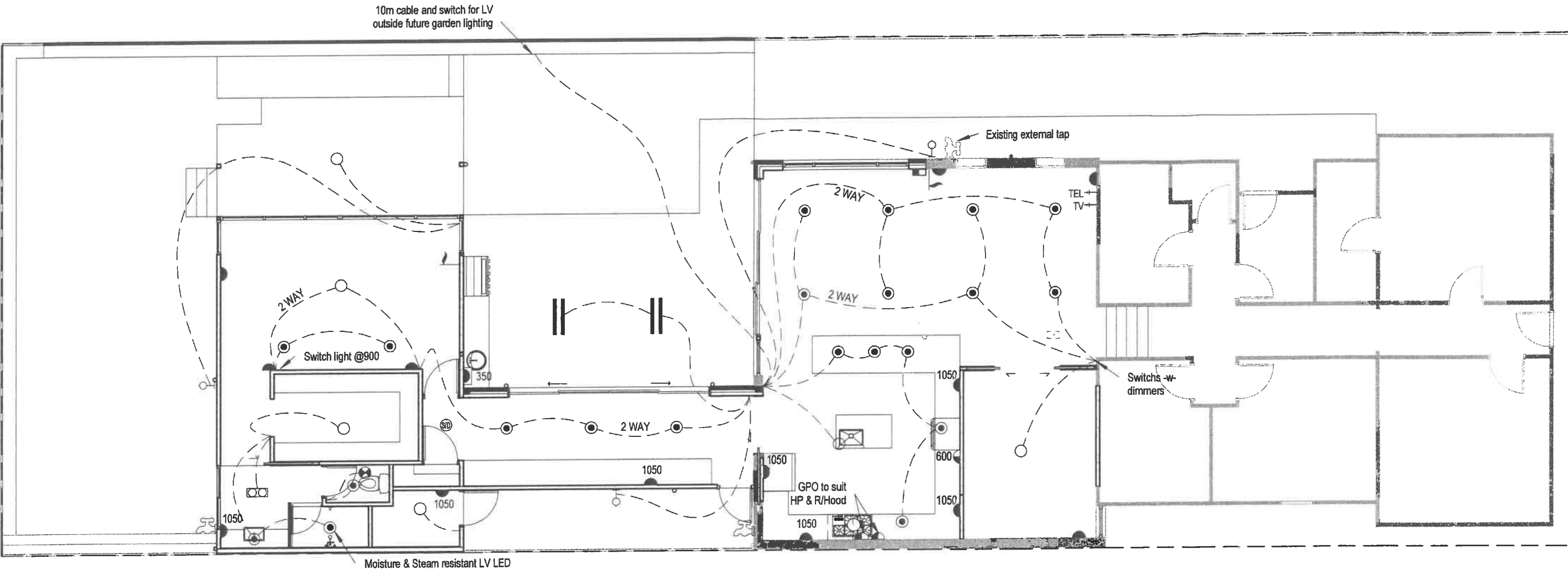


D10 FOOTING DETAIL 3

D10 1:20

EMPIRE Building & Construction Andre J. Molek PO Box 410 Malaga WA 6955 Ph: (08) 9410 9400 Mob: 0411 689 922 andre@empirebc.com.au		Trans Building & Construction 41 Wood Street Fremantle WA 6150 Ph: (08) 9433 1721 Mob: 0417 177 115 emd@transbuilding.com.au		PROPOSED ADDITION & ALTERATION 79 Sewell Street, East Fremantle WA SECTIONS D,E & DETAILS	
BUILDING APPLICATION		PROJECT N°		SHEET N°	
		703		06	
SCALE		As indicated		A3	
TD00364F		SHEET		48	

TOWN OF SEWELL
BUILDING DEPARTMENT
21 DEC 2012 2:01:21 PM
RECEIVED



ELECTRICAL LEGEND			
SINGLE GPO	5	240v CEILING LIGHT	6
DOUBLE GPO	11	WALL LIGHT AFL	3
WEATHERPROOF DOUBLE GPO	1	2-WAY SWITCH	4
LV LED	21	IXL Tastic 3 IN 1	1
DOUBLE FLUORESCENT LIGHT -W- DIFFUSER	2	2 x HEATER/LIGHT/FAN	1
		FLUMED EXHAUST FAN	1
		WALL VENT	1
		CL VENT	1
		DIRECT WIRED SMOKE DETECTOR TO AS 3786	1
		GAS BAYONET	2
		TV POINT 500 AFL	1
		TV POINT 500 AFL	1
		EXTERIOR TAP	2

TOWN OF EAST FREMANTLE
BUILDING APPLICATION
21 DEC 2012 2 01 21 87
RECEIVED

- NOTE**
- ELECTRICAL POINTS MAY BE RELOCATED ON SITE TO SUIT CURRENT STATUTORY REQUIREMENTS.
 - ALL LIGHTS SWITCHES @ 1200 AFL
 - WALL LIGHTS @ 2200 AFL
 - GPO'S @ 300 AFL UNLESS OTHERWISE NOMINATED
 - OVEN HARDWIRED -W- SEPERATE BREAKER 15 Amp SUPPLY

 Andre J Malecky PO Box 440 Melville WA 6006 Ph: (08) 9310 9400 Mob: 0411 899 022 avb@empire.com.au	 43 Wood Street Fremantle WA 6160 Ph: (08) 9433 1721 Mob: 0417 177 115 enl@transfunding.com	PROPOSED ADDITION & ALTERATION 79 Sewell Street, East Fremantle WA	
		ELECTRICAL PLAN	
		BUILDING APPLICATION	SHEET N°
		PROJECT N°	703
		SCALE	1:100
TD00364F	SHEET SIZE: A3		

12.1.4 Bedford Street No. 14 (Lots 631 & 633) Bedford Street – Two Storey Grouped Dwelling and Alterations and Additions to Existing Heritage Dwelling, Including Double Carport

Owner	P & N Jones
Applicant	dePledge Design
File ref	P/BED14
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Location plan 2. Site photographs 3. Place Record Form 4. Plans date stamped received 10 October, 19 November & 5 December 2018

Purpose

For Council to consider a development approval application for a two storey grouped dwelling and alterations and additions to the existing heritage dwelling and including a double carport at No. 14 Bedford Street, East Fremantle.

Executive Summary

The application involves an application for a two storey grouped dwelling and alterations and additions to the existing heritage dwelling and including a double carport. The existing dwelling (Canning Highway) is to be retained and a new carport is to be constructed. A separate two storey dwelling is proposed to the rear of the lot.

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

- Building height - over height wall height;
- Lot boundary setbacks – reduced on the northern and southern elevations;
- Open space – 45% required, 43.7% provided;
- Garage width;
- Street Surveillance;
- Front fencing;
- Sight lines;
- Visual privacy setbacks; and
- Overshadowing

One submissions was received, which is outlined below. The above variations are a result of the development of the lot to the rear of an existing dwelling and it is considered the variations can be supported subject to appropriate conditions, therefore, the application is recommended for conditional approval.

Background

Nil in regard to this application.

Consultation

Advertising

The proposed application was advertised to surrounding land owners from 12 to 29 October 2018. One (1) submission was received. The submission is outlined below in italics.

Submission

"We are writing to object to this development application and specifically to the subdivision and development of the new 2 storey dwelling (Proposed Lot B). All further comments are directed at the Lot B of the development application.

Our main concerns relate to the bulk and scale of the development and its impact on our property, our living environment and our quality of life.

The 2 storey dwelling appears to be approximately 12.4M long and approximately 5.6M high, (not including the roof) directly facing the side of our house and our living area. Lot B is significantly taller than both the existing residence at 14 Bedford Street and also our house. It is offset off the boundary by only 1.6M. The situation of the new dwelling is on our northern boundary and is directly adjacent to the part of our house where we spend most of our living time. The scale and bulk of the development from our property is imposing.

In State Planning Policy 3.1 Residential Design Codes we note that as part of the site analysis plan, plans should indicate adjoining buildings including levels and position of habitable room windows and outdoor living areas. In the plan that we sighted at Council this information was not included in the plans which makes a full assessment of the impact of the development very difficult

There are a number of concerns around the bulk and scale of this development

- *The visual impact*
- *Overshadowing and loss of sunlight*
- *Loss of privacy*
- *Noise*

The proposal is to build a wall 12.4M long and 5.6M high, 1.6M off the boundary. Visually this will be an extremely imposing structure and will dwarf both the proposed house on Lot A of 14 Bedford Street and our house. As we spend a lot of time along this side of our house, it will make a significant imposition on our ability to enjoy our property as it will be visually oppressive.

The area of our property that is adjacent to this proposed development is where we get most of our sunlight and where we spend a large proportion of our living time. It is also an important source of light to the front bedroom, lounge room and study. For the past 45 years that we have lived in this house, the verandah has been central to our family life. We eat at least one meal each day on the verandah and it is where we congregate as a family. This is due to the amount of sunlight we get here, the sea breeze and the visual outlook.

Our concern with the proposed development is that it will block out most (if not all) of the sunlight on the verandah, casting it in shade and significantly reducing not just the amenity of the verandah but also our quality of life. In addition, it will reduce sunlight entering our front bedroom, our lounge room and study.

Along our northern boundary we have a row of mature citrus trees and flowerbeds. We are concerned that the overshadowing and loss of sunlight will ultimately affect the health of our garden. It should

also be noted that we have existing solar panels and a solar hot water system that will be adversely impacted by the overshadowing particularly during the winter months.

We also have concerns that building so close to the boundary will affect our privacy. The ground floor has large glass doors that face directly at our house and is noted to be part of the main living area of the proposed property. As the doors will only be 1.6M off the boundary we are concerned that this will be a heavily utilised part of the property and that it will impact us both from a loss of privacy but also potentially from noise. The ground floor also has 2 large glass windows facing our property – which also concern us regarding loss of privacy.

The proposed development also features a balcony (1220x3620mm) that has a side facing our property, which is someone was to stand at this side they would be able to see onto part of our verandah, which will impact our privacy.

In reviewing State Planning Policy – Residential Design Codes for buildings zoned R40 or above (14 Bedford St appears to be zoned both R20 and R40) we would question whether the proposed development complies or not. Specifically:

6.1.2 Building Height “Building height that causes no adverse impact on the amenity of adjoining properties.”

6.1.4 Lot Boundary Setbacks. “Buildings set back from boundaries.....

- moderate the visual impact of building bulk on a neighbouring property*
- ensure access to daylight and direct sun for adjoining properties*
- assist with the protection of privacy between adjoining properties”*

C4.1 notes that the setback should comply with tables 2A and 2B in the State Planning Policy – Residential Design Codes. As the wall adjacent to our property appears to contain 3 major openings (Glass doors 2410mm wide and windows 1970 and 1940mm wide), we believe that the setback should be consistent with table 2B. For a wall height of 5.6M and length of 12.4M, the table suggests the setback should be 3.5M rather than the 1.6M currently proposed

6.4.2 Solar access for adjoining sites.

P2.2 “Development designed to protect solar access for neighbouring properties taking account the potential to overshadow existing:

- outdoor living areas*
- roof mounted solar collectors”*

Based on our assessment of the plans that proposed development does not comply with these sections of the State Planning Policy – Residential Design Codes, specifically with regard to setback and the impact of bulk and scale.

We have also reviewed “Town of East Fremantle Local Planning Policy: Residential Design Guidelines” and raise the following concerns:

3.7.6 Construction of New Buildings. Note 2 New development should reflect traditional setbacks, scale and bulk

3.7.7.2(ii) “New developments are to be constructed with front and side setbacks to match the traditional setbacks of the streetscape”

3.7.7.2 A3 which references the State Planning Policy – Residential Design Codes with regards to the setback of walls along an adjoining residential boundary

3.7.15.4 Building Height, Form, Scale and Bulk A1.3(i) “Second storey is setback so that the roof line is below the line of sight of a person standing on the opposite side of the primary street”

In summary, we object to this development, specifically plans for Lot B on the grounds of bulk and scale and the setback. The bulk and scale of building a 2 storey building with small offset along our boundary we believe will severely impact our light, sun, outlook and privacy along an area of our house that is used heavily and is the part of our house that we provides us with the most enjoyment.

We would suggest that the bulk and scale of the proposed development be reduced significantly and that it be set back a minimum of 3.5M from the boundary. A further suggestion would be to relocate the proposed development to face towards Canning Highway as the dimensions in the proposed subdivision would accommodate this.”

Community Design Advisory Committee (CDAC)

This application was referred to the CDAC meeting of 22 October 2018. The Committee’s comments were recorded as follows. As a result of the CDAC’s comments the applicant has addressed the matters raised in the response provided below in italics following the Committee’s comments:

(a) The overall built form merits;

- The Committee deem that the development has limited built form merits in regards to the following
- The existing front fence increases the bulk and scale of the proposal to the streetscape. The Panel recommend that the existing front fence to be opened up to facilitate reduced bulk.
- The garage does not integrate into the new dwelling. The Panel question the functionality of the garage and its design relating to the new dwelling.
- The Committee recommend the design of the new dwelling be reviewed to better integrate the garage and the house into an integrated building.
 - a. *In regards to the existing front fence of proposed Lot B the owners will increase the openings between the piers from 343mm to 514mm in height therefore considerably reducing bulk of the existing brick front fence.*
 - b. *The garage external finish and colours can be altered to match the new two storey residence. This can be done by replacing the roof tiles on the garage with a metal roof, altering the gable feature of the garage to match the same weatherboard cladding and colouring the external walls of the garage to match the new two storey residence. We believe by completing these alterations the existing garage will integrate with the new two storey residence.*
 - c. *Due to the existing levels, position of the existing garage and limited site cover allowance for the new residence it is not practical to integrate the garage and house into an integrated building.*

(b) The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development.

- The Committee does not support the carport to the front heritage dwelling as the carport is located within the front setback, increasing the bulk and scale of the built form to Bedford Street.

-
- a. *The proposed carport is not in the front setback area. It is located 12.864m from the front boundary and therefore is not located in the front setback. The proposed carport is gaining its access from Bedford Street which is the secondary street. The existing residence front facade and front doors face Canning Highway therefore Canning Highway is the primary street when considering front setback requirements.*
- b. *We have designed the carport with minimum height and an open style garage door to minimize any impact regarding bulk and scale of the build form to Bedford Street.*
- c. *We believe our proposal would have little more impact regarding bulk and scale to Bedford Street than what already exists with the current fence.*
- (c) *The relationship with and impact on the broader public realm and streetscape;*
- The Committee consider the proposal does not make a positive contribution to the street resulting in a poor outcome. The existing fence, retention of existing garage and proposed carport also contributes to the overall bulk and scale to Bedford Street. This bulk should be reduced to Bedford Street.
- We believe our proposal does make a positive contribution to the streetscape due to the following reasons;*
- a. *The owners are prepared to open up the existing solid brick fence of proposed Lot B facing Bedford Street therefore reducing the existing bulk.*
- b. *The existing garage roof tiles and gable facade will be replaced with the same materials as the proposed two storey residence and therefore integrate with the proposed building.*
- c. *The existing garage wall colour, roof colour and gable colour will match the proposed two storey residence and therefore integrate with the proposed building.*
- d. *The proposed carport location and height has little more impact than what already exists, in fact we believe it will be more open when viewed from Bedford Street than what exists at the moment.*
- e. *The new double carport reduces the need for cars parking on Bedford Street which has to be a positive contribution to enhancing the streetscape.*
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
- No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
- No comment.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;*
- No comment.
-

Amended Plans

The applicant has provided additional information and amended plans (19 November 2018) which has also been presented to the CDAC at its meeting of 19 November 2018. The following comments were made:

- The Committee considers the applicant has responded to their comments. The proposal is considered a slight improvement on the original referral.

Referral to Main Roads WA

The applicant was referred to Main Roads WA and the following comments were made:

'In response to your correspondence on the 15 October 2018. Main Roads has no objections. Would you please forward a copy of the City's final determination on this proposal quoting file reference 18/9746 (D18#974287).'

The Town has raised concerns with the applicant regarding sight lines from access/ egress of the carport. The applicant has provided the following comment:

We can provide sightlines as per Figure Series 9 – Sight Lines, Figure 9a of the R-Codes being a 1500mm x1500mm visual truncation from the driveway. This will involve moving the proposed carport back a from 500mm to 1500mm from Bedford Street which will further improve the streetscape.

This is considered a suitable design outcome and has been conditioned as such.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

Town of East Fremantle Local Planning Scheme No. 3

Policy Implications

Town of East Fremantle Residential Design Guidelines 2016

Financial Implications

Nil.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 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.*
- 3.2 *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 practices.

3.3.2 Optimal management of assets within resource capabilities.

3.3.3 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.

4.2 Enhance environmental values and sustainable natural resource use.

4.2.1 Reduce waste through sustainable waste management practices.

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.

Site Inspection

July and November 2018.

Comment

LPS 3 Zoning: Residential R20/40

Site area: 794m²

Heritage List: Category B

Port Buffer Zone: Area 3

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies. A summary of the assessment is provided in the following tables.

Legend (refer to tables below)	
A	Acceptable
D	Discretionary
N/A	Not Applicable

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	4.0m	4.2m	A
Lot Boundary Setback			
North			
GF:	1.5m	1.2 – 1.6m	D
UF:	3.8m	1.2 – 1.6m	D
South			
GF	1.5m	1.6m	A
UF:	1.8m	1.6m	D
Open Space	45%	43.7% (applicant's calculations)	D

Car Parking	2	2	A
Visual privacy setback (floor level >500mm above NGL)	7.5m balcony	3.3m	D
Overshadowing	25%	14.9%	A
Drainage	On-site	On-site	A

Local Planning Policies Assessment

LPP Residential Design Guidelines Provision	Status
3.7.2 Additions and Alterations to Existing Buildings	A
3.7.3 Development of Existing Buildings	A
3.7.4 Site Works	A
3.7.5 Demolition	A
3.7.6 Construction of New Buildings	A
3.7.7 Building Setbacks and Orientation	D
3.7.8 Roof Form and Pitch	A
3.7.9 Materials and Colours	A
3.7.10 Landscaping	A
3.7.11 Front Fences	D
3.7.12 Pergolas	N/A
3.7.13 Incidental Development Requirements	N/A
3.7.14 Footpaths and Crossovers	A
3.7.18.3 Garages, Carports and Outbuildings	D
3.7.15-20 Precinct Requirements	D

Building Height Requirement	Required	Proposed	Status
Building Height			
Overall Height	9.0m	8.4m	A
Wall Height	6.0m	6.4m	D

Density

The subject lot is able to be subdivided (proposed development) and does comply with Clause 5.3.2 of the TPS3, which states:

5.3.2 Highway frontage dual coding: In the case of those sites with frontage on to Canning Highway and which are designated with a dual density coding, development above the lower density coding is subject to the following requirements:

- (a) Sole vehicular access to the site is to be via a street other than Canning Highway;*
- (b) Noise attenuation measures are to be included in all dwellings, which will in the opinion of the local government, reduce traffic noise to an acceptable level within all habitable rooms;*
- (c) Development is to be designed to face the frontage to Canning Highway, and any other street to which the site has frontage; and*
- (d) The heritage value of any place included on the heritage list under clause 7.1 of the Scheme, is to be maintained, to the satisfaction of the local government.*

The proposed development is located to the rear of an existing B listed heritage dwelling which does adequately address/ front Canning Highway. The proposed development (rear lot) has been designed to front Bedford Street. The proposed lot area/ density does comply with the site area requirements for minimum and average site areas as set out in Table 1 of the R-Codes for an R40 lot. The proposed development and any potential associated subdivision of the parent lot does meet the requirements

of clause 5.3.2 of Town Planning Scheme No 3, which is necessary for consideration of development density above the 12.5 R-Coding.

Accordingly, the proposed development can be assessed against the R40 density requirements of the R-Codes and Residential Design Guidelines. As such the proposed development has been assessed against the R40 density development provisions.

Boundary Setbacks

The proposed carport to the existing dwelling is conditioned as per the applicant's response above to be set back 1.5 metres from the side boundary and therefore will be compliant to the 'Deemed to Comply' requirements of the R-Codes.

The proposed retention of the garage to the new dwelling has not been assessed as being part of this development proposal, as the garage is existing. The garage is constructed on the front (western) boundary.

The proposed variations to the 'Deemed to Comply' provisions of the R-Codes are outlined in the above table.

Notwithstanding the above, the LPP RDG Element 3.7.7 provides performance criteria by which to assess proposed variations to setback requirements. This is summarised below.

P1.1 The primary street setback of new developments or additions to non-contributory buildings is to match the traditional setback of the immediate locality.

The proposed dwelling is set back 4.2 metres from the front boundary (3.0 metres with minor incursions). The garage is located on the front boundary. The garage under the RDG is generally required for new dwellings to be located 1.2 metres behind the building line (Element 3.7.18 of the Residential Design Guidelines). The garage in this instance is existing on the western boundary and therefore cannot comply with Element 3.7.18. Whilst on the boundary the garage is considered to articulate the proposed dwelling and acts as a visual separator of the proposed development and the heritage dwelling (design of the garage will be modified to be sympathetic to the new dwelling). Notwithstanding the garage location (constructed on the front and northern boundary), the proposed development (excluding the existing garage) complies with Element 5.1.2 Street setback of the R-Codes.

It is considered the dwelling will have minimal negative impact on the streetscape as the proposed bulk of the built form is setback so as to transition from the secondary street setback of the parent lot to the setback of the adjoining neighbouring lot to the south. The proposed dwelling is considered not to dominate the street.

A new carport is proposed to the heritage dwelling. The applicant has made the following statement:

We can provide sightlines as per Figure Series 9 – Sight Lines, Figure 9a of the R-Codes being a 1500mm x 1500mm visual truncation from the driveway. This will involve moving the proposed carport back a from 500mm to 1500mm from Bedford Street which will further improve the streetscape.

The proposed setback of the carport at 1.5 metres from the street complies with the 'Deemed to Comply' provisions of the R-Codes and therefore provides articulation to the street, but also provides additional sight lines for vehicles egressing the garage.

P1.2 Additions to existing contributory buildings shall be setback so as to not adversely affect its visual presence.

The parent lot is listed on the Town's Heritage List, however, as a subdivision (separate lot is proposed) the parent lot and the proposed development are considered separate and assessed on their own merits.

It is considered the proposed development does not adversely affect the visual presence of the streetscape or adjoining neighbours. The addition (carport) to the front property is setback from the streetscape. The carport is also sunken to the street, whilst the heritage dwelling is elevated above the street, therefore the carport is considered not to have an impact on the heritage character of the dwelling.

The proposed new dwelling has been designed to be distinct from the heritage dwelling. The existing garage will be modified to provide a visual separation between the heritage dwelling and the proposed dwelling.

P1.3 Developments are to have side setbacks complementary with the predominant streetscape.

The new dwelling is proposing two side setback variations, one to the north and the other to the south.

The proposed setback to the north is between 1.0 and 1.6 metres for the ground floor and first floor. These setbacks are to the existing heritage dwelling and therefore are considered internal setbacks at this point until such time as the new lot is created. The proposed setbacks provide a separation between the heritage dwelling and the new dwelling. The variations in height also differentiate the structures. The proposed setbacks do not significantly impact on the adjoining northern property and as such can be supported. The dwelling does not overlook the northern neighbour, therefore will not impact on the privacy of the neighbour. The proposed dwelling has been designed to mitigate any adverse impact with regard to scale or bulk of the dwelling, as it has been designed to be articulated vertically and horizontally. The proposed side variation will not impact on the streetscape.

The setback to the southern boundary is 1.6 metres for both the ground floor and first floor. The ground floor complies with the 'Deemed to Comply' required setback of 1.5 metres. The first floor is required to be setback 1.8 metres, therefore there is a 0.2 metre variation to the 'Deemed to Comply' requirements of the R-Codes. The overlooking impacts have been addressed through design modifications and are discussed below. The property to the south has objected to the proposal as noted in the comment section of this report. The property to the south is overshadowed by 14.7% (primarily over an existing driveway) and therefore the proposed dwelling complies with the 'Deemed to Comply' requirements of the R-Codes for overshadowing. The impact of the two storey dwelling is considered to have a bulk and scale which is consistent with the residential nature of adjoining land and is considered will have a minimal impact to the adjoining neighbour to the south.

In conclusion, the existing garage is not compliant for a structure located on the front boundary, however this garage is existing and from a design perspective is not considered to significantly impact on the streetscape. The Panel's and applicant's comments are noted. The proposed front setback of

4.2 metres to the new dwelling is considered not to impact negatively on the streetscape. The proposed development also complies with Element 5.1.2 Street setback of the R-Codes as discussed above. The side setback variation to the southern neighbour (0.2 metres) is considered to have no significant impact to adjoining neighbours relating to overshadowing (compliant). A 0.2 metre setback variation to the upper floor will not cause significant additional bulk and scale issues. Whilst the neighbour has raised concerns regarding bulk and scale, the proposal is consistent with the built form in the winder area. The northern setbacks have been designed to have minimal impacts to the existing heritage dwelling.

The proposal does not significantly negatively impact on the streetscape or adjoining neighbours and therefore it is considered that the reduced front and side setback can be supported by Council.

Building height

The R-Code provisions require:

- 9.0 metres to the top of a pitched roof; and
- 6.0 metres to the top of an external wall

The overall external wall height of the dwelling is not compliant (i.e. permitted 6.0m to the top of an external wall, 6.4 metres proposed). Non-compliance with the external wall height limit is 0.4 metres.

As such, the proposed development will be assessed under the Design Provisions of the R-Codes. It is further noted that the overall height of the dwelling is 0.6 metres under the maximum height requires at 8.4 metres (9 metres permitted) and therefore the overall impact to the adjoining property is considered reduced.

The surrounding area has a range of building heights, scale and built forms. Whilst the area is characterised by older style housing, there are two storey dwellings and additions in the area, notably a similar style development was constructed across the road from this proposal recently.

The applicant has undertaken design modifications, and included design measures to minimise the impact of the building on the streetscape and minimising overlooking and to improve passive surveillance of the street.

Based on the assessment of overshadowing, the development is compliant on the southern boundary. The proposed wall height is non-compliant, however the overall building height is compliant with the R-Codes. The additional wall height does not significantly increase the bulk and scale of the building. Existing street vegetation will also screen the dwelling from the street. The overall height of the structure at 0.6 metres below the overall height requirements reduces overall bulk and scale. The height of the dwelling is considered to address the performance provisions of the R-Codes. Accordingly, the design of the dwelling and proposed height can be supported by Council.

Open Space

The new dwelling is proposed to occupy 56.3% of the lot (43.7% open space). The requirement is for 45% open space, therefore there is a 1.3% variation on the 'Deemed to Comply' requirements of the R-Codes (or 2.7m² of lot area). The proposed variation to the 'Deemed to Comply' provisions is considered minor. The application provides suitable courtyard and balcony space which are open to habitable spaces (facilitated by full sliding doors) enabling ready access from internal and external living areas. The proposed open space is considered to comply with the Design provisions for open space in the R-Codes.

Garage Width

The new lot (proposed) has a lot area of approximately 185m². The minimal lot area for R40 is 180m². The total lot frontage is 14.32 metres. The existing garage is 6.0 metres in width, which is 41.8% of the lot. The required width for the rear lot is 30%. Whilst this is a significant portion of the street frontage the garage is existing. The garage will be modified to integrate with the design of the proposed new dwelling. The front fence will be modified to open it further to the streetscape. The visual impact to the frontage is considered to be consistent with the existing and therefore given the design intent will remain the same, the garage width can be supported.

Street Surveillance

The entry to the new dwelling does not front the street, therefore the proposal does not comply with the 'Deemed to Comply' provisions of the R-Codes. The design intent for the front fence/ garage will remain the same. There are habitable rooms that face the street including living/ meals area and the master bedroom/ balcony. It is considered the proposed development will improve the street surveillance, albeit without the front door facing the street.

Street Fencing

The design and intent for the front fence will remain the same, however the applicant has opened up the front fence further. The existing retained site level is proposed to be maintained. Therefore, the height of the retaining wall and front fence is currently 2.85 metres. Both retaining wall heights and front fence heights are proposed to be retained. A condition has been included in the Officers Recommendation to ensure the front fence where identified is to be permeable. New visually permeable panels are proposed to be cut into the existing wall, opening up sightlines to the dwelling and minimising the bulk of the retaining wall and fence. Due to the open space/ courtyard fronting Bedford Street, the applicant has requested some privacy is able to be retaining by maintaining existing fence heights. This is reasonable request. The extent of permeable panels will minimise the existing street bulk, therefore the retaining wall and fencing (intent to remain similar as existing) can be supported.

Sight lines

A new carport is proposed to the heritage dwelling. The applicant has made the following statement:

We can provide sightlines as per Figure Series 9 – Sight Lines, Figure 9a of the R-Codes being a 1500mm x1500mm visual truncation from the driveway. This will involve moving the proposed carport back a from 500mm to 1500mm from Bedford Street which will further improve the streetscape.

The new carport will comply with the 'Deemed to Comply' requirements for a 1.5 metre truncation to be provided (as conditioned). The existing garage cannot provide additional sightlines, however the garage is existing and limited in its potential to comply with the sight line requirements. Both garages are recommended for approval.

Overshadowing

The proposed development complies with the 'Deemed to Comply' requirements for overshadowing the neighbour's lot. 14.9% of the adjoining lot is overshadowed on 21 June. The adjoining neighbour has raised significant concern regarding loss of sunlight and impact on residential amenity, however whilst it is acknowledged there will be some impact above the existing overshadowing, the overshadowing does comply with the 'Deemed to Comply' R-Code provisions.

Further, it is acknowledged there may be an impact to the solar collectors on the neighbours roof, however the impact is considered supportable on the basis that, the overall shadowing does comply with the 'Deemed to Comply' R-Code provisions, the panels are not fully in shade and assessment is based on the mid-winter sun, the worst case solar scenario.

Privacy Requirements

The front balcony exceeds the 'Deemed to Comply' provisions of the R-Codes. The proposal incorporates a variation to the privacy setback requirements of the R-Codes along the eastern boundary.

The adjoining neighbour has raised concern regarding the southerly windows on the ground floor elevation, however a 1.8 metre boundary fence currently screens these windows and are compliant with the 'Deemed to Comply' overlooking provisions of the R-Codes.

The 'Deemed to comply' provisions for Element 5.4.1 Visual Privacy of the R-Codes requires major openings which have their floor level more than 0.5 metre above natural ground level, and positioned so as to overlook any part of any other residential property behind its street setback line, to comply with the following:

- 4.5 metres in the case of bedrooms and studies;
- 6.0 metres in the case of habitable rooms, other than bedrooms and studies; and
- 7.5 metres in the case of unenclosed outdoor active habitable spaces.

The proposed western balcony at 7.5 metres extends over the front setback area of the southern neighbours boundary.

The 'Design Provisions' of 5.4.1 of the R-Codes allows for:

- 1 *Minimal direct overlooking of active habitable spaces and outdoor living areas of adjacent dwellings achieved through:*
 - *building layout, location;*
 - *design of major openings;*
 - *landscape screening of outdoor active habitable spaces; and/or*
 - *location of screening devices.*
- 2 *Maximum visual privacy to side and rear boundaries through measures such as:*
 - *offsetting the location of ground and first floor windows so that viewing is oblique rather than direct;*
 - *building to the boundary where appropriate;*
 - *setting back the first floor from the side boundary;*
 - *providing higher or opaque and fixed windows; and/or*
 - *screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).*

Overlooking illustrations detailed on the upper floor plan demonstrates the extent of overlooking from the boundary. As discussed above it is considered the ground floor windows are compliant for overlooking. It is noted the viewing cone as illustrated from the balcony should be 7.5 metres. Screens to the balcony have been proposed to restrict the cone of vision limiting overlooking to the south. The viewing cones now fall over areas not deemed to be directly habitable areas (access leg/ car parking area) within the front set back area (an area readily visible from the street). The 'Design Provisions' as

noted above, are considered to be adequately addressed, through the provision of oblique viewing angles. The proposed overlooking does not impact on the privacy of the neighbour. There are no adverse amenity issues. It is considered the proposed overlooking can be supported.

Conclusion

The height, scale and setback of the proposed dwelling as discussed above are sympathetic with the prevailing built form in the area. The proposed development does not significantly impact on the heritage status of the northern lot (original parent lot). The property based on being subdivided at R40 has been assessed as per those same requirements. The proposed development has been designed in conjunction with the adjoining neighbour (northern neighbour) to minimise any potential impacts to the heritage dwelling.

The dwelling has been designed to be articulated vertically and horizontally along the side and front boundaries. The proposed front set back has resulted from the prevailing secondary street set back to Bedford Street (northern neighbour). The design of the dwelling whilst contemporary in nature has been designed to protect the locality and the adjoining neighbours. The proposal is considered not to have a significantly negative impact on the streetscape or adjoining neighbour to the south (overlooking and overshadowing compliant).

Whilst there are a number of discretions required these discretions are considered minor and an appropriate outcome for the adjoining neighbours and a sympathetic design for the locality. The applicant has had due regard to the Performance Criteria of the RDG and the Design Provisions of the R-Codes to provide a design that recognises the character of the area and the design requirements of the neighbours.

Based on the above, it is considered the proposal merits approval subject to appropriate conditions.

12.1.4 OFFICER RECOMMENDATION

That Council grant development approval and exercise its discretion in regard to the following:

- (a) Building height – over wall height (0.6 metre variation);**
- (b) Lot boundary setbacks – reduced setback on the northern and southern elevations;**
- (c) Open space (45% required, 43.7% provided);**
- (d) Garage width (30% required/ 41.8% provided);**
- (e) Street Surveillance;**
- (g) Front fencing;**
- (h) Sight lines from the existing garage; and**
- (i) Visual privacy setbacks of the Residential Design Codes (minor incursion into front setback area of the adjoining lot)**

for a two storey grouped dwelling and alterations and additions to the existing heritage building, including a double carport at No. 14 (Lots 631 & 633) Bedford Street, East Fremantle, in accordance with the plans date stamped received on 10 October, 19 November and 5 December 2018, subject to the following conditions:

- 1. Any new crossovers which are constructed under this approval are to comply with Council's crossover policy and specifications in consultation with the Operations Manager. The footpath (where one exists) is to continue uninterrupted across the width of the site and the crossover to be constructed in material and design to comply with Council's Residential Design Guidelines.**

2. The provision of adequate sight lines as per Figure Series 9 – Sight Lines, Figure 9a of the R-Codes being a 1500mm x 1500mm visual truncation from the driveway by setting back the proposed carport from 500mm to 1500mm from Bedford Street.
3. Carport to be setback 1500mm from Bedford Street.
4. No further alterations (other than the carport) to the heritage dwelling are permitted unless a development application is submitted to and approved by Council.
5. Fencing to Bedford Street to be visually permeable through the provision of 600mm permeable infill grilles being included in the wall.
6. If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
7. The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.
8. With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
9. All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
10. All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
11. 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.
12. The proposed works are not to be commenced until approval from the Water Corporation has been obtained and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.
13. This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

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

- (i) *this decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) *a copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (iii) *it is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures.*

Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.

- (iv) 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).*
- (v) matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (vi) under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document – “An Installers Guide to Air Conditioner Noise”.*

NO. 14 (LOT 1) BEDFORD STREET– P092/18- ALTERATIONS AND ADDITIONS TO EXISTING AND PROPOSED TWO STOREY DWELLING PENDING SUBDIVISION - CATEGORY B





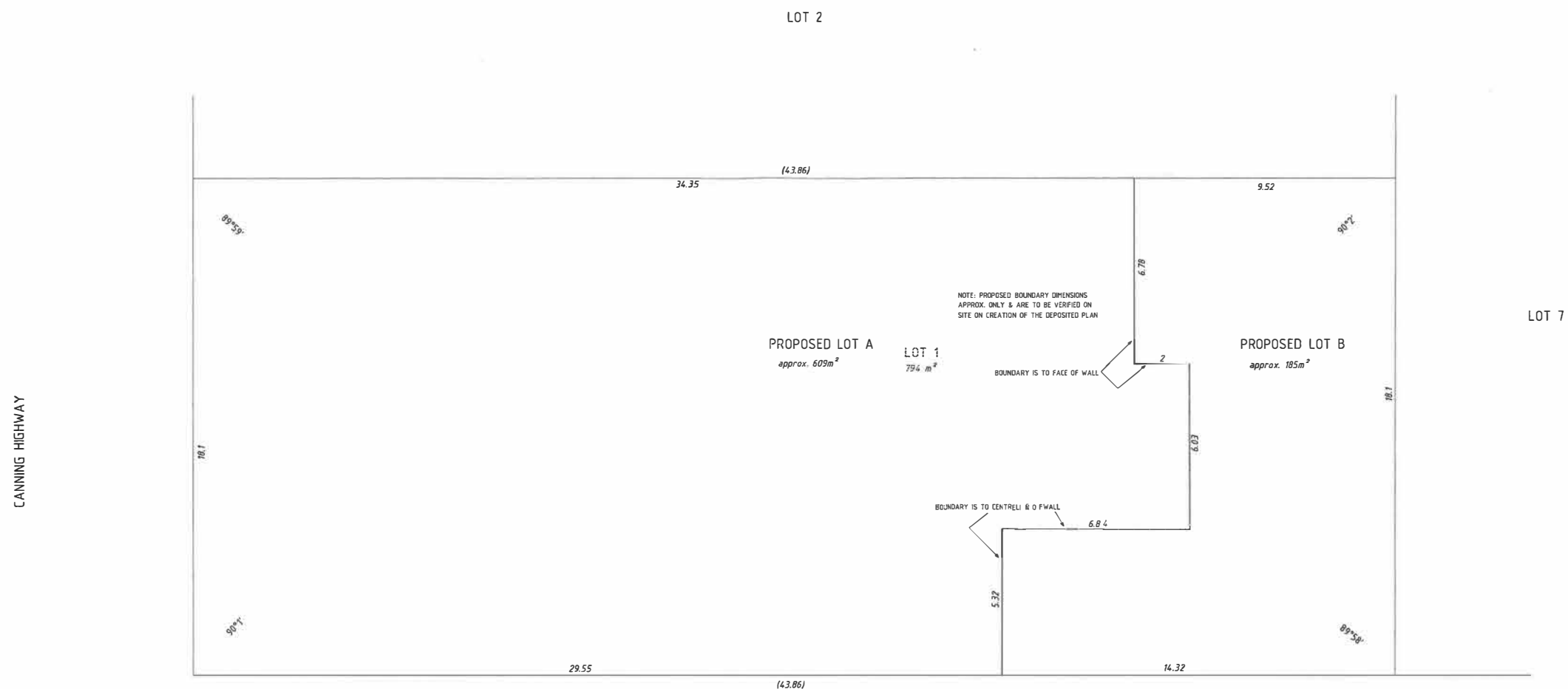


PLACE RECORD FORM



PRECINCT	Woodside
ADDRESS	14 Bedford Street
PROPERTY NAME	N/A
LOT NO	Lot 1
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1925
ARCHITECTURAL STYLE	Inter-War California 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 14 Bedford Street is a single storey house constructed in brick and rendered brick with a hipped and gable tiled roof. It is a fine expression of the Inter-War California Bungalow style. The front elevation was symmetrically planned with a central gabled roof porch and sweeping barges set on masonry piers. An addition has been added to the west making the elevation asymmetrical. There is a central door flanked by casement windows. The windows are protected by tiled sunhoods. A garage has been built to the boundary on the west elevation. The roofscape features finials.</p> <p>From what can be observed from the street the place retains its form and</p>

	<p>most of its details. There are additions to the rear.</p> <p>The place is consistent with the building pattern in the Precinct. The place plays an important role in the pattern of development of a middle class suburb.</p>
HISTORICAL NOTES	<p>Woodside is a relatively cohesive precinct where most of the places were constructed following the subdivision of W.D. Moore's Estate commencing in 1912. Most of the lots were sold between 1912 and 1929 and the majority of buildings were completed in this time. Residences were substantial and of various Federation period styles distinguishing the area from the small worker's cottages of Plympton. The Inter-War Bungalow style residence is also represented in Woodside.</p> <p>The Woodside Precinct remains largely intact in terms of original housing with little infill subdivision or replacement housing.</p>
OWNERS	Unknown
HISTORIC THEME	Demographic Settlements - Residential Subdivision
CONSTRUCTION MATERIALS	<p>Walls – Brick and rendered brick</p> <p>Roof – Tile</p>
PHYSICAL SETTING	The residence is situated on a gently sloping site with a limestone and brick wall topped with a timber picket fence at the lot boundary. The garden is densely planted.
STATEMENT OF SIGNIFICANCE	<p>No 14 Bedford Street is a single storey house constructed in brick and rendered brick with a tiled roof. It has historic and aesthetic value for its contribution to Woodside's high concentration of predominantly Federation period houses and associated buildings. The place contributes to the local community's sense of place.</p> <p>The place has considerable heritage value for its intrinsic aesthetic value as an Inter-War California Bungalow. The place retains a high degree of authenticity and a high degree of integrity.</p> <p>The additions have no significance.</p>
AESTHETIC SIGNIFICANCE	No 14 Bedford Street has considerable aesthetic value as an Inter-War California Bungalow. It retains most of the characteristic features of a dwelling of the type and period.
HISTORIC SIGNIFICANCE	No 14 Bedford Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle and the subdivision of W. D. Moore's Woodside Estate from 1912.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 14 Bedford Street has some social value. It is associated with a significant area of middle class Federation and Inter-War period development which contributes to the community's sense of place.
RARITY	No 14 Bedford Street is not rare in the immediate context but Woodside has rarity value as a cohesive middle class suburb.
CONDITION	No 14 Bedford Street is in good condition.
INTEGRITY	No 14 Bedford Street retains a high degree of integrity.
AUTHENTICITY	No 14 Bedford Street retains a high degree of authenticity.
MAIN SOURCES	



PROPOSED SUBDIVISION OF LOT 1
#14 BEDFORD STREET, EAST FREMANTLE

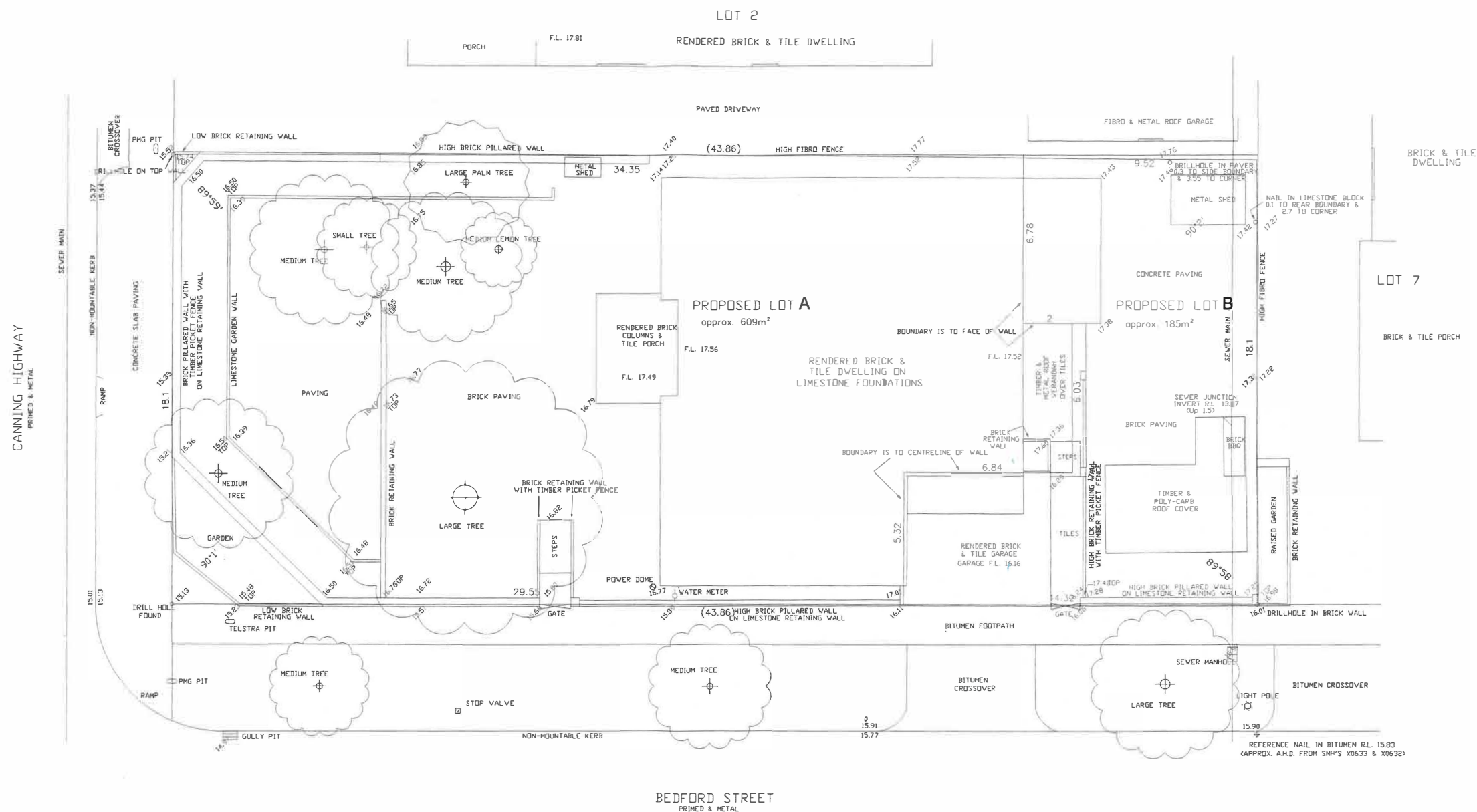
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C/T : 944 - 99
AUTHORITY : TOWN OF EAST FREMANTLE
SCALE : 1 : 100 @ A1
SURVEY DATE : 9 - 4 - 2018
JOB : 15138

DRAFTED BY : MM & MSO
DATE : 19 - 4 - 2018

CARLTON SURVEYS
Licensed Surveyors
SUITE 4, 160 BURSWOOD ROAD,
BURSWOOD, W.A., 6100
TEL 9361 5358 FAX 9361 3457
E-mail : carlton@carlton-surveys.com.au

CHECK TITLE FOR EASEMENTS, RESTRICTIVE COVENANTS ETC.
A BOUNDARY RE-ESTABLISHMENT SURVEY IS RECOMMENDED PRIOR TO
UNDERTAKING ANY SITEWORKS OR CONSTRUCTION.
INFORMATION SHOWN ON THIS SURVEY IS CURRENT AT THE DATE SHOWN.
CARLTON SURVEYS ACCEPTS NO RESPONSIBILITY FOR ANY CHANGES THAT
HAVE OCCURRED AFTER THIS DATE, TO SITE LEVELS AND FEATURES OR BUILDINGS.
CADASTRAL BOUNDARY DIMENSIONS SHOWN HAVE BEEN OBTAINED FROM SURVEY
PLANS AND ARE SUBJECT TO FIELD SURVEY.

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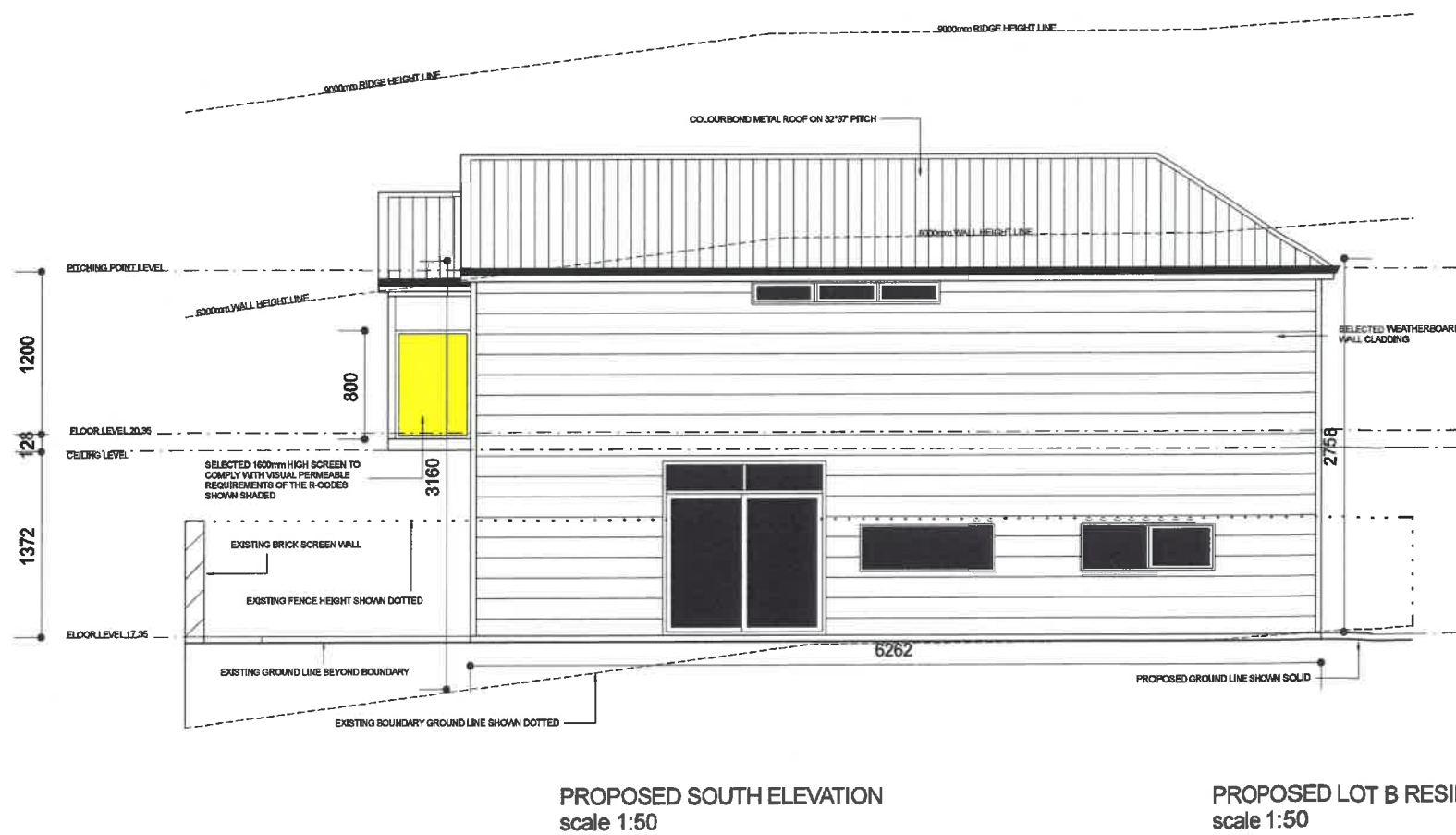
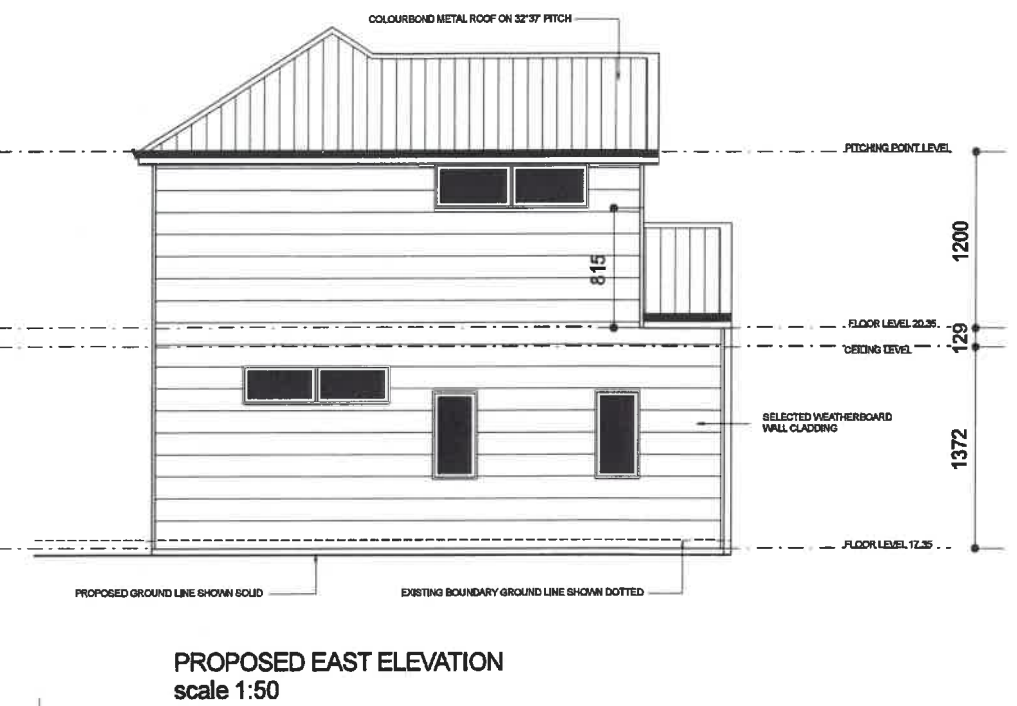
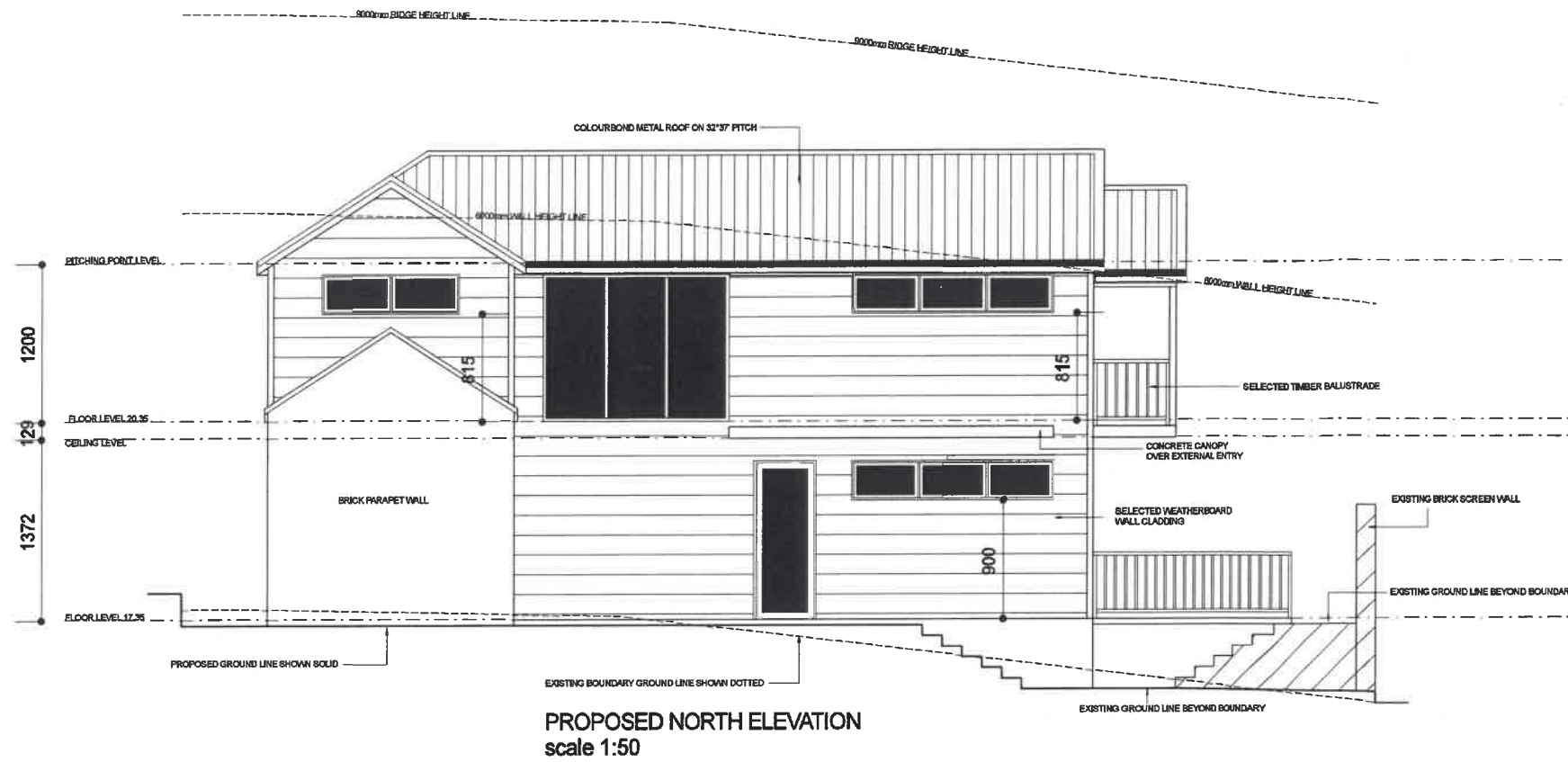
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INFORMATION SHOWN ON THIS SURVEY IS CURRENT AT THE DATE SHOWN.

CARLTON SURVEYS ACCEPTS NO RESPONSIBILITY FOR ANY CHANGES THAT HAVE OCCURRED AFTER THIS DATE, TO SITE LEVELS AND FEATURES OR BUILDINGS.

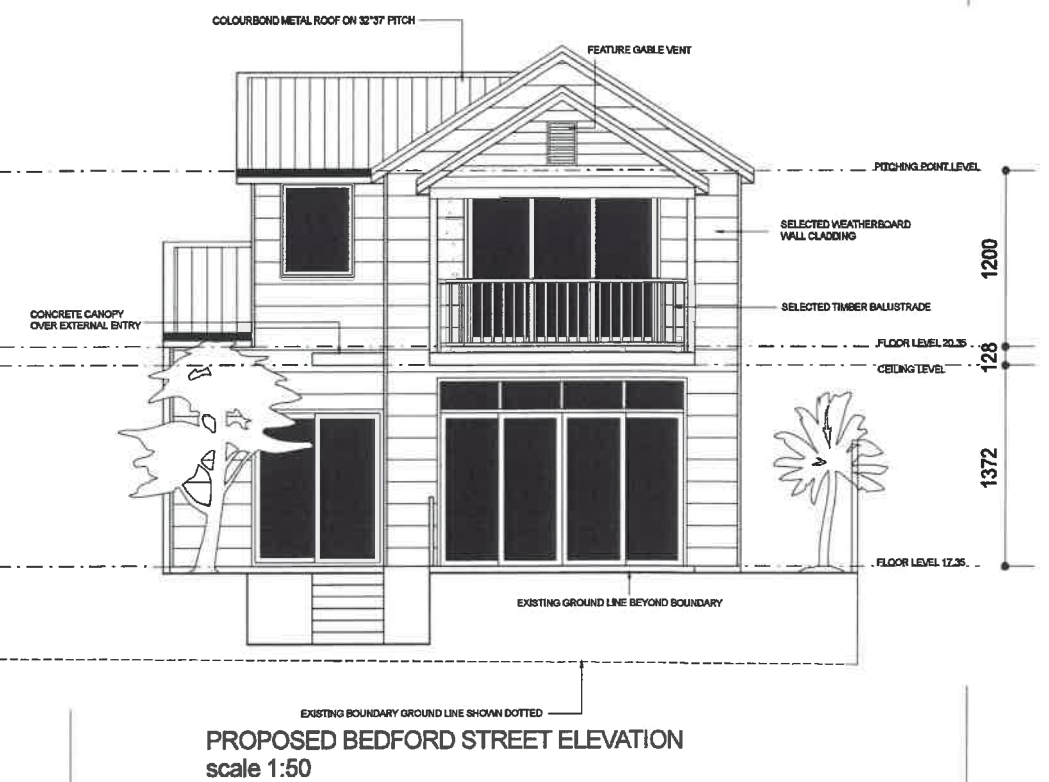
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2) DOWNPIPES - "SLOOP" - LIGHT BLUE, SPS-070 / COG28.15	
3) CUSTOM ORB METAL ROOF AND GUTTER - "SHALE GREY"	
4) ALUMINIUM WINDOW FRAMES - "WHITE"	
5) BALCONY BALUSTRADE - "WHITE"	

PROPOSED LOT B RESIDENCE ELEVATIONS
scale 1:50



AMENDED 17/11/2018

PROPOSED RESIDENCE, RENOVATIONS AND CARPORT
for: PAUL AND NICOLE JONES
at: 14 BEDFORD STREET, EAST FREMANTLE

DRAWN 04/10/2018

SHEET 3 OF 10

Town of East Fremantle

19 NOV 2018

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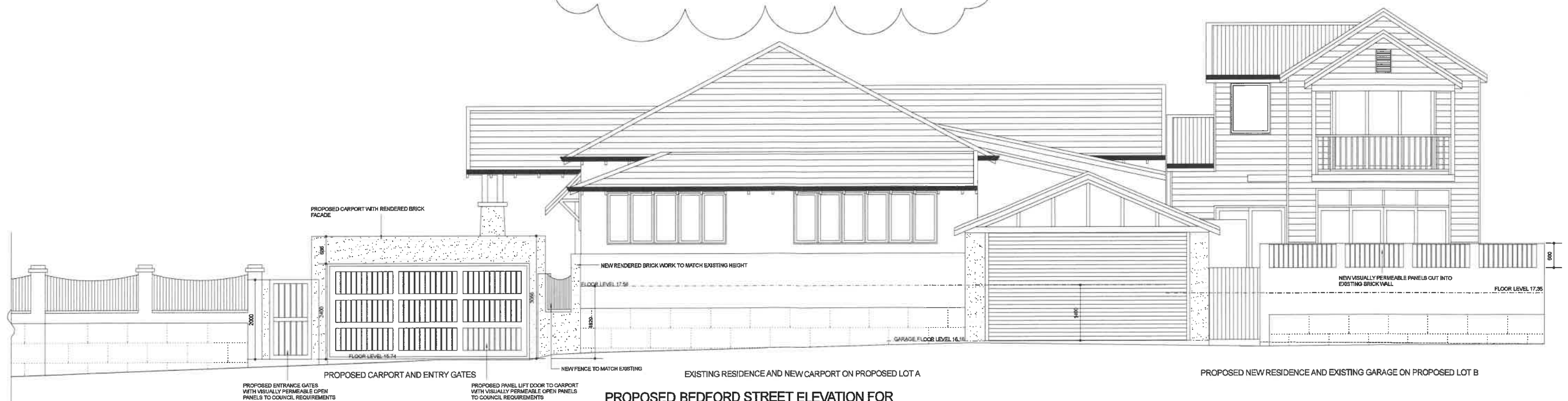
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3a cann road attadale
PH 0438 196 172



PROPOSED FRONT / SECTION A-A ELEVATION
FOR PROPOSED LOT A
scale 1:50

AMENDED CARPORT SETBACK FOR PROPOSED LOT A



PROPOSED BEDFORD STREET ELEVATION FOR
PROPOSED LOT A & B
scale 1:50

AMENDED 4/12/2018

PROPOSED RESIDENCE, RENOVATIONS AND CARPORT
for: PAUL AND NICOLE JONES
at: 14 BEDFORD STREET, EAST FREMANTLE

DRAWN 04/10/2018

SHEET 7 OF 10

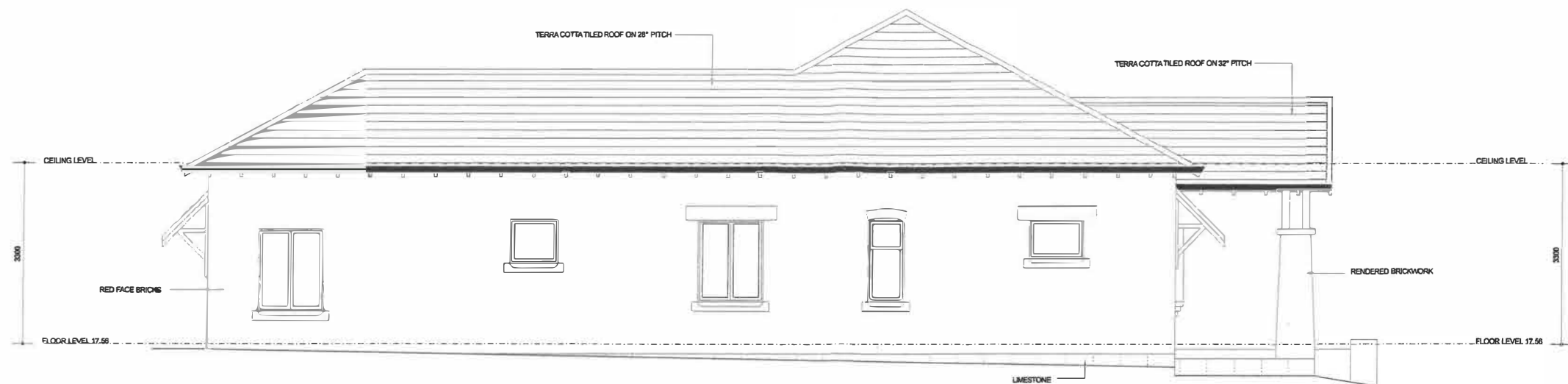
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EXISTING EAST ELEVATION
scale 1:50



EXISTING NORTH ELEVATION
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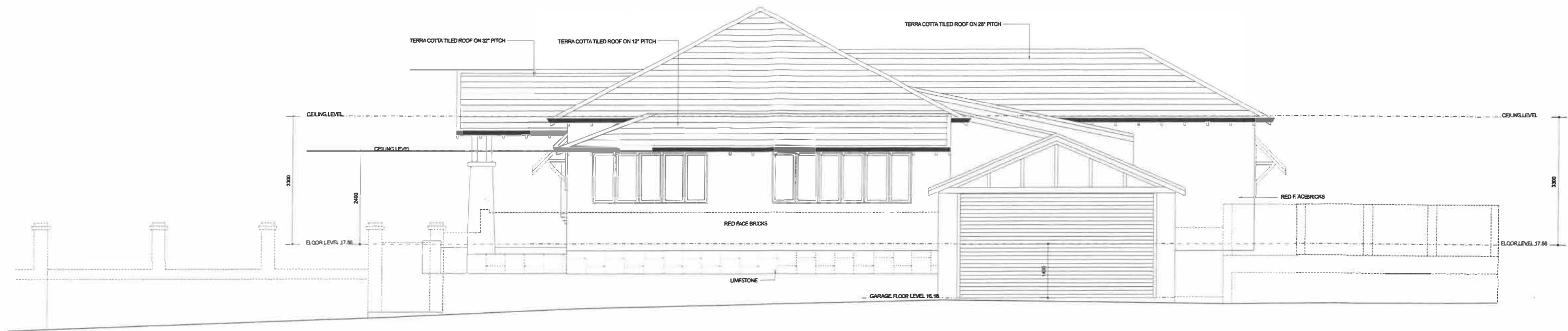
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for: PAUL AND NICOLE JONES
at: 14 BEDFORD STREET, EAST FREMANTLE

DRAWN 04/10/2018

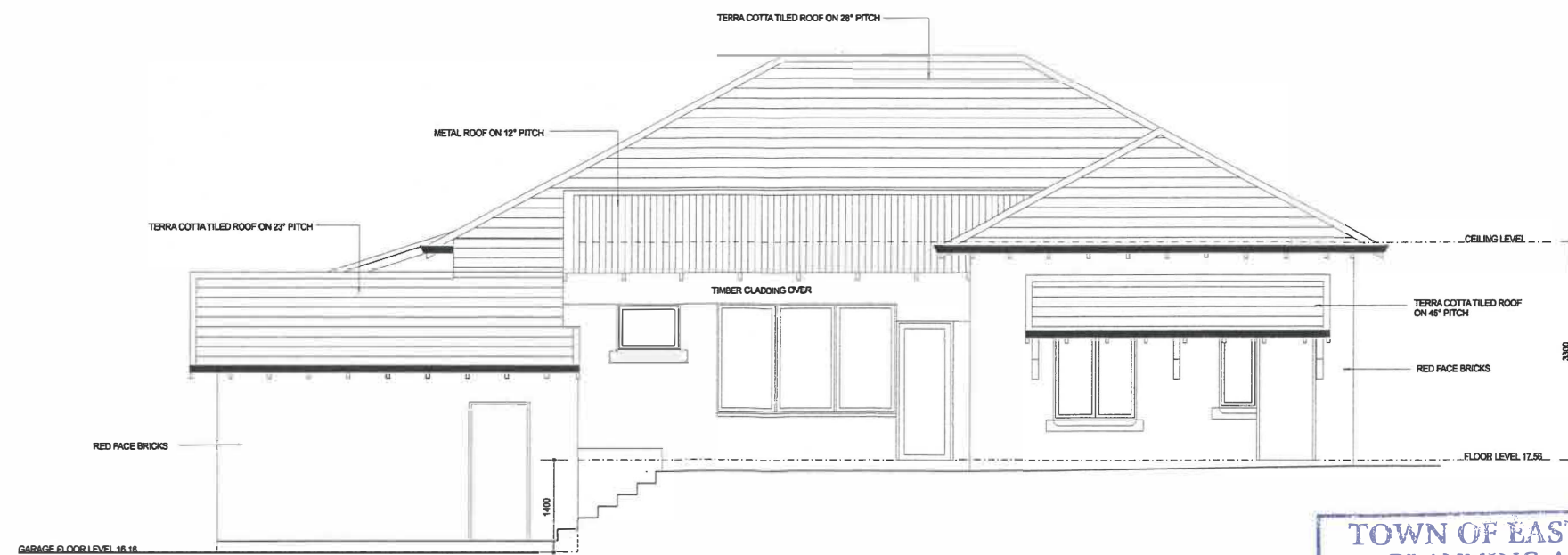
SHEET 9 OF 10

de pledge design

3a cann road attadale
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EXISTING WEST ELEVATION
scale 1:50



EXISTING SOUTH ELEVATION
scale 1:50



PROPOSED RESIDENCE, RENOVATIONS AND CARPORT
for: PAUL AND NICOLE JONES
at: 14 BEDFORD STREET, EAST FREMANTLE

DRAWN 04/10/2018

SHEET 10 OF 10

de pledge design

3a cann road attadale
PH 0438 196 1733

12.1.5 Reserve 22365 Lot 15723 Wauhop Road East Fremantle- Alterations and Additions to East Fremantle Junior Football Clubhouse

Owner	Town of East Fremantle
Applicant	East Fremantle Junior Football Club
File ref	P093/18, R/RSB2
Prepared by	James Bannerman Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	4 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Location plan2. Photographs3. Plans date stamped 10 October 2018

Purpose

For Council to consider supporting a planning application for alterations and additions to the existing East Fremantle Junior Football clubhouse located on Reserve 22365 Lot 15723 Wauhop Road, East Fremantle.

Council is a referral body only. The Department of Biodiversity, Conservation and Attractions is the determining authority for this development application. The Town is requested to comment on the works by the Department's Rivers and Estuaries Division which will also assess the application.

Executive Summary

The alterations and additions to the existing clubhouse include an extension to the front clubroom, an extension to the canteen, covered shelter and barbeque, conversion of existing open showers to enclosed toilet and shower cubicles that are female friendly.

The Town of East Fremantle is proposing to submit the application on behalf of the East Fremantle Junior Football Club to expedite the development application as quickly as possible. The Town is permitted to act as applicant for development applications like this where the proposed development is valued at less than \$500000.

It is considered that the proposed development can be supported subject to conditions of planning approval being imposed and Council endorsing the Town of East Fremantle to act as the applicant on behalf of East Fremantle Junior Football Club.

Background

MRS: MRS Reserve – Parks and Recreation
LPS 3: MRS Reserve – Parks and Recreation
Site area: 26928m² (reserve area)

Previous Decisions of Council and/or History of an Issue or Site

P25/12- flood lighting for Henry Jeffrey Oval- 11 August 2016
P93/18- shelter and additions (Cancelled)

Consultation

Advertising

The application was advertised via letter to surrounding land owners from 15 November to 30 November 2018. No submissions were received.

Plans also included on website under Community Consultation.

Community Design Advisory Committee (CDAC)

This application was not referred to CDAC as the Town is a referral body.

Statutory Environment

Planning and Development Act 2005

Swan and Canning Rivers Management Act 2006

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 2017 – 2027 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.*
- 3.2 *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 practices.*
 - 3.3.2 *Optimal management of assets within resource capabilities.*
 - 3.3.3 *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.*
 - 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
 - 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.*
-

Site Inspection

N/A

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies. A summary of the assessment is provided in the following tables.

Legend (refer to tables below)	
A	Acceptable
D	Discretionary
N/A	Not Applicable

Assessment

Town Planning Scheme No 3 Provision	Status
4.2 Zone Objectives	A
4.3 Zoning Table	A
Foreshore Master Plan	
Recommendation 3	A

The proposed development includes;

- a new pathway leading from the car park to the club rooms
- upgraded toilets
- extension to the canteen
- extensions to the club room
- sheltered viewing platform with tiered seating
- sheltered barbeque area

The Town of East Fremantle is proposing to act as the applicant on behalf of the East Fremantle Junior Football Club for this application. The Town is seeking a permit from the Department of Biodiversity, Conservation and Attractions to gain approval for the proposed development. This is possible for proposed development valued at less than \$500000 and undertaken by local government and ensures that the application is expedited as quickly as possible.

MRS Reserve – Parks and Recreation

The subject land is reserved for Parks and Recreation under the Metropolitan Region Scheme and the LPS No. 3. Clause 3.2 Regional Reserves of LPS No. 3 is relevant, which states:

3.2.1 The land shown as 'Regional Reserves' on the Scheme Map are lands reserved under the Metropolitan Region Scheme and are shown on the Scheme Map for the purposes of the Planning and Development Act 2005. These lands are not reserved under the Scheme.

3.2.2 The approval of the local government under the Scheme is not required for the commencement or carrying out of any use or development on a Regional Reserve.

Note: The provisions of the Metropolitan Region Scheme continue to apply to such Reserves and approval is required under the Metropolitan Region Scheme from the Commission for the commencement or carrying out of any use or development on a Regional Reserve unless specifically excluded by the Region Scheme.

Council are a referral body only. The Department of Biodiversity, Conservation and Attractions is the determining authority for this development application for alterations and additions to the East Fremantle Junior Football clubhouse.

Matters to be Considered by Local Government

No specific development requirements under the Scheme or Council Policies relate to development of a non-residential nature on lands zoned Reserve, although it is relevant to consider any matters that may impact the amenity of the foreshore reserve.

As such the proposal has been assessed against the Deemed Provisions for local planning schemes (Clause 67). The proposal is considered to comply with the aims, objectives and orderly and proper planning of the area in relation to the matters to be considered under Clause 67 as outlined below:

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme;*
- (g) any local planning policy for the Scheme area;*
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality; and*
 - (iii) social impacts of the development;*

Car Parking

There will be no need for an increase in parking as there is no change in the function or the number of people using the facility as a result of the proposed development.

Signage

There is no signage in relation to this proposal.

Existing Vegetation

Vegetation (other than turf) will not have to be removed as a result of this proposal.

East Fremantle Foreshore Master Plan

Although the Foreshore Master Plan does not formally identify the subject lot as part of the Foreshore Master Plan it is adjacent to and complements the role that is played by the foreshore and was seen as a possible “event” location, as well as providing a venue for field sports like football, an informal exercise area and a dog exercise area. This proposal does not detract from these roles.

Compatibility with Surrounding Development

The proposal will not interfere with the surrounding developments. Views will not be significantly affected by this proposal. The proposed structure is no higher than the existing club building roof. Although wider than the existing structure, building bulk is reduced as a result of the maintenance of visual permeability through the sheltered barbeque area and the sheltered viewing area. In addition the extensions are being proposed on the northern side of the building away from Preston Point Road and existing residential dwellings to the south of the proposed development.

The proposed development complements the existing land uses in the vicinity of the development. The area is dominated by other recreational sporting grounds and clubs to the north of Preston Point Road and is following a similar pattern of development to these clubs. The proposed alterations and additions provide weather protection for spectators and club users in the area immediately adjacent to the clubrooms and as such improves the useability of the building and the club's facilities.

Amenity of the Locality

There is little impact on the natural environment (see existing vegetation above), the existing use of the land is maintained without detracting from the character of the area and the proposed development helps support the function of an important community and social group.

Conclusion

It is considered that the proposed development is consistent with the existing use of the land. The proposed alterations and additions complies with the aims, objectives and proper planning of the area and complies with the provisions of Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the Council's Foreshore Master Plan. As such it should be supported by the Council.

It is recommended Council convey its support for the proposal to the Department of Biodiversity, Conservation and Attractions with a request for conditions.

12.1.5 OFFICER RECOMENDATION:

That Council:

- 1. recommend support for the proposed development permit for alterations and additions on land utilised by the East Fremantle Junior Football Club located at on Reserve 22365 Lot 15723 on Wauhop Road, East Fremantle, to the Department of Biodiversity, Conservation and Attractions, in accordance with the plans date stamp received on 10 October 2018 subject to the following conditions:**
 - (a) No signage is to be erected with this application. The appropriate Department of Biodiversity, Conservation and Attractions and Council approvals need to be sought in relation to any proposed signage on the site with respect to the proposed alterations and additions to the clubhouse.**
 - (b) The building is to be kept clean and free of graffiti and vandalism at all times and any such graffiti or vandalism to be remedied within 24 hours to the satisfaction of the Chief Executive Officer.**
 - (c) All rubbish is to be located and/or screened so as not to be visible from beyond the boundaries of the development site.**
 - (d) Stormwater drainage shall be contained on site, or connected to the local government stormwater drainage system, to the satisfaction of the Town of East Fremantle on advice from the Department of Biodiversity, Conservation and Attractions.**

- (e) No fill, building material, rubbish or any other deleterious matter shall be allowed to enter the Swan River as a result of the development.
 - (f) Upon completion of works, waste materials shall be removed and the area cleaned up to the satisfaction of the Town of East Fremantle.
 - (g) The proposed works are not to be commenced until a Building Permit has been issued in compliance with the conditions of this planning approval, unless otherwise amended by Council.
 - (h) With regard to the plans submitted for the Building Permit application, changes are not to be made to the plans which have received planning approval, without those changes being specifically marked for Council's attention.
 - (i) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
 - (j) 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 East Fremantle Junior Football Club. 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.
2. endorses the application for a development permit to be submitted by the Town of East Fremantle, to the Department of Biodiversity, Conservation and Attractions, on behalf of the East Fremantle Junior Football Club.

Footnote:

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

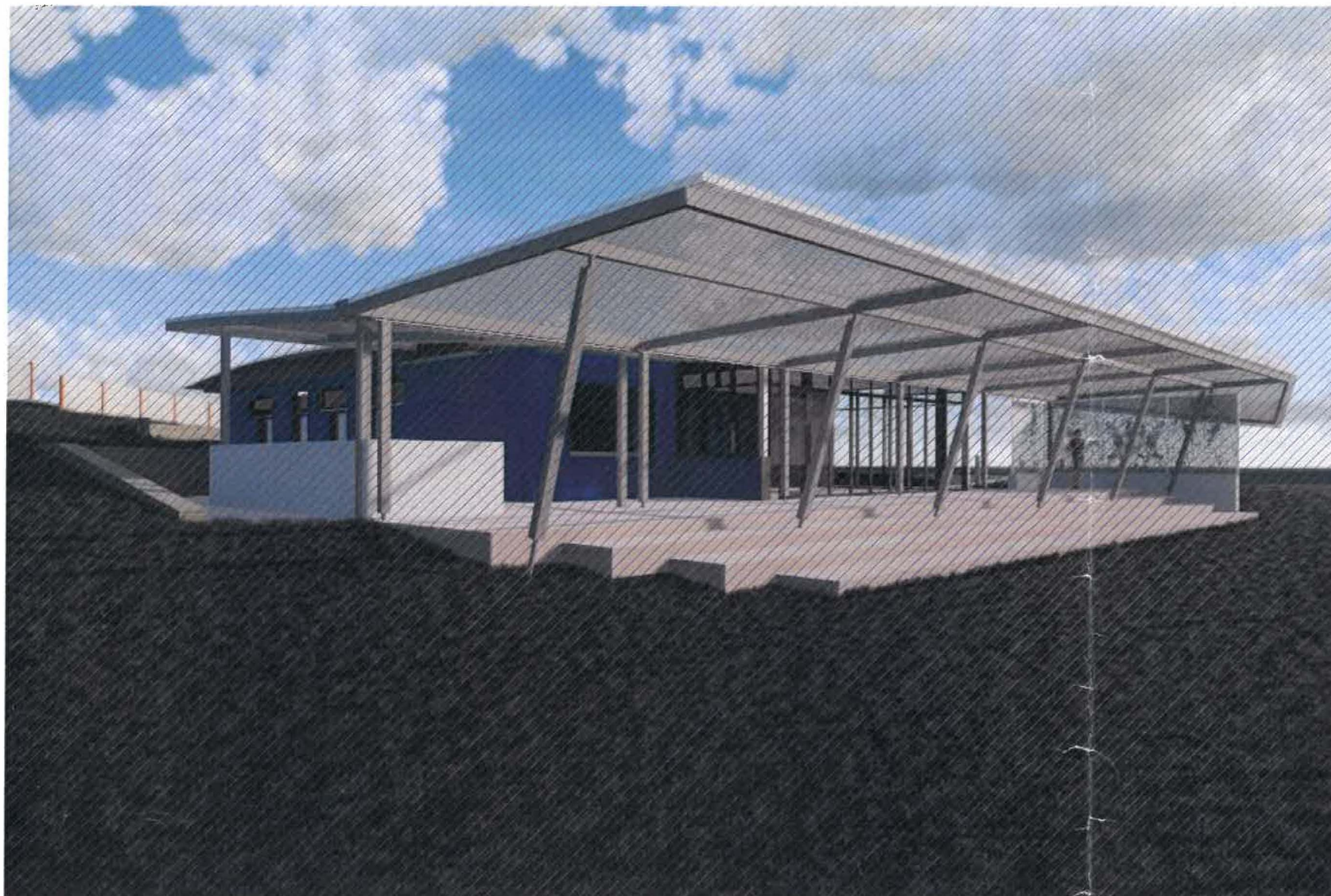
- (i) This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (iii) 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).*
- (iv) Under the Environmental Protection (Noise) Regulations 1997, the noise from an airconditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document—"An Installers Guide to Air Conditioner Noise".*

RESERVE NO. 22365 (HENRY JEFFERY OVAL) WAUHOP ROAD – P093/18- ALTERATIONS AND ADDITIONS TO CLUBHOUSE –EAST FREMANTLE JUNIOR FOOTBALL CLUB









DRAWING REGISTER

Sheet No.	Sheet Name	Date Drawn	Drawn By	Checked By	Approved By	Revision	
						Current	Date
A00.03	Perspectives	08/2018	AM	PK	PK	2	20/09/2018
A03.01	Proposed Extension	08/2018	AM	PK	PK	3	20/09/2018
A06.01	Elevations	09/2018	AM	PK	PK	2	20/09/2018
A06.02	Elevations - PIC PERF Graphics	09/2018	AM	PK	PK	2	20/09/2018

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Architectural Drawings

PROJECT NAME

HENRY JEFFERY OVAL CLUB HOUSE EXTENSION
LOT 15723 WAUHOP ROAD

ISSUE

"DEVELOPMENT APPLICATION"

PROJECT NUMBER

P18011

DATE

20/09/2018

CLIENT

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Date	No.	Revision Description	Drawn
20/09/2018	1	DEVELOPMENT APPLICATION CLIENT REVIEW	

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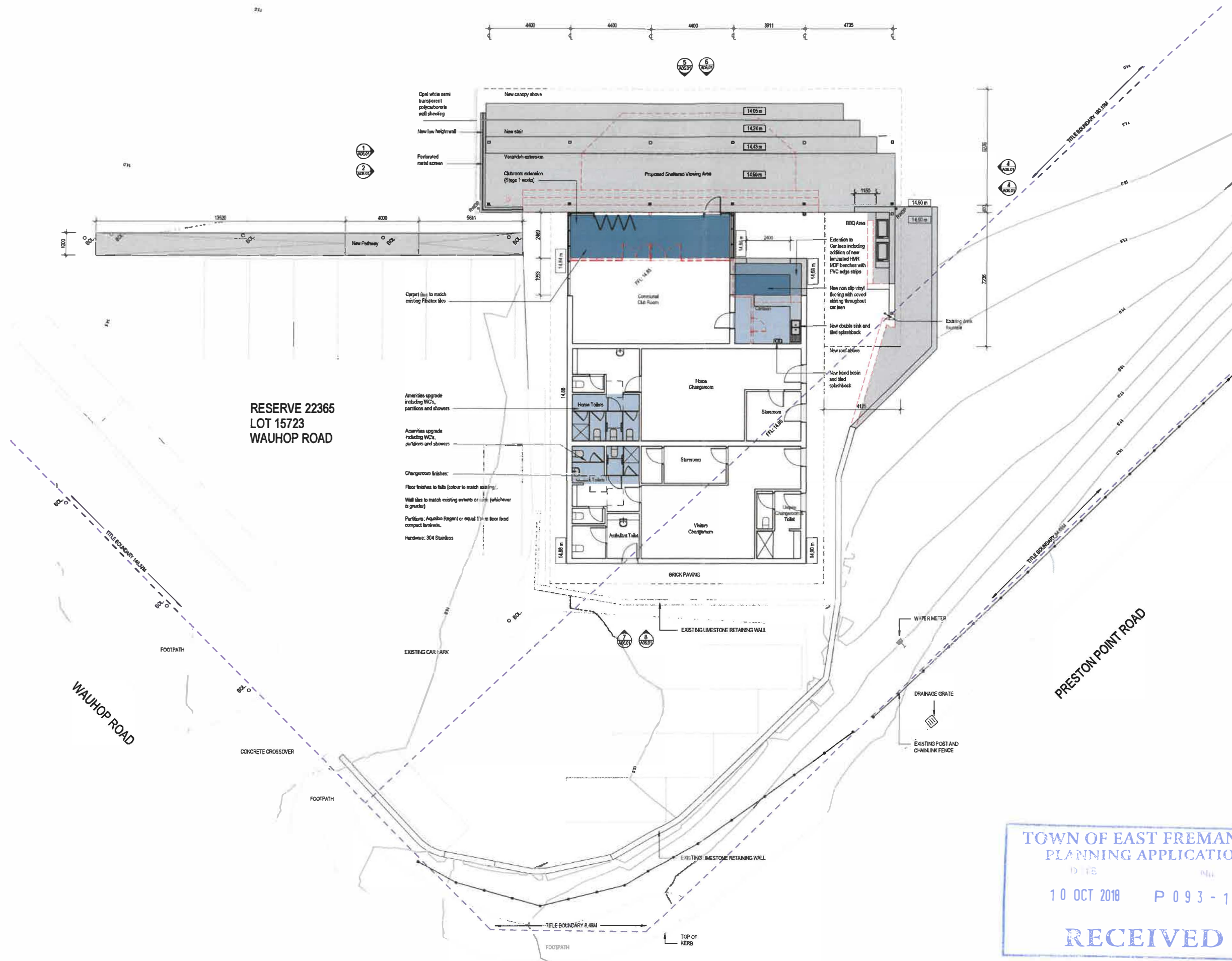
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HENRY JEFFERY OVAL CLUB HOUSE
EXTENSION
LOT 15723 WAUHOP ROAD
TITLE
Perspectives

DEVELOPMENT
APPLICATION
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CONSTRUCTION

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23/02/2019	3	DEVELOPMENT APPLICATION CLIENT REVIEW CLIENT REVIEW	
19/04/2019	2		
14/05/2019	1		
Date	No.	Runline Description	Status
KEY PLAN			

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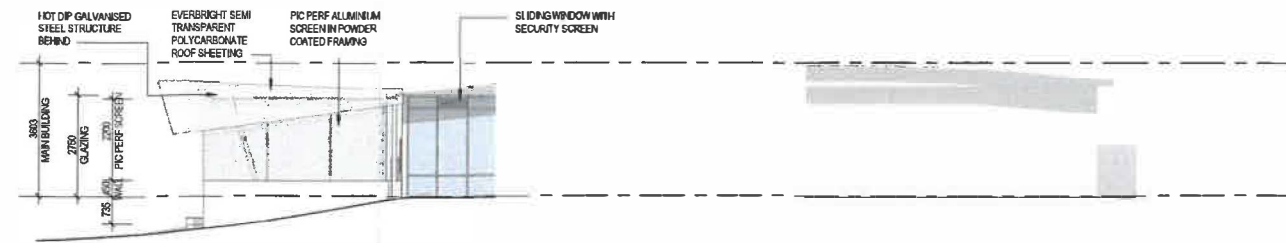
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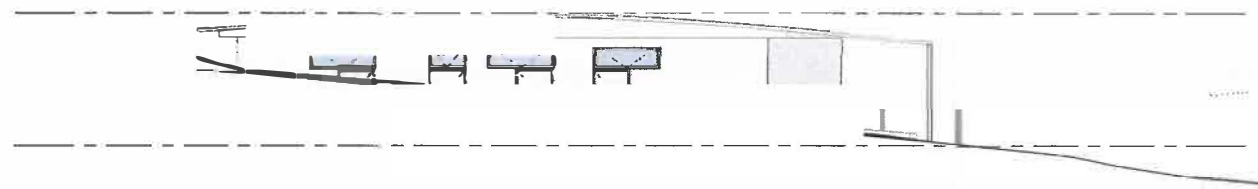
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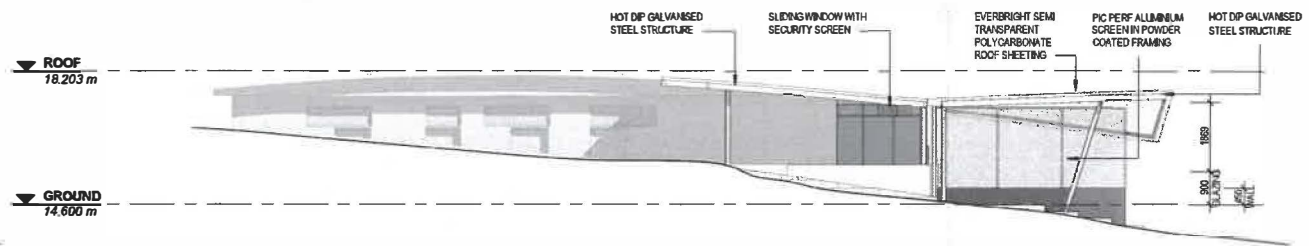
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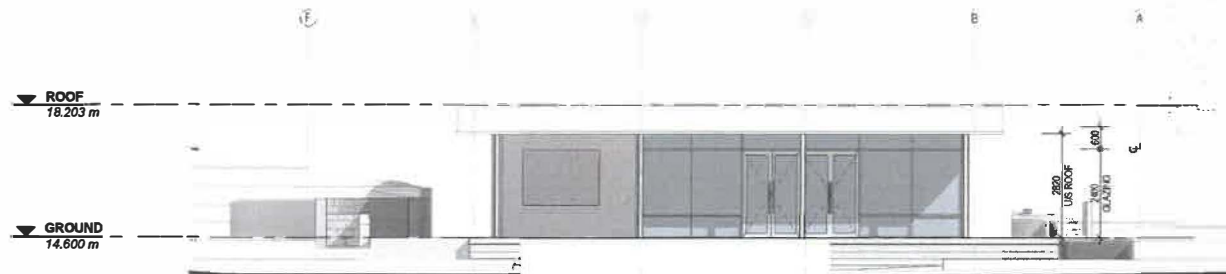
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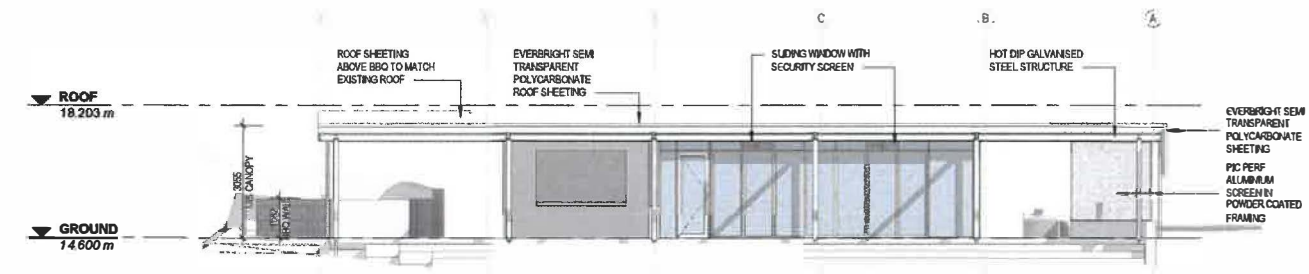
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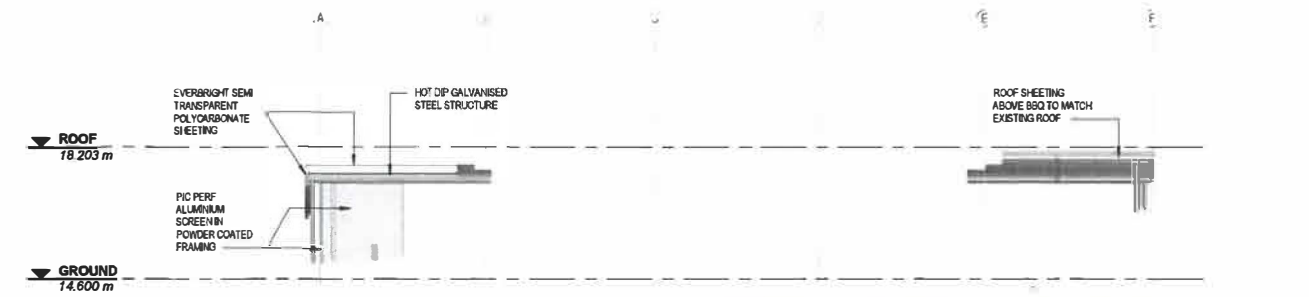
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6 North - Proposed
A03.01 1:100



7 South - Existing
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8 South - Proposed
A03.01 1:100

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EXTENSION
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TITLE
Elevations

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14/09/2018	1	CLIENT REVIEW	

KEY PLAN

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TITLE
Elevations - PIC PERF Graphics

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12.1.6 Reserve 7800 Lot 15722 Jerrat Drive East Fremantle- New Patio for East Fremantle Lacrosse/Cricket Club

Owner	Town of East Fremantle
Applicant	East Fremantle Lacrosse/Cricket Club
File ref	P108/18; P/RSC/9
Prepared by	James Bannerman Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Location plan2. Photographs3. Plans date stamped 20 November 2018

Purpose

For Council to consider supporting a planning application for a patio at the East Fremantle Lacrosse/Cricket Club located on Reserve 7800 Lot 15722 Jerrat Drive, East Fremantle.

Council is a referral body only. The Department of Biodiversity, Conservation and Attractions is the determining authority for this development application. The Town is requested to comment on the works by the Department's Rivers and Estuaries Division who will also assess the application.

Executive Summary

The patio (measuring 5.4m by 2.5m) is proposed to be constructed on the south western corner of the clubrooms adjacent to the club change rooms.

It is considered that the proposed development can be supported subject to conditions of planning approval being imposed.

Background

MRS: MRS Reserve – Parks and Recreation
LPS 3: MRS Reserve – Parks and Recreation
Site area: 77924m²

Previous Decisions of Council and/or History of an Issue or Site

P76/12- Building license- replacement windows and doors- 14 May 2012
P13/12 Building license- shed- 25 September 2012
P66/14 –Planning approval- additions- 10 June 2014
SRT5742- Planning approval Swan River Trust- upgrade of facility 28 August 2014
2014/54- Building Permit
Ministerial approval- lease of property between Town of East Fremantle, East Fremantle Lacrosse Club and East Fremantle Cricket Club- 5 August 2015

Consultation

Advertising

The application was advertised via letter to surrounding land owners from 21 November to 5 December 2018. No submissions were received.

Plans also included on website under Community Consultation.

Community Design Advisory Committee (CDAC)

This application was not referred to CDAC as the proposed development is minor in nature, non-residential in nature and the Town is a referral body.

Statutory Environment

Planning and Development Act 2005

Swan and Canning Rivers Management Act 2006

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

Policy Implications

Town of East Fremantle Residential Design Guidelines 2016 (as amended)

Financial Implications

Nil

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 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.*
- 3.2 *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 practices.*
 - 3.3.2 *Optimal management of assets within resource capabilities.*
 - 3.3.3 *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.*
- 4.2 *Enhance environmental values and sustainable natural resource use.*
 - 4.2.1 *Reduce waste through sustainable waste management practices.*
- 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.*

Site Inspection

N/A

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies. A summary of the assessment is provided in the following tables.

Legend (refer to tables below)	
A	Acceptable
D	Discretionary
N/A	Not Applicable

Assessment

Town Planning Scheme No 3 Provision	Status
4.2 Zone Objectives	A
4.3 Zoning Table	A
Foreshore Master Plan	
Recommendation 3	A

MRS Reserve – Parks and Recreation

The subject land is reserved for Parks and Recreation under the Metropolitan Region Scheme and the LPS No. 3. Clause 3.2 Regional Reserves of TPS No. 3 is relevant, which states:

3.2.1 The land shown as 'Regional Reserves' on the Scheme Map are lands reserved under the Metropolitan Region Scheme and are shown on the Scheme Map for the purposes of the Planning and Development Act 2005. These lands are not reserved under the Scheme.

3.2.2 The approval of the local government under the Scheme is not required for the commencement or carrying out of any use or development on a Regional Reserve.

Note: The provisions of the Metropolitan Region Scheme continue to apply to such Reserves and approval is required under the Metropolitan Region Scheme from the Commission for the commencement or carrying out of any use or development on a Regional Reserve unless specifically excluded by the Region Scheme.

Council are a referral body only. The Department of Biodiversity, Conservation and Attractions is the determining authority for this development application for the new patio.

Matters to be Considered by Local Government

No specific development requirements under the Scheme or Council Policies relate to development of a non-residential nature on lands zoned Reserve, although it is relevant to consider any matters that may impact the amenity of the foreshore reserve.

As such the proposal has been assessed against the Deemed Provisions for local planning schemes (Clause 67). The proposal is considered to comply with the aims, objectives and orderly and proper planning of the area in relation to the matters to be considered under Clause 67 as outlined below:

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;

- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme;
- (g) any local planning policy for the Scheme area;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
 - (i) environmental impacts of the development;
 - (ii) the character of the locality; and
 - (iii) social impacts of the development;

Car Parking

There will be no need for an increase in parking as there is no change in the function or size of the clubhouse as a result of the proposed development.

Signage

There is no signage in relation to this proposal.

Existing Vegetation

Vegetation will not have to be removed as a result of this proposal.

East Fremantle Foreshore Master Plan

Although the Foreshore Master Plan does not formally identify the subject lot as part of the Foreshore Master Plan it is adjacent to and complements the role that is played by the foreshore and was seen as a possible “event” location, as well as providing a venue for field sports like lacrosse and cricket, an informal exercise area and a dog exercise area. This proposal does not detract from these roles.

Compatibility with Surrounding Development

The proposal will not interfere with the surrounding developments. The proposed patio provides weather protection for the area adjacent to the club’s change rooms and as such improves the useability of the building. The proposed structure is a maximum of 2.5m high from ground level, 3.6m wide and 5.4m long with 3 individual columns (90mm square profile) supporting the roof. It has a lower profile than the adjoining clubhouse and has minimal building bulk. The patio complements the existing land uses in the vicinity of the development.

Amenity of the Locality

There is little impact on the natural environment (see existing vegetation above), the existing use of the land is maintained without detracting from the character of the area and the proposed development helps support the function of important community and social groups.

Conclusion

It is considered that the proposed development is consistent with the existing use of the land. The proposed patio complies with the aims, objectives and proper planning of the area and complies with the provisions of Clause 67 Planning and Development (Local Planning Schemes) Regulations 2015 and the Council’s Foreshore Master Plan. As such it should be supported by the Council.

It is recommended Council convey its support for the proposal to the Department of Biodiversity, Conservation and Attractions with a request for conditions.

12.1.6 OFFICER RECOMMENDATION

That Council recommend support for the proposed development approval application for a patio on land utilised by the East Fremantle Lacrosse and Cricket Club located at Reserve 7800 Lot 15722 Jerrat Drive, East Fremantle, to the Department of Biodiversity, Conservation and Attractions, in accordance with the plans date stamp received on 20 November 2018 subject to the following conditions:

- (1) Stormwater drainage shall be contained on site, to the satisfaction of the Town of East Fremantle on advice from the Swan River Trust.
- (2) The building is to be kept clean and free of graffiti and vandalism at all times and any such graffiti or vandalism to be remedied within 24 hours to the satisfaction of the Chief Executive Officer.
- (3) All rubbish is to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
- (4) Upon completion of works, waste materials shall be removed and the area cleaned up to the satisfaction of the Town of East Fremantle.
- (5) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.
- (6) With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
- (7) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (8) 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.

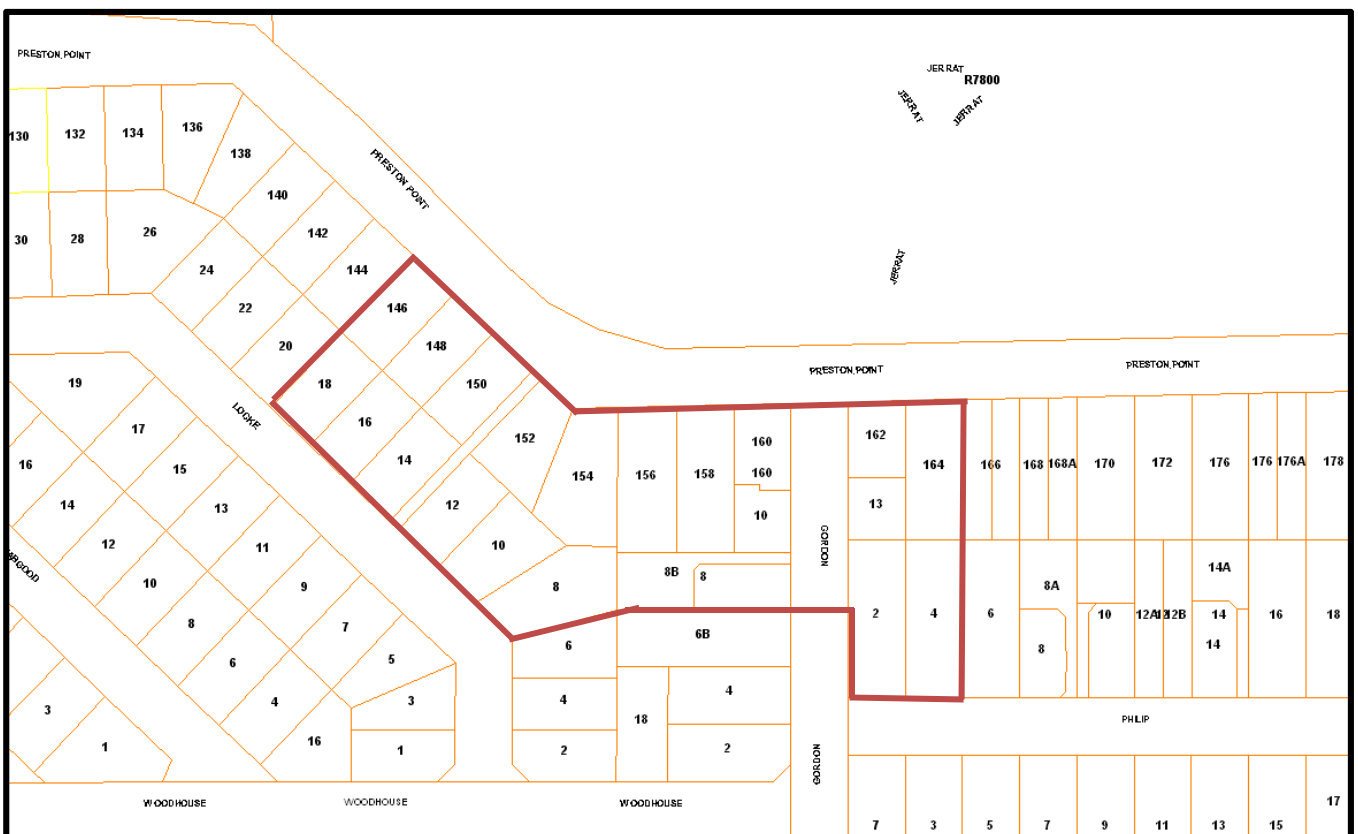
Footnote:

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

- (i) *This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (iii) *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).*
- (iv) *Under the Environmental Protection (Noise) Regulations 1997, the noise from an airconditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer*

to Department of Environmental Protection document—"An Installers Guide to Air Conditioner Noise".

RESERVE NO. 7800 JERRAT DRIVE – P108/18- PATIO TO CLUBHOUSE –EAST FREMANTLE LACROSSE & CRICKETCLUB

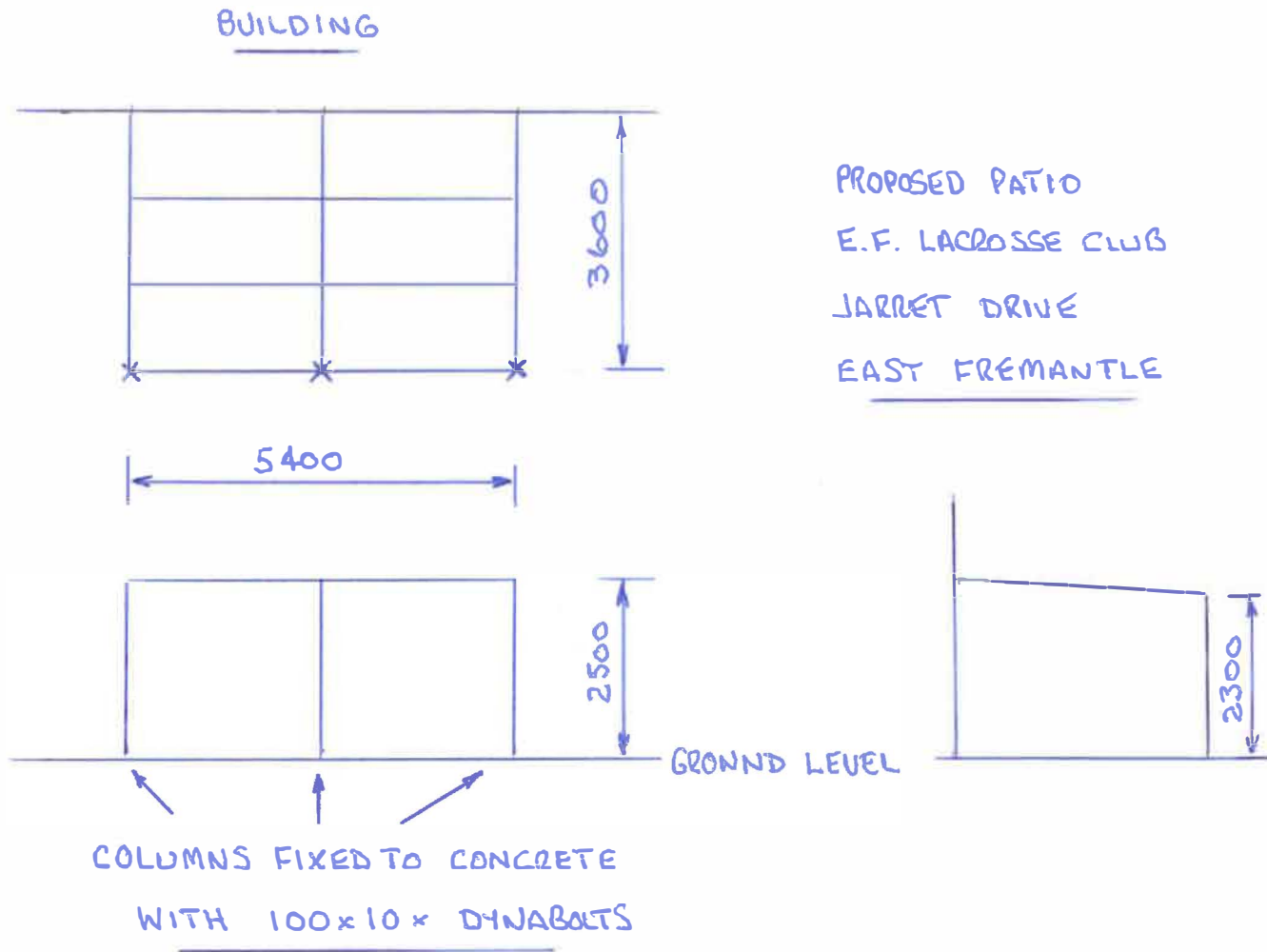




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Kardinya 6163
Mobile: 0418 942 511
Fax: 9337 8824
Email: suburbanpatios@westnet.com.au



PROPOSED PATIO

E.F. LACROSSE CLUB

JARRET DRIVE

EAST FREMANTLE

MAIN BEAM FIXED TO WALL WITH
100x10 DYNABOLTS AT 1200 CENTRES
ALL STEELWORK CONNECTED TOGETHER
WITH INTERNAL BRACKETS FIXED
WITH 10x16 TEKSCREWS
STEELWORK TO BE POWDERCOATED
COLUMNS TO BE NOTCHED OUT
TO FIX TO MAIN FRAME

MATERIALS USED

MAIN BEAM - 76x38x1.6
PURLINS - 76x38x1.6
COLUMNS - 90x90x2.0
DECK - CORODEK
GUTTER - EASILINE

TOWN OF EAST FREMANTLE
PLANNING APPLICATION

DATE

No.

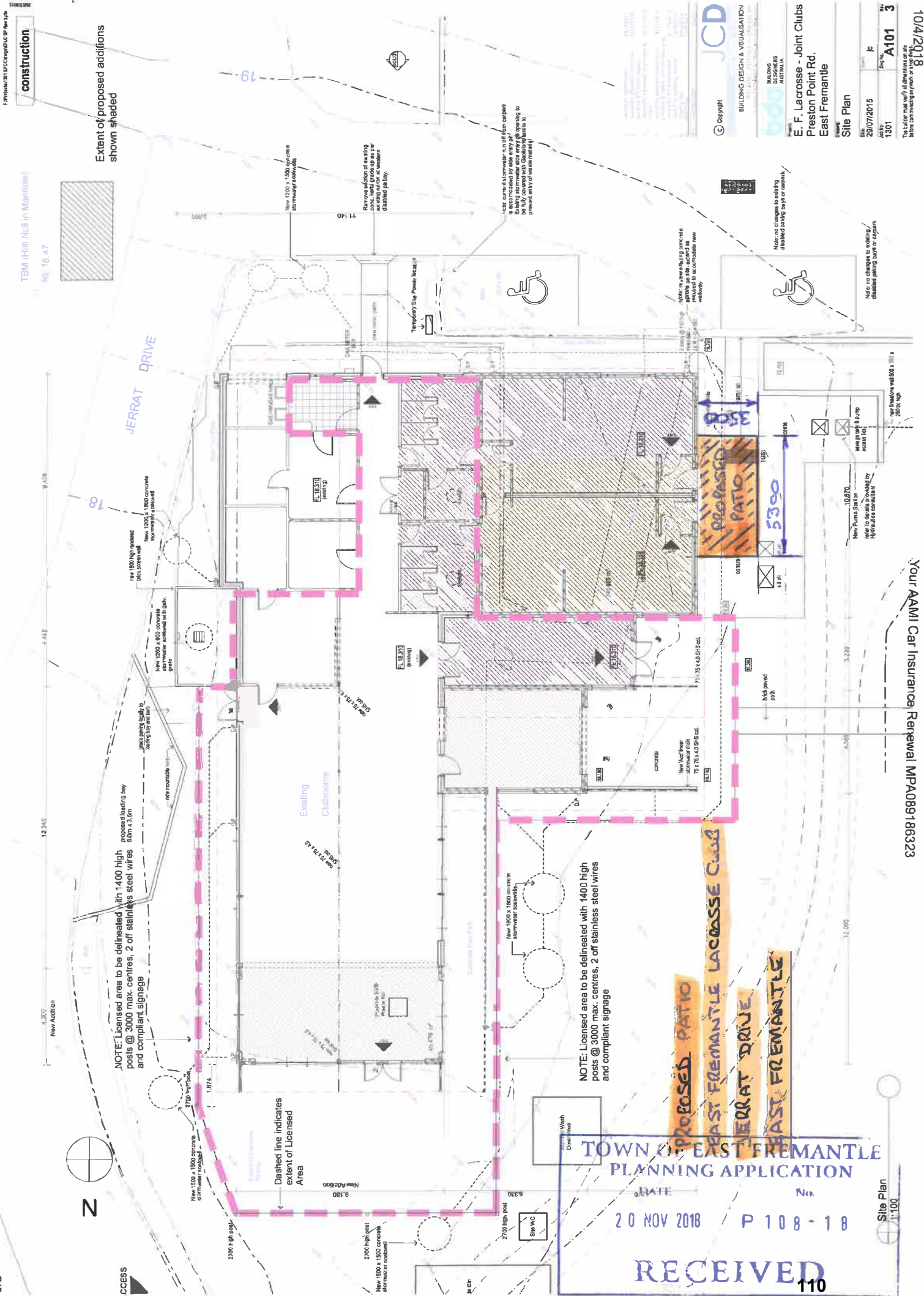
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10/4/2018

Your AAMI Car Insurance Renewal MPA089186323





NOTE: DROP FOOTING TO SUIT IF THE POOL IS UNDER THE 45° LINE. CONTACT ENGINEER FOR ADVICE IF NEEDED.



NOTE:
- USE 1.6mm THICK GALVANIZED
STAINLESS STEEL ANGLE BRACKET.
- FIX PURLIN BRACKET TO RAFTER AND
PURLIN VIA 2No. 10 TEKS.



NOTES:
 - 50 x 6 PL x 750 LONG RAFTER BRACKET TO BE FIXED TO EXISTING RAFTER VIA 3 M10 BOLTS.
 - Ø10 THREADED ROD: 100mm MIN. WELD TO 50 x 6PL. ONE NUT INSIDE EXISTING FASCIA PLATE. ONE NUT OUTSIDE NEW FASCIA PLATE.



TYPICAL STEEL COLUMN BASE FIXING DETAILS - 1:20

NOTES:
 - TO REFER TO SCHEDULE FOR DIMENSIONS OF FOOTINGS.
 - STUB COLUMN: SIZE TO MATCH STEEL COLUMN AND TO BE FULLY WELD ON BOTH SIDES.

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w: www.engnearpath.com.au

STEEL PATIO OR CARPORT (SKILLION ROOF)

Address: EAST FREMANTLE LACROSS CLUB
CORNER OF JERRAT DRIVE AND PRESON POINT ROAD

For:
SUBURBAN PATIOS

Date: 12/11/2018

Revisions: 7 (01/06/17)

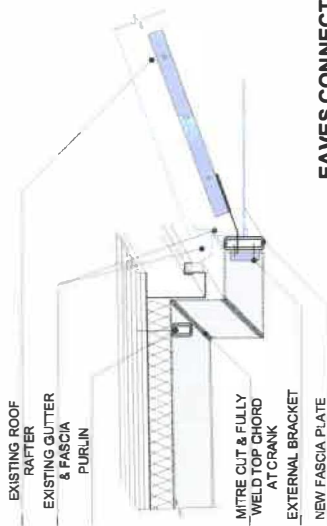
AS NOTED

Short S1

FB - FASCIA BEAM
R - RAFTER
C - COLUMN

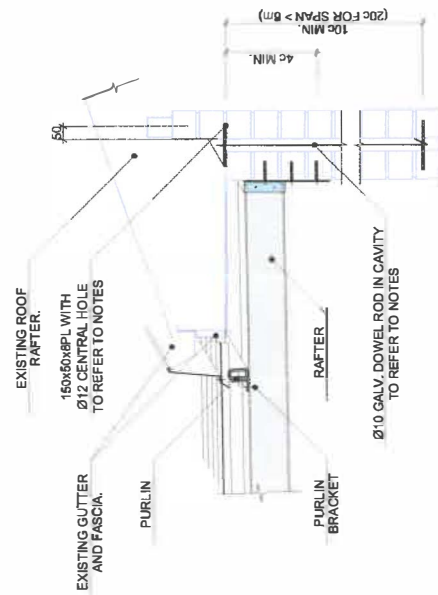
A. GAYLOR MIEAUST, CPENG, NER
Chartered Professional Engineer
Membership No. 3303920

Date: 27/02/18
On behalf of Engineer Perth



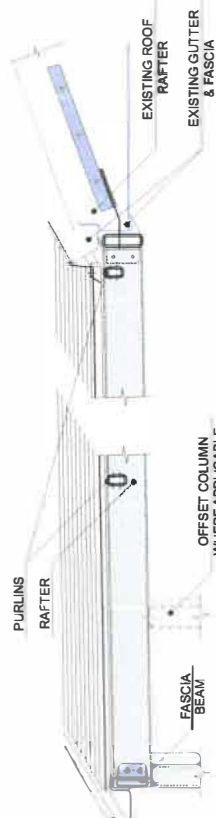
EAVES CONNECTION - CRANKED RAFTER

- NOTES:
- ALTERNATIVELY PURLINS CAN BE FIXED OVER RAFTERS WITH RAFTER BRACKET.
 - FIX RAFTER TO NEW FASCIA PLATE VIA INTERNAL BRACKET OR SADDLE BRACKET TO SUIT.
 - INSULATED PANEL TO MANUFACTURER'S SPECIFICATION.



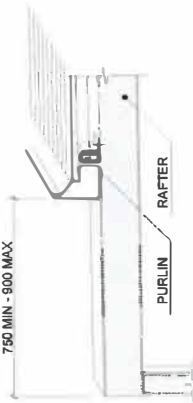
BRICK WALL CONNECTION (LEAVES)

- NOTE:
- ALTERNATIVELY PURLIN CAN BE FIXED TO FACE OF RAFTER WITH INTERNAL BRACKET.
 - RAFTER TO BE FIXED TO WALL VIA SADDLE BRACKET.
 - Ø10 GALV. DOWEL ROD ACROSS CAVITY; HOOK Ø10 GALV. TIE DOWN ROD UNDER. THREAD AT TOP & FIX TO TOP PLATE.
 - AT EACH RAFTER LOCATION USE 150x50x8 PL WITH Ø12 CENTRAL HOLE. FIT INTO EXISTING BED JOINT. NOT REQUIRED FOR TILED ROOF.
 - FLASH TO BUILDERS DETAIL.



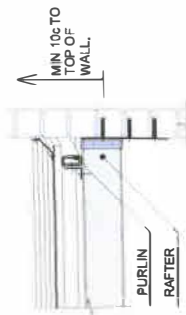
EAVES CONNECTION - STANDARD FIXING

- NOTES:
- ALTERNATIVELY PURLINS CAN BE FIXED OVER RAFTERS WHEN RAFTER BRACKET.
 - FIX RAFTER BRACKET TO EVERY 2ND EXISTING ROOF RAFTER.
 - FIX RAFTER TO NEW FASCIA PLATE VIA INTERNAL BRACKET OR SADDLE BRACKET TO SUIT.
 - TO REFER TO BUILDERS DETAIL FOR FLASH.



BOUNDARY SET BACK CONNECTION

- NOTES:
- FIX RAFTER OVER STEEL COLUMN VIA INTERNAL BRACKET.

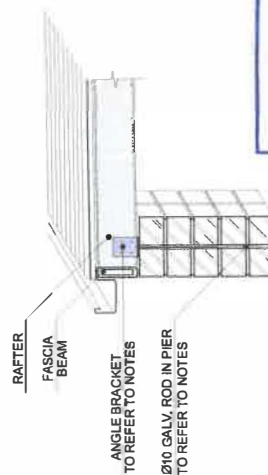


BRICK WALL CONNECTIONS (GABLE END)

- NOTES:
- RAFTER TO BE FIXED TO WALL VIA SADDLE BRACKET.
 - ALTERNATIVELY PURLINS MAY BE FIXED TO FACE OF RAFTER WITH INTERNAL BRACKETS.
 - FLASH TO BUILDERS DETAIL.

COLUMN/FASCIA BEAM/RAFTER CONNECTION

- NOTES:
- RAFTER TO BE DIRECTLY FIXED TO COLUMN WITH INTERNAL BRACKET IN ABSENCE OF FASCIA BEAM.
 - FIX PURLIN TO RAFTER WITH INTERNAL BRACKET.
 - FIX RAFTER TO FASCIA BEAM VIA INTERNAL BRACKET.



PIER FIXING (ALTERNATIVE TO STEEL COLUMN)

- NOTES:
- ALTERNATIVELY FIX PURLIN TO FACE OF RAFTER WITH INTERNAL BRACKETS.
 - PIER MAY SUPPORT FASCIA BEAM IF REQUIRED. FIX BRACKET TO FASCIA BEAM WITH 4 No. 14 TKS.
 - Ø10 GALV. ROD IN PIER; THREAD AT TOP & FIX TO BRACKET OVER GROUT.
 - ROD 150mm INTO FOOTING. ALTERNATIVELY DRILL AND EPOXY GROUT ROD 200mm INTO FOOTING BELOW.
 - ANGLE BRACKET: 100 x 75 x 5 PL x 75mm LONG. Ø10 ROD IN PIER. FIX WITH NUT & WASHER. FIX TO RAFTER VIA 4 No. 12 TKS.

TOWN OF EAST FREMANTLE
PLANNING APPLICATION

DATE

No.

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STEEL PATIO OR CARPORT (SKILLION ROOF)

Address:
EAST FREMANTLE LACROSS CLUB
CORNER OF JERAWAT DRIVE AND PRESON POINT ROAD

Suburban Patios

12/11/2018

AS NOTED

Sheet S2

NOTE: FALL MAY ALSO BE TOWARDS HOUSE
Approved by:
G.A. Grogan, MEng, CPEng, MIER
Chartered Professional Engineer
Membership No. 240820

Date: 27/02/18
On Behalf of Engineer Perth
Revision: 7 (01/06/17)
Scale: AS NOTED

GENERAL NOTES

CONCRETE

1. CONCRETE FOOTING TO BE OF GRADE 25MPa, MAX AGGREGATE SIZE 20mm AND SLUMP 100mm.
2. COLUMN TO BE CAST INTO FOOTING. COLUMN MAY BE FIXED TO CONCRETE SLAB AS SHOWN ON DETAILS.
3. FOOTING SIZE TO BE AS PER TABLE BELOW: ROOF AREA = $19.69m^2 \times 2 \times$ RAFTER (R) SPAN

BASE FIXINGS FOR COLUMNS				
ROOF AREA	8m ²	14m ²	20m ²	
FOOTING SIZE (STEEL COLUMN CASE IN)	400 x 400 x 450	450 x 450 x 450	450 x 450 x 600	
SLAB THICKNESS (STEEL COLUMN FIXING ON TOP)	75mm MIN	75mm MIN	100mm MIN	
UNREINFORCED SLAB	UNREINFORCED SLAB	UNREINFORCED SLAB	UNREINFORCED SLAB	

NOTE: INCREASE DEPTH OF FOOTING 200mm FOR FREESTANDING PATIOS & FOR TRUSS SPANS > 6000.

MEMBERS

1. GENERAL
 - a) STEEL GRADE TO BE 350MPa FOR ALL PATIO/TUBE MEMBERS AND DURAGAL 450MPa FOR ALL RHS/SMS MEMBERS U.N.O.
 - b) TABLE 3.4.2 "PROTECTIVE COATINGS FOR STEELWORK" OF THE BUILDING CODE OF AUSTRALIA TO BE FOLLOWED FOR THE TREATMENT OF ALL STEELWORK AND FASTENERS.
 - c) ALL SCREWS TO BE TO No.10 x 16, No.12 x 20 OR No.14 x 20 TEKs AS PER DETAILS.
 - d) COATING TO SUIT EXPOSURE CLASSIFICATION
2. MIN. COLUMN SIZE TO BE 90 x 90 x 3.0 SHS STEEL COLUMN.
3. ALL COLUMNS TO BE CAST INTO FOOTING FOR FREESTANDING PATIO. COLUMNS MAY BE FIXED TO EXISTING CONCRETE SLAB VIA 2 No.14 TEKs EACH SIDE OF STEEL COLUMNS & 2-M8 x 50 LONG MASONRY ANCHOR TO CONCRETE SLAB (USE 80SQ x 3 PL WASHER WITH MASONRY ANCHORS).
4. RAFTERS

RAFTER	PATIO/TUBE	RHS	RHS	RHS
75 x 38 x 1.2	75 x 38 x 1.2	75 x 38 x 1.2	100 x 50 x 2.0	150 x 50 x 2.0
SPAN	3.3m	3.8m	4.2m	5.2m

5. PURLINS - (1500 CRS MAX SPACING)

SIZE	SPAN
76 x 38 x 1.2 PT	76 x 38 x 1.2 PT
3.5m	4.4m

6. BRACE: 78 x 38 x 1.2 PATIO/TUBE x 900 LONG.

7. FASCIA BEAM (FB)

SIZE	SPAN
150 x 50 x 3.0 RHS	150 x 50 x 4.0 RHS
5.0m	7.0m

8. FASCIA PLATE - TO MATCH RAFTER

9. ROOF CLADDING - METAL SHEET U.N.O.

FABRICATION AND ERECTION

1. AS SHOWN TO BE FOLLOWED FOR ALL STEELWORK.
2. BUILDING CODE OF AUSTRALIA AND ALL RELEVANT STANDARDS TO BE FOLLOWED FOR STEELWORK.
3. STEELWORK COATING TO BE SELECTED AS PER EXPOSURE CLASSIFICATION.
4. ALL MEMBERS AFTER SITE WELDING TO BE TREATED WITH COLD GALVANIZING PAINT.
5. ALL HOLLOW SECTIONS TO BE SEALED AT OPEN ENDS.
6. ALL STRUCTURAL STEEL MEMBERS TO BE PROTECTED FOR CORROSION IN ACCORDANCE WITH DIP GALVANISED 300 g/m² MINIMUM AS PER BCA 3.4.4.4 REQUIREMENTS.

INSULATED ROOF

1. MAX ALLOWABLE SPAN OF ALL MEMBERS TO BE REDUCED BY 20% FOR INSULATED PANELS WEIGHING UP TO 0.15kPa MAX.
2. SELECT INSULATED PANEL TO SUIT SPAN.

DESIGN CRITERIA

1. WIND REGION TO AS1170.2 = A. IMPORTANCE LEVEL 1 TO BCA
2. TERRAIN CATEGORY TO AS1170.2 = TC-3
3. SITE CLASSIFICATION A. S.M. OR H.D. AS2020
4. MAX DEAD LOAD DEFLECTION:
 - RAFTERS = SPAN / 250
 - PURLINS = SPAN / 180

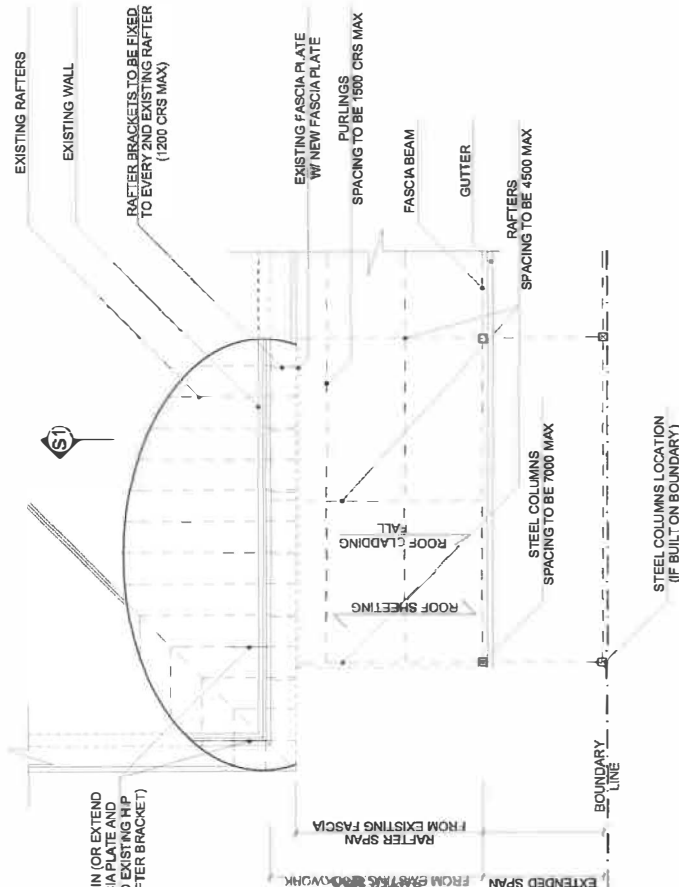
5. ROOF TOTAL DEAD LOAD: 0.1 kPa
6. REFER TO MANUFACTURER'S SPECIFICATIONS FOR FIXING OF ROOF CLADDING.
7. REFER TO BUILDERS DETAILS FOR FIXING OF FLASHING AND GUTTERS.
8. NO CEILING LOADS INCLUDED IN DESIGN. NO POINT LOADS ALLOWED.

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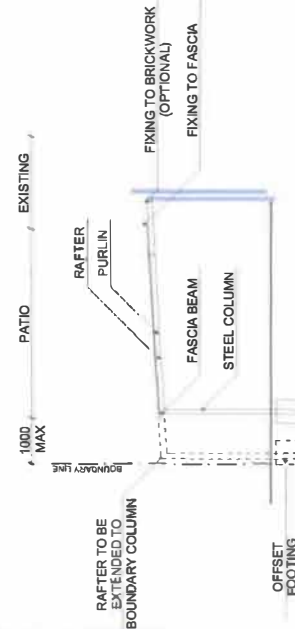


TYPICAL PLAN

NOTE: MIN. ROOF PITCH TO BE 2.8° (1 IN 20) MIN (OR AS PER ROOF CLADDING REQUIREMENTS).

FIXING ON TOP OF EXISTING CONCRETE SLAB - 1:20

NOTE: TO REFER TO THE BASE FIXINGS TABLE FOR SLAB THICKNESS.



FRONT ELEVATION

NOTE: THE COLUMN MUST BE CAST INTO A FOOTING IF STRUCTURE IS FREESTANDING OR IF ROOF AREA SUPPORTED EXCEEDS 12m².

STEEL PATIO OR CARPORT (SKILLION ROOF)

Address:

EAST FREMANTLE ACROSS CLUB
CORNER OF JERAWAT DRIVE AND PRESON POINT ROAD

For: SUBURBAN PATIOS

Date: 12/11/2018

Scale: 1:100 & 1:20

Approved by:

G. A. Gwynne MBEAust, CP Eng, NER
Chartered Professional Engineer
Membership No. 3303920

Date: 27/02/18
On behalf of Engineer Perth

Revision: 7 (01/06/17)

Scale: 1:100 & 1:20

Sheet: 50

12.1.7 Urban Streetscape & Public Realm Style Guide – 06-2018/19 Tender Acceptance

Applicant:	Town of East Fremantle
File ref:	TEN/REGISTER 06-18/19
Prepared by:	Andrew Malone, Executive Manager of Regulatory Services
Supervised by:	Gary Tuffin, Chief Executive Officer
Meeting Date:	11 December 2018
Voting requirements:	Absolute Majority
Attachments:	1. Evaluation Sheet RFT06 -18/19 (Confidential Attachment)

Purpose

The purpose of this report is to advise Council on the evaluation of the Request for Tender submissions received for suitably qualified and experienced consultant(s) to prepare an Urban Streetscape and Public Realm Style Guide and to award the contract.

Executive Summary

This Tender has been undertaken to develop a comprehensive Urban Streetscape and Public Realm Style Guide to guide future development across the Town of East Fremantle.

The Tender was advertised with six (6) submissions received.

A detailed assessment was undertaken of all tender documents received, with two submissions shortlisted for further assessment. A meeting was held with both short-listed consultants to further investigate their understanding of the project.

Background

The Style Guide is to be an urban design document that supplements local planning strategy, policy and urban design principles with a set of appropriate and consistent design guidelines for public spaces to include such aspects as materials, verges, public furniture etc.

The Style Guide aims to guide those involved in the creation and enhancement of spaces within the public realm, including local government, developers, project managers, designers, community groups and others engaged in the use, design, implementation and ongoing management and maintenance of public spaces. The Style Guide will set a consistent approach for Council and developers to enable a consistent and appropriate design of public spaces that meet the collective needs of a diverse community.

The tender RFT06/18-19 was advertised in the The West Australian newspaper on Saturday 1 September 2018 to seek the services of suitably qualified and experienced consultant(s) to prepare an Urban Streetscape and Public Realm Style Guide.

Tenders closed at 4:00pm Thursday 20 September and six (6) submissions were received from the following:

- Propagule Consulting Pty Ltd
- UDLA
- Ecoscape
- Place Laboratory
- Aspect Studios Pty Ltd
- GHD

Consultation

- Elected members were advised during the development of the 2018/19 Budget that this project was a priority and funds were allocated for the project to be undertaken in financial year 2018/19.
- Project Coordinator, Urban Project Planner, Operations Manager and Executive Manager Regulatory Services participated in the development and preparation of the Project Scope and Specifications and the assessment of tenders.
- Project Coordinator, Urban Project Planner, Operations Manager, Executive Manager Regulatory Services and Acting Chief Executive Officer participated in the interview of both short-listed consultants.

Prior to commencement of works, the contractor (on behalf of Council) will undertake an inception meeting with the Town where a communication and stakeholder engagement strategy will be discussed and approved.

Statutory Environment

Local Government Act 1995 s3.57 – Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Through a competitive tender process, Council received tenders ranging from \$27,000 to \$80,000.

Policy Implications

Purchasing Policy 4.2.4.

Financial Implications

Council has allowed and budgeted for an Urban Streetscape & Public Realm Style Guide to be undertaken within this financial year.

The Style Guide will provide strategic information to enable the Town to better plan and progress future budgeting requirements for relevant capital and/or other work and outputs. It will also enable a consistent design brief for streets/ areas within the Town, designating different areas, acknowledging the character of those areas and setting a long term street and public realm style guide to be established.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017-2027 states:

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

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.

3.2 Maintaining and enhancing the Town’s character

3.3.1 Continue to improve asset management practices

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 practices

3.3.2 Optimal management of assets within resource capabilities

3.3.3 Plan and advocate for improved access and connectivity

Site Inspection

Nil

Comment

The tenders submitted all fulfilled the requirements of the Tender Criteria, namely the Compliance and Selection Criteria and exhibit a demonstrated understanding of the Town's requirements.

A) Relevant Experience Describe your experience in completing /supplying similar Requirements. Tenderers must, as a minimum, address the following information in an attachment and label it "Relevant Experience" : (a) Provide details of similar work; (b) Provide scope of the Tenderer's involvement including details of outcomes; (c) Provide details of issues that arose during the project and how these were managed; (d) Demonstrate sound judgement and discretion; and (e) Demonstrate competency and proven track record of achieving outcomes.	Weighting 40%	
	"Relevant Experience"	Tick if attached <input type="checkbox"/>
B) Key Personnel skills and experience Tenderers should provide as a minimum information of proposed personnel to be allocated to this project, such as: (a) Their role in the performance of the Contract; (b) Curriculum vitae; (c) Membership to any professional or business association; (d) Qualifications, with particular emphasis on experience of personnel in projects of a similar requirement; and (e) Any additional information. (f) Supply details in an attachment and label it "Key Personnel" .	Weighting 30%	
	"Key Personnel"	Tick if attached <input type="checkbox"/>
C) Tenderer's Resources Tenderers should demonstrate their ability to supply and sustain the necessary: (a) Plant, equipment and materials; and (b) Any contingency measures or back up of resources including personnel (where applicable). As a minimum, Tenderers should provide a current commitment schedule in an attachment and label it "Tenderer's Resources" .	Weighting 10%	
	"Tenderer's Resources"	Tick if attached <input type="checkbox"/>
D) Demonstrated Understanding Tenderers should detail the process they intend to use to achieve the Requirements of the Specification. Areas that you may wish to cover include: (a) A project schedule/timeline (where applicable); (b) The process for the delivery of the goods/services; and (c) A demonstrated understanding of the scope of work Supply details and provide an outline of your proposed methodology in an attachment labelled "Demonstrated Understanding" .	Weighting 20%	
	"Demonstrated Understanding"	Tick if attached <input type="checkbox"/>

The tenders have been assessed against the requirements of the Tender Criteria and scores have been allocated as per the above criteria. The details of this assessment are provided under confidential cover.

Based on the evaluation results, projects quote and referee checks undertaken, it is recommended the tender be awarded to UDLA Pty Ltd for the following reasons:

- The quoted provided is considered good value for money.
- They scored highly in the qualitative criteria.
- They provided a professional submission indicating the most relevant experience on similar projects. Some example included:
 - UWA Campus Design Guidelines & Style Guide
 - South terrace (Fremantle) Urban Design
 - City of Perth POS Strategy
 - Town of Port Hedland Parks and Paths Strategy
 - Geraldton Parks Masterplan Strategy
 - City of Armadale Urban Forest Strategy
- They nominated an experienced project team.
- They received positive feedback from referees.
- They projected a very professional approach and detailed knowledge of the tender documents when interviewed.
- Confirmed that the project timeframe was very achievable.
- Confirmed that they were comfortable that their tender has been priced correctly.
- Confirmed that they were not aware of any issues with the tender documentation.

In light of all the above, it is recommended the tender be awarded to UDLA Pty Ltd.

12.1.7 OFFICER RECOMMENDATION

That Council:

- 1. accept the Tender submitted by UDLA Pty Ltd of \$28,415 (excl GST) to complete the Urban Streetscape and Public Realm Style Guides.**
- 2. authorise the Chief Executive Officer to finalise a contract with the UDLA Pty Ltd within the defined parameters of the tender.**
- 3. authorise the Mayor and Chief Executive Officer to sign and affix the Town's Common Seal to the tender contract with UDLA Pty Ltd.**

12.2 FINANCE REPORTS

12.2.1 Monthly Financial Report (Containing the Statement of Financial Activity) – November 2018

Applicant	Not Applicable
File ref	F/FNS2
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly Financial Report for the Period Ended 30 November 2018

Purpose

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity) for the month ended 30 November 2018.

Executive Summary

A new Monthly Financial Report template has been developed to provide an overview of key financial activity. Two Statements of Financial Activity have been prepared, one by program and the other by nature and type. Both of these Statements provide a projection of the closing surplus position as at 30 June 2019.

Background

The Town of East Fremantle financial activity reports use a materiality threshold to measure, monitor and report on financial performance and position of the Town.

As part of the adopted 2018/19 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

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 2018/19 for reporting material variances shall be:

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

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

The monthly Financial Report for the period ended 30 November 2018 is appended and includes the following:

- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature and Type
- Notes to the Statement of Financial Activity including:
 - Statement of capital acquisitions and capital funding
 - Significant Accounting Policies
 - Explanation of Material Variances
 - Net Current Funding Position

-
- Cash and Investments
 - Budget amendments
 - Receivables
 - Cashed Back Reserves
 - Capital Disposals
 - Rating Information
 - Information on Borrowings
 - Grants and Contributions

The attached Monthly Financial Reports are prepared in accordance with the amended *Local Government (Financial Management) Regulations 1996*; together with supporting material to provide Council with easy to understand financial information covering activities undertaken during the financial year.

Consultation

Nil.

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 manner in which a local government is to prepare its Statement of Financial Activity.

Policy Implications

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

Financial Implications

Material variances are disclosed in the Statement of Financial Activity.

There are no proposed changes to the current budget forecast.

The statement of financial activity is to be supported by such information as is considered relevant by the local government containing:

- an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
- an explanation of each of the material variances; and
- supporting information as is considered relevant by the local government.

Strategic Implications

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

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

Site Inspection

Not applicable.

Comment

The following is a summary of headline numbers from the attached financial reports:

	Original Budget	Year to Date Budget	November Actuals
Opening Surplus	782,857	782,857	785,889
Operating Income	10,430,366	9,052,046	9,051,012
Operating Expenditure	(12,130,190)	(5,168,739)	(4,482,952)
Capital Expenditure	(2,980,169)	(681,615)	(231,474))
Capital Income	307,479	159,753	131,091
Net Transfers from Reserves	867,277	0	(11,649)
Non-Cash Items	2,722,380	1,122,980	1,029,541
Closing Surplus	0	5,267,282	6,271,459
Unrestricted Cash			5,019,071
Rates Receivables			2,741,829
Restricted Cash			2,094,283

- Rates were levied in the month of July;
- Year to date budgets have been entered into the financial system. All variances between year to date actuals and the year to date budget are attributable to timing differences, and are further explained in Note 2 of the Monthly Financial Report.
- The capital program has commenced with \$231k in expenditure as at end of November. Major expenditures relate to the John Tonkin project (\$54k), Town Depot Refurbishment (\$28k), Road Program (\$38k) and plant replacement of operational vehicles (\$84k).
- 71% of rates were collected by the end of November, meaning that the Town has a significant unrestricted cash position, with majority of these funds placed in short term deposits, ranging in term from one to four months.

The Statements of Financial Activity have been updated to include two additional columns; being the annual budget entered in the financial system (SynergySoft) and the amended budget in the financial system. The Annual Budget (Synergy) column confirms that the budgets entered into the financial system reconcile to the adopted budget (rounding of \$3). The amended budget captures all budget variations that have approved by Council since the original budget adoption.

12.2.1 OFFICER RECOMMENDATION

That Council:

1. receives the Monthly Financial Report (Containing the Statement of Financial Activity) for the month ended 30 November 2018.
2. notes the Amended Budget – Synergy column in the Statements of Financial Activity, forecasting a small deficit of (\$27,329) as at 30 June 2019.
3. notes the municipal surplus of \$6,271,459, which comprises of \$5,019,071 in unrestricted cash, as at 30 November 2018.

TOWN OF EAST FREMANTLE

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2018

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

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**Town of East Fremantle
Information Summary
For the Period Ended 30 November 2018**

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 November 2018 of \$6,271,459.

Items of Significance

The material variance adopted by the Town of East Fremantle for the 2018/19 year is \$10,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

	%					
	Collected /	Annual		YTD Budget	YTD Actual	
	Completed	Budget				
Significant Projects						
Public Toilet - Glasson Park	0%	\$ 180,000	\$	-	\$	-
Road Resurfacing Program	7%	\$ 538,500	\$	112,832	\$	38,383
Footpath Program	11%	\$ 348,000	\$	74,936	\$	40,000
Carpark Projects	2%	\$ 705,000	\$	146,326	\$	14,153
Grants, Subsidies and Contributions						
Commonwealth Home Support Programme	47%	\$ 828,170	\$	414,084	\$	391,650
Roads to Recovery Non-Operating Grant	50%	\$ 147,726	\$	-	\$	73,500
	48%	\$ 975,896	\$	414,084	\$	465,150
Rates Levied	100%	\$ 7,819,800	\$	7,791,800	\$	7,809,528

% Compares current ytd actuals to annual budget

Financial Position

	Current Year
Adjusted Net Current Assets	\$ 6,271,459
Cash and Equivalent - Unrestricted	\$ 5,019,071
Cash and Equivalent - Restricted	\$ 2,094,283
Receivables - Rates	\$ 2,741,829
Receivables - Other	\$ 142,303
Payables	\$ 1,004,807

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of

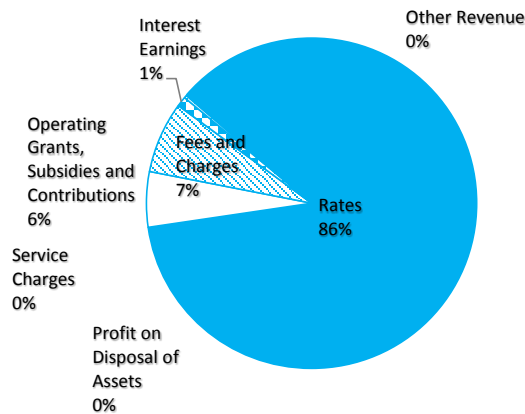
Preparation

Prepared by: Terry Paparone

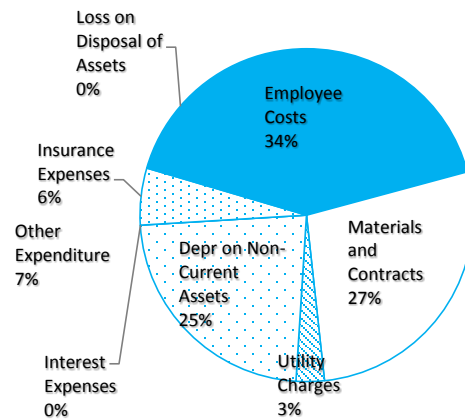
Reviewed by: Peter Kocian

Date prepared: 5 November 2018

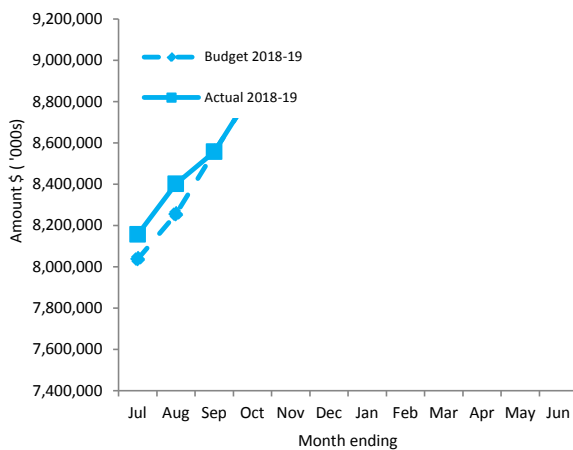
Operating Revenue



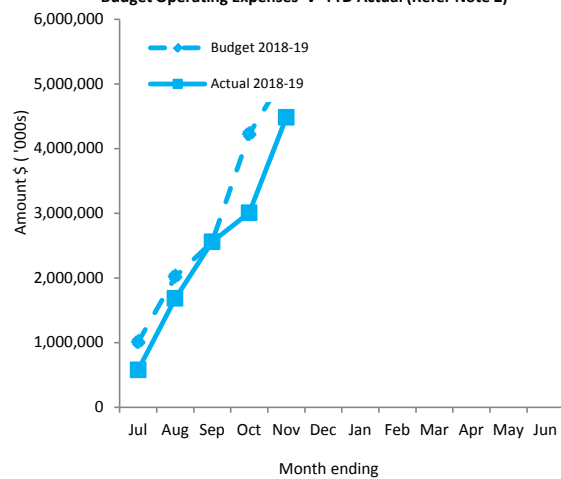
Operating Expenditure



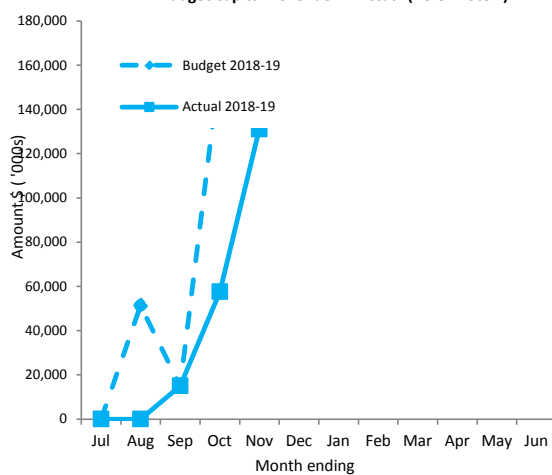
Budget Operating Revenues -v- Actual (Refer Note 2)



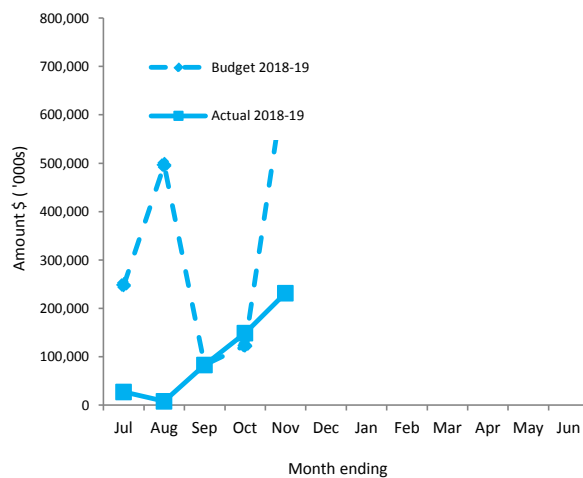
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



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

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2018

	Note	Annual Budget - Hardcoded	Annual Budget - Synergy	Amended Budget - Synergy	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus(Deficit)	3	\$ 782,857	782,857	782,857	\$ 782,857	\$ 785,889	\$ 3,032	% 0%	
Revenue from operating activities									
Governance		20,500	20,500	20,500	8,330	(5,232)	(13,562)	(163%)	▼
General Purpose Funding - Rates	9	7,819,800	7,819,800	7,819,800	7,791,800	7,809,528	17,728	0%	
General Purpose Funding - Other		371,766	371,766	371,766	205,547	193,640	(11,907)	(6%)	
Law, Order and Public Safety		29,180	29,180	29,180	27,980	34,700	6,720	24%	
Health		14,577	14,577	14,577	13,212	13,530	318	2%	
Education and Welfare		912,422	912,422	912,422	451,374	424,860	(26,514)	(6%)	
Housing		80,080	80,080	80,080	33,365	34,315	950	3%	
Community Amenities		210,000	210,000	210,000	122,735	132,444	9,709	8%	
Recreation and Culture		389,324	389,324	389,324	212,663	219,289	6,626	3%	
Transport		444,000	444,000	444,000	133,080	143,453	10,373	8%	
Economic Services		107,200	107,200	107,200	45,080	28,197	(16,883)	(37%)	▼
Other Property and Services		31,517	31,517	31,517	6,880	22,288	15,408	224%	▲
		10,430,366	10,430,366	10,430,366	9,052,046	9,051,012			
Expenditure from operating activities									
Governance		(1,151,546)	(1,151,547)	(1,151,547)	(556,316)	(520,084)	36,232	7%	
General Purpose Funding		(97,763)	(97,763)	(97,763)	(40,735)	(41,781)	(1,046)	(3%)	
Law, Order and Public Safety		(154,617)	(154,617)	(154,617)	(66,221)	(51,200)	15,021	23%	▲
Health		(197,651)	(197,651)	(197,651)	(83,865)	(77,197)	6,668	8%	
Education and Welfare		(1,057,823)	(1,057,823)	(1,057,823)	(459,172)	(553,188)	(94,016)	(20%)	▼
Housing		(55,630)	(55,630)	(55,630)	(23,870)	(14,836)	9,034	38%	▲
Community Amenities		(2,792,901)	(2,792,902)	(2,792,902)	(1,160,992)	(855,276)	305,716	26%	▲
Recreation and Culture		(3,024,758)	(3,024,757)	(3,024,757)	(1,265,573)	(1,368,131)	(102,558)	(8%)	
Transport		(3,297,255)	(3,297,251)	(3,297,251)	(1,365,025)	(910,718)	454,307	33%	▲
Economic Services		(127,963)	(127,963)	(127,963)	(53,315)	(23,554)	29,761	56%	▲
Other Property and Services		(172,283)	(172,283)	(172,283)	(93,655)	(66,987)	26,668	28%	▲
		(12,130,190)	(12,130,187)	(12,130,187)	(5,168,739)	(4,482,952)			
Operating activities excluded from budget									
Add back Depreciation		2,695,133	2,695,133	2,695,133	1,122,980	1,032,537	(90,443)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	8	27,247	27,247	27,247	0	(2,996)	(2,996)		
Amount attributable to operating activities		2,722,380	2,722,380	2,722,380	1,122,980	1,029,541			
Investing Activities									
Non-operating Grants, Subsidies and Contributions	11	147,726	147,726	147,726	0	73,500	73,500		▲
Proceeds from Disposal of Assets	8	159,753	159,753	159,753	159,753	57,591	(102,162)	(64%)	▼
Land and Buildings		(328,885)	(328,885)	(418,885)	(120,211)	(36,345)	83,866	70%	▲
Infrastructure Assets - Roads		(538,500)	(538,500)	(492,500)	(112,832)	(38,383)	74,449	66%	▲
Infrastructure Assets - Public Open Space		(213,000)	(213,000)	(196,332)	(55,286)	10,000	65,286	118%	▲
Infrastructure Assets - Footpaths		(348,000)	(348,000)	(348,000)	(74,936)	(40,000)	34,936	47%	▲
Infrastructure Assets - Drainage		(50,000)	(50,000)	(50,000)	(10,000)	(2,500)	7,500	75%	▲
Infrastructure Assets - Other		(105,000)	(105,000)	(105,000)	(23,668)	(3,753)	19,915	84%	▲
Infrastructure Assets - Carparks		(705,000)	(705,000)	(705,000)	(146,326)	(14,153)			
Plant and Equipment		(671,784)	(671,784)	(671,784)	(134,356)	(91,554)	42,802	32%	▲
Furniture and Equipment		(20,000)	(20,000)	(20,000)	(4,000)	(14,785)	(10,785)	(270%)	▼
Amount attributable to investing activities		(2,672,690)	(2,672,690)	(2,700,022)	(521,862)	(100,383)			
Financing Activities									
Transfer from Reserves	7	1,020,289	1,020,289	1,020,289	0	0	0		
(Transfer to Reserves)	7	(153,012)	(153,012)	(153,012)	0	(11,649)	(11,649)		▼
Amount attributable to financing activities		867,277	867,277	867,277	0	(11,649)			
Closing Funding Surplus(Deficit)	3	0	3	(27,329)	5,267,282	6,271,459			
Check against Net Current Assets						6,271,459			
						0			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2018

	Note	Annual Budget - Hardcoded	Annual Budget - Synergy	Amended Budget - Synergy	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$			\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	782,857	782,857	782,857	782,857	785,889	3,032	0%	
Revenue from operating activities									
Rates	9	7,819,800	7,819,800	7,819,800	7,791,800	7,809,528	17,728	0%	
Operating Grants, Subsidies and Contributions	11	1,165,936	1,216,936	1,216,936	479,966	488,995	9,029	2%	
Fees and Charges		1,175,630	1,124,630	1,124,630	661,610	632,491	(29,119)	(4%)	
Interest Earnings		192,000	192,000	192,000	99,000	88,113	(10,887)	(11%)	▼
Other Revenue		77,000	77,000	77,000	19,670	22,481	2,811	14%	
Profit on Disposal of Assets	8	0	0	0	0	9,405			
		10,430,366	10,430,366	10,430,366	9,052,046	9,051,012			
Expenditure from operating activities									
Employee Costs		(3,683,695)	(3,683,695)	(3,683,695)	(1,534,855)	(1,542,678)	(7,823)	(1%)	
Materials and Contracts		(4,464,706)	(4,464,703)	(4,464,703)	(1,860,415)	(1,231,244)	629,171	34%	▲
Utility Charges		(310,950)	(310,950)	(310,950)	(129,570)	(122,980)	6,590	5%	
Depreciation on Non-Current Assets		(2,695,133)	(2,695,133)	(2,695,133)	(1,122,980)	(1,032,537)	90,443	8%	
Insurance Expenses		(251,449)	(251,449)	(251,449)	(251,449)	(247,487)	3,962	2%	
Other Expenditure		(697,010)	(697,010)	(697,010)	(269,470)	(299,616)	(30,146)	(11%)	▼
Loss on Disposal of Assets	8	(27,247)	(27,247)	(27,247)	0	(6,409)			
		(12,130,190)	(12,130,187)	(12,130,187)	(5,168,739)	(4,482,952)			
Operating activities excluded from budget									
Add back Depreciation		2,695,133	2,695,133	2,695,133	1,122,980	1,032,537	(90,443)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	8	27,247	27,247	27,247	0	(2,996)	(2,996)		
Amount attributable to operating activities		2,722,380	2,722,380	2,722,380	1,122,980	1,029,541			
Investing activities									
Non-operating Grants, Subsidies and Contributions	11	147,726	147,726	147,726	0	73,500	73,500		▲
Proceeds from Disposal of Assets	8	159,753	159,753	159,753	159,753	57,591	(102,162)	(64%)	▼
Land and Buildings		(328,885)	(328,885)	(418,885)	(120,211)	(36,345)	83,866	70%	▲
Infrastructure Assets - Roads		(538,500)	(538,500)	(492,500)	(112,832)	(38,383)	74,449	66%	▲
Infrastructure Assets - POS		(213,000)	(213,000)	(196,332)	(55,286)	10,000	65,286	118%	▲
Infrastructure Assets - Footpaths		(348,000)	(348,000)	(348,000)	(74,936)	(40,000)	34,936	47%	▲
Infrastructure Assets - Drainage		(50,000)	(50,000)	(50,000)	(10,000)	(2,500)	7,500	75%	▲
Infrastructure Assets - Other		(105,000)	(105,000)	(105,000)	(23,668)	(3,753)	19,915	84%	▲
Infrastructure Assets - Carparks		(705,000)	(705,000)	(705,000)	(146,326)	(14,153)			
Plant and Equipment		(671,784)	(671,784)	(671,784)	(134,356)	(91,554)	42,802	32%	▲
Furniture and Equipment		(20,000)	(20,000)	(20,000)	(4,000)	(14,785)	(10,785)	(270%)	▼
Amount attributable to investing activities		(2,672,690)	(2,672,690)	(2,700,022)	(521,862)	(100,383)			
Financing Activities									
Transfer from Reserves	7	1,020,289	1,020,289	1,020,289	0	0	0		
(Transfer to Reserves)	7	(153,012)	(153,012)	(153,012)	0	(11,649)	(11,649)		▼
Amount attributable to financing activities		867,277	867,277	867,277	0	(11,649)			
Closing Funding Surplus (Deficit)	3	0	3	(27,329)	5,267,282	6,271,459	1,004,177	19%	▲
Check against Statement by Program						6,271,459			
						0			

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

Refer to Note 2 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 CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2018

Capital Acquisitions

	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	Amended YTD Budget (d)	Amended Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
	\$	\$	\$	\$	\$	\$
Land and Buildings	36,345	0	120,211	328,885	36,345	(83,866)
Infrastructure Assets - Roads	0	38,383	112,832	538,500	38,383	(74,449)
Infrastructure Assets - POS	(10,000)	0	55,286	213,000	(10,000)	(65,286)
Infrastructure Assets - Footpaths	40,000	0	74,936	348,000	40,000	(34,936)
Infrastructure Assets - Drainage	2,500	0	10,000	50,000	2,500	(7,500)
Infrastructure Assets - Other	3,753	0	23,668	105,000	3,753	(19,915)
Infrastructure Assets - Carparks	14,153	0	146,326	705,000	14,153	(132,173)
Plant and Equipment	91,554	0	134,356	671,784	91,554	(42,802)
Furniture and Equipment	14,785	0	4,000	20,000	14,785	10,785
Capital Expenditure Totals	193,091	38,383	681,615	2,980,169	231,474	(450,141)
Capital acquisitions funded by:						
Capital Grants and Contributions					198,726	
Borrowings					0	
Other (Disposals & C/Fwd)					116,253	
Council contribution - Cash Backed Reserves:						
Vehicle, Plant and Equipment Reserve					135,531	
Office Equipment Reserve					9,383	
Arts and Sculpture Reserve					45,000	
Waste Reserve					200,000	
Commerical Precinct Development Reserve						
Council contribution - operations					2,275,276	
Capital Funding Total			0	0	2,980,169	

Note 1: Significant Accounting Policies**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

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

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories**General**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

Note 1: Significant Accounting Policies**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	40 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

Note 1: Significant Accounting Policies**(o) 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications**Rates**

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

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

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

Other Revenue / Income

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

Employee Costs

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

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance

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

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

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

Other expenditure

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

Note 1: Significant Accounting Policies

(r) Program Classifications (Function/Activity)

City/Town/Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

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

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

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 2: 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 budget materially.

The material variance adopted by Council for the 2018/19 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(13,562)	(163%)		Permanent	Sundry Debtor Write Off approved by Council
Economic Services	(16,883)	(37%)		Timing	Building Fees slightly down against YTD budget
Other Property and Services	15,408	224%		Permanent	Insurance reimbursements. Offset against expenditure
Operating Expense					
Law, Order and Public Safety	15,021	23%		Timing	Favourable - timing
Education and Welfare	(94,016)	(20%)		Timing	Variances relate to HACC business unit. This a fully funded program and has a contra impact on budget bottom line.
Housing	9,034	38%		Timing	Favourable - timing
Community Amenities	305,716	26%		Timing	Favourable - timing - waste collection and disposal contractor invoices not received. Cont. to Fremantle Recycling Centre not invoiced.
Transport	454,307	33%		Permanent	Depreciation on Infrastructure to be reviewed
Economic Services	29,761	56%		Timing	Favourable - timing
Other Property and Services	26,668	28%		Timing	Favourable - timing
Capital Revenues					
Grants, Subsidies and Contributions	73,500			Timing	Road to Recovery Grant partially claimed. Cashflow budgeted for December.
Proceeds from Disposal of Assets	(102,162)	(64%)		Timing	Plant replacement program is underway with 3 vehicles replaced
Capital Expenses					
Land and Buildings					
Infrastructure Assets - Roads					
Infrastructure Assets - POS					
Infrastructure Assets - Footpaths					
Infrastructure Assets - Drainage					
Infrastructure Assets - Other					
Infrastructure Assets - Carparks					
Plant and Equipment					
Furniture and Equipment					

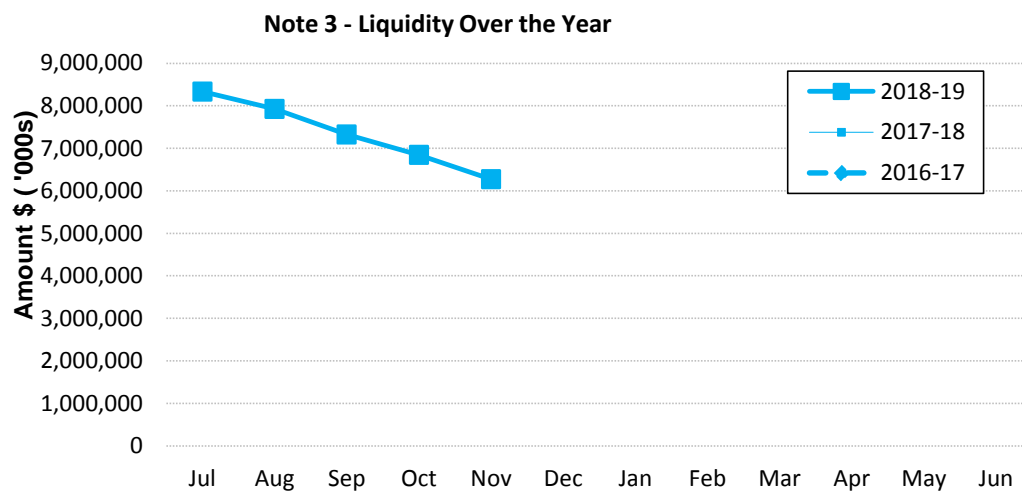
All capital works are budgeted to substantively commence in November. Year to date budgets and actuals will start to reconcile once projects are underway

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	Current
	Note	30 June 2018	30 Nov 2018
		\$	\$
Current Assets			
Cash Unrestricted	4	1,396,010	5,019,071
Cash Restricted - Reserves	4	2,082,634	2,094,283
Receivables - Rates	6	191,475	2,741,829
Receivables - Other	6	161,691	142,303
Interest / ATO Receivable/Trust		(0)	(19,369)
Inventories		0	0
		3,831,810	9,978,117
Less: Current Liabilities			
Payables		(359,978)	(1,004,807)
Provisions		(603,309)	(607,568)
		(963,287)	(1,612,375)
Less: Cash Reserves	7	(2,082,634)	(2,094,283)
Net Current Funding Position		785,889	6,271,459

**Comments - Net Current Funding Position**

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

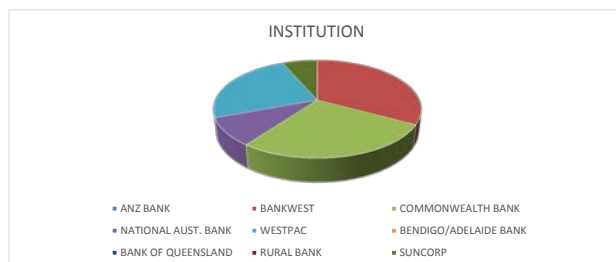
Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
	\$	\$	\$	\$				
(a) Cash Deposits								
Municipal Bank Account - On-Call	110,424			110,424	CBA	AA-	1.45%	At Call
Reserve Bank Account		105		105	CBA	AA-		At Call
Trust Bank Account			26,488	26,488	CBA	AA-		At Call
Cash On Hand	1,100			1,100	Petty Cash/Till Float		Nil	On Hand
(b) Term Deposits								
Municipal								
	705,154			705,154	NAB	AA-	2.68%	19-Feb-19
	625,922			625,922	BANKWEST	AA-	2.65%	07-Jan-19
	451,058			451,058	BANKWEST	AA-	2.65%	21-Jan-19
	301,467			301,467	BANKWEST	AA-	2.67%	05-Mar-19
	452,924			452,924	BANKWEST	AA-	2.61%	01-Apr-19
	301,614			301,614	BANKWEST	AA-	2.55%	19-Mar-19
	400,000			400,000	BANKWEST	AA-	2.65%	12-Mar-19
	500,000			500,000	SUNCORP	A+	2.65%	04-Dec-18
	600,000			600,000	WESTPAC	AA-	2.65%	10-Dec-18
	350,000			350,000	WESTPAC	AA-	2.68%	05-Feb-19
Trust			782,137	782,137	SUNCORP	A+	2.65%	18-Feb-19
Reserves		917,939		917,939	WESTPAC	AA-	2.70%	05-Mar-19
Reserves		1,176,240		1,176,240	CBA	AA-	2.75%	07-Feb-19
Total	4,799,663	2,094,283	808,625	7,702,572				
Less Cash on Hand	(1,100)			(1,100)				
	4,798,563			7,701,472				

Comments/Notes - Investments and Cash Deposits

(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%		
AA	MAX 100%	\$7,201,472	93.51%
A (DIVESTMENT)	MAX 80%	\$500,000	6.49%
		\$7,701,472	100.00%

INSTITUTION	\$	%	(LT) RISK
ANZ BANK			AA-
BANKWEST	\$2,532,985	32.89%	AA-
COMMONWEALTH BANK	\$2,095,394	27.21%	AA-
NATIONAL AUST. BANK	\$705,154	9.16%	AA-
WESTPAC	\$1,867,939	24.25%	AA-
BENDIGO/ADELAIDE BANK			BBB+
BANK OF QUEENSLAND			BBB+
RURAL BANK			BBB+
SUNCORP	\$500,000	6.49%	A+
	\$7,701,472	100.00%	



TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 5: Budget Amendments
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
			Opening Surplus		3		3
	Budget Adoption						
	Permanent Changes						
E14604	Depot Building and Surrounds	August OCM	Capital Expenses			-30,000	-29,997
E10607	Sumpton Green Fence Replacement	August OCM	Capital Expenses			-25,000	-54,997
E11708	Richmond Raceway Security Bars	August OCM	Capital Expenses			-15,000	-69,997
E11709	EEFC - Upgrade of Toilets	August OCM	Capital Expenses			-20,000	-89,997
E12710	Fraser Street - Asphalt Resurface	August OCM	Capital Expenses	46,000			-43,997
E11712	Bore Replacements - Parks and Ovals	August OCM	Capital Expenses	16,668			-27,329
				0	62,671	(90,000)	(27,329)

For the period ending 30 November 2018

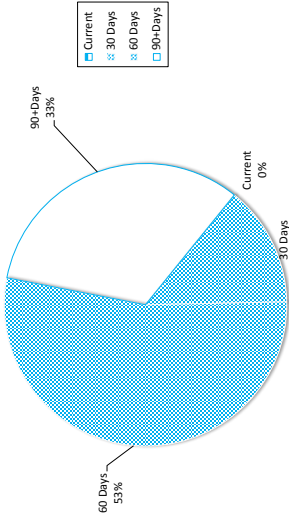
Note 6: Receivables

Receivables - Rates Receivable	30 November 2018	30 June 2018	Receivables - General	Current	30 Days	60 Days	90+Days	Total
	\$	\$		\$	\$	\$	\$	
Opening Arrears Previous Years	191,475	150,429	Receivables - General	502	19,038	6,012	18,723	44,274
Opening Balance Deferred Rates	28,590		Receivables - Parking					89,750
Rates, ESL and Service Charges Levied this year	9,395,101	8,861,717	East Fremantle Lawn & Tennis Club				27,389	27,389
Interim Rates Billing 2018/19 (GL 030510)	11,903							
Interim Rubbish Billing 2018/19 (G/1100810)	0							
Less Collections to date	-6,829,785	-8,670,242						
Equals Current Outstanding (as per Tbl)	2,797,284	191,475						
Less Rates Received 1 December	(27,613)							
Less Deferred Rates	(28,590)							
Net Rates Collectable	2,741,081	191,475	Total Receivables General Outstanding	502	19,038	6,012	46,111	161,413
% Collected	71.03%	96.21%						

Note 6 - Accounts Receivable (non-rates)

Amounts shown above include GST (where applicable)

Control Account	GL	Balance
Sundry Debtors	104	44,663
SSL - Current EFTC	114	3,000
SSL - Non-Current EFTC	1684	24,000
Parking Debtors	180	89,750
Total		161,413



Comments/Notes - Receivables General

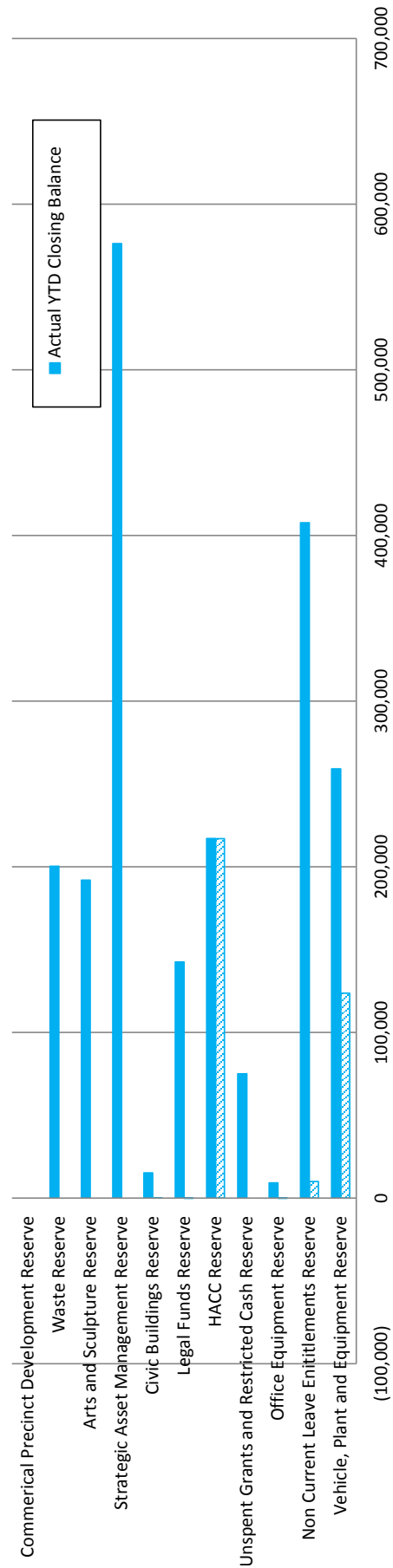
[Insert explanatory notes and commentary on trends and timing]

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Vehicle, Plant and Equipment Reserve	\$ 259,150		\$	\$	\$	\$ (135,531)	0	\$ 123,619	\$ 259,150
Non Current Leave Entitlements Reserve	407,665					(397,665)	0	10,000	407,665
Office Equipment Reserve	9,121					(9,121)	0	(0)	9,121
Unspent Grants and Restricted Cash Reserve	75,000					(75,000)	0	0	75,000
HACC Reserve	217,037							217,037	217,037
Legal Funds Reserve	142,480					(142,480)	0	(0)	142,480
Civic Buildings Reserve	15,183					(15,183)	0	0	15,183
Strategic Asset Management Reserve	564,668	58,012	7,865	58,012	11,649				576,317
Arts and Sculpture Reserve	192,022			45,000	0	(45,000)	0		192,022
Waste Reserve	200,308					(200,309)	0		200,308
Commercial Precinct Development Reserve	0			50,000	0				0
	2,082,634	58,012	7,865	153,012	11,649	(1,020,289)	0	350,656	2,094,283

Note 7 - Year To Date Reserve Balance to End of Year Estimate



TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual			Amended Budget		
		Net Book Value	Proceeds	Profit (Loss)	Net Book Value	Proceeds	Profit (Loss)
		\$	\$	\$	\$	\$	\$
Plant and Equipment							
PEMV259	CEO Vehicle				26,000	20,000	(6,000)
PEMV260	EMRS Vehicle				15,000	15,000	0
PEMV256	Parks Vehicle	29,000	22,591	(6,409)	15,000	15,000	0
PEMV252	Ranger Vehicle	12,278	20,000	7,722	14,000	14,000	0
PEMV242	Mitsubishi Rosa Bus				44,000	44,000	0
PE271	Verge Mower	13,317	15,000	1,683	13,000	11,753	(1,247)
PE269	Loader				60,000	40,000	(20,000)
		54,595	57,591	9,405	187,000	159,753	0
				(6,409)			(27,247)

Note 9: Rating Information

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	YTD Actual			Amended Budget		
				Rate Revenue \$	Interim Rates \$	Back Rates \$	Rate Revenue \$	Interim Rate \$	Back Rate \$
Differential General Rate									
Residential GRV	0.068310	3,002	90,581,990	6,200,606	11,903		6,187,656	40,000	
Commercial GRV	0.103738	121	12,433,188	1,295,748			1,289,794		
Sub-Totals		3,123	103,015,178	7,496,354	11,903	0	7,477,450	40,000	0
Minimum Payment									
Residential GRV	1,080.00	265	3,563,980	285,120			286,200		
Commercial GRV	1,615.00	10	135,755	16,150			16,150		
Sub-Totals		275	3,699,735	301,270	0	0	302,350	0	0
Amount from General Rates		3,398	106,714,913	7,797,624	11,903	0	7,779,800	40,000	0
Totals							7,809,527		
Comments - Rating Information							7,809,527		

Town of East Fremantle

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 10: Information on Borrowings
 (a) Debenture Repayments

Particulars	01 Jul 2018	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
Governance			\$	\$	\$	\$	\$	\$
Housing								
Recreation and Culture								
	0	0	0	0	0	0	0	0

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2018

Note 11: Grants and Contributions

Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Type	Amended Budget Operating	YTD Budget Capital	Annual Budget (d)	Expected (d)+(e)	YTD Actual Revenue
General Purpose Funding					\$	\$			\$
Grants Commission - General	United - General Purpose	NA	NA	Operating	79,220	0	39,610	79,220	41,828
Grants Commission - Roads	United - Road	NA	NA	Operating	40,546	0	20,272	40,546	17,130
Education and Welfare									
Home and Community Care Program	Commonwealth Home Support Programme			Operating	828,170	0	414,084	828,170	391,650
Recycling Grant	Better Bins Program			Operating	51,000	0	0	51,000	0
Community Amenities									
Dept. Regional Development				Operating	40,000	0	0	40,000	0
Recreation and Culture									
Club Development Grant				Operating	40,000	0	0	40,000	0
Minor Grants - Rec and Culture				Operating	40,000	0	0	40,000	21,489
Transport									
Roads To Recovery Grant - Cap	Road Renewal	31-Oct	Audited Annual Report	Non-operating	0	147,726	0	147,726	73,500
Direct Grant	Direct Grant	July	GST Free Invoice	Operating	6,000	0	6,000	6,000	16,899
Street Lighting Subsidy	Street Lighting Subsidy	September		Operating	4,800	0	0	4,800	0
Stirling Bridge Verge Maintenance Agreement	Stirling Highway Verge Maint. Agreement	September	GST Inc. Invoice	Operating	7,200	0	0	7,200	0
Developer Contribution Carparking				Operating	120,000	0	0	120,000	0
TOTALS					1,216,936	147,726	479,966	1,364,662	562,495
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions				1,216,936	0		1,216,936	488,995
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions				0	0		0	0
Non-operating	Non-operating Grants, Subsidies and Contributions				0	147,726		147,726	73,500
TOTALS					1,216,936	147,726	0	1,364,662	562,495
Pending Grants:									
Grant Provider	Purpose of Grant	Date Applied	Expected Date of Outcome	Type	Amount Applied			Required Co Contribution	
					\$			\$	

12.2.2 Accounts for Payment – November 2018

File ref	F/FNS2
Prepared by	Terry Paparone, Manager Finance & Administration
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting Date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly List of Payments – November 2018

Purpose

For Council to receive the monthly list of accounts paid.

Executive Summary

To endorse the list of payments made under delegated authority for the month of November 2018.

It is therefore recommended that Council receives the Lists of Accounts paid for the period 1 November to 30 November 2018, as per the summary table.

Background

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

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

Consultation

Nil.

Statutory Environment

Regulation 13: *Local Government (Financial Management) Regulations 1996 (as amended)*

Policy Implications

Policy 4.2.4 Purchasing Policy

Financial Implications

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

STRATEGIC PRIORITY 5: Leadership and Governance

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

Site Inspection

Not applicable.

Comment

The attached itemised list of payments is prepared in accordance with Regulation 13 of the amended *Local Government (Financial Management) Regulations 1996*.

12.2.2 OFFICER RECOMMENDATION

That the list of accounts paid for the period 1 November to 30 November 2018 be received as presented in the attached schedule, summarised as follows:

NOVEMBER 2018		
Voucher No	Account	Amount
5196-5198	Municipal (Cheques)	\$722.97
EFT26695-EFT26826	Electronic Transfer Funds	\$506,370.84
Payroll	Electronic Transfer Funds	\$264,475.75
Direct Debit	Electronic Funds Transfer	\$2,287.00
Superannuation	Electronic Transfer Funds	\$42,936.98
Credit Card	Corporate Credit Card	\$1,924.68
	Total Payments	\$818,718.22

TOWN OF EAST FREMANTLE					
List of Accounts paid by the Chief Executive for November 2018 & submitted for the information of the Council Meeting to be held on 11 December 2018					
Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
CHEQUES				\$	\$
5196	02/11/2018	TOWN OF EAST FREMANTLE	ADMIN PETTY CASH RECOUP 01/11/18	362.95	362.95
5197	14/11/2018	TOWN OF EAST FREMANTLE	RESPIRE CENTRE PETTY CASH RECOUP 05/11/18	352.65	352.65
5198	23/11/2018	WATER CORPORATION	WATER USE DRINKING TAP	7.37	7.37
			CHEQUE TOTAL	\$ 722.97	\$ 722.97
EFTs		Supplier	Description	Inv Amount	EFT
EFT26695	02/11/2018	MAYOR JIM O'NEILL	MAYORAL ALLOWANCE FOR NOVEMBER 18	4,416.68	4,416.68
EFT26696	02/11/2018	CR. JENNY HARRINGTON	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1,542.00
EFT26697	02/11/2018	CR. CLIFF COLLINSON	SITTING FEES FOR NOVEMBER 18	1,292.00	1,292.00
EFT26698	02/11/2018	CR. DEAN NARDI	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1,542.00
EFT26699	02/11/2018	OFFICEWORKS	OFFICE STATIONERY	149.00	
			OFFICE STATIONERY	48.88	
			DEPOT RADIO AND CAMERA	432.00	
			DEPOT STATIONERY	751.76	
			OFFICE STATIONERY	99.00	
			EAST FREMANTLES GOERGE STREET FESTIVAL - MATERIALS FOR COMMUNITY ART PROJECT	219.52	1,700.16
EFT26700	02/11/2018	ADCO SERVICES	EMERGENCY REPAIRS OF DAMAGED WALL AT STORAGE AREA - SUMPTON GREEN	770.00	770.00
EFT26701	02/11/2018	CR. MICHAEL MCPHAIL	DEPUTY MAYORAL ALLOWANCE, SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	2,062.84	2,062.84
EFT26702	02/11/2018	CR. TONY WATKINS	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1,542.00
EFT26703	02/11/2018	CR. ANDREW MCPHAIL	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1542
EFT26704	02/11/2018	CR. ANDREW WHITE	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1542
EFT26705	02/11/2018	CR. TONY NATALE	SITTING FEES & ICT ALLOWANCE FOR NOVEMBER 18	1,542.00	1542
EFT26706	02/11/2018	ONE AGENCY SOUTH	REIMBURSEMENT OF MANAGEMENT FEES FOR RENT	1,785.00	1,785.00
EFT26707	07/11/2018	FREMANTLE HIAB & TILT TRAY	TRANSPORT OF ART TO 2 SITES ON PRESTON POINT ROAD	495.00	495.00
EFT26708	09/11/2018	CLAIRE EARDLEY	BOND REFUND	1,500.00	1,500.00
EFT26709	09/11/2018	JUSTIN CORNISH	BOND REFUND	1,500.00	1,500.00
EFT26710	09/11/2018	TIJANA VUJIC	BOND REFUND	1,500.00	1500
EFT26711	09/11/2018	MARISA SIMEONE	BOND REFUND	309.80	309.8
EFT26712	09/11/2018	THOMAS CLEAVE	BOND REFUND	1,500.00	1500
EFT26713	09/11/2018	WESLEY HARDERS	BOND REFUND	1,500.00	1,500.00
EFT26714	09/11/2018	LEIGH SWIFT	BOND REFUND	1,500.00	1500
EFT26715	09/11/2018	COMMERCIAL & DOMESTIC CONSTRUCTION	BOND REFUND	1,500.00	1,500.00
EFT26716	09/11/2018	PROSPERARE BUILDING PTY LTD	BOND REFUND	1,500.00	1,500.00
EFT26717	09/11/2018	REVELL LANDSCAPING	BOND REFUND	1,500.00	1,500.00
EFT26718	09/11/2018	BRETT WILSON	BOND REFUND	1,500.00	1,500.00
EFT26719	14/11/2018	AUSTRALIA POST	POSTAGE COSTS OCTOBER 18	1,000.19	1,000.19
EFT26720	14/11/2018	AUSTRALIAN TAXATION OFFICE	GST PAYABLE OCTOBER 18	41,953.00	41,953.00
EFT26721	14/11/2018	BUNNINGS	IRRIGATION TOOLS AND BATTERIES	91.89	91.89
EFT26722	14/11/2018	BOC LIMITED	CONTAINER SERVICE OCTOBER 18	45.46	45.46
EFT26723	14/11/2018	COMMUNITY NEWSPAPERS	ADVERTISING OF GAZETTED LOCAL PLANNING SCHEME NO. 3 AMENDMENT NO. 16	243.54	243.54
EFT26724	14/11/2018	CITY OF COCKBURN	CITY OF COCKBURN TIP FEES OCTOBER 2018 42 X PASSES	2,730.00	2,730.00
EFT26725	14/11/2018	LANDGATE	LAND ENQUIRIES OCTOBER 18	25.70	25.70
EFT26726	14/11/2018	FREMANTLE HERALD	EAST FREMANTLE'S GEORGE STREET FESTIVAL 2018, ROAD CLOSURE ADVERTISING, 10/11 AND 17/11	550.00	550.00
EFT26727	14/11/2018	IT VISION	RATES BILLING 2018/19	4,950.00	
		IT VISION	CREATE A CUSTOMISED REPORT	1,100.00	6,050.00
EFT26728	14/11/2018	STATE LAW PUBLISHER	ADVERTISING OF APPROVED LOCAL PLANNING SCHEME NO.3 - AMENDMENT NO. 16	133.65	133.65
EFT26729	14/11/2018	TOTAL EDEN PTY LTD	SPRINKLERS AND RETIC FITTINGS FOR JOHN TONKIN PARK	1,093.97	1,093.97
EFT26730	14/11/2018	ZIPFORM PTY LTD	COSTS ASSOCIATED WITH PRINTING AND PROCESSING OF 2018 CAT AND DOG RENEWAL NOTICES	2,120.90	2,120.90
EFT26731	14/11/2018	YOUNGS PLUMBING SERVICE P/L	REPAIRS TO WATER FOUNTAIN	302.70	302.70
EFT26732	14/11/2018	FASTA COURIERS	COURIER COSTS OCTOBER - 15/10/18 - 31/10/18	143.31	143.31
EFT26733	14/11/2018	STEANN PTY LTD	CLEAR BUND OF WASTER MATERIALS	3,432.00	3,432.00
EFT26734	14/11/2018	TREE PLANTING & WATERING	STREET TREE WATERING FOR OCTOBER	5,313.04	5,313.04
EFT26735	14/11/2018	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY COLLECTED OCTOBER 18	1,952.96	1,952.96
EFT26736	14/11/2018	KENNARDS HIRE	EQUIPMENT HIRE - RAMMER 29/10/18 - 01/11/18	294.00	294.00
EFT26737	14/11/2018	WA BLUEMETAL	RESURFACIG OF MOSS STREET - ROAD BASE	853.05	
		WA BLUEMETAL	DELIVER LOAD OF ROADBASE	447.15	1,300.20
EFT26738	14/11/2018	FAST FINISHING SERVICES	BINDING OF 14 MINUTE & CONFIDENTIAL REPORTS BOOKS	847.00	847.00
EFT26739	14/11/2018	WOOLWORTHS	20 SINGLE CHRISTMAS CAKES FOR HACC CHRISTMAS PARTY	40.00	
			78 SINGLE CHRISTMAS CAKES FOR HACC CHRISTMAS PARTY	156.00	
			RESPIRE CENTRE GROCERIES - 6/11/2018	220.78	416.78
EFT26740	14/11/2018	GFORCE PRINTING & DESIGN INCORPORATING SIMNETT	50 X PARKING INFRINGEMENT BOOKS	1,341.67	
			500 C3 BUILDING / PLANNING APPLICATION ENVELOPES	507.54	1,849.21
EFT26741	14/11/2018	THE PAPER COMPANY OF AUSTRALIA	A4 COPY PAPER 'A ONE, A3 COPY PAPER	269.50	269.50
EFT26742	14/11/2018	LANDSCAPE YARD O'CONNOR	SAND FOR BACKFILL	216.60	
			SUPPLY OF BACKFILL SAND	324.90	541.50
EFT26743	14/11/2018	CAESARS PLUMBING AND GAS	REPAIR LEAKING RELEASE VALVE ON HOT WATER SYSTEM	277.20	277.20
EFT26744	14/11/2018	CITY OF ARMADALE	EAST FREMANTLE'S GEORGE STREET FESTIVAL 2018 - FULL-COLOUR PROMOTIONAL PRINTING	498.85	498.85
EFT26745	14/11/2018	KONICA MINOLTA BUSINESS SOLUTIONS	KONICA MINOLTA BIZHUB C658 ADMIN AREA PHOTOCOPY CHARGES 2018 / 2019 YEAR	472.91	472.91
EFT26746	14/11/2018	CARINYA OF BICTON	CENTRE BASED RESPIRE MEALS FOR OCTOBER 2018 - JUNE 2019- 01/10/18 - 12/10/18,	530.93	

			CENTRE BASED RESPITE MEALS FOR OCTOBER 2018 - JUNE 2019-13/10/18 - 31/10/18,	803.68	1,334.61
EFT26747	14/11/2018	FOODWORKS EAST FREMANTLE	WORKS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018-01/10/18	38.25	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018- 01/10/18,	18.37	
			COMMUNITY EVENTS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 03/10/18	21.10	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 04/10/18	3.98	
			WORKS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 09/10/18	8.97	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 10/10/18	34.32	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 12/10/18	92.37	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 16/10/18	3.98	
			COMMUNITY EVENTS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018	28.24	
			COMMUNITY EVENTS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018	31.44	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 22/10/18	3.98	
			WORKS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 23/10/18	12.17	
			WORKS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 26/10/18	91.87	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 26/10/18	5.97	
			ADMIN CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 30/10/18	9.16	
			WORKS CONSUMABLES SEPTEMBER 2018 TO DECEMBER 2018 - 31/10/18	8.97	413.14
EFT26748	14/11/2018	OFFICEWORKS	2 X A4 NOTE BOOKS FOR HACC	16.30	
			OFFICE SUPPLIES FOR HACC	84.91	
			OFFICE SUPPLIES FOR HACC	41.94	143.15
EFT26749	14/11/2018	FOCUS NETWORKS	2018-2019 FOCUS NETWORKS EMAIL PROTECTION SERVICE MAILBOXES, MANAGED RECOVERY SERVICE MONTHLY, HOSTED ANTI-VIRUS CORPORATE - MONTHLY, 0-50 NODES, HOSTED WIFI MANAGEMENT	1,774.56	
			ADDITIONAL CHARGES - SUPPORT SERVICES OUTSIDE NORMAL SERVICE SCOPE - OCTOBER 18	286.00	
			MANAGED PROACTIVE SERVICE - MONTHLY COMPUTER - OCTOBER 18	3,729.00	
			TWO VISION SUBSCRIPTIONS MONTHLY SUBSCRIPTION	39.71	
			IT SECURITY POLICY CREATION \$2,722.50, 1 YEAR VMWARE SUPPORT RENEWAL, ANNUAL RENEWAL OF SONICWALL FIREWALL LICENSING, COMMUNICATIONS AUDIT	1,246.30	7,075.57
EFT26750	14/11/2018	ADCO SERVICES	REPAIRS TO BURST PIPELINE EF TENNIS CLUB	616.00	
			RENOVATION OF DEPOT ADMINISTRATION BUILDING AS PER THE PLAN AND QUOTE PROVIDED. - 50% ON COMMENCEMENT	15,180.00	
			RENOVATION OF DEPOT ADMINISTRATION BUILDING AS PER THE PLAN AND QUOTE PROVIDED - BALANCE OF COSTS	15,400.00	31,196.00
EFT26751	14/11/2018	POTHOLE MASTERS PTY LTD	3.5 TONNE OF CORRECTOR FOR MOSS STREET	2,854.50	
			30SQM OF ASPHALT PAVING TO FOOTPATH BEHIND KERB AT MOSS STREET	1,853.50	
			HOT MIX ASPHALT FOR ROAD CROSSING	1,842.50	
			HOT MIX ASPHALT CORNER OF PETRA T AND PRESTON POINT ROAD, TRAFFIC MANAGEMENT,	16,357.00	
			HOT BLACK ASPHALT TO REPAIR FOOTPATH AS REQUIRED	2,172.50	
			RED GRAVEL PAVE HOT MIX TO REPAIR FOOTPATH ON DALGETY ST, OSBORNE RD AND STATON RD	2,871.00	
			HOT MIX ASPHALT FOR CROSSOVER AT DALGETY ST	935.00	
			BLACK HOT MIX ASPHALT FOR CROSSOVERS ON ALLEN ST AND VIEW TCE. POTHOLES ON DUKE ST AND PRESTON POINT ROAD	2,475.00	
			HOT ASPHALT FOR CROSSOVERS AT FLETCHER AND ALCESTER ST	2,618.00	
			HOT MIX ASPHALT FOR CROSSOVER AT 34 FRASER ST	489.50	
			65M OF CORRECTOR FOR KERB LINE ON MOSS STREET	4,158.00	38,626.50
EFT26752	14/11/2018	LOCAL GOVERNMENT PLANNERS ASSOCIATION	THE EVIDENCE IN STRATEGIC PLANNING BREAKFAST FORUM	130.00	130.00
EFT26753	14/11/2018	LANDGATE	GRV INTERIM VALUATIONS DATED 22/09/18 - 05/10/18 AND 06/10/18 - 19/10/18	127.81	127.81
EFT26754	14/11/2018	ANDERSON MUNRO & WYLIE	PROFESSIONAL FEES - DEPT OF PARK & WILDLIFE JOHN TONKIN PARK INTERPRETATION NODE PROJECT GRANT AQUITTAL AUDIT	1,100.00	1,100.00
EFT26755	14/11/2018	HORIZON WEST LANDSCAPE & IRRIGATION PL	SUPPLY 20 X SD DATA COILS FOR FORESHORE IRRIGATION	2,508.00	2,508.00
EFT26756	14/11/2018	VOCUS COMMUNICATIONS	ADSL INTERNET TRICOLORE CENTRE - 01/12/18 - 01/01/19,	50.00	
			SESSION INITIATION PROTOCOL (SIP) LINES/ SERVICES CHARGES FOR VOICE OVER INTERNET PROTOCOL - OCTOBER 18,	558.31	
			UNLIMITED INTERNET SERVICE ENHANCED FIBRE - 135 CANNING HWY01/12/18 - 31/12/18	1,171.50	1,779.81
EFT26757	14/11/2018	HUBBLES YARD	CATERING 6/11/18	247.50	
		HUBBLES YARD	CATERING 16/10/18	357.50	605.00
EFT26758	14/11/2018	INFORMATION ENTERPRISES AUSTRALIA PTY LTD	REVIEW AND AMENDMENT OF TOWN OF EAST FREMANTLER RECORDKEEPING PLAN 2018	4,950.00	4,950.00
EFT26759	14/11/2018	LGIS	17/18 MOTOR VEHICLE PREMIUM ADJUSTMENT FOR 30/06/17 - 30/06/18	1,026.93	1,026.93
EFT26760	14/11/2018	SIMPLEPAY SOLUTIONS PTY LIMITED	SIMPLE PAY CREDIT CARD TRANSACTIONS FOR LEEUWIN BOAT RAMP OCTOBER 18	167.95	167.95
EFT26761	14/11/2018	TREE'S A CROWD TREE CARE	TREE PRUNING/REMOVAL AT VARIOUS SITES	3,245.00	3,245.00
EFT26762	14/11/2018	IRON MOUNTAIN	STORAGE RETENTION FOR VAULT STORAGE OF RATEBOOKS 2018 / 2019 01/11/18 - 30/11/18	9.50	9.50
EFT26763	14/11/2018	VIVID ADS PTY LTD	STRETCH TABLE CLOTHS & THROWS X 4	755.00	755.00

EFT26764	14/11/2018	HURRICANE DRAGON BOAT AND OUTRIGGER CANOE CLUB INC	COMMUNITY ASSISTANCE GRANTS 2018-109 - ROUND 1	999.28	999.28
EFT26765	14/11/2018	GRA PARTNERS PTY LTD	PROFESSIONAL FEES - AMENDMENT 14 & 15 STRATEGIC STAKEHOLDER & COMMUNICATIONS ADVICE	12,100.00	12,100.00
EFT26766	14/11/2018	THE OMEO OFFICE - LOCAL GOVERNMENT CONTRACTING SERVICES	TRAINING IN SPECIFIC AREAS OF RATES AND SERVICES FOR RATES OFFICER	250.00	250.00
EFT26767	14/11/2018	INJURY MATTERS	50% PAYMENT FOR FALLS PREVENTION PROJECT	1,650.00	1,650.00
EFT26768	14/11/2018	LIVING TURF	CARRY OUT SOIL TEST AT WAUHOP PARK, HENRY JEFFREY OVAL, PRESTON POINT RESERVE	643.50	643.50
EFT26769	14/11/2018	DIVERSE GLAZING GROUP	NEW WINDOW AT EAST FREMANTLE LAWN TENNIS CLUB	1,188.00	1,188.00
EFT26770	14/11/2018	CALTEX AUSTRALIA PETROLEUM PTY LTD	FUEL USE OCTOBER 18	6,154.50	6,154.50
EFT26771	15/11/2018	LGISWA	LGIS LIABILITY INSURANCE RENEWALL 30/06/18 - 30/06/19 - INSTALMENT 2	47,428.98	
			PROPERTY INSURANCE 30/06/18 - 30/06/19	33,933.01	
			WORKERS COMPENSATION INSURANCE 30/06/18 - 30/06/19 - SECOND INSTALMENT	23,820.78	
			PRO RATA ADJUSTMENT FOR MID TERM PROPERTY ADJUSTMENTS 30/06/17 - 30/06/18	5,175.96	110,358.73
EFT26772	23/11/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTION 06/11/2018	25.90	
			PAYROLL DEDUCTION 20/11/2018	25.90	51.80
EFT26773	23/11/2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTION 06/11/2018	144.54	
			PAYROLL DEDUCTION 20/11/2018	144.54	289.08
EFT26774	23/11/2018	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND COLLECTED OCTOBER 18	2,138.66	2,138.66
EFT26775	23/11/2018	BUNNINGS	VARIOUS HARDWARE FOR FESTIVAL	27.55	
			VARIOUS HARDWARE FOR FESTIVAL	126.10	
			VARIOUS HARDWARE FOR DEPOT	711.41	865.06
EFT26776	23/11/2018	OFFICEMAX	OFFICE STATIONERY ORDERED ON 20/09/2018	628.43	
			OFFICE STATIONERY ORDERED ON 15/11/2018	461.22	1089.65
EFT26777	23/11/2018	EAST FREMANTLE BOWLING CLUB	VENUE HIRE - EAST FREMANTLE OVAL PRECINCT PROJECT	1,306.25	1,306.25
EFT26778	23/11/2018	FREMANTLE HERALD	EAST FREMANTLE'S GEORGE STREET FESTIVAL - FULL PAGE ADVERTISEMENT	1,089.00	
			ADVERTISING - BUSH FIRE NOTICE	483.25	
			ADVERTISING - DISPOSITION NOTICE - 133 CANNING HIGHWAY	115.06	1,687.31
EFT26779	23/11/2018	IMPRINT PLASTIC	2 X ID BADGES - ANDREW DRIVER & ROB CASHMAN	13.20	13.20
EFT26780	23/11/2018	IT VISION	UPDATE SYNERGYSOFT VERSION TO 11.1.217	1,331.00	1,331.00
EFT26781	23/11/2018	MCLEODS	DRAFTING OF LICENSE AGREEMENT AS PER INSTRUCTIONS BETWEEN THE TOWN OF EAST FREMANTLE AND MUSEUM OF PERTH	129.80	129.8
EFT26782	23/11/2018	SHERIDANS FOR BADGES	SIGN FOR FRONT COUNTER - CCTV IN OPERATION	120.45	120.45
EFT26783	23/11/2018	TELSTRA CORPORATION LIMITED	TOEF DIRECTORY LISTINGS AND SUMPTON GREEN PHONE USE FOR JULY 18 - NOVEMBER 18	2,170.33	
			TOWN HALL PHONE & DATA LINES	28.31	
			PAYMENT OF COST OF REPAIR OF DAMAGE TO TELSTRA EQUIPMENT - 48 DUKE STREET EF	1,208.42	
			CEO MOBILE PHONE USE - 16/10/18-15/11/18	184.55	3591.61
EFT26784	23/11/2018	SYNERGY	POWER SUPPLY STREET LIGHTS - 25/09/18 - 24/10/18	9,538.25	
			POWER SUPPLY MERV COWAN PARK 18/08/18 - 16/10/18	178.45	
			POWER SUPPLY ULRICH PARK 18/08/18 - 16/10/18	252.50	
			POWER SUPPLY OLD POLICE STATION 17/08/18 - 16/10/18	61.60	10030.8
EFT26785	23/11/2018	YOUNGS PLUMBING SERVICE PTY LTD	CHECK LEAK AT FOOTBALL CLUB	823.30	
			CHECK PUBLIC TOILETS	204.60	1027.9
EFT26786	23/11/2018	FASTA COURIERS	COURIER COSTS NOVEMBER 18 01/11 - 15/11	30.51	30.51
EFT26787	23/11/2018	MELVILLE MITSUBISHI	CAR SERVICE AND RECALL NOTICE	546.35	546.35
EFT26788	23/11/2018	HARVEY NORMAN	DYSON V10 CORDLESS VAC. FOR CENTRE BASED RESPITE CENTRE	949.00	
			GOOGLE CHROMECAST ULTRA MEDIA STREAM FOR CENTRE BASED RESPITE CENTRE. - LESS CREDIT RECEIVED FROM PURCHASE OF DYSON VACUME	8.00	957
EFT26789	23/11/2018	KOOL LINE ELECTRICAL & REFRIGERATION	CHECK PERGOLA LIGHTS	200.00	
			CHECK BBQ AND FINISH THE CABLES FOR EMERGENCY LIGHTS	1,537.50	
			INSTALL LIGHTS IN WORKSHOP AND CHECK/REWIRE AC CABLE	1,352.50	
			CHECK/RESET LIGHTS AT JOHN TONKIN	565.00	
			CHECK LIGHTS, CHANGE COLOUR AT 48 ALEXANDRA ROAD	665.00	4,320.00
EFT26790	23/11/2018	SOUTHERN METROPOLITAN REGIONAL COUNCIL	MSW GATE FEES FOR OCTOBER 18 - 16/10/18 - 31/10/18	31,973.92	
			MRF GATE FEES FOR OCTOBER 18 - MIXED RECYCLABLES 01/10/18 - 31/10/18	6,101.71	
			GREEN WASTE FEES FOR OCTOBER 18 - 2 X TRAILER PASSES	60.00	38135.63
EFT26791	23/11/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	CORPORATE AND PROFESSIONAL DEVELOPMENT - PROJECT MANAGEMENT ESSENTIALS	705.00	
			FINANCE PROFESSIONALS - PD DAY 14/09/18	100.00	
			REGISTRATION AT ANNUAL STATE CONFERENCE 2018	1,800.00	2,605.00
EFT26792	23/11/2018	POSTER GIRLS	EAST FREMANTLE'S GEORGE STREET FESTIVAL: DISTRIBUTION POSTER + FLYER	693.00	693
EFT26793	23/11/2018	KENNARDS HIRE	EQUIPMENT HIRE - RAMMER 15/10/18 - 29/10/18	840.00	
			HIRE OF TURFCUTTER	139.00	979
EFT26794	23/11/2018	HOST DIRECT	CATERING EQUIPMENT FOR CENTRE BASED RESPITE CENTRE.	964.59	964.59
EFT26795	23/11/2018	PETRA CLEAN	CLEANING SERVICES AT DEPOT, TRICOLORE, SUMPTON GREEN, TOWN HALL FOR OCTOBER 2018	6,715.14	6,715.14
EFT26796	23/11/2018	STRATA GREEN	VARIOUS TOOLS AND HERBICIDE	1,576.51	1,576.51
EFT26797	23/11/2018	WOOLWORTHS	RESPITE CENTRE GROCERIES - 13/11/2018, RESPITE CENTRE GROCERIES - 13/11/2018	110.45	
			REFRESHMENTS - TOWN HALL 20/11/18	78.00	188.45
EFT26798	23/11/2018	ATHOLL'S AUTO ELECTRICS	FIT ELECTRIC BRAKE UNITS TO 2 VEHICLES AND 1 BEACON LIGHT	679.25	679.25
EFT26799	23/11/2018	ASSA ABLOY ENTRANCE SYSTEMS AUSTRALIA PTY LTD	AUTOMATIC DOOR REPAIR FOR TRICOLORE COMMUNITY CENTRE	461.45	461.45
EFT26800	23/11/2018	HYDRO JET	GRAFFITI REMOVAL AT THE REAR OF THE INFANT HEALTH CENTRE, LIMESTONE WALL AT THE TOWN HALL CAR PARK	577.50	577.5
EFT26801	23/11/2018	LANDSCAPE YARD O'CONNOR	2 CBIC METRES OF BRICKIES SAND	342.00	342.00
EFT26802	23/11/2018	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH FEES AUGUST 18	13.60	
			VEHICLE SEARCH FEES OCTOBER 18	3.40	17
EFT26803	23/11/2018	FOCUS NETWORKS	FIREWALL FOR ADMIN BUILDING	1,246.30	
			MANAGED TELEPHONE SERVICE 1 YEAR	2,130.21	

			2018/19 IT REPLACEMENT PROGRAM - 50% DEPOSIT ON COMMENCEMENT	12,964.81	16341.32
EFT26804	23/11/2018	ENVIRO SWEEP	STREET SWEEPING FOR OCTOBER	3,382.50	3,382.50
EFT26805	23/11/2018	DAIMLER TRUCKS PERTH	ASSESS AND REPLACE FAULTY ENGINE CONTROL UNIT AS PER SUPPLIED QUOTE	8,312.85	8,312.85
EFT26806	23/11/2018	ANTIDAMP	WALL REPAIRS TO SERVER ROOM	1,991.00	1991
EFT26807	23/11/2018	METRO CONCRETE	REPAIRS TO FOOTPATH ALONG RIVERSIDE ROAD AS DIRECTED IN VARIOUS LOCATIONS	10,642.50	10,642.50
EFT26808	23/11/2018	FUJI XEROX	FUJI XEROX - DC5C6675T - FINANCE AREA PHOTOCOPY CHARGES - 01/10/18 - 31/10/18,	114.73	
			FUJI XEROX - DC5C6675T - FINANCE AREA PHOTOCOPY CHARGES - 01/09/18 - 30/09/18	111.09	225.82
EFT26809	23/11/2018	MICHAEL VAUGHAN	BRICK PAVING TO MEET NEW ROADSIDE KERBING AND MOSS ST	1,100.00	1100
EFT26810	23/11/2018	TALIS CONSULTANTS PTY LTD	DEVELOPMENT OF AN RFQ FOR THE TOWN TO ENGAGE A DRAINAGE CONSULTANT FOR A REVIEW OF THE STORMWATER INFRASTRUCTURE WITHIN THE TOWN	2,750.00	2750
EFT26811	23/11/2018	SONIC HEALTH PLUS	EMPLOYMENT MEDICAL FOR EMMA CLOTHIER	220.00	220.00
EFT26812	23/11/2018	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	MONTHLY CHARGES FOR PARKING MACHINES INCLUDING LICENCE AND COMMUNICATION COSTS - OCTOBER 18	165.00	165
EFT26813	23/11/2018	ZIRCODATA	OFFSITE STORAGE, BARCODES, LODGEMENT AND TRANSPORTATION - 26/09/18 - 25/10/18,	43.22	86.44
			OFFSITE STORAGE, BARCODES, LODGEMENT AND TRANSPORTATION - 26/08/18 - 25/09/18,	43.22	
EFT26814	23/11/2018	LGIS	ELECTED MEMBERS VALUES DEVELOPMENT WORKSHOP 30/10/18	528.00	528
EFT26815	23/11/2018	KEYS BROS	FURNITURE STORAGE - HISTORIC AND CHAMBER FURNITURE - 28/10/18 - 24/11/18	260.00	260
EFT26816	23/11/2018	SIGNARAMA MYAREE	LOGO FOR NEW VEHICLE	228.68	228.68
EFT26817	23/11/2018	EMBROID ME MYAREE	ELECTED MEMBERS POLO SHIRTS	631.40	631.40
EFT26818	23/11/2018	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER SERVICES - PERIOD 31/10/18 - 13/11/18	2,571.35	2571.35
EFT26819	23/11/2018	MAD HAT MEDIA PTY LTD	COMMONWEALTH HOME SUPPORT PROGRAM (HACC) BROCHURES	187.62	
			EAST FREMANTLE'S GEORGE STREET FESTIVAL	968.00	1,155.62
EFT26820	23/11/2018	SUEZ RECYCLING & RECOVERY PTY LTD	WASTE COLLECTION - OCTOBER 2018	28,815.37	
			REFUSE COLLECTION AT 48-50 ALEXANDRA ROAD FOR OCTOBER 2018, RECYCLING COLLECTION AT 48-50 ALEXANDRA ROAD FOR OCTOBER 2018	407.80	29,223.17
EFT26821	23/11/2018	AMBIUS (RENTOKIL INITIAL PTY LTD)	PLANT HIRE FOR TOWN HALL 18/19 - 27/12/18 - 26/01/18	263.12	263.12
EFT26822	23/11/2018	READY TRACK PTY LTD	GPS TRACKING PLAN FOR ALL OPERATIONAL VEHICLES FOR 12 MONTHS	145.20	
			GPS TRACKING PLAN FOR ALL OPERATIONAL VEHICLES FOR 12 MONTHS	145.20	290.40
EFT26823	23/11/2018	ONPRESS DIGITAL PTY LTD	EAST FREMANTLE'S GEORGE STREET FESTIVAL: PRINTING - 45,000 DL FLYER + 300 A2 POSTER AS PER QUOTE	1,532.30	
			EAST FREMANTLE'S GEORGE STREET FESTIVAL: PRINTING - 2,000 A4 to A5 PROGRAM , AS PER QUOTE	533.50	2,065.80
EFT26824	23/11/2018	SHRED-X PTY LTD	240 LITRE BIN EXCHANGE FOR 12 MONTHS 2018/2019 - 09/11/18,	20.24	
			240 LITRE BIN EXCHANGE FOR 12 MONTHS 2018/2019 - 09/11/18,	30.36	50.6
EFT26825	23/11/2018	GOOD SAMARITAN INDUSTRIES	EAST FREMANTLE'S GEORGE STREET FESTIVAL - PROGRAM DELIVERY TO AFFECTED RESIDENTS	554.40	554.4
EFT26826	23/11/2018	BRIAN O'FARRELL	PRESCRIPTION SAFETY GLASSES REIMBURSEMENT	299.00	299.00
			EFT TOTAL	\$ 506,370.84	\$ 506,370.84
	Direct Debit	Supplier	Description	Inv Amount	EFT
	DD11444.1	EXETEL PTY LTD	PAYMENT CHECK NBN HACC	\$1.00	\$1.00
	DD11419.1	SHERIFF'S OFFICE PERTH	FER FILE REGISTRATION FEES - 36 UNPAID INFRINGEMENTS	\$2,286.00	\$2,286.00
	DD11465.1	EMPLOYERPAY SUPER	SUPERANNUATION	\$21,303.54	\$21,303.54
	DD11466.1	EMPLOYERPAY SUPER	SUPERANNUATION	\$21,633.44	\$21,633.44
			DIRECT DEBIT TOTAL	\$45,223.98	\$45,223.98
	Date	Credit Card	Supplier	AMOUNT	
	27-Nov	GARY TUFFIN	CROWN PERTH PARKING - WA INDO PACIFIC CONFERENCE -PARKING	\$ 25.30	\$ 25.30
			JOES BAKERY - CATERING CULTURE TRAINING	\$ 157.00	\$ 157.00
			FONGS CHINESE RESTAURANT - FUNCTION	\$ 314.10	\$ 314.10
			CITY OF PERTH - PARKING	\$ 6.06	\$ 6.06
			CITY OF FREMANTLE - PARKING	\$ 3.50	\$ 3.50
			LOCAL GOVT CHIEF OFFICERS GROUP	\$ 434.36	\$ 434.36
			ASIC - COMPANY CHECK	\$ 17.00	\$ 17.00
			SURVEY MONKEY - SUBSCRIPTION 21/11/18-20/11/19	\$ 348.00	\$ 348.00
			MASTER PICTURE FRAMERS MYAREE- ELECTED MEMBER NOTICEBOARD	\$ 484.00	\$ 484.00
			SPOTLIGHT MELVILLE - BALLOONS PIONEER LUNCH	\$ 135.36	\$ 135.36
			CREDIT CARD TOTAL	\$ 1,924.68	\$ 1,924.68
			Description	Inv Amount	EFT
			PAYROLL P/E 06/11/18	\$ 131,597.32	\$ 131,597.32
			PAYROLL P/E 21/11/18	\$ 132,878.43	\$ 132,878.43
			PAYROLL TOTALS	\$ 264,475.75	\$ 264,475.75
			GRAND TOTAL	\$ 818,718.22	\$ 818,718.22

12.2.3 Installation of Public Toilet – Glasson Park

File ref	TEN/Register 08-2018/19
Prepared by	Wendy Cooke, Project Coordinator
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil.
Attachments	1. Example and photos 2. Location map – new toilet

Purpose

The purpose of this report is to advise Council on the status of the proposed installation of a small public toilet complex in Glasson Park, and for Council to consider delegating authority to the Chief Executive Officer to award the tender for the purchase of a public toilet(s).

Executive Summary

During budget considerations for the financial year 2018/19, Council allocated funds for the installation of a public toilet in Glasson Park. Subsequently, the Town received a petition from interested community members and park users requesting the installation of a public toilet complex in the park.

Background

Currently the toilet facilities at the Glyde-In Centre are made available for use by the public. This arrangement is not considered appropriate, or convenient as to use the facility you must leave the park area, and walk around to the rear of the building.

In recognition of this issue and the high usage of Glasson Park, Council made an allocation in its 2018/19 Budget for the provision of a more conveniently located public toilet with universal access (disabled) in the South Eastern corner of the park (refer to location map – attachment 2).

Once it became known that Council intended to provide a new public toilet, a petition was received in May 2018 requesting the installation of a public toilet in Glasson Park.

Requests for Quotations for the installation of an ambulant/unisex toilet were requested, closing in August 2018, (3) three submissions were received.

One submission was non-conforming as it couldn't meet the requirements of automation or vandal resistant seat. The other two submissions met the initial specifications, however, highlighted the need to refine the scope. As a consequence of this process, the project specifications for the toilet were further refined. This has resulted in the need to call public tenders for its supply and construction due to the possibility project costs may now exceed the public tender threshold of \$150,000.

The Town advertised the Request for Tenders on Wednesday 28 November 2018, with tenders closing 4pm on Wednesday 12 December 2018.

Consultation

To date:

- a number of telephone discussions have occurred between the Project Coordinator, and suppliers and community members enquiring about the project's progress.
- initial requests for quotation were advertised with three (3) submissions being received.

A project sign will be erected on site, and letters will be sent to residents in the immediate area providing details of the project, prior to the installation date of the Toilet(s).

Other consultation methods that will be used include;

- a notice on the Town's
 - website, and
 - Facebook
- the Town's monthly E-newsletter
- media release

Statutory Environment

Local Government Act 1995 s3.57 – Tenders for providing goods or services

- (3) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (4) *Regulations may make provision about tenders.*

Local Government (Functions & General) Regulations 1996 - Regulation 11 states:

11. When tenders have to be publicly invited

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150 000 unless subregulation (2) states otherwise.*

Policy Implications

Town of East Fremantle Purchasing Policy

Financial Implications

\$180,000 has been allocated in the current (2018/19) Annual Budget.

Strategic Implications

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

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

- 1.1.1 *Facilitate or partner to ensure a range of quality services are provided at a local level*
- 1.1.2 *Strengthen the sense of place and belonging through inclusive community interaction and participation.*

1.2 Inviting open spaces, meeting places and recreational facilities

- 1.2.1 *Provision of adequate recreational, sporting and social facilities*
- 1.2.2 *Activate inviting open spaces that encourage social connection*

1.3 Strong community connection within a safe and vibrant lifestyle

- 1.3.1 *Partner and educate to build a strong sense of community safety*
- 1.3.2 *Facilitate opportunities for people to*

- 1.3.3 *Enrich identity, culture and heritage through programs, events and celebrations develop community connections and foster local pride*
- 1.3.4 *Facilitate community group capacity building*

Site Inspection

A number of Public Toilet facilities were inspected to assist with the development of the Tender specifications.

A site inspection by tenderers has been incorporated into the Request for Tender documentation.

Comment

Two options have been requested;

Option 1 - Supply and Install one (1) Single Universal Access Public Toilet.

Option 2 - Supply and Install one (1) Public Toilet Complex that includes:

- 1 x Single universal access toilet
- 1 x unisex toilet

The tender specifications for both options (1 & 2) include the following;

- Automatic flushing system with manual button
- Manual cavity sliding door (Option A) Or Manual cavity hinged door (Option B)
- Door programmable to open and lock at certain times of the day
- Manual toilet paper dispenser;
- Automatic hand dryer
- Auto hand washing
- Non slip easy to clean, graffiti proof wall tiles or cladding/lining
- Polished concrete/aggregate floor with drain
- Motion detection sensor
- Emergency Release Button (if required)
- Baby Change table;
- Internal mirror, shelf and coat hook;
- Hand Rail
- Vandal resistant seat
- Graffiti and vandal proof interior and exterior
- Sensor night lights on three side of the exterior
- Earthworks
- Installation of Footings/foundations
- All electrical work – to be detailed and costed
- Plumbing – supply water from water meter and connection to sewer
- Approximate size of building = 3.5m x 2.5m
- Exterior cladding – materials, colour etc.
- Technical information (eg dimensions, colours, material properties, processes and methods of manufacture and/or assembly, maintenance requirements, detailed plans, designs, blueprints and technical drawings)
- Delivery/Supply methods.

The approximate size of each facility is:

- Option (1) 3.5m x 2.5m
- Option (2) 4.6m x 3.7m approx.

It is expected the completion date for the project will be June 2019, as staff have been advised by suppliers there is generally a 16 week lead-time on the manufacturing of this type of facility.

The Chief Executive Officer's delegation for accepting and entering into contracts under delegation DA9 is limited to a maximum of \$150,000. It is anticipated the contract value may be in excess of this amount (subject to the option selected).

No Ordinary Meetings of Council have been scheduled until February 2019.

Therefore, to allow this project to progress without further delay, Council is requested to give consideration to authorising the Chief Executive Officer to assess and award the tender.

12.2.3 OFFICER RECOMMENDATION

That Council;

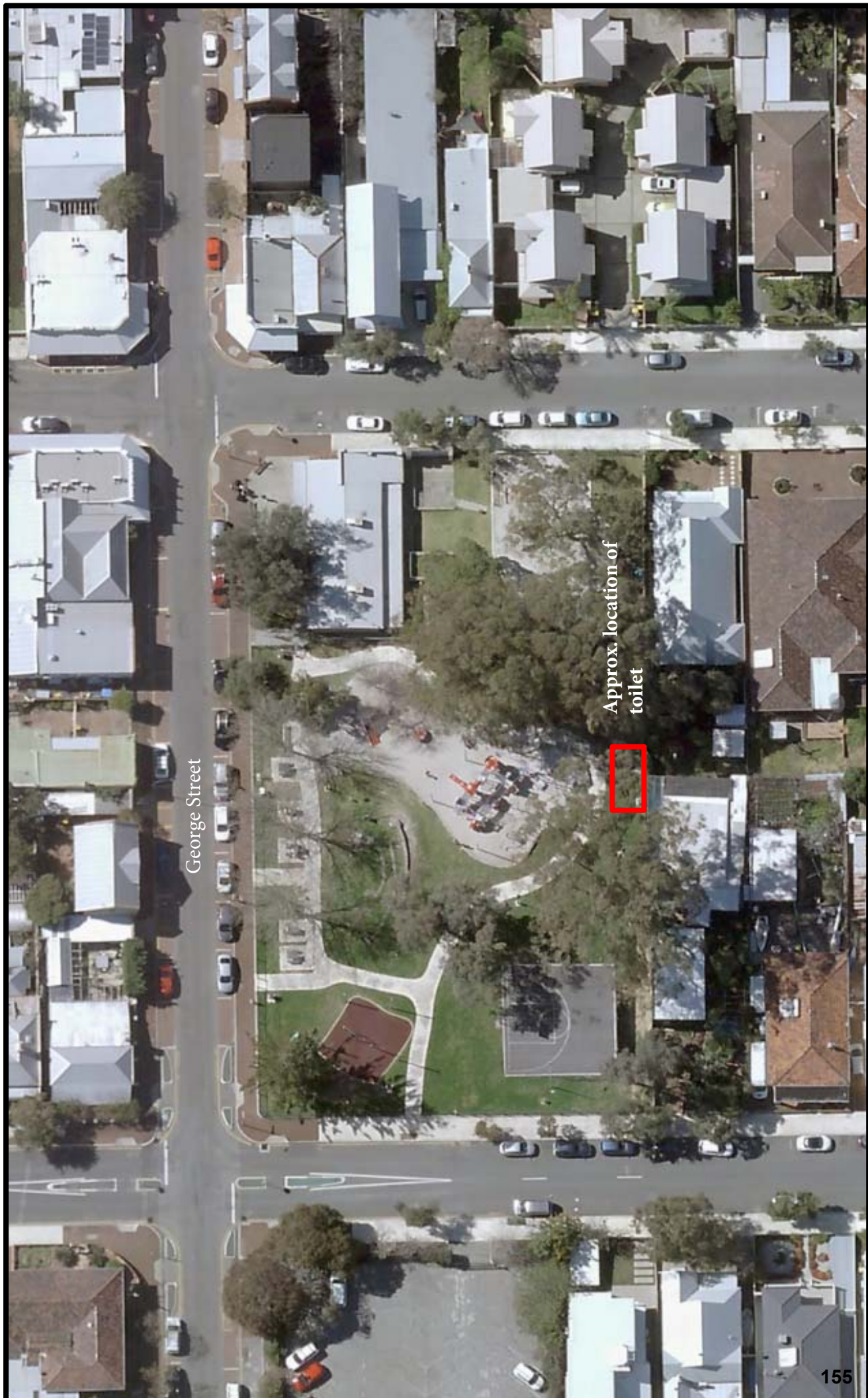
- (a) delegate authority to the Chief Executive Officer to award the tender, and enter into a contract for a public toilet(s) in Glasson Park to the most advantageous compliant tender, subject to the tendered price being within the 2018/19 budget allocation.**
- (b) subject to (a) above, authorises the Mayor and Chief Executive Officer to sign and affix the Town's Common Seal to the contract for the supply of public toilet(s) in Glasson Park.**

Examples of Toilet Complexes	
Leederville	
	
	
Stirling	
	



Beeliar





12.2.4 Leeuwin Carpark - Boat Ramp Parking Permits for East Fremantle Ratepayers

Applicant	N/A
File ref	R/RSN1
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Minute Extract 16 February 2016 2. Discontinued Policy – Leeuwin Carpark and Launching Ramp

Purpose

The purpose of this report is for Council to reconsider introducing free parking at the Leeuwin Carpark Boat Ramp for local ratepayers (boat users only), following a previous notice of motion given (Cr Natale) at the Ordinary Meeting of Council 2018. This report has been prepared in accordance to the notice of motion.

Executive Summary

Discontinued Council Policy 117 Leeuwin Carpark and Launching Ramp is presented for information.

A number of options are available for Council to consider, including but not limited to:

Option 1 – Uphold the decision from the Ordinary Meeting of 16 February 2016, and not support the re-introduction of a parking permit system for East Fremantle Ratepayers at the Leeuwin Carpark.

Option 2 – Defer the introduction of a parking permit scheme for Leeuwin Carpark until the Integrated Traffic Management and Movement Strategy has been finalised. This will allow the assessment of the use of technology to better facilitate parking management, including parking permits, paid parking, and the issuance of infringements.

Option 3 – Reinstate Policy 117 Leeuwin Carpark and Launching Ramp, with or without modification. Should Council resolve to reinstate this Policy, it is recommended that Council nominate a date for implementation (noting administrative and advertising requirements), as well as consideration of an administration fee.

Option 4 – Request that the CEO undertake a cost/revenue assessment of introducing free parking for all boat trailers, which would remove the cost of administering a ratepayer permit scheme, as well as other benefits such as the non-issuance of infringements and reputational gains.

Background

At the Ordinary Meeting of 20 November 2018, Council resolved:

“That Council reconsider introducing free parking at the boat ramp for local ratepayers (boat users only), and the CEO prepare a report on the matter for Council’s formal consideration.”

Council last considered the matter of Policy 117 Leeuwin Carpark and Launching Ramp – Parking for Ratepayers at its Ordinary Meeting of 16 February 2016 (see attachments). At this meeting, Council resolved to:

- issue a final non-renewable parking permit for 2 years duration

- amend Council Policy 117 for the Policy to cease in operation from 30 June 2018
- charge a fee of \$100 for the 2 year renewal of permits

Parking fees at the Leeuwin Carpark and Launching Ramp has been the subject of much debate, by Council and the community. A Council Report dating back to 1998 was sourced, where Council at its February meeting resolved:

- to investigate the feasibility of a pay by the hour option at the launching ramp carpark
- that the CEO undertake a survey of users to determine patterns of use with a view to achieving optimum price levels
- consideration be given to a ramp use only charge for those not requiring the use of parking facilities at the launching ramp
- that a reserve fund be established to manage funds derived from parking fees, to be directed towards improving the facilities on the river foreshore.

A firm strategic direction on parking fees and paid parking locations is required. This will be achieved by the completion of the Integrated Traffic Management and Movement Strategy, which will include a Parking Management Plan.

Consultation

Council Concept Forum October 2018

A Discussion Paper on Car Parking was presented to a Council Concept Forum earlier this year

Statutory Environment

Pursuant to section 2.7 of the *Local Government Act 1995*, one of Council's roles is to determine the policies of the local government.

Policy Implications

Policy 117 Leeuwin Carpark and Launching Ramp (Carpark No 1) – Parking for Ratepayers has been discontinued.

Financial Implications

The Town has derived circa \$1.8m in parking fees from the Leeuwin Carpark since 1998. This approximates to \$90k per year for the last 20 years.

The Town has budgeted for \$200,000 in parking fees in 2018/19, and as at the end of November has received circa \$49k in actual parking fees (with usage anticipated to increase over summer).

Since 1998, the Town has also issued 14,265 parking infringements at the 'Number 1 Parking Station' (Leeuwin Carpark and Launching Ramp), totaling circa \$960k.

As at 30 June 2018, the replacement cost of the Town's carpark infrastructure assets was circa \$3.7m, indicating that all revenue derived from parking fees/infringements has been invested into these services.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017-2027 states as follows:

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

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.

3.2 Maintaining and enhancing the Town's character

3.2.1 Continue to improve asset management practices

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 practices

3.3.2 Optimal management of assets within resource capabilities

3.3.3 Plan and advocate for improved access and connectivity

Site Inspection

Not applicable.

Comment

Council has previously received a discussion paper, contemplating the introduction of further paid parking in the East Fremantle area, specifically along the Riverside Road area. This paper explores the principles of a user-pays system.

The Town has also commissioned an Integrated Traffic Management and Movement Strategy (the Strategy).

One of the key deliverables of the Strategy is to develop a Parking Management Plan, which will investigate parking management options. This will cover paid-parking locations, applications for parking technology, enforcement and infringements, parking at sporting and recreational facilities (including the Leeuwin Carpark), and the impact of the redevelopment of Leeuwin Barracks on parking.

It is proposed to provide a draft of the Strategy to Council in June 2018.

12.2.4 OFFICER RECOMMENDATION

That Council resolve to defer the introduction of any parking permit scheme for the Leeuwin Carpark until the Integrated Traffic Management and Movement Strategy has been finalised. This will allow the assessment of the use of technology to better facilitate parking management, including parking permits, paid parking, and the issuance of infringements.

16 February 2016

MINUTES

REPORT NO 12.1.5

REVIEW POLICY 117 – LEEUWIN CARPARK & LAUNCHING RAMP (CARPARK NO.1) – PARKING FOR RATEPAYERS

**RESPONSIBLE
DIRECTOR**

Les Mainwaring
Executive Manager Finance & Administration

FILE NUMBER

R/RSN1

ATTACHMENT

- (A) Draft Leeuwin Carpark (No 1) & Launching Ramp – Parking for Ratepayers Policy
- (B) Draft Leeuwin Carpark (No 1) & Launching Ramp – Parking for Ratepayers Procedure

AUTHORITY / DISCRETION

Simple Majority Resolution of Council

PURPOSE

For Council to adopt a revised policy for Leeuwin Carpark & Launching Ramp (Carpark No1) parking permits for ratepayers

EXECUTIVE SUMMARY

In reviewing this policy it has been discovered that the parking permits scheme is currently utilised by only a small section of the eligible boating community. To correct this situation would be uneconomic for the Town therefore a more appropriate alternative would be to gradually phase out the scheme over a 2 year period.

It is therefore recommended that Council;

1. issues a final non-renewable permit for two years duration.
2. amends No.117 Council Policy for Leeuwin Carpark & Launching Ramp (Carpark No1) – Parking for Ratepayers, to include clause 6. This policy will cease in operation from 30 June 2018.
3. includes in the draft 2016/2017 budget consideration for fees and charges a fee of \$100 for the 2 year renewal of Leeuwin No1 Carpark ratepayer parking Permits.

BACKGROUND

The policy commenced in 1997 and for a small fee (currently \$45) allows owner/occupier ratepayers access to an annual parking permit for unlimited use of the Leeuwin No1 Boat Ramp Car Park. In 2012/2013 \$1.36 million was spent on a full upgrade of the finger jetties and car park design, with subsequent parking fees set at \$12.00 per day.

DETAILS

To be eligible for a permit, ratepayers must have a motor vehicle, boat and trailer registered to the principal place of residence. Company vehicles are ineligible if they are not registered to the principle place of residence.

The permit system is not actively promoted and currently there are 37 permits issued annually from a residential rate base of 3127 properties. Department of Transport records indicate that there are 378 registered boats within the Town.

Based on these statistics, 1.2% of ratepayers currently benefit from the subsidy, or 9.8% of boat owners.

Issues and options considered

Discussions from the November 2015 Council Forum included indications that the boat ramp should operate on a user pays basis, given the Council investment in the facility. There was a reasonable consensus that we should consider phasing out the subsidy and that no new permits should be issued although it was noted that this should be approached carefully given that a benefit was being taken away, therefore it may need to be phased out over a number of years. Other issues raised were to either substantially increase the fee, limit the use to weekdays or set a maximum number of times it could be used.

The permit system is quite labour intensive in terms of processing the application, preparing permits, issuing permits, preparing a schedule of permit holders and then the ongoing requirement for Rangers to check vehicle and trailer registrations against the schedule details of permits issued. This ensures no discrepancies between nominated vehicles and trailers on the permit schedule, given that permits are not transferrable to other users. It would be reasonable to consider that the \$45 fee is consumed by administration.

If boat users tended to go out at least 10 times per year on average, then potential revenue foregone would currently be \$4,440. This represents approximately 3% of current parking revenue.

With 378 boat owners in Town, it is reasonable to assume that more than 37 boat owners are ratepayers of the Town, therefore the permit system is not benefitting all whom are potentially eligible, the system also discriminates against ratepayers with private use vehicles as part of an employment contract. The consensus was that there needed to be a change from the status quo. The situation is that not all eligible ratepayers are benefitting from the scheme, however to do so would become uneconomic for the Town. Exploring the options of continuing or discontinuing the scheme are as follows.

One alternative is to broaden the eligibility criteria, or promote the scheme; however this will come with significantly increased administration costs and revenue shortfall. If half of the balance of boat owners were eligible, then conceivably the demand for eligible ratepayer parking permits could increase to 210, which would amount to an administrative cost of \$9450 and revenue shortfall of \$25,200. If it was opened up to all residents we could be looking at administration of \$17,000 and parking revenue shortfall of \$45,000. The option of promoting and widening the scope of the permit system received no support at the Forum.

The other alternative was to develop an exit strategy, recognising the inequity to current eligible ratepayers that has developed over time and the cost involved in continuing with the subsidy on a broader basis, together with the need to recover facility costs given the recent substantial investment at the boat ramps and carpark. A common theme was to phase out the subsidy, to be done in a way that provides a soft landing with plenty of warning. A suggested proposal would be to issue a final non-renewable permit for 2 years duration (2016-2018), for \$100.00. No further permits would be issued beyond issue date, which would make a clean end to administration of the scheme, and two years would create a sufficient break in the annual renewal cycle to allow phasing out to occur in a controlled manner.

There would also be a requirement to amend the existing policy by including a sunset clause that "This policy will cease in operation effective from 30 June 2018".

16 February 2016

MINUTES

Legislation / Strategic Community Plan / policy implications**Legislation** N/A**Strategic Community Plan****Key Focus Area** Area 4 Governance and Leadership**Aspiration** Review revenue strategies to enable the Town to sustainably provide services to the community.**Outcome** 4.9 A financially sustainable Town**Policy** 117 Council Policy for Leeuwin Carpark & Launching Ramp (Carpark No 1) – Parking for Ratepayers**Risk management considerations**

N/A

Financial / budget implicationsCurrent financial year impact

Account no.	I12181
Budget Item	Parking Fees
Budget amount	\$140,000 Income
Amount spent to date	\$90,000 Income
Proposed cost	\$4,440 Income foregone (37 x 10 x \$12)
	\$25,200 Income foregone (210 x 10 x \$12)
	\$45,000 Income foregone (378 x 10 x \$12)
Balance	\$50,000 Income

Future financial year impact

Annual operating cost	\$4,440 Income forgone
Estimated annual income	\$0
Capital replacement	N/A
10 Year Strategic Financial Plan impact	\$88,800; or \$504,000; or \$900,000 Income foregone
Impact year	N/A

All amounts quoted in this report are exclusive of GST.

Regional significance

N/A

Sustainability implicationsEnvironmental

Not Applicable

Social

Not Applicable

16 February 2016**MINUTES**

Economic

The policy is currently impacting the Town by approximately \$4440 given that it is not actively promoted, however this has the potential to impact in the range of \$25200 - \$45000 pa if the policy was to continue. This would prove to be uneconomic in the longer term for the Town; therefore we need to consider the future of a policy that currently benefits 37 ratepayers.

Consultation

Nil

COMMENT

To continue with the permit system in its current form is inequitable because it is not benefiting all eligible ratepayers or residents.

The cost of the scheme will become prohibitive with promotion or a wider scope of eligibility, and given the level of investment that has gone into boating facilities in recent years, to expand the scheme does not adhere to the user pays principle.

To phase the scheme out over a two year period appears to be reasonable in the circumstances and provides plenty of notice to the 45 affected parties.

It should be noted that the Procedure document which accompanies this Policy, forms part of our administrative Procedures Register, is provided to elected members purely for information and therefore does not form part of the report recommendation.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

1. issues a final non-renewable permit for two years duration.
2. amend No.117 Council Policy for Leeuwin Carpark & Launching Ramp (Carpark No1) – Parking for Ratepayers, to include clause 6. This policy will cease in operation from 30 June 2018.
3. includes in the draft 2016/2017 budget consideration for fees and charges a fee of \$100 for the 2 year renewal of Leeuwin No1 Carpark ratepayer parking Permits.

Cr Nardi moved, seconded Cr Harrington

That Council:

1. issues a final non-renewable permit for two years duration.
2. amend No.117 Council Policy for Leeuwin Carpark & Launching Ramp (Carpark No1) – Parking for Ratepayers, to include clause 6. This policy will cease in operation from 30 June 2018.
3. includes in the draft 2016/2017 budget consideration for fees and charges a fee of \$100 for the 2 year renewal of Leeuwin No1 Carpark ratepayer parking Permits.

CARRIED 5:4

TOWN OF EAST FREMANTLE**COUNCIL POLICY FOR LEEUWIN CARPARK & LAUNCHING RAMP (CARPARK NO 1) - PARKING FOR RATEPAYERS**

Adopted Council Meeting, held 18 November 1997

Amended Council Meeting, held 21 March 2000

Next Review: March 2002

1. All applications for parking permits to be in accordance with the “Application Form.”
2. Conditions to apply to the issue of such permits:
 - 2.1 The holder of the permit must comply with all other By-Laws in the parking area. It does not entitle the holder to a reserved parking bay.
 - 2.2 Permits are available only to ratepayers who are occupants of their house or property of the Town of East Fremantle, who are required to produce evidence to the effect that the motor vehicle, boat and trailer are registered at their normal place of address.
 - 2.3 The permit is in the form of a sticker that must be placed on the drivers side of the front window (bottom right).
 - 2.4 Maximum of one permit per owners of a rateable property, regardless of additional properties owned.
 - 2.5 Originals of driver’s licence, motor vehicle, trailer and boat registrations must be presented every year when making application.
 - 2.6 If the permit is not displayed correctly, a parking infringement notice may be issued.
 - 2.7 All permits expire on 30 June each year and only one permit will be issued per year.
 - 2.8 No exceptions will be made to any of the above conditions
3. Register of all permits issued to be maintained.
4. Any breach of condition may result in revocation of parking permit and a refusal of future applications.
5. The Chief Executive Officer be given delegated authority to review exceptional circumstances and approve permits where appropriate.

12.3 GOVERNANCE REPORTS

12.3.1 Corporate Business Plan – Annual Review

Applicant	Town of East Fremantle
File ref	A/RSCP
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Date of Meeting	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Town of East Fremantle Corporate Business Plan – Annual Review

Purpose

This report presents an annual review against the Town of East Fremantle Corporate Business Plan 2015-2019. Council is requested to receive this review.

Executive Summary

The Town of East Fremantle's Corporate Business Plan outlines the organisation's key initiatives and activities to achieve delivery of the Strategic Community Plan. The annual review outlines the organisations achievements against these objectives.

Background

Council adopted the Corporate Business Plan (2015-19) at its Ordinary Meeting of 20 July 2015.

The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the parameters of available resources. It represents the activation of the Town of East Fremantle Strategic Community Plan and follows the key themes. It outlines what the Town of East Fremantle will do over the four-year timeline to achieve community aspirations. For each key area of focus, the initiatives and activities are supported by a summary of resource requirements, and recognition of supporting strategies and plans.

Regulation 19DA of the *Local Government (Administration) Regulations 1996* requires the following, amongst other things:

- A local government is to ensure that a corporate business plan is made in respect of each financial year;
- A corporate business plan is to cover the period specified in the plan, which is to be at least 4 financial years;
- A local government is to review the current corporate business plan every year;
- A local government may modify a corporate business plan because of modification of the local government's strategic community plan;
- A council is to consider a corporate business plan, or modifications of such a plan, and determine whether or not to adopt the plan or the modifications.

Statutory Environment

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of the district. The requirements are spelled out in Regulations 19C and 19DA of the *Local Government*

(Administration) Regulations 1996, which requires the preparation and adoption of a Strategic Community Plan and Corporate Business Plan.

Policy Implications

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

Financial Implications

There are no direct financial implications associated with this report. However, the Corporate Business Plan is the direct driver of the Annual Budget, and informs resource allocations.

Strategic Implications

Strategic Priority 5: Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

Site Inspection

Not applicable.

Comment

Council adopted the biennial review of Strategic Community Plan 2017-2027 at its Ordinary Meeting of 19 September 2017. This has necessitated a review of the Corporate Business Plan. It is envisaged that a new Corporate Business Plan 2019-2023 will be presented to Council at its February 2019 Ordinary Meeting.

As such, the attached annual review of the Corporate Business Plan can be considered a closing report against the existing plan. The assessment very much reflects business as usual, although there are a number of services that are currently under review, with these activities needing to be captured in the new Corporate Business Plan.

12.3.1 OFFICER RECOMMENDATION

That Council:

- 1. receive the annual review against the Town of East Fremantle Corporate Business Plan 2015-2019.**
- 2. note that due to a modification of the Strategic Community Plan 2017-2027, that a new Corporate Business Plan is being developed and will be presented to Council at its February 2019 Ordinary Meeting.**

KEY FOCUS AREA 1: COMMUNITY STRENGTH AND IDENTITY

ASPIRATION: OUR COMMUNITY IS STRONG, SAFE AND CLOSE-KNIT: WE SUPPORT AND FOSTER A SENSE OF IDENTITY AND BELONGING

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
1.1 Access to information resources, culture and entertainment	<ul style="list-style-type: none"> Provide access to the City of Fremantle library which is a joint enterprise with the City and the Library Board of WA. 	Principal Environmental Health Officer	Library services including local history, fiction and non fiction, children's library and toy library	Modify – Level of service is being reviewed via participant contribution
1.2 Celebrate and develop of the community's identity through arts and culture	<ul style="list-style-type: none"> Purchase public art as a means of building community spirit. 	Chief Executive Officer	Annual allocation to the Public Art Fund reserve with purchases as determined	Ongoing Public Art Strategy Adopted Public Art Panel Appointed Two public art pieces installed Public Art Plan (4 yr) under development.
	<ul style="list-style-type: none"> Provide or support the provision of selected community events. Promote local events 	Principal Environmental Health Officer	The Town provides or supports the provision of community events as decided by the Council Local events are promoted by the Town through its website, Facebook page and local media	Ongoing

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
1.3 Protection of community health, safety and amenity	<ul style="list-style-type: none"> Administer laws and undertake activities to ensure public health is maintained in the Town. 	Principal Environmental Health Officer	Environmental Health Services include: <ul style="list-style-type: none"> Hazardous material disposal Food safety Infectious disease control Lodging houses Noise control Pest control Pollution control Public buildings Safe water and public swimming pools Substandard dwellings Public health promotion 	Ongoing Public Health Plan adopted Falls Prevention program underway Bush Fire Management Plan
	<ul style="list-style-type: none"> Enforce relevant acts, legislation and local laws to ensure the safety and amenity of local residents and visitors. 	Executive Manager Corporate Services	Ranger services provided 8 am to 4 pm, Monday to Sunday excluding Christmas Day and Boxing Day: <ul style="list-style-type: none"> Car parking enforcement Dog Control Storm Damage (e.g. trees down) Community liaison and traffic safety for sport fixtures and events Responding to nuisance complaints 	Modify – Level of service has been increased
1.4 Provision of HACC Services	<ul style="list-style-type: none"> The Town of East Fremantle 	Executive Manager	The program encourages clients'	Modify – Level of

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
in the Town	Neighbourhood Link program provides a comprehensive range of care services (HACC) to the frail, aged and people with disabilities living in the region. The Town facilitates this service through the provision of a building and corporate services.	Corporate Services	enhanced independence, capacity building and wellbeing through the provision of the following services provided by a Community Services team, volunteers and students: Home help, home maintenance, social support, in-home respite, centre based respite, community bus service, social outings, counselling, advocacy and referral, centre based day care, assessment, case planning, review and co-ordination.	service is being reviewed via a Business Plan

KEY FOCUS AREA 2: INFRASTRUCTURE AND WASTE SERVICES

ASPIRATION: THE NEEDS OF OUR COMMUNITY ARE MET THROUGH THE PROVISION OF HIGH QUALITY INFRASTRUCTURE AND WASTE SERVICES

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
2.1 Provide amenity, recreation opportunities and enhancement of the natural environment.	<ul style="list-style-type: none"> Provide and manage parks and open space 	Operations Manager	<p>Management and development of parks, open spaces and public places including 5.5 km of parks paths:</p> <ul style="list-style-type: none"> – Raceway Park – W W Wayman Reserve – J Dolan Park – Stratford Street Park – John Tonkin Park (toilet, BBQ/picnic) – Norm McKenzie Reserve (dragon boating, playground, BBQ/picnic) – Wauhop Park (soccer) – Henry Jeffery Oval (football) – Preston Point Reserve (tennis, cricket, lacrosse) – Niergarup Reserve – Gourley Park (playground) – Ulrich Park (playground, BBQ/picnic) – Merv Cowan Park – Lee Park (playground, BBQ/picnic) – Kitson park – Glasson Park (playground, BBQ) – George Booth Park (playground, picnic) – Locke Park (lawn bowls, croquet) – East Fremantle Oval (football) – Marjorie Green Park – EJ Chapman Playground – WH Kitson Park 	<p>Ongoing</p> <p>John Tonkin Headlands work complete</p> <p>John Tonkin Interpretative Nodes and associated works, in conjunction with DBCA, under construction.</p> <p>East Fremantle Oval maintenance agreement finalised.</p> <p>Formalise car parking and development of new playground at EJ Chapman Reserve</p> <p>IG Handcock Reserve carpark formalised.</p>

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
	<ul style="list-style-type: none"> Provide and manage a network of street trees 	Operations Manager	The Town manages and maintains a diverse range of well-developed trees of both native and exotic species of various ages and sizes.	Modify – Level of service is being reviewed via heat mapping/urban forest strategy
	<ul style="list-style-type: none"> Maintain foreshore amenity and protection against erosion and flooding 	Operations Manager	Maintain 3 km of River foreshore incl. approx. 1-2 km of river wall Work with Swan River Trust to ensure public access to the river is protected or enhanced	Modify – Level of service is being reviewed as per the Foreshore Master Plan
	<ul style="list-style-type: none"> Manage and maintain roads, drainage, footpaths and cycleways 	Operations Manager	Maintenance and renewal of infrastructure assets: <ul style="list-style-type: none"> 46 km of sealed roads 56 km footpaths Pedestrian access and traffic management strategies being developed and implemented 	Modify – Level of service is being reviewed via the Urban Style Guide and Integrated Traffic Management and Movement Strategy
2.2 Ensure the Town is connected, safe and accessible	<ul style="list-style-type: none"> Provide and manage bus shelters Provide public information on transport 	Operations Manager	26 Bus shelters are provided and maintained. Grant for renewals - approx. one per year Public transport information is provided to the community, including Travelsmart map	Modify – Level of service is being reviewed via a Public Arts Strategy

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
2.3 Promoting sustainable environmental management and use of sustainable resources	<ul style="list-style-type: none"> Provide waste collection and disposal services 	Operations Manager	<p>Disposal of waste to Southern Metropolitan Regional Council facility for diversion (approx. 85%) prior to transfer of 15% residual waste to landfill</p> <p>Collection services:</p> <ul style="list-style-type: none"> Weekly "yellow" lid kerbside recycling Weekly "green" bin general waste 3 verge collections of green waste p.a. Annual verge collection of bulk waste; recycle e-waste, metal and mattresses General Waste Tip Pass <p>Garage sale trail - annual support</p>	<p>Modify – Level of service has been increased via access to the Fremantle Recycle Centre.</p> <p>Plans are progressing for the introduction of FOGO (2019/20).</p>
2.4 Council owned buildings for public use are maintained, accessible and safe	<ul style="list-style-type: none"> Provide facilities for sport and recreation 	Operations Manager	<p>The Town provides and maintains the East Fremantle (EF) Oval which includes:</p> <ul style="list-style-type: none"> Lyn Latham Pavilion W G Truscott Pavilion Four Tier Commentary Stand MG Cowan Stand North West, South West and North East Spectators' Stands 2 Toilet Blocks 2 Turnstile Buildings <p>The Town provides other buildings for recreational use including:</p> <ul style="list-style-type: none"> EF Lacrosse Club and change rooms EF Tennis Club Pavilion and Courts 	<p>Modify – Level of service is being reviewed via the East Fremantle Oval</p> <p>Redevelopment Master Plan, and Preston Point Road North</p> <p>Facilities Master Plan</p> <p>New Public Toilet for Glasson Park to be installed</p>

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
			<ul style="list-style-type: none"> EF Tricolore Soccer Club community centre and change rooms Fremantle Sea Scouts Hall and Boat sheds Leeuwin Sea Scouts Club Rooms EF Bowling Club - Club House EF Croquet Club - Club House Administration and Function Centres for the East Fremantle Yacht Club and the Swan Yacht Club 	2018/19. Completion of Town Hall (universal access facilities), Old Police Station and Tricolore Community Centre Refurbishment. Electrical safety audit on all Public Buildings. Licence of Dovenby House by Museum of Perth.
	<ul style="list-style-type: none"> Provide buildings for other public purposes 	Operations Manager	Annual maintenance and renewal of building assets including: <ul style="list-style-type: none"> Town Hall and Administration Building Dovenby House (HACC Administration) EH Gray Building (Independent Mid-wife Centre) Sumpton Green Child Health Clinic Glyde In Community Learning Centre 	Annual maintenance plans developed Zephyr public toilets upgrades completed

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
			<ul style="list-style-type: none"> – Old Police Station (potential refurbishment and lease) – J P Mackenzie Building (East Fremantle Kindergarten) – Richmond Pre-primary School – Works depot (comprising administration and store building, vehicle garage and pump house) – Five residential units – Commercial building (128 George St) – Zephyr Kiosk (Zephyr Cafe and Kiosk) <p>Cleaning 5 buildings</p> <p>Asset management planning improvement</p> <p>Partnerships with clubs/organisations to ensure effective management of amenities</p>	

KEY FOCUS AREA 3: BUILT AND NATURAL ENVIRONMENT

ASPIRATION: OUR TOWN IS DEVELOPING IN HARMONY WITH OUR UNIQUE CHARACTER WITHIN THE FABRIC OF THE REGION'S BUILT AND NATURAL ENVIRONMENT

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
3.1 Facilitating sustainable growth whilst maintaining urban and natural character	<ul style="list-style-type: none"> Strategic Land Use Planning and Development applications 	Executive Manager Regulatory Services	Local Planning Strategy lodged with WAPC Scheme Amendments 10 & 11 Administer Town Planning Scheme: <ul style="list-style-type: none"> Process development applications within required time-frames (usually 4-6 weeks): subdivisions, amalgamations of land, scheme zonings, and appeals Provide general town planning advice on demand	Modify – Local Planning Strategy under review Continued participation in South West Group NRM program.
	<ul style="list-style-type: none"> Develop Strategic Sites (identified as Special Control Areas in the Local Planning Strategy) to achieve sustainable and strategic objectives for economic prosperity and urban amenity. The Town will apply a combination of appropriate planning instruments, advocacy/facilitation and possibly some	Executive Manager Regulatory Services	(a) Underdeveloped strategic sites considered as having medium to high density housing potential: <ul style="list-style-type: none"> Leeuwin Army Barracks (long term strategic plan). Woodside Hospital and Moss Street (nursing) Lodge (medium term strategic plan). (b) The former Kaleeya Hospital has	Modify – Commercial Development Strategy under consideration

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
	direct development activity (Town Hall and ancillary buildings).		undeveloped potential for aged care and medical services (c) The Royal George Hotel site has undeveloped mixed use potential for heritage preservation, residential, commercial and retail activities (d) Town Centre (includes the Town Hall and ancillary buildings) has undeveloped potential for a range of mixed uses - commercial, retail, civic and community services	
3.2 Maintain a safe and healthy built and natural environment	<ul style="list-style-type: none"> ■ Building control 	Executive Manager Regulatory Services	Process building permit applications within required time frames (generally within 2 weeks) Process requests for signage Undertake site inspections as required Investigate complaints of dangerous/unsafe/ defective buildings Private swimming pool inspections	Ongoing
3.3 Community values and protects its built heritage	<ul style="list-style-type: none"> ■ Heritage planning ■ Identify and protect significant heritage 	Executive Manager Regulatory Services	Maintain planning controls to ensure new developments are appropriate to the built heritage and character of streetscapes Undertake projects to protect heritage	Ongoing Completion of Town Hall and Old Police Station refurbishment.

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
	<div>buildings</div> <div><div></div> Undertake projects to preserve the Town Hall precinct</div>		values	

KEY FOCUS AREA 4: GOVERNANCE AND LEADERSHIP

ASPIRATION: THE COMMUNITY IS SERVED BY A LEADING AND LISTENING LOCAL GOVERNMENT

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
4.1 Effective Leadership and Governance	<ul style="list-style-type: none"> Maintain a high standard of governance and accountability 	Chief Executive Officer	Provide timely information, advice, agendas, minutes to enable effective decision making: <ul style="list-style-type: none"> agendas available at least 6 days prior to meetings minutes available at least 5 (committee) and 10 (Council) days after meetings Maintain a register of delegations Conduct Council elections by Electoral Commission Governance Training	Ongoing
	<ul style="list-style-type: none"> Develop and implement a Strategic Community Plan, Corporate Business Plan and an integrated suite of informing strategies, in accordance with the Local Government Act 1995 	Chief Executive Officer	Integrated Planning and Reporting (IPR) Framework in place: <ul style="list-style-type: none"> Strategic Community Plan and Corporate Business Plan operative Major strategic review scheduled 2015/16 Alignment with Long Term Financial Plan, Workforce Plan and Asset Management Plans 	Modify – IPRF under review including LTFP and CBP

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
4.2 Well managed organisation meeting all compliance requirements	<ul style="list-style-type: none"> Compliance with all Acts and Regulations and common law requirements governing the actions and activities of local government 	Chief Executive Officer	Submit Compliance Return to DLGC by 31 March each year indicating that all requirements have been complied with or in the event of any areas of non-compliance evidence of action to become compliant.	Ongoing
	<ul style="list-style-type: none"> Provide assurance that all required risk management processes are in place and managed to a high standard 	Executive Manager Corporate Services	Manage Section 17 of the Local Government Audit Regulations 1996 risk management process	Ongoing Risk Assessment completed in accordance with Reg 17 Development of Enterprise Risk Framework.
4.3 Efficient regulatory tools to enhance public safety and amenity	<ul style="list-style-type: none"> Maintain a suite of up to date local laws to regulate nuisances, enhance public safety and to give effect to the functions of the Town 	Chief Executive Officer	The Local Law Register indicates 45 local laws in force in the Town all of which are overdue for review under S3.16 of the Local Government Act 1995	Review and rationalisation of local laws completed
4.4 Clear policies and procedures to guide the planning and operations of the Council	<ul style="list-style-type: none"> Maintain up to date policies and procedures to ensure clarity of the Council's intent on planning and operational matters 	Chief Executive Officer	Policies and procedures in place and reviewed in accordance with the relevant Acts and Regulations	Ongoing A number of policies reviewed and updated.
4.5 Effective communications and community engagement	<ul style="list-style-type: none"> Consult and engage with the community on issues, projects and 	Chief Executive Officer	Councillors and staff inform, consult and engage on key issues of interest to the	Ongoing Community

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
	<p>decisions that affect them</p> <ul style="list-style-type: none"> ■ Conduct workshop and information sessions on key strategic issues ■ Publish information on issues on the Council website, newsletter and in local media 		<p>community.</p> <p>Workshops and information sessions are conducted as required.</p> <p>Website and social media information is provided on an on-going basis.</p> <p>Regular media releases</p> <p>The Council newsletter is published quarterly</p>	<p>Engagement Plan developed and adopted..</p> <p>Community perception survey due 2019.</p> <p>Review of Social media & website completed Nov 2018.</p>
4.6 High standards of service to the Town's customers	<ul style="list-style-type: none"> ■ Provide customer service to the community via the front counter, telephone and email 	Chief Executive Officer	<p>Provide direct customer service via telephone or in person between 8.30am and 5 pm Monday to Friday</p> <p>After hours contact for Rangers</p> <p>Respond to telephone or email customer requests generally within 24 hours</p> <p>Respond to letters generally within 5 working days</p>	<p>Modify – Level of service has been increased via implementation of Customer Relationship Management System</p>
4.7 Effective leadership and governance	<ul style="list-style-type: none"> ■ Advocate on key issues and work with other local authorities and organisations for the benefit of the community 	Chief Executive Officer	<p>Advocate on key issues of community interest and build relationships with key stakeholders to better understand issues, influence decisions and lobby for funding</p> <p>Collaborate with neighbouring Councils</p>	<p>Ongoing</p> <p>Introduced new</p>

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
			and other agencies where appropriate for improved services	shared service - Fremantle Recycle Centre
4.8 Prudent management of Council infrastructure and building assets to support the delivery of services that meet community needs	<ul style="list-style-type: none"> Manage assets for the benefit of present and future communities 	Operations Manager	Maintenance and upgrade of assets in accordance with the relevant Asset Management Plans	Asset Management Plans completed
4.9 A financially sustainable Town	<ul style="list-style-type: none"> Provide financial management services to enable the Town to sustainably provide services to the community 	Executive Manager Corporate Services	<p>Financial management that meets all legislative requirements</p> <p>Long term financial plan</p> <p>Annual report on the financial activities and position of the Town</p> <p>Notify annual rates and fees through annual budget process</p> <p>Provide financial information to enable modelling of the cash and benefits of strategic scenarios and delivery options</p>	Modify – IPRF is under review including LTFP and Rating Strategy
4.10 A strong, capable organisation with appropriately qualified staff supported with the necessary tools	<ul style="list-style-type: none"> Manage and develop the Town's workforce to enable delivery of services to the community Provide IT infrastructure and resources 	Chief Executive Officer	<p>Workforce plan in place, payroll system maintained, training and development as required</p> <p>Administer the requirements of the</p>	Ongoing Workforce plan currently under review

Outcomes	How the Town will contribute	Responsible Section	Current Service Level	Status: Completed Removed Ongoing Modify
	<div>to effectively support the delivery of services</div> <div><div></div>Manage and operate a fit for purpose vehicle fleet, plant and equipment</div>		Occupational Health and Safety Act Provide and maintain IT system (support is outsourced) Provide fit for purpose vehicle fleet, plant and equipment	

12.3.2 Annual Report 2017/18

Applicant	Town of East Fremantle
File ref	C/ELM1
Prepared by	Gary Tuffin, Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Date of Meeting	11 December 2018
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Annual Report 2017/18 including Audited Annual Financial Report (To be Circulated Separately)

Purpose

To present the 2017/18 Annual Report for Council acceptance and set a date for the Annual Electors' Meeting.

Executive Summary

The 2017/18 Annual Report reflects the achievements of the Town of the previous financial year. Acceptance of this Report allows the setting of the date of the Annual Electors' Meeting.

Background

The 2017/2018 Town of East Fremantle Annual Report details the activities of the organisation over the past financial year and supports the Audited Financial Statements. The 2017/18 Financial Statements were considered and accepted by the Audit Committee on 7 November 2018 and by Council at its meeting of 20 November 2018.

The Annual Report also provides general information about the Town's activities and highlights during the year under review and reports on the progress of activity and priorities as determined in the 2017-2027 Strategic Community Plan.

Statutory Environment

Under s5.54 of the *Local Government Act 1995*, the annual report for a financial year is to be accepted by the local government no later than 31 December after that financial year.

Under s5.27(2), an electors' general meeting is to be held on a day selected by the local government but no more than 56 days after the local government accepts the annual report for the previous financial year.

Local Governments are now required to publish the annual report, including audit reports, on their website within 14 days after the report has been adopted by Council.

Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications.

Strategic Implications

Strategic Priority 5: Leadership and Governance

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

Site Inspection

N/A

Comment

The proposed date for the Electors' Meeting would fall on the 49th day following adoption by Council at its December meeting. If this date was unsuitable for the majority of elected members, an alternative date during January 2019 would need to be agreed to.

12.3.2 OFFICER RECOMMENDATION

That Council:-

- 1. accept the 2017/18 Annual Report as presented, noting that a final published version will be produced inclusive of corporate styling and infographics.**
- 2. hold the Annual Electors' Meeting on Tuesday 29 January 2019.**
- 3. publish the 2017/18 Annual Report on the Town of East Fremantle website within 14 days of this meeting.**

12.3.3 East Fremantle's George Street Festival 2018 – Post Event Evaluation

File ref	H/CFF1
Prepared by	Karen Dore Economic & Community Development Officer
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting Date:	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. East Fremantle's George Street Festival Post Event Report

Purpose

The purpose of this report is for Council receive the post-event report relating to East Fremantle's George Street Festival 2018.

Executive Summary

In 2018, East Fremantle's George Street Festival was coordinated 'in-house' by Town employees. The main aim of moving away from engaging a consultant, as in past years, was to ensure that the Festival continues to be unique to the area, with a strong sense of community, and to ensure that the festival is synonymous with the Town of East Fremantle.

Background

The *George Street Festival* was anecdotally, born in the late 1980s as a collaboration between the businesses located on George Street. The Town of East Fremantle has been facilitating the *East Fremantle Festival* since the 1990s. From 2007 to 2017, the event was coordinated by a consultant.

In 2018 the event was re-branded "*East Fremantle's George Street Festival*", and delivered in-house by the Economic & Community Development Officer with the assistance of other Town staff.

Consultation

George Street Traders (pre-event)

Feedback was sought from the traders on George Street prior to the formulation of the three-year forward plan for the Festival from 2018 to 2020.

Executive Team, Events Committee and Council (pre-event)

The three-year forward plan was shared and commented on. Refer to Attachment 1 (final Festival update).

Unsolicited Feedback, post-event

The following feedback was received via email prior to the release of the online survey;

- *So many of our customers said it was the best they had seen.*
- *The promotion, the communication, the use of George St Ambassadors/volunteers, and the go2cups where all major improvements and contributors to the event.*
- *It was great being involved in the festival and thanks for having us. Considering the weather, we had a great day.*
- *Overall it was fantastic for us and compared to previous years we had significantly higher sales which was great and we had lots and lots of compliments and positive feedback.*
- *None of our customers seemed to mind the weather when it was raining and made the most of the day. A few also said it was a great initiative for East Freo so congratulations.*
- *The decision to do it "in house" was a good one and we enjoyed being part of the organising.*

- *This was my first George St and I just wanted to say it was the most successful single-day I've had in a year of trading, and that's despite the slow start from the rain.*
- *Correspondence and communication was outstanding, also the marketing was the best that I have seen in a long time.*
- *Good crowd. Interested people. Good sales.*
- *It was a wonderful event despite the weather and I am sure your team and all their hard work is why there was such a great atmosphere and attendance. It was a pleasure to be included in this event.*
- *A big thank you, was wonderful day for me and great customers. This event is the best event I have had.*
- *The better quality stalls and ascetically placed seating were big winners.*
- *... been here for 30 years, best festival yet, stall variety, local shops more featured, great food, RAN Band amazing.*
- *Stall quality and product value was very good.*
- *If it was not the best one ever it was certainly the best for many years.*
- *It was the best run market I've been to and I do a lot!*

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Net funding of \$55,036 was allocated to East Fremantle's George Street Festival in the 2018-2019 annual budget.

As at 4 December 2018 the final budget details (excluding GST) are as follows;

\$90,861.30 Total Expenditure

\$19,483.96 Stallholder Income

\$19,906.00 Lotterywest Community Events Funding

\$ 1,000.00 Road Safety Commission Community Events Funding

\$40,389.96 Total Income

\$50,471.34 Cost to Council (excluding ECDO time)

It is estimated that approximately 250 paid staff hours were allocated to the preparation of the event, and 40 hours of unpaid time. It is acknowledged that a more intensive staff effort was required this year as it was the first year that the event was directly managed by the Town; and that staff time should be significantly reduced next year.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017-2027 states as follows:

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

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

1.1.3 Facilitate or partner to ensure a range of quality services are provided at a local level

- 1.1.4 *Strengthen the sense of place and belonging through inclusive community interaction and participation.*
- 1.2 *Inviting open spaces, meeting places and recreational facilities*
 - 1.2.1 *Provision of adequate recreational, sporting and social facilities*
 - 1.2.2 *Activate inviting open spaces that encourage social connection*
- 1.3 *Strong community connection within a safe and vibrant lifestyle*
 - 1.3.1 *Partner and educate to build a strong sense of community safety*
 - 1.3.2 *Facilitate opportunities for people to*
 - 1.3.3 *Enrich identity, culture and heritage through programs, events and celebrations develop community connections and foster local pride*
 - 1.3.4 *Facilitate community group capacity building*

Strategic Priority 2 – Economic – Sustainable, locally focused and easy to do business with

- 2.1 *Actively support new business activity and existing local businesses*
 - 2.1.1 *Facilitate opportunities for business and community groups.*
 - 2.1.2 *Investigate the development of business hubs and shared offices spaces.*
 - 2.1.3 *Facilitate opportunities/ forums where local business people can meet and share ideas.*
- 2.2 *Continue to develop and revitalise local business activity centres*
 - 2.2.1 *Facilitate local small business access for community and business growth*

In addition to the Strategic Community Plan, the 2017 Markyt Community Scorecard advised:

We need to focus on areas that are below the industry average;

- 1. *Informed about events, including hosting smaller street fests and community events*
- Town = 62 / Standard = 61 / High = 83 – room for improvement*

Site Inspection

A number of site inspections were undertaken prior to the Festival, including the mark-up of sites resulting in a comprehensive site plan.

Comment

Event Attendance

- Approx. 8,000 visitors. This calculation is based on previous estimations (7,500) of attendance numbers in conjunction with participant (stallholders and business owners) feedback stating that they felt it was busier.
- 133 sites.
- 20 food vendors (including 2 ice cream, 1 coffee and 1 juice bar).
- 28 George Street businesses
- 6 community groups / sporting clubs.

Event Survey

Staff at the Town Tent provided the opportunity for visitors to complete a hard copy survey. An online survey was also available to visitors and participants. Information from the survey will be used for assessment and provide opportunity for improvement in next year's event.

166 people replied to the event survey:

Where were attendees from?

Visitors

- 50% local (6158 postcode)
- 23% neighbouring postcodes
- 16% north of the river
- 11% south of the river

Participants

- 35% local
- 26% neighbours
- 39% other (north and south of the river)

What are the top 3 ways that visitors heard about the event?

1. 28% - Facebook
2. 18% - word of mouth
3. 18% - poster / flyer

How many times had they been before?

- | | | | |
|---|-----|-----------------------|-----|
| • 1 st time | 35% | 2 nd time | 14% |
| • 3 rd to 9 th time | 41% | 10 th time | 10% |

What are visitors top 6 elements at the event?

1. 18% - music and entertainment
2. 15% - stalls
3. 15% - food vans
4. 11% - local food
5. 10% - community involvement
6. 9% - eco-friendly

92% of visitors surveyed felt that the event was either excellent (62%) or very good (30%), and 99.5% of visitors surveyed were either very likely (82%) or likely (17.5%) to recommend the event to a friend.

A number of items were identified as opportunities for improvement and will be addressed in the 2019 festival planning.

12.3.3 OFFICER RECOMMENDATION

That Council:

1. receives the post-event report for East Fremantle's George Street Festival 2018.
2. write to all volunteers and supporters to acknowledge their assistance and participation with the event.

East Fremantle's George Street Festival 2018

Sunday 25 November ~ 11am to 6pm

Post Event Report

Festival Mission Statement

East Fremantle's George Street Festival celebrated the unfolding story of East Fremantle – a unique artisan blend – with local residents and the wider West Australian community. *In keeping with the ethos of the local community there was a strong focus on environmental sustainability, supported by the general feel of health and wellbeing, expressed through food, fashion and art.*

Based on previous estimations of attendance numbers in conjunction with participant feedback it is calculated that over 8,000 people attended the Festival this year. The majority of feedback received to date has been positive.

Layout

The proposed layout was altered on the Friday prior to the Festival when the site was being marked out. It was not possible to have any stalls centrally located along the closed roadway, (back-to-back facing the shopfronts to create a loop walk) as the road was too narrow. The only way to accomplish this would be to have no vehicular movements in the street on event day.

The site plan will be updated accordingly for 2019.

Stallholders

The final figures were;

- 133 sites
- 20 food vendors (including 2 ice cream, 1 coffee and 1 juice bar)
- 28 George Street businesses

55 participants were 'free of charge'. Local community groups, businesses (including George Street traders) and not-for-profits, giving a final stallholder income estimate of \$16,000 (the target was \$12,000). There were also refunds given to four stallholders – two for late cancellations due to personal issues, one as they were unable to trade in their site on event day due to water damage and one as their placement was not ideal after other traders moved.

Additional support was given to the George Street traders with the supply of the fencing necessary for the extended licenced areas.

Community Participation

Four local community groups assisted with "event staffing" in return for a donation to their group;

- East Fremantle P&C (Oval Parking)
- East Fremantle Junior Cricket Club (Zone Assistants during event)
- Hurricane Paddlers (Cleaning during event)
- Glyde In (Bump In prior to event)

A number of local people donated their time to volunteer at the three "bin monitoring" stations to ensure that people 'put it in the right bin';

- Mad Hat Media
- EAW Consulting
- East Freo Farm

Nine individuals / groups decorated (at their own cost) the giant wooden # E A S T F R E O letters. They used items that should be avoided / recycled. The letters were not put at the front of the stage due to the weather and the fact that the stage was further forward than planned.

East Fremantle's George Street Festival 2018

Sunday 25 November ~ 11am to 6pm

Post Event Report

Over \$3,000 worth of prizes were donated by local businesses and these were used as five promotional prizes during the lead-up to the event.

Activities & Entertainment

For Kids – Glasson Park

- Festival 'staples': Petting Zoo / Face Painting / Bouncy Castle
- Upcycled treasure chest workshops
- Upcycled interactive storytelling
- Healthy interactive cooking demonstrations

• For Teens – George Street

- Upcycled Dance Workshop **affected by rain*
- Climbing Wall
- Virtual Reality Station

• For Adults – George Street

- Shopping – local retail shopfronts and artisan stalls
- Food – local restaurants plus street stalls and cooking demonstrations
- Health & Wellbeing – various stalls and displays
- Art – local display, along with an interactive community piece

• For All

- Community Treasure Map **proposed Hunt affected by rain*
- Waste Education
- Event branded interactive hosted photo booth
- Roving entertainment, "Bubbly Clouds" **cancelled due to rain* and "Rainbow Butterflies"

Marketing Summary:

Date (w/e)	Purpose	Activities
ASAP 01/06	Preparation	<ul style="list-style-type: none"> - Save the Date via Facebook ✓ - Event branding ✓ - Update Facebook page / create event ✓ - + callout for stallholders ✓ - Identify other events that day / weekend to collaborate with ✓ - DL flyer, combining "Save The Date" and other local events information prepared for inclusion with the Rates Notice ✓
During: July	Save the date / awareness	<ul style="list-style-type: none"> - Event 'business card' to be shared at comedy nights and through local businesses ✓ - Single-sided PDF uploaded online ✓ - Addition to email signature ✓ - Create TryBooking for stallholders ✓ - Create webpage / gallery, including FAQ and a video link ✓ - Online listings ✓
August	Final event material	<ul style="list-style-type: none"> - Preparation of materials (posters / flyers / banners) ✓ - + book agents for final material distribution ✓
September	Material distribution	<ul style="list-style-type: none"> - Posters / flyers via agents ✓ + to shops - Banners via Operations ✓
October	Advocacy	<ul style="list-style-type: none"> - Update online listings with final materials, linking to Facebook event / page for updates ✓ - Encourage word-of-mouth through participants ✓
Mid-October	Program released.	<ul style="list-style-type: none"> - Mailbox drop to Plympton residents ✓ - Copies available from George Street shops ✓

East Fremantle's George Street Festival 2018

Sunday 25 November ~ 11am to 6pm

Post Event Report

	<i>Why attend? Share reasons. Answer questions.</i>	<ul style="list-style-type: none"> - Digital version online ✓ - Schedule Facebook event / page posts, including images and videos ✓ - Print advertising & third party social media posts ✓ - Competition (to assist with attendance count) ✓ x 5
From: 16/11	<i>Excitement building!</i>	<ul style="list-style-type: none"> - Not long to go now! Social media / blogs / interviews / word of mouth / sneak peaks / special offers
Event 25/11	<i>Thank you</i>	<i>Thank supporters, gather feedback, share highlights.</i>
And By: 30/11		<ul style="list-style-type: none"> - Social media on day <i>Nil due to time constraints</i> - Survey on day / online ✓

Annual Timeline

- **February to April**
 - Liaise with local community groups along with George Street businesses and residents re involvement. ✓
 - Prepare budget proposal (with supporting quotes), including identifying funding opportunities. ✓
 - ~~Finalise Support / Participation documentation.~~
 - Prepare / update stallholder contact list. ✓
- **May**
 - Tentatively book required infrastructure / services / entertainment / staff. ✓
 - Call for Expressions of Interest from prospective participants. ✓
 - Support / Participation Pack. **prepared, but not released*
 - Commence road closure application, including liaison with affected residents / property owners. ✓
 - Follow up applications for funding / sponsorship. ✓ (Lotterywest / Roadwise / ~~Keep Australia Beautiful Council~~)
- **June / July**
 - Save the Date advertising commences. ✓
 - Confirmation of Support / Participation to relevant parties, with timeline. ✓
 - Submit Event Notification to Town, with supporting Risk Management Plan. ✓
 - Call for Elected Members / Staff to fill "Town Tent" roster. ✓
 - Call for community groups to fill volunteer positions in return for a donation. ✓
- **September**
 - Letters to local residents advising of event / traffic management. ✓ **note for next year to include full traffic map*
 - Stakeholder Update #1. ✓
- **October**
 - Advertising and promotion 'in earnest' commences. ✓
 - Stakeholder Update #2 (include promotional assistance request). ✓
- **November**
 - Stakeholder Update #3 (include final instructions).
 - Onsite meeting for interested parties, including stallholders.
 - Social media, daily event / page posts. ✓
- **Event Day**
 - Festival Evaluation "Visitors" via personal interaction survey, also available online.
 - Festival Evaluation "Participants" via online survey (~~also hard copy provided at event~~).

12.4 OPERATIONS REPORTS

12.4.1 Waterwise Council Program

File ref	A/WWA1
Prepared by	Janine May, PA to Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	11 December 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Memorandum of Understanding

Purpose

The purpose of this report is for Council to consider endorsing the process for the Town of East Fremantle to become a Waterwise Council.

Executive Summary

To authorise the Chief Executive Officer to endorse a Memorandum of Understanding with the Water Corporation of WA (WCWA) and Department of Water and Environmental Regulation (DWER) to seek endorsement as a Waterwise Council.

Background

The program supports and encourages local governments to improve their water efficiency and build waterwise communities. It is a partnership between the WCWA and the DWER. Since it was established in 2009, over 58 councils are participating, reaching over 1.6 million residents.

Benefits of the Waterwise Council Program include:

- Access to council and community water use data
- Free Waterwise education resources for your schools and community
- Councils can apply for up to \$10,000 in Waterwise Verge funding per year if they promote a waterwise verge policy and offer residents a rebate or incentive scheme.
- Opportunity to participate in liveability projects and trials.
- Educational presentations to community groups covering waterwise gardening, water conservation and Perth's water future
- Data loggers to assist with leak detection
- Invitation to workshops, networking and industry events
- Opportunity to showcase their sustainable water management initiatives on the Water Corporation website

Consultation

Nil.

Statutory Environment

Nil.

Policy Implications

It will be necessary for the formulation of new additional policies and procedures in accordance with the Waterwise program.

Should the Town wish to participate in the Waterwise Verge funding program, it will be necessary to adopt and promote a policy for waterwise verges policy that is consistent with the WCWA's "waterwise verge best practice guidelines" (available on WCWA website).

Financial Implications

It is hoped that as part of the program, all staff will become more conscious of the need to conserve water, thus reducing water bills.

The program offers free waterwise training modules which include topics such as landscaping and irrigation and water auditing. There may be some cost savings, once staff have completed these courses.

Strategic Implications

The Town of East Fremantle Strategic Community Plan 2017 – 2027 states as follows:

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

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

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

4.1.2 Plan for improved streetscapes parks and reserves

4.2 Enhance environmental values and sustainable natural resource use

4.2.1 Reduce waste through sustainable waste management practices

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

Site Inspection

Not applicable

Comment

To become endorsed as Waterwise, the Town needs to address the following criteria:

1. Town of East Fremantle commitment

Nominate a program champion or team

Sign and submit a Waterwise Council Memorandum of Understanding

2. Create an Action Plan

Create an action plan to identify water efficiency goals and opportunities for your Town facilities and within your community.

3. Complete free waterwise training

Encourage staff to complete free waterwise training modules.

4. Be a waterwise leader

Ensuring the Town of East Fremantle leads by example by complying with water days, winter sprinkler bans etc. The DWER and WCWA will verify each council has received no licence or usage breaches as part of the ongoing endorsement assessment process.

To retain Waterwise Council status, the following re-endorsement criteria must be addressed annually:

- complete Waterwise Endorsed Annual Report and submit by 31 October
- verification from the DWER and WCWA there have been no breaches of watering roster and groundwater allocation.

It is anticipated the Town will be fully endorsed as a Waterwise Council by 30 June 2019.

12.4.1 OFFICER RECOMMENDATION

To authorise the Chief Executive Officer to endorse a Memorandum of Understanding with the Water Corporation of WA (WCWA) and Department of Water and Environmental Regulation (DWER) to seek endorsement as a Waterwise Council.

Memorandum of Understanding



This document represents an agreement between Water Corporation, the and Department of Water and Environmental Regulation and Town of East Fremantle

Purpose

The purpose of this Memorandum of Understanding (MOU) is to outline Town of East Fremantle's commitment to the Waterwise Council Program (the Program) and detail the organisation's commitment to build a cooperative working relationship to sustainably manage water use in the Town of East Fremantle area and increase awareness of the importance of building Waterwise communities.

Term

This MOU will guide the working relationship between the parties to achieve the MOU intent for a period from the date of its signing until either party decides it no longer wishes to participate in the Program. At that time, the working relationship between the parties will be reviewed.

Background

Water Corporation and the Department of Water and Environmental Regulation launched the Waterwise Council Program in 2009 to build a cooperative working relationship with local government to improve water use efficiency in their operations and their communities.

Population and economic growth combined with the changing climate are placing additional pressures on those planning, managing and using our water resources. In response, the State Government is creating a portfolio of options to meet our future water demands highlighting the importance of water use efficiency.

The partnership with local government is an essential component in achieving water savings in our communities. The Program will assist local government to improve water management of potable and non-potable sources for public open space and facilities. The Program also supports behavioural changes in the community by encouraging the use of products and services designed to reduce water demand.

Water Corporation and the Department of Water and Environmental Regulation:

- Will present the council with an official acknowledgement of achievement on completion of the program criteria. Additional recognition will be provided to endorsed councils that have achieved significant progress towards best practice water efficiency in council operations and the community.
- Will provide the council with branding to promote the council as Waterwise.
- Will promote the council as Waterwise through any relevant advertising campaigns and on both the Corporation and Department's websites.
- Will provide access to Waterwise training including all training materials at no charge to councils participating in the Program.



Town of East Fremantle:

Will work with Water Corporation and the Department of Water and Environmental Regulation to improve water management and champion water efficiency, take part in appropriate promotional activities and encourage all appropriate staff to undertake relevant Waterwise training.

- Will commit to meeting the Program criteria as detailed below:
 1. Council commitment – sign this Memorandum of Understanding confirming the council's commitment to participate in the Waterwise Council Program.
 2. Review council water consumption and create a Water Efficiency Action Plan for potable and non-potable water sources for all council operations and the community.
 3. Ensure that appropriate staff members complete Waterwise training.
 4. No breaches of groundwater licence terms or conditions set by the Department of Water and Environmental Regulation and no breaches of scheme water usage in the past 12 months. (This includes permanent water efficiency measures)
 5. Report annually to retain Waterwise Council endorsement. Evidence to demonstrate compliance with the Program criteria will be requested every year. Should a council fail to meet the criteria, Water Corporation and the Department of Water and Environmental Regulation may remove the council's endorsement status. If endorsement is withdrawn this automatically removes the

council's right to use the Program branding.

- Will recognise the partnership with Water Corporation and the Department of Water and Environmental Regulation through promotion where appropriate on the council's website, on materials and at events.

2 Memorandum of Understanding



Future Commitments

1. The parties commit to:

Recognise and protect the intellectual property that parties may invest in the preparation of any promotion or offer.

Ensure logos used on all promotional materials are used in accordance with the organisation's guidelines and that the appropriate approvals are received prior to use.

Nominate a point of contact at each organisation that will be responsible for overseeing progress towards the purpose of this MOU.

2.

The parties will not disclose, advertise, or publish the details of this MOU without the prior written consent of the other parties, unless required to do so under law.

No Obligations

The parties agree that in working towards the purpose of this MOU they will deal with each other and conduct themselves in accordance with good commercial business and industrial practice.

The relationship between the parties is limited to carrying out the purpose of the MOU.

This MOU does not preclude either organisation from developing similar mutually beneficial understandings with other parties.

**Date of Effect**

26/11/2018

For Water Corporation

By:

Name:

Title:

Date:

For Department of Water and Environmental Regulation

By:

Name:

Title:

Date:

For Town of East Fremantle

By:

Name:

Title:

Date:

- 13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 14. NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING**
- 15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
- 16. NEW BUSINESS OF AN URGENT NATURE**
- 17. MATTERS BEHIND CLOSED DOORS**
- 18. CLOSURE**