



AGENDA

Council Meeting

Tuesday, 20 June 2023 at 6:30 PM

Disclaimer

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

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

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

Copyright

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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.

<p>Deputations</p> <p>A formal process where members of the community request permission to address Council or Committee on an issue.</p>	<p>Presentations</p> <p>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.</p>
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Procedures for Deputations

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

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

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

A Deputation invited to attend a Council meeting:

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

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

Procedure for Presentations

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

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

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

Procedure for Public Question Time

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

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

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

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

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

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

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

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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on 20 June 2023 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



ANDREW MALONE
Acting Chief Executive Officer
15 June 2023

AGENDA

1 OFFICIAL OPENING

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 ANNOUNCEMENT TO GALLERY

“Members of the gallery are advised that no Council decision from tonight’s meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision.”

4 RECORD OF ATTENDANCE

4.1 ATTENDANCE

4.2 APOLOGIES

4.3 APPROVED

Cr Collinson
Cr McPhail

5 DISCLOSURES OF INTEREST

5.1 FINANCIAL

5.2 PROXIMITY

5.3 IMPARTIALITY

6 PUBLIC QUESTION TIME

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

6.2 PUBLIC QUESTION TIME

7 PRESENTATIONS/DEPUTATIONS

7.1 PRESENTATIONS

7.2 DEPUTATIONS

8 APPLICATIONS FOR LEAVE OF ABSENCE

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 MEETING OF COUNCIL (16 MAY 2023)

OFFICER RECOMMENDATION

That the minutes of the Ordinary meeting of Council held on Tuesday, 16 May 2023 be confirmed as a true and correct record of proceedings.

9.2 MEETING OF COUNCIL (1 JUNE 2023)

OFFICER RECOMMENDATION

That the minutes of the Special meeting of Council held on Thursday, 1 June 2023 be confirmed as a true and correct record of proceedings.

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Nil

13 REPORTS - PLANNING

Reports start on the next page

13.1 30 (LOT 269) VIEW TERRACE - ALTERATIONS AND ADDITIONS TO EXISTING DWELLING

Owner	James Turnbull
Applicant	Modern Ark Layout Design
Report Reference Number	OCR-2097
Planning Reference Code	P022/23
Prepared by	James Bannerman, Planning Officer
Supervised by	Christine Catchpole, Acting Executive Manager Regulatory Services
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Photos
3. Plans submitted 24 March 2023
4. Community engagement checklist

PURPOSE

The purpose of this report is for Council to consider a development application for alterations and additions to an existing dwelling at 30 (Lot 269) View Terrace, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes alterations and additions to an existing dwelling at 30 View Terrace, East Fremantle. There have been 3 previous development applications in the last 3 years for this site (P047/20, P59/21, P91/22). Further changes have been made to the design that include the addition of a new games room at the front of the dwelling on the ground level, the addition of a balcony on the western and northern side of the upper storey addition and bringing the proposed garage further forward on the lot. There have also been multiple internal wall, door and room changes which have no planning impact.

Multiple variations are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines and these are listed below;

- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Western Wall - Mid and Upper Storey – Study, Ensuite, Master Bed 1, Games Room – 2.2m required, 1.524m provided,
- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Garage – 1.5m required, 0.355m provided,
- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – Eastern Wall – Lower Ground Floor - Bed 4, Laundry, Alfresco – 1.5m required, 1.435m provided,
- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Kitchen, Meals, Balcony – 1.7m required, 1.435m provided,
- Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Balcony, Guest Suite, Bedroom, Powder Room– 1.8m required, 1.5m provided,
- Clause 5.4.1 – Residential Design Codes – Visual Privacy Setbacks – Upper Storey Balcony – 7.5m required, less than 7.5m provided, visual privacy screening to be installed,
- Clause 3.7.17.4.1.3 – Residential Design Guidelines – Wall Height – 5.6m required, 6.867m provided,
- Clause 3.7.17.3.3 – Residential Design Guidelines – Garage Setback – 1.2m behind existing dwelling required, 6.201m from front boundary provided,
- Clause 3.7.17.3.3 – Residential Design Guidelines – Garage Width – 30% of lot width required, 37% provided, and

(x) Clause 5.3.7 – Residential Design Codes – Site Works – maximum of 0.5m required, more than 0.5m provided. The proposed alterations and additions are recommended to be supported subject to the conditions that are included in the final recommendation.

BACKGROUND

Zoning	Residential R17.5
Site Area	769m ²
Heritage	N/A
Fremantle Port Buffer	N/A
Previous Decision of Town and/or History of Issue Onsite	P047/20 – development approval granted for alterations and additions – 7 July 2020 P59/21 – development approval granted for amendments to P047/20 – 2 August 2021 P91/22 – development approval granted for alterations and additions - 6 December 2022

CONSULTATION

Advertising

The proposed development was advertised from 29 March to 21 April 2023. One submission was received and is included below.

Submission	Applicant Response	Town Response
<p><u>Submission 1</u> ROOF AND BUILDING HEIGHT: Alterations in terms of building height seem excessive in scale and bulk and any increase in building height and extension in length of structure is objected to. POOL: Proximity of proposed pool to the boundary shared with 29 Woodhouse Road is extreme and is objected to due to adverse effect on privacy and aural impact. BALCONY/ FLOOR EXTENSION: The proposed balcony/floor extension/alfresco roof is objected to in terms of the detrimental impact on privacy due to a heightened direct view into the second storey bathroom window and the ground floor bedroom window of 29 Woodhouse Road. Not only is the extension objected to in terms of its adverse effect on the privacy of neighbours, but the scale and bulk of the development at the rear of 30 View Terrace is manifestly excessive as well.</p>	<p>New skillion roof line sits much lower than the already approved DA with the hip and valley roof line ridge. Alfresco roof has also been reduced sitting approximately 300mm back away from the rear neighbour. You will see on the side elevations the purple linework of the old approved pitched roof. Levels around the pool are not changing therefore not creating any additional overlooking issues. The proposed balcony is set back well over 7.5m which complies with the residential design codes. Same as point above – balcony roof line is set further back (approximately 300mm) than the previously approved DA with a hip and valley roof and eaves gutter.</p>	<p>The height of the building is lower than the original development approval. There has been a reduction in the length of the building from the original development approval. The pool does not require development approval. The swimming pool is setback more than 1m from the rear boundary. The rear balcony setback is in excess of the minimum required visual privacy setback of 7.5m that is required for elevated outdoor entertaining areas by the Residential Design Codes. The minimum required setbacks from the northern boundary for a dwelling with the given wall heights and lengths are exceeded. Development applications are assessed in accordance with the Residential Design Codes, Residential Design Guidelines, and other Local Planning Scheme requirements. The proposed variations are presented to Town Planning Committee for their consideration and final approval or refusal.</p>

Community Design Advisory Committee

This application was not provided to the Community Design Advisory Committee (CDAC) as administration has determined at this time it is not appropriate to undertake the CDAC meeting because of restrictions and risks associated with the COVID virus.

External Consultation

Nil

Internal Consultation

The following advice was received from the Operations Department:

- 1) Stormwater
 - a. Stormwater to be retained on site.

- b. Water to is to be contained within the property and not directed towards adjoining properties or road reserve.
- 2) Crossovers
 - a. Existing crossover to remain.
 - b. Existing crossover to include new drainage grate, pipe, and soak tank to capture water runoff.
- 3) Adjoining Properties
 - a. Access to surrounding properties to remain at all times.
- 4) Damage to Town's assets
 - a. Any damage that occurs to the Town's assets for example but not limited to kerb, drainage, trees, footpaths, roads, signage etc. is to be repaired by the applicant at their cost.
- 5) Verge Trees
 - a. No pruning, trimming or damage to occur to the Town's street trees.
 - b. TPZ required around the trees.

Matters relating to this advice have been included as conditions in the final recommendation.

STATUTORY ENVIRONMENT

Planning and Development Act 2005
Residential Design Codes (Volume 1)
Local Planning Scheme No. 3

POLICY IMPLICATIONS

Local Planning Policy 3.1.1 - Residential Design Guidelines

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

Built Environment

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

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

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

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

3.2 Maintaining and enhancing the Town's character.

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

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

3.3.1 Continue to improve asset management within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

SITE INSPECTION

A site inspection was undertaken.

COMMENT

Statutory Assessment

This development application was assessed against the Town’s Local Planning Scheme No. 3, the Residential Design Codes, and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

Local Planning Scheme No. 3/Residential Design Guidelines/Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback	6m	6.2m	A
Garage setback	1.2m behind existing dwelling	6.201m from front boundary	D
Minor incursions			N/A
Lot Boundary Setbacks			
Western wall – ensuite 2, walk in robe, bedroom 3, storeroom - lower ground floor	1m	1.524m	A
Western wall – study, ensuite, master bed 1, games room – mid and upper storey	2.2m	1.524m	D
Northern wall – alfresco – lower ground floor	1.1m	>1.1m	A
Eastern wall – garage	1.5m	0.355m	D
Eastern wall – bed 4, laundry, alfresco – lower ground floor	1.5m	1.435m	D
Eastern wall – kitchen, meals, balcony – mid and upper level	1.7m	1.435m	D
Eastern wall – balcony, guest suite, powder room	1.8m	1.5m	D
Car Parking	2 car bays	2 car bays	A
Maximum wall height	5.6m	6.867m	D
Maximum roof height	8.1m	<8.1m	A
Open Space	50%	51.2%	A
Site Works – retaining walls and excavation	Maximum of 0.5m	>0.5m	D
Visual Privacy			
Alfresco	7.5m	<7.5m – screening proposed to be installed	D
Overshadowing	Maximum of 25%	Overshadows subject property and road	A
Garage width	30%	37%	D
Roof form and pitch	Impact of roof to be demonstrated	Impact of roof is demonstrated	A
Materials and colours			A
Landscaping			A
Front fence		Proposed to comply with LPP 3.1.1	A
Footpaths and crossovers	To be conditioned		
Drainage	To be conditioned		

This development application proposes alterations and additions to an existing dwelling at 30 View Terrace, East Fremantle. There have been 3 previous development applications in the last 3 years at this site (P047/20, P59/21, P91/22). Further changes have been made to the design that include the addition of a new games room at the front of the dwelling on the ground level, the addition of a balcony on the western and northern side of the upper storey addition above the proposed garage and bringing the garage further forward on the lot. A patio is to be built on the

lower ground floor at the rear. A pool is also indicated on the plans, but this does not require formal development approval. Multiple internal wall, door and room changes have been shown on the plans which have no planning impact. A full assessment of the whole design was undertaken to ensure that all changes were identified. The existing dwelling is not heritage listed.

The existing house is located on a steep sloping site with considerable scale and height from the rear, however, the proposed development has maintained heights below the maximum acceptable development height of 8.1m that is permitted in accordance with the Residential Design Guidelines.

The proposed development was advertised to the neighbouring properties on all sides and only one submission was received. There had previously been agreement between the subject property owner and the neighbouring property owner to the east to accept some overlooking from elevated outdoor areas. No comment was received from this neighbour.

Multiple variations are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines in relation to lot boundary setbacks, visual privacy setback, wall height, site works, garage width, and garage setback. It is noted that in previous development applications for this property multiple variations were requested which Council supported. As stated earlier this proposal is lower in height overall than the original proposal that was approved by Council.

Lot Boundary Setback - Western Wall – Study, Ensuite, Master Bed 1, Games Room – Mid and Upper Storey

The western wall on the mid and upper storey of the dwelling is 17.3m long and 6.7m high with no major openings and is required to be setback 2.2m from the western boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1i. In this case the wall is setback 1.524m which is considered a marginal reduction. The proposed wall achieves design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of building bulk on adjoining properties,
- Adequate direct sun and ventilation reaches the building, open spaces, and adjoining properties, and
- Minimal overlooking and loss of privacy for adjoining properties.

It is only slightly less than the deemed to comply lot boundary setback. There is adequate space between the wall and the boundary to allow for sunlight to penetrate into the area and for adequate ventilation to be possible. This is not an unreasonable variation and can be supported.

Lot Boundary Setback - Garage

The eastern wall of the garage of the dwelling is 10.193m long and 3.75m high without major openings and is required to be setback 1.5m from the eastern boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1i. In this case the wall is setback 0.355m which is considered a marginal reduction. The proposed wall achieves design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of building bulk on adjoining properties,
- Adequate direct sun and ventilation reaches the building, open spaces, and adjoining properties, and
- Minimal overlooking and loss of privacy for adjoining properties.

There is adequate space between the wall and the boundary to allow for sunlight to penetrate the area and for adequate ventilation to be possible. This is not an unreasonable variation and can be supported.

Lot Boundary Setback – Eastern Wall – Lower Ground Floor - Bed 4, Laundry, Alfresco

The eastern wall on the lower ground floor of the dwelling is 12.857m long and less than 3.5m high with major openings and is required to be setback 1.5m from the eastern boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1i. In this case the wall is setback 1.435m which is considered a marginal reduction. The proposed wall achieves design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of building bulk on adjoining properties,
- Adequate direct sun and ventilation reaches the building, open spaces, and adjoining properties, and
- Minimal overlooking and loss of privacy for adjoining properties.

It is only slightly less than the deemed to comply lot boundary setback. There is adequate space between the wall and the boundary to allow for sunlight to penetrate the area and for adequate ventilation to be possible. This is not an unreasonable variation and can be supported.

Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Kitchen, Meals, Balcony

The eastern wall on the mid and upper floor of the dwelling is 12.857m long and 6.3m high without major openings and is required to be setback 1.7m from the eastern boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1i. In this case the wall is setback 1.435m which is considered a marginal reduction. The proposed wall achieves design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of building bulk on adjoining properties,
- Adequate direct sun and ventilation reaches the building, open spaces, and adjoining properties; and
- Minimal overlooking and loss of privacy for adjoining properties.

It is only slightly less than the deemed to comply lot boundary setback. There is adequate space between the wall and the boundary to allow for sunlight to penetrate the area and for adequate ventilation to be possible. This is not an unreasonable variation and can be supported.

Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Balcony, Guest Suite, Bedroom, Powder Room

The eastern wall on the mid and upper floor of the dwelling is 12.465m long and 6.9m high without major openings and is required to be setback 1.8m from the eastern boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1i. In this case the wall is setback 1.5m which is considered a marginal reduction. The proposed wall achieves design principles 5.1.3 P3.1 for the following reasons:

- Minimal impacts of building bulk on adjoining properties,
- Adequate direct sun and ventilation reaches the building, open spaces, and adjoining properties, and
- Minimal overlooking and loss of privacy for adjoining properties.

It is only slightly less than the deemed to comply lot boundary setback. There is adequate space between the wall and the boundary to allow for sunlight to reach the area and for adequate ventilation to be possible. This is not an unreasonable variation and can be supported.

Visual Privacy Setback - Balcony

The upper storey balcony of the dwelling is required to have a visual privacy setback of 7.5m in accordance with the Residential Design Codes deemed to comply clause 5.4.1. In this case the 7.5m setback is not achieved for the balcony to the eastern property facing in a north easterly direction. The plans show visual privacy screening along the eastern edge of the balcony only. In the previous development applications, there was no objection to the reduced visual privacy setback from the eastern neighbouring property as they also have a balcony which is open and overlooks the subject property. As the north eastern view from the upper storey balcony is offset from the side of the building and there is minimal direct overlooking of active habitable spaces and outdoor living areas of the adjacent dwelling it can be supported in accordance with design principles 5.4.1 P1.1.

The visual privacy requirements for the kitchen, bedrooms and study are compliant as indicated on the plans provided. The kitchen level has not changed, the study has screening fitted and shown on the plans and the bedroom levels are not changing from existing levels on site and have highlight windows on the western side.

Wall Height

It is proposed to have a maximum wall height of 6.867m (along the eastern wall from ground level to the top of the north eastern corner of guest suite above the garage). In accordance with the Residential Design Guidelines acceptable development clause 3.7.17.4.1.3 the maximum wall height should be 5.6m. The proposed wall height is not out of character with the surrounding dwellings and although the wall is over height the roof is below the maximum roof height so it is considered that the proposed design can be supported in accordance with performance criteria 3.7.17.4.1.3 P1 which requires that additions and alterations be of a compatible form, bulk and scale to traditional development in the immediate locality. For this reason, the increased wall height can be supported.

Garage Setback

There is an expectation that garages will be setback 1.2m behind the existing dwelling in accordance with the Residential Design Guidelines acceptable development clause 3.7.17.3.3 A3i. In this case a garage is proposed approximately 6.201m from the front boundary. As part of the proposal the carport is to be rebuilt as a wider garage and with a different roof profile. Although the proposed garage is located in front of the dwelling and does not meet the acceptable development provisions it does achieve performance criteria clause 3.7.17.3.3 P3i because the garage is considered to not visually dominate the streetscape or the buildings to which the garage belongs. It is set lower than the street level due to the downward slope of the site from the road.

Garage Width

The garage width is required to be no more than 30% of the lot width in accordance with the Residential Design Codes acceptable development clause 3.17.3.3 A3ii. In this case the garage is 7.45m wide which equates to 37% of the lot width. In this case there is an existing carport located in front of the existing dwelling and in approximately the same position on site. Although the garage is wider and does not meet the acceptable development provisions it does achieve performance criteria clause 3.7.17.3.3 P3i because it is considered the garage does not visually dominate the streetscape or the buildings to which the garage belongs.

Site Works

Some site works are being undertaken as part of the landscaping proposed for the site. In the front setback area retaining walls are being added that are above 0.5m in height. Landscaping is also being undertaken in the rear yard that will result in changes in the ground levels being proposed that are over 0.5m. This includes the area in the centre of the yard and also within 1m of the side boundaries. There is currently a sloping area of land behind a retaining wall along the northern edge of the building that is being excavated to ensure that the rear yard is level and able to accommodate the swimming pool and other elements of the landscaping. In each case these changes do not achieve the Residential Design Codes deemed to comply clause 5.3.7. However, in accordance with design principles 5.3.7 P7.1 and 5.3.7 P7.3 the proposed site works can be supported because development has considered and responds to the natural features of the site and requires minimal excavation and fill and retaining walls are being utilised that allows land to be effectively used for the benefit of residents. The retaining walls do not detrimentally affect adjoining properties and are designed, engineered, and landscaped having due regard to visual privacy and site works requirements. This was previously approved by Council under DA P91/22.

CONCLUSION

Based on the preceding assessment and report, the development application for the proposed alterations and additions to the existing dwelling at 30 (Lot 269) View Terrace, East Fremantle can be supported subject to the conditions included in the final recommendation.

13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION

That development approval is granted, and Council exercises its discretion regarding the following;

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Western Wall - Mid and Upper Floor – Study, Ensuite, Master Bed 1, Games Room — 2.2m required, 1.524m provided,**
- (ii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Garage – 1.5m required, 0.355m provided,**
- (iii) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback – Eastern Wall – Lower Ground Floor - Bed 4, Laundry, Alfresco – 1.5m required, 1.435m provided,**
- (iv) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Kitchen, Meals, Balcony – 1.7m required, 1.435m provided,**

- (v) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback- Eastern Wall - Mid and Upper Floor - Balcony, Guest Suite, Bedroom, Powder Room– 1.8m required, 1.5m provided,
- (vi) Clause 5.4.1 – Residential Design Codes – Visual Privacy Setbacks – Upper Storey Balcony – 7.5m required, less than 7.5m provided,
- (vii) Clause 3.7.17.4.1.3 – Residential Design Guidelines – Wall Height – 5.6m required, 6.867m provided,
- (viii) Clause 3.7.17.3.3 – Residential Design Guidelines – Garage Setback – 1.2m behind existing dwelling required, 6.201m from front boundary provided,
- (ix) Clause 3.7.17.3.3 – Residential Design Guidelines – Garage Width – 30% of lot width required, 37% provided, and
- (x) Clause 5.3.7 – Residential Design Codes – Site Works – maximum of 0.5m required, more than 0.5m provided,

for alterations and additions to an existing dwelling at No. 30 (Lot 269) View Terrace, East Fremantle, in accordance with the plans submitted on 24 March 2023, subject to the following conditions:

- (1) Visual privacy screening is to be installed along the eastern edge of the upper storey balcony as shown on the submitted plans dated 24 March 2023. This screening is to be in accordance with Residential Design Codes deemed to comply clause 5.4.1 C1.2. It is to be at least 1.6m in height from finished floor level, at least 75% obscure, permanently fixed, durable, and restrict views in the direction of overlooking into the adjoining property.
- (2) Existing trees located within the verge are a Town of East Fremantle (the Town) asset and must be retained and not pruned, shaped, or modified except where otherwise approved for removal or modification by the Town.
- (3) During construction the verge trees are to be protected with cages around the trunks to ensure that they are not damaged by surrounding works, vehicles, or materials.
- (4) An application is to be submitted to the Operations Department of the Town for the removal of any verge trees. Verge trees are not to be removed without written approval from the Town.
- (5) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Town, and thereafter implement to the satisfaction of the Town, a construction management plan addressing the following matters:
 - a) How materials and equipment will be delivered and removed from the site.
 - b) How materials and equipment will be stored on site.
 - c) Parking arrangements for contractors.
 - d) Construction waste disposal strategy and location of waste disposal bins.
 - e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction.
 - f) How risks of wind and/or waterborne erosion and sedimentation will be minimised during and after the works.
 - g) Other matters that are likely to impact on the surrounding properties.
- (6) The crossover widths are not to exceed the width of the crossovers indicated on the plans date stamped submitted on 24 March 2023 and to be in accordance with the Town’s crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide.
- (7) All fencing within the street setback area is to be in compliance with the front fence provisions of the Residential Design Guidelines.
- (8) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with the Town’s further approval.
- (9) The proposed works are not to be commenced until the Town has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by the Town.
- (10) With regards 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 development approval, without those changes being specifically marked for the Town’s attention.

- (11) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan submitted to the satisfaction of the Town prior to the issue of a Building Permit.
- (12) If requested by the Town within the first two years following installation, the roofing is to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Town and all associated costs to be borne by the owner.
- (13) 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.
- (14) 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 the Town and if approved, the total cost to be borne by the applicant. The Town 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.
- (15) This development approval is to remain valid for a period of 24 months from the date of this approval.

Footnote:

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

- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (b) *A copy of the approved plans as stamped by the Town are attached, and the application for a Building Permit is to conform with the approved plans unless otherwise approved by the Town.*
- (c) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Town's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;*
Crossover Specifications
https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover_Specification_2017.pdf
Residential Design Guidelines
https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf
Urban Streetscape and Public Realm Style Guide
<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>
Application to Conduct Crossover Works
https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application_to_conduct_crossover_works.pdf
- (d) *It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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 the Town and one copy should be given to the owner of any affected property.*
- (e) *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).*
- (f) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (g) *Trees on verges are the property of the Town. They are not to be damaged, pruned or removed. Any actions which harm verge trees will result in the Town acting against the owners/builders/contractors*

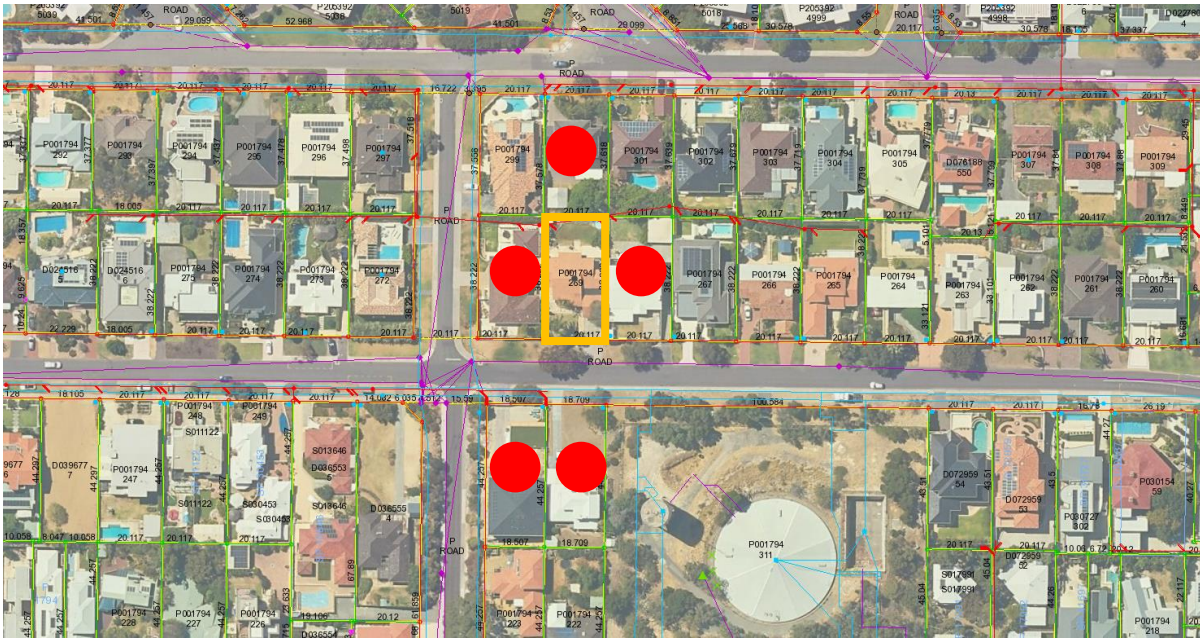
responsible. If there are concerns regarding trees owners/builders/contractors are asked to contact the Town to seek further advice.

(h) Any damage to other Town assets including but not limited to the kerb, drainage, footpaths, roads, and signage will have to be repaired by the applicant/owners/contractors at their cost.

REPORT ATTACHMENTS

Attachments start on the next page.

30 View Terrace - Location and Advertising Plan



30 View Terrace – Photos



Attachment -2



COTTAGE & ENGINEERING SURVEYS
Licensed Surveyors

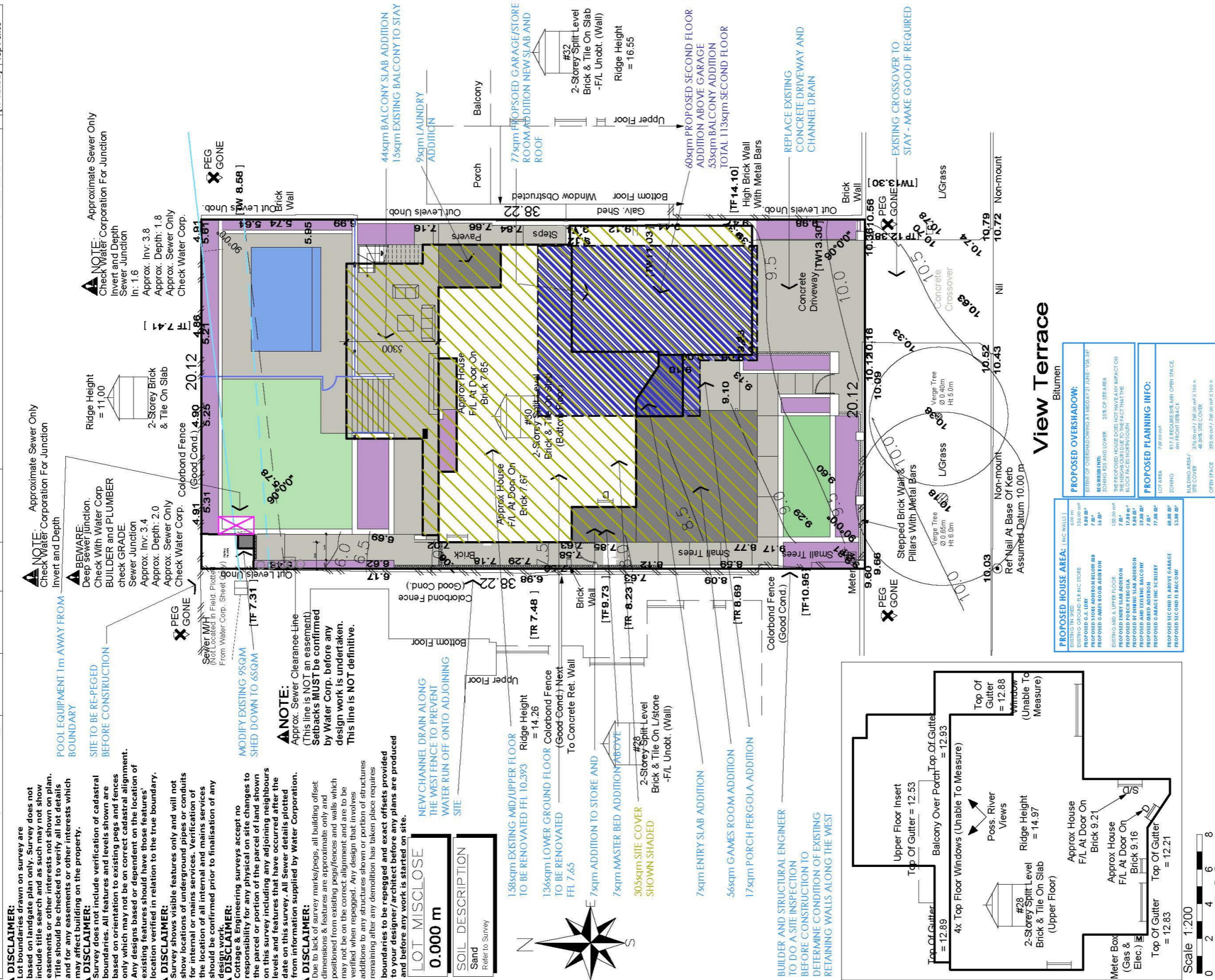
87-89 Guthrie Street, Osborne Park, Western Australia
Telephone: (08) 9446 7361 Facsimile: (08) 9445 2598
Email: per@cottage.com.au Website: www.cottage.com.au

BUILDER: Turnbull
CLIENT: #30 View Terrace, East Fremantle

J/N: 4652310 DATE: 10 Feb 20 SCALE/DRAWN: 1:200 B. Saliba

Plan1794

SEC Dome	OLD AREA	Water Corpn	Top Wall
Power Pole	Water Corpn	Water Corpn	Top Retaining
Phone Pits	Water Corpn	Water Corpn	Top Fence
Water Corpn	Water Corpn	Water Corpn	Top Fence
Water Corpn	Water Corpn	Water Corpn	Top Fence



DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences. Any designs based on or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbour levels and features that have occurred after the date on this survey. All sewer details plotted from information supplied by Water Corporation.

DISCLAIMER:
Due to lack of survey marks/pegs, all building offsets dimensions & features are approximate only and positioned from existing pegs/fences and walls which may not be on the correct alignment and are to be verified when repegged. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be repegged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.

LOT MISCLOSE
0.000 m

SOIL DESCRIPTION
Sand
Refer to Survey

NOTE:
Approx. Sewer Clearance-Line (This line is NOT an easement) Setbacks MUST be confirmed by Water Corp. before any design work is undertaken. This line is NOT definitive.

NOTE:
Approximate Sewer Only Invert and Depth Check Water Corporation For Junction

NOTE:
Check Water Corporation For Junction Invert and Depth Sewer Junction In: 1.6 Approx. Inv: 3.8 Approx. Depth: 1.8 Approx. Sewer Only Check Water Corp.

BEWARE:
Deep Sewer Junction. Check With Water Corp BUILDER AND PLUMBER check GRADE Sewer Junction Approx. Inv: 3.4 Approx. Depth: 2.0 Approx. Sewer Only Check Water Corp. Colorbond Fence (Good Cond.) 4.90 20.12

NOTE:
Approximate Sewer Only Invert and Depth Check Water Corporation For Junction

PROPOSED OVERSHADOW:

EXISTING HOUSE AREA (INC WALLS)	PROPOSED HOUSE AREA (INC WALLS)
EXISTING HOUSE AREA: 134.00 m ²	PROPOSED HOUSE AREA: 134.00 m ²
EXISTING GARAGE AREA: 7.80 m ²	PROPOSED GARAGE AREA: 7.80 m ²
EXISTING STORE AREA: 54.80 m ²	PROPOSED STORE AREA: 54.80 m ²
EXISTING AND A UPPER FLOOR: 1.55 m ²	PROPOSED AND A UPPER FLOOR: 1.55 m ²
EXISTING PORCH PERGOLA: 12.88 m ²	PROPOSED PORCH PERGOLA: 12.88 m ²
EXISTING BALCONY: 51.80 m ²	PROPOSED BALCONY: 51.80 m ²
EXISTING GARAGE INC SLURRY: 77.80 m ²	PROPOSED GARAGE INC SLURRY: 77.80 m ²
EXISTING SECOND FL ABOVE GARAGE: 48.80 m ²	PROPOSED SECOND FL ABOVE GARAGE: 48.80 m ²
EXISTING SECOND FL BALCONY: 53.80 m ²	PROPOSED SECOND FL BALCONY: 53.80 m ²

PROPOSED PLANNING INFO:

LOT AREA: 789.00 m ²	BUILDING AREA: 491.00 m ²
COVER: 374.00 m ² / 47.40%	OFFER SPACE: 295.00 m ² / 37.39%
OFFER SPACE: 48.00 m ² / 6.09%	OFFER SPACE: 53.00 m ² / 6.72%

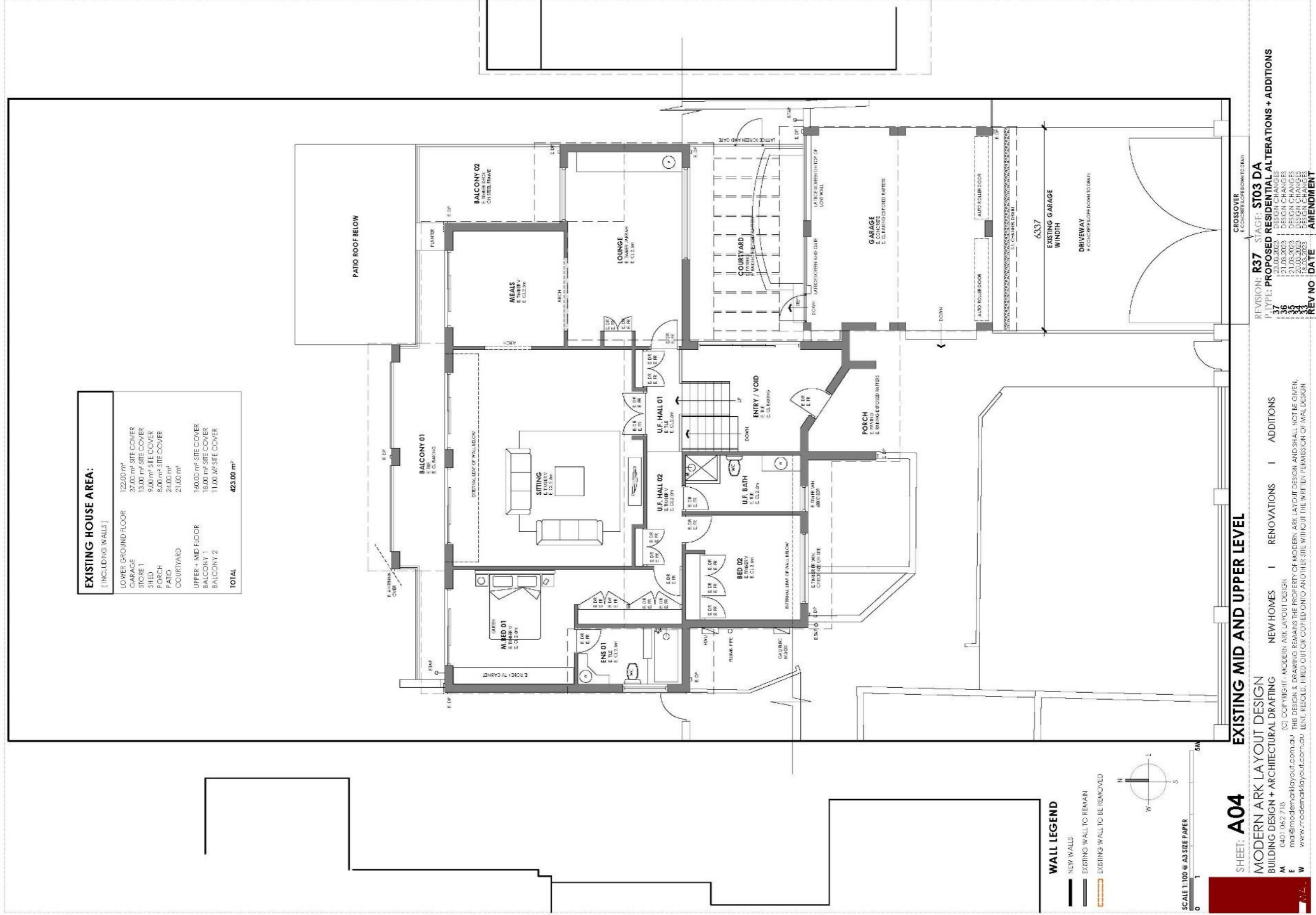
PROPOSED SITE PLAN

PROJECT ADDRESS: No 30 VIEW TCE | EAST FREMANTLE | WA 6158

MODERN ARK LAYOUT DESIGN
BUILDING DESIGN + ARCHITECTURAL DRAFTING

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REVISION: R37 STAGE: ST03 DA
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 37 DESIGN CHANGES
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ELECTRICAL LEGEND

01	DOUBLE GPO 300 AF, OR AS NOTED ON PLAN
02	SINGLE GPO 300 AF, OR AS NOTED ON PLAN
03	WATERPOCKET 300 AF
04	GAS METER POINT 300 AF
05	TV POINT
06	TELEPHONE POINT
07	LAVA OUTLET
08	POSE COCK
09	FUSIBLE CP/DW WATER CONNECTION

ELECTRICAL LEGEND

01	CEILING MOUNTED LIGHT (RETAIL)
02	RECESSED DOWN LIGHT
03	PHILIP LIGHT
04	STAR LIGHTS
05	INTEGRATED DOOR LIGHTS
06	CABINET LIGHT
07	GARAGE LIGHT
08	IN WALL SPOT LIGHTING LED
09	WALL LIGHT - INTERNAL LED TAIL DOWN ON PLAN
10	WALL LIGHT - INTERNAL LED TAIL DOWN ON PLAN
11	WALL WASHING UP DOWN LIGHT - HEIGHT ON PLAN
12	FLOOD LIGHT HEIGHT AS SHOWN ON PLAN
13	1000 DOUBLE END
14	COMBINATION LIGHT FAN / HEATER UNIT
15	MOTION SENSOR
16	SWITCHING
17	DIMMER LIGHT SWITCH
18	TWO WAY SWITCHING
19	SENSOR ACTIVATED LIGHT
20	CEILING EXHAUST FAN SWITCH - SEPARATE FROM LIGHT
21	SMOKE DETECTOR - SMOKE ALARMS TO BE INTERLINKED
22	MUSIC SPEAKER - WALL MOUNTED
23	MUSIC SPEAKER - WALL MOUNTED
24	A/C
25	AIR CONDITIONING CONTROL PANEL
26	INTERCOM CONTROL PANEL
27	DOOR BELL
28	CEILING ACCESS PANEL - CHECK LOCATIONS ON SITE WITH BUILDER - A/C CONTROLLER
29	POSSIBLE SWITCH BOARD LOCATION - CHECK WITH BUILDER/ELECTRICIAN ON SITE
30	CEILING SWIRTEL FAN / LIGHT COMBO
31	CEILING SWIRTEL FAN

NOTE:
ALL LIGHT SWITCHES TO BE AT 1000 AFFL
HARD WIRE SMOKE ALARM IN ACCORDANCE WITH PART 3.7.2. OF THE RCA AND AS 3786- SMOKE ALARMS TO BE INTERLINKED

REVISION: R37 STAGE: ST03 DA

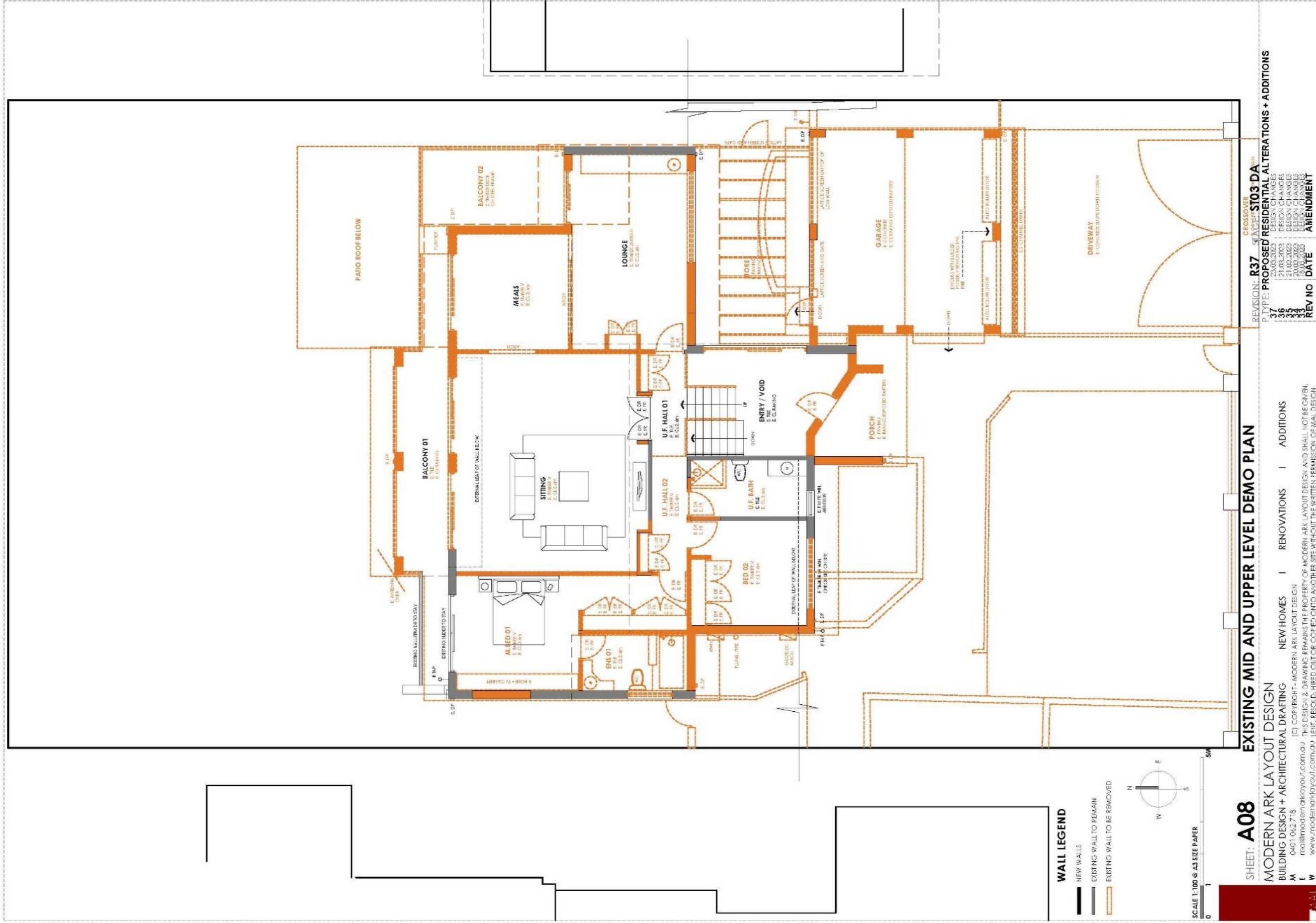
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34	20.03.2023	DESIGN CHANGES
33	18.03.2023	DESIGN CHANGES
REV NO	DATE	AMENDMENT

SHEET: A07 EXISTING LOWER GROUND FLOOR ELECTRICAL PLAN

MODERN ARK LAYOUT DESIGN
 BUILDING DESIGN + ARCHITECTURAL DRAFTING
 0401 062 718
 mal@modernarklayout.com.au
 www.modernarklayout.com.au

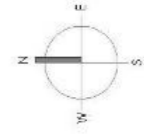
NEW HOMES 1 RENOVATIONS 1 ADDITIONS

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WALL LEGEND

- NEW WALLS
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE REMOVED



SCALE 1:100 @ A3 SIZE PAPER

SHEET: A08

EXISTING MID AND UPPER LEVEL DEMO PLAN

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NEW HOMES | RENOVATIONS | ADDITIONS

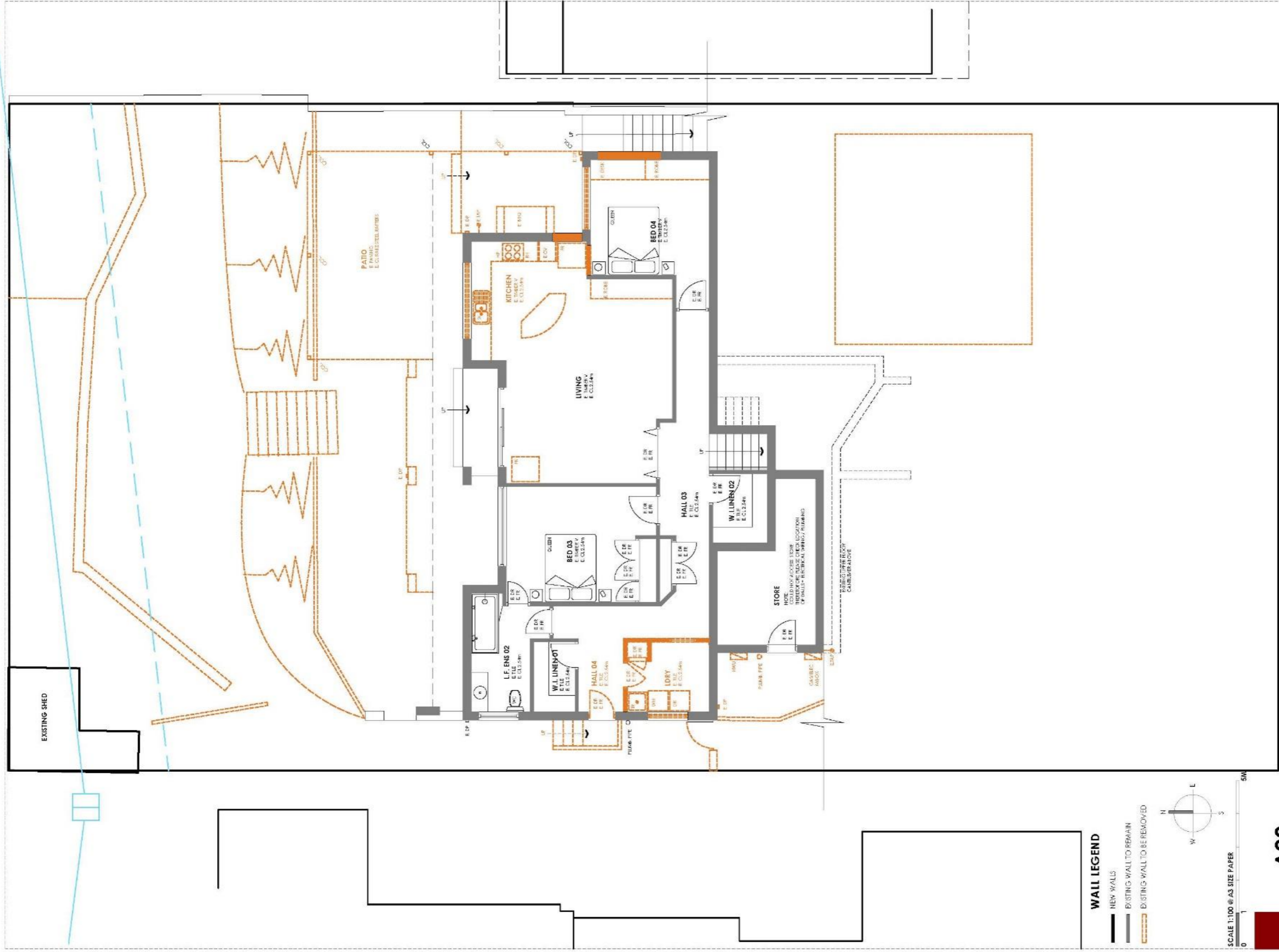
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CROSSOVER
 STACEY ST03 DA

REVISION: R37

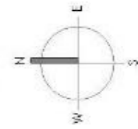
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1	20.03.2023	DESIGN CHANGES

P. TYPE: PROPOSED RESIDENTIAL ALTERATIONS + ADDITIONS



WALL LEGEND

- NEW WALLS
- - - EXISTING WALL TO REMAIN
- - - EXISTING WALL TO BE REMOVED



SCALE 1:100 @ A3 SIZE PAPER

SHEET: A09

MODERN ARK LAYOUT DESIGN
BUILDING DESIGN + ARCHITECTURAL DRAFTING

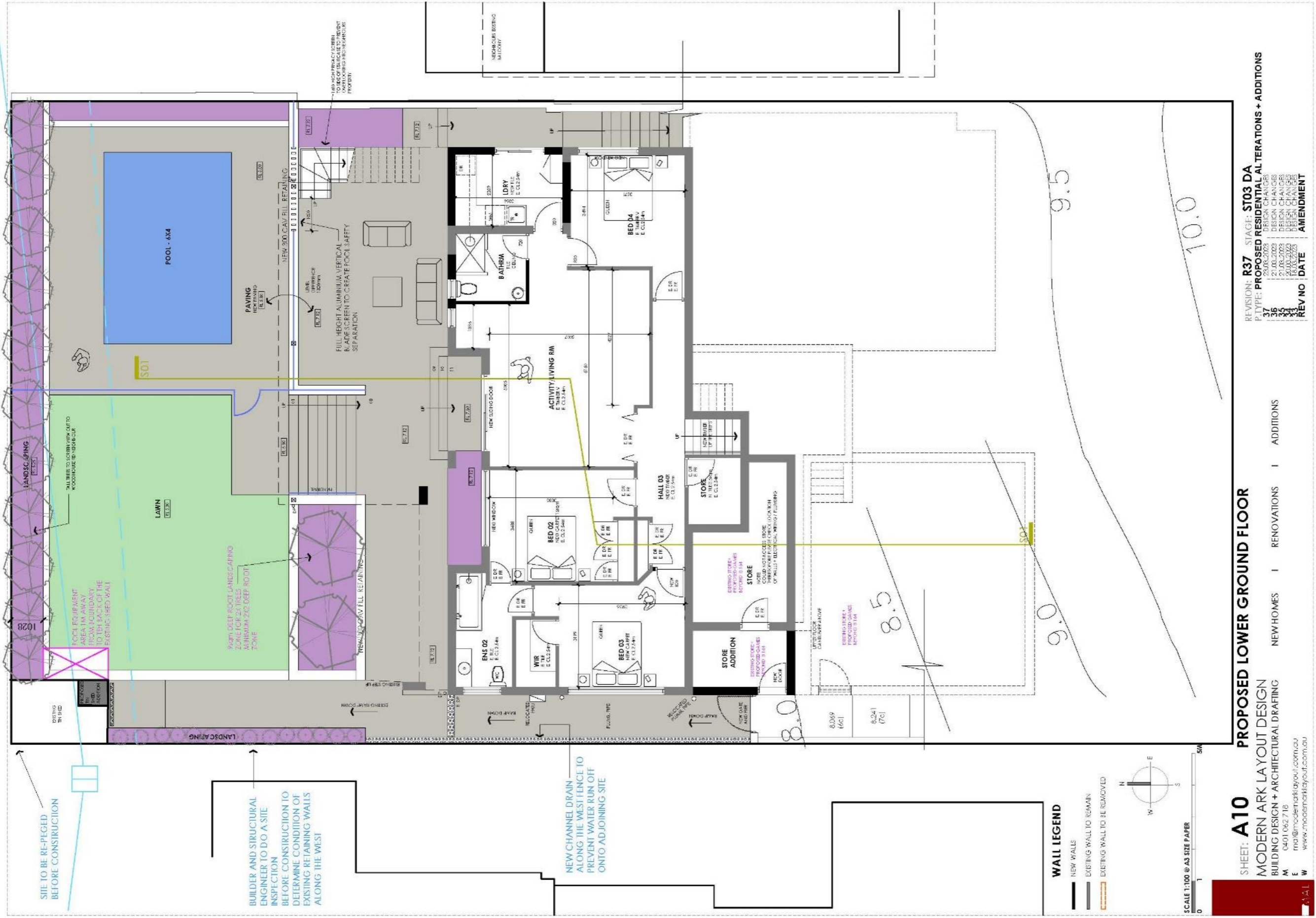
M 0401 0627 718
E mol@modernarklayout.com.au
W www.modernarklayout.com.au

EXISTING LOWER GROUND FLOOR DEMO PLAN

NEW HOMES | RENOVATIONS | ADDITIONS

REVISION: R37 STAGE: ST03 DA
P TYPE: PROPOSED RESIDENTIAL ALTERATIONS + ADDITIONS

REV NO	DATE	AMENDMENT
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36	21.03.2023	DESIGN CHANGES
35	20.03.2023	DESIGN CHANGES
34	18.03.2023	DESIGN CHANGES



SHEET: A10 **PROPOSED LOWER GROUND FLOOR**

MODERN ARK LAYOUT DESIGN
 BUILDING DESIGN + ARCHITECTURAL DRAFTING

NEW HOMES | RENOVATIONS | ADDITIONS

REVISION: R37 STAGE: ST03 DA
 PTYPE: PROPOSED RESIDENTIAL ALTERATIONS + ADDITIONS

REV NO	DATE	AMENDMENT
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SCALE 1:100 @ A3 SIZE PAPER

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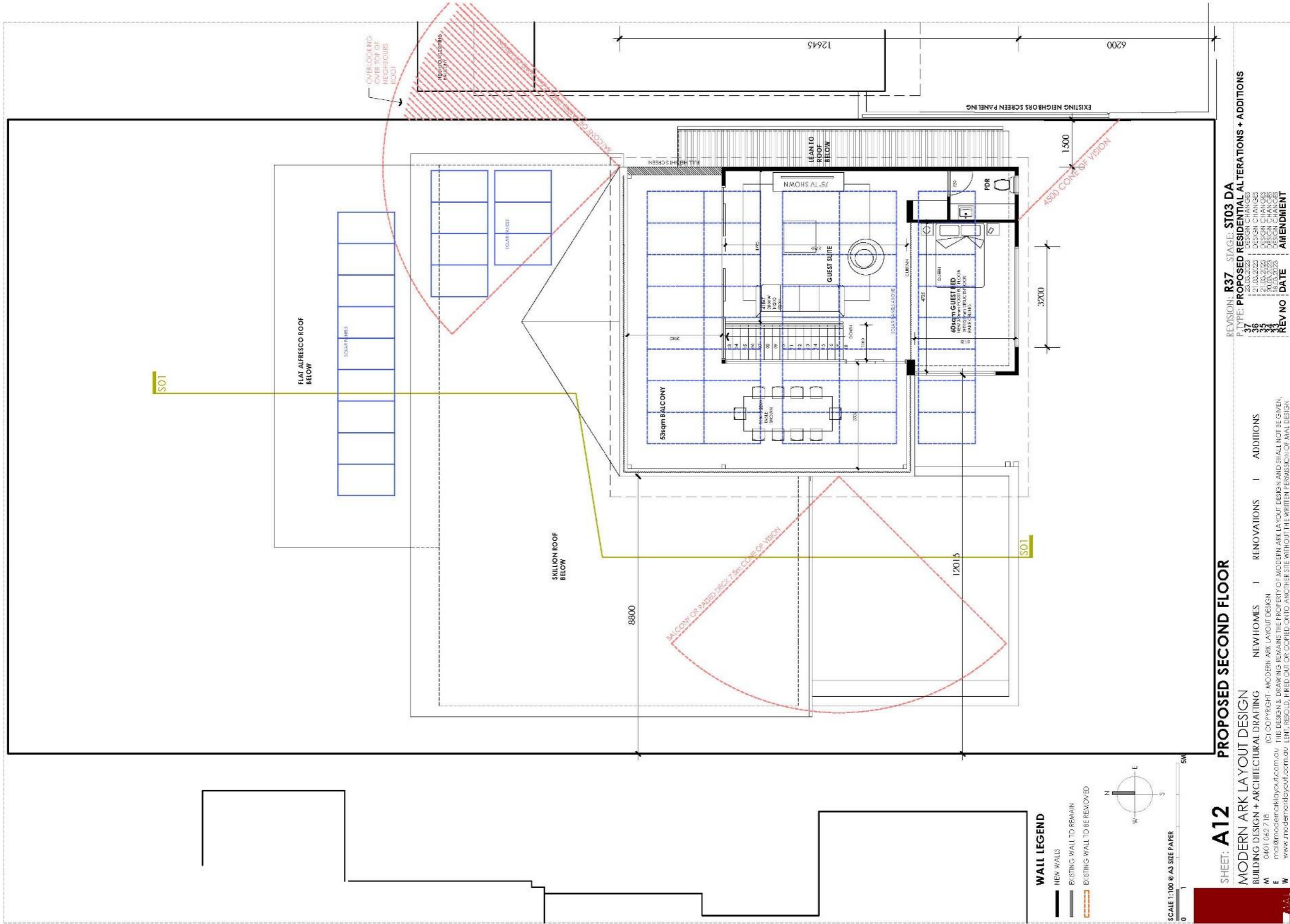
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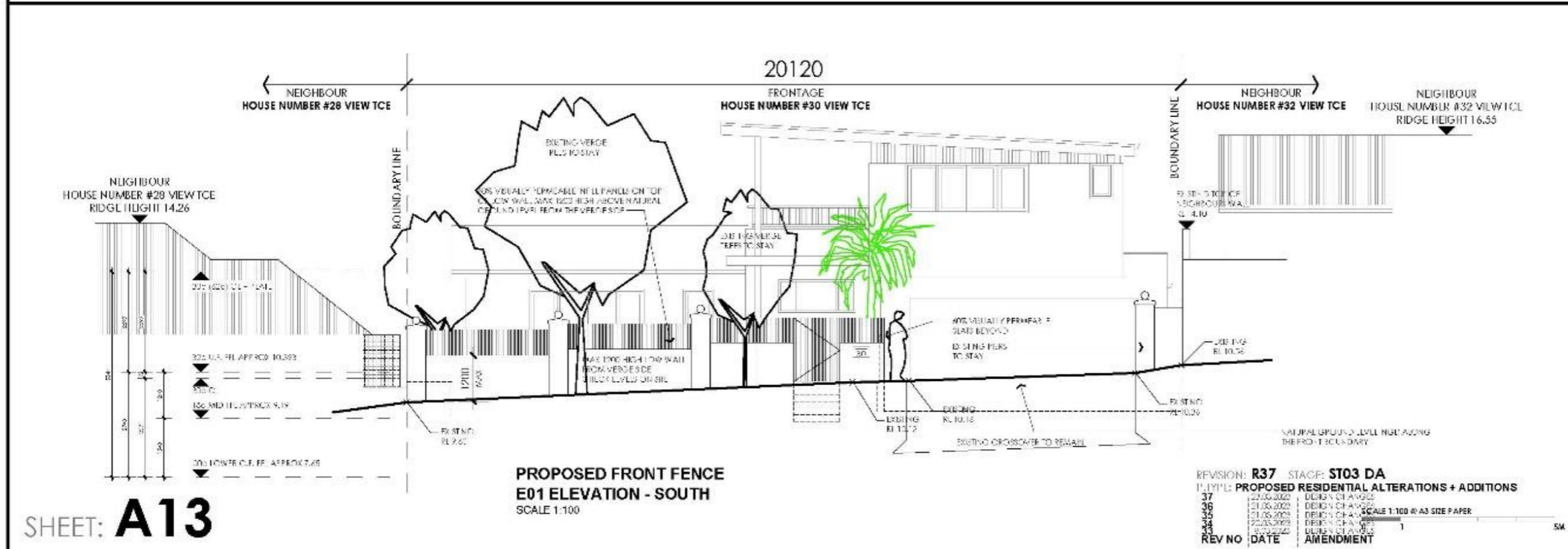
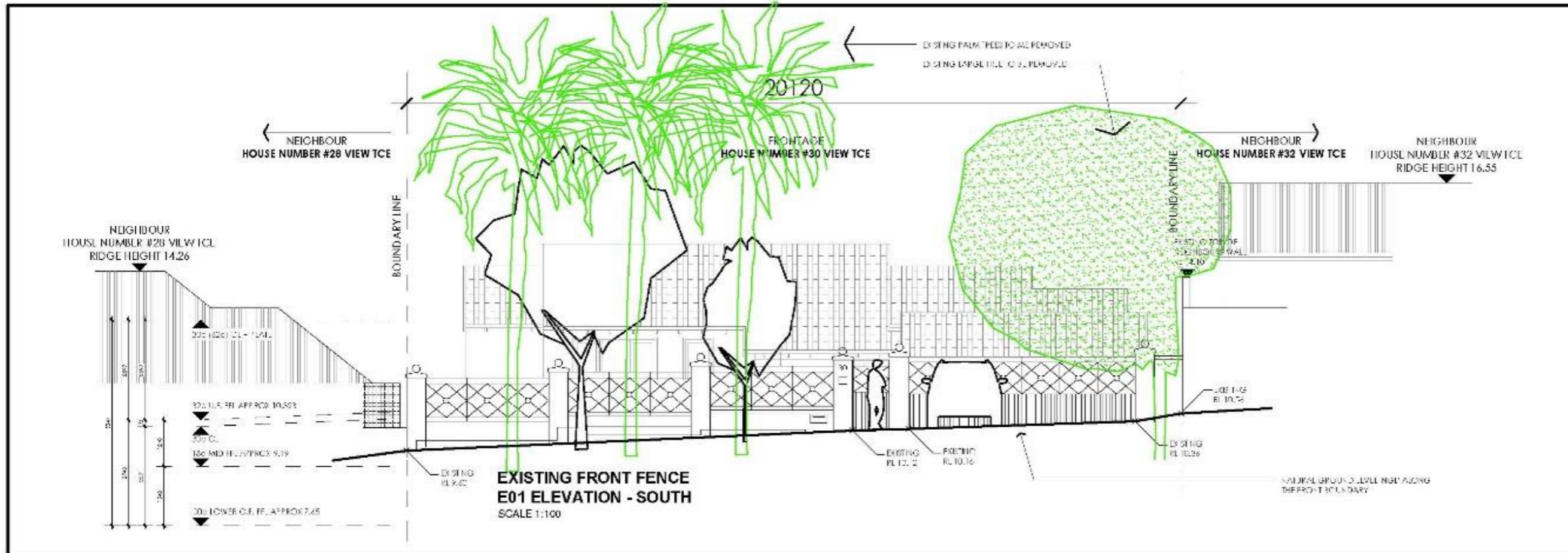
REVISION: R37 STAGE: ST03 DA

REV NO	DATE	AMENDMENT
37	23.03.2023	DESIGN CHANGES
36	21.03.2023	DESIGN CHANGES
35	21.03.2023	DESIGN CHANGES
34	19.03.2023	DESIGN CHANGES
33	19.03.2023	DESIGN CHANGES

SHEET: A12
PROPOSED SECOND FLOOR
MODERN ARK LAYOUT DESIGN
 BUILDING DESIGN + ARCHITECTURAL DRAFTING
 M 0401 062 718
 E modernarklayout.com.au
 W www.modernarklayout.com.au

NEW HOMES	RENOVATIONS	ADDITIONS
I	I	I

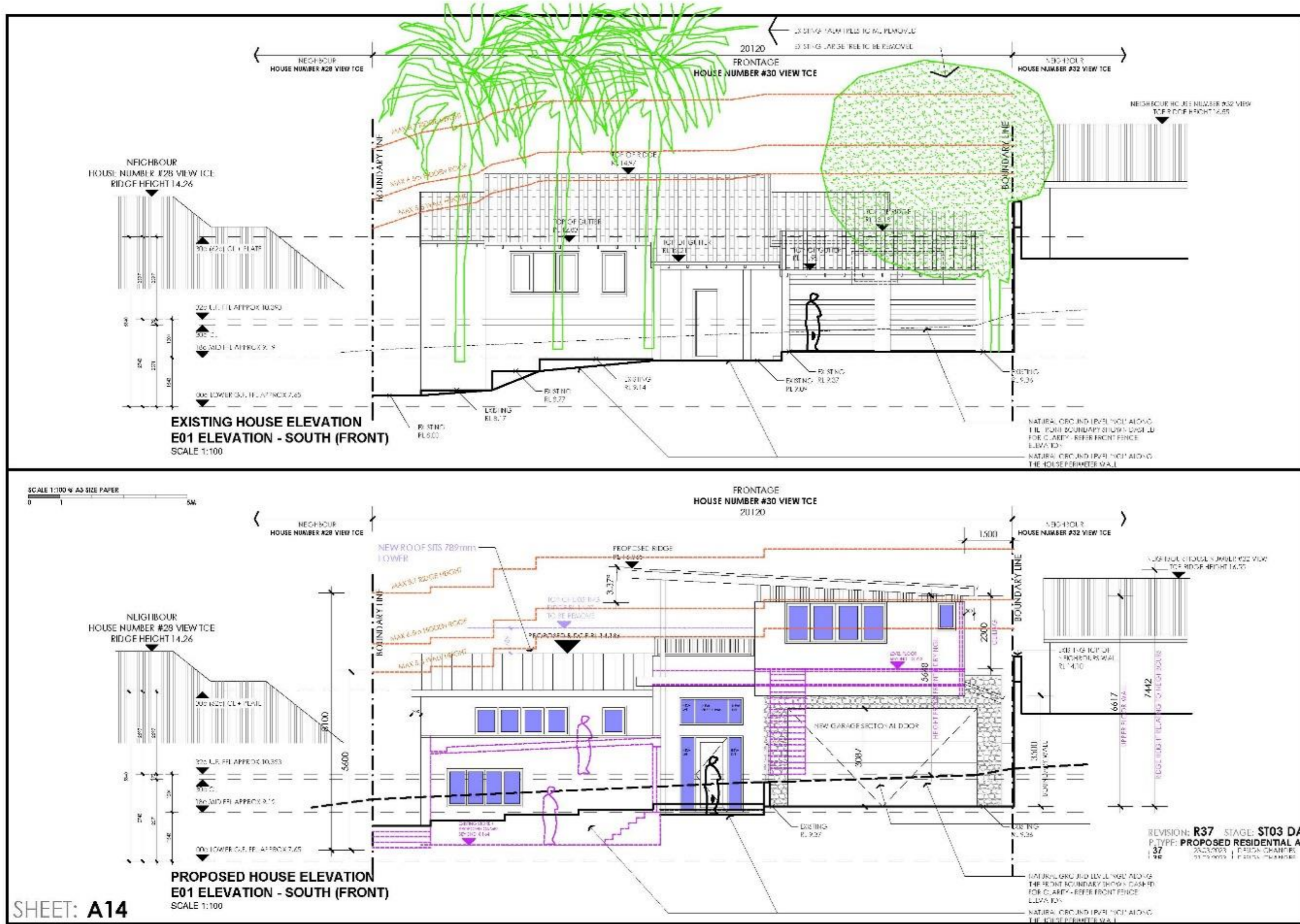
(C) COPYRIGHT - MODERN ARK LAYOUT DESIGN
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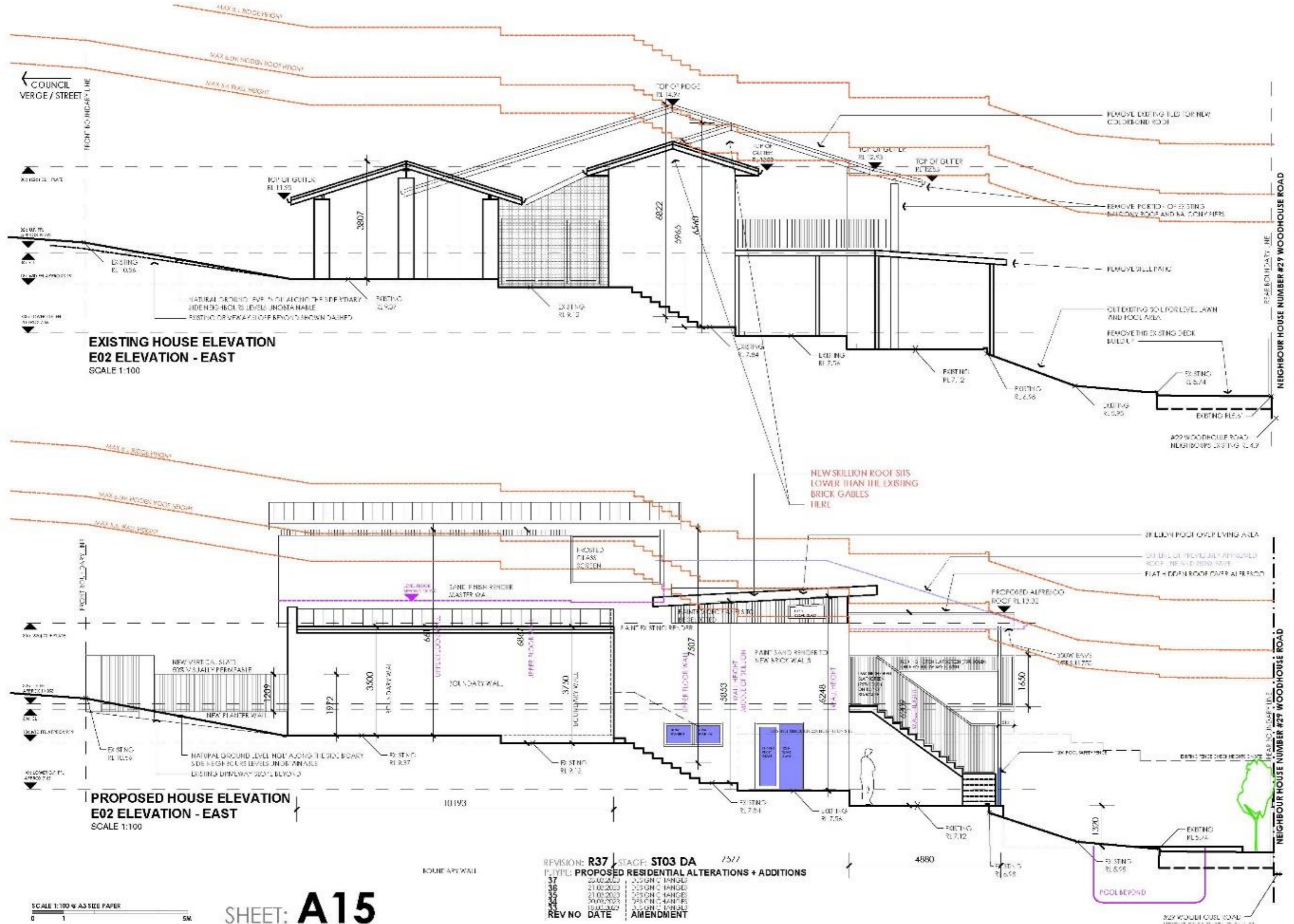
SHEET: **A13**

REV NO	DATE	AMENDMENT
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36	21.05.2022	DESIGN CHANGES
35	21.05.2022	DESIGN CHANGES
34	22.03.2022	DESIGN CHANGES
33	03.03.2022	DESIGN CHANGES
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REVISION: **R37** STAGE: **ST03 DA**
 PROJECT: **PROPOSED RESIDENTIAL ALTERATIONS + ADDITIONS**
 SCALE 1:100 R/A3 SIZE PAPER



SHEET: A14



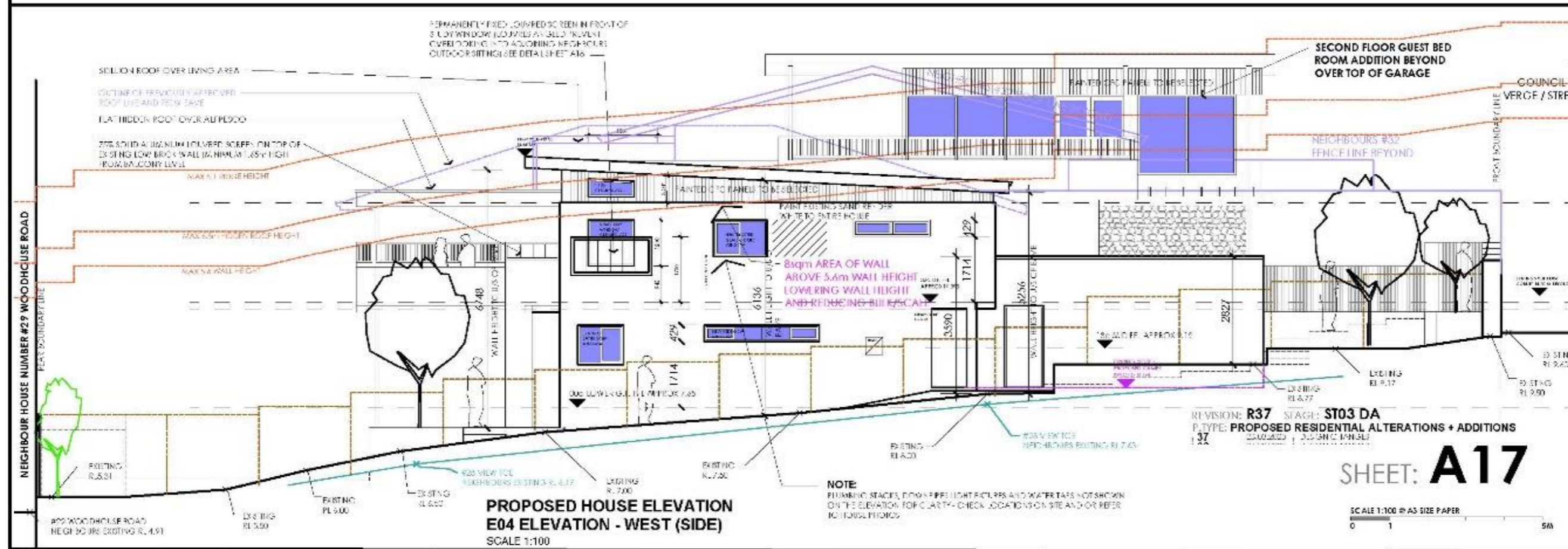
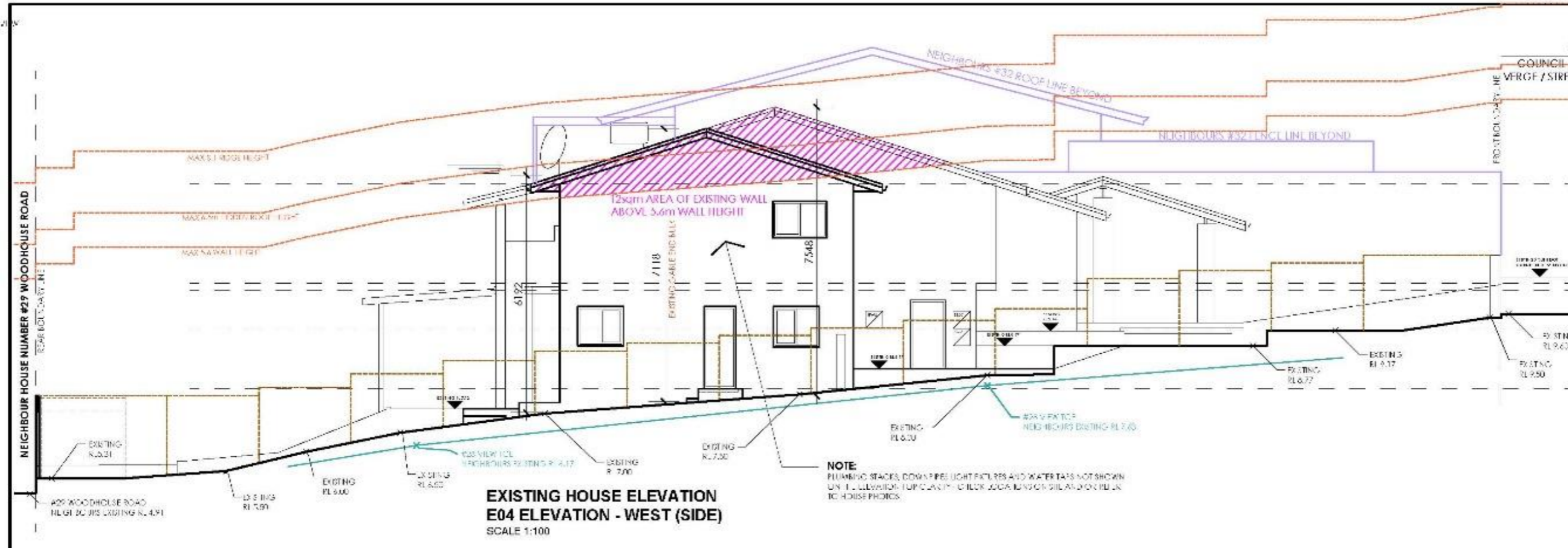


PHOTO REFERENCE FOR ALLOTMENT 65-DOWNSIDE DOORS/FRAMES/PAINTS AND FINISHES

PHOTO REFERENCE FOR ALLOTMENT 65-DOWNSIDE FENCE/POSTS/RAILINGS/PAINTS AND FINISHES

CLASSIC colour range

CLASSIC CREAM S1-120-000-10	NEUTRAL S1-120-000-10	WALL GREY S1-120-000-10	SMOKE S1-120-000-10	GREY S1-120-000-10
PALE EXCLUSIVE S1-120-000-10	PROVINCIAL WHITE S1-120-000-10	WALL GREY S1-120-000-10	SMOKE S1-120-000-10	GREY S1-120-000-10
DEEP OCEAN S1-120-000-10	COASTAL GREEN S1-120-000-10	WALL GREY S1-120-000-10	SMOKE S1-120-000-10	GREY S1-120-000-10
WALL GREY S1-120-000-10	SMOKE S1-120-000-10	GREY S1-120-000-10	SMOKE S1-120-000-10	GREY S1-120-000-10

CONTEMPORARY colour range

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CONCRETE DRIVEWAY AND POOL DECK
WITH POLISHED CONCRETE FINISH

TEXTURED WALL FINISH
WITH POLISHED CONCRETE FINISH

V-GROOVE SIDING BY JAMES HARDIE
HARDIE GROOVE

POOL FINISH
WITH POLISHED CONCRETE FINISH

STONE TILES
WITH POLISHED CONCRETE FINISH

Dulux Colour Inspiration

Most loved Whites

Love for their ability to transcend trends and enhance any space, Dulux offers a wide range of white. They offer endless options for your home. Whether it's a cool, crisp party white, a creamy white or a warm traditional white, you'll find your perfect white here. Save time and stress with our most loved whites.

Test your favourite colours at home with a sample pot or 4L colour swatch. Get the most accurate example of the final result. Over 4,000 Dulux colours are now available in a 100ml sample pot to be delivered to your door. See up close how our award-winning selection looks in detail on your walls.

White 0001	White 0002	White 0003	White 0004	White 0005
White 0006	White 0007	White 0008	White 0009	White 0010

Colours displayed should be used as a guide for your colour selection. For more information, visit our colour guide or contact your local Dulux retailer.

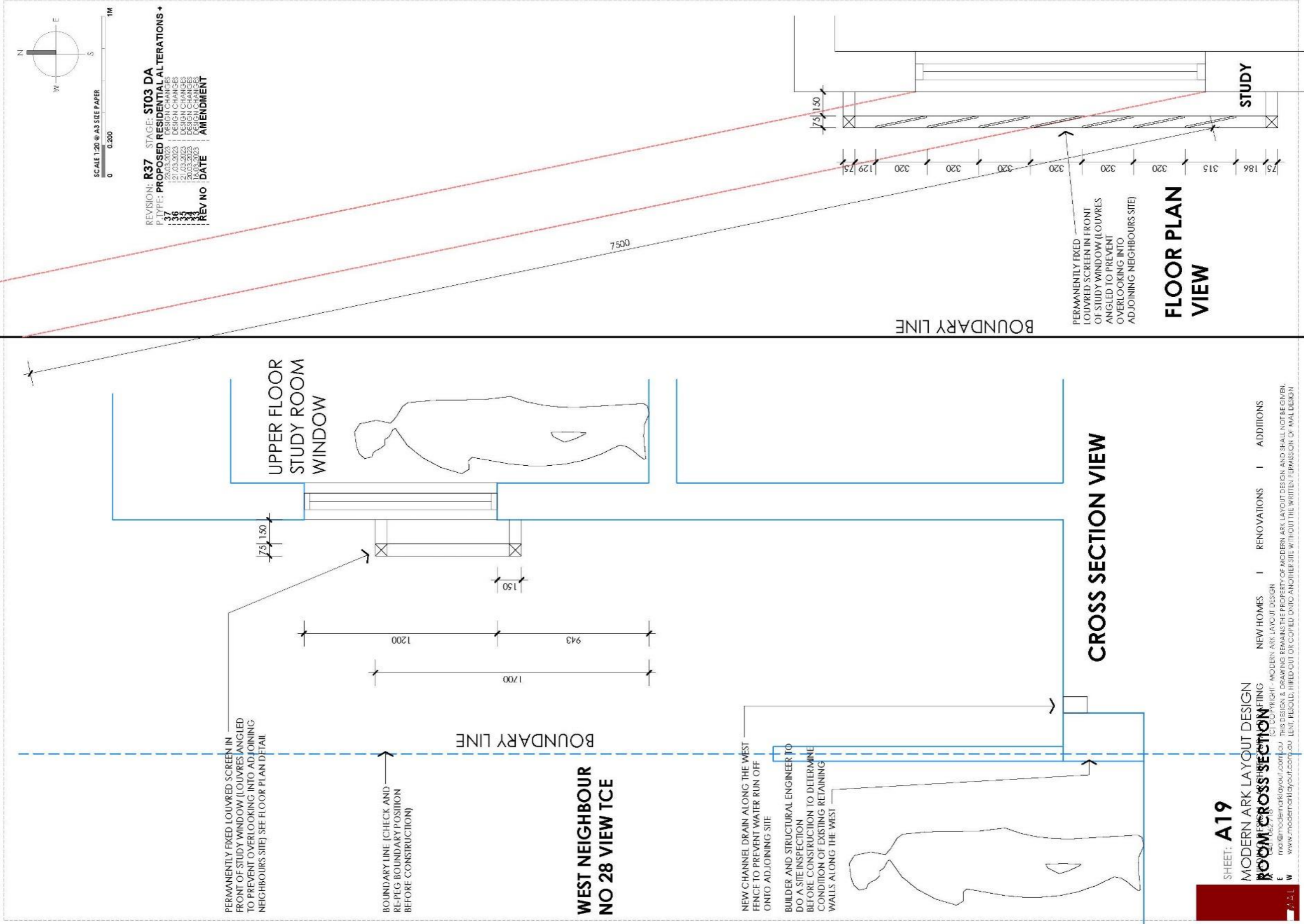
REVISION: R37 STAGE: ST03 DA

P.TYPE: PROPOSED RESIDENTIAL ALTERATIONS + ADDITIONS

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37	21.03.2023	DESIGN CHANGE
36	21.03.2023	DESIGN CHANGE
35	21.03.2023	DESIGN CHANGE
34	21.03.2023	DESIGN CHANGE
33	21.03.2023	DESIGN CHANGE

SHEET: A18

SCALE 1:100 @ A3 SIZE PAPER



SHEET: **A19**

MODERN ARK LAYOUT DESIGN

ROOM CROSS SECTION

NEW HOMES | RENOVATIONS | ADDITIONS

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Community Engagement Checklist

Development Application P022/23 – 30 View Terrace

Objective of Engagement	Neighbour Consultation			
Lead Officer:	Regulatory Services			
Stakeholders				
Stakeholders to be Considered <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (<i>School / Playground</i>)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
Staff to be notified:	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
Community Engagement Plan				
Methods	Responsible	Date Due	Reference / Notes	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	21/04/2023	<input checked="" type="checkbox"/> Advertised to 5 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
^Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Evaluation				
Summary of...		Date Due	Completed / Attached	
Feedback / Results/ Outcomes / Recommendations		21/04/2023		
Outcomes Shared				
Methods	Responsible	Date Due	Reference / Notes	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
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Notes				

13.2 PAYMENT IN LIEU OF PARKING PLAN - DRAFT LOCAL PLANNING POLICY 3.1.4

Report Reference Number	OCR-2146
Prepared by	Stacey Towne, Acting Executive Manager Regulatory Services
Supervised by	Andrew Malone, Acting Chief Executive Officer
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Draft LPP 3.1.4 – Payment in Lieu of Parking Plan

PURPOSE

The purpose of this report is for Council to consider adoption of Draft Local Planning Policy 3.1.4 – Payment in Lieu of Parking Plan (LPP 3.1.4) as suitable to advertise for public comment prior to considering for final adoption.

EXECUTIVE SUMMARY

In accordance with recent amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), the Town of East Fremantle (the Town) is required to have an approved parking plan in place prior to 1 July 2023, in order to continue to apply conditions requiring payment in lieu of car parking to development approvals.

A parking plan has therefore been prepared as Draft LPP 3.1.4 – Payment in Lieu of Parking that:

- Sets out areas where payment in lieu of parking may be considered for development applications and the corresponding area within which the monies are to be spent.
- Specifies how payment in lieu of parking will be calculated and what it is to be spent on.
- Provides some guidance on when and how payment in lieu of parking may be acceptable.
- Is intended to replace LPP 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking.

If found to be suitable by Council, it is recommended that Draft LPP 3.1.4 be advertised for public comment for a minimum period of 21 days (as per the Regulations) prior to consideration for final approval.

BACKGROUND

As part of ongoing State Government planning reform, amendments to the Regulations included a new Part 9A for car parking provisions, which came into operation on 1 July 2021. This provides for a consistent approach with criteria, benchmarks and methodology for considering the use of payment in lieu of car parking in established town centres, retail/café corridors and other commercial and mixed-use centres.

The key parts to the new parking provisions include parking exemptions for certain types of development and a standard and consistent approach to car parking variations, waivers, payment in lieu and shared parking.

Amendments to the Regulations mean that certain requirements enabling payment in lieu of car parking under Local Planning Scheme No. 3 have been replaced with a standard set of provisions that are common to all local planning schemes in the Metropolitan Perth and Peel Region. The provisions allow for Council to condition a development application to require payment in lieu of parking for all development, other than that to which the Residential Design

Codes apply. Payment in lieu is only applicable for non-residential development that requires development approval and a parking space shortfall of at least two bays is applicable.

Prior to invoking these provisions, Council must have an approved plan in place, prepared in accordance with the manner and form approved by the Western Australian Planning Commission (WAPC), specifying the area to which it applies and the purpose for which money is paid. It may apply to any part or all of the local planning scheme area and has effect for 10 years (unless otherwise approved by the WAPC).

A transitional period (until 1 July 2023) exists for those Local Governments that have an existing payment in lieu of car parking provision within a local planning scheme, local planning policy or local development plan that set out the area to which the provisions apply and the purpose for which money paid will be applied.

In relation to the Town:

- Clause 5.8.8 of Local Planning Scheme No. 3 has enabled Council to accept or require cash in lieu of all or a portion of the required car parking, based on the estimated cost of providing the requisite parking, including any associated access and manoeuvring facilities. Payment is to be made into a trust fund and used to provide public parking in the vicinity of the development site; and
- LPP 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking sets out a policy of how Clause 5.8.8 could be applied to seek payment in lieu of parking in the George Street Mixed Use area.
- No other policy exists for payment in lieu of parking in other areas within the Town.

From 1 July 2023, Clause 5.8.8 and LPP 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking in its current form will not have effect and a parking plan in the form of the approved template is required. The parking plan will need to specify all the areas within the Town that payment in lieu of car parking may be required, together with where and how the monies will be calculated and spent.

Without a parking plan in place, the Council cannot condition a development approval in the Town to provide payment in lieu of parking.

CONSULTATION

Should Council agree, it is proposed to advertise Draft LPP 3.1.4 for a minimum period of 21 days as required under the Regulations.

After the expiry of the advertising period the matter will be referred back to Council so that it can review the proposed payment in lieu of parking plan in light of any submissions made and resolve either:

- to approve the plan without modification; or
- to approve the plan with modifications; or
- not to approve the plan.

The Draft LPP 3.1.4 has previously been provided to a Council Forum for information and discussion purposes.

STATUTORY ENVIRONMENT

Town of East Fremantle Local Planning Scheme No. 3 and *Planning and Development (Local Planning Schemes) Regulations 2015*.

POLICY IMPLICATIONS

The current LPP 3.1.4 – George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking will no longer have effect from 1 July 2023. A new LPP 3.1.4 – Payment in Lieu of Parking Plan is proposed to replace that policy.

FINANCIAL IMPLICATIONS

It is intended that the payment in lieu of parking contributions received as part of development approvals will cover the cost of the Town installing the car parking bays and/or associated infrastructure required. The Town would be responsible to maintain those facilities once constructed/installed.

The draft policy requires Local Government to establish and maintain a reserve account for money collected under the proposed plan.

STRATEGIC IMPLICATIONS

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

Economic

Sustainable “locally” focused and easy to do business with.

2.1 Actively support new business activity and existing local businesses.

2.1.1 Ensure a “local” focus through supporting and promoting opportunities for local business.

2.1.2 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 through planning and activation to support community and business growth.

Built Environment

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

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

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

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

3.2 Maintaining and enhancing the Town’s character.

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

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

3.3.1 Continue to improve asset management within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council do not endorse the Draft LPP 3.1.4 for the purposes of advertising, therefore delaying the final approval of the policy.	Unlikely (2)	Minor (2)	Low (1-4)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Accept Officer Recommendation

Delaying the policy may result in the Town not being able to apply policy provisions to a development application and therefore not being able to apply any cash in lieu provisions.	Unlikely (2)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$50,000 - \$250,000	Accept Officer Recommendation
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RISK MATRIX

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

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

RISK RATING

Risk Rating	6
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

SITE INSPECTION

N/A

COMMENT

Draft LPP 3.1.4 has been prepared to provide a parking plan for the Town in accordance with the manner and form template – Schedule 2, clause 77J of the Regulations approved by the WAPC. This will continue to provide the Town the ability to accept payment of payment in lieu of parking from developers in commercial areas, where on-street parking is a suitable alternative to having all parking bays located on-site.

The proposed plan has the following objectives:

- i. To detail and expand upon the circumstances under which the Town may agree to exercise discretion under the provisions of Local Planning Scheme No. 3 (LPS No. 3) by accepting cash payment in lieu of the provision of on-site car parking for development within the areas as specified in Section 3.1.
- ii. To further detail the manner in which the Town will calculate the cash payment in lieu of the provision of car parking.
- iii. To establish a method of managing and spending funds paid to the Town in lieu of parking for the provision of alternative parking in the public realm.
- iv. To facilitate the provision and development of adequate parking facilities for commercial and community uses close to activity.

- v. To facilitate the provision of supporting infrastructure to create a pleasant and safe public realm environment for parking and active (walking and cycling) and public transport in the vicinity.
- vi. To protect the amenity of existing and future nearby residents.

The plan shows several areas where the payment in lieu of parking may be considered for developments, including:

1. Town Centre.
2. Plympton.
3. East Fremantle Oval Precinct.
4. Petra Street Centre.
5. Riverside North.
6. Riverside South.

Contribution is to be calculated by an infrastructure cost of \$5,730 per parking bay shortfall (based on the WAPC method of calculation as detailed in Draft LPP 3.1.4) which is to be indexed annually. Once those monies are paid into the Town's Reserve account, future works would be considered as part of the budget process.

Money collected is to be spent in the same plan area location as the contribution was made. The proposed plan indicates the purpose for which the payment is to be used (based on the recommendations of the Integrated Traffic Management and Movement Strategy) and includes the following:

Public Car Parking Infrastructure:

- Provision and maintenance of at grade parking bays in the nearest suitable location on the streets or other Local Government managed reserve within the associated Sub-plan area in accordance with the relevant Australian Standard for either on-street or off-street car parking and may include the land and construction costs of public parking stations provided by the Town or within a joint venture; the cost of creating new additional parking bays; and/or rationalisation, improvements, upgrades and maintenance to existing parking spaces on or off street in locations most needed.

Other Transport and Ancillary Infrastructure:

- Provision and maintenance of public transport infrastructure and items supporting active transport including:
 - bus stop shelters along Transperth bus routes, including new and upgrades;
 - footpath infrastructure, including new connections and upgrades;
 - provision of, or upgrades to, bicycle networks;
 - traffic calming measures; and
 - bicycle parking and other end-of-trip facilities.
- Provision and maintenance of ancillary or incidental infrastructure including:
 - street furniture;
 - public art;
 - street trees and planting;
 - street lighting; and
 - CCTV and other security measures.
- Measures to restrict parking time limits.
- Technology to increase efficiency and turnover of bays, parking meters or payment machines.
- Electric vehicle charging facilities.
- Taxi or ride share pick-up bays.
- Signage and wayfinding, including to underutilised parking.
- Loading zones and ACROD bays.

Draft LPP 3.1.4 also includes guidance for decision makers outlining factors to be considered when entering into payment in lieu of parking arrangements.

Should Draft LPP 3.1.4 be adopted at a later date, it will replace the current LPP 3.1.4 relating to the George Street Mixed Use area which will no longer be in effect from 1 July 2023.

CONCLUSION

The Town's preference is for car parking for commercial uses to be provided on private land as per the requirements of Local Planning Scheme No. 3, however in some cases this is not possible due to site constraints or other factors.

The principle of payment-in-lieu contributions for car parking provides that where commercial developments have a shortfall of car parking, it may be reasonable for the Town to assist by accepting a monetary contribution that can then be used to provide car parking bays and associated infrastructure in an adjacent or nearby public area.

13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

That Council:

- (i) advertises Draft Local Planning Policy 3.1.4 – Payment in Lieu of Parking Plan for public comment for a minimum period of 21 days, in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.**
- (ii) following the public advertising period, consider adoption of Draft Local Planning Policy 3.1.4 – Payment in Lieu of Parking Plan in light of any submissions received.**

REPORT ATTACHMENTS

Attachments start on the next page.

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3.1.4 Payment in Lieu of Parking Plan – Local Planning Policy

Type:	Regulatory Services - Planning
Legislation:	Schedule 2, Part 9A of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Delegation:	N/A
Other Related Document:	Town of East Fremantle Local Planning Scheme No. 3

1. Introduction

1.1 Regulatory compliance

This Payment in Lieu of Parking Plan (the Plan) has been created under Schedule 2, Part 9A of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) and has been prepared in the Manner and Form approved by the Western Australian Planning Commission (WAPC).

1.2 Purpose

This Plan, together with the Regulations, governs the application of payments in lieu of providing car parking for development in the area(s) identified in this Plan. This plan outlines the purposes for which payment in lieu of car parking will be used in the areas(s) identified and how money collected will be administered by the Town of East Fremantle (the Town).

1.3 Operational dates

The Plan commenced operation on XXXXXXX. *Insert Date – Day after Publication of Notice of Adoption*

The Plan will cease operation on XXXXXX, being 10 years from the operational date, unless extended in writing by the WAPC prior to the expiry date.

1.4 Amendments to the Plan

Amendments to the Plan shall be made in accordance with clause 77M and the current version shall be published in accordance with clause 77L.

A record of amendments to the Plan shall be maintained in the table below:

Amendment No	Date	Comment

1.5 Objectives of the Plan

The Plan has the following objectives:

- i. To detail and expand upon the circumstances under which the Town may agree to exercise discretion under the provisions of Local Planning Scheme No. 3 (LPS No. 3) by accepting cash payment in lieu of the provision of on-site car parking for development within the areas as specified in Section 3.1.

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- ii. To further detail the manner in which the Town will calculate the cash payment in lieu of the provision of car parking.
- iii. To establish a method of managing and spending funds paid to the Town in lieu of parking for the provision of alternative parking in the public realm.
- iv. To facilitate the provision and development of adequate parking facilities for commercial and community uses close to activity.
- v. To facilitate the provision of supporting infrastructure to create a pleasant and safe public realm environment for parking and active (walking and cycling) and public transport in the vicinity.
- vi. To protect the amenity of existing and future nearby residents.

1.6 Linkages to relevant adopted planning documents

This policy supersedes LPP 3.1.4 – George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking.

The Plan supports compliance with, and implementation of, the following documents and Integrated Planning and Reporting framework:

- Town of East Fremantle Community Strategic Plan 2020-30.
- Town of East Fremantle Local Planning Scheme No. 3.
- Town of East Fremantle Local Planning Strategy, 2022.
- Integrated Traffic Management and Movement Strategy (including Traffic Management and Movement Plan, Active Transport Plan and Parking Plan), 2021.
- Urban Streetscape and Public Realm Style Guide, 2020.
- Town of East Fremantle Public Art Strategy 2018 and associated local planning policy and public art plans.
- Town of East Fremantle Climate Emergency Strategy 2022-2032.
- AS 2890.5:2020 Parking Facilities On-street parking.

Works associated with payment in lieu of parking will also be expected to be provided in accordance with future precinct plans, local development plans and development applications as they are approved, adopted and endorsed.

2. Terms used

The terms used in the Plan have the same meaning as in the Regulations.

3. Parking plan application and area

This Plan relates to the area specified in Section 3.1. Moneys collected within the Sub-plan areas of the overall Plan area must be spent in the corresponding Sub-plan area.

3.1 Maps

Attachment 1 shows the Individual Sub-plan areas within the Plan area. These include:

1. Town Centre.
2. Plympton.
3. East Fremantle Oval Precinct.
4. Petra Street Centre.
5. Riverside North.
6. Riverside South.

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Attachment 2A shows the indicative location of parking infrastructure and describes other transport infrastructure and/or ancillary purposes to be funded in each Sub-plan area. More specific intentions for the Sub-plan areas are noted in **Attachment 2B**.

4. Reasonable estimate of costs for payment in lieu

4.1 Calculation of reasonable estimate of costs

The reasonable estimate of costs has been calculated in accordance with clause 77H and as determined by the WAPC approved method of calculation (as published in the Gazette). The approved method calculation is accessible via the following web link:

<https://www.wa.gov.au/system/files/2021-08/PD-Clause-77H-4-Method-of-calculation.pdf>

The maximum lump sum calculation for payment in lieu of parking is as follows:

\$5,730 x car parking space shortfall.

This represents an infrastructure cost (as of May 2023) of \$382 per m² x 15m². This represents a 50% discount to a car parking space and manoeuvring area of 30m² and is to be indexed annually to maintain alignment with increases in infrastructure cost.

4.2 Revisions to reasonable estimate of costs

The Reasonable Estimate of Costs in this Plan will be revised by the Town from time to time using the method(s) approved by the WAPC (as published in the Gazette). Revised Estimates of Cost are to be published in the updated version of the Plan in Section 4.1, together with a note confirming the date of inclusion of the revised estimate.

Where the method of calculation includes infrastructure costs, the Town will use a recognised construction cost publication to establish the construction escalation factor.

In this Plan, updates to the Reasonable Estimate of Costs are noted in the version table in Section 1.4.

4.3 Attribution of costs

Contributions paid towards parking infrastructure in terms of the plan need to be spent in the Sub-plan area within which the contribution was made.

5. Purposes for which payment in lieu will be applied

In accordance with clause 77I(2), money collected under the Plan must be applied for the purposes set out below:

5.1 Public Car Parking Infrastructure

Provision and maintenance of at grade parking bays in the nearest suitable location on the streets or other Local Government managed reserve within the associated Sub-plan area in accordance with the relevant Australian Standard for either on-street or off-street carparking and may include the land and construction costs of public parking stations provided by the Town or within a joint venture; the cost of creating new additional parking bays; and/or rationalisation, improvements, upgrades and maintenance to existing parking spaces on or off street in locations most needed.

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5.2 Other Transport and Ancillary Infrastructure

In addition, the funds under control of this Parking Plan may also be used for:

- Provision and maintenance of public transport infrastructure and items supporting active transport including:
 - bus stop shelters along Transperth bus routes, including new and upgrades;
 - footpath infrastructure including kerb ramps, new connections and upgrades;
 - provision of, or upgrades to, bicycle networks;
 - traffic calming measures;
 - bicycle parking and other end-of-trip facilities.
- Provision and maintenance of ancillary or incidental infrastructure including:
 - street furniture;
 - public art;
 - street trees and planting;
 - street lighting;
 - CCTV and other security measures.
- Measures to restrict parking time limits.
- Technology to increase efficiency and turnover of bays, parking meters or payment machines.
- Electric vehicle charging facilities.
- Taxi or ride share pick-up bays.
- Signage and wayfinding, including to underutilised parking.
- Loading zones and ACROD bays.

6. Other information required by the WAPC

No further information has been required by the WAPC.

7. Operation

7.1 Operational requirements

The Plan shall operate in accordance with Part 9A of the *Regulations*.

7.2 Triggers for payments to be made

Payment of money shall be made to the Town to satisfy a payment in lieu of car parking condition validly applied to a development approval for development located in the area subject to the Plan. The payment in lieu of car parking condition applied to the development approval shall specify when the Town requires payment of monies to be made. This is expected to be prior to the submission of a Building Permit, in accordance with the following draft condition:

Draft Condition:

Prior to the submission of a Building Permit for the development, payment of \$<insert total amount> shall be made to the Town of East Fremantle for Payment in Lieu of <insert number of car parking bays> car parking bays which have not been provided on site or in a shared parking arrangement. This condition has been imposed under the requirements of the Town of East Fremantle LPP XXX - Payment in Lieu of Parking Plan and Schedule 2, clause 77H of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Prior to the granting of development approval and imposing a condition for payment in lieu of parking, the Town will give the applicant a notice of apportionment (similar to the one as shown as **Attachment 3**) in accordance with clause 77F(1)(b) to confirm the specified shortfall of car parking spaces in the proposed development that is to be dealt with by the condition.

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7.3 Decision-making on Development Applications using this Plan

Decision makers are to have due regard to this Plan when making decisions on development applications that seek or require consideration of Payment in Lieu of Car Parking under the Plan.

Payment in lieu of parking can provide an alternative to developers with regard to parking requirements however, the decision to accept payment in lieu remains at the discretion of the Council and is not an automatic right. The acceptance of payment in lieu of parking is to be carried out in such a way that it does not relieve owners from any obligation to provide car parking according to planning requirements.

A broader delivery model, which allows payment in lieu funds to be used to support sustainable public infrastructure, including upgrades to pedestrian, cycling and public transport facilities, can support a more flexible use of payment in lieu of parking across the Town.

The Town may accept payment in lieu of parking where it is satisfied that:

- Sufficient public parking is available to serve the development, or that the Town will be able to provide a supply increase in the short term; and/or
- The applicant satisfactorily demonstrates that the arrangement benefits the wider community through the supply of publicly and equitably managed parking for the use of high-value or highest-need parkers.

Factors to be considered by decision makers in entering into a payment in lieu arrangement include, but are not limited to the following:

- Consistency with the objectives of the Town's local planning framework and relevant strategic documents.
- Requirements/concerns of commenting agencies.
- Whether there is an identified local government interest in providing public parking facilities in the immediate area.
- The timing for the delivery of the public parking facilities and the adequacy of alternatives to on-site parking until public parking facilities are delivered.
- Whether on-site parking deficiencies would result in a hardship for the site or surrounding area.
- Ability of the site to accommodate the proposed development, based on the available supply of parking.
- The number of spaces proposed to be considered for payment in lieu.

Concessions will only be considered for approval where the applicant can clearly demonstrate to Council's satisfaction that the parking requirement is excessive and not simply as a mechanism to allow applicants to proceed because they are unable to provide what is deemed to be an appropriate amount of parking.

Should the decision maker approve a concession because it is technically justifiable, the applicant has the option to seek approval of payment in lieu of parking to further reduce the amount of parking required on-site.

The payment in lieu amount may be set at a discount to the actual cost of providing the parking to:

- Provide a financial incentive for developers to contribute to the creation of strategically located public parking facilities.
- Recognise that the Town may be able to recover some of the costs through user fees.

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- Recognise that parking spaces are not allocated to specific users on a reserved basis, although the general supply will aim to meet demand.
- Recognise that the contributor may not have an ownership interest in the public parking facilities.
- Recognise that the parking may not be as conveniently located to a specific development compared to on site or other nearby parking facilities.
- Recognise that all or a portion of the parking may not be constructed at the same time as the development.
- Recognise that the developer/owner will not have any control over parking fees and use regulations.

8. Financial Administration (clause 77I)

8.1 Reserve Account to be established and maintained

The Town shall establish and maintain a Reserve Account for money collected under the Plan (clause 77I(1)). The Reserve Account shall be established under the provisions of the *Local Government Act 1995*, Section 6.11. The reserve account shall be operated in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

Monies held in the trust for the previous Local Planning Policy 3.1.4 - George Street Mixed Use Precinct New Development Contribution to the Management of Access and Parking is to be spent in accordance with this policy within the Plympton Sub plan area.

8.2 Interest earned

Interest earned on the Reserve Account under the plan shall be treated in accordance with clause 77I which requires that interest be spent for the purposes set out in this payment in lieu of parking plan.

8.3 Records to be kept

Records of income and expenditure for the Reserve Account established under the Plan shall be maintained by the local government until all funds have been expended or repaid.

8.4 Reporting

Report of the Reserve Account shall be provided in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. R.38 of those Regulations requires that the City’s annual financial report include specific details about this Reserve Account.

8.5 Invoice for payment of money

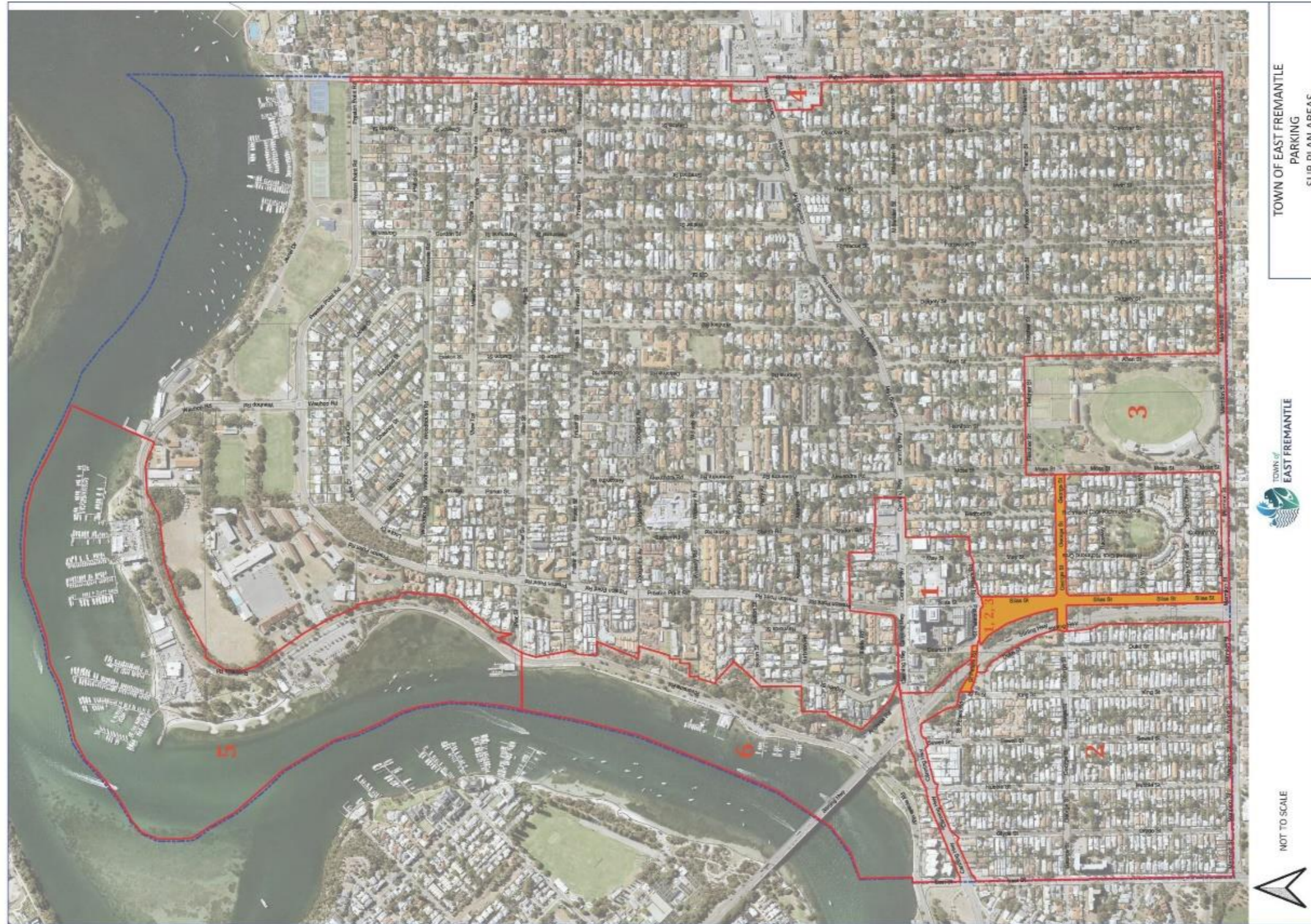
In addition to a payment in lieu of parking condition applied to a development approval under clause 77H, the Town shall issue an invoice to the payer at the appropriate time to enable the payer to satisfy the condition of development approval. The invoice shall specify the method and timing for payment of the money required to satisfy the payment in lieu of parking development approval condition.

8.6 Money held in the Reserve Account at the expiry of the Plan

Money held in the Reserve Account at the Expiry of the Plan shall be treated in accordance with clause 77I(5), (6) and (7) which provide for repayment of unspent funds and any interest.

Responsible Directorate:	Regulatory Services
Reviewing Officer:	Executive Manager Regulatory Services
Decision making Authority:	Council
Policy Adopted:	XXXXXXXXXX
Policy Amended/Reviewed:	

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TOWN OF EAST FREMANTLE
PARKING
SUB PLAN AREAS



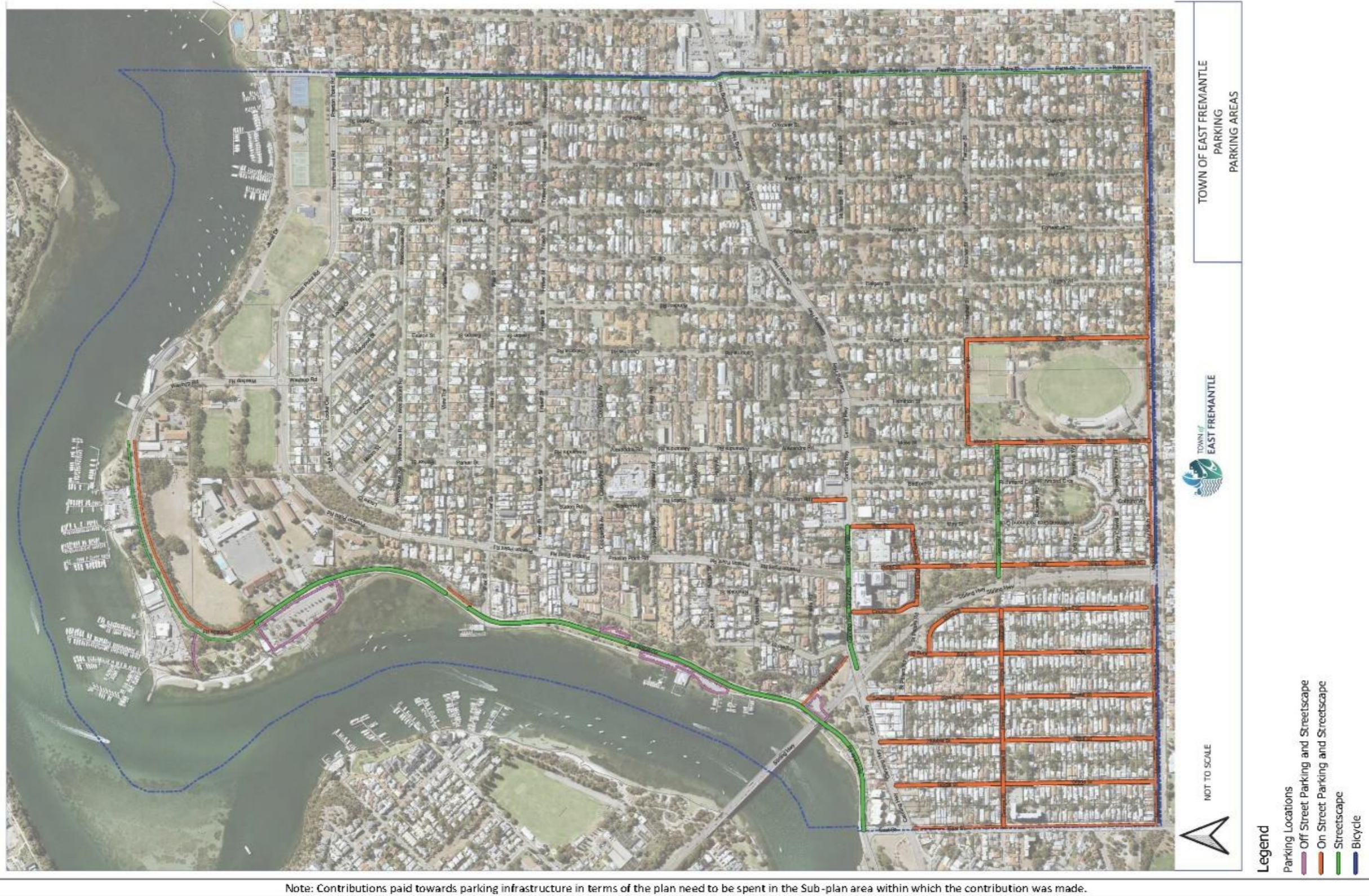
NOT TO SCALE

- Legend**
- Scheme Area
 - Sub Areas
 - 1 - Town Centre
 - 2 - Plympton
 - 3 - EF Oval Precinct
 - 4 - Petra St Centre
 - 5 - Riverside North
 - 6 - Riverside South
 - Common to 1, 2 & 3

Note: Contributions paid towards parking infrastructure in terms of the plan need to be spent in the Sub-plan area within which the contribution was made.

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Attachment 2A – Parking Map and Other Infrastructure



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Attachment 2B – More specific intentions

1. Town Centre

More specific intentions:

- Speed reduction measures on Silas Street (between St Peters Road and Canning Highway) and Council Place (consideration for Safe Active Street design).
- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway).
- Provision of electric vehicle charging facilities.
- Enable and promote public parking at the Town Hall on weekends.
- Streetscape works, tree planting, street furniture on Silas Street (between Canning Highway and St Peters Road); May Street, Council Place; St Peters Road (between May Street and Council Place); Staton Road (from Canning Highway extending along the extent of the Town Centre zone); and Canning Highway (between May Street and Stirling Highway).

Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Road and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

2. Plympton

More specific intentions:

- Streetscape works, tree planting, street furniture along George Street between East Street and Stirling Highway.
- Streetscape works, tree planting, street furniture along Duke Street between King Street and George Street.
- Provide for one way traffic flow along Duke Street between King Street and George Street.
- Clear line marking to Australian standards and standard signage to delineate parking bays and restrictions throughout the precinct including residential streets.
- Mark roadway to prevent parking in front of residential property access/driveways where considered necessary and appropriate.
- Consider potential to introduce parking permits for residents who have no onsite parking to exempt them from parking restrictions.
- Consider potential to remove local area traffic management (LATM) measures along Hubble Street and Sewell Street and replace with alternate measures as appropriate.
- High quality pedestrian and cycling infrastructure for the Royal George Hotel redevelopment and The Entrance (91 – 93 Canning Highway) and any other significant development that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Provide appropriate road marking to delineate Marmion Street cycling lane between East Street and Stirling Highway.
- Speed reduction measures on George Street (between East Street and Stirling Highway) and King Street (consideration for Safe Active Street design).

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- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway and Marmion Street).
- Provision of electric vehicle charging facilities.

Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Road and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

3. East Fremantle Oval Precinct

More specific intentions:

- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Streetscape works, tree planting, street furniture etc. (Moss, Allen, Marmion, Fletcher Street).
- Wayfinding to public transport and parking at Town Hall, directions to the Town Centre and George Street local centre.
- Provide appropriate road marking to delineate Marmion Street cycling lane between Stirling Highway and Petra Street.
- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters along Marmion Street (between Stirling Highway and Petra Street).

Common to Sub-plan areas 1, 2 and 3

- Upgrade of the St Peters Road/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Upgrade of the George Street/Stirling Highway underpass in consultation with and approval from Main Roads WA.
- Streetscape works, tree planting, street furniture along George Street, between Stirling Highway and Moss Street.
- Streetscape works, tree planting, street furniture along Silas Street, between St Peters Road and Bay Patch Road/Marmion Street.
- Speed reduction measures on George Street between Stirling Highway and Moss Street (consideration for Safe Active Street design).

4. Petra Street Centre

More specific intentions:

- Infrastructure upgrades to improve cycling and pedestrian amenity at the Canning Highway/Petra Street intersection in collaboration with Main Roads WA.
- Provide a connecting cycling lane along Petra Street from Hammad Street to Preston Point Road in collaboration with City of Melville.
- Provide/upgrade and maintain high-quality bus facilities such as seating and shelters (Canning Highway).

DRAFT

- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.
- Provision of electric vehicle charging facilities
- Streetscape works, tree planting, street furniture along Petra Street.

5. Riverside North

More specific intentions:

- Consider potential to consolidate Zephyr Café parking with Leeuwin Boat Ramp car park and associated streetscape works and landscaping.
- Wayfinding for alternative parking at the soccer club and other locations.
- Streetscape works, tree planting, street furniture along Riverside Road on the Swan River side, with street parking and streetscape works on the non-Swan River side.
- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.

6. Riverside South

More specific intentions:

- Consider potential to reconfigure parking area on the corner of Riverside Road and Andrews Road, under Stirling Bridge and associated streetscape works and landscaping.
- Streetscape works, tree planting, street furniture along Riverside Road and Andrews Road.
- High quality pedestrian and cycling infrastructure that encourages walking and cycling (e.g. bike racks and end of trip facilities) including connections to existing walking and cycling paths.

14 REPORTS – FINANCE

Reports start on the next page.

14.1 MONTHLY FINANCIAL REPORT 31 MAY 2023

Report Reference Number	OCR-2123
Prepared by	Phil Garoni, Manager Finance
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Monthly Financial Report for the month ended 31 May 2023 containing the Statement of Financial Activity

PURPOSE

The purpose of this report is to present to the Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature and Type) for the month ended 31 May 2023. A Capital Works report has been incorporated into the workbook.

EXECUTIVE SUMMARY

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

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

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

BACKGROUND

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

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

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

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

Understanding the Financials

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

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

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

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

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

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

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

CONSULTATION

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

STATUTORY ENVIRONMENT

Section 6.4 of the Local Government Act 1995 and Regulation 34 of *the Local Government (Financial Management) Regulations 1996* detail the form and way a local government is to prepare its Statement of Financial Activity.

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

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2022/23 Budget, the 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 2022/23 for reporting material variances shall be:

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

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

STRATEGIC IMPLICATIONS

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

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

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Major (4)	Low (1-4)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by monthly review of financial statements and key financial information
Inadequate monitoring of grant funding and expenditure resulting in incorrect income transfers	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Manage by updating the internal grants register and contract liabilities register each month

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Not applicable.

COMMENT

This report presents the Statement of Financial Activity by Nature and Type for the month ending 31 May 2023.

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

	Original Budget	Current Budget	YTD Budget	YTD Actuals	Variance	F/U/T
Opening Surplus	\$517,692	\$512,823	\$512,823	\$512,823	\$0	
Operating Revenue	\$11,622,370	\$12,015,711	\$11,783,045	\$12,156,916	\$373,871	F
Operating Expenditure	-\$12,148,015	-\$12,245,090	-\$11,321,102	-\$10,809,025	\$512,076	T
Capital Expenditure	-\$15,363,577	-\$17,435,334	-\$14,890,246	-\$10,576,252	\$4,313,994	T
Capital Income	\$15,766,681	\$15,207,999	\$12,459,877	\$10,229,598	-\$2,230,279	T
Financing Activities	-\$1,996,976	\$342,066	\$587,442	-\$953,129	-\$1,540,571	T
Non-Cash Items	\$1,601,825	\$1,601,825	\$1,426,553	\$1,408,668	-\$17,885	Non-Cash
Forecast Surplus/(Deficit)	\$0	\$0	\$558,393	\$1,970,230	\$1,411,837	

The Net Current Asset Position (Forecast Surplus above) indicates a YTD net current position of \$1,970,230 versus the YTD budget of \$558,393. The favorable surplus is attributable to a stronger operating result (because of cash flow timings and favourable interest earnings), and timing of capital expenditure (and income transfers) compared to the YTD budget.

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

- Rate Notices were issued on the 19 July. The Town has received \$10.32m in rates and charges revenue (including rates, ESL, service charges) by the end of May, equating to 98.2% of total rates and charges paid.
- Capital works are over the halfway point of expenditure, with 85% of the total capital expenditure budget relating to the East Fremantle Oval project. As previously advised, planned expenditure based on the project cash flow budget will be accrued at the end of each month as there will be a lag in receiving/processing invoices, and this expenditure will be reflected in the capital works report. \$9.4m has been recognized in project expenditure.
- The Town has invoiced the Department of Local Government, Sport, and Cultural Industries the following milestones. It is apparent that there is approximately a 6-week delay in receiving payment once the project milestone has been reached and an invoice issued to the Department. This delay will impact cash flow at

Milestone 4 stage (anticipated July/August) and the Department will be requested to accelerate this payment to the Town.

Milestone Number	Milestone	Instalment Amount (Ex GST)	Date Invoiced Issued	Date Payment Received
1	Execution of the Funding Agreement	\$2,500,000	07/12/21	25/01/22
2	Awarding of Construction Contract	\$8,000,000	12/08/22	15/09/22
3	Evidence of Commencement of Physical Works	\$5,000,000	02/12/22	17/01/2023
4	Evidence of 50% Completion	\$9,000,000		
5	Evidence of Practical Completion	\$500,000		

- The above grant revenue is only recognised as income as it is expended and is measured proportional to the total project budget. The unspent portion is classified as a grant liability on the balance sheet. The Town has recognised \$7.05 in non-operating income for the East Fremantle Oval Project at the end of May, versus \$9.4m in project expenditure (75% of expenditure).
- The Town is holding \$15.55m in cash at the end of May. \$13.313m is invested in term deposits with terms varying from 30 days to 90 days (mostly 30 days), depending on cash flow requirements. The weighted average interest rate on these deposits is 4.05%. This compares to the current cash rate of 4.10% (the weighted average of the interest rate at which overnight unsecured funds are transacted in the domestic interbank market).

CONCLUSION

Council is requested to receive the Monthly Financial Report.

14.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

That Council:

- 1. receives the Monthly Financial Report for the month ended 31 May 2023, as presented as attachment 1 to this report, inclusive of:**
 - (i) Statement of Financial Activity by Nature and Type**
 - (ii) Capital Expenditure Report**
- 2. notes the unrestricted municipal surplus of \$1,970,230 for the month ended 31 May 2023.**

REPORT ATTACHMENTS

Attachments start on the next page.

TOWN OF EAST FREMANTLE
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2023

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

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MONTHLY FINANCIAL REPORT
For the Period Ended 31 May 2023

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.52 M	\$0.51 M	\$0.51 M	(\$0.00 M)
Closing	\$0.00 M	\$0.56 M	\$1.97 M	\$1.41 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$4.83 M	31.1%
Restricted Cash	\$10.72 M	68.9%

Refer to Note 3 - Cash and Investments

Payables		
	\$	% Outstanding
Trade Payables	\$2,708.9 K	
0 to 30 Days	\$2,708.9 K	100.0%
30 to 60 Days	\$0.0 K	0.0%
Over 60 Days	\$0.0 K	0.0%

Receivables		
	\$	% Collected / % Outstanding
Rates Receivable	\$0.27 M	98.21%
Trade Receivable	\$21.8 K	% Outstanding
Current	\$4.1 K	18.63%
30 to 90 Days	\$16.5 K	75.64%
Over 90 Days	\$1.3 K	5.72%
Infringements	\$58.0 K	

Refer to Note 4 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.37 M	\$1.89 M	\$2.76 M	\$0.87 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$8.68 M	
YTD Budget	\$8.66 M	0.2%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$998.2 K	
YTD Budget	\$922.0 K	8.3%

Refer to Statement of Financial Activity

Fees and Charges		
	\$	% Variance
YTD Actual	\$1,450.5 K	
YTD Budget	\$1,403.5 K	3.4%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$2.23 M)	(\$2.43 M)	(\$0.35 M)	\$2.08 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$1,902.5 K	
Amended Budget	\$2,039.2 K	93.3%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$10.58 M	
Amended Budget	\$17.44 M	60.7%

Refer to Statement of Financial Activity

Capital Grants		
	\$	% Received
YTD Actual	\$8.33 M	
Amended Budget	\$13.17 M	63.2%

Refer to Note 8 - Grants and Contributions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.34 M	\$0.59 M	(\$0.95 M)	(\$1.54 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	\$74.9 K
Interest expense	\$2.2 K

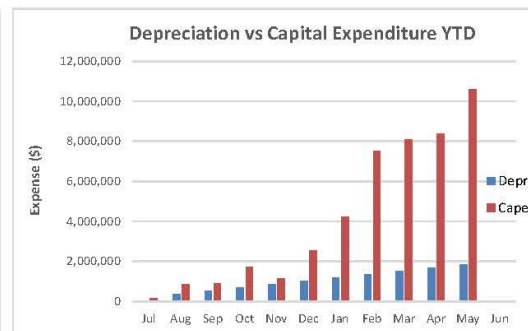
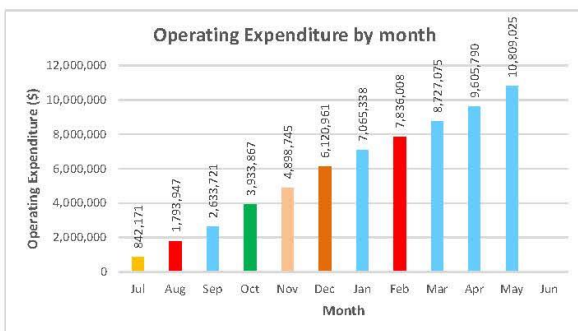
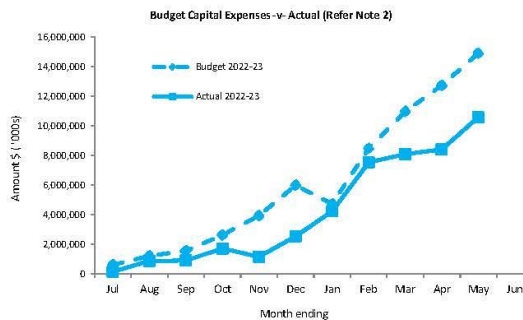
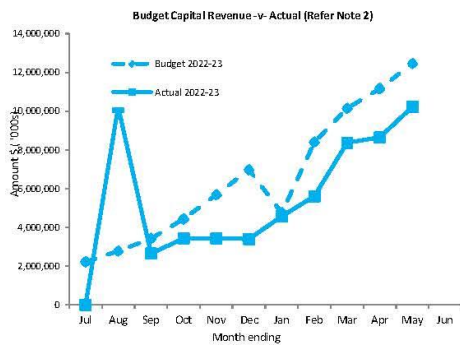
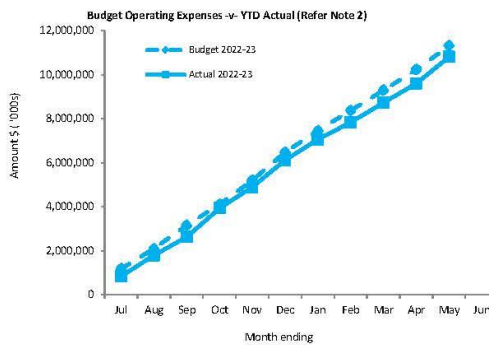
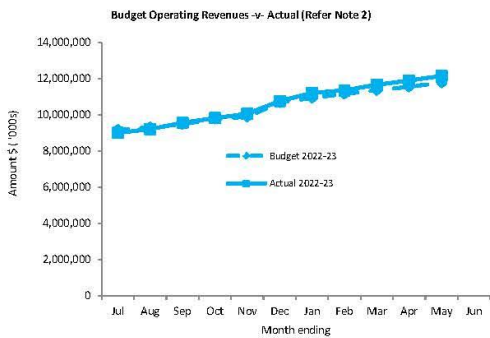
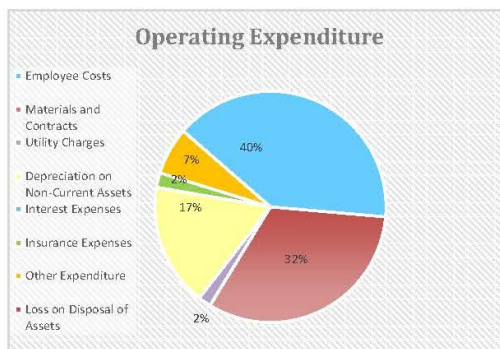
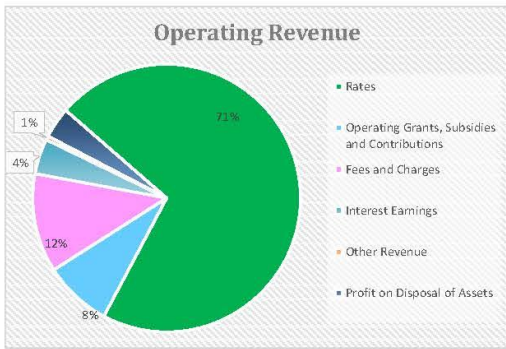
Reserves	
	\$
Reserves balance	\$3.32 M
Interest earned	\$454.0 K

Refer to Note 5 - Cash Backed Reserves

Preparation	
Prepared by:	Phil Garoni
Reviewed by:	Peter Kocian
Date Prepared:	14-Jun-23

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

**Information Summary
For the Period Ended 31 May 2023**



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

STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2023

	Note	Annual Budget - Synergy	Current Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus (Deficit)	3	517,692	512,823	512,823	512,823	\$ (0)	% (0%)	
Revenue from operating activities								
Rates	9	8,660,135	8,660,135	8,658,472	8,677,877	19,405	0%	
Operating grants, subsidies and contributions		907,014	1,009,737	921,991	998,164	76,173	8%	
Fees and Charges		1,442,358	1,492,976	1,403,487	1,450,550	47,063	3%	
Interest Earnings		98,000	338,000	286,498	518,229	231,731	81%	▲
Other Revenue		27,170	27,170	24,904	57,940	33,036	133%	▲
Profit on asset disposals	8	487,693	487,693	487,693	454,157	(33,536)	(7%)	
		11,622,370	12,015,711	11,783,045	12,156,916			
Expenditure from operating activities								
Employee Costs		(4,736,197)	(4,746,197)	(4,381,209)	(4,322,845)	58,364	1%	
Materials and Contracts		(4,028,396)	(4,115,471)	(3,788,332)	(3,498,958)	289,374	8%	
Utility Charges		(259,034)	(259,034)	(237,523)	(195,537)	41,986	18%	▲
Depreciation on Non-Current Assets		(2,103,440)	(2,103,440)	(1,928,168)	(1,852,115)	76,053	4%	
Interest Expenses		(16,250)	(16,250)	(14,905)	(2,228)	12,677	85%	▲
Insurance Expenses		(228,901)	(228,901)	(228,901)	(220,712)	8,189	4%	
Other Expenditure		(775,797)	(775,797)	(742,064)	(716,631)	25,433	3%	
Loss on asset disposals	8	0	0	0	0	0		
		(12,148,015)	(12,245,090)	(11,321,102)	(10,809,025)			
Operating activities excluded from budget								
Add back Depreciation		2,103,440	2,103,440	1,928,168	1,852,115	(76,053)	(4%)	
Adjust (Profit)/Loss on Asset Disposal	8	(487,693)	(487,693)	(487,693)	(454,157)	33,536	(7%)	
Movement in Deferred Rates		0	0	0	10,710	10,710		
Movement in accrued income (non-current)		(13,922)	(13,922)	(13,922)	0	13,922		
		1,601,825	1,601,825	1,426,553	1,408,668	(17,885)	(1%)	
Amount attributable to operating activities		1,076,180	1,372,446	1,888,497	2,756,559			
Investing activities								
Non-operating Grants, Subsidies and Contributions	11	14,099,113	13,168,831	10,420,709	8,327,772	(2,092,937)	(20%)	▼
Proceeds from Disposal of Assets	8	1,667,568	2,039,168	2,039,168	1,902,457	(136,711)	(7%)	
Purchase of Property, Plant and Equipment		(14,220,450)	(16,315,984)	(13,853,654)	(9,657,573)	4,196,081	30%	▲
Purchase and Construction of Infrastructure		(1,143,127)	(1,119,350)	(1,036,592)	(918,679)	117,913	11%	▲
Amount attributable to investing activities		403,104	(2,227,335)	(2,430,369)	(346,023)			
Financing Activities								
Transfers from Reserves	7	494,250	3,522,868	2,561,833	1,955,376	(606,457)	24%	
Payments for principal portion of lease liabilities		(45,000)	(47,892)	(47,892)	(47,333)	559	1%	
Repayment of borrowings	10	(102,000)	(102,000)	(76,500)	(74,864)	1,636	2%	
Transfers to Reserves	7	(2,344,226)	(3,030,910)	(1,849,999)	(2,786,307)	(936,308)	(51%)	▼
Amount attributable to financing activities		(1,996,976)	342,066	587,442	(953,129)			
Closing Funding Surplus (Deficit)	3	0	0	558,393	1,970,230	1,411,837	253%	▲

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023

Note 1: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2022/23 year is \$10,000 or 10% whichever is the greater.

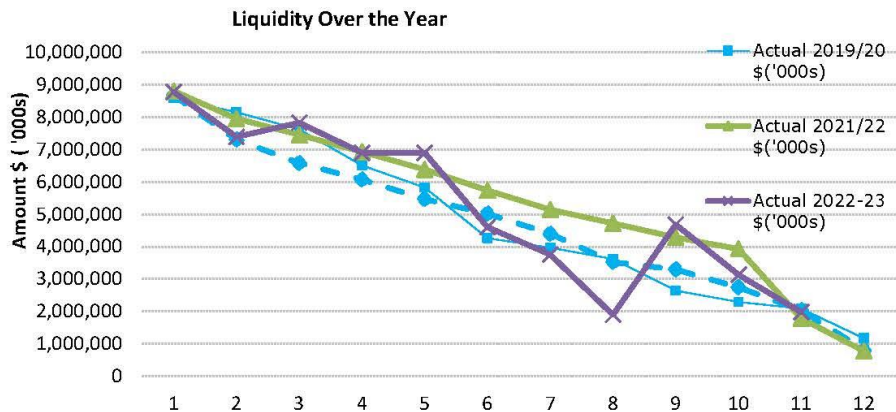
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Depreciation	(76,053)	(4%)		Timing	Non-cash. New assets yet to be uploaded in asset register.
Capital Revenues					
Grants, Subsidies and Contributions	(2,092,937)	(20%)		Timing	Budget amendment made as part of the midyear budget review. Regarding the accounting treatment and recognition of income v deferred income, as outlined in the Position Paper submitted to the Audit Committee
Proceeds from Disposal of Assets	(136,711)	(7%)		Timing	Settlement of 128 George St finalised. Proceeds transferred to Reserve. Plant replacement program largely deferred.
Capital Expenses					
Purchase Property, Plant and Equipment	4,196,081	30%		Timing	See Capital Works Report
Purchase and Construction of Infrastructure	117,913	11%		Timing	See Capital Works Report
Financing					
Transfers from Reserves	(606,457)	24%		Timing	Reserve transfers processed in May. East Fremante oval to be finalised once all expenditure for 22/23 is accounted for.
Payments for principal portion of lease liabilities	-				
Repayment of borrowings	559	1%		Timing	Not Material
Transfers to Reserves	1,636	2%		Timing	Not Material
Nature and Type Classifications:					
Rates	19,405	0%			Not Material
Operating Grants, Subsidies and Contributions	76,173	8%		Timing	CHSP Operating Grant now accrued on a monthly basis
Fees and Charges	47,063	3%		Timing	
Interest Earnings	231,731	81%		Permanent	Budget amendment included in the midyear review. Further favourable variation arising from additional TDs.
Other Revenue	33,036	133%		Timing	Not Material
Profit on asset disposals	(33,536)	(7%)		Timing	Not Material
Employee Costs	58,364	1%		Timing	Not Material
Materials and Contracts	289,374	8%		Timing	Not Material
Utility Charges	41,986	18%		Timing	Favourable
Depreciation on Non Current Assets	76,053	4%		Timing	Non-Cash
Interest Expenses	12,677	85%		Timing	Favourable
Insurance Expenses	8,189	4%		Permanent	Favourable
Other Expenditure	25,433	3%		Timing	Favourable

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023**

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Closing	Current
Note	30 June 2022	31 May 2023
	\$	\$
Current Assets		
Cash Unrestricted	2,781,841	4,833,385
Cash Restricted - Reserves	2,484,208	3,315,140
Cash Restricted - Unspent Grants	1,801,616	7,402,833
Receivables - Rates	76,390	194,699
Receivables - Other	96,754	152,172
Interest/ATO Receivable/Trust	131,356	220,887
Inventories	0	0
	<u>7,372,165</u>	<u>16,119,115</u>
Less: Current Liabilities		
Payables	(1,854,814)	(2,708,900)
Contract Liabilities - Unspent grants	(1,801,616)	(7,402,833)
Loan/Lease Liability	(136,821)	(136,821)
Provisions	(718,703)	(722,160)
	<u>(4,511,955)</u>	<u>(10,970,714)</u>
Less: Restricted Cash - Reserves	(2,484,208)	(3,315,140)
Less: Restricted Cash - Unspent Grants	(1,801,616)	(7,402,833)
Add: Current Loan/Lease Liability	136,821	136,821
Add: Contract Liabilities held in restricted cash	1,801,616	7,402,833
	<u>(2,347,388)</u>	<u>(3,178,319)</u>
Net Current Funding Position	512,823	1,970,082



TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31. May 2023

Note 3: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Term Deposit Reference	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
	\$	\$	\$	\$					
(a) Cash Deposits									
Municipal Bank Account - On-Call	0			0		CBA	AA-	0.20%	At Call
Municipal Bank Account	1,703,063			1,703,063		CBA	AA-		At Call
Municipal Bonds & Deposits Account	534,145			534,145		CBA	AA-		At Call
Reserve Bank Account (Reserves)			0	0		CBA	AA-		At Call
Reserve Bank Account (Unspent Grants)			0	0		CBA	AA-		At Call
Cash On Hand	800			800		Petty Cash/Till Float		Nil	On Hand
(b) Term Deposits									
Pooled (Muni, Bonds and Grants)	4,445,701			4,445,701	Deal No. 4205905	SUNCORP	AA-	4.41%	26-Jul-23
Pooled (Muni, Bonds and Grants)	1,538,240			1,538,240	GMI-DEAL-10844681	NAB	AA-	3.85%	23-Jun-23
Reserves, Unspent Grants		1,893,308		1,893,308	GMI-DEAL-10842480	NAB	AA-	3.85%	13-Jun-23
Reserves, Unspent Grants		1,000,000		1,000,000	169592	CBA (ESGTD)	AA-	3.95%	21-Jun-23
Reserves, Unspent Grants		1,397,651		1,397,651	GMI-DEAL-10842479	NAB	AA-	3.85%	13-Jun-23
Reserves, Unspent Grants		1,012,684		1,012,684	169592	CBA (ESGTD)	AA-	3.95%	21-Jun-23
Reserves, Unspent Grants		2,025,565		2,025,565	GMI-DEAL-10843919	NAB	AA-	3.85%	19-Jun-23
Total	8,221,949	7,329,208	0	15,551,157				4.05%	
Less: Cash on hand				(800)					
Total Investments and Cash Deposits				15,550,357					

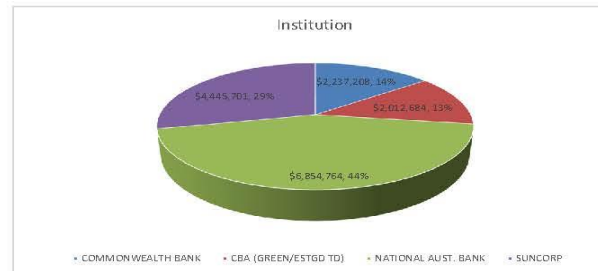
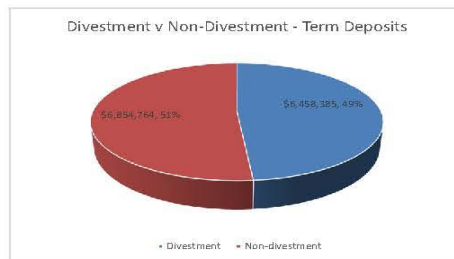
NOTE: CBA have passed on correspondence in relation to their ESGTD. Highlighted how these funds are being used to assist with sustainable projects. Two projects of note are North Queensland Airport - Sustainability in reducing emissions and Pact Group's - Sustainability in relation to packaging, plastic recycling and reducing emissions.

Comments/Notes - Investments and Cash Deposits

(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0.00%
AA	MAX 100%	\$9,091,972	58.47%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$2,012,684	12.94%
AA (DIVESTMENT)	MAX 100%	\$4,445,701	28.59%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0.00%
		\$15,550,357	100.00%

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$2,237,208	AA-	14.39%
CBA (GREEN/ESTGD TD)	\$2,012,684	AA-	12.94%
NATIONAL AUST. BANK	\$6,854,764	AA-	44.08%
SUNCORP	\$4,445,701	AA-	28.59%
WESTPAC	\$0	AA-	0.00%
	\$15,550,357		100.00%

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



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023

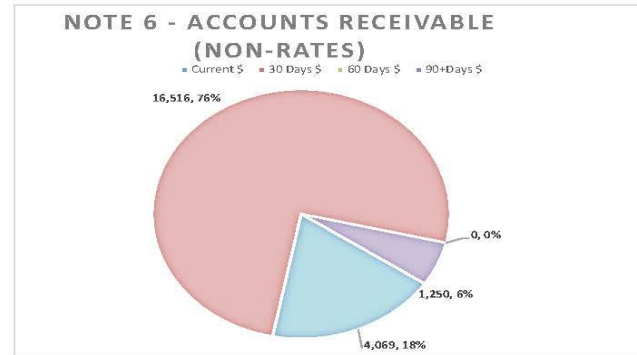
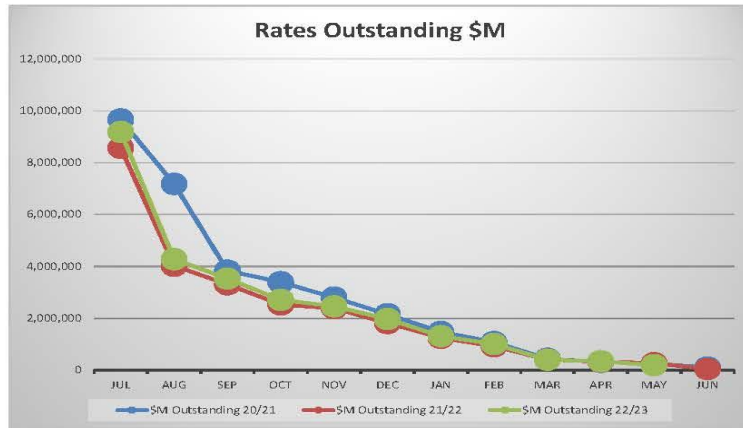
Note 4: Receivables

Receivables - Rates Receivable	31 May 2023	30 June 2022
Opening Arrears Previous Years	\$ 44,860	\$
Rates, ESL and Service Charges Levied this year	10,506,005	10,124,477
Less Collections to date	-10,316,829	-10,079,617
Net Rates Collectable	189,175	44,860
% Outstanding	1.79%	

Receivables - General	Current	30 Days	60 Days	90+Days	Total
Receivables - General	\$ 4,069	\$ 16,516	\$ 0	\$ 1,250	21,834
Receivables - Infringements					58,019
East Fremantle Lawn & Tennis Club					15,000
Total Receivables General Outstanding					94,853

Amounts shown above include GST (where applicable)

Control Account	GL	Balance
Sundry Debtors	104	21,834
SSL - Current EFTC	114	0
SSL - Non-Current EFTC	1684	15,000
Infringement Debtors	180	58,019
		94,853

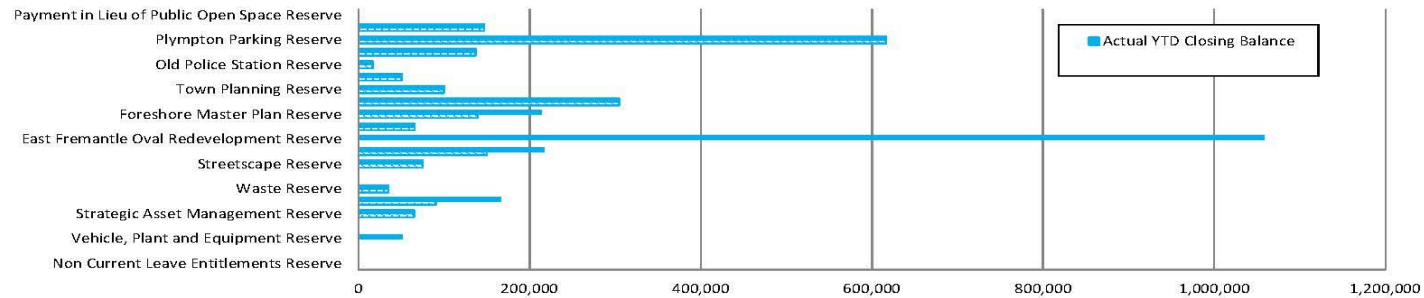


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023

Note 5: Cash Backed Reserves

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
Non Current Leave Entitlements Reserve	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Unspent Grants and Restricted Cash Reserve	0	0	0	0	0	0	0	0	0
Vehicle, Plant and Equipment Reserve	50,407	0	0	0	0	(50,000)	0	407	50,407
Aged Services Reserve	11,803	0	0	0	0	(11,803)	(11,803)	(0)	(0)
Strategic Asset Management Reserve	64,920	0	0	0	0	0	0	64,920	64,920
Arts and Sculpture Reserve	156,772	0	0	45,000	45,000	(111,250)	(36,108)	90,522	165,664
Waste Reserve	0	0	0	35,000	35,000	0	0	35,000	35,000
Committed Works Reserve	0	0	0	0	0	0	0	0	0
Streetscape Reserve	75,000	0	0	0	0	0	0	75,000	75,000
Drainage Reserve	250,000	0	0	0	0	(100,000)	(34,000)	150,000	216,000
East Fremantle Oval Redevelopment Reserve	1,076,170	280,000	453,992	1,900,272	1,683,668	(2,976,442)	(1,702,182)	(0)	1,057,657
Preston Point Facilities Reserve	95,290	0	0	50,000	50,000	(80,000)	(80,000)	65,290	65,290
Foreshore Master Plan Reserve	270,000	0	0	0	0	(130,373)	(56,381)	139,627	213,619
Sustainability and Environmental Reserve	210,337	0	0	129,288	129,288	(35,000)	(34,902)	304,625	304,723
Town Planning Reserve	70,000	0	0	30,000	30,000	0	0	100,000	100,000
Business Improvement Reserve	0	0	0	50,000	50,000	0	0	50,000	50,000
Old Police Station Reserve	16,500	0	0	28,000	0	(28,000)	0	16,500	16,500
Payment in Lieu of Parking Reserve	137,010	0	0	0	0	0	0	137,010	137,010
Plympton Parking Reserve	0	0	0	616,666	616,667	0	0	616,666	616,667
Strategic Waste Reserve	0	0	0	146,684	146,684	0	0	146,684	146,684
Payment in Lieu of Public Open Space Reserve	0	0	0	0	0	0	0	0	0
	2,484,208	280,000	453,992	3,030,910	2,786,307	(3,522,868)	(1,955,376)	1,992,250	3,315,140

Note 5 - Year To Date Reserve Balance to End of Year Estimate



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the period ended 30 June 2023

Note 6: Rating Information

RATE TYPE	YTD Actual						Adopted Budget			
	Rate in	Number of Properties	Opening Rateable Value	Rate Revenue	Interim Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
Differential General Rate	\$		\$	\$	\$	\$	\$	\$	\$	\$
Residential GRV	0.079432	2,969	86,471,424	6,868,598	20,177	6,888,775	6,867,266	20,000	0	6,887,266
Commercial GRV	0.118300	114	11,541,770	1,365,391	14,704	1,380,095	1,363,277	0	0	1,363,277
Sub-Totals		3,083	98,013,194	8,233,990	34,881	8,268,871	8,230,543	20,000	0	8,250,543
Minimum Payment	\$									
Residential GRV	1,184.00	329	4,219,388	389,536		389,536	388,352	0	0	388,352
Commercial GRV	1,770.00	11	117,220	19,470		19,470	21,240	0	0	21,240
Sub-Totals		340	4,336,608	409,006	-	409,006	409,592	0	0	409,592
		3,423	102,349,802	8,642,996	34,881	8,677,877	8,640,135	20,000	0	8,660,135
Amount from General Rates						8,677,877				8,660,135
Less Concessions						0				
Totals				8,642,996		8,677,877	8,640,135	20,000	0	8,660,135

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023

Note 7: Disposal of Assets

Asset Number	Plant Number	Asset Description	2022/23				Actual			
			Net Book Value	Forecast Proceeds	Budget Profit	Budget Loss	Book Value	Proceeds	Profit	(Loss)
			\$				\$	\$	\$	
Plant and Equipment										
PEMV273	P5013	CEO Vehicle	13,418	36,700	23,282					
PEMV272	P5012	EMRS Vehicle	8,000	24,000	16,000					
PEMV268	P5003	EMCS Vehicle	5,250	21,082	15,832					
PEMV269	P5006	EMTS Vehicle	5,250	21,082	15,832	5,682	21,177	15,495		
PEMV264	P4093	PEHO Vehicle	0	11,962	11,962					
PEMV266	P4098	Works Supervisor Vehicle	0	21,142	21,142					
MINOR		Trailer	0	0	0	0	630	630		
PEMV262		Ford Ranger Single Cab Ute (Oval and Verges)	0	11,200	11,200					
PE268		Toro Z Master 7000	0	12,000	12,000					
VARIOUS		128 George Street Land and Buildings	1,497,957	1,850,000	352,043	1,442,619	1,850,000	407,381		
PEMV242	P4069	2012 Mitsubishi Rosa Bus 1DXU938 (183,000km)	1,781	30,000	28,219	0	30,650	30,650		
			1,531,656	2,039,168	507,512	0	1,448,300	1,902,457	454,157	0

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2023

Note 8: Grants and Contributions

	Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Type	Current Budget		YTD Budget	YTD Actual Revenue
						Operating	Capital		
						\$	\$	\$	\$
General Purpose Funding									
Grants Commission - General	WALGGC	Untied - General Purpose	NA	NA	Operating	61,545		61,544	61,545
Grants Commission - Roads	WALGGC	Untied - Road	NA	NA	Operating	18,998		18,998	18,998
Education and Welfare									
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	31-Oct	Financial Declaration Acquittal	Operating - Tied	621,284		569,514	569,593
Community Amenities									
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	NA	NA	Operating	4,100		0	2,826
Recycling Grant	Dept. Regional Development	Better Bins Program	31 July annually	Audited financial statement	Operating - Tied	18,440		18,440	12,366
Grant-Swan River Trust (Erosion Control)	Conservation and Land Management	Mortared revetment upgrade at Leeuwin Boat Ramp and Norm McKenzie Reserve	Progress report 1/9/2023 and final report 1/7/2024	Audited financial statement - 1/7/2024	Operating - Tied	0		0	75,000
Recreation and Culture									
CHRMAP Funding	WAPC - Dept. Planning	Coastal Hazard Risk Management Plan	22/23	Financial statement	Operating - Tied	23,875		0	39,431
Foreshore Erosion	DRCA	Various seawall works	NA	NA	Operating - Tied	114,627		114,627	114,627
State Government Election Commitment	DLGSC	Nature Play - Gourley Park	NA	NA	Non-operating		52,000	52,000	52,000
East Fremantle Festival	Port Authority	East Fremantle Festival Funding	NA	NA	Operating - Tied	38,000		38,000	47,364
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	NA	NA	Non-operating	0	11,080,151	9,492,780	7,052,947
East Fremantle Oval Redevelopment	Lotterywest	EF Oval Redevelopment - towards a multi-use community space and nature playground	19-June-2024	Completion of grant management tool	Non-operating	0	672,530	672,530	672,530
Fremantle City Womens Football Club	State Government	Election Commitment			Non-operating		920,000	0	72,727
Urban Canopy Grant Program	WALGA/Water Corp	Implementation of urban canopy program	30/9/21 and 25/7/22	Financial statement/budget reconciliation	Operating - Tied	24,823		24,823	22,144
Transport									
Direct Grant	Main Roads	Direct Grant	July	Certificate of completion	Operating	19,245		19,245	20,946
Regional Road Group	Main Roads	Marion Street Upgrade	July	Certificate of completion	Non-operating		240,751	0	190,638
Federal Government Stimulus Payment	Department of Infrastructure	Local Roads and Community Infrastructure Program	31/10/21 and 31/12/21	Audited financial statement	Non-operating	0	255,399	255,399	286,930
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	NA		Operating	4,800		4,800	5,484
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	NA		Operating	8,000		0	7,840
TOTALS						957,737	13,220,831	11,342,700	9,325,935
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions							104,587	117,639
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions					116,688	0	765,404	880,525
Non-operating	Non-operating Grants, Subsidies and Contributions					841,049	0	10,472,709	8,327,772
TOTALS						957,737	13,220,831	11,342,700	9,325,935

TOWN OF EAST FREMANTLE - CAPITAL WORKS REPORT - 30 APRIL 2023												
COA/ Job	Description	Original Budget	Budget Amendments	Current Budget	YTD Actual	Order Value	Total Actual	Variance (\$)	Variance (%)	Indicator	Completion %	Comments
E04629	Plant & Equipment - Light Fleet - Capex - Renewal - Administration	\$86,200	\$0	\$86,200	\$0	\$0	\$0				0%	CE0 and EMCS Vehicle
E04635	Capex - New - Ev Charging Station - Town Hall	\$0	\$0	\$0	\$0	\$0	\$0					Works completed Sept 2022
E04609	Plant & Equipment - Light Fleet - Capex - New - Health Inspection & Admin	\$40,000	\$0	\$40,000	\$0	\$0	\$0				0%	EMV Vehicle - Carried Forward to 23/24
E08507	Plant and Equip - Replace Mitsubishi Bus HACC	\$0	\$42,000	\$42,000	\$0	\$42,364	\$42,364				0%	EMRS Vehicle
E10648	Plant & Equipment - Light Fleet - Capex - Renewal - Town Planning & Regional Development	\$40,000	\$0	\$40,000	\$0	\$0	\$0				0%	Parks Supervisor Ute - Oval and Verges Ute
E11716	Plant & Equipment - Light Fleet - Capex - Renewal - Other Recreation & Sport	\$56,000	-\$15,000	\$41,000	\$0	\$0	\$0				0%	EMTS Vehicle arrived late Oct 2022. Works Ute still awaiting order details.
E14609	Plant & Equipment - Light Fleet - Capex - Renewal - Unclassified Property	\$62,000	\$0	\$62,000	\$34,872	\$0	\$34,872				56%	
E11685	Plant and Equipment - Public Art - Capex - New - Other Culture	\$85,000	\$0	\$85,000	\$9,090	\$0	\$9,090				11%	
E11720	Plant & Equipment - Mobile Plant - Capex - Renewal - Other Recreation & Sport	\$30,000	\$0	\$30,000	\$0	\$0	\$0				0%	Prices received, reviewing alternatives
E11741	Plant & Equipment - Public Art - Capex - New - Other Culture - EF Oval Commemoration Artwork	\$26,250	\$0	\$26,250	\$27,018	\$0	\$27,018				103%	
	Plant & Equipment	\$425,450	\$27,000	\$452,450	\$70,960.00	\$42,364	\$113,344	-\$381,470	-84.31%		18%	
E04634	Furniture & Equipment - IT Equipment - Capex - New - Administration	\$25,000	\$0	\$25,000	\$12,777	\$11,082	\$23,859				97%	
	Furniture & Equipment	\$25,000	\$0	\$25,000	\$12,776.58	\$11,082	\$23,859	-\$11,223	-48.89%		97%	
E14605	Buildings - Specialised - Capex - Renewal - Unclassified Property	\$80,000	-\$15,000	\$65,000	\$68,026	\$27,182	\$95,208				105%	Works completed
E11738	Buildings - East Fremantle Oval Precinct Redevelopment	\$13,000,000	\$1,773,534	\$14,773,534	\$9,403,929	\$23,456,665	\$32,860,594				64%	
E11739	Buildings - Specialised - Capex - Fremantle Women's Football Club	\$690,000	\$310,000	\$1,000,000	\$101,862	\$100,072	\$201,934				16%	Works out to tender July 2023
	Buildings	\$13,770,000	\$2,068,534	\$15,838,534	\$9,573,816.14	\$23,583,919	\$33,157,735	-\$6,264,718	-39.55%		60%	
E11743	Infrastructure - Parks & Ovals - Playground - Various Upgrades	\$30,000	\$0	\$30,000	\$17,751	\$0	\$17,751				59%	Playground equipment ordered in March 2023, awaiting arrival of goods
E11744	Infrastructure - Parks & Ovals - Playgrounds - Nature Playground	\$120,000	\$0	\$120,000	\$125,376	\$0	\$125,376				104%	Complete
E11724	Infrastructure - Parks & Ovals - Lighting - Capex - New - Other Recreation & Sport	\$0	\$16,223	\$16,223	\$16,223	\$0	\$16,223				100%	Bore pump and cabinet replacement at Goolvaly Park completed.
E11741	Infrastructure - Parks & Ovals - Retic Upgrades	\$50,000	\$0	\$50,000	\$17,629	\$0	\$17,629				35%	Controllers purchased, to be delivered June 2023
E11742	Infrastructure - Parks & Ovals - Retic Controllers	\$32,000	\$0	\$32,000	\$0	\$0	\$0				0%	Completed
E11740	Infrastructure - Parks & Ovals - Turf - Washup Oval	\$150,000	-\$40,000	\$110,000	\$88,168	\$8,360	\$96,528				86%	Goods ordered, waiting delivery
E11734	Capex - Tricolore - Bbq Replacement	\$10,000	\$0	\$10,000	\$0	\$0	\$0				0%	Goods ordered, waiting delivery
E11735	Capex - Bench Seats - Various Locations	\$15,000	\$0	\$15,000	\$14,609	\$0	\$14,609				97%	Goods ordered, waiting delivery
E11745	Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	\$10,000	\$0	\$10,000	\$9,897	\$4,000	\$13,897				100%	Goods ordered, waiting delivery
E12827	Infrastructure - Car Parks - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	\$15,000	\$0	\$15,000	\$0	\$0	\$0				0%	Works to commence April 2023
E12833	Capex - Drainage Rationalisation - Foreshore	\$100,000	\$0	\$100,000	\$28,308	\$3,073	\$31,382				28%	Works completed Dec 2022
E11980	Infrastructure - Roads - Renewal - Marmon St - East St	\$361,127	\$0	\$361,127	\$343,852	\$450	\$344,302				95%	Works completed Feb 2023
E12843	Infrastructure - Footpaths - Renewal - Canning Hwy (Fortescue - Irwin)	\$66,000	\$0	\$66,000	\$72,026	\$0	\$72,026				109%	Works completed Feb 2023
E12842	Infrastructure - Footpaths - Renewal - Canning Hwy (Irwin - Oakover)	\$80,000	\$0	\$80,000	\$94,862	\$0	\$94,862				119%	Works completed Feb 2023
E12843	Infrastructure - Footpaths - Renewal - Petre St (View Terrace - Praston Point Rd)	\$68,000	\$0	\$68,000	\$60,548	\$0	\$60,548				89%	Works completed Feb 2023
E12844	Infrastructure - Footpaths - Renewal - George St (East St - Glyde St)	\$36,000	\$0	\$36,000	\$29,330	\$0	\$29,330				81%	Complete
E12648	TRAFFIC MANAGEMENT - MOIS/LETCHER & MAY/ST PETERS	\$0	\$0	\$0	\$0	\$0	\$0					
E12835	Capex - Irwin Street Kerbing	\$0	\$0	\$0	\$0	\$0	\$0					
E12739	Infrastructure - Leeuwin Carpark Upgrades - Paid Parking Management Solution	\$0	\$0	\$0	\$0	\$0	\$0					
	Infrastructure	\$1,143,127	-\$23,777	\$1,119,350	\$918,679	\$15,883	\$934,562	-\$200,671	-17.93%		81%	
		\$15,363,877	\$2,071,757	\$17,435,634	\$10,576,252	\$23,653,248	\$34,229,500	-\$6,859,082	-39.34%		81%	

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



14.2 ACCOUNTS FOR PAYMENT MAY 23

Report Reference Number	OCR-2125
Prepared by	Natalie McGill Senior Finance Officer
Supervised by	Phil Garoni Finance Manager
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. List of Accounts for Payment – May 2023

PURPOSE

That Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, receives the list of payments made under delegated authority for the month ending 31 May 2022.

EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that Council receives the List of Accounts paid for the period 1 May to 31 May 2023, as per the summary table.

BACKGROUND

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

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

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

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

All expenditure is incurred by authorised officers and made in accordance with the adopted Annual Budget.

All amounts quoted in this report are inclusive of GST.

STRATEGIC IMPLICATIONS

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

5.1 Strengthen organisational accountability and transparency

5.2 Strive for excellence in leadership and governance

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not accept the list of payments	Rare (1)	Moderate (3)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

N/A

COMMENT

Payments for the period include the following significant items.

Payee	Particulars	Amount (GST inc)
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 5	\$ 1,551,030.88
COOPER & OXLEY GROUP PTY LTD – RETENTION	RFT03-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR-RETENTION AMOUNT CERTIFICATE 5	\$ 172,336.70
JA BRITT & TS BLACK FAMILY TRUST t/a DELTA ROOFING	HURRICANES PADDLING GROUP -- ROOF REPLACEMENT & WALL SHEETING REPLACEMENT	\$ 62,205.00
LOVEGROVE TURF SERVICES	TOP DRESS UPPER SOCCER FIELD & FERTILISE & WAUHOP OVAL RENOVATION	\$ 56,855.23
RESOURCE RECOVERY GROUP	WASTE & RECYCLING FEES – MAY 23	\$ 37,101.13
VEOLIA RECYCLING & RECOVERY	WASTE & RECYCLING FEES – MAY 23	\$ 35,394.20
TREE PLANTING & WATERING	TWICE WEEKLY TREE WATERING 17/01/23 – 28/04/23	\$ 33,398.10
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	\$ 31,473.93
J & V EARTHMOVING CONTRACTORS	INSTALLATION / UPGRADE OF DRAINAGE AT LEEUWIN CARPARK QU0064 - 90% COMPLETION	\$ 30,424.20
DONALD CANT WATTS CORKE (WA) PTY LTD	RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT – JULY & SEPT 22. INVOICES NOT PREVIOUSLY SENT TO TOEF	\$ 27,033.60

CONCLUSION

Nil

14.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

That Council in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ended 31 May 2023.

May 2023		
Voucher No.	Account	Amount
	Municipal (Cheques)	\$ 122.40
EFT 35274 - 35459	Municipal (EFT)	\$ 2,476,448.51
Payroll	Municipal (EFT)	\$ 519,585.01
	Municipal (Direct Debit August 2022)	\$ 1,090,739.73
	Credit Card (August 2022)	\$ 4,212.65
	Total Payments	\$ 4,091,108.30

REPORT ATTACHMENTS

Attachments start on the next page

TOWN OF EAST FREMANTLE

List of Accounts paid by the Chief Executive for May 2023 submitted for the information of the Council Meeting to be held on Tuesday 20 June 2023

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5374	10/05/2023	TOWN OF EAST FREMANTLE -PAY CASH	ADMIN PETTY CASH RECOUP APRIL 23	122.4	122.4
			CHEQUE TOTAL	\$ 122.40	\$ 122.40
EFTS		Supplier	Description	Inv Amount	EFT
EFT35274	05/05/2023	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - APRIL	4796.67	4796.67
EFT35275	05/05/2023	CR. COLLINSON	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35276	05/05/2023	CR. NARDI	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35277	05/05/2023	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35278	05/05/2023	CR. WHITE	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35279	05/05/2023	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - APRIL 23	2204.17	2204.17
EFT35280	05/05/2023	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35281	05/05/2023	PAATSCH CONSULTING PTY LTD	VARIATION 1 (RFT01-2020/21) EAST FREMANTLE OVAL PROJECT- CLIENT LEAD CONSULTING SERVICES APRIL 2023	17995.32	17995.32
EFT35282	05/05/2023	DONALD CANT WATTS CORKE (WA) PTY LTD	RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT - JULY 22 - INVOICE NOT PREVIOUSLY RECEIVED	13516.8	
			RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT - SEPTEMBER 22. INVOICE NOT PREVIOUSLY RECEIVED	13516.8	27033.6
EFT35283	05/05/2023	CR. WILSON	SITTING FEES & ICT ALLOWANCE - APRIL 23	1609.17	1609.17
EFT35284	05/05/2023	CR. MASCARO	SITTING FEES & ICT ALLOWANCE - APRIL 23 -FINAL PAYMENT DUE TO RESIGNATION AS COUNCILLOR	1609.17	1609.17
EFT35285	05/05/2023	SITEVISUALS	CREATE AND SUPPLY TIMELAPSE VIDEO FROM COMMENCEMENT TO CURRENT - SOUTH WEST CAMERA ONLY	869	869
EFT35286	10/05/2023	AUSTRALIA POST	MONTHLY POSTAGE CHARGES APRIL 23	823.34	823.34
EFT35287	10/05/2023	APACE AID (INC)	WEED MANAGEMENT NIERGARUP TRACK - 03/05/23	804.38	804.38
EFT35288	10/05/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS MAY 23	439.99	439.99
EFT35289	10/05/2023	BUNNINGS BLDG SUPPLIES LTD	CONCRETE & VARIOUS HARDWARE - STRATFORD STREET FENCING WORKS	354.35	
			MATERIALS FOR WORKS	116.59	
			PLANTS AND SEEDS FOR VERGE WORKS	133.28	
			SUMPTON GREEN GATE REPAIRS, MATERIALS FOR VARIOUS MAINTENANCE ITEMS, ITEMS FOR THE BOWLS CLUB MAINTENANCE ISSUES	1087.64	1691.86
EFT35290	10/05/2023	BOC LIMITED	CONTAINER SERVICE - APRIL 2023	23.17	23.17
EFT35291	10/05/2023	CITY OF COCKBURN	TIP FEES - APRIL 2023	1105	1105
EFT35292	10/05/2023	EAST FREMANTLE FOOTBALL CLUB	COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT - REIMBURSEMENT OF LOSS OF REVENUE - MAY 23	10266.66	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT - REIMBURSEMENT OF ACTUAL COSTS - MAY 23	4033.33	14299.99
EFT35293	10/05/2023	FREMANTLE HERALD	ADVERTISING - EOI RAP STEERING GROUP MEMBERSHIP	333.15	
			ADVERTISING - DIFFERENTIAL GENERAL RATES 2023/24 -	550	883.15
EFT35294	10/05/2023	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/04/23	14.95	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/05/23	13.5	43.45
EFT35295	10/05/2023	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/03/23 - 21/04/23	199.98	199.98
EFT35296	10/05/2023	PERTH AUTO ALLIANCE TRADING AS TITAN FORD	1 x 12 MONTH ANNUAL SERVICE, 1 x WHEEL ALIGNMENT, ROTATE AND BALANCE 4 x TYRES. INVESTIGATE AND REPAIR NOISE FAULT.	906.8	906.8
EFT35297	10/05/2023	WATER CORPORATION	WATER USE SILAS ST DOG EXERCISE AREA - NEW DRINKING FOUNTAIN 31/01/23 - 28/03/23	5.42	5.42
EFT35298	10/05/2023	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	31473.93	31473.93
EFT35299	10/05/2023	YOUNGS PLUMBING SERVICE P/L	PLUMBING REPAIRS TRICOLORE - EFFC	162.8	162.8
EFT35300	10/05/2023	TREE PLANTING & WATERING	TWICE WEEKLY TREE WATERING 17/01/23 - 17/02/23	11132.7	
			TWICE WEEKLY TREE WATERING 21/02/23 - 24/03/23	11132.7	
			TWICE WEEKLY TREE WATERING 28/03/23 - 28/04/23	11132.7	33398.1
EFT35301	10/05/2023	KOOL LINE ELECTRICAL & REFRIGERATION	INSTALLATION OF DGPO TO NEW BOWLS OFFICE BUILDING	401.5	
			SAMSON TREE FESTIVAL - FORM 5 SIGN OFF - TEMPORARY	841.5	1243
EFT35302	10/05/2023	RESOURCE RECOVERY GROUP (SMRC)	RRRC OVERHEADS & WCF FIXED COSTS MONTHLY CONTRIBUTION FOR APRIL 2023	10871.25	
			WCF GATE FEES FOGO - APRIL 23	2298.07	
			GREEN WASTE TRAILER PASS & BUND GREEN WASTE - APRIL 23	120	13289.32
EFT35303	10/05/2023	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BSL COLLECTED APRIL 23	2514.36	2514.36
EFT35304	10/05/2023	LIME FLOWERS	2 x ANZAC DAY WREATHS	268	268
EFT35305	10/05/2023	SATELLITE SECURITY SERVICES	SECURITY MONITORING 01/05/23 - 31/08/23 - TOWN HALL & DOVENBY HOUSE, DEPOT & RANGERS & OLD POLICE STATION	783.68	783.68
EFT35306	10/05/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES ADMINISTRATION 27/04/23	69.75	69.75
EFT35307	10/05/2023	KONICA MINOLTA BUSINESS SOLUTIONS	PHOTOCOPY SERVICES - REGULATORY SERVICES - 13/02/23 - 12/03/23	318.23	
			PRINTING AND COPYING FOR CHSP - FY 2022-2023 - 01/03/23 - 31/03/23	48.88	
			PHOTOCOPY SERVICES - REGULATORY SERVICES 13/03/23 - 12/04/23	374.52	
			PRINTING AND COPYING FOR CHSP - FY 2022-2023 - 01/04/23 - 30/04/23	37.73	779.36
EFT35308	10/05/2023	SUNNY SIGN COMPANY PTY LTD	REPLACEMENT OF PARKING AND STREET SIGNS	258.5	258.5
EFT35309	10/05/2023	DJ. PALMER (WA) PTY LTD	MATERIALS FOR BOAT PEN FENCE REPAIRS	43.73	43.73
EFT35310	10/05/2023	DEPARTMENT OF TRANSPORT	MONTHLY VEHICLE SEARCH FEES - APRIL 23	340.3	340.3
EFT35311	10/05/2023	FOCUS NETWORKS	2 x JABRA WIRELESS HEADSETS	1047.2	
			RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - BILLABLE HOURS OUTSIDE THE SCOPE OF AGREEMENT - MAY 23,	646.8	
			RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES - MANAGED PROACTIVE SERVICE (IT SUPPORT) -APRIL 23,	6614.3	
			RFT04-2021/22 CONTRACT FOR MANAGED ICT SERVICES- MANAGED INFRASTRUCTURE, MANAGED FIREWALL, MICROSOFT LICENSING - MAY 23	9124.62	17432.92

EFT35312	10/05/2023	ENVIRO SWEEP	STREET SWEEPING + ADDITIONAL SWEEPS FOR AUTUMN - RFQ12-2020/21 - APRIL 2023 (INC FUEL SURCHARGE)	5055.45	5055.45
EFT35313	10/05/2023	THE TURBAN INDIAN RESTURANT	CATERING - WORKS MEETING 26/04/2023	267.35	267.35
EFT35314	10/05/2023	LANDMARK ENGINEERING AND DESIGN PTY LTD T/AS EXTERIA	RIVERSIDE ROAD - REPLACEMENT PARK BENCH SEATING X6 & FREIGHT	8295.1	8295.1
EFT35315	10/05/2023	ERGLINK	E-LIFT ELECTRIC DUAL MONITOR SIT STAND DESK CONVERTER	751	751
EFT35316	10/05/2023	LANDGATE	LANDGATE - GROSS RENTAL VALUATIONS - SCHEDULES 22/23 - DATED 01/04/23 - 14/04/23	71.8	71.8
EFT35317	10/05/2023	VOCUS COMMUNICATIONS	VOIP SLIP LINES- CALL CHARGES - TO 31/03/23	548.15	
			VOIP SLIP LINES - CALL CHARGES - TO 30/04/23	541.56	1089.71
EFT35318	10/05/2023	MOORE (MOORE STEPHENS)	REGISTRATIONS FOR 2 X STAFF TO ATTEND 2023 BUDGET WORKSHOP, FINANCIAL REPORTING WORKSHOP AND MANAGEMENT REPORTING WORKSHOP	7040	7040
EFT35319	10/05/2023	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	10 X TICKET ROLLS	715	
			MONTHLY CHARGES INCLUDING LICENCE & COMMUNICATION COSTS PER MONTH APRIL - 23	165	
			PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - APRIL 23	318.65	1198.65
EFT35320	10/05/2023	STATE WIDE TURF SERVICES	RE WELD BROKEN SOCCER GOALS FRAME	550	
			SUPPLY AND LAY 222 SQ METRES OF JUMBO ROLLS OF TURF ON HENRY JEFFERY OVAL	9471	10021
EFT35321	10/05/2023	TREE'S A CROWD TREE CARE	TREE PRUNING - VARIOUS LOCATIONS AS REQUESTED - 31/04/23	4800	
			STREET TREE PRUNING & CHERRY PICKER HIRE - VARIOUS LOCATIONS - 05/05/23	3850	8650
EFT35322	10/05/2023	COASTLINE MOWERS	INSPECT AND REPAIR STIHL M5291 CHAINSAW	358.85	358.85
EFT35323	10/05/2023	VEOLIA RECYCLING & RECOVERY	GENERAL WASTE REMOVAL - 46 EAST STREET - APRIL 23	749.23	749.23
EFT35324	10/05/2023	FREMANTLE PICTURE FRAMERS	GIFT FOR LEAVING STAFF MEMBER - GRATUITY \$200 + \$442.40 REIMBURSEMENT STAFF/ELECTED MEMBER CONTRIBUTIONS	642.4	642.4
EFT35325	10/05/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 21/04/23	14	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/04/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 28/04/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 03/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 05/05/23	15	74
EFT35326	10/05/2023	CONTRA-FLOW PTY LTD	TRAFFIC MANAGEMENT FOR FOOTPATH WORKS ON WAUHOP ROAD (2 DAYS) - 27/04 - 28/04	1675.41	1675.41
EFT35327	10/05/2023	PTC IRRIGATION	CUT AND CAP RETIC MAINLINE AT LOCKE PARK AND BOWLING CLUB - 03/05/23	1556.94	1556.94
EFT35328	10/05/2023	THE FRUIT BOX GROUP	FRUIT BOX DELIVERY TOWN HALL AND DEPOT - APRIL 23	243	243
EFT35329	10/05/2023	GRACE RECORDS MANAGEMENT (AUSTRALIA)	SCAN ON DEMAND SERVICES & STORAGE FOR REGULATORY SERVICES - APRIL 23	467.47	
			TRANSPORT AND RETRIEVAL OF RECORDS AND FILE RETRIEVAL FROM STORAGE - 01/05/23 - 31/05/23	333.97	801.44
EFT35330	10/05/2023	COCKBURN PARTY HIRE	FREO CUBE-OFF - EQUIPMENT HIRE, SET UP AND PACK DOWN 16/04/23	984	984
EFT35331	10/05/2023	FRESH PROVISIONS BICTON	NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCH ORDERS - 04 APRIL 2023	93.44	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCH ORDERS - 11 APRIL 2023	100.68	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCH ORDERS - 18 APRIL 2023	65.34	259.46
EFT35332	10/05/2023	INSPIRED DEVELOPMENT SOLUTIONS	3 X EXECUTIVE COACHING SESSIONS 14/04/23	1320	1320
EFT35333	10/05/2023	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS 2022-2023 - FINANCE - APRIL 23	58.25	58.25
EFT35334	10/05/2023	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - MAY 23	18.7	18.7
EFT35335	10/05/2023	A MATSON	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP	54	54
EFT35336	10/05/2023	TPG NETWORK PTY LTD	INTERNET CHARGES 01/04/23 - 30/04/23	1920.6	1920.6
EFT35337	10/05/2023	GRILLEX PTY LTD	JOHN TONKIN DRINKING FOUNTAIN - REPLACEMENT BUTTONS X2	74.8	74.8
EFT35338	10/05/2023	ATF MAXIMUS TRUST T/AS ASSET INFRASTRUCTURE MANAGEMENT PTY LTD	MRRG FUNDING ASSESSMENT FOR RIVERSIDE ROAD - 2024-25	4125	4125
EFT35339	10/05/2023	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 24/04/23	14.85	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/05/23	13.5	43.35
EFT35340	10/05/2023	SWAN TOWING	TOW ALLEGED ABANDONED TOYOTA TO COUNCIL IMPOUND	186	186
EFT35341	10/05/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 04/05/23	15	15
EFT35342	10/05/2023	J CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/04/23	15	30
EFT35343	10/05/2023	T ABELHA	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/04/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 03/05/23	15	30
EFT35344	10/05/2023	JACKSON MCDONALD BARRISTERS & SOLICITORS	LEGAL ADVICE EAST FREMANTLE OVAL (CONSTRUCTION, MANAGEMENT AGREEMENT & LEASES/LICENCES & SUBLEASES) - 03/04/23 - 26/04/23	11618.86	
			LEGAL ADVICE EAST FREMANTLE OVAL (CONSTRUCTION, MANAGEMENT AGREEMENT & LEASES/LICENCES & SUBLEASES) - SERVICE FEES 02/03/23	120.08	11738.94
EFT35345	10/05/2023	SCOUTTA PTY LTD T/A VIAJE STRATEGIC	INTERIM FINICAL AUDIT (CONDUCTED BY OAG) REVIEW PERIOD JULY 2-22 TO FEBRUARY 2023 -15/04 - 30/04/23	2692.8	2692.8
EFT35346	10/05/2023	J & V EARTHMOVING CONTRACTORS	REMOVAL & DISPOSAL OF EXISTING MATERIALS, SUPPLY & LAY GREY CONCRETE FOOTPATH - WAUHOP ROAD	17428.84	17428.84
EFT35347	10/05/2023	PHOENIX CONTAINERS PTY LTD	SOCCER CLUB SEA CONTAINER HIRE - MAY 23	144.93	144.93
EFT35348	10/05/2023	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING SERVICES 01/03/23 - 31/03/23 - TOWN HALL, DEPOT, DOVENBY, & SUMPTON GREEN	8584.38	8584.38
EFT35349	10/05/2023	DMG PROPERTY PTY LTD	PROJECT ADVISORY SERVICES (VARIATION #1) - EAST FREMANTLE OVAL REDEVELOPMENT - MARCH - APRIL 23	4950	4950
EFT35350	10/05/2023	LOVEGROVE TURF SERVICES	MAINTENANCE OF SOCCER FIELDS - FOR MARCH 23 -INV REC 28/03/23 APPROVED 05/05/23	10169.76	10169.76
EFT35351	10/05/2023	BROWNES DAIRY	MILK DELIVERY 02/05/23	11.34	11.34
EFT35352	10/05/2023	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK ACTIVITY - TUESDAY - WU TAO DANCE- 03/05/23	50	50
EFT35353	10/05/2023	THE BLACK TRUFFLE COMPANY	PUBLIC ART PANEL MEETING CATERING -1 MAY 2023	145	145
EFT35354	10/05/2023	THE SWAN EFFECT	YOGA UNDER THE TREES - INSTRUCTOR 19/04/23	350	350
EFT35355	10/05/2023	BEILBY DOWNING TEAL PTY LTD	CEO RECRUITMENT SERVICES - 1ST STAGE	9878.7	9878.7
EFT35356	10/05/2023	M&T CONSTRUCTION WA PTY LTD	HURRICANES - BRICKWORK REPAIRS	3454	
			HURRICANES - LINTELS SANDING & REPAINTING	1848	5302
EFT35357	10/05/2023	LG BEST PRACTICES PTY LTD	AP SERVICES - 04/04, 10/04, 11/04, 14/04 & 21/04 PAYROLL SERVICES - 04/04 & 05/04	3630	3630
EFT35358	10/05/2023	AUSLAN STAGE LEFT	SAMSON TREE FESTIVAL 29/04/23 - 2 X AUSLAN INTERPRETERS	539	539
EFT35359	10/05/2023	LITTLE HAWK FREO	CATERING FOR TOEF HOSTED WATER SENSITIVE CITIES WORKSHOP 9AM-4PM - 27/04/23	1254	1254

EFT35360	10/05/2023	HALL & PRIOR HEALTH AND AGED CARE GROUP T/AS FRESH FIELDS PROJECTS (WA) NO.1 PTY LTD	REFUND OF 25% OF ORIGINAL DAP APPLICATION FEE FOLLOWING WITHDRAWAL OF APPLICATION. AMOUNT REFUNDED BY DPLH (RECEIPT 164954) TO TOEF TO REFUND TO	2708.25	2708.25
EFT35361	10/05/2023	A DENNISS	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP CAR PARK 30/04/23	18	18
EFT35362	10/05/2023	A BENNETT	DONATION - TRAVEL SPONSORSHIP - L BENNETT - JUVENTUS JUNIOR SOCCER WORLD CUP ITALY - JUNE 2023	500	500
EFT35363	10/05/2023	AMPOL AUSTRALIA PETROLEUM PTY LTD (CALTEX)	FUEL USE 01/04/23 - 30/04/23	5227.03	5227.03
EFT35364	10/05/2023	CLASSIC HOME & GARAGE INNOVATIONS PTY LTD	INFRASTRUCTURE BOND REFUND	1500	1500
EFT35365	10/05/2023	T MITCHELL	INFRASTRUCTURE BOND REFUND	3000	3000
EFT35366	10/05/2023	L LOWTHER PORTER	INFRASTRUCTURE BOND REFUND	1500	1500
EFT35367	10/05/2023	MISTA RENO PTY LTD	INFRASTRUCTURE BOND REFUND	5000	5000
EFT35368	10/05/2023	M GREGORY	REFUND OF MOORING PEN BOND	2400	2400
EFT35369	10/05/2023	K EKIN	INFRASTRUCTURE BOND REFUND	1500	1500
EFT35370	16/05/2023	KOOL LINE ELECTRICAL & REFRIGERATION	MAINTENANCE OF SUMPTON GREEN FAULTY SHED OUTLET AND LIGHTING	269.5	269.5
EFT35371	16/05/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES DEPOT-02/05/23	76.2	
			WOOLWORTHS PURCHASES DEPOT 05/05/23	153.49	
			WOOLWORTHS PURCHASES DEPOT - 08/05/23	9.25	238.94
EFT35372	16/05/2023	FREMANTLE PICTURE FRAMERS	PRINT AERIAL DRONE SHOT ON A3 ART PAPER + ACID FREE ADHESIVE BOARD	83.16	83.16
EFT35373	16/05/2023	DONALD CANT WATTS CORKE (WA) PTY LTD	RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT - MARCH 23, INVOICE RECEIVED 11/05/23	3850	
			RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT - APRIL 23	3850	7700
EFT35374	16/05/2023	NDY MANAGEMENT PTY LIMITED T/A NORMAN DISNEY & YOUNG	RFQ13-2021/22 EF OVAL REDEVELOPMENT - MECHANICAL SERVICES - 03/04/23 - 28/04/23 - CONSTRUCTION & COMMISSIONING & FIT OUT	1867.25	
			RFQ14-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - ELECTRICAL ENGINEERING SERVICES - 03/04/23 - 28/04/23 - CONSTRUCTION & COMMISSIONING & FIT OUT	3043.08	
			RFQ15-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - HYDRAULIC ENGINEERING SERVICES - 03/04/23 - 28/04/23 - CONSTRUCTION & COMMISSIONING & FIT OUT	3201	8111.33
EFT35375	16/05/2023	FORTH CONSULTING PTY LTD	RFQ16-2021/22 EAST FTL OVAL REDEVELOPMENT CIVIL ENGINEERING - APRIL 23	2200	
			RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT	5500	7700
EFT35376	16/05/2023	COOPER & OXLEY GROUP PTY LTD - RETENTION	RFT03-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR RETENTION AMOUNT 2.5% OF CONTRACT VALUE - CERTIFICATE 5	172336.7	172336.7
EFT35377	16/05/2023	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 5	1551030.88	1551030.88
EFT35378	16/05/2023	STANTEC AUSTRALIA	LINE MARKING / SIGNAGE REVIEW - TRAFFIC QUOTE CW42209047	6578	6578
EFT35379	16/05/2023	G ANDERSON	REFUND OF OVERPAYMENT OF PARKING FEES 03/05/23 - LEEUWIN LAUNCHING RAMP CAR PARK	36	36
EFT35380	24/05/2023	APACE AID (INC)	10 PLANTS FOR CITIZENSHIP CEREMONY - 28/03/23	45	45
EFT35381	24/05/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS MAY 23	439.99	439.99
EFT35382	24/05/2023	CONSTRUCTION TRAINING FUND	BCIF - MARCH 23	1456.94	1456.94
EFT35383	24/05/2023	FREMANTLE HERALD	ADVERTISING 06/05/23 - PUBLIC PLACES & LOCAL GOV PROPERTY AMENDMENT LOCAL LAW 2023	499	
			MONTHLY HALF PAGE, COLOUR ADVERTISEMENT ON PAGE 7 IN FREMANTLE HERALD - 20/05/23	605	1104
EFT35384	24/05/2023	GRONBEK SECURITY	EFLTC - 2X PADLOCKS FOR ACCESS GATES & 4X COPIES OF KEY	607.99	607.99
EFT35385	24/05/2023	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 15/05/23	14	14
EFT35386	24/05/2023	MCLEODS	PROFESSIONAL FEES - REVIEW TENDER DOCUMENTS FOR FREMANTLE WOMENS SOCCER CLUB BUILDING CONSTRUCTION - RFT 04-2022/23	6675.52	
			LEGAL ADVICE - FTL WOMEN'S FOOTBALL CLUB REDEVELOPMENT - REVIEW OF TENDER DOCUMENTATION - RFT 04-2022/23	520.45	7195.97
EFT35387	24/05/2023	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - MAY 23	4796.67	4796.67
EFT35388	24/05/2023	SWAN YACHT CLUB	FUNCTION PACKAGE - EVENT - 12/05/23	1744.16	1744.16
EFT35389	24/05/2023	TELSTRA LIMITED	DEPOT MOBILE BACKUP 04/05/23 - 03/06/23	19	
			SUMPTON GREEN PHONES TO 29/05/23	85.7	104.7
EFT35390	24/05/2023	WATER CORPORATION	WATER USE AND SERVICE CHARGES VARIOUS LOCATIONS	4051.35	4051.35
EFT35391	24/05/2023	SYNERGY	POWER SUPPLY TOWN HALL 18/04/23 - 15/05/23	770.78	770.78
EFT35392	24/05/2023	MELVILLE MITSUBISHI	CARRY OUT 7500KM SERVICE ON MITSUBISHI TRITON	199	199
EFT35393	24/05/2023	TOTAL PACKAGING (WA) PTY LTD	15 CARTONS (60 BOXES) OF BIODEGRADABLE DOG WASTE BAGS	3775.2	3775.2
EFT35394	24/05/2023	MCGEES NATIONAL PROPERTY CONSULTANTS	SEABED RENT, POSTAGE & PETTIES & MANAGEMENT FEES 01/06/23 - 31/08/23	13583.71	13583.71
EFT35395	24/05/2023	KOOL LINE ELECTRICAL & REFRIGERATION	GLASSON PARK - REPLACE FAULTY LIGHTS TIMER	522.5	
			MERV COWAN - DISCONNECT POWER TO DAMAGED GAZEBO & MAKE SAFE	324.5	
			TOWN HALL - REPLACE FAULTY LED LIGHTS & ADDITIONAL SPARE GLOBES	962.5	
			GOURLEY PARK - INSTALL CONCRETE PAD, BBQ ASSEMBLY & TESTING	3740	
			GOURLEY PARK - INSTALL CABLING TO NEW BBQ LOCATION	3844.5	
			RACEWAY PARK - FAULT FIND & REPAIR LIGHTING X2 + CHERRY PICKER	1490.5	
			WAUHOP BBQ REPAIRS - NEW TIMER	753.5	11638
EFT35396	24/05/2023	RESOURCE RECOVERY GROUP (SMRC)	MRF GATE FEES 04/04- 21/04	7023.85	
			GREEN WASTE TRAILER PASS, WCF GATE FEES GREEN FOGO - 03/04/23 - 24/04/23	17488.57	
			GREEN WASTE TRAILER PASS, WCF GATE FEES GREEN FOGO - DIVERSIONS TO SUEZ/VIOLIA - APRIL 23	12588.71	37101.13
EFT35397	24/05/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	1 X STAFF REGISTRATION FOR TIME MANAGEMENT WORKSHOP 22/06/23	289.25	
			1 X STAFF REGISTRATION FOR TIME MANAGMENT WORKSHOP 22/06/23	289.25	

			CUSTOMER COMPLAINTS RESOLUTION PROGRAM REGISTRATION - CHARLOTTE BLACKMAN 8-9 MAY 2023	855	1433.5
EFT35398	24/05/2023	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA STATE EMPLOYMENT LAW ESSENTIALS - ELLEN METLITZKY	638	
			WALGA HR TOOLKIT FOR MANAGERS - 10 & 11 AUGUST 23 - ELLEN METLITZKY	1090	1728
EFT35399	24/05/2023	STRATA GREEN	VARIOUS TOOLS AND HARDWARE	1944.82	1944.82
EFT35400	24/05/2023	NUMERO UNO CATERING	CATERING SERVICES - 2022/23 - 11/04/23 & 18/04/23	952	952
EFT35401	24/05/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES ADMINISTRATION - 10/05/23	13.5	
			WOOLWORTHS PURCHASES DEPOT 15/05/23	9	
			WOOLWORTHS PURCHASES ADMINISTRATION 16/05/23	66.6	
			WOOLWORTHS PURCHASES ADMINISTRATION 18/05/23	25.1	114.2
EFT35402	24/05/2023	AUSTRALIAN INSTITUTE OF MANAGEMENT	PROFESSIONAL MEMBERSHIP 01/04/23 - 31/03/24	49	49
EFT35403	24/05/2023	ENVIROLAB SERVICES WA PTY LTD	TESTING OF SAMPLES FOR ENVIRONMENTAL HEALTH - ASBESTOS TEST EF OVAL WORKS	152.85	
			ASBESTOS TESTING OF EFO PIPE	110	262.85
EFT35404	24/05/2023	CR. C COLLINSON	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35405	24/05/2023	WEST COAST SHADE	DISMANTLE SHADE SALES FOR WINTER 2023 - VARIOUS PARKS AND RESERVES	3168	3168
EFT35406	24/05/2023	CR. NARDI	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35407	24/05/2023	LANDSCAPE YARD O'CONNOR	2M2 OF ROADBASE - OSBORNE ROAD PRAM RAMP	198	198
EFT35408	24/05/2023	SUNNY SIGN COMPANY PTY LTD	REPLACEMENT DEPOT ACCESS SIGNAGE VARIOUS	185.02	185.02
EFT35409	24/05/2023	SEEK LIMITED	ADVERTISING - SEEK - 16/05/23 - SKILLED GENERAL HAND IRRIGATION	434.5	434.5
EFT35410	24/05/2023	FOCUS NETWORKS	UPDATE THE PAPEROUT SERVER SOFTWARE TO MITIGATE A KNOWN VULNERABILITY	462	462
EFT35411	24/05/2023	THE TURBAN INDIAN RESTURANT	CATERING FOR COUNCIL MEETING 16/05/23	380.6	380.6
EFT35412	24/05/2023	THE WORKWEAR GROUP	STAFF UNIFORMS	903.19	903.19
EFT35413	24/05/2023	REPCO	SEAT COVERS FOR MITSUBISHI TRITON	242.4	242.4
EFT35414	24/05/2023	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35415	24/05/2023	CR. WHITE	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35416	24/05/2023	CR. NATALE	SITTING FEES & ICT ALLOWANCE MAY 23	2204.17	2204.17
EFT35417	24/05/2023	COASTLINE MOWERS	5 x STIHL BG86 BLOWERS	1796.25	1796.25
EFT35418	24/05/2023	VEOLIA RECYCLING & RECOVERY	FOGO - GREEN BINS RESIDENTIAL & PRIORITY SERVICES, GENERAL - WASTE RED BINS - RESIDENTIAL, PRIORITY SERVICES, PARKS & RESERVES, STREET LITTER BINS, RECYCLING - YELLOW BINS - RESIDENTIAL, PRIORITY SERVICES & STREET LITTER BINS, GENERAL WASTE - RED BINS - COMMERCIAL, RECYCLING - YELLOW BINS COMMERCIAL, 48-50 ALEXANDRA ROAD- APRIL 23 & GENERAL WASTE - RED BINS 48-50 ALEXANDRA ROAD- APRIL 23	35394.2	35394.2
EFT35419	24/05/2023	FREMANTLE PICTURE FRAMERS	HANGING OF SEVEN PICTURES IN TOWN HALL	192.39	192.39
EFT35420	24/05/2023	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/09/22 - 26/10/22 - NOT PREVIOUSLY PAID	295.85	
			TOWN HALL PLANT HIRE - 27/05/23 - 26/06/23	320.41	
			TOWN HALL PLANT HIRE - 27/06/23 - 26/07/23	320.41	936.67
EFT35421	24/05/2023	LINXIO (READY TRACK PTY LTD)	GPS VEHICLE TRACKING - MAY 2023	145.2	145.2
EFT35422	24/05/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 10/05/23	13	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 12/05/23	13	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 17/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 19/05/23	15	56
EFT35423	24/05/2023	CONTRA-FLOW PTY LTD	TM FOR DRAINAGE AT BOAT RAMP 12/05/23	817.08	817.08
EFT35424	24/05/2023	JA BRITT & TS BLACK FAMILY TRUST t/a DELTA ROOFING	HURRICANES PADDLING GROUP -- ROOF REPLACEMENT & WALL SHEETING REPLACEMENT	62205	62205
EFT35425	24/05/2023	PTC IRRIGATION	CAP AND DIVERT RETIC MAINLINE AT BOWLING CLUB AND CROQUET	3180.34	
			10 X SDS DATACOILS FOR IRRIGATION SYSTEM AT WAUHOP PARK	1828.2	
			REPAIR BROKEN RETIC LINE IN GOURLEY 11/05/23	720.5	5729.04
EFT35426	24/05/2023	AZILITY	QUARTERLY PERFORMANCE REVIEWS AND EMISSION REPORTING TO NGER STANDARDS & CORE SCOREKEEPING SERVICE JULY 2023 - JUNE 2024	11209	11209
EFT35427	24/05/2023	CR K DONOVAN	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35428	24/05/2023	SOUTHERN BINS	BULK BINS - WAUHOP ROAD - MAY 2023 16/05/23 - 17/05/23	1240	
			BULK BINS - WAUHOP ROAD - MAY 2023 - 17/05/23 - 18/05/23	1240	
			BULK BINS - WAUHOP ROAD - MAY 2023 - 18/05/23	1240	
			MATTRESS COLLECTION - WAUHOP RD	35	3755
EFT35429	24/05/2023	PAPERSCOOT	DESIGN AND PRINTING OF 2023-24 WASTE CALENDAR	4477	
			DESIGN MAY PRESS AD (FREMANTLE HERALD) BASED ON EXISTING TEMPLATE AND LAYOUT	308	4785
EFT35430	24/05/2023	PROTEC ASPHALT	BOWLING CLUB TEMPORARY ALFRESCO - SUPPLY & LAY BLACK ASPHALT - AVG 30MM THICK, 13T @ \$410 / T	5863	
			DRAINAGE ASPHALT PATCH REPAIR WORKS - LEEUWIN CAR PARK & OSBORNE ROAD	6314	
			1.5 TONNES ASPHALT REPAIR - CNR STIRLING HWAY & FORTESCUE, 6M2 OF CUTTING & REMOVING MATERIAL - CNR STIRLING HWAY & FORTESCUE	841.5	13018.5
EFT35431	24/05/2023	SMART OFFICE SYSTEMS	PROFESSIONAL SERVICE AGREEMENT - MARCH 23	811.25	
			PROFESSIONAL SERVICE AGREEMENT - APRIL 23	1045	
			SHAREPOINT APPLICATION FOR CONTROLLED DOCUMENTS FOR VITAL RECORDS	4125	5981.25
EFT35432	24/05/2023	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 15/05/23	14	14
EFT35433	24/05/2023	LEIGHTON PANEL & PAINT BICTON PTY LTD	EXCESS ON INSURANCE CLAIM MOD063922 - DAMAGE TO COUNCIL VEHICLE CAUSED ON EXIT OF PARKING BAY 19/04/23	300	300
EFT35434	24/05/2023	K McDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 11/05/23	15	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 18/05/23	15	30
EFT35435	24/05/2023	J CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 09/05/23	12	12
EFT35436	24/05/2023	DONALD CANT WATTS CORKE (WA) PTY LTD	RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT -DESIGN STAGE - APRIL 23	13516.8	13516.8
EFT35437	24/05/2023	T ABELHA	CHSP MEAL REIMBURSEMNT 10/05/23	15	15
EFT35438	24/05/2023	MARKET CREATIONS AGENCY PTY LTD	PURCHASE 10 ADDITIONAL SUPPORT + MAINTENANCE HOURS - AS PER ATTACHED QUOTE	1540	1540
EFT35439	24/05/2023	CR. WILSON	SITTING FEES & ICT ALLOWANCE MAY 23	1609.17	1609.17
EFT35440	24/05/2023	MARKETLIFE PTY LTD	GEORGE STREET FESTIVAL STALLHOLDER COORDINATION AS PER RFQ 09 2022-23 - PAYMENT 1	3437.5	3437.5
EFT35441	24/05/2023	CALL ASSOCIATES PTY LTD T/A CONNECT CALL CENTRE SERVICES	SERVICE AGREEMENT FOR AFTER HOURS CALL CENTRE SERVICES - APRIL 23	262.3	262.3
EFT35442	24/05/2023	THE TRUSTEE FOR WOOD FAMILY T/AS MIDAS SERVICE NORTH FREMANTLE	VEHICLE SERVICE AS PER QUOTE 1GBT981	1090	1090

14.3 ADOPTION OF 2023-24 STATUTORY BUDGET

Report Reference Number	OCR-2100
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Andrew Malone, A/Chief Executive Officer
Meeting date	Tuesday, 20 June 2023
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	

1. Statutory Budget for the Year Ended 30 June 2024 (Attached Separately)

PURPOSE

To consider and adopt the Statutory Budget for the 2023/24 financial year together with supporting schedules, including the striking of differential general rates and minimum payments, adoption of fees and charges, and other consequential matters arising from the budget papers.

EXECUTIVE SUMMARY

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

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

The 2023/24 Budget as presented is considered to meet statutory requirements and is recommended to Council for adoption.

BACKGROUND

The 2023/24 Budget is compiled on the principles contained within the Strategic Community Plan and Corporate Business Plan.

The Town of East Fremantle Corporate Business Plan 2023-2027 is presented for adoption to the June Council Meeting. The Corporate Business Plan converts the Strategic Community Plan into action through the adoption of the Annual Budget. The Corporate Business Plan contains a total of **74** specific activities, many of which are anticipated to be undertaken in 2023/24 financial year and resourced in the annual budget.

The Budget is prepared based on presentations made to elected members at the budget workshops over the last few months. Its basis was the updated Strategic Resource Plan that was presented to Council at its meeting of 18 April 2023.

Council also endorsed the proposed differential general rates and minimum payments at the Ordinary Meeting of 18 April 2023 for advertising. Council resolved to advertise a 4.5% increase in the gross rate yield for residential and commercial properties using 2022/23 budgeted rate revenue of \$8,660,135 as the base.

The effective date for commencement of local public notice was Saturday 22 April 2023, with the notice of intention published in the Fremantle Herald (and placed on the Town's public noticeboard and website along with the Statement of Rating Objects and Reasons). Submissions closed on Tuesday 16 May 2023 (24 clear days after the date of notice). No public submissions were received.

CONSULTATION

Elected member workshops.

Ratepayer submissions were invited on the proposed differential general rates and minimum payments. No public submissions were received.

STATUTORY ENVIRONMENT

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

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2023/24 Budget as presented is considered to meet statutory requirements.

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

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

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

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

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

6.33. Differential general rates

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

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

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

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

6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) —*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency;*
 - (b) *is to contain —*
 - (i) *details of each rate or minimum payment the local government intends to impose;*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.

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

POLICY IMPLICATIONS

Council Policy 2.1.13 Rubbish Collection Charge Applies. The Policy states that Council will not levy separate charges for rubbish or recycling collections for household/domestic properties. This Policy will become void when the State Government legislates the requirement for waste charges to be separated on the Rates Notice (anticipated for the 24/25 financial year).

FINANCIAL IMPLICATIONS

The 2023/24 Budget is a balanced budget.

Council, at its meeting of 18 April 2023, endorsed an updated Strategic Resource Plan (Long-term Financial Plan) and Revenue Strategy. The annual budget is effectively year 1 of the rolling Strategic Resource Plan, which was developed and informed by all existing strategic planning documents such as the Long-Term Financial Plan, Asset Management Plans, Workforce Plan, ICT Plan, and various land use planning documents.

STRATEGIC IMPLICATIONS

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

Strategic Priority 5: Leadership and Governance

5.1 Strengthen organisational accountability and transparency.

5.3 Strive for excellence in leadership and governance.

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council delay the adoption of the Annual Budget impacting cash flows and service delivery	Possible (3)	Major (4)	High (10-16)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Accept Officer Recommendation

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Not applicable.

COMMENT

Estimated Surplus Brought Forward 1 July 2023

The 2023/24 Budget is framed on an estimated surplus brought forward from the 2022/23 financial year of circa \$378,507. This estimate is derived as follows and relies on updated forecasts from the mid-year budget review:

STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2023

	Current Budget	Revised Forecast 30 June	Variance - Current Budget v Forecast	
Opening Funding Surplus (Deficit)	512,823	\$ 512,823	(0)	
Revenue from operating activities				
Rates	8,660,135	8,684,125	23,990	Favourable Interim Rates
Operating grants, subsidies and contributions	1,009,737	970,325	(39,412)	Redclassification from Operating to Non-Operating \$52k DLG Funding. No advance payment of FAGS.
Fees and Charges	1,492,976	1,502,947	9,971	Few minor variances under/over. Additional infringement revenue
Interest Earnings	338,000	576,020	238,020	Favourable interest earnings on pooled investments. Transfer to EF Oval Reserve
Other Revenue	27,170	53,515	26,345	Includes \$33k in EF Oval project contributions (EFBC \$18,181/ToI Sale of 88 \$14,905)
Profit on asset disposals	487,693	423,507	(64,186)	Deferred admin vehicle replacement - non-cash
	12,015,711	12,210,439	194,728	
Expenditure from operating activities				
Employee Costs	(4,746,197)	(4,652,982)	93,215	Forecast savings. Mainly CHSP staffing (reduction of 1 FTE)
Materials and Contracts	(4,115,471)	(4,090,784)	24,687	Few minor variances under/over. Small favourable variance
Utility Charges	(259,034)	(259,034)	0	No change anticipated
Depreciation on Non-Current Assets	(2,103,440)	(2,103,440)	0	No change - non cash
Interest Expenses	(16,250)	(16,250)	0	No change anticipated
Insurance Expenses	(228,901)	(220,412)	8,489	Fixed Cost - actuals applied
Other Expenditure	(775,797)	(740,318)	35,479	\$35k saving Councilfor Training Expenses
Loss on asset disposals	0	0	0	
	(12,245,090)	(12,083,219)	161,871	
Operating activities excluded from budget				
Add back Depreciation	2,103,440	2,103,440	0	Non-cash
Adjust (Profit)/Loss on Asset Disposal	(487,693)	(423,507)	64,186	Non-cash
Movement in Deferred Rates	0	0	0	Non-cash
Movement in accrued income (non-current)	(13,922)	0	13,922	Non-cash
	1,601,825	1,679,933	78,108	
Amount attributable to operating activities	1,372,446	1,807,153	434,707	
Investing activities				
Non-operating Grants, Subsidies and Contributions	13,168,831	11,267,750	(1,901,081)	Reduced income transfers to match project expenditure
Proceeds from Disposal of Assets	2,039,168	1,871,177	(167,991)	Deferred asset replacement program
Purchase of Property, Plant and Equipment	(16,315,984)	(13,685,052)	2,630,932	\$905k underspend Soccer Club Project, \$1.4m under cash flow forecast EF Oval Redevelopment Project, deferred plant replacement
Purchase and Construction of Infrastructure	(1,119,350)	(946,464)	172,886	
Amount attributable to investing activities	(2,227,335)	(1,492,589)	734,746	
Financing Activities				
Transfers from Reserves	3,522,868	2,919,996	(602,873)	
Payments for principal portion of lease	(47,892)	(43,428)	4,464	
Repayment of borrowings	(102,000)	(99,537)	2,463	
Transfers to Reserves	(3,030,910)	(3,225,911)	(195,001)	
Amount attributable to financing activities	342,066	(448,881)	(790,947)	
Closing Funding Surplus (Deficit)	0	378,505	378,505	

Underlying Budget Principles

Council considered and endorsed the underlying budget principles at its meeting of 18 April 2023. These principles form part of the Town's commitment to deliver assets and services to the community in a financially sustainable manner.

Inflation

The draft 2023/24 Budget incorporates a 4.5% increase in the Rate Yield. The increase was necessary to fund the budget deficiency as inflationary pressures have flowed through to the Local Government Cost Index (LGCI), which has climbed rapidly. The LGCI is expected to reach 4.5% annualised growth in 2022/23. This compares to a Perth CPI of 8.3% from December 2021 – December 2022.

The LGCI is forecast to increase by 2.9% in 2023/24 and 2.4% in 2024/25 (Source: March 2023 WALGA Economic Brief). Much of the increase in the LGCI in recent years has been led by the spike in construction costs as a result of supply chain constraints, COVID-19 stimulus induced demand and labour shortages.

WALGA have stated in their March 2023 Economic Briefing that a key focus area for local governments should be wages which are tipped to increase following several years of moderate growth – “Wages growth is expected to outpace the LGCI in coming years as it begins to grow again in real terms. The private sector is leading this growth as it responds quicker to the increased competition for talent than the public sector”.

Council has approved the following wage indexation for the last 4 financial years. This is compared to the Perth CPI, which illustrates there has been a significant decrease in real wages. As such, Council is requested to consider wage increases of up to 5% for the 2023/24 financial year.

Financial Year	Approved Wage Increase	Perth CPI
2022/23	3%	8.3%** (Dec 21 - Dec 22)
2021/22	3%	7.4%
2020/21	0%	4.2%
2019/20	2%	0.1%

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Underlying Long Term Financial Planning Principles

The Town’s Strategic Resource Plan 2023/24 – 2032/33 contains extensive discussion on assumptions and uncertainties underlying the Town’s financial planning framework. The following are some key assumptions that have been applied when framing year 1 of this Plan, being the proposed budget for 2023/24:

- Rate revenue is a substantial source of discretionary revenue for the Town, paying for approximately 88% of all cash operating expenditure.
- The overall objective of a rating model is to provide for the net funding requirements of the Town’s services, activities, financing costs and the current and future capital requirements of the Town.
- The proposed 4.5% increase in rate yield will derive an amount of \$9.049m (including interim rates of \$20k), which is estimated to meet the requirements of the current budget shortfall.
- The Local Government Cost Index will rise by 2.9% in 2023/24 on account of higher costs including catch up with wages.
- Indexation of 5% has been applied to salaries and wages. This compares to the WA Wage Price Index which rose by 3.6% in annual average terms to December 2022. There has been a significant decline in real wages since 2019/20, and hence a higher increase is recommended.
- The annual budget is a rolling budget linked to the Strategic Community Plan, Corporate Business Plan and Strategic Resource Plan.
- The Town’s Revenue Strategy also recommends a 4.5% increase in discretionary fees for 2023/24.
- Commitment to cost restraint wherever possible being tied to the Local Government Cost Index.
- Commitment to achieving operational efficiencies such as attainment of value for money for service contracts.

Councils are being required to demonstrate operational efficiencies when setting the level of rates. A fundamental objective for the Town should be to improve its operating surplus ratio (by increasing revenue relative to expenditure)

to release more funds for investment in asset renewals and new capital. This is generally achieved by a combination of operational efficiencies, cost restraint and revenue diversification.

General rate yield increases in prior years were:

2016/17 – 4.15%
 2017/18 – 2.0%
 2018/19 – 2.5%
 2019/20 – 2.4%
 2020/21 – 0%
 2021/22 – 2.9%
 2022/23 – 4.5%

2023/24 Budget Details

The 2023/24 Budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The key features of the Budget are:

- Net rate revenue of \$9,049,841. This includes an estimated \$20k to be raised in interim rates. Interim rates are generated by an increase in gross rental valuations, because of either property improvements, or additional rateable properties being developed.
- The schedule of Fees and Charges was adopted by Council at the May OCM and has been included in the supplementary information of the draft budget. The draft Budget provides for total fees and charges revenue of \$1.54m, which is an increase of \$102k from the 2022/23 adopted budget. Discretionary fees and charges were frozen for the 2020/21 budget (\$nil increase) and the majority had no increase for the 2021/22 budget.
- The cost of standard residential waste services is incorporated into general rates. This cost is estimated to be \$457 per residential assessment based on full cost recovery. Waste charges are levied separately for commercial properties, and these charges (standard charge of \$642 per assessment) were approved at the May Ordinary Council Meeting. The budgeted cost of providing waste services in 2023/24 is circa \$1.6m which equates to 15% of cash operating expenses.
- A capital works program amounting to circa \$22.4m for investment in infrastructure, land and buildings, plant and equipment, and furniture and equipment is planned, with the East Fremantle Oval Precinct Redevelopment budgeted at \$19.77m for 2023/24. Projects are itemised in the Capital Expenditure Program included in the Supplementary Information to the draft budget.
- Total operating grants and contributions of \$1.02m. This is comprised mainly of the financial assistance grants (\$277k) and CHSP operational funding (\$668k). These funds are provided by the Commonwealth Government. The Town has not accounted for an advance payment of its Financial Assistance Grants.
- Total non-operating grants and contributions of \$15.98m. This is comprised of the balance of funding for the East Fremantle Oval redevelopment project (\$14.98m) and \$920k in funding for the Fremantle Women's Soccer Club project.
- Council has established various reserve accounts to which monies are set aside at the discretion of the Council to fund future service delivery requirements. These reserve accounts are itemised in note 9 of the 2023/24 Budget. The budget includes circa \$1.068m transfer to reserves and circa \$884k transfer from reserves, resulting in a forecast closing balance of \$2.97m in Reserves.
- Whilst not explicitly included in the draft Budget, as it is a balance sheet item only, the Town does administer the collection of the Emergency Services Levy on behalf of the Government of Western Australia. The Town has been advised of the new rates as follows; ESL rates have generally been increased by 4.9% - 5.38%.

ESL Category	Rate per \$ GRV	Minimum ESL Charge	Maximum ESL Charges		
	All Property Uses	All Property Uses	Single-unit Residential, Vacant Land and Non-Commercial Farming	Multi-unit Residential (residential with more than 1 sub)	Commercial, Industrial and Miscellaneous
Category 1	0.013953	\$98	\$491	\$491 x relevant no. of units (subs)	\$280,000
Category 2	0.010465	\$98	\$368	\$368 x relevant no. of units (subs)	\$210,000
Category 3	0.006976	\$98	\$246	\$246 x relevant no. of units (subs)	\$140,000
Category 4	0.004883	\$98	\$172	\$172 x relevant no. of units (subs)	\$98,000
Category 5	Fixed Charge \$98				
Mining Tenements	Fixed Charge \$98				

- The ESL penalty interest rate for the 2023-24 year has been declared as 11% in line with the proposed maximum interest rate which may be adopted for the purposes of section 6.13 of the *Local Government Act*. To be consistent, it is recommended that Council impose penalty interest of 11% on unpaid rates.

Elected Member Fees and Allowances for 2023/24

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

The Salaries and Allowances Tribunal recommends that each local government should conduct a remuneration review of Elected Member Fees and Allowances on an annual basis, following each determination. The Tribunal, in their determination dated 6 April 2023, has determined a 1.5% increase in maximum thresholds for remuneration, fees, expenses and allowance ranges provided to CEOs and elected members for 2022/23.

Elected Member Fees and Allowances are currently set as follows, in comparison to the minimum/maximum amounts determined by the Tribunal:

Fee/Allowance	Current Amount 22/23	Maximum Amount Prescribed	% Maximum
Annual Meeting Attendance Fee – Mayor	\$25,500	\$26,370	97%
Annual Meeting Attendance Fee – Elected Members	\$15,810	\$17,030	93%
Annual Allowance - Mayor	\$28,560	\$38,450	74%
Annual Allowance – Deputy Mayor	\$7,140	\$9,612	74%
Annual Information Communication and Technology Allowance	\$3,500	\$3,500	100%

Elected Members are entitled to the following fees and allowances:

- Meeting Attendance Fees – either an annual allowance or per meeting fee for attendance at Council and Committee Meetings.
- Annual Allowance for Mayor – paid in addition to meeting attendance fees and recognises a range of factors including the leadership role of the Mayor, the statutory functions for which the Mayor is accountable, the ceremonial and civic duties required of the Mayor and the relative ‘size’ of the local government.
- Annual Allowance for Deputy Mayor – 25% of the mayoral allowance.

4. Information Communication Technology – either an annual allowance (maximum \$3,500) or reimbursement of rental charges for one telephone and one facsimile machine.

The 2023/24 Budget recommends that all allowances be set at 100% of the prescribed maximum as per below:

Fee/Allowance	Budget Amount 23/24	Maximum Amount Prescribed
Annual Meeting Attendance Fee – Mayor	\$26,370	\$26,370
Annual Meeting Attendance Fee – Elected Members	\$17,030	\$17,030
Annual Allowance - Mayor	\$38,450	\$38,450
Annual Allowance – Deputy Mayor	\$9,612	\$9,612
Annual Information Communication and Technology Allowance	\$3,500	\$3,500

The Town’s 2021/22 Annual Report highlights that the Council had a very busy year with most elected members attending more than 25 Council and Committee Meetings. In addition, there were 22 other workshops, 2 professional development sessions, 2 citizenship ceremonies, and 5 drop-in sessions. The level of the above fees therefore recognises the responsibilities of elected members.

East Fremantle Oval Redevelopment Budget

Note 14 Major Land Transactions of the draft Budget details a summary of capital expenditure and non-operating income against the East Fremantle Oval Redevelopment Project. An extract is provided below:

(a) Current year transactions	Note	2023/24 Budget	2022/23 Actual	2022/23 Budget
		\$	\$	\$
Operating revenue				
Nil		0	0	0
Capital revenue				
State Government Funding (DLGSCI)		14,053,237	10,017,992	13,000,000
Lotterywest		672,530	672,530	0
AFL Facilities Fund		250,000	0	0
Loan Borrowings		4,800,000	0	0
Transfer from East Fremantle Oval Redevelopment Reserve		0	2,666,801	0
Capital expenditure				
Construction of Facilities	5(a)	(19,776,296)	(13,357,322)	(13,000,000)
		(529)	0	0

The 2023/24 budget estimates are based on the remaining budgets following cash flow forecasts at 30 June 2023. The approved total budget is \$33,614,560 ex GST comprised of the following confirmed funding:

- Town of East Fremantle Treasury Loan \$4,800,000
- Town of East Fremantle Reserve Funding \$2,200,000
- State Government \$25,000,000
- AFL Facilities Funding \$250,000
- LotteryWest \$1,345,060
- East Fremantle Bowling Club \$19,500

The forecast project expenditures are as follows:

2021/22 - \$928,771 (audited figure)
 2022/23 - \$13,357,322 (estimate)
 2023/24 - \$19,328,467 (remaining budget)

Council is aware of the commercial risk regarding this project illustrated by an original construction contingency allowance of \$1,714,560 which has all but been completely exhausted. The expenditure against the construction contingency includes an amount of \$518,668 for the kitchen fit out (\$408,668) and solar panel installation (\$110,000) which were excluded from the project scope as part of the value engineering process with a view of funding these elements externally. These items have been added back in as they are intrinsic elements of the development.

Given the above, the draft 23/24 budget recommends the following:

1. An increase to the project budget of \$518,668 ex GST being new funding provided by the Town for the kitchen fit out and solar panel installation. \$318,507 of this amount is funded from the Town's net surplus carried forward from 30 June 2023.
2. A decrease to the project budget of \$70,839 being the removal of the allowance for the dog park pursuant to Council resolution 141605.

In addition, it is recommended that Council nominate the dog park project under phase 4 of the LRCIP grant program (\$84,181 in funding).

Should Council support the above funding arrangements, the following budgets will apply in 2023/24 as detailed in the itemised capital works schedule (page 33) of the Statutory Budget:

1. East Fremantle Oval Redevelopment Project \$19,776,296 (net increase of \$447,829)
2. East Fremantle Oval Dog Park Project \$195,020 (comprised on original contract allowance of \$70,839 + \$84,181 LRCIP funding + \$40,000 from 2022/23 unspent capital works)

The revised budget for the East Fremantle Oval Redevelopment Project then becomes:

2021/22 - \$928,771 (audited figure)
 2022/23 - \$13,357,322 (estimate)
 2023/24 - \$19,776,296 (remaining budget)
TOTAL - \$34,062,389 ex GST

Comprised of the following funding:

• Town of East Fremantle Treasury Loan	\$4,800,000
• Town of East Fremantle Reserve Funding	\$2,200,000
• Town of East Fremantle Municipal Funding	\$447,829
• State Government	\$25,000,000
• AFL Facilities Funding	\$250,000
• LotteryWest	\$1,345,060
• East Fremantle Bowling Club	\$19,500

The Town has also submitted a new application to LotteryWest for an additional \$520,000 funding. The Town's funding allocation of \$447,829 above as well as the budget against the dog park project will be sufficient to meet the Town's matching funding contribution should the application be successful. Should the application be successful, this would further increase the project budget to \$34,582,389 ex GST.

Amended Rate Increase (Council Concept Forum 13 June 2023)

Council at its Concept Forum of 13 June 2023 received a presentation on the 2023 Community Perception Survey results. The survey highlighted the importance of Council leadership on key priorities including efforts to promote and adopt sustainable practices to manage climate change. Council has adopted the Town of East Fremantle Revenue Strategy which sets aside 1% of gross rate revenue on an annual basis to fund sustainability and environmental initiatives. Direction has been provided that Council would like to increase this amount to 1.5% of rate revenue for the 2023/24 financial year to assist in funding the LED Street Light replacement project (funding allocation of \$310,000 from the Sustainability and Environmental Reserve Fund). This has necessitated a 5% increase in gross rate yield rather a 4.5% increase that was proposed during the advertising period. Gross Rate Yield for 2023/24 (including interim rates) is forecast at \$9,093,382, with \$133,830 to be transferred to the Sustainability and Environmental Reserve Fund.

As this additional rate increase was discussed with Council post the writing of the majority of this agenda report, the 2023/24 budget details discussed earlier in this report has not been updated to reflect the additional 0.5% rate increase. The Statutory Budget attachment and the Officer’s Recommendation have however been updated to reflect a 5% increase in rate yield.

CONCLUSION

The Council is requested to adopt the 2023/24 Statutory Budget as presented.

14.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

RATE INCREASE

That Council:

1. notes that the 2023/24 budget parameters were considered at the Ordinary Meeting of 18th May 2023, whereby a 4.5% increase in rate yield for each rate category for the 2023/24 financial year was endorsed for public advertising.
2. notes that no public submissions were received regarding the proposed 4.5% increase in rate yield for the 2023/24 financial year.
3. resolves on a 5% increase in rate yield for each rate category for the 2023/24 financial year (from the 2022/23 Budget amount), with the reason for the variation in adopted differential rates disclosed in note 2 (e) of the adopted Statutory Budget (page 11), as follows:

“An amendment was made at the meeting when the Budget was adopted to increase the gross rate yield for each category by 5% compared to a 4.5% increase in rate yield that was advertised. The additional rate increase derives circa \$43,541 in additional rate revenue, which is to be transferred to the Sustainability and Environmental Reserve and used to fund the LED Street Light Replacement Project. Council has recently endorsed the Climate Emergency Strategy, and following a presentation on the Community Survey results on 13 June 2023, Council wishes to demonstrate strong leadership in this area of community focus.”

PART A – MUNICIPAL FUND BUDGET FOR 2023/24

That Council:

1. pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council **ADOPTS** the

Municipal Fund Budget as contained as attachment 1 of this agenda and the minutes, for the Town of East Fremantle for the 2023/24 financial year which includes the following:

- a) **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for 2023/24 of \$15,343,310**
- b) **Statement of Cash Flows on page 3 showing cash and cash equivalents at the end of the year of \$5,359,056**
- c) **Statement of Financial Activity on page 4 showing a balanced budget with a forecast surplus of nil at 30 June 2024 and an amount to be raised from rates of \$9,093,382**
- d) **New Borrowings of \$4.8m for the East Fremantle Oval Precinct Redevelopment, as disclosed in Note 7b.**
- e) **Notes to and Forming Part of the Budget**
- f) **Transfers to/from Reserve Accounts as detailed in Note 9**
- g) **Budget program schedules and other Supplementary Information**

ABSOLUTE MAJORITY REQUIRED

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS AND CONCESSIONS

That Council:

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

1.1 General Rates

GRV Residential	6.8930 cents in the dollar expressed as 0.068930
GRV Commercial	11.6840 cents in the dollar expressed as 0.116840

1.2 Minimum Payments

GRV Residential	\$1,243
GRV Commercial	\$1,859

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

Two Instalments:

Full Payment or 1 st Instalment due date	23 August 2023
2 nd Instalment date	3 January 2024

Four Instalments:

Full Payment and instalment due date	23 August 2023
2 nd Instalment date	25 October 2023
3 rd Instalment date	3 January 2024
4 th Instalment date	7 March 2024

3. **pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, Council IMPOSES an instalment administration charge where the owner has elected to pay rates and service charges through an**

instalment option of \$17.20 for each instalment after the initial instalment is paid (excluding eligible pensioners).

4. pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, Council IMPOSES an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option (excluding eligible pensioners).
5. pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, Council IMPOSES an interest rate of 11% for rates and service charges and costs of proceedings to recover such charges that remains unpaid after becoming due and payable (excluding eligible pensioners).
6. in accordance with the provisions of section 6.49 of the *Local Government Act 1995*, AUTHORISES the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, emergency services levy, refuse charges and private swimming pool inspection fees during the 2023/24 financial year.
7. pursuant to section 6.45 and 6.49 of the *Local Government Act 1995*, where a person is able to demonstrate financial hardship as defined under Council Policy, a special payment arrangement will be provided, and Council resolves to WAIVE the administration charge and all penalty interest.

ABSOLUTE MAJORITY REQUIRED

PART C – EMERGENCY SERVICES LEVY

That Council:

1. in accordance with the provisions of sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES the 2023/24 Emergency Services Levy Rates and Minimum and Maximum Payments on land as follows:

ESL Category	Rate per \$ GRV	Minimum ESL Charge	Maximum ESL Charge		
	All Property Uses	All Property Uses	Single unit Residential, Vacant Land and Non-Commercial Farming	Multi unit Residential (residential with more than 1 sub)	Commercial Industrial and Miscellaneous
Category 1	0.013953	\$98	\$491	\$491 x relevant no of units (subs)	\$280,000
Category 2	0.010465	\$98	\$368	\$368 x relevant no of units (subs)	\$210,000
Category 3	0.006976	\$98	\$246	\$246 x relevant no of units (subs)	\$140,000
Category 4	0.004883	\$98	\$172	\$172 x relevant no of units (subs)	\$98,000
Category 5	Fixed Charge \$98				
Mining Tenements	Fixed Charge \$98				

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

SIMPLE MAJORITY REQUIRED

PART D – RESERVE FUNDS

That Council:

1. pursuant to section 6.11 of the *Local Government Act 1995*, that Council establish and maintain the Reserves as detailed in note 9 of the 2023/24 Budget, with \$1,112,010 budgeted to be transferred to Reserves and (\$884,005) budgeted to be transferred from Reserves.
2. resolve to transfer 100% of interest earnings from Pooled Investments (including Reserve Funds) into the East Fremantle Oval Redevelopment Reserve with the exception of any interest earned on the developer contribution reserves which must be applied to those Reserves under section 154 of the *Planning and Development Act 2005*.

ABSOLUTE MAJORITY REQUIRED

PART E – GENERAL FEES AND CHARGES FOR 2023/24

Pursuant to section 6.16 of the *Local Government Act 1995*, Council ADOPTS the Schedule of Fees and Charges as included in the Supplementary Information of the 2023/24 Budget as contained as attachment 1 of this agenda and the minutes.

ABSOLUTE MAJORITY REQUIRED

PART F – OTHER STATUTORY FEES AND CHARGES FOR 2023/24

That Council:

1. pursuant to section 245A (8) of the *Local Government (Miscellaneous Provisions) Act 1960* and regulation 53 of the Building Regulations 2012, Council IMPOSES a private swimming pool four yearly inspection fee of \$140.00 (GST Exempt) for each property where a private swimming pool is located, charged at \$35.00 per annum.
2. pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council IMPOSES the following charges for the removal and deposit of waste and additional receptacle services:

Description	Fee
3 Bin FOGO Service – Residential Properties	Incorporated into Residential General Rate
Refuse and Recycling Service – 2 MGBs – Commercial Properties	\$642.00 per annum
3 Bin FOGO Service – Commercial Properties	\$642.00 per annum
140L/General Waste Bin/240L FOGO Bin – Additional Service	\$261.20 per annum
240L General Waste – Upgrade (swap)(fortnightly)	free
240L Recycling Bin (Yellow Lid) – Additional Service	\$261.20 per annum
360L Recycling Bin (yellow lid) Upgrade (swap)(fortnightly)	free
Bulk Bin Services	Cost + 15%

ABSOLUTE MAJORITY REQUIRED

PART G – MATERIAL VARIANCE REPORTING FOR 2023/24

That in accordance with regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023/24 for reporting material variances shall be:

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

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

SIMPLE MAJORITY REQUIRED

PART H – FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT

That Council:

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

SIMPLE MAJORITY REQUIRED

PART I – ELECTED MEMBER FEES AND ALLOWANCES

That Council, pursuant to sections 5.98, 5.99, 5.99A of the *Local Government Act 1995* and regulations 33, 33A 34, 34A and 34AA of the *Local Government (Administration) Regulations 1996* adopts the following annual amounts for elected member fees and allowances for the 2023/24 financial year:

Fee/Allowance	Budget Amount 23/24	Maximum Amount Prescribed
Annual Meeting Attendance Fee – Mayor	\$26,370	\$26,370
Annual Meeting Attendance Fee – Elected Members	\$17,030	\$17,030
Annual Allowance - Mayor	\$38,450	\$38,450
Annual Allowance – Deputy Mayor	\$9,612	\$9,612
Annual Information Communication and Technology Allowance	\$3,500	\$3,500

SIMPLE MAJORITY REQUIRED

REPORT ATTACHMENTS

Separate Attachment

14.4 COMMUNITY ASSISTANCE GRANT PROGRAM 2023-24

Report Reference Number	OCR-2106
Prepared by	Carly Filbey, Community Engagement Officer
Supervised by	Andrew Malone, Acting Chief Executive Officer
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	1. Community Grants Advisory Group Minutes dated 24/05/23
Attachments	Nil

PURPOSE

The purpose of this report is for Council to consider endorsing the recommendation from the Community Assistance Grants Advisory Group to approve thirteen (13) proposed Community Assistance Grant applications.

EXECUTIVE SUMMARY

The Community Grants Advisory Group met on 24 May 2023 to assess seventeen (17) submissions received under the Community Assistance Grants (CAG) Program, 2023-2024. The Advisory Group members, being Cr Andrew McPhail, Cr Mark Wilson, Cr Kerry Donovan, community members Suzi Nelson and John Chisholm and Acting Chief Executive Officer, Andrew Malone discussed all seventeen (17) submissions and recommended that the following thirteen (13) submissions be funded.

	Group	Grant Amount
1	Bowling Club	\$ 800.00
2	Cockburn Dragonboat Club	\$ 1,495.18
3	Croquet Club	\$ 2,857.00
4	East Fremantle Yacht Club	\$ 750.00
5	Fremantle Outrigger Canoe Club	\$ 2,000.00
6	Fremantle Rowing Club	\$ 950.00
7	Fremantle Swan Dragonboat Club	\$ 900.00
8	Glyde-In Learning Centre	\$ 769.50
9	Junior Cricket Club	\$ 1,500.00
10	Lions Club	\$ 1,000.00
11	Richmond Primary School P&C	\$ 1,000.00
12	Sea Scouts	\$ 1,000.00
13	Tennis Club	\$ 1,397.00
	Total	\$ 16,418.68

BACKGROUND

The Community Grants and Sponsorship Policy and the Community Assistance Grants (CAG) Program were adopted by Council in June 2016 to provide an orderly and consistent way of dealing with small funding requests on an annual basis. The aim of the program is to provide financial assistance to community groups to help build capacity within the community in relation to recreation and leisure activities. The CAG program is intended for small grants only and does not prevent clubs from seeking assistance for larger contributions from Council for more substantial capital projects.

The program was introduced for the first time in 2016-2017 financial year and the following allocations have been made:

- 2016-2017 \$9,305.00
- 2017-2018 \$9,699.00 (two rounds)
- 2018-2019 \$20,000.00 (three rounds)
- 2019-2020 \$14,357.00 (one round) **
- 2020-2021 Budget reallocated **
- 2021-2022 \$11,827.00
- 2022-2023 \$14,681.69

*** Following the original COVID lockdown, Council on 21 April 2020 resolved to defer, until 31 December 2020, the community assistance grant and the community led initiatives programs (and redirect these budget allocations to other community and business relief initiatives).*

CONSULTATION

Applications opened on Monday 27 March 2023 and closed on Friday 12 May 2023.

Local community groups and clubs were informed of the opportunity through the following mediums:

- Direct email (initial and follow-up, plus 'closing' reminder)
- One-on-One meetings
- Talk of the Town newsletter
- Town Talk email newsletter
- Town Facebook page
- Town Instagram page
- Town Website
- Print ad 'Around the Town' in the Fremantle Herald

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

1.2.2 Community Grants and Sponsorship

FINANCIAL IMPLICATIONS

A draft budget of \$15,000 was proposed for the Community Assistance Grant Program in the 2023-2024 financial year. Submissions totalling \$29,065.25 have been received for consideration during the 2023-2024 grant process.

Below is a summary of application received, and those recommended for funding amount to **\$16,418.68**.

	Group	2023-2024	Requested Amount	Grant Request
1	Bowling Club	\$800.00	\$1,000.00	Five Sets of Social Use Bowls
2	Cockburn Dragonboat Club	\$1,495.18	\$1,495.18	Two Heavy Duty Gazebos
3	Cricket Club		\$895.00	Arcade Games Table 60 in 1 LCD
4	Croquet Club	\$2,857.00	\$2,857.00	Upgrade Croquet Equipment
5	East Fremantle Yacht Club	\$750.00	\$1,000.00	Sun Safe Volunteer Tops
6	Fremantle Animal Hospital		\$2,687.00	Expanding Pet Friendly Freo into East Freo
7	Fremantle Outrigger Canoe Club	\$2,000.00	\$5,000.00	Ultralightweight Outrigger Canoe
8	Fremantle Rowing Club	\$950.00	\$950.00	Olympic Gold Medalist Memorabilia & Aus Champion Photos
9	Fremantle Swan Dragonboat Club	\$900.00	\$1,000.00	Two New Sweep Oars
10	Glyde-In Learning Centre	\$769.50	\$769.50	Mah-Jong Tables
11	Hurricane Paddling Crew		\$977.50	Canoe Storage Racks
12	Junior Cricket Club	\$1,500.00	\$2,310.00	Junior Cricket Balls and Sporting Equipment
13	Lions Cancer Foundation		\$1,500.00	Big Day Out Kids Event
14	Lions Club	\$1,000.00	\$1,000.00	Kids train Service and New Train Battery
15	Richmond Primary School P&C	\$1,000.00	\$3,227.07	Flexible Learning Space 'The STEAM Room'
16	Scouts	\$1,000.00	\$1,000.00	Compasses, Camping Stoves, Water Containers
17	Tennis Club	\$1,397.00	\$1,397.00	Spectator Seating
	Total	\$16,418.68	\$29,065.25	

The four submissions highlighted red above were not recommended for funding for the following reasons.

- Cricket Club – The committee felt that the arcade game table was not an appropriate use of community grant funding. Also, the applicant did not contact the Town to discuss the grant application before submitting it (as requested on the application form).
- Fremantle Animal Hospital – A great initiative as there is a lot of dog owners in East Fremantle, however the funds going towards website updates and management was not a good use of grant funding.
- Hurricane Paddling Crew – The club has received funding for the last three financial years through the assistance grant program. Also, the committee felt the club had received a substantial amount recently with building upgrades.
- Lions Cancer Institute – Was advised in 2022 that future funding requests would not be accepted, however the organisation still submitted an application.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2020-2030

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 people to develop community connections and foster local pride

1.3.3 Enrich identity, culture and heritage through programs, events and celebrations

1.3.4 Facilitate community group capacity building

RISK IMPLICATIONS

N/A

SITE INSPECTION

N/A

COMMENT

The members of the Community Assistance Grants Advisory Group were all in agreement that the thirteen (13) applications should be funded.

CONCLUSION

In accordance with the Community Assistance Grants Advisory Group recommendation the following groups and clubs should be funded (2023-2024) for the amounts provided below.

	Group	Grant Amount
1	Bowling Club	\$ 800.00
2	Cockburn Dragonboat Club	\$ 1,495.18
3	Croquet Club	\$ 2,857.00
4	East Fremantle Yacht Club	\$ 750.00
5	Fremantle Outrigger Canoe Club	\$ 2,000.00
6	Fremantle Rowing Club	\$ 950.00
7	Fremantle Swan Dragonboat Club	\$ 900.00
8	Glyde-In Learning Centre	\$ 769.50
9	Junior Cricket Club	\$ 1,500.00
10	Lions Club	\$ 1,000.00
11	Richmond Primary School P&C	\$ 1,000.00
12	Sea Scouts	\$ 1,000.00
13	Tennis Club	\$ 1,397.00
	Total	\$ 16,418.68

14.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

ACCOUNTS FOR PAYMENT MAY 23 **That Council:**

1. approve and fund the following 2023-2024 Community Assistance Grant applications:

- **Bowling Club** \$800.00
 - **Cockburn Dragon Boat Club** \$1,495.18
 - **Croquet Club** \$2,857.00
 - **East Fremantle Yacht Club** \$750.00
 - **Fremantle Outrigger Canoe Club** \$2,000.00
 - **Fremantle Rowing Club** \$950.00
 - **Fremantle Swan Dragonboat Club** \$900.00
 - **Glyde-In Learning Centre** \$769.50
 - **Junior Cricket Club** \$1,500.00
 - **Lions Club** \$1,000.00
 - **Richmond Primary School P & C** \$1,000.00
 - **Sea Scouts** \$1,000.00
 - **Tennis Club** \$1,397.00
- Total** \$16,418.68

2. advise all applicants of the outcomes.

3. instruct the Acting Chief Executive Officer to write to the applicants to provide feedback in relation to their applications.

REPORT ATTACHMENTS

Nil

15 REPORTS – GOVERNANCE

Reports start on the next page

15.1 CORPORATE BUSINESS PLAN

Report Reference Number	OCR-1918
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Andrew Malone, A/Chief Executive Officer
Meeting date	Tuesday, 20 June 2023
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	

1. Town of East Fremantle Corporate Business Plan 2023-2027

PURPOSE

In adopting its Annual Budget, Council must consider its Strategic Community Plan and Corporate Business Plan under section 5.56 of the *Local Government Act 1995*. Council is requested to adopt the Corporate Business Plan 2023-2027.

EXECUTIVE SUMMARY

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

BACKGROUND

Council adopted the Town of East Fremantle Strategic Community Plan 2020-2030 at its Ordinary Meeting of 8 December 2020.

Some of the Objectives and Strategies in the revised Strategic Community Plan were amended, resulting in the requirement to update the Corporate Business Plan to reflect these priorities.

The Town has received the 2023 Community Scorecard Results. It is considered better practice to use this community engagement process to review and update the Corporate Business Plan to reflect the community's current priorities. The following table provides a comparison of community priorities between the 2021 and 2023 community survey:

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

CONSULTATION

Executive Leadership Workshop 23 May 2023

STATUTORY ENVIRONMENT

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

Local Government Act 1995

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

Local Government (Administration) Regulations 1996

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

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

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

STRATEGIC IMPLICATIONS

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

Strategic Priority 5: Leadership and Governance

- 5.1 Strengthen organisational accountability and transparency.
- 5.3 Strive for excellence in leadership and governance.

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Insufficient resources are allocated against the Corporate Business Plan	Possible (3)	Major (4)	High (10-16)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Treat through ensuring appropriate resourcing in the Annual Budget

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Not applicable.

COMMENT

The Town's Corporate Business Plan 2023 – 2027, together with the Strategic Community Plan 2020 – 2030, is East Fremantle's Plan for the Future. It has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996* and is deemed to meet the requirements of the Department of Local Government, Sport and Cultural Industries Framework and Guidelines for Integrated Planning and Reporting.

In relation to the priorities raised in the 2023 Community Scorecard, the following actions have been assigned in the Corporate Business Plan:

Priority	Action
<ul style="list-style-type: none"> Safety and crime prevention 	1.3.1.1 Review and update the Community Safety and Crime Prevention Plan (this will inform any new initiatives) 1.3.2.1 Encourage youth and general community engagement and participation.
<ul style="list-style-type: none"> River and foreshore management 	3.3.2.1 Improve accessibility and useability of the river with improved footpaths and cycleways, picnic areas, boating facilities and parking. 4.1.1.1 Ongoing implementation of the Foreshore Management Plan subject to funding. 4.1.1.2 Continue to partner with stakeholders to actively protect, conserve and maintain the Swan River and foreshore area. 4.3.1.1 Investigate further climate change and mitigation initiatives. 4.3.1.2 Implement the Coastal Hazard Risk Management Adaptation Planning program (CHRMAP) subject to funding.
<ul style="list-style-type: none"> Responsible growth and development 	3.1.1.1 Actively represent the local community in relation to any major planning development projects. 3.1.2.1 Five-year review of the Local Planning Strategy. 3.2.1.1 Finalise, advertise and implement major review of the Local Planning Scheme. 3.2.1.2 Review Local Planning Policies – Residential Design Guidelines.
<ul style="list-style-type: none"> Development and activation of the Town Centre 	2.1.2.1 Maintain strong relationships with the business community. 2.2.1.1 Maintain business friendly status via the Small Business Development Corporation Charter. 2.2.1.2 Undertake regular and frequent parking patrols to ensure parking availability and turnover in the Town Centres. 2.2.1.3 Implement the recommendations of the Local Commercial Centre Strategy.

CONCLUSION

The Town of East Fremantle Corporate Business Plan 2023 – 2027 is recommended to the Council for adoption. The Corporate Business Plan contains a total of 74 specific activities, many of which are anticipated to be undertaken in the 2023/24 financial year. The Chief Executive Officer provides a formal quarterly update against the Corporate Business Plan to Council.

15.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

That Council, pursuant to regulation 19DA of the *Local Government (Administration) Regulations 1996*, adopt by absolute majority the Town of East Fremantle Corporate Business Plan for the four-year period 2023 – 2027.

REPORT ATTACHMENTS

Attachments start on the next page

Corporate Business Plan 2023 – 2027

Endorsed 20 June 2023

DRAFT

An inclusive community balancing growth, lifestyle and sustainability

Acknowledgement of Country

The Town of East Fremantle acknowledges the Whadjuk Nyoongar people as traditional custodians of the lands in which we operate and pays respect to Elders past, present and emerging.

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Strategic Priority 4: Natural Environment

Strategic Priority 5: Leadership and Governance

Strategic Risk Management and Services

References and Acknowledgements

Message from the Mayor and Acting Chief Executive Officer

The Town of East Fremantle is proud to present our Corporate Business Plan 2023 – 2027, which details how we will deliver on the objectives and strategies set in our long-term planning document, the Strategic Community Plan 2020 – 2030.

The Corporate Business Plan 2023–2027 lists actions, services and projects in five focus areas:

- Social - a socially connected, inclusive and safe community
- Economic - sustainable, locally focused and easy to do business with
- Built Environment - accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
- Natural Environment - maintaining and enhancing our river foreshore and other green, open spaces with a focus on environmental sustainability and community amenity, and
- Leadership and Governance - a proactive, approachable Council which values community consultation, transparency and accountability.

The Town remains committed to continuous improvement, and that current service delivery standards are well received by our community. The 2023 Community Perceptions Survey revealed a strong performance generally across areas of the survey, rating the Town as the highest performing local government in the MARKYT Industry index. Building on these gains, over the next four years the Town will improve our overall efficiency and effectiveness in customer services through a mix of technological enhancements, innovations and process improvements and we will track our progress through meaningful and transparent performance measures.

Despite our small size, the Town, together with our community, has developed ambitious plans for the redevelopment of key assets, the largest being the East Fremantle Oval Precinct Redevelopment Project. The funding for this project (\$33.6 million) has now been secured and this redevelopment will be the Town's major focus for the next couple of years. The expected completion is early 2024.

We present this Corporate Business Plan 2023 – 2027 as an important part of our overall 'Plan for the Future' and with effective forward planning, hard work and consistent service delivery, the future continues to shine brightly for the Town of East Fremantle.

Jim O'Neill
Mayor

Andrew Malone
Acting Chief Executive Officer

Town of East Fremantle Ward Map



Our Values

The Town of East Fremantle's Elected Members and employees are committed to achieving outcomes in the RITE way.



Respect

Being courteous at all times and valuing the views and opinions of others by having due regard to their rights and responsibilities



Integrity

Holding oneself to consistent standards exemplified by being honest and having a strong moral code, upholding the reputation of the organisation



Teamwork

Working together to achieve agreed outcomes by building and sustaining a high performance work environment underpinned by trust and commitment



Empathy

Willing to develop an understanding of someone's concern and consider their needs and feelings in working with them to address work related issues and solve problems

Meet Your Local Representatives



Mayor Jim O'Neill
Term 2021-2025
T 0413 211 873
E mayor.oneill@eastfremantle.wa.gov.au

Preston Point Ward



Councillor Tony Natale
Deputy Mayor Term 2021-2023
Councillor Term 2019-2023
T 0419 929 825
E cr.natale@eastfremantle.wa.gov.au



Councillor Laura Mascaro
Term 2021-2025
T 0410 689 801
E cr.mascaro@eastfremantle.wa.gov.au

Plympton Ward



Councillor Cliff Collinson
Term 2019-2023
T (08) 9339 6452
E cr.collinson@eastfremantle.wa.gov.au



Councillor Mark Wilson
Term 2021-2025
T 0477 532 486
E cr.wilson@eastfremantle.wa.gov.au

Richmond Ward



Councillor Andrew McPhail
Term 2021-2025
T 0412 936 772
E cr.ajmcphail@eastfremantle.wa.gov.au



Councillor Dean Nardi
Term 2019-2023
T 0417 933 956
E cr.nardi@eastfremantle.wa.gov.au

Woodside Ward



Councillor Kerry Donovan
Term 2019-2023
T 0407 985 832
E cr.donovan@eastfremantle.wa.gov.au



Councillor Andrew White
Term 2021-2025
T 0418 131 179
E cr.white@eastfremantle.wa.gov.au

*remove Councillor Mascaro

Integrated Planning and Reporting

All Western Australian local governments are required to prepare a Plan for the Future for their district, comprising of two key strategic documents, a Strategic Community Plan and a Corporate Business Plan, which the local government is required to have regard for when forming its annual budget.

This Corporate Business Plan 2023-2027, together with the Strategic Community Plan 2020 - 2030, is the Town of East Fremantle's Plan for the Future.

Under Local Government (Administration) Regulations 1996 Regulation 19DA (3), a Corporate Business Plan is to:

- a) set out, consistent with any relevant priorities included in the Strategic Community Plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

In the preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future in terms of Section 6.2(2) of the Local Government Act 1995.

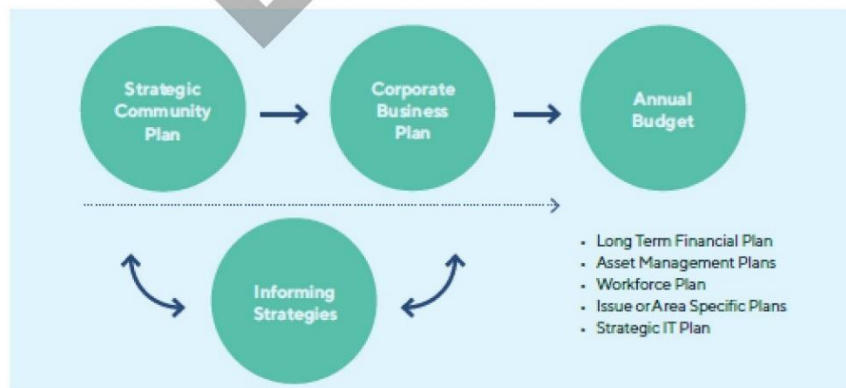
Development of the Plan has also been influenced by the Department of Local Government and Sport and Cultural Industries Framework and Guidelines for Integrated Planning and Reporting.

Strategic Community Plan

The Strategic Community Plan is Council's principal 10-year strategy and planning tool, guiding the remainder of the Town's strategic planning. Community engagement is central to the Strategic Community Plan.

The Town community had a strong involvement and voice in the development of the Strategic Community Plan 2020-2030. The community were invited to share their vision, aspirations and objectives for the future of the Town, and the Plan has subsequently been reviewed and updated to reflect the community aspirations.

This information provided a valuable insight into the key issues and aspirations, as held by the local community. Importantly for the Council, these views helped establish clear priorities and shaped the visions, values, objectives and strategies contained within the previous Corporate Business Plan 2023-2027.



Integrated Planning and Reporting (continued)

Corporate Business Plan

Achieving the community's vision and the Town's strategic objectives requires the development of actions to address each strategy contained within the Strategic Community Plan. Careful operational planning and prioritisation is required to achieve the objectives and desired outcomes due to the limited resources available. This planning process is formalised by the development of the Corporate Business Plan. The Corporate Business Plan then converts the Strategic Community Plan into action through the adoption of an Annual Budget.

Actions requiring funding will only be undertaken once approved within the statutory budget and subject to funding availability. Along with achieving the community aspirations and objectives, the Corporate Business Plan draws on information contained within the following strategic documents.

Workforce Plan

The Workforce Plan provides the workforce management and resource strategies necessary to deliver the objectives, outcomes and strategies of the Town's Strategic Community Plan.

Workforce issues have been considered during the development of this Corporate Business Plan and the financial impacts of the Workforce Plan captured within the Strategic Resource Plan (Long-term Financial Plan). A combination of workforce and financial constraints has influenced the prioritisation of actions within this Plan.

DRAFT

Strategic Resource Plan

The Town took a combined approach to asset management and long-term financial planning processes to produce an overarching Strategic Resource Plan. A key objective of the Strategic Resource Plan is to highlight and define key long-term strategies to maintain financial and asset services to the community over the long term.

During the development of this Corporate Business Plan, the Strategic Resource Plan was updated to confirm the financial capability to undertake the planned actions and ensure integration with this Plan. The results of this update are reflected within the Forecast Statement of Funding included within this document.

Asset Management Planning Component

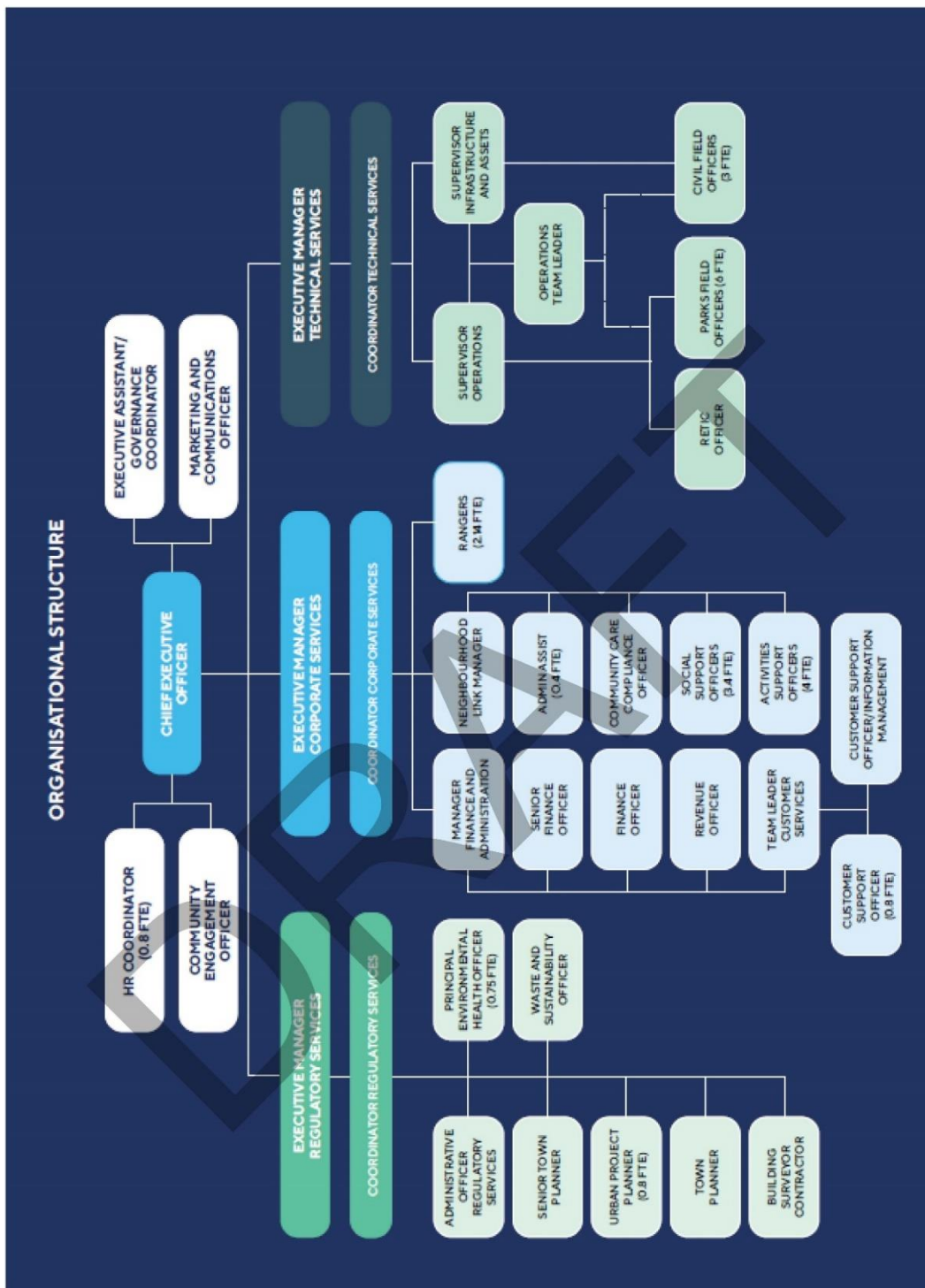
The Town has developed an Asset Management Plan for major asset classes in accordance with Council's Asset Management Policy. The Asset Management Plan forms a component of an overall Asset Management Strategy which addresses the Town's current processes and sets out the steps required to continuously improve the management of Town controlled assets.

Capital renewal estimates are contained within the Strategic Resource Plan and have been considered within this document.

Review of Plan

In accordance with statutory requirements, the Corporate Business Plan is reviewed and updated annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding.

DRAFT



*Ensure current Org Chart is inserted

Forecast Statement of Funding

The forecast statement should be read in conjunction with the full Long Term Financial Plan and its underlying assumptions and predictions.

Forecast Statement of Financial Activity 2023/24 - 2027/28

Town of East Fremantle Forecast Statement of Financial Activity 2022/23 - 2032/33								
	22/23 Adopted Budget	22/23 Forecast Result		2023/24	2024/25	2025/26	2026/27	2027/28
Surplus 1 July	517,692	512,823		0	-0	0	-0	0
Revenue								
Rates	8,660,135	8,660,135	78%	9,049,841	9,411,835	9,741,249	10,082,193	10,435,069
Fees and Charges	1,442,358	1,492,976	18%	1,544,580	1,604,255	1,659,895	1,716,708	1,776,552
Operating Grants	907,014	1,009,737	7%	823,266	689,551	971,236	977,922	984,608
Interest Earnings	98,000	338,000	1%	151,455	154,224	166,230	180,380	197,579
Other	27,170	27,170	0%	42,000	43,500	45,090	46,775	48,562
	11,134,677	11,528,018		11,611,142	11,903,364	12,583,701	13,003,979	13,442,371
Expenditure								
Employee Costs	-4,736,197	-4,746,197	39%	-4,569,759	-5,118,852	-5,272,417	-5,430,590	-5,593,508
Materials and Contracts	-4,028,396	-4,115,471	31%	-3,969,669	-3,856,408	-4,063,809	-4,065,855	-4,213,277
Utilities	-259,034	-259,034	2%	-301,962	-309,511	-317,249	-325,180	-333,309
Interest	-16,250	-16,250	1%	-134,491	-272,562	-264,076	-255,268	-246,033
Insurance	-228,901	-228,901	2%	-273,229	-289,623	-307,000	-325,420	-344,946
Other	-775,797	-775,797	6%	-789,703	-807,457	-814,186	-832,838	-851,958
Depreciation	-2,103,440	-2,103,440	17%	-2,166,543	-2,231,539	-2,298,486	-2,367,440	-2,438,463
	-12,148,015	-12,245,090		-12,605,356	-12,885,953	-13,337,223	-13,602,592	-14,021,494
	-1,015,938	-717,072		-994,214	-982,689	-769,522	-689,613	-478,123
Non-Cash movements on SOFP	-13,922	-13,922		0	0	0	0	0
Depreciation	2,103,440	2,103,440		2,166,543	2,231,539	2,298,486	2,367,440	2,438,463
Net Funding from Operational Activities (exc Depn)	1,076,180	1,372,446		1,172,330	1,248,951	1,544,963	1,768,828	1,859,341
** This is the critical number as it identifies how much own source funding is available to service capital expenditure, debt repayments and reserve transfers								
Capital Expenditure								
East Fremantle Oval Redevelopment	-13,000,000	-14,773,534		-18,385,604	0	0	0	0
Plant and Equipment	-425,450	-452,450		-706,200	-240,000	-268,200	-262,000	-234,200
Furniture and Equipment	-25,000	-25,000		-25,000	-25,000	-25,000	-25,000	-25,000
Buildings	-770,000	-1,065,000		-1,030,000	-80,000	-80,000	-80,000	-80,000
Roads	-361,127	-361,127		-80,000	-380,000	-380,000	-370,000	-314,000
Drainage	-100,000	-100,000		-100,000	-100,000	-100,000	-100,000	-100,000
Parks and Ovals	-417,000	-393,223		-207,000	-140,000	-85,000	-150,000	-150,000
Carparks	-15,000	-15,000		-15,000	-15,000	0	-20,000	-20,000
Footpaths	-250,000	-250,000		-270,000	-279,040	-220,000	-197,000	-185,000
Non-Operating Grants - EF Oval	13,000,000	11,752,681		13,913,608	0	0	0	0
Non-Operating Grants - RRG	240,751	240,751		0	200,000	200,000	193,333	156,000
Non-Operating Grants - Other	858,362	1,175,399		1,004,181				
Net Capital Program	-1,264,464	-4,266,503		-5,901,015	-1,059,040	-958,200	-1,010,667	-952,200
Proceeds from new Loan Borrowings	0			4,800,000	0	0	0	0
Loan Repayments	-102,000	-102,000		-72,634	-150,564	-157,911	-165,617	-173,698
Net Borrowings	-102,000	-102,000		4,727,366	-150,564	-157,911	-165,617	-173,698
Net Reserve Transfers From/(to)	-1,849,976	491,958		-120,273	-63,546	-522,462	-626,517	-775,715
Proceeds from Sale of Assets	167,568	189,168		171,400	76,000	147,481	90,000	100,540
Sale Proceeds - 128 George Street	1,500,000	1,850,000		0	0	0	0	0
Lease Payments	-45,000	-47,892		-49,808	-51,800	-53,872	-56,027	-58,268
Surplus 30 June	0	-0		0	0	-0	0	0

Capital Program

A Forward Capital Works Plan has been developed, and is funded in the 5-year financial plan as follows:

Town of East Fremantle - Capital Works Schedule					
Asset Class	23/24 Budget	24/25 Budget	25/26 Budget	26/27 Budget	27/28 Budget
Total Plant & Equipment	706,200	240,000	268,200	262,000	234,200
Total Furniture & Equipment	25,000	25,000	25,000	25,000	25,000
Total Buildings	20,851,316	80,000	80,000	80,000	80,000
Total Infrastructure - Roads	80,000	380,000	380,000	370,000	314,000
Total Infrastructure - Drainage	100,000	100,000	100,000	100,000	100,000
Total Infrastructure - Parks & Ovals	207,000	140,000	85,000	150,000	150,000
Total Infrastructure - Car Parks	15,000	15,000	0	20,000	20,000
Total Infrastructure - Footpaths	270,000	279,040	220,000	197,000	185,000
Total Capex	22,254,516	1,259,040	1,158,200	1,204,000	1,108,200

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Service Delivery

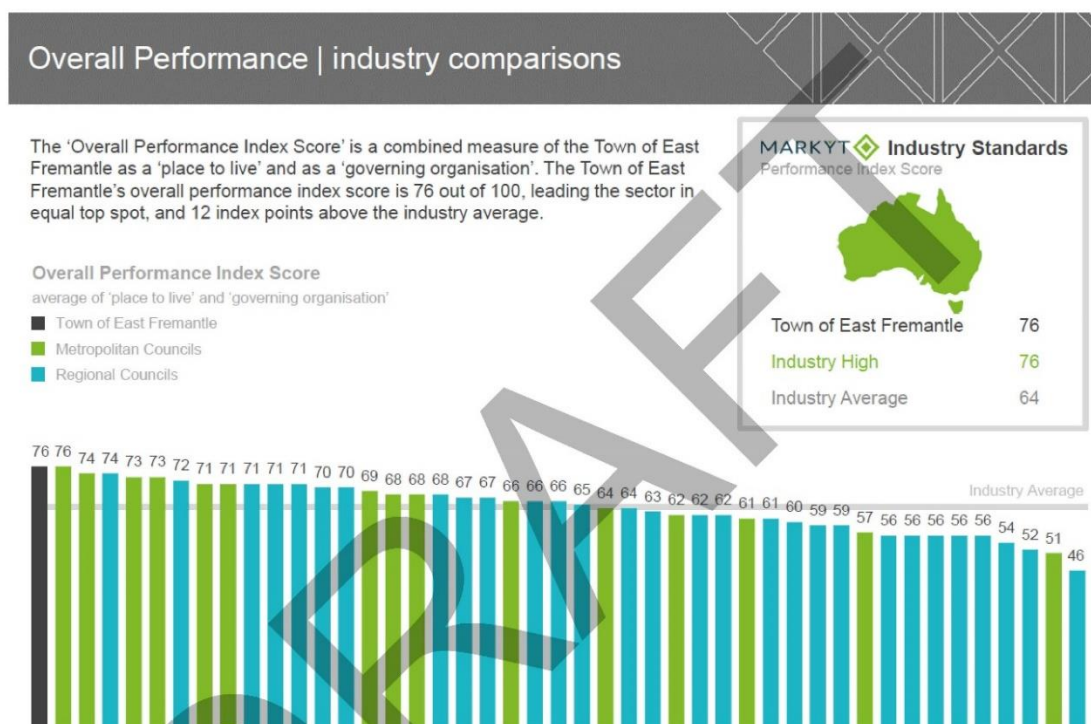
Based on the community feedback received, the Townset five key priority areas within the Strategic Community Plan as it delivers services to the community. Strategic performance indicators provide an indication of progress, as the Town strives to achieve these objectives and the community will be kept informed by means of the Annual Report.

Priority Areas	Measuring our Success
Social: <i>A socially connected, inclusive and safe community</i>	
1.1: Facilitate appropriate local services for the health and wellbeing of the community	<ul style="list-style-type: none"> Community perception (Scorecard) of value of services, inclusiveness and wellbeing
1.2: Inviting open spaces, meeting places and recreational facilities	<ul style="list-style-type: none"> Community perception (Scorecard) of value of recreational facilities and meeting spaces
1.3: Strong community connection within a safe and vibrant lifestyle	<ul style="list-style-type: none"> Community perception (Scorecard) of value of vibrancy and connectivity
	<ul style="list-style-type: none"> Increase community perception (Scorecard) of safety
	<ul style="list-style-type: none"> Increase in community participation and satisfaction with events
Economic: <i>Sustainable, locally focussed and easy to do business with</i>	
2.1 Actively support new business activity and existing local businesses	<ul style="list-style-type: none"> Increased participation in attendance at business forums held in the Town
2.2 Continue to develop and revitalise local business activity centres	<ul style="list-style-type: none"> Community perception (Scorecard) of value of support provided to business
	<ul style="list-style-type: none"> # Vacant businesses
Built Environment: <i>Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces</i>	
3.1 Facilitate sustainable growth with housing options to meet future community needs	<ul style="list-style-type: none"> Community perception (Scorecard) of value of strategic development site outcomes
3.2 Maintaining and enhancing the Town's character	<ul style="list-style-type: none"> Community perception of value of the Town's preservation of character.
3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected	
Natural Environment: <i>Maintaining and enhancing our river foreshore and other green, open spaces with a focus on environmental sustainability and community amenity</i>	
4.1 Conserve, maintain and enhance the Town's open spaces	<ul style="list-style-type: none"> Community perception (Scorecard) of value of Town's conservation and management
4.2 Enhance environmental values and sustainable natural resource use	<ul style="list-style-type: none"> Recycling Rates – kilogram per capita (maintain and aim to improve)
4.3 Acknowledge the change in our climate and understand the impact of those changes	<ul style="list-style-type: none"> Waste to landfill – kilograms per capita (maintain or decrease)
Leadership and Governance: <i>A proactive, approachable Council which values community consultation, transparency and accountability</i>	
5.1 Strengthen organisational accountability and transparency	<ul style="list-style-type: none"> Achieve an unqualified audit
5.2 Proactively collaborate with the community and other stakeholders	<ul style="list-style-type: none"> Community perception (Scorecard) of value of the Town's communication and consultation processes
5.3 Strive for excellence in leadership and governance	<ul style="list-style-type: none"> Community satisfied with Town's responsiveness
	<ul style="list-style-type: none"> % of customer requests or enquiries responded to within target timeframes
	<ul style="list-style-type: none"> Financial ratio levels for benchmarking of local governments

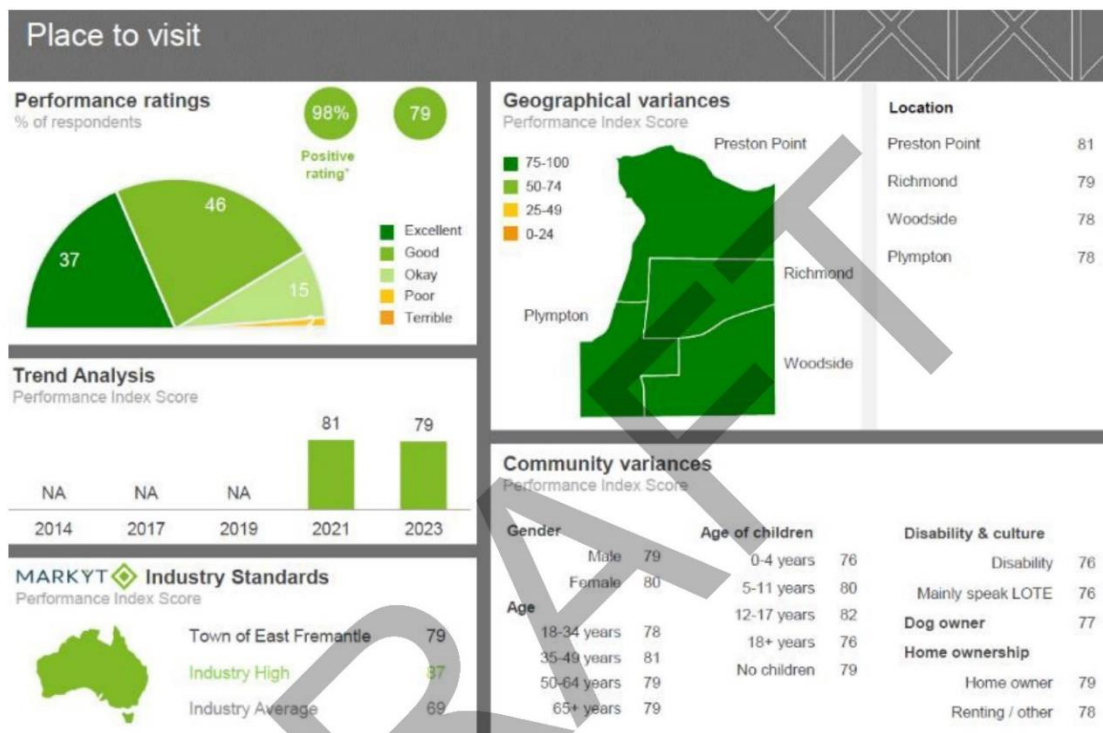
So how have we done?

The above table refers to Community Perception Scorecard as a key measure.

The full results from the 2023 MARKYT Community Scorecard can be found on the Town’s Website at www.eastfremantle.wa.gov.au



Key Results



Place to own or operate a business

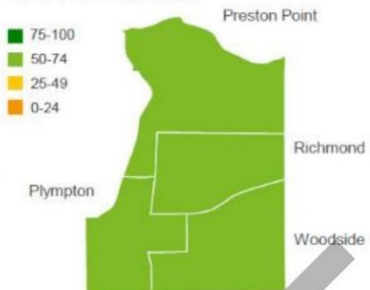
Performance ratings

% of respondents



Geographical variances

Performance Index Score



Location

Preston Point	68
Richmond	61
Woodside	68
Plympton	66

Trend Analysis

Performance Index Score



Community variances

Performance Index Score

Category	Sub-category	Score
Gender	Male	67
	Female	67
Age	18-34 years	71
	35-49 years	60
	50-64 years	65
	65+ years	66
Age of children	0-4 years	70
	5-11 years	64
	12-17 years	61
	18+ years	54
Disability & culture	No children	68
	Disability	43
Dog owner	Mainly speak LOTE	57
	Dog owner	63
Home ownership	Home owner	64
	Renting / other	76

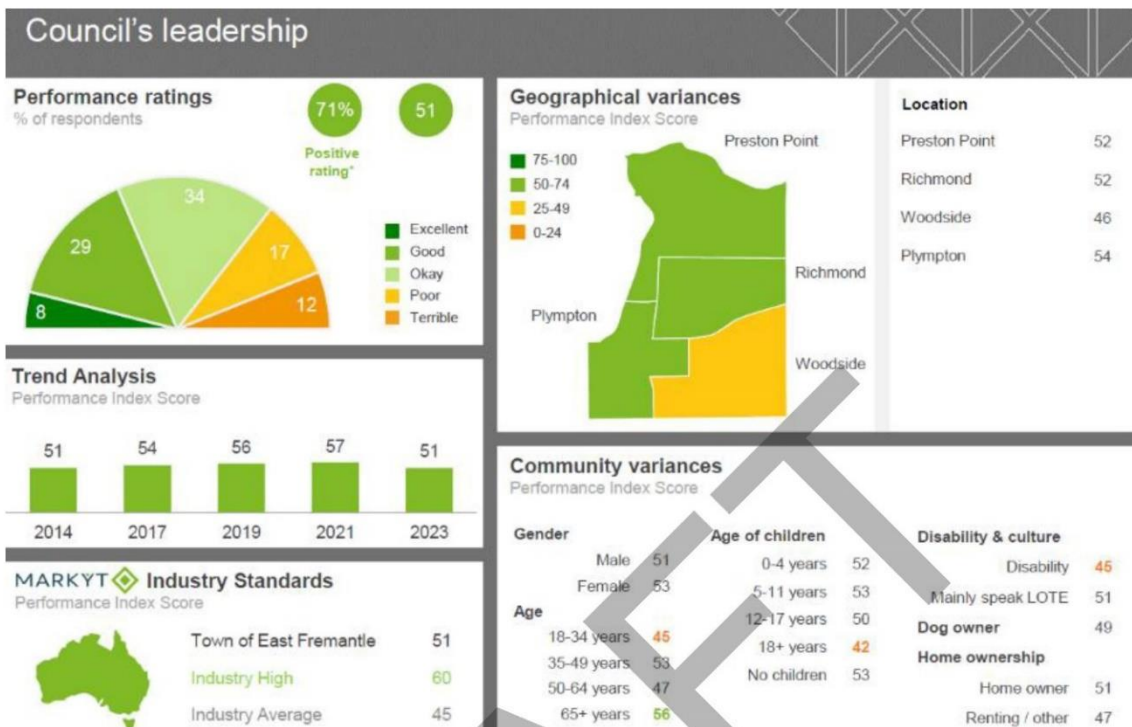
MARKYT Industry Standards

Performance Index Score



Town of East Fremantle	65
Industry High	68
Industry Average	57

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Town's Strategic Community Plan (with the vision, objectives and priority projects)

Performance ratings

% of respondents



Trend Analysis

Performance Index Score



MARKYT Industry Standards

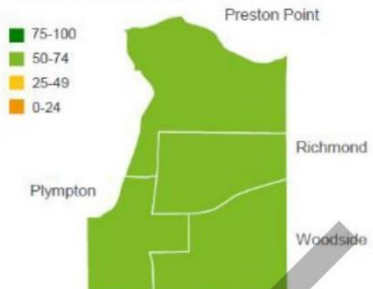
Performance Index Score



Town of East Fremantle	55
Industry High	55
Industry Average	45

Geographical variances

Performance Index Score



Location

Preston Point	57
Richmond	56
Woodside	53
Plympton	53

Community variances

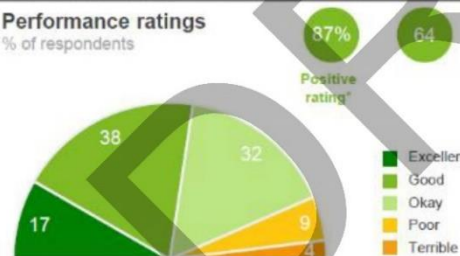
Performance Index Score

Gender	Age	Age of children	Disability & culture
Male	18-34 years	0-4 years	Disability
Female	35-49 years	5-11 years	Mainly speak LOTE
	50-64 years	12-17 years	Dog owner
	65+ years	18+ years	Home ownership
		No children	Home owner
			Renting / other

Enewsletters

Performance ratings

% of respondents



Trend Analysis

Performance Index Score



MARKYT Industry Standards

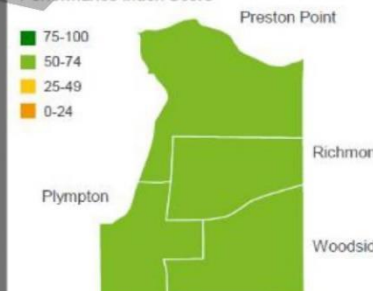
Performance Index Score



Town of East Fremantle	64
Industry High	67
Industry Average	55

Geographical variances

Performance Index Score



Location

Preston Point	62
Richmond	62
Woodside	63
Plympton	68

Community variances

Performance Index Score

Gender	Age	Age of children	Disability & culture
Male	18-34 years	0-4 years	Disability
Female	35-49 years	5-11 years	Mainly speak LOTE
	50-64 years	12-17 years	Dog owner
	65+ years	18+ years	Home ownership
		No children	Home owner
			Renting / other

Service Delivery Strategies

The following strategies describe, at a high level, what we will do to meet the priorities and aspirations expressed by our community. The detailed actions reflect the planned prioritisation over the next four years.

Service Delivery – Strategic Priority 1

Social: A socially connected, inclusive and safe community						
Objective 1.1 Facilitate appropriate local services for the health and wellbeing of the community						
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level	1.1.1.1 Implement the Public Health Plan	■	■	■	■	→
	1.1.1.2 Continue support/provision for the ongoing shared public library services	■	■	■	■	→
	1.1.1.3 Review and recommendation for the future of the CHSP program given funding changes		■			→
	1.1.1.4 Continue service partnership with the Glyde In Community Learning Centre	■	■	■	■	→
1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation	1.1.2.1 Development of a Community Development Strategy (Community, Youth and Seniors)	■				→
	1.1.2.2 Implement activities as per the Disability Access and Inclusion Plan	■	■	■	■	→
	1.1.2.3 Implement the Reconciliation Action Plan in consultation with the RAP Steering Group	■	■	■	■	→
Objective 1.2 Inviting open spaces, meeting places and recreational facilities						
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
1.2.1 Provision of adequate facilities to support healthy and active lifestyles	1.2.1.1 Implement the Preston Point Road North Recreation Facility Master Plan subject to funding	■	■	■	■	→
	1.2.1.2 Implement actions from the Recreation and Community Facilities Strategy subject to funding	■	■	■	■	→
	1.2.1.3 Provide community facilities and infrastructure in line with asset management planning	■	■	■	■	→
1.2.2 Activate inviting open spaces that encourage social connection across all age groups	1.2.2.1 Complete the redevelopment of the East Fremantle Oval Precinct subject to budget parameters and finalise the appointment of the preferred operator	■	■			

Service Delivery – Strategic Priority 1 (continued)

Objective 1.3 Strong community connection within a safe and vibrant lifestyle		2023/24	2024/25	2025/26	2026/27	2027 →
STRATEGY	ACTIONS					
1.3.1 Partner and educate to build a strong sense of community safety	1.3.1.1 Review and update the Community Safety and Crime Prevention Plan		■			→
	1.3.1.2 Provide effective regulatory services and associated community education	■	■	■	■	→
	1.3.1.3 Continue the partnership with the City of Fremantle with respect to joint emergency management arrangements	■		■		→
1.3.2 Facilitate opportunities to develop community connections through events and celebrations	1.3.2.1	■	■	■	■	→
	1.3.2.1 Encourage youth and general community engagement and participation	■	■	■	■	→
	1.3.2.2 Implement the 4-year public art program in line with the Public Arts Strategy	■	■	■	■	→
	1.3.2.3 Deliver the East Fremantle George Street Festival and consider possible partnerships with the East Fremantle Oval Precinct Operator	■	■	■	■	→
	1.3.2.4 Prepare and implement an Annual Calendar of Events including consultation with the Events Committee	■	■	■	■	→
	1.3.2.5 Adopt local heritage survey and heritage precinct	■				→
	1.3.2.6 Continue the partnership with the Museum of Perth for hosting of the Streets of East Fremantle web page.	■	■	■	■	→
1.3.3 Facilitate community group capacity building	1.3.3.1 Fund a single annual round of the Community Grants Program	■	■	■	■	→

Service Delivery – Strategic Priority 2

Economic – Sustainable, locally focussed and easy to do business with

Objective 2.1 Actively support new business activity and existing local businesses		2023/24	2024/25	2025/26	2026/27	2027 →		
STRATEGY	ACTIONS							
2.1.1	Ensure a “local” focus through supporting and promoting opportunities for local business.	2.1.1.1	Continue to support and facilitate opportunities for business and community groups	■	■	■	■	→
2.1.2	Facilitate opportunities/ forums where local businesspeople can meet and share ideas	2.1.2.1	Maintain strong relationships with business community	■	■	■	■	→
Objective 2.2 Continue to develop and revitalise local business activity centres		2023/24	2024/25	2025/26	2026/27	2027 →		
STRATEGY	ACTIONS							
2.2.1	Facilitate local small business access through planning and activation to support community and business growth.	2.2.1.1	Maintain business friendly status via the Small Business Development Corporation Charter. Meet reporting obligations.	■	■	■	■	→
		2.2.1.2	Undertake regular and frequent parking patrols to ensure parking availability and turnover in the Town centres and George Street	■	■	■	■	→
		2.2.1.3	Implement the recommendations of the Local Commercial Centre Strategy	■				→

Service Delivery – Strategic Priority 3

Built Environment – Accessible, well planned built landscapes which are in balance with the Town’s unique heritage and open spaces

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

STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites	3.1.1.1 Actively represent the local community in relation to any major planning development projects.	■	■	■	■	→
3.1.2 Plan for a mix of inclusive diversified housing options	3.1.2.1 Five year review of the Local Planning Strategy by WAPC.				■	→
3.1.3 Plan for improved streetscapes	3.1.3.1 Promote the Verge Policy and Implement the Urban Streetscape and Public Realm Style Guide	■	■	■	■	→

Objective 3.2 Maintaining and enhancing the Town’s character

STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
3.2.1 Ensure appropriate planning policies to protect the Town’s existing built form	3.2.1.1 Finalise, advertise, and implement major review of the Local Planning Scheme	■	■			→
	3.2.1.2 Review Local Planning Policies – Residential Design Guidelines	■	■	■	■	→
	3.2.1.3 Implement the Bushfire Management Plan	■	■	■	■	→
	3.2.1.4	■				→

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

STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
3.3.1 Continue to improve asset management within resource capabilities	3.3.1.1 Maintain and implement current Asset Management Plans including asset maintenance schedules	■	■	■	■	→
	3.3.1.2 Implement the 10-year capital works program in line with integrated strategic planning	■	■	■	■	→
	3.3.1.3 Annual review of suitability and utilisation of light and heavy fleet. Council to resolve on EV strategy	■	■	■	■	→
	3.3.1.4	■	■	■	■	→
3.3.2 Plan and advocate for improved access and connectivity	3.3.2.1 Improve accessibility and useability of the river with improved footpaths and cycle ways, picnic areas, boating facilities and parking.	■	■	■	■	→
3.3.2	3.3.2.2		■	■	■	■
	3.3.2.1 Implement the Integrated Traffic Management and Movement Strategy		■	■	■	■

Service Delivery – 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

Objective 4.1		Conserve, maintain and enhance the Town’s open spaces				
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
4.1.1 Partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore	4.1.1.1 Ongoing implementation of the Foreshore Management Plan subject to funding	■	■	■	■	→
	4.1.1.2 Continue to partner with stakeholders to actively protect, conserve and maintain the Swan River and foreshore area	■	■	■	■	→
4.1.2 Plan for improved streetscapes, parks and reserves	4.1.2.1 Maintain Waterwise accreditation for maintenance of verges, parks and reserves	■	■	■	■	→
	4.1.2.2 Investigate opportunities for activating public open spaces	■	■	■	■	→
4.1.3 Improve and protect the urban forest and tree canopy	4.1.3.1 Continue with annual street planting program	■	■	■	■	→
Objective 4.2		Enhance environmental values and sustainable natural resource use				
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education	4.2.1.1 Continue to provide sustainable waste management services to the community	■	■	■	■	→
	4.2.1.2 Partner with the City of Fremantle to provide free community access to the Fremantle Recycling Centre	■	■	■	■	→
	4.2.1.3 Ongoing implementation of the Regional Waste Strategy	■	■	■	■	→
Objective 4.3		Acknowledge the change in our climate and understand the impact of those changes				
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →
4.3.1 Improve systems and infrastructure standards to assist with mitigating climate change impacts	4.3.1.1 Continue to support the Climate Action Reference Group to investigate further climate change and mitigation initiatives	■	■	■	■	→
	4.3.1.2 Implement the Coastal Hazard Risk Management Adaptation Planning Program (CHRMAP) subject to funding	■	■	■	■	→
	4.3.1.3 Maintain gold certification under the Waterwise program	■	■	■	■	→
	4.3.1.4 Ongoing implementation of the Asbestos Building Management Plan	■	■	■	■	→
	4.3.1.5 Implement actions under the Climate Emergency Strategy subject to funding	■	■	■	■	→
	4.3.1.6 Replace street lights with LED lights and investigate smart technology	■				

Service Delivery – Strategic Priority 5

Leadership and Governance - A proactive, approachable Council which values community consultation, transparency and accountability

Objective 5.1		Strengthen organisational accountability and transparency						
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →		
5.1.1	Strengthen governance, risk management and compliance	5.1.1.1	Maintain high level of legislative compliance across the organisation including an unqualified audit	■	■	■	■	→
		5.1.1.2	Annual review of Policies and Delegations	■	■	■	■	→
		5.1.1.3	Review the ICT Plan (and contract arrangements) and IT Disaster Recovery Plan every 2 years	■		■		→
		5.1.1.4	Oversee the implementation of the Audit Committee Work Plan and Risk Register	■	■	■	■	→
		5.1.1.5	Provide accurate and timely advice to Council	■	■	■	■	→
		5.1.1.6	Develop and implement an Elected Member Communication Plan	■	■	■	■	→
		5.1.1.7	Implement the Integrity Framework	■	■	■	■	→
		5.1.1.8	5 year statutory review of Record Keeping Plan	■				→
5.1.2	Ensure effective engagement with community and stakeholders	5.1.2.1	Undertake a Community Perception Survey every two years		■		■	
		5.1.2.2	Implement the Communication and Engagement Strategy. Maintain improved levels of community engagement	■	■	■	■	→
5.1.3	Improve the efficiency and effectiveness of services	5.1.3.1	Develop Service Team Plans for all Business Units. Finalisation of the Operations Review.	■	■	■	■	→
		5.1.3.2	Continue current service partnerships including library services and waste services	■	■	■	■	→
		5.1.3.3	Undertake market examination for future Enterprise Business Software or Enterprise Resource Planning	■				→
Objective 5.2		Proactively collaborate with the community and other stakeholders						
STRATEGY	ACTIONS	2023/24	2024/25	2025/26	2026/27	2027 →		
5.2.1	Foster and promote strategic collaborative relationships with neighbouring LGAs, State and Federal government	5.2.1.1	Continue to improve the profile including promoting Council's strategic vision to the community.	■	■	■	■	→
		5.2.1.2	Maintain working relationship with the South Perth South West Metro Alliance Group, Regional Resource Recovery Group, all levels of government and the media	■	■	■	■	→

	representatives and agencies, NGOs	5.2.1.3	Review the Stakeholder Relations Plan	■	■	■	■	→
Objective 5.3 Strive for excellence in leadership and governance								
STRATEGY		ACTIONS		2023/24	2024/25	2025/26	2026/27	2027 →
5.3.1	Deliver community outcomes through sustainable finance and human resource management	5.3.1.1	Annual review of Workforce Plan and update within proposed budget and timelines	■	■	■	■	→
		5.3.1.2	Provide opportunities for training and development for staff and elected members	■	■	■	■	→
		5.3.1.3	Drive the implementation of the new Work, Health and Safety legislation	■	■	■	■	→
		5.3.1.4	Ensure the effective and accountable application of financial and physical resources	■	■	■	■	→
5.3.2	Improve organisational systems with a focus on innovation	5.3.2.1	Council to receive and endorse the Business Plan on the replacement of the ERP system	■				→
		5.3.2.2	Continue to improve organisational systems and processes with a focus on innovation	■	■	■	■	→
5.3.3	Increase focus on strengthening and fostering a positive customer service experience	5.3.3.1	Fully implement the Customer Service Charter and Customer Service Policy (and associated procedures, workflow, and management reporting)	■	■	■	■	→

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Strategic Risk Management and Services

It is important to consider the external and internal context in which the Town of East Fremantle operates, relative to risk, in order to understand the environment in which the Town seeks to achieve its strategic objectives.

The external and internal factors identified and considered during the preparation of this Plan are set out below.

External Factors

- Increasing community expectations in relation to service levels and delivery
- Rapid changes in information technology, changing the service delivery environment
- Increased compliance requirements due to Government Policy and Legislation
- Cost shifting by Federal and State Governments
- Reducing external funding for infrastructure and operations
- Climate change and subsequent response
- State Government recycling rates

Internal Factors

- The objectives and strategies contained in the current Strategic Community Plan
- The timing and actions contained in the Corporate Business Plan
- Organisational size, structure, activities and location
- Human resourcing levels and staff retention
- Level of stakeholder and community engagement
- The financial capacity of the Town
- Allocation of resources to achieve strategic outcomes
- Maintenance of corporate records

References and Acknowledgements

Reference to the following documents or sources were made during the preparation of the Corporate Business Plan 2023 – 2027:

- Town of East Fremantle Strategic Community Plan 2020 - 2030
- Town of East Fremantle website: www.eastfremantle.wa.gov.au
- Town of East Fremantle Corporate Business Plan 2020-2024
- Town of East Fremantle Strategic Resource Plan 2021-2036
- Town of East Fremantle Workforce Plan 2020, and
- Town of East Fremantle Annual Financial Report 2021–2022.

Disclaimer

This Plan has been prepared for the exclusive use by the Town of East Fremantle.

This Plan contains quantitative and qualitative statements, including projections, estimates, opinions and forecasts concerning the anticipated future performance of the Town of East Fremantle, based on a large number of assumptions, and will be, subject to significant uncertainties and contingencies many, if not all, of which are outside the control of the Town of East Fremantle.

This Plan is supplied in good faith for public information purposes and the Town of East Fremantle accepts no responsibility for any loss occasioned by any person acting or refraining from action as a result of reliance on the Plan.

Review of the Corporate Business Plan

In accordance with statutory requirements, the Corporate Business Plan is reviewed and updated annually to assess the progress of projects and realign the Plan's actions and priorities based on current information and available funding.

Document Management

15.2 EAST FREMANTLE OVAL BUSINESS PLAN

Report Reference Number	OCR-2118
Prepared by	Andrew Malone A/CEO
Supervised by	Andrew Malone A/CEO
Meeting date	Tuesday, 20 June 2023
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Business Plan East Fremantle Oval Precinct Facility Operator (s3.59)

PURPOSE

To seek Council approval to advertise the Business Plan for the East Fremantle Oval Precinct Facility Operator for a period of six (6) weeks.

EXECUTIVE SUMMARY

The Business Plan has been prepared in order to satisfy the requirements of Section 3.59 of the Local Government Act 1995.

The Business Plan outlines:

- proposed services and future management arrangements for the precinct;
- financial details of the payments being made by the Town to the Operator under the Operator Agreement and Lease (including funding any operating deficits);
- adherence to the Town’s Community Plan; and
- information on the Town’s ability to manage the project.

This Plan has been based on the findings of a detailed Business Plan and Operational Feasibility prepared by Paatsch Group, which contain confidential (commercially sensitive) information, not for public release.

BACKGROUND

Paatsch Group was engaged by the Town of East Fremantle (Feb 2020) to deliver a business plan and concept masterplan for the redevelopment of the East Fremantle Oval Precinct, this work was completed in June 2020.

In July 2020, Paatsch Group was further engaged to deliver an operational feasibility report to define an operational model and management structure for the proposed community and sporting facility. This work included “market sounding” around management options and commercial projections to market test commercial aspects of the business plan and ascertain interest from the private sector as to management of the precinct as a whole or for management/operation of individual commercial components of the proposed development (ie health club, food and beverage operations). This work was then used to update and refine the business plan as part of an Operational Feasibility.

In September 2020, Peter Hunt Architects were engaged to further refine the precinct concept plans, building footprint and project costings (QS figures) to design schematic level.

Council adopted the East Fremantle Oval Precinct Redevelopment Business Plan at its Ordinary Council meeting held on 20 April 2021. The Business plan proposed that the precinct would be leased and outsourced to a professional facility operator on behalf of the Town.

This report will consider the Business Plan for the East Fremantle Oval Facility Operator.

CONSULTATION

Various consultation has been undertaken with Elected members including, but not limited to;

Business Plan Workshop	24/03/20
Business Plan Workshop	24/06/20
Business Plan Workshop	08/07/20
Formally endorsed the s3.59 Business Plan	27/01/21
Formally received the Operational Feasibility Report	27/01/21
Operator Procurement workshop	20/09/21
Operator Procurement workshop	28/09/21
Operator Procurement workshop	21/10/21
Presentation Management Agreement (JM)	28/06/22
Presentation updated Business Plan (BP)	29/06/22
Tenderer interviews	23/11/22
Tender evaluation briefing	07/12/22

Extensive internal and external consultation has been undertaken throughout the development of this project. Overall, the consultation results indicate the community is supportive of the East Fremantle Oval Precinct Redevelopment Project.

The Business Plan is to be advertised (Statewide) for a period of six weeks and referred back to Council after the consideration of submissions received.

STATUTORY ENVIRONMENT

As per the requirements set out under Section 3.59 of the *Local Government Act 1995*, a Business Plan for a major trading undertaking has been prepared for the provision of facility management services for the East Fremantle Oval Precinct.

The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of –

- (a) its expected effect on the provision of facilities and services by the local government; and*
- (b) its expected effect on other persons providing facilities and services in the district; and*
- (c) its expected financial effect on the local government; and*
- (d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and*
- (e) the ability of the local government to manage the undertaking or the performance of the transaction; and*
- (f) any other matter prescribed for the purposes of this subsection.*

The Act sets out the Town's requirements to advertise the business plan as outlined below (as per s3.59(4)):

(4) The local government is to –

- a) give Statewide public notice stating that –*
 - i. the local government proposes to commence the major trading undertaking or enter into the major land transaction described in the notice or into a land transaction that is preparatory to that major land transaction; and*
 - ii. a copy of the business plan may be inspected or obtained at any place specified in the notice; and*

iii. submissions about the proposed undertaking or transaction may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;

AND

b) make a copy of the business plan available for public inspection in accordance with the notice.

c) publish a copy of the business plan on the local government's official website

(5) After the advertising period has closed, Council will be required to consider any submissions made and may then decide, with absolute majority required, to proceed with the ongoing undertakings and transactions proposed. Any future undertakings and transactions will be required to not significantly differ from what was proposed in the advertised Business Plan.

POLICY IMPLICATIONS

There are no significant policy implications associated with this item.

FINANCIAL IMPLICATIONS

Refer to the Business Plan for the East Fremantle Oval Facility Operator (attached) for proposed financial implications for payments being made by the Town to the Operator under the Operator Agreement and Lease and any proposed profits received from the operation of the Precinct.

STRATEGIC IMPLICATIONS

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

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 develop community connections through events and celebrations.

1.3.3 Facilitate community group capacity building.

The Town of East Fremantle **Recreation and Community Facilities Strategy** adopted in 2016 identified that *'the East Fremantle Oval Precinct is a major recreation and sporting precinct in East Fremantle that is currently perceived as poorly planned as a precinct, is underutilised in terms of community use and access and is an ineffective use of major open space.*

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That final management	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$50,000 - \$250,000	Provided draft management agreement

agreement terms are not reached between the parties					as part of the tender documentation
That the preferred tenderer does not meet the set budgets	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Managed by setting appropriate forward budgets to ensure a contingency exists to cover any future operating deficits.
That the preferred tenderer does not meet the set KPIs	Possible (3)	Moderate (3)	Moderate (5-9)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1month	Treat through contract management and non performance warranties.

RISK MATRIX

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

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

RISK RATING

Risk Rating	9
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	Yes

SITE INSPECTION

N/A

COMMENT

As per the requirements set out under Section 3.59 of the Local Government Act 1995 a Business Plan for a major trading undertaking has been prepared to facilitate the East Fremantle Oval Precinct Facility Operator. The Facility Operator is for a Proposal to enter into a Lease and Major Trading Undertaking for the provision of facility management services for the East Fremantle Oval Precinct buildings and surrounding area.

The Major Trading Undertaking is the Operator's management and operation of the EFOP on the Town's behalf, with a view to producing a profit for the Town (where applicable).

The Operator will be incentivised to maximise the performance of the EFOP by sharing:

- (a) in any profit achieved over and above an agreed performance benchmark; and
- (b) in any deficit that exceeds an agreed performance benchmark.

This Business Plan has been prepared in order to satisfy the requirements of Section 3.58 & 3.59 of the *Local Government Act 1995* in respect to the leasing and operations (management) of the EFOP.

The Business Plan outlines:

1. Proposed services and future management arrangements for the precinct;
2. Financial details of the Project;
3. Adherence to the Town's Strategic Community Plan; and
4. Information on the Town's ability to manage the project.

The Plan includes:

Lease and Sub-lease

A lease has been drafted by Council's solicitor's (Jackson McDonald) to provide tenure for the facility operator on an initial term of ten (10) years, with a possible extension of a further ten (10) years. However, it is proposed that the term will be reduced to ten (10) years in total, being five (5) years, plus five (5) years.

As outlined in the original business plan for the precinct, tenant license and sub-lease agreements will be established for the key sporting and community tenants (EFFC, Bowls, Croquet and Playgroup). All sub-lease and license agreements will be the responsibility of the appointed External Management Operator to co-ordinate and execute.

Operator Agreement

The proposed management fee combines both a Service fee & Corporate Overheads. The term of the Management Agreement will be aligned to the proposed lease. An initial term five (5) years with an option for a further five (5) years at the discretion of the Town. The term of the Operator Agreement will match the term of the proposed Lease to the Operator

The Facility Manager's responsibilities will include but not be limited to:

- Pre-Opening Services
 - Assist with Internal Design Development and Integration
 - Facility Strategic and Operational Planning
 - Sub Lease and License Development
- Precinct Operation Services
 - Precinct Partnership Management
 - Health Club Operations
 - Community Programs
 - Marketing
 - Risk and Safety Planning
 - Customer Service
- Facility Management Services
 - Management and maintenance of the Oval, Bowls Greens and Croquet Lawns
 - Cleaning
 - General Ground Maintenance (surrounds)
 - Recycling and Waste Management
- Asset Maintenance Services
- Performance Monitoring and Reporting

The commencement of the Operating Services (and the obligation on the Town to pay the Management Fee and the Corporate Overhead Charge) and the commencement of the Lease is subject to and conditional upon each of the following conditions being satisfied or deemed satisfied on or before the Conditions Precedent Satisfaction Date:

- (a) the Town complying with its obligations in accordance with section 3.58 and section 3.59 of the Local Government Act and resolving to proceed with the Lease to the Operator;*
- (b) the construction of the EFOP buildings and improvements achieving practical completion;*
- (c) the Minister for Lands consenting to the Lease being granted to the Operator;*
- (d) the Operator entering into the subleases and licences (if applicable) with East Fremantle Football Club, East Fremantle Bowling Club, East Fremantle Croquet Club, East Freo Playgroup Inc. and the sublessee of the Community Gardens on terms acceptable to the Town;*
- (e) the Minister for Lands consenting to each sublease and licence granted to each the above clubs or community organisations;*
- (f) the Operator completing and the Town approving each of the initial plans for the operation of the EFOP ("Operating Phase Plans"); and*
- (g) the Town and the Operator reaching agreement on the formula for calculating the Food and Beverage Payment to be paid to East Fremantle Football Club ("EFFC") and East Fremantle Bowling Club ("EFBC") where applicable.*

Other key Considerations

Local Employment Targets

A KPI of 50% local employment (within the Town of East Fremantle) has been agreed to by Belgravia Leisure in their tender submission.

Bank Guarantee

The Operator must contemporaneously with the execution of the Operator Agreement or at such later date agreed between the Town and the Operator, deliver to the Town a Bank Guarantee to the value of \$180,000.

This Bank Guarantee is a monetary security for the performance of the Operator's obligations under the Operator Agreement and Lease.

Event of Default

The Town may, pursuant to the Bank Guarantee, demand that the bank pay to the Town such amount of the sum guaranteed under the Bank Guarantee that in the reasonable opinion of the Town may be due to the Town as a result of the Event of Default on the part of the Operator.

Termination

In addition to standard termination provisions (Clause 22) for breach of contract, the Operator Agreement provides the Town with the ability to terminate the Operator Agreement if the Operator's financial performance for the first three successive financial years (including the Preliminary Period) is below Belgravia Leisure's tendered performance for the same period.

Operation Costs

An Annual Business Plan is to be prepared and submitted in accordance with the Operator Agreement, and must include the following information:

- planned performance and improvement activities as they relate to the operation and management of the EFOP;
- planned performance and improvement activities for the delivery of the EFOP Programs for the following Year;
- the Annual Marketing Plan for the following Year;

- forecasted visitation for the EFOP for the following Year;
- the annual revenue and expenditure budget for the EFOP for the following Year (which, if a Projected Budget was submitted in the previous Year, must be based on the Projected Budget for that relevant Year or if it departs from that Projected Budget, must include a detailed explanation for such departure);
- the Projected Budget for the next three Years;
- the Human Resources Plan for the following Year;
- the Precinct Partners Management Plan for the following Year
- the Customer Service Plan;
- the Training Plan;
- the Sustainability Management Plan;
- the Precinct Activation Plan; and
- anything else reasonably required by the Town.

In accordance with the Operator Agreement, all future EFOP Operating Budgets and fee & charges are to be approved by the Town annually.

The Business Plan also addresses the Operators fee structure, performance benchmarks and reporting, improvement strategies (where required), environmental sustainability, facility operating costs, and the facility management structure and day to day operations.

It is proposed to advertise the Business Plan for a period of six (6) weeks. Submissions received will be considered and presented to Council for final consideration and endorsement of the Business Plan.

CONCLUSION

Council is now requested to endorse the Business Plan for advertising purposes.

As mentioned above, after the advertising period has closed, Council will be required to consider any submissions made and may then decide, by an absolute majority, to proceed with the ongoing undertakings and transactions proposed.

15.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

OFFICER RECOMMENDATION:

That Council endorses the Business Plan for the East Fremantle Oval Precinct Facility Operator attached as Attachment 1 for advertising (6 weeks) in accordance with Section 3.59 of the *Local Government Act 1995*.

REPORT ATTACHMENTS

Attachments start on the next page

Business Plan (s3.59)
Local Government Act 1995
East Fremantle Oval Facility Operator



"A facility for people of all ages and interests with a community at its heart".

(June 2023)

Town of East Fremantle

135 Canning Highway

East Fremantle WA 6158

Ph (08) 9339 9339

Website: www.eastfremantle.wa.gov.au

Email: admin@eastfremantle.wa.gov.au

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DRAFT

Executive Summary

This Business Plan has been prepared as per the requirements of section 3.59 of *Local Government Act 1995* for a Major Trading Undertaking. The Town of East Fremantle (Town) has undertaken a tender process to lease and appoint a Facility Operator for the East Fremantle Oval Precinct (EFOP).

In accordance with section 3.57 & 3.58 a notice was placed in the West Australian newspaper on Saturday 16 July 2022 inviting tenders for the lease and facility management services for EFOP, with tenders closing 26th August 2022.

The proposed Operator (Belgravia Health & Leisure Group Pty Ltd (ACN 005 087 463) as trustee for the Belgravia Leisure Unit Trust ("Belgravia Leisure") – preferred tenderer) will have a range of responsibilities to deliver the outcomes the Town of East Fremantle is seeking to achieve from the redevelopment of the East Fremantle Oval Precinct. One of the most important outcomes is to maximise community use of the entire precinct. The Operator will be required to build a positive relationship with the East Fremantle community through the provision of services and programs that meet the needs of the community.

Responsibilities will include but not be limited to:

- **Pre-Opening Services**
 - Design Development and Integration
 - Facility Strategic and Operational Planning
 - Sub Lease and License Development
- **Precinct Operation Services**
 - Precinct Partnership Management
 - Health Club Operations
 - Community Programs
 - Marketing
 - Risk and Safety Planning
 - Customer Service
- **Facility Management Services**
 - Management and maintenance of the Oval, Bowls Greens and Croquet Lawns
 - Cleaning
 - Ground Maintenance
 - Recycling and Waste Management
- **Asset Maintenance Services**
- **Performance Monitoring and Reporting**

Belgravia Leisure now partners with more than 70 local and state Government authorities, employs more than 5,500 staff and manages 220+ venues across Australia and New Zealand. Further information on Belgravia Leisure can be found on their website www.belgravialeisure.com.au

The Project

The redevelopment of the EFOP is being actioned as a priority major project for the Town of East Fremantle to achieve the following objectives:

- To build social connectedness and cohesion among our community.
- To build a space where East Fremantle residents can gather, share and celebrate occasions/milestones – to share a meal, a coffee, to start conversations and host functions.
- To maximise the opportunities for local residents to pursue a healthy and active lifestyle through a range of sporting and leisure pursuits and for personal development for all ages and abilities.

- To host a place where people can develop and impart skills, and to fulfil their potential in their chosen sport/activity.

The proposed co-location of the existing sports clubs (Football, Bowls & Croquet) will also provide efficient operating synergies through the creation of a central administration function and result in optimising the use of the shared facilities on site, ultimately assisting with each club's long-term sustainability.

The precinct will provide the following new community initiatives to further activate the site;

- Outdoor ½ hard court (basketball).
- Outdoor All-access playground.
- Enclosed dog exercise area.
- Skate Zone.
- Improved community facilities including the oval tenant facilities as well as other amenities available to hire for the community (e.g. meeting rooms).
- Health Club facilities
- A licenced Bar & Function space & associated services
- Café

A key element to the long-term success will be the partnerships that the Operator forms with the existing key precinct partners being the East Fremantle Football Club, East Fremantle Bowls Club and East Fremantle Croquet Club.

The Business Plan is available from the Town's website www.eastfremantle.wa.gov.au. Alternatively you can request a copy by telephone (08) 9339 9339 or via email admin@eastfremantle.wa.gov.au.

Any person wishing to make a submission on matters contained in the Business Plan is to address the submission to the Chief Executive Officer, Town of East Fremantle, PO Box 1097, East Fremantle WA 6959, by the close of business on **July 2023**.

Purpose

Proposal to enter into a Lease and Major Trading Undertaking for the provision of facility management services for the East Fremantle Oval Precinct buildings and surrounding area.

The Major Trading Undertaking is the Operator's management and operation of the EFOP on the Town's behalf, with a view to producing a profit for the Town (where applicable).

The Operator will be incentivised to maximise the performance of the EFOP by sharing:

- (a) in any profit achieved over and above an agreed performance benchmark; and
- (b) in any deficit that exceeds an agreed performance benchmark.

This Business Plan has been prepared in order to satisfy the requirements of Section 3.58 & 3.59 of the *Local Government Act 1995* in respect to the leasing and operations (management) of the EFOP.

The Business Plan outlines:

1. Proposed services and future management arrangements for the precinct;
2. Financial details of the Project;
3. Adherence to the Town's Strategic Community Plan; and
4. Information on the Town's ability to manage the project.

This Plan has been based on the detailed EF Oval Redevelopment Business Plan which contains confidential (commercial) information not for public release, and the Tender submission received by the preferred tenderer (Belgravia Leisure) <https://belgravialeisure.com.au/>

The community is asked to provide comment on the specific aspects listed above, via a submission process.

The Project

The outsourcing of the facility management services for the EFOP to the Operator.

The Operator's responsibilities will include but not be limited to:

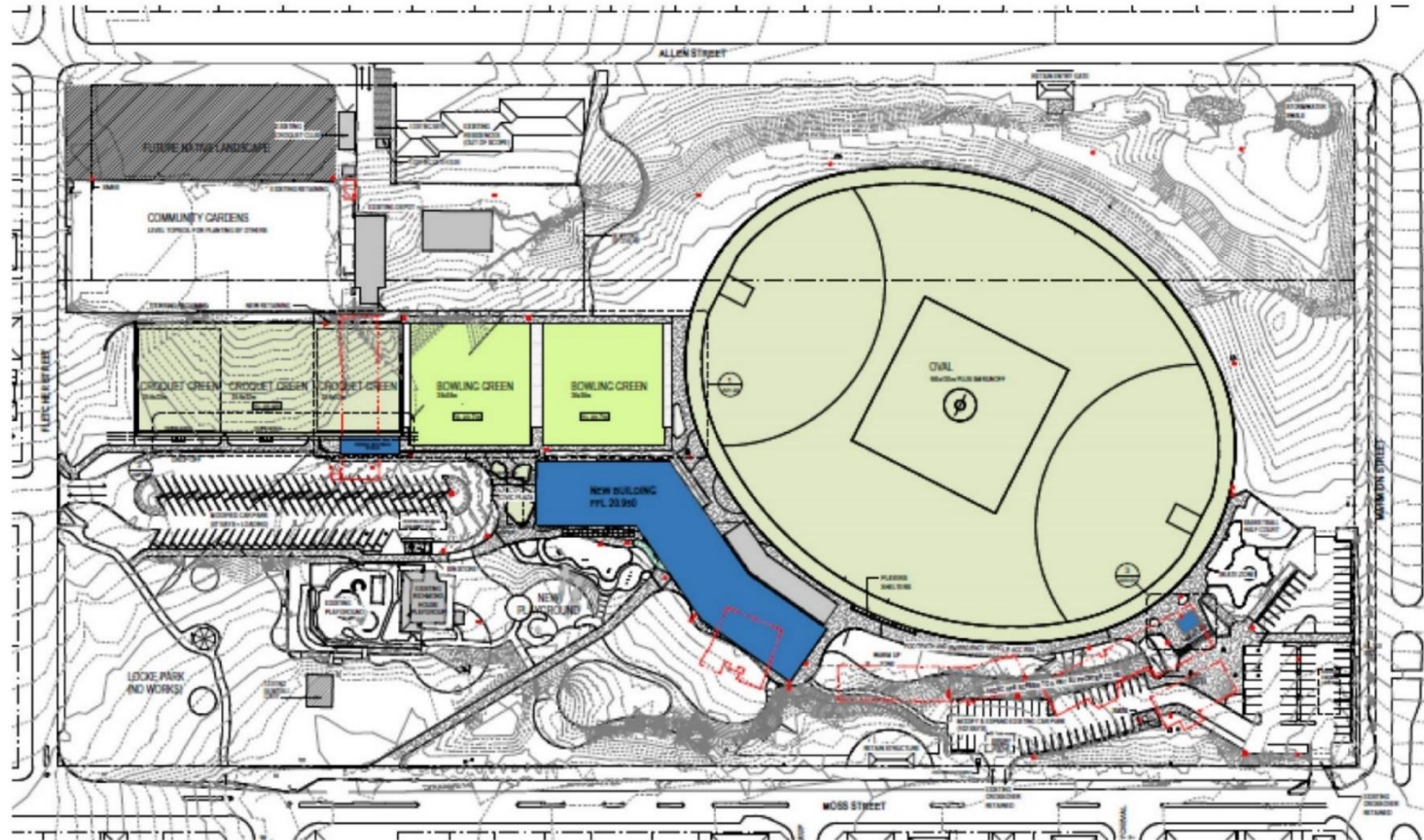
- **Pre-Opening Services**
 - Assist with Internal Design Development and Integration
 - Facility Strategic and Operational Planning
 - Sub Lease and License Development
- **Precinct Operation Services**
 - Precinct Partnership Management
 - Health Club Operations
 - Community Programs
 - Marketing
 - Risk and Safety Planning
 - Customer Service
- **Facility Management Services**
 - Management and maintenance of the Oval, Bowls Greens and Croquet Lawns
 - Cleaning
 - General Ground Maintenance (surrounds)
 - Recycling and Waste Management
- **Asset Maintenance Services**
- **Performance Monitoring and Reporting**

The Operator's performance in delivering the services will be measured against key performance indicators (KPIs) established for the following key objectives:

- ensuring all obligations in the Operator's agreements with Precinct Partners are met at all times and relationships between the parties are based on openness, transparency, honesty and trust during the term of the Operator Agreement;
- continually seeking to identify and cater for the changing needs within the community and to improve the quality and range of programs, services and customer service offered at the EFOP;
- achieving and maintaining a high standard of performance in the provision of the Operator's services in the EFOP, including cleanliness and maintenance, health and safety and customer service;
- maximising accessibility and benefits of the EFOP to the community;
- operating the EFOP in a way which minimises the cost to the Town, provides value for money services and programs and is open and transparent; and
- fulfils the Town's obligations under all applicable legislation and minimises negative impact on local residents.

The Town will own all improvements comprising the EFOP and all of the appliances, fixtures, fittings, equipment, furniture and furnishings in the EFOP (other than those items of personal property which are leased by the Town from third parties or leased by the Operator from third parties).

East Fremantle Oval Precinct Plan



Land Description

The subject site comprises two Crown lots having a total area of 8.43ha bound by Fletcher Street, Allen Street, Marmion Street and Moss Street, with the land held in ownership by the State of Western Australia and vested to the Town of East Fremantle as a Class (A) Reserve.

Further details of the lot include:

- Lot 6229 on Diagram 1243 in Qualified Certificate of Crown Land Title Volume LR3017 Folio 75
- Lot 6229 on Plan 3286 in Qualified Certificate of Crown Land Title Volume LR3017 Folio 75

Background

The Town of East Fremantle (the "Town") in partnership with the Western Australian State Government (the "State"), East Fremantle Football Club ("EFFC"), the East Fremantle Bowls Club ("EFBC" or "Bowls"), the East Fremantle Croquet Club ("EFCC" or "Croquet") and other local community groups are jointly developing a new integrated community, sport and leisure Precinct, on the East Fremantle Oval site, in the Town of East Fremantle, Western Australia.

The Town previously considered a number of submissions received in relation to the Business Plan (Major Land Transaction) for EFOP Redevelopment and approved the project at an Ordinary Meeting of Council 20th April 2021. Precinct redevelopment works commenced on Monday 28th November 2022, and is currently due for completion by the end of March 2024.

The Lease (peppercorn rent) and Operator Agreements will be for an Initial Period of five (5) years, plus extension options for a further five years, providing a maximum period of ten (10) years. The renewal of the term of Operator Agreement and Lease for a further 5 years is at the absolute discretion of the Town.

Council's solicitors were engaged to prepare the Lease and Operator Services Agreement for the EFOP that were distributed with the tender documentation (RFT01-2022/23).

In accordance with section 3.57 & 3.58 a notice was placed in the West Australian newspaper on Saturday 16 July 2022 inviting tenders (RFT01) for the lease and facility (Operator) management services for EFOP, with tenders closing 26th August 2022.

The tenders received were assessed against quantity and qualitative criteria a tender assessment panel, followed by two (2) tender interviews, one with the tender assessment panel, and another with full council.

Council at its meeting held on 13th December 2022 resolved as follows;

That Council:

1. ***nominate Belgravia Leisure as the preferred tenderer for RFT 01-2022/23 East Fremantle Oval Precinct Facility Manager, to allow the following process***
 - (a) *compliance with s3.59 of Local Government Act 1995, including advertising a business plan for the major trading undertaking for at least a 6 week period.*
 - (b) *receiving a Comprehensive Credit Rating Report on Belgravia Leisure to the satisfaction of the Chief Executive Officer.*
2. ***subject to 1 above authorise the CEO to finalise a contract with Belgravia Leisure within the defined parameters of the tender, or if required, to enter into negotiations with the second preferred Respondent.***
3. ***subject to 2 above, authorise the Mayor and Chief Executive Officer to sign and affix the Town's Common Seal to the contract for RFT01 01-2022/23 East Fremantle Oval Precinct Facility Manager and any other related documents.***

Lease

A lease has been drafted by Council's solicitors to provide tenure for the facility operator. Based on the market engagement undertaken, the following has been recommended:

- Proposed Lessee (Belgravia Health & Leisure Group Pty Ltd ACN 005 087 463)
- An initial 5 year lease agreement with extension options at the discretion of the Town of a further 5 years (Lease).
- Lease amount payable on demand \$1.00pa.
- Operator responsible for outgoings (Power, Water, Rates & Taxes)
- Appropriate key performance indicators have been linked to the Operator agreement to ensure high levels of facility maintenance and upkeep, protection of interests of the tenant clubs and community service obligations.
- The Operator requires a lease to be able to apply for and hold the liquor licence for the premises.
- This Lease will terminate automatically on termination of the Operator Agreement, and vice versa.

Proposed Sublease & Licenses

Tenant license and sub-lease agreements will be established for the key sporting club and community tenants (EFFC, Bowls, Croquet and Playgroup). The Operator as tenant of the Lease will grant the subleases and licences to the sporting clubs and community tenants. The Town's solicitors will prepare the sub-lease and license agreements with the Clubs and community organisations in conjunction with the Operator.

Entity	Sub-Lease	License	Term
EFFC	<ul style="list-style-type: none"> • Admin space • Locker rooms. • EFFC changerooms. • EFFC gym • Storage 	<ul style="list-style-type: none"> • Oval • Function room 	5+5 Years With extensions guaranteed up to a further 10 years
Bowls	<ul style="list-style-type: none"> • Admin space • Storage 	<ul style="list-style-type: none"> • Function room • Bowling greens 	5+5 Years

	<ul style="list-style-type: none"> Bowls kitchenette 		With extensions guaranteed up to a further 10 years
Croquet	<ul style="list-style-type: none"> Admin space Storage Croquet kitchenette 	<ul style="list-style-type: none"> Croquet Greens Function room 	<p>5+5 Years</p> <p>With extensions guaranteed up to a further 10 years (either under a new sublease with a new Operator or under a new lease direct with the Town)</p>
Playgroup	<p>Portion of Sumption Green House</p> <ul style="list-style-type: none"> Internal playgroup space. Storage Playgroup playground 	Sumption Green House – Kitchen	<p>5+5 Years</p> <p>With extensions guaranteed up to a further 10 years (either under a new sublease with a new Operator or under a new lease direct with the Town)</p>
Early Childhood Nursing (CASH)	<p>Portion of Sumption Green House</p> <ul style="list-style-type: none"> Internal Nursing area 	Sumption Green House - Kitchen	<p>5+5 Years</p> <p>With extensions guaranteed up to a further 10 years (either under a new sublease with a new Operator or under a new lease direct with the Town)</p>

* CAHS will develop the sub-lease agreement through the State Government and submit to the Town’s lawyers for review and edit.

Sublease terms

- Subtenants - East Fremantle Football Club, East Fremantle Bowling Club, East Fremantle Croquet Club, East Fremantle Playgroup, Child and Adolescent Service (CAHS) Early Childhood Nursing Services and the operator of community garden.
- An initial 5-year (less one day) term with extension options of a further 5 years (less one day). Guaranteed further terms up to total tenure for 20 years (see below the discussion of the provisions to be incorporated in each sublease).
- Sublease amount payable on demand \$1.00pa.
- Responsible for outgoings – Nil other than EFFC responsible for cleaning costs of football changerooms
- Upon termination or non-renewal of the Headlease, the balance of any remaining term (max 20 years), will continue. Refer below for more details.

Extended Headlease, new headlease or termination or non-renewal of the Headlease

Whilst it is proposed that the clubs will be offered a 20 year term in line with all other community sports groups, as the Headlease with the Operator is only for a maximum term of 10 years, it is not

possible to grant a term for 10 or more years. Therefore, to address this issue each sublease will include the following additional provisions:

- if the Town extends the term of the Headlease to the Operator, the Operator must extend the sublease for the same extended term (less one day);
- if the Town enters into a new headlease with a new operator, the Town must cause that new operator to grant a new sublease for the same term (less one day) to that club, subject to Ministerial consent;
- if the Town does not enter into a new headlease with a new operator, the Town must grant a new lease to the club for a term equal to 20 years less any cumulative terms already granted to the club under the previous subleases; and
- the cumulative terms granted to the club under the sublease from the Operator, any new sublease granted by a new operator and any new lease granted by the Town will not exceed 20 years.

Proposed Operator Agreement

An initial term five (5) years with an option for a further five (5) years at the discretion of the Town. The term of the Operator Agreement will match the term of the proposed Lease to the Operator.

Conditions Precedent

The commencement of the Operating Services (and the obligation on the Town to pay the Management Fee and the Corporate Overhead Charge) and the commencement of the Lease is subject to and conditional upon each of the following conditions being satisfied or deemed satisfied on or before the Conditions Precedent Satisfaction Date:

- (a) the Town complying with its obligations in accordance with section 3.58 and section 3.59 of the Local Government Act and resolving to proceed with the Lease to the Operator;
- (b) the construction of the EFOP buildings and improvements achieving practical completion;
- (c) the Minister for Lands consenting to the Lease being granted to the Operator;
- (d) the Operator entering into the subleases and licences (if applicable) with East Fremantle Football Club, East Fremantle Bowling Club, East Fremantle Croquet Club, East Freo Playgroup Inc. and the sublessee of the Community Gardens on terms acceptable to the Town;
- (e) the Minister for Lands consenting to each sublease and licence granted to each the above clubs or community organisations;
- (f) the Operator completing and the Town approving each of the initial plans for the operation of the EFOP ("Operating Phase Plans"); and
- (g) the Town and the Operator reaching agreement on the formula for calculating the Food and Beverage Payment to be paid to East Fremantle Football Club ("EFFC") and East Fremantle Bowling Club ("EFBC") where applicable.

The Town may waive one or more the conditions precedent in its sole and absolute discretion.

Local Employment target

A KPI of 50% local employment (within the Town of East Fremantle) has been agreed to by Belgravia Leisure in their tender submission..

Bank Guarantee (Clause 31)

The Operator must contemporaneously with the execution of the Operator Agreement or at such later date agreed between the Town and the Operator, deliver to the Town a Bank Guarantee to the value of \$180,000.

This Bank Guarantee is a monetary security for the performance of the Operator's obligations under the Operator Agreement and Lease.

In the event that the Operator becomes insolvent or the Operator fails to remedy a default under the Operator Agreement or Lease, the Operator may call on that Bank Guarantee by demanding that the Bank pay to the Town such amount (up to the amount secured by the Bank Guarantee) as is due and payable by the Operator to the Town under the Lease or Operator Agreement.

Event of Default

The Town may, pursuant to the Bank Guarantee, demand that the bank pay to the Town such amount of the sum guaranteed under the Bank Guarantee that in the reasonable opinion of the Town may be due to the Town as a result of the Event of Default on the part of the Operator.

Termination

In addition to standard termination provisions (Clause 22) for breach of contract, the Operator Agreement provides the Town with the ability to terminate the Operator Agreement if the Operator's financial performance for the first three successive financial years (including the Preliminary Period) is below Belgravia Leisure's tendered performance for the same period.

Previous Consultation

The Town has undertaken an extensive consultation process regarding this project.

Previous investigations and reports published include:

- Masterplan: East Fremantle Oval Precinct (2008)
- East Fremantle Oval Redevelopment: Stakeholder Communication and Consultation Plan (2013).
- East Fremantle Oval Precinct Redevelopment: Opportunities and Constraints Report (2013)
- East Fremantle Oval Recreation Precinct: Community Reference Group (2014)
- Recreation and Community Facilities Plan (2016)
- East Fremantle Oval Precinct Revitalisation: Shape Our Future (2018) – Vision Plan.
- East Fremantle Oval Precinct – Investment Logic Mapping (ILM) Workshop Report (2019)

A full summary of the consultation undertaken can be found on the Town's website.

Compliance with s3.59 Local Government Act 1995

As per the requirements set out under Section 3.59 of the *Local Government Act 1995* this Business Plan for a major trading undertaking has been prepared for the provision of facility management services for the East Fremantle Oval Precinct.

The business plan is to include an overall assessment of the major trading undertaking or major land transaction and is to include details of —

- (a) its expected effect on the provision of facilities and services by the local government; and*
- (b) its expected effect on other persons providing facilities and services in the district; and*
- (c) its expected financial effect on the local government; and*
- (d) its expected effect on matters referred to in the local government's current plan prepared under section 5.56; and*
- (e) the ability of the local government to manage the undertaking or the performance of the transaction; and*
- (f) any other matter prescribed for the purposes of this subsection.*

The Act sets out the Town's requirements to advertise the business plan as outlined below (as per s3.59(4):

(4) The local government is to —

a) give Statewide public notice stating that —

- i. the local government proposes to commence the major trading undertaking or enter into the major land transaction described in the notice or into a land transaction that is preparatory to that major land transaction; and*
- ii. a copy of the business plan may be inspected or obtained at any place specified in the notice; and*
- iii. submissions about the proposed undertaking or transaction may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*

AND

- b) make a copy of the business plan available for public inspection in accordance with the notice.*
- c) publish a copy of the business plan on the local government's official website*

(5) After the advertising period has closed, Council will be required to consider any submissions made and may then decide, with absolute majority required, to proceed with the ongoing undertakings and transactions proposed. Any future undertakings and transactions will be required to not significantly differ from what was proposed in the advertised Business Plan.

The expected effect on the provision of facilities and services by the Town - 3.59(3)(a)

The Town currently does not own or provide a community facility/building that is available for general community use. This proposal will provide a purpose-built/multi-purpose community

building, associated facilities, and parkland. Therefore, increasing the provision of community facilities and services available within the Town.

In addition to housing the existing sports clubs, the proposal will also provide;

- Outdoor ½ hard court (basketball).
- Outdoor All-access playground.
- Enclosed dog exercise area.
- Skate Zone.
- Improved community facilities including the oval tenant facilities as well as other amenities available to hire for the community (e.g. meeting rooms).
- Health Club facilities
- A licenced Bar & Function space & associated services
- Café

More specifically the preferred tenderer (Belgravia Leisure) has stated they will establish EFOP as a creative and cultural hub and reinforce Perth and Western Australia's prominent cultural identity. Below is an indicative list of the type of performances and events that could be provided:

- Traditional and cultural dance performances
- Indigenous performances
- Comedy festivals
- Jazz festivals
- Writer festivals
- Poetry slams
- Live theatrical and music performances
- School holiday children's pantomimes shows
- School dance concerts
- Seniors concerts
- Conferences/Seminars
- Sporting competitions
- Public art exhibitions
- Council events such as Expos (job, community sport etc)
- Mayoral functions, citizenship ceremonies,
- business networking forums, staff engagements,

Fitness activities

- Personal Training
- Pilates
- Be Active 6 week Challenge
- Coaching Zone
- Higher State
- Partners in Health
- Sports Ability
- Take Charge Program
- Healthy hearts program
- National disability insurance Scheme provider

Belgravia Leisure now partners with more than 70 local and state Government authorities, employs more than 5,500 staff and manages 220+ venues across Australia and New Zealand.

Examples of potential programs that could be offered from the EFOP facilities are set out below.

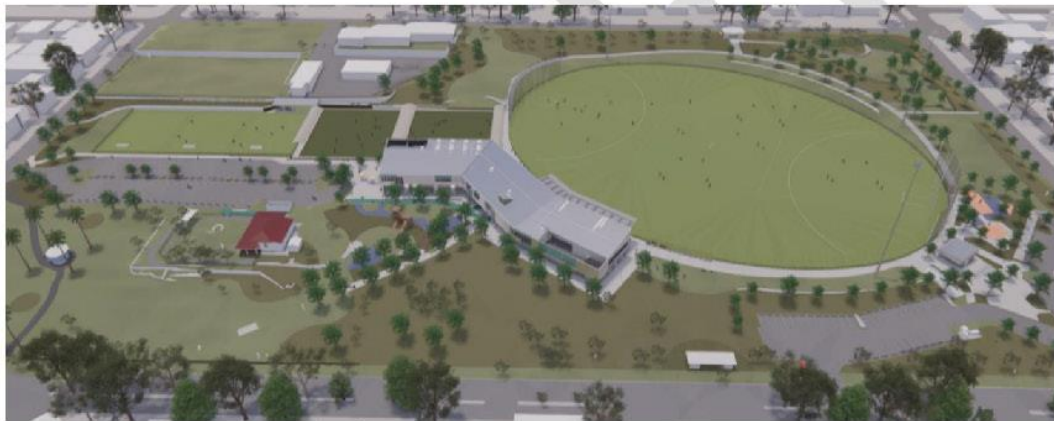
GROUP FITNESS STUDIO

TIME/DAY	MON	TUE	WED	THU	FRI	SAT	SUN
6:00AM	Body Attack	Body Pump	Body Attack	Yoga	Body Attack		
8:30AM						Body Pump	
9:30AM	Body Pump	Yoga	Body Attack	Body Pump	Body Attack	Pilates	Body Attack
10:30AM	Yoga	Circuit (Gym)	Core	Circuit (Gym)	Body Balance	Body Attack	Yoga
5:30PM	Body Attack	Body Attack	Pilates	Body Combat	Yoga		
6:30PM	Body Balance		Body Attack	Pilates			

CYCLE STUDIO

TIME/DAY	MON	TUE	WED	THU	FRI	SAT	SUN
6:00AM	RPM	SPRINT	RPM	SPRINT	RPM	SPRINT	
7:00AM	RPM	SPRINT	RPM	SPRINT	RPM	RPM	RPM
8:00AM						SPRINT	SPRINT
9:30AM	RPM	SPRINT	RPM	SPRINT	RPM		
5:30PM					SPRINT	RPM	SPRINT
6:00PM	RPM	SPRINT	RPM	SPRINT	RPM		
7:00PM	RPM	SPRINT	RPM	SPRINT			

 VIRTUAL



COACHING ZONE

TIME/DAY	MON	TUE	WED	THU	FRI	SAT
5:30AM	AFTERBURN	STRONG	LEAN	ENDURANCE	HIIT	
6:30AM	AFTERBURN		STRONG		HIIT	
7:00AM						SHRED
8:00AM						BOXING
9:15AM	AFTERBURN		ENERGISE		LEAN	
5:15PM	ADRENALINE	STRONG	LEAN	AFTERBURN		
6:15PM	ADRENALINE	STRONG	LEAN	AFTERBURN		

HIGHER STATE - REFORMER PILATES

TIME/DAY	MON	TUE	WED	THU	FRI	SAT	SUN
6:00AM	BEGINNER REFORMER		INTERMEDIATE REFORMER		INTERMEDIATE REFORMER		
7:00AM		ADVANCED REFORMER		ADVANCED REFORMER			
8:00AM						BEGINNER REFORMER	INTERMEDIATE REFORMER
8:30AM	BEGINNER REFORMER		BEGINNER REFORMER				
9:00AM						ADVANCED REFORMER	BEGINNER REFORMER
9:30AM	INTERMEDIATE REFORMER	BEGINNER REFORMER	INTERMEDIATE REFORMER	BEGINNER REFORMER	INTERMEDIATE REFORMER		
10:00AM						INTERMEDIATE REFORMER	
11:00AM							INTERMEDIATE REFORMER
12:00PM						BEGINNER REFORMER	
4:00PM	BEGINNER REFORMER		BEGINNER REFORMER		BEGINNER REFORMER		
5:00PM	INTERMEDIATE REFORMER	ADVANCED REFORMER	INTERMEDIATE REFORMER	BEGINNER REFORMER			
6:00PM		BEGINNER REFORMER		INTERMEDIATE REFORMER			

DRAFT PRECINCT EVENTS CALENDAR

	July	August	September	October	November	December	January	February	March	April	May	June
Health & Wellbeing	Tour de France Event	Be Active 6WC	World Wellness Weekend Women's Health Week Les Mills Launch	Take Charge Children's Day World Heart Day	Seniors Week World Diabetes Day Be Active 6WC	Group Fitness Feature		Be Active 6WC	Group Fitness Feature	World Health Day	Heart Week Exercise Right Week Be Active 6WC	Group Fitness Feature Wellness Day Men's Health Week
Stadium/Sport	Term 3 Winter Competition Registration		Term 4 Summer Competition Registration		School Holiday Program release		Term 1 Summer Competition Registration			Term 2 Winter Competition Registration		
Grasslands	Breakfast Warmer Coffee and Food Deal	Ladies High Tea	Summer Functions Awareness AFL Grand final Footy Special – Beer & Meal deal (Friday/Sunday Session) Father's Day Event / Bookings	Octoberfest Event	World Cup Event Christmas Bookings	Grass Lands Gigs Christmas Bookings	Twilight F&B Deals	Twilight F&B Deals			Wedding / Christmas Parties Package Mother's Day – Event / Bookings Wedding Expo (Perth)	Wedding / Parties Package
Community	Schools	School Program		School Program				School Program		School Program		
		Book now for Summer		Book now for 2023				Book now for Winter 2023		Book now for Spring 2023		
	Corporate				Christmas Parties			Corporate Events			Corporate Events	
	Functions	Wedding Packages	Birthday Parties Book now for summer				Wedding Packages		Birthday Parties Summer all year round			Wedding Packages
Belgravia Foundation			Fundraising Toolkit All In	MHeLP Mental Health First Aid Training Take Charge AEP (staff)		Christmas Donation Drive						
Access & Inclusion	Local Champions Campaign NAIDOC Week		Community Network Forums – Celebrations Campaign	World Mental Health Day		International Day of People with a Disability			Harmony Day Community Network Forums – Celebrations Campaign		IDAHOBIT Day Reconciliation Week	

The expected effect on other persons providing facilities and services in the district - 3.59(3)(b)

It is not anticipated that the proposed facilities and services will have any significant adverse impact on other persons who provide services and facilities within the Town

Although there were some existing commercial tenants who were providing services and facilities from the East Fremantle Oval prior to the commencement of the EFOP redevelopment project, these commercial tenants were holding over under occupancy agreements that had already expired and their tenancies have since been terminated in order to allow demolition of the existing buildings and the construction phase of the EFOP redevelopment.

The expected financial effect on the Town - 3.59(3)(c)

Operating Costs

Historically the Town expended on average around \$120,000 pa on maintenance costs for the current facility and surrounds. These costs will no longer be incurred under this proposal, as the Operator will be directly responsible for such costs and will pay these costs from the revenue generated from the operation of the EFOP. If the amount of revenue collected by the Operator is insufficient to meet these costs, the Operator must meet any shortfall (with any reimbursement from the Town to be made in the end of financial year reconciliation).

- All operating precinct expenses will be the responsibility of the Operator, with the Operators responsibilities and expenses to include:
 - Oval maintenance
 - Grounds and building maintenance
 - Utilities
 - Building and Precinct insurances
 - Rates
 - Cleaning contracts.
 - Event bookings.
 - Marketing
 - OHS
 - Security
 - Administration offices.
 - Media provisions and arrangements
 - Revenue generation.
 - Management of site buildings.
 - Revenue collection.
 - Fund raising.
 - Food and beverage operation/facilities.
 - Car parking.
 - Venue partnerships and sponsorship (excluding club sponsorships).
 - Commercial tenancies and contracts.
 - Management report.
 - Contract Management

- Only specific Club expenses will be the responsibility of the individual Clubs such as:

- Direct Club Operating Expenses (ie employee wages, Directors fees (if any) development programs, functions, cleaning of the changerooms by EFFC)
- Membership costs to be affiliated with State representatives (e.g. EFFC fees to the WA Football Commission or Croquet license fees to Croquet West).
- Match days costs not associated with facilities (i.e umpires) and food and beverage expenses

The Operator must provide an Establishment Plan for year 1, and it must include as a minimum

- the Transition Plan;
- planned performance and improvement activities as they relate to the operation and management of the EFOP;
- planned performance and improvement activities for the delivery of the EFOP Programs for the Preliminary Period;
- the initial annual budget;
- the Annual Marketing Plan for the Preliminary Period;
- forecasted visitation for the EFOP for the Preliminary Period;
- the Human Resources Plan for the Preliminary Period;
- the Precinct Partners Management Plan for the Preliminary Period;
- the Customer Service Plan;
- the Training Plan;
- the Sustainability Management Plan;
- the Precinct Activation Plan; and
- anything else reasonably required by the Town.

Thereafter, an Annual Business Plan is to be produced and approved by the Town each year.

An Annual Business Plan is to be prepared and submitted in accordance with the Operator Agreement, and must include the following information:

- planned performance and improvement activities as they relate to the operation and management of the EFOP;
- planned performance and improvement activities for the delivery of the EFOP Programs for the following Year;
- the Annual Marketing Plan for the following Year;
- forecasted visitation for the EFOP for the following Year;
- the annual revenue and expenditure budget for the EFOP for the following Year (which, if a Projected Budget was submitted in the previous Year, must be based on the Projected Budget for that relevant Year or if it departs from that Projected Budget, must include a detailed explanation for such departure);
- the Projected Budget for the next three Years;
- the Human Resources Plan for the following Year;
- the Precinct Partners Management Plan for the following Year
- the Customer Service Plan;
- the Training Plan;
- the Sustainability Management Plan;
- the Precinct Activation Plan
- anything else reasonably required by the Town.

In accordance with the Operator Agreement, all future EFOP Operating Budgets and fee & charges are to be approved by the Town annually.

If the Town does not approve an increase to the EFOP Fees and Charges within 20 Business Days of the review, the Parties will be deemed to be in Dispute and the Dispute must be resolved in accordance with the Expert Determination Process, provided such increase must not be more than the current EFOP Fees and Charges increased by 10%.

Insurances

The Operator shall procure and maintain the following insurances as a minimum:

- Public Liability: \$20,000,000 for each and every occurrence, not in aggregate
- Professional Indemnity: \$10,000,000
- Workers Compensation

The building will be insured by the Town and the cost for such insurance will be treated as an expense of the EFOP to be paid by the Operator from the revenue generated by the EFOP.

Proposed F & B Payment to clubs – Food & Beverage

To incentivise EFFC and EFBC to drive as much revenue as possible through the EFOP food and beverage facilities (which will be managed and operated by the Operator on the Town's behalf), it is proposed that a food and beverage payment ("F&B Payment") (Net Profit) will be paid to EFFC and EFBC based on a percentage of food and beverage revenue throughput generated by the respective club (e.g. club events, match days and member purchases). Revenue through club purchases on days other than club events and match days would be traced using a swipe card that recognises purchases made by members of that club, and any transaction not using a member card on days other than club events and match days would be excluded from club generated revenue.

The F & B payment would be paid quarterly in arrears and will only be paid if an operating surplus is generated from the Food and Beverage Facilities for that quarter.

If paid, each F&B Payment would be treated as an operating expense of the EFOP and deducted before the end year financial reconciliation.

There is a mechanism in the Operator Agreement for the Town and Operator to reach agreement on the formula for calculating the F&B payment to be made to EFFC and EFBC (where applicable) This must be done before the Operator services (post-opening) and Lease can commence.

For illustrative purposes only, a potential example of how F & B Payment model would work is set out below using Year 1 of the Belgravia Cash Flow Model, and assuming 10% of gross Café revenue that is attributable to Clubs only (excludes general sales):

Gross Food and Beverage Revenue attributable to Clubs	\$404,220
Less Cost of Goods (33%)	-\$133,393
Less Cost of Sales (40%)	-\$161,688
Net Profit Food and Beverage (27% of gross sales)	<u>\$109,139</u>

F & B Payments

EFFC (assuming 70% of total club turnover)	\$ 76,397
EFBC (assuming 30% of total club turnover)	\$ 32,742

*The above example is a hypothetical example only and does not necessarily reflect the final formula that will be adopted by the Town and Operator.

Please note that the above example is provided for illustrative purposes only and does not necessarily reflect the final formula adopted by the Town and the Operator. The final formula adopted by the Town and Operator may differ from the example noted above.

Naming Rights

It is proposed that any possible commercial opportunity to sell the naming rights for the precinct to offset costs will be explored, potentially on a dual naming basis.

Proposed Payment to Sinking fund

The Town will hold a sinking fund in a reserve account to meet capital and structural repairs and replacement for the EFOP buildings and facilities.

The commencing sinking fund contribution is expressed as a percentage of construction cost of the EFOP (this will be reviewed annually by reference to CPI) and is approximately \$275,000 as at the commencement of the Operator Agreement ("Sinking Fund Contribution").

The Sinking Fund Contribution is paid annually in arrears after the end of each financial year in whole (or in part) but only if there is an operating surplus for that year (i.e. after deducting the combined Management Fee and Corporate Overhead Charge, the F&B Payments where applicable and all other operating expenses of the EFOP).

Financial Details

It is proposed that there will be no charge for the lease of the building and surrounds (The Depot and TOEF residential units have been excluded from the premises subject to the Lease).

Proposed Operator Fee

In consideration for the Operator performing its obligations under the proposed Operator Agreement, the Management Fee and Corporate Overhead Charge will be paid to the Operator in accordance with the terms of the Operator Agreement.

The agreement has been structured to provide for a Preliminary period to allow for a full financial year of operations, prior to setting fixed budgets.

Preliminary Period means that period of the Term commencing at midnight on the day preceding the Lease Commencement Date and expiring at midnight on the second occurring 30 June.

Pre-Opening Service Fee means the provision of all services required to be carried out by the Operator prior to the opening of the EFOP for:

- (a) the design, development and integration of the EFOP;
- (b) strategic planning for the EFOP;
- (c) the development, negotiation and finalisation of the Subleases and the Licences and the preparation of the Precinct Partners Priority Usage Policy;
- (d) applying for and obtaining all necessary licences, permits and certificates required for the operation of the EFOP during the Term;
- (e) the development and preparation of all necessary Operating Phase Plans; and
- (f) the marketing of the EFOP.

The Operator will be paid a Pre-Opening Service Fee of \$245,522 plus GST to recover costs for services provided by the Operator prior to the opening of the EFOP.

In addition to the Pre-Opening Service Fee, the Town must give not less than 3 months' notice of the Town's nominated date for the Lease Commencement Date and the opening of the EFOP and then pay to the Operator a Monthly Mobilisation Fee in the sum of \$7,500 per month over that three month period. The Monthly Mobilisation Fee will compensate the Operator for all mobilisation activities such as the hiring and training of staff and the marketing of the EFOP for events hire and membership (ensuring that the EFOP is read to open on the nominated Lease Commencement Date).

Operator Fee Structure

The proposed fee structure payable to the Operator (inclusive of all corporate overhead charges) is based on 6% of total revenue of the EFOP.

The proposed fee will comprise a Management Fee and a Corporate Overhead Charge.

The Management Fee is consideration for the costs incurred by the Operator in preparing the various documents that make up the Annual Business Plan, its monthly and annual reporting obligations and its attendances at meetings with the Town.

For the Preliminary Period, the Management Fee will be 2% of the forecasted revenue in the Initial Budget plus GST subject to final adjustment after the End of Preliminary Period Financial Reconciliation.

For all other financial years during the Term, the Management Fee will be 2% of the forecasted revenue in the Approved Budget (being the Annual Budget approved by the Town) plus GST subject to final adjustment after the End of Year Financial Reconciliation.

The Corporate Overhead Charge is consideration for the following head office expenses incurred by the Operator (comprising finance and payroll, human resources management, occupational health and safety, insurance premiums under group policy of insurance and other administrative functions performed by the Operator's head office).

For the Preliminary Period, the Corporate Overhead Charge will be 4% of the forecasted revenue in the Initial Budget plus GST subject to final adjustment after the End of Preliminary Period Financial Reconciliation.

For all other financial years, the Corporate Overhead Charge will be 4% of the forecasted revenue in the Approved Budget plus GST subject to final adjustment after the End of Year Financial Reconciliation.

For every financial year (other than the Preliminary Period), the Management Fee and Corporate Overhead Charge will be paid in equal quarterly instalments in advance, with the first instalment payable on 1 July and each subsequent instalment payable every 3 months thereafter.

Each instalment of the Management Fee and Corporate Overhead Charge will be treated as an expense incurred in the operation and management of the EFOP and the Operator is entitled to deduct each instalment from the revenue collected by the Operator as and when they fall due under the Operator Agreement.

End of Year Adjustment

There will be a final adjustment at the End of Year Financial Reconciliation (based on the actual revenue achieved for the year).

The Actual Reconciled Management Fee will be 2% of the actual revenue of the EFOP recorded in the End of Preliminary Period Financial Reconciliation or End of Year Financial Reconciliation (as applicable).

The Actual Reconciled Corporate Overhead Charge Amount will be 4% of the actual revenue of the EFOP recorded in the End of Preliminary Period Financial Reconciliation or End of Year Financial Reconciliation (as applicable).

If the actual revenue of the EFOP recorded in the financial year is more than the forecasted revenue for the same period:

- the Management Fee paid by the Town will be less than the Actual Reconciled Management Fee Amount;
- the Corporate Overhead Charge paid by the Town will be less than the Actual Reconciled Corporate Overhead Charge Amount; and
- the Town must pay the difference to the Operator within 20 Business Days after the End of Year Financial Reconciliation.

If the actual revenue of the EFOP recorded in the financial year is less than the forecasted revenue for the same period:

- the Management Fee paid by the Town will be more than the Actual Reconciled Management Fee Amount;
- the Corporate Overhead Charge paid by the Town will be more than the Actual Reconciled Corporate Overhead Charge Amount; and
- the Operator must pay the difference to the Town within 20 Business Days after the End of Year Financial Reconciliation.

Tendered Performance and Performance Benchmarks

The Operator's entitlement to share in any surplus or contribute to any deficit of the EFOP will depend upon how the EFOP performs when measured against:

- (a) the tendered budget prepared by Belgravia Leisure for the Preliminary Period (in the case of the Preliminary Period); and
- (b) the agreed performance benchmark for that financial year (for all years other than the Preliminary Period).

Tendered Performance

In the Preliminary Period, the Operator's performance will be assessed against the budget tendered by Belgravia Leisure for the Preliminary Period (**Tendered Budget**).

The Tendered Budget shows a small deficit for the Preliminary Period (**Tendered Deficit**).

If the actual financial performance of the EFOP for the Preliminary Period results in a deficit (**Actual Deficit**), then:

- (a) if the Actual Deficit is greater than the Tendered Deficit, the Town will only be responsible for the Tendered Deficit while the Operator will be responsible for the difference between the Actual Deficit and the Tendered Deficit (capped at an amount equal to the combined Management Fee and Corporate Overhead Charge for that Year);
- (b) if the Actual Deficit is less than the Tendered Deficit, the Town will be responsible for the whole of that Actual Deficit.

If the actual financial performance of the EFOP for the Preliminary Period results in a surplus (**Actual Surplus**), then the Operator must pay the Sinking Fund Contribution and if, after payment of the Sinking Fund Contribution, there is still a surplus (**Adjusted Surplus**), the Operator is entitled to the whole of that Adjusted Surplus (capped at an amount equal to the combined Management Fee and Corporate Overhead Charge for that Year), with the Town receiving anything remaining after deducting the Operator's proportion of the Adjusted Surplus.

Performance Benchmarks

Within 10 Business Days of the End of Year Financial Reconciliation being agreed or determined in accordance with Agreement, the Operator must submit for the Town's approval a Performance Benchmark for the next Year (being the Year immediately following the Year just completed ("Future Year").

In preparing the Performance Benchmark, the Operator must have due regard to and be informed by the Approved Budget for that same Year and the financial performance of the EFOP in the preceding financial year (**Preceding Year Performance**) in terms of:

- (a) whether the Performance Benchmark will be a Forecast Deficit or a Forecast Surplus; and
- (b) the amount of that Forecast Deficit or Forecast Surplus (as applicable) that should be adopted as the Performance Benchmark.

In proposing a Performance Benchmark for the Future Year, the Operator must justify to the Town any material departure from the Approved Budget for that Future Year or the Preceding Year Performance.

A material departure will include:

- (a) a Performance Benchmark that is a Forecast Deficit where the Preceding Year Performance was an Actual Surplus;
- (b) a Performance Benchmark that is a Forecast Deficit where the Approved Budget for the same Future Year shows a Forecast Surplus;
- (c) a Performance Benchmark that varies by more than 10% from either the Forecast Surplus or Forecast Deficit forecast in the Approved Budget for the same Future Year; and
- (d) a Performance Benchmark that varies by more than 10% from either the Actual Deficit or Actual Surplus achieved in the Preceding Year Performance.

To further incentivise the Operator to achieve the agreed Performance Benchmark, the Operator Agreement provides that:

- (a) where the Performance Benchmark is not achieved, up to a maximum of 100% of the Operator's combined Management Fee and Corporate Overhead Charge is at risk; and
- (b) where the Performance Benchmark is exceeded, a bonus payment equivalent to a maximum of 100% of the Operator's combined Management Fee and Corporate Overhead Charge will be paid to the Operator.

Example 1: actual financial performance of EFOP falls short of Performance Benchmark

If:

- the Performance Benchmark for a Year forecasts a deficit of -\$50,000;
- the End of Year Financial Reconciliation results in an actual deficit of -\$250,000; and
- the combined Management Fee and Corporate Overhead Charge for that Year is \$250,000,

then:

- the Operator must pay \$200,000 of that deficit from its own funds; and
- the Town only pays the forecast deficit of \$50,000.

Example 2: actual financial performance of EFOP exceeds Performance Benchmark

If:

- the Performance Benchmark for a Year forecasts a surplus of \$50,000;
- the End of Year Financial Reconciliation results in an actual surplus is \$400,000;
- the combined Management Fee and Corporate Overhead Charge for that Year is \$250,000,
- the Sinking Fund Contribution is \$275,000;

then:

- the Operator must pay the Sinking Fund Contribution of \$275,000;
- after payment of the Sinking Fund Contribution, there will be an adjusted surplus of \$125,000 (“Adjusted Surplus”);
- the Adjusted Surplus will be shared between the Town and the Operator as follows:
 - the Operator will retain \$75,000 as a bonus payment; and
 - the Operator must pay \$50,000 to the Town (which may be distributed as the Town sees fit).

Performance Report

The Town may review the Operator’s performance from time to time as against the KPIs and the Operator’s obligations under the Operator Agreement and prepare a performance report (“Performance Report”).

The Operator must provide all assistance reasonably required by the Town in conducting the review of the Operator’s performance and preparing the Performance Report.

Financial Improvement Strategy

If:

- (a) the Approved Budget forecast an operating surplus for the EFOP in a financial year and the end of year financial reconciliation for that financial year shows an actual deficit; or
- (b) the Approved Budget forecast a deficit (“Forecast Deficit) for the EFOP in a financial year and the end of year financial reconciliation for that financial year shows an actual deficit greater than the amount of the Forecast Deficit,

the Operator must prepare for the Town’s approval a report which details the Operator’s strategies for reducing expenditure on the management and operation of the EFOP and/or increasing revenue

collected by the Operator from the operation of the EFOP in the next financial year (“Financial Improvement Strategy”).

If the Town is satisfied with the Financial Improvement Strategy, the Operator must incorporate it into the next Annual Business Plan.

A financial projection has been provided in Appendix (B) for the five (5) years, which provides the following expected trading results (Excluding a transfer to the Sinking Fund of \$275k pa and loan repayments);

Year 1 \$ 8,792	Year 4 \$461,112
Year 2 \$425,734	Year 5 \$489,177
Year 3 \$436,996	

Total outflows after trading results, including annual transfer to “sinking fund” and loan repayments.

Year 1 -\$8,792	Year 4 -\$461,112
Year 2 -\$425,734	Year 5 -\$489,177
Year 3 -\$436,996	

In the event the facility is able to generate a profit (excluding Food & Beverage), any dividend provided to the Town will be used to offset the Treasury loan repayments mentioned above.

Please note that the above figures are a financial projection only across a forecast period and do not reflect the actual financial performance of the EFOP.

Environmentally Sustainable

Belgravia Leisure provided in their tender submission the following information in relation to Sustainability;

“In September 2021, Belgravia Leisure developed its second five-year sustainability plan. This plan focuses on key environmental initiatives, including waste minimisation and recycling, reduced corporate travel, reduced paper consumption and increasing our planet friendly purchases. Belgravia Leisure is investigating opportunities to become more energy efficient and reduce greenhouse gas emissions and water across our sites. Sustainability audits are conducted at sites we manage to assist in this process.

Our 5-Year Plan for Sustainability will complement Council’s environmental, social and economic framework, ensuring an organisational focus on green initiatives reflects the community’s goals and expectations.

Generically, our plan works to support Councils with the following environmental targets:

- 1. Lower greenhouse gas emissions – our Bayswater head office certified carbon neutral by June 2023*
- 2. Reduce our emissions from corporate travel by 50% by 2021*
- 3. Develop an emissions reduction strategy by December 2022 and in partnership with venue owners reduce, measure and manage carbon emissions on a site by site basis*
- 4. Reduce single use plastics using a staged approach. Eliminate single use plastic straws, plastic cutlery, and plastic bags by August 2019*
- 5. Water efficiency- reduce our use of potable water by 15% within 5 years*
- 6. Waste minimisation – reduce food waste, reduce packaging waste, have recycling stations at all sites. Utilise State based container deposit schemes*

7. *Green Team – lead behavioural change at site and educate others in our circle of influence. Obtain ISO14001 Environmental Management accreditation by June 2024*
8. *ESG (Environmental, Social and Governance) update our procurement policy to ensure all our suppliers and partners meet our ESG requirements*
9. *Sustainable cleaning - Ensure sustainable cleaning systems and processes are in place at venues*
10. *Reduce paper consumption by 50% by July 2021”*

In addition, the Operator Agreement requires the operator to develop a **Sustainability Management Plan** on an annual basis for the Town’s approval. This annual plan details the Operator’s initiatives and strategies to operate and maintain the EFOP in the most energy efficient and environmentally responsible manner and minimise the environmental impact of services provided by the Operator.

Facility Operating Costs

Given the proposed operating model, the facility will operate independently of the Town, and therefore the Town will not be directly responsible for any operating costs. However, the Town may be required to contribute to any operating deficit.

The expected effect on matters referred to in the local government’s current plan prepared under section 5.56 (Strategic Community Plan) - 3.59(3)(d)

Strategic Community Plan - Priority Area 1 (Social)

The East Fremantle Oval Precinct Redevelopment Project has been identified as a key priority by the community and council.

The achievement of this project will deliver on key Town priorities as expressed in our Strategic Community Plan under Priority Area 1 (Social) - **“A socially connected, inclusive and safe community”**

Objective 1.2 - Inviting open spaces, meeting places and recreational facilities.

Strategies

1.2.2 Provision of adequate recreational, sporting and social facilities.

1.2.3 Activate inviting open spaces that foster social connection.

This project will enhance the liveability of the Town and the quality of life of its people, reaffirming their connection to place. It will improve the desirability of the Town as a destination and location of choice, and will have flow-on positive effects that will factor into decision making for those persons choosing East Fremantle as the place in which they choose to live, raise a family, invest, operate a business, visit, work, retire, play and recreate.

As well as the project’s strong alignment to the Town’s strategic priorities, a community perception survey was also undertaken in 2018, and it identified seven priority areas that the community would like the Town to focus on. The third highest ranked priority was:

“For the Town to take action with the East Fremantle Oval Precinct”

The Town’s ability to manage the undertaking or the performance of the transaction - 3.59(3)(e)

All proposed agreements, leases, subleases and licences have been prepared by Jackson McDonald solicitors.

Facility Management (Day-to-day operations)

Based on a review of industry trends, previous project experience and benchmarking of the proposed facility, five main options were examined in relation to the overall governance and management of the redeveloped East Fremantle Oval, these being:

- Management by Local Government (Town of East Fremantle).
- Management by a locally appointed not for profit Trust established solely for the purpose of operating East Fremantle Oval.
- Management by an external management agency.
- Management by a consortium representing the key tenant club(s) or users.
- Management by key user (e.g. East Fremantle Football Club).

Based on the analysis and market sounding, the appointment of an external Operator on a fee service basis was identified as the preferred option by Council due to the following reasons:

- An ability to gain specialist management expertise and appoint an entity with a strong resource and knowledge base.
- Ability for the entity to also manage and operate the commercial components of the facility such as a health club and food and beverage service.
- Ability to link the entity's management fee to the performance of the facility, meaning that the external Operator has a driver to ensure its success.
- Strong interest in managing the precinct displayed during the market sounding process by experienced recreation facility operators.

It is anticipated that the cost of the management arrangement will be offset by the commercial activities undertaken from the food and beverage facilities and the rent received from any commercial tenants of the EFOP.

The Operator will be solely responsible to manage the day-to-day operations of the facility and the precinct, and to ensure that the facility is driving traffic to the area and is performing adequately.

Management Committee of Council

When considering responsibilities for the operations of the facility, two scenarios were considered. These included:

1. Direct responsibility and governance by the Town.
2. The Town facilitate the establishment of a Trust or similar entity such as a management committee. The Trust/Entity then has operational responsibility and governance over the facility, with the Town then having oversight of the Trust/Entity.

Subsequent legal advice provided to the Town in determining the appropriate structure was that a Committee as defined under Section 5.9(2)(c) of the *Local Government Act 1995*, would be the most suitable vehicle given the current circumstances.

Committee Structure

It is proposed that the Committee consists of the following personnel:

- One (1) Chairperson (independent)

- One (1) Operator representative (non-voting member)
- Two (2) Town of East Fremantle employees or elected members
- One (1) member from East Fremantle Football Club (EFFC)
- One (1) member from East Fremantle Bowls Club (EFBC)
- One (1) member from East Fremantle Croquet Club (EFCC)
- One (1) member from the East Freo Playgroup Inc.
- One (1) local resident

It is proposed that the Committee will adhere to the following guidelines:

- The Chairperson is to be an independent Committee representative (like the local resident). It is anticipated that the Chairperson will have previous experience acting in the role of a Chairperson or other senior office bearer role on a board or similar management committee with responsibility for governance and management of community facilities and who and can therefore provide valuable insight into overall governance and management of the EFOP. It is recognised that a small stipend may be required to be paid to the Chairperson for his or her services (subject to facility finances).
- The professional manager (or representative of the appointed Operator) will be a nonvoting member (ex-officio capacity) and has responsibility to facilitate the operation of the Committee.

Roles and responsibilities of the Committee and its Members would include:

- **Strategic Planning:** Advising and supporting the paid professional management, clubs and recreational participants on the future direction of the redeveloped East Fremantle Oval Precinct.
- **Management of Financial Resources:** Determining the allocation of resources within their authority. Securing additional resources through commercial sponsorship opportunities or other sources.
- **Enhancing the public image:** Of the EFOP site, its facilities and its activities.

Other matters - 3.59 (3)(f)

The Town is not aware of any other matters that are relevant to the proposed transaction in relation to the requirements of section 3.59 of the *Local Government Act 1995*.

Business Plan Access & Submissions

The Business Plan is available from the Town's website www.eastfremantle.wa.gov.au. Alternatively you can request a copy by telephone (08) 9339 9339 or via email admin@eastfremantle.wa.gov.au.

A hard copy of the Business Plan is available from the Town's Administration Centre at 135 Canning Highway, East Fremantle, WA, 6158.

Submissions related to this proposal are invited from members of the public. Any submissions received during the six-week advertising period will be considered by Council at a council meeting before Council makes a decision on whether to proceed with the Business Plan or not.

Any persons wishing to make a submission on matters contained in the Business Plan is to address the submission to the Chief Executive Officer, Town of East Fremantle, PO Box 1097, East Fremantle WA 6959, by the close of business on July 2023.

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Appendix (A) – Expected Cashflow

EAST FREMANTLE OVAL PRECINCT - SUMMARY							
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	5 Year Total
Revenue							
Net F & B Revenue after Club Dividend	\$ -	\$ 375,430	\$ 394,202	\$ 413,912	\$ 434,607	\$ 456,338	\$ 2,074,489
Net Health Club Revenue	\$ -	\$ 534,023	\$ 1,028,253	\$ 1,070,830	\$ 1,108,592	\$ 1,150,444	\$ 4,892,142
Other Net Revenue	\$ -	\$ 207,420	\$ 217,791	\$ 228,681	\$ 240,115	\$ 252,120	\$ 1,166,126
Net Revenue	\$ -	\$ 702,033	\$ 1,204,664	\$ 1,256,061	\$ 1,303,085	\$ 1,354,661	\$ 5,820,504
Expenses							
Total Precinct Expenses	\$ 294,000	\$ 768,706	\$ 858,167	\$ 902,264	\$ 929,332	\$ 957,212	\$ 4,709,682
Profit/Loss	-\$ 294,000	-\$ 66,673	\$ 346,496	\$ 353,797	\$ 373,753	\$ 397,449	\$ 1,110,822

The above Cashflow Model was provided by Belgravia in their Tender.

Year 0 relates to Pre-Opening Services and a revised budget of \$245,222 has been received.

The net profit/loss position shown excludes:

1. The sinking fund contribution of \$275,000 per year from Year 3 (budgeted from year 3 as cash flow projections have assumed that there will be no cash flow surplus for sinking fund until at least year 3)
2. Contributions towards the Town's loan expenses of \$200,000 per year from Year 2
3. Distribution of any dividend of facility net profit to users

The net profit/loss position above does however include an indicative Food and Beverage payment to the East Fremantle Football Club and East Fremantle Bowling Club which is accounted for as an expense against the food and beverage business unit.

Given the above exclusions and the preferred food and beverage payment model, the following is an updated cash flow model:

EAST FREMANTLE OVAL PRECINCT - SUMMARY							
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	5 Year Total
Revenue							
Net Food and Beverage Revenue after Club Payment	0	450,895	473,440	497,112	521,967	548,065	2,491,479
Net Health Club Revenue	0	534,023	1,028,253	1,070,830	1,108,592	1,150,444	4,892,142
Other Net Revenue	0	-207,420	-217,791	-228,681	-240,115	-252,120	-1,146,126
Net Revenue	0	777,498	1,283,902	1,339,261	1,390,445	1,446,388	6,237,494
Expenses							
Total Precinct Expenses	245,222	768,706	858,167	902,264	929,332	957,212	4,660,904
Trading Profit/(Loss)	-245,222	8,792	425,734	436,997	461,113	489,176	1,576,590
Less:							
Sinking Fund Contribution				-275,000	-275,000	-275,000	-825,000
Less recovery of Pre-Opening Service Fee (Year 0)		-8,792	-236,430				-245,222
Less Town Payment (including loan repayment contribution - average of \$200k pa) (should town payment be less than \$200k in any given year, the town will recoup the amount in out years)			-189,304	-161,997	-186,113	-214,176	-751,590
Amount Available for Distribution as a Precinct Dividend			0	0	-0	-0	0

The following key points are highlighted:

- The Year 0 deficit of \$245,222 is the Town's contribution towards pre-opening services, and this expense has been included in the Town's 2023/24 Budget and funded from general revenue.

- Taking into account contributions to the sinking fund, and the Town's loan expenses, the facility will not be yielding a surplus profit. As such, there will be no dividend of profit to stakeholders within the first five (5) years.
- The order of priority for contributions are:
 1. Sinking fund contribution of \$275,000 (budgeted from year 3 as cash flow projections have assumed that there will be no cash flow surplus for sinking fund until at least year 3)
 2. Loan repayment contribution up to \$200,000 per year from year 2
 3. Dividend payment to others

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16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

16.1 CR NATALE – RESOURCE RECOVERY GROUP

That Council

- (1) *resolve to provide formal notice of withdrawal to the Resource Recovery Group (RRG - formerly SMRC) in accordance with section 11.1 of the Establish Agreement (1997) to end its membership (participation) within the regional local government.*
- (2) *acknowledges that in accordance with clause 11.2 the withdrawal will become effective from 1 July 2024.*
- (3) *instruct the Chief Executive Officer to secure full waste services prior to the 1 July 2024.*

PROCEDURAL MOTION

That the meeting be closed to the public to discuss a confidential report, prepared by Acting CEO in relation to this item, under the terms of the Local Government Act 1995, Section 5.23 (2)(c) and (e).

17 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

18 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

19 NEW BUSINESS OF AN URGENT NATURE

20 MATTERS BEHIND CLOSED DOORS

21 CLOSURE