



# Council Meeting 20 July 2015

# MINUTES

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MONDAY, 20 JULY, 2015 COMMENCING AT 6.37PM.**

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**MINUTES OF A COUNCIL MEETING, HELD IN THE COUNCIL CHAMBER, ON MONDAY, 20 JULY, 2015 COMMENCING AT 6.37PM.**

**149. DECLARATION OF OPENING OF MEETING**

The Mayor (Presiding Member) declared the meeting open.

**149.1 Present**

Mayor J O'Neill	Presiding Member
Cr C Collinson	
Cr J Harrington	
Cr S Martin	
Cr M Rico	
Cr A Watkins	
Mr G Clark	Acting Chief Executive Officer
Mr L Mainwaring	Executive Manager Finance & Administration
Mr J Douglas	Manager Planning Services (to 7.20pm)
Ms W Cooke	Projects Co-Ordinator
Ms J May	Minute Secretary

**150. ACKNOWLEDGEMENT OF COUNTRY**

The Presiding Member made the following acknowledgement:

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

**151. WELCOME TO GALLERY AND INTRODUCTION OF ELECTED MEMBERS AND STAFF**

There were four members of the public in the gallery at the commencement of the meeting.

**152. RECORD OF APPROVED LEAVE OF ABSENCE**

Cr J Amor  
Cr M McPhail

**153. RECORD OF APOLOGIES**

Nil.

**154. PRESENTATIONS/DEPUTATIONS/PETITIONS/SUBMISSIONS**

Nil.

**155. PUBLIC QUESTION TIME**

**155.1 M de Kluver – Response to Question submitted 16 June 2015**

Mayor O'Neill read the following response to Mr de Kluver's question taken on notice at the Council Meeting of 16 June 2015.

What progress has been made by the Town of East Fremantle in conjunction with the City of Fremantle to make East Street safer?

*"As you will be aware, Council has worked with the City of Fremantle to prepare three road treatment options for East Street which have been advertised for public comment. Following the results of the advertising indicating that the majority of residents preferred option 1, Council has made an allocation in its draft budget for 2015/16 to fund half the cost of the work. Council believes that the City of Fremantle has also provided identical funds in its draft 2015/16 budget.*

*I can assure that the Town has progressed this matter as quickly as could reasonably be expected. Council acknowledges the need for traffic calming in East Street however it*

*also recognises that the street is a significant link road between High Street and Canning Highway. Any treatments should not encourage traffic to bleed into surrounding streets.”*

**156. APPLICATION FOR LEAVE OF ABSENCE**

Nil.

**157. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**157.1 Council Meeting 16 June 2015**

**Cr Harrington – Cr Rico**

**That the Minutes of the Council Meeting held on 16 June 2015 be confirmed.**

CARRIED 6:0

**158. ANNOUNCEMENTS BY MAYOR WITHOUT DISCUSSION**

**158.1 Rethink Perth Freight Link Forum**

Mayor O'Neill reminded elected members of the Rethink Perth Freight Link forum to be held on Tuesday, 21 July from 6-8pm at the Fremantle Town Hall.

**159. QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN WITHOUT DISCUSSION BY COUNCIL MEMBERS**

Nil.

**160. MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN BY COUNCIL MEMBERS**

Nil.

**161. CORRESPONDENCE**

**161.1 Dr M Porter, 10 View Terrace**

Requesting that Council defer the heritage assessment rating of his property at 10 View Terrace until he is able to provide further professional heritage advice regarding this matter.

**Cr Martin – Cr Harrington**

**That the letter from Dr Porter be received and held over for consideration when the matter comes forward for discussion later in the meeting (MB Ref 162.1(A)).**

CARRIED 6:0

**162. TOWN PLANNING & BUILDING**

**162.1 Minutes of Town Planning & Building Committee 7 July 2015 – Receipt**

**Cr Martin – Cr Collinson**

**That the Minutes of the Town Planning & Building Committee held on 7 July 2015 be received.**

CARRIED 6:0

**(A) T75.1 Review of Municipal Heritage Inventory and Heritage List**

The letter from Dr Porter, referred from Correspondence (MB Ref 161.1) was tabled.

Ms Rowley (owner 1 Munro Street) and Mr Bodycoat (heritage architect) addressed the meeting in support of their request to have the property removed from the Municipal Inventory.

*Cr Martin – Cr Collinson*

*That:*

- (a) where appropriate the relevant Place Record Forms should be revised to reflect the physical and historic information in the owners' submissions.*
- (b) 1 Munro Street should be removed from the Municipal Inventory.*

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- (c) 43 View Terrace (water tower) be changed to a 'D' classification and not included in the Heritage List.
- (d) with the exception of 150 Preston Point Road for which an extension of time has been requested and 1 Munro Street, all properties shown on the attached MHI Index as Management Category 'B' should be confirmed as Category 'B' on the revised MI and included on the Scheme's Heritage List pursuant with Cl 7.1.3 (d) of Town Planning Scheme No. 3.
- (e) notification in respect of all places to be included on the Scheme's Heritage List be undertaken in accordance with the provisions of Cl.7.1.4 of Town Planning Scheme No. 3.

Following a question regarding the possible deferment of the listing for 10 View Terrace, the Manager Planning Services advised he had no problem with this.

Amendment**Mayor O'Neill – Cr Harrington**

**That Council defer consideration of the listing of 10 View Terrace to the Council Meeting on 18 August 2015, as per Dr Porter's request for an extension of time to provide further information on the matter.**

CARRIED 4:2

The substantive motion, as amended, was put.

**Cr Martin – Cr Collinson****That:**

- (a) where appropriate the relevant Place Record Forms should be revised to reflect the physical and historic information in the owners' submissions.
- (b) 1 Munro Street should be removed from the Municipal Inventory.
- (c) 43 View Terrace (water tower) be changed to a 'D' classification and not included in the Heritage List.
- (d) Council defer consideration of the listing of 10 View Terrace to the Council Meeting on 18 August 2015, as per Dr Porter's request for an extension of time to provide further information on the matter.
- (e) with the exception of 150 Preston Point Road and 10 View Terrace for which an extension of time has been requested and 1 Munro Street and 43 View Terrace, all properties shown on the attached MHI Index as Management Category 'B' should be confirmed as Category 'B' on the revised MI and included on the Scheme's Heritage List pursuant with Cl 7.1.3 (d) of Town Planning Scheme No. 3.
- (f) notification in respect of all places to be included on the Scheme's Heritage List be undertaken in accordance with the provisions of Cl.7.1.4 of Town Planning Scheme No. 3.

CARRIED 6:0Reasons for varying the Officer's Recommendation

- The addition of (c) resulted from the officer outlining this action in his report however inadvertently omitting same from the report recommendation.
- In respect to 10 View Terrace, the Manager Planning Services has no objection to allowing Dr Porter more time to provide information on this listing.

**163.****ORDER OF BUSINESS****Cr Rico – Cr Collinson**

**That the order of business be changed to allow a member of the gallery to address the meeting.**

CARRIED 6:0

*Mayor O'Neill declared a financial interest in the matter of 72 Allen Street as it involved a planning application for his residence and left the meeting at 7.00pm.*

In the absence of the Mayor, the Deputy Mayor, Cr Harrington, assumed the Chair.

## 164. MOTIONS WITHOUT NOTICE OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

### 164.1 *Allen Street No 72 (Lot 25)*

Cr Collinson – Cr Rico

That the planning application for 72 Allen Street, referred from the Town Planning & Building Committee Meeting of 7 July 2015, be heard given its omission from tonight's agenda had been an administrative error. CARRIED 5:0

*The authors of this report makes the following impartiality declaration in the matter of No. 72 Allen Street: "As a consequence of the owner, Mr Jim O'Neill of 72 Allen Street being known to the authors of this report as the Mayor of East Fremantle, there may be a perception that our impartiality on the matter may be affected. We declare that we have considered this matter entirely on its merits and with complete impartiality and objectivity".*

#### ***Allen Street No. 72 (Lot 25)***

***Owner: J & S O'Neill***

***Applicant: John Chisholm Design***

***Application No. P53/2015***

By Christine Catchpole, Planning Officer and Andrew Malone, Senior Planning Officer on 19 June 2015

#### **PURPOSE OF THIS REPORT**

This report considers an application for an ancillary dwelling at No. 72 Allen Street. The following issue is relevant to the determination of this application:

- Roof Pitch – required 28°- 36°; flat roof proposed (Residential Design Guidelines).

This variation can be supported and the application is recommended for conditional approval.

#### **BACKGROUND**

##### **Description of Proposal**

The applicant is proposing to construct an ancillary dwelling in the north east corner of the rear garden. The building will occupy an area of 27.5m<sup>2</sup> and comprises of a bedroom and ensuite bathroom.

The building is approximately 4 metres x 7 metres and will be a timber framed structure and clad on the exterior, with a flat Colorbond roof. A timber framed verandah will be constructed facing the house.

The structure will be raised approximately 200mm from natural ground level.

##### **Description of Site**

The subject site is:

- 1,088m<sup>2</sup>;
- zoned Residential R12.5;
- a single heritage dwelling; and
- located in the Woodside Precinct.

##### **Statutory Considerations**

Town Planning Scheme No. 3 (TPS 3)

Residential Design Codes (R-Codes)

Municipal Heritage Inventory (MI) – Management Category B

*Considerable heritage significance at a local level; places generally considered worthy of high level of protection, to be retained and appropriately conserved; provide strong encouragement to owners under the Town of East Fremantle Planning Scheme to conserve the significance of the place. A Heritage Assessment / Impact Statement is required as corollary to any development application. Incentives to promote heritage*

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*conservation may be considered where desirable conservation outcomes may be otherwise difficult to achieve.*

**Relevant Council Policies**

Residential Design Guidelines 2015 (as amended) (RDG)

**Impact on Public Domain**

Tree in verge : No impact  
 Light pole : No impact  
 Crossover : No impact  
 Footpath : No impact  
 Streetscape : No impact – Not visible from the street.

**Documentation**

Plans and relevant forms date stamped received on 6 May 2015.

**Date Application Received**

6 May 2015

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

7 January 2011 Detached studio granted planning approval.  
 15 July 2003 Approval granted for a store, study and games room extension and a detached games room / pavilion in the rear of the lot.  
 15 September 1999 Planning approval granted for the installation of a pool.  
 18 April 1994 Planning approval granted for additions to the dwelling.

**CONSULTATION****Advertising**

The application was advertised to the surrounding land owners from 15 to 29 May 2015. A submission was received from the rear neighbour and the planning considerations relevant to the application have been summarised below.

<b>Submission – Planning Considerations Relevant to the Application</b>	<b>Applicant Response to Submission</b>	<b>Officer Assessment – Planning Considerations Relevant to the Application</b>
<p><b>73A Dalgety Street</b></p> <p>The submitter's house is situated on a battle-axe lot and is 1.6 metres from the western boundary adjoining the subject site. The master bedroom, alfresco, dining, kitchen and entire outdoor area, including the pool area are completely exposed and hence all amenities will be compromised.</p> <p>Part of the application includes removal of an existing tree. The tree situated in the rear corner of the lot (on the westerly boundary and south of the adjoining neighbour) provided much needed shade from the westerly elements, privacy and aesthetics. The tree was a mature tree, which stood over 15 metres in height. The tree provided significant shade and privacy for the property so that window treatments were not required on westerly facing openings.</p> <p>Contrary to East Fremantle Council Policy 116 the tree has been removed. Removal of the tree has</p>	<p>Two responses have been received. One from each owner of the subject property and a summary of both responses is provided below:</p> <p>The studio is compliant;</p> <p>The brief to the architect was that the studio be compliant and be designed to have as minimal an impact on the neighbours as possible. This has been the outcome;</p> <p>Initially the proposal was for a much larger development which could have been compliant, or only required minor discretions, however, respect for the neighbours and the Scheme were the reasons for the current proposal.</p> <p>The building has meet with setback regulations being 2.5 metres from the rear boundary. This is a greater setback than the dwelling directly behind which is double storey and has been constructed on a block which has had the level raised by more than 500mm at the western</p>	<p><u>Lot Boundary Setbacks</u></p> <p>The proposed ancillary dwelling complies with all lot boundary setback requirements under the RDC. The setback provisions under the RDC take into account building height, bulk and amenity issues with respect to the building setbacks required. The rear setback distance of 1.6 metres for the dwelling at 73A Dalgety Street (battle-axe lot) has resulted from a concession granted to position the dwelling less than the required 6 metres under the RDC for a R12.5 coded area. This setback was the owner's preference and is also somewhat a result of development of a family home on a battle-axe lot with a land area of 580m<sup>2</sup>. There is less land area to accommodate a modern dwelling. The setback distance proposed is more than double what is required under the RDC.</p> <p><u>Removal of Tree</u></p>



<b>Submission – Planning Considerations Relevant to the Application</b>	<b>Applicant Response to Submission</b>	<b>Officer Assessment – Planning Considerations Relevant to the Application</b>
<p>caused all amenities to be exposed.</p> <p>The proposed ancillary dwelling will sit in line with the outdoor living area and family, dining and kitchen areas of the house. Concerned about the distance of the studio from the boundary and the louvre window facing east of the studio and the implications this will have on the amenity of the lot, privacy, and the likelihood of noise disturbance.</p> <p>Approval of the application will have a significant impact on the amenities of the property. The owner has a large lot and has the means to place the studio further away from the boundary, which will not impact on the residence and the occupants.</p>	<p>boundary, albeit with Council approval. The building is therefore very imposing. The combination of the high rear fence (on top of a retaining wall) and the proposed setback of the ancillary dwelling will mean the building will not be visible from their property. As the applicants have experienced severe overlooking from the property the building is considered to be an effective visual and sound barrier;</p> <p>The studio is to be used for painting lessons and accommodating an elderly relative on an overnight basis;</p> <p>The ancillary dwelling was designed around the mature tree. Between the initial and final plan the tree was professionally pruned at considerable cost to deal with neighbour concerns and other safety and property issues. Shortly after pruning, the tree showed signs of distress. Two tree professionals were called to examine the tree and neither could offer a conclusive explanation as to why it would be dying but both agreed that once a gum tree starts dying from its extremities it usually cannot be saved. There was also the concern that other branches would drop as had occurred in the past. The tree was a valuable visual barrier to overlooking from rear dwellings. The owners were concerned regarding the loss of bird habitat but as there are another 15 mature trees on the property there were other habitats available for the birds.</p> <p>The main entertaining area is 30 metres from the rear of the dwellings, but the owners often entertain on the front verandah; and</p> <p>In conclusion, the studio will have no negative impact on neighbours.</p>	<p>Council Policy 116 (Conservation of Trees in the Private Domain) was revoked September 2012 and replaced with Clause 3.7.10 of the Residential Design Guidelines – Landscape Guidelines which specify the following 'Acceptable Development Provisions':</p> <p>A1.1 Development applications are to be accompanied by a site survey including the location of existing mature trees, shrubs, hedges and other significant vegetation.</p> <p>A1.2 Any proposal to remove existing significant vegetation shall be accompanied by a tree survey justifying removal of the vegetation and prepared by a suitably qualified consultant or by a landscape plan demonstrating compensating revegetation of the site.</p> <p>The 'Performance Criteria' in respect to the above states that:</p> <p>P1 Development shall be designed around significant established vegetation.</p> <p>In this instance the owner has not strictly complied with the above acceptable development criteria nor the performance criteria of the RDG. The tree was indicated on the plans for removal and this has eventuated prior to the planning application being determined or without a survey being submitted.</p> <p>It should also be noted the Council is required to give consideration to Clause 10.2 (w) of TPS 3 whereby the Council must consider whether adequate provision has been made for the landscaping of the land...and whether any trees...on the land should be preserved.</p> <p>The plans indicated the tree was to be removed, however, the Town was unaware it was to be removed before the application was to be determined by the Council. The matter was brought to the Town's attention through the neighbour's submission and the applicant's submissions which stated the tree needed to be removed for safety reasons as its condition had deteriorated to the point where it could not be saved.</p> <p>Notwithstanding the above the Town cannot restrict a tree being removed from private property. Whilst the removal of the tree is not considered the most desirable outcome it is also not considered a matter which the</p>

Submission – Planning Considerations Relevant to the Application	Applicant Response to Submission	Officer Assessment – Planning Considerations Relevant to the Application
		<p>Council should take further action over given the deteriorating condition of the tree.</p> <p><u>Privacy/Overlooking</u></p> <p>There are no openings facing east. The window referred to faces south. As such it is considered there is no privacy or overlooking issue to address. Also it is not considered a reasonable expectation that vegetation on another property be relied upon to provide weather protection, privacy and prevent overlooking. There may be any number of circumstances that require vegetation to be removed and therefore it cannot be depended on to permanently provide these amenities or screening between properties.</p>

**Town Planning Advisory Panel**

The application was not referred to the Town Planning Advisory Panel as it is not considered to impact the streetscape or detract from the heritage value of the property.

**Site Inspection**

No site inspection was undertaken.

**ASSESSMENT**

The proposal has been assessed against the provisions of Town Planning Scheme No. 3, the Residential Design Codes of Western Australia and the Town’s Local Planning Policies. A summary of the assessment is provided in the following tables.

**Town Planning Scheme No. 3 Assessment**

Scheme Provision	Status
4.2 Zone Objectives	A
4.3 Zoning Table	A

**Residential Design Codes Assessment**

Design Element	Required	Proposed	Status
Open Space	50%	71%	A
Outdoor Living	N/A	30sqm	A
Car Parking	2	2	A
Site Works	Less than 500mm	Less than 500mm	A
Overshadowing	25%	Less than 25%	A
Drainage	On-site	On-site	A

**Local Planning Policies Assessment**

LPP Residential Design Guidelines Provision	Status
3.7.2 Additions and Alterations to Existing Buildings	A
3.7.3 Development of Existing Buildings	A
3.7.4 Site Works	A
3.7.5 Demolition	N/A
3.7.6 Construction of New Buildings	N/A
3.7.7 Building Setbacks and Orientation	A
<b>3.7.8 Roof Form and Pitch</b>	<b>D</b>

3.7.9 Materials and Colours	A
3.7.10 Landscaping	N/A
3.7.11 Front Fences	N/A
3.7.12 Pergolas	N/A
3.7.13 Incidental Development Requirements	N/A
3.7.14 Footpaths and Crossovers	N/A
3.7.15-20 Precinct Requirements	A

Boundary Setbacks							
Wall Orientation	Wall Type	Wall Height	Wall Length	Major Opening	Required Setback	Proposed Setback	Status
Northern							
Ground	Studio	3.3	4.0	N	1.0	1.0	A
Eastern							
Ground	Studio	3.3	6.9	N	1.0	2.5	A
Southern							
Ground	Studio	3.3	4.0	N	1.0	12.2	A

Note: The sewer line is located approximately 1.0m from the rear boundary. The building is setback a further 1.5m from the sewer line therefore a total setback of 2.5 metres from the rear boundary is proposed.

**DISCUSSION**

The ancillary dwelling will occupy an area of approximately 27.5m<sup>2</sup> (permitted 70m<sup>2</sup>) and will comprise a bedroom with ensuite bathroom and a verandah of 15m<sup>2</sup> which will face the dwelling.

**Municipal Heritage Inventory**

The property is listed on the Town’s Municipal Heritage Inventory as a B listed dwelling. Although the “B” management category guidelines state that a heritage impact statement will be required with a development application, in this instance, it was not considered necessary to apply this requirement as the proposal is considered wholly detached from the dwelling and is located to the rear of the subject lot.

The ancillary dwelling is located to the rear of the property and is not visible from the street. The proposal is considered to be sympathetic to the heritage dwelling. Overall it is considered that the works do not undermine the heritage value or character of the dwelling regarding its design and the use of materials, therefore a heritage impact statement was not required.

**Lot Boundary Setbacks**

The building is proposed to be set back 2.5 metres from the rear lot boundary. This meets the setback requirements of the RDG. Likewise the remaining lot boundary setbacks also comply.

All major openings either face west towards the existing residence or south. The major opening (louvred window) is setback 12 metres from the southern boundary. There are no major openings facing the rear or northern lot boundaries.

Due to a sewer easement the proposal is setback a greater distance from the rear lot boundary than the required RDG requirements. A sewer line crosses the property approximately 1.0 the rear boundary and therefore the studio is required to be setback an appropriate distance from the sewer by the Water Corporation (an additional 1.5 metres). The 2.5 metre rear setback is considered acceptable, however a condition has been included in the Officer’s Recommendation requiring official building approval from the Water Corporation must be obtained prior to construction commencing.

**Roof Pitch**

The only area of non-compliance is with the proposed roof pitch. The proposed ancillary dwelling cannot be viewed from the street and is considered to have no significant negative impact on the heritage value of the property or the streetscape.

The Performance Criteria states:

- P4 Roof forms of new buildings complement the traditional form of surrounding development in the immediate locality.*

The proposed roof whilst not consistent with the pitch of the heritage dwelling has been design to be sympathetic to the dwelling. The roof pitch at 2° minimises the overall scale and bulk of the structure and limits the overall height to only 3.3 metres from natural ground level. As such, the proposed roof pitch is considered appropriate and can be supported.

**Landscaping**

The adjoining neighbour has raised concerns with regard to the removal of a tree. Clause 3.7.10 of the RDG (Landscape Guidelines) has been considered in the assessment of this application.

As stated the Town has been made aware a tree has been removed from the property. Prior to removal a survey justifying removal of the tree from the site should have accompanied the planning application, although it was indicated on the plans the tree was to be removed, the Town was unaware it was to be removed before the outcome of the application by the Council.

The removal of the tree is considered not to be the most desirable outcome, however the applicant has stated:

*Shortly after pruning, the tree showed signs of distress. Two tree professionals were called to examine the tree and neither could offer a conclusive explanation as to why it would be dying but both agreed that once a gum tree starts dying from its extremities it usually cannot be saved. There was also the concern that other branches would drop as had occurred in the past.*

The plans notate that two trees were required to be removed as the proposed development was to be located where the trees were situated. It is considered in respect to the above comments the trees also were required to be removed.

The proposal is considered to comply with the requirements of the RDG and the R-Codes with the exception of the roof pitch, therefore whilst the removal of the trees is regrettable, the proposed development is recommended for approval subject to conditions.

**Visual Privacy**

The neighbour also raised concerns with regard to overlooking and loss of privacy. The visual privacy requirements of the R-Codes do not come into effect in the assessment of this application because the ancillary dwelling will not be constructed at a level which will exceed 500mm above natural ground level and therefore is not considered for overlooking. The setback distances have been met and the boundary fence is also considered to provide adequate visual privacy. The proposed development is considered to comply with the 'Deemed to Comply' provisions of the R-Codes.

**CONCLUSION**

The proposed development incorporates one variation to the RDG. The variation being sought is in relation to roof pitch. This matter is not considered to have a negative impact on residential amenity, neighbouring properties, heritage dwelling or the streetscape and is therefore is considered can be supported.

**RECOMMENDATION**

That Council exercise discretion in granting planning approval to vary Clause 3.7.8.3 of the Residential Design Guidelines 2013 to allow a roof pitch of less than 28° for an ancillary dwelling at No. 72 (Lot 25) Allen Street, East Fremantle, in accordance with the plans date stamped received 6 May 2015, subject to the following conditions:

1. The ancillary dwelling not to be used for the purposes of short stay accommodation or for bed and breakfast accommodation at any time.
2. Official building approval by the Water Corporation prior to commencement of construction.
3. If requested by Council within the first two years following installation, the Colorbond roofing for the ancillary dwelling to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
4. The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.
5. With regard to the plans submitted with respect to the building application, changes are not to be made in respect of the plans which received planning approval, without those changes being specifically marked for Council's attention.
6. The proposed dwelling is not to be occupied until all conditions attached to this planning approval have been finalised to the satisfaction of the Chief Executive Officer in consultation with relevant officers.
7. All storm water is to be disposed of on site, clear of all buildings and boundaries.
8. All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
9. This planning approval to remain valid for a period of 24 months from date of this approval.

**Footnote:**

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

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

Mrs O'Neill (owner) addressed the meeting in support of her proposal.

*Cr Martin made the following impartiality declaration in the matter of 72 Allen Street: "As a consequence of the owners of this property the Town's serving Mayor and his wife, being known to me, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits in terms of the benefit to the Town and vote accordingly".*

*Cr Harrington made the following impartiality declaration in the matter of 72 Allen Street: "As a consequence of the owners of this property being known to me and living in the same street, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits in terms of the benefit to the Town and vote accordingly".*

*Cr Rico made the following impartiality declaration in the matter of 72 Allen Street: "As a consequence of the owners of this property being known to me, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits in terms of the benefit to the Town and vote accordingly".*

*Cr Watkins made the following impartiality declaration in the matter of 72 Allen Street: "As a consequence of the owners of this property being friends, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits in terms of the benefit to the Town and vote accordingly".*

**Cr Martin – Cr Collinson**

**That Council exercise discretion in granting planning approval to vary Clause 3.7.8.3 of the Residential Design Guidelines 2013 to allow a roof pitch of less than 28° for an ancillary dwelling at No. 72 (Lot 25) Allen Street, East Fremantle, in accordance with the plans date stamped received 6 May 2015, subject to the following conditions:**

- 1. The ancillary dwelling not to be used for the purposes of short stay accommodation or for bed and breakfast accommodation at any time.**
- 2. Official building approval by the Water Corporation prior to commencement of construction.**
- 3. If requested by Council within the first two years following installation, the Colorbond roofing for the ancillary dwelling to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.**
- 4. The works are to be constructed in conformity with the drawings and written information accompanying the application for planning approval other than where varied in compliance with the conditions of this planning approval or with Council's further approval.**
- 5. With regard to the plans submitted with respect to the building application, changes are not to be made in respect of the plans which received planning approval, without those changes being specifically marked for Council's attention.**
- 6. The proposed dwelling is not to be occupied until all conditions attached to this planning approval have been finalised to the satisfaction of the Chief Executive Officer in consultation with relevant officers.**
- 7. All storm water is to be disposed of on site, clear of all buildings and boundaries.**
- 8. All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.**
- 9. This planning approval to remain valid for a period of 24 months from date of this approval.**

**Footnote:**

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

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## MINUTES

- (a) *this decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (b) *a copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (c) *it is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.*
- (d) *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).*
- (e) *matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
- (f) *under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document – "An Installers Guide to Air Conditioner Noise".*  
CARRIED 5:0

Mayor O'Neill returned to the meeting at 7.12pm and resumed the Chair. It was noted he did not speak or vote on the previous motion.

**165. TOWN PLANNING & BUILDING (CONTINUED)****165.1 Town Planning & Building Committee Meeting – 7 July 2015 (Continued)****(A) T77.1 Proposed Amendment to the Residential Design Guidelines – Crossovers Cr Martin – Cr Rico**

The adoption of the Committee's recommendation which is as follows:

That Council approve:

- a full review of Council's crossover requirements to be undertaken which gives due regard to the policies of other local governments to ensure the Town is applying best practice to the construction of crossovers. At the conclusion of the review of the Policy a report to be present to the Town Planning and Building Committee recommending amendments to the Policy where appropriate.
  - a letter is drafted to the owners of the 4 non-compliant properties advising that Council is undertaking a review the Local Planning Policy: Footpaths and Crossover and their non-compliance proceedings are to be placed on hold pending the outcome of the review.
- CARRIED 6:0

Manager Planning Services left the meeting at 7.20pm.

**166. FINANCE****166.1 2015/2016 Budget**

By Les Mainwaring Executive Manager Finance & Administration 10 July 2015

**PURPOSE**

To set differential and minimum rates, set interest and penalty charges, adopt the schedule of fees and charges, set councillor fees, set a materiality guide to financial reporting, adopt significant accounting policies and adopt the annual budget for the 2015/2016 financial year.

**BACKGROUND**

The Town of East Fremantle's 2015/2016 draft Municipal Budget is presented for adoption by Councillors, noting the following key points.

This year Councillors had a change of approach to the budget cycle process and participated through two full Council "Budget Challenge" workshops on the 27 May 2015 and 2 June 2015, where the information tabled was extended to include a draft 4 year budget summary by program, a 4 year Forward Capital Works program covering infrastructure, buildings, public art and office equipment and any other proposed capital, a 10 year plant replacement program and a 10 year Long Term Financial Plan. Also a schedule of account detail of all draft operating income and expenditure over 4 years.

This year's budget preparation had also occurred within the backdrop of the failed structural reform process, where within the space of 3 months, the executive group had to quickly shift from a 2 year focus on amalgamation of the Town, onto an immediate twofold focus of planning for an extended future whilst reigniting any plans and processes that had been set aside during amalgamation preparations. This has created quite a backlog of administration requirements that have forced an acceleration of normal processes over the course of the next 2 years.

Council have set a rating strategy which provides much needed relief to the commercial sector, whilst overall the rate yield has been increased from last year by 1.25% to an increase of 6.25% this year. Notwithstanding this year's rate rise East Fremantle residential rates are lower by comparison than our large neighbouring councils, where residential rates in the dollar for East Fremantle are 2.3% lower than Fremantle, 1.2% lower than Melville (at the median) and 13.6% lower than Cockburn (which has always promoted itself as a low rating Council).

Annual rates are calculated as a percentage of Gross Rental Value (GRV) on properties, with the median GRV on residential properties in East Fremantle being \$27,040 which is equivalent to a rental valuation of \$520 per week. The 2015/16 rates on a median value of residential property will be \$1,684, which is an increase of \$108 per annum or \$2.08 per week.

The median residential rate of \$1,684 by comparison is \$39 lower than Fremantle, \$20 lower than Melville and \$229 lower than Cockburn. Furthermore East Fremantle residential minimum rates are lower than each of our neighbours by \$222, \$257 and \$250 respectively.

Council has sought to ensure that, within the constraints of responsible long term financial management, the existing high level of Council services and community facilities are maintained, with particular emphasis on the renewal of Town infrastructure such as parks, reserves, footpaths and roads.

**REPORT**Differential Rates

The proposed differential rates increase of 6.25%, plus interim rates of \$18,000 will yield an amount of \$6.836 million, which is calculated to meet the requirements of the current draft budget shortfall in order to provide for a balanced budget.

At a Special Meeting of Council held on 16 June 2015, the proposed differential rates were considered for advertising in accordance with Section 6.36 of the Local Government Act 1995 (LGA), where advertising is required for a minimum of 21 days. A request for submissions on differential rates was given local public notice on 20 June 2015, with a closing date for submissions set at 5:00pm 13 July 2015 (23 days).

No submissions were received.



*Differential General Rate*

- Residential rate is 6.2286 cents in the dollar of (GRV)
- Commercial rate is 9.6647 cents in the dollar of (GRV)

In consideration of what the community is receiving for differential rates, the operating budget is used for providing local community services and maintaining infrastructure as well as supporting Council's governance and administration.

Services include town planning and heritage protection, building regulation, waste management, collection of recyclables, e-waste, green waste, road maintenance, footpaths, cycleways, car parks, traffic management, bus shelters, foreshore management, drainage, street lighting, verge maintenance, street cleaning, street trees and tree watering, graffiti removal, neighbourhood watch, parks and gardens maintenance, playgrounds, barbecues, shared book and toy library services with the City of Fremantle, launching ramp, mooring pens, sporting and recreational facilities, home and community care services, sporting clubs, community organisations such as Glyde-In and events such as the East Fremantle Festival and movies in the park.

In keeping with the Town's top five ranking of metro Councils for waste management performance, Council will continue providing weekly recycling collections, three green waste collections and one general verge waste collection (including e-waste and mattresses) during 2015/16. As a member of the South Metropolitan Regional Council (SMRC), we also provide a free tip pass valued at \$52, which can be used at Henderson Waste Recovery Park for landfill and hazardous waste or the Regional Resource Recovery Centre (RRRC) for green waste. As part of our commitment to improving environmental sustainability the SMRC diverts approximately 70% of waste from landfill significantly reducing greenhouse gas emissions.

Additionally this year we are pleased to be offering a more convenient and environmentally friendly option for residents to receive their rates notices online, by opting to go paperless using eRates. Residents may request to receive online rate notices by visiting our website or go to <http://erateswa.com/eastfremantle/>.

Key projects that are earmarked for the next financial year include;

- a comprehensive recreation and community services facilities study that aims to provide a clear outline of the requirements for the Town's recreation services, community facilities, parks, playgrounds, public open space, connecting footpaths and cycleways and providing support to clubs and groups;
- a revenue strategy to ensure that the Town is maximising existing assets and providing appropriate resources to deliver a good range of everyday important services as well as strategic priorities.
- A major review of the Strategic Community Plan, which has been brought forward by 12 months, to enable the community to set and confirm the priorities for the Town over the next ten years.

Capital Budget

The Town has prepared a four year forward capital works plan with the priority works included in the capital works program for the 2015/16 financial year to improve community facilities.

Key infrastructure allocations include:

• Buildings	\$550,000
• Footpaths	\$123,500
• Swan River Foreshore	\$271,100
• Parks	\$ 38,900
• Roads	\$678,800
• Public Art	\$ 49,300
• IT Furniture and Equipment	\$ 64,000
• Plant Replacement	\$276,000

In preparing the 2015/16 budget, Council officers and elected members have endeavoured to achieve a balanced and responsible budget which will benefit the East Fremantle community without creating an undue financial burden for ratepayers or the next generation.

- Minimum Rates

Minimum rates have been set at \$1000 for any Residential property and \$1500 for any Commercial property.

The purpose of adopting minimum rates is to ensure that all property owners make a fair contribution to the operations of Council, including governance and compliance as well as the more visible services such as waste collection and infrastructure improvements.

There are 283 properties in East Fremantle on minimum rates that represent 8.8% of rateable properties for a contribution of approximately 4.1% of total rate revenue.

- Interest and Penalty Charges

Under the Local Government Act, Council is empowered to charge instalment interest and fees on instalment arrangements and interest on overdue rates. The maximum interest rate prescribed by regulation is 5.5% on instalment arrangements and 11% on unpaid rates.

Instalment charges under regulation are set to provide a full or partial reimbursement of administration costs. One instalment transaction fee of \$15 is set to reflect the administrative handling where the 2 or 4 instalment option is chosen.

	<b>Interest Rate</b> %	<b>Admin. Charge</b> \$	<b>2015/16 Budget</b> \$	<b>2014/15 Actual</b> \$
Interest on Unpaid Rates	11.00%		23,000	24,670
Pensioner Deferred Rates Interest			3,000	3,060
Interest on Instalments Plan	5.50%		34,000	33,900
Charges on Instalment Plan		\$15	35,000	35,070
			95,000	96,700

Ratepayers have the option of three payment plans as follows:

- One instalment due 7 September 2015
- Two instalments due 7 September 2015 & 11 January 2016
- Four instalments due 7 September 2015, 9 November 2015, 11 January 2016 & 14 March 2016.

Alternative instalment plans are those that fall outside of the standard arrangements and by their nature often involve a greater degree of staff time and can involve a greater number of instalment transactions over time. A fee of \$46 is proposed for the setup of special periodic payment plans outside of standard instalments.

- Schedule of Fees and Charges (incl Commercial Rubbish Charges)

Recycling services are in the third year of a weekly collection cycle, which was an initiative to increase recycling activity generally; therefore one full rubbish service includes weekly general waste and weekly recycling collection.

There is no additional Residential charge for the collection of general domestic waste and recycling, instead the recovery of costs associated with one full service collection is incorporated within the general residential rate charge.

Commercial properties waste and recycling service charge have been set at \$470 (last year \$450) per annum, and additional singular services for waste or recycling are \$235 per annum for either.

Under the Local Government Act, a Council may impose a fee or a charge for any goods or services it provides, or proposes to provide.

The schedule of fees and charges is found in the supplementary section of the statutory budget. There are a number of Acts that guide or impose the level of fees and charges, and the empowering legislation has been identified in the Fees and Charges Schedule.

- Councillor Fees and Allowances

Local government regulation prescribes minimum and maximum amounts for Councillor Fees and Allowances, in addition to allowing a choice between annual fees or per meeting fees. The Town of East Fremantle has elected to pay annual fees instead of per meeting fees.

The existing elected member's fees and allowances adopted last year are illustrated below:

<u>Fee/Allowance</u>	<u>Existing</u>
Sitting Fee – Mayor	\$24,000
Sitting Fee – Councillor	\$14,000
Allowance – Mayor*	\$14,000
Allowance – Deputy Mayor**	\$ 3,500
Allowance – ICT	\$ 3,000
<b>TOTAL (all elected members)</b>	<b>\$180,500</b>

Commencing June 2013 the Salary and Allowances Tribunal completed a review of elected member fees, with fee ranges set according to four Council bands, and the Town of East Fremantle was determined to fall within the band 3 Council range.

The Salary and Allowance Tribunal has since reviewed fees in June 2015 with the following ranges for band 3 Councils;

*\*Sitting Fees*

*Councillor sitting fees were set at a range of \$7,500 to \$15,965, and the office of mayor is set in a range of \$7,500 to \$24,720.*

*\*Mayoral Allowance*

*The prescribed maximum annual local government allowance for a Mayor is \$36,050 or 0.002 of operating revenue, whichever is the lesser. For East Fremantle, with the last audited 2012/2013 operating revenue of \$8,783,618, the maximum allowance would be calculated as \$17,560.*

*\*\*Deputy Mayoral Allowance*

*Regulation prescribes that a Deputy Mayor may be paid up to 25% of the Mayoral Allowance.*

*\*\*\*ICT Allowances*

*A range of \$500 to \$3,500 is set for annual ICT allowances.*

The effect of the Salary and Allowances Tribunal determination, based on the fee structure of the Town of East Fremantle, has increased the maximum range of fees by 3.0%. The 2015/2016 budget proposes an increase in total elected member fees of 5.1%.

The following fee settings are proposed for 2015/2016:

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## MINUTES

<u>Fee/Allowance</u>	<u>Proposed</u>
Sitting Fee – Mayor	\$24,500
Sitting Fee – Councillor (8)	\$15,000
Allowance – Mayor*	\$14,500
Allowance – Deputy Mayor**	\$ 3,625
Allowance – ICT (9)	\$ 3,000
<b>TOTAL (all elected members)</b>	<b>\$189,625</b>

The payment of sitting fees, mayoral and deputy mayoral allowances, and ICT allowances are paid quarterly in arrears.

Quarterly payments would be:

Mayor	\$10,500
Deputy Mayor	\$5,406
Councillors	\$4,500

Annualised payments would be:

Mayor	\$42,000 (+\$1,000)
Deputy Mayor	\$21,625 (+\$1,125)
Councillors	\$18,000 (+\$1,000)

- Materiality in Financial Reporting

At the budget Special Council Meeting 12 August 2014, Council adopted the position of materiality in financial reporting as follows;

*“Adopts a materiality threshold in financial reporting at each program level of 10% or \$10,000, whichever the greater, and that council approval is required for a material change in capital project scope compared to the originally budgeted capital project plan”*

Monthly reporting, by regulation, requires the establishment of a Council adopted materiality statement by which it is mandatory to explain the budget variance.

It is considered prudent to re-adopt this position during the passage of each annual budget.

- Significant Accounting Policies

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error, *selecting and applying appropriate accounting policies*; and making accounting estimates that are reasonable in the circumstances.

Significant accounting policies are reviewed annually, after consultation and advice from external auditors, and disclosed in Note 1 of every adopted annual budget and annual financial report. The accounting policies in this report are relevant for the budget period 2015/2016, whereas the annual report 2014/2015 is based on policies adopted in the previous years budget.

In the interests of continuously improving good governance practices, it is considered to be good practice to adopt significant accounting policies as a separate part of the budget process.

- 2015/2016 Budget Adoption

Section 6.2 of the Local Government Act 1995 requires Council to adopt the annual budget by 31 August in each year.

The budget process commenced in April 2015 and set out to achieve the following objectives:

- 1) Elected members and officers have adequate opportunity for input,
- 2) Responsibility and accountability for budgets is conveyed to the relevant officer responsible, and
- 3) Completion of documentation in a timely manner and a formal adoption of the budget in late July.

This year elected members experienced a change in format to the budget cycle process and participated through two full Council "Budget Challenge" workshops on the 27 May 2015 and 2 June 2015. Information presented was more strategically focused using a longer timeframe than just the next financial year. Elected members received information on a draft 4 year budget summary by program, a 4 year Forward Capital Works program covering infrastructure, buildings, public art and office equipment and any other proposed capital, a 10 year plant replacement program and a 10 year Long Term Financial Plan. Also a schedule of account detail of all draft operating income and expenditure over 4 years.

The draft budget document is in statutory form and includes statutory statements, notes to the financial statements, significant accounting policies and supplementary schedules and appendices.

The 2015/2016 draft budget currently includes a carried forward balance of \$119,000 as a result of the advanced payment of federal grants received 30 June 2015. Indications from budget forecasting reported to the end of May indicate that we are expecting to have operated within the funding limitations of the 2014/2015 budget, however the carried forward position cannot be reliably confirmed until end of year processes and accruals are completed.

There has been pre-budget discussion on the scheduling of projects in this and forward years, and it will be likely that other demands for expenditure will arise during the course of the year. The most likely source of consideration for any additional funding for such demands or the bringing forward of projects could come from any additional carried forward surplus, however the exact sum available will not be known until completion of the 2014/15 external audit which will be finalised in a matter of months. At this point, when sums are certain, additional allocations could be considered.

The draft budget has been prepared using the advertised general rate yield increase of 6.25%, which will be monitored during each annual preparation of the 10 year long term financial plan.

In macro dollar terms Council will invest \$2.05 million in asset service activities including; \$550,000 civic building works; \$1.16 million road, drainage, parks and infrastructure works; \$276,000 of mobile plant and equipment acquisitions and \$64,000 of other equipment acquisition.

Funding for the capital activities includes sale of plant of \$91,000; loan proceeds of \$500,000 and \$25,000 net transfer from reserves.

### **Statutory Requirements**

Local Government Act 1995 (LGA), Local Government Financial Management Regulations 1996 (FM Regs), Local Government Administration Regulations 1996 (Admin Regs), Waste Avoidance and Resource Recovery Act 2007 (WARR).

- Differential Rates  
LGA s6.33 and s6.36
- Minimum Rates  
LGA s6.35
- Interest and Penalty Charges  
LGA s6.13, FM Reg 19A, 68 and 69
- Schedule of Fees and Charges (incl Rubbish Charges)  
WARR s67, LGA s6.16 and s6.17, Planning & Development Act 2005, Health Act 1911, Freedom of Information Act 1992, Litter Act 1992, Dog Act 1976, Environmental Protection Act 1986, Cat Act 2011.
- Councillor Fees and Allowances  
LGA s5.98, s5.98A, s5.99, s5.99A, Admin Regs 30, 31 and 32.
- Materiality in Financial Reporting  
LGA s6.4, FM Reg 34
- Significant Accounting Policies  
FM Reg 5A
- 2015/2016 Budget Adoption  
LGA s6.2

**Relevant Policies**

Significant Accounting Policies

**CONCLUSION**

Given that a satisfactory level of elected member and staff consultation has occurred and the proposed rates have been publicly advertised, it is concluded the proposed Budget should be adopted; including differential rates, minimum rates, interest and penalty charges, the schedule of fees and charges, elected member sitting fees and allowances, materiality statement in financial reporting, significant accounting policies and the annual 2015/2016 budget.

**RECOMMENDATION**

That Council adopts:

1. The following differential general rates to be imposed on all rateable land in the district:  
  
Residential rate is 6.2286 cents in the dollar of Gross Rental Value  
Commercial rate is 9.6647 cents in the dollar of Gross Rental Value
2. The following general minimum rates for each of the differential general rating categories:  
  
Residential \$1000  
Commercial \$1500
3. The following interest charges:  
  
Interest on unpaid rates - 11%  
Interest on Instalment plans - 5.5%
4. The Schedule of Fees and Charges.
5. The following annual amounts for elected member sitting fees and allowances;
 

Sitting Fee – Mayor	\$24,500
Sitting Fee – Councillors	\$15,000
Allowance – Mayor	\$14,500
Allowance – Deputy Mayor	\$ 3,625
Allowance – ICT	\$ 3,000
6. A materiality threshold in financial reporting at each program level of 10% or \$10,000, whichever the greater, and that council approval is required for a material change in capital project scope compared to the originally budgeted capital project plan.

7. The significant accounting policies for 2015/2016
8. Adopts the 2015/2016 Budget.

**Absolute Majority Resolution Required**

Mayor O'Neill thanked the Acting CEO, Councillors and staff for their work in the preparation of this year's budget.

**Cr Rico – Cr Harrington**  
**That Council adopts:**

1. The following differential general rates to be imposed on all rateable land in the district:
  - Residential rate is 6.2286 cents in the dollar of Gross Rental Value
  - Commercial rate is 9.6647 cents in the dollar of Gross Rental Value
2. The following general minimum rates for each of the differential general rating categories:
  - Residential \$1000
  - Commercial \$1500
3. The following interest charges:
  - Interest on unpaid rates - 11%
  - Interest on Instalment plans - 5.5%
4. The Schedule of Fees and Charges.
5. The following annual amounts for elected member sitting fees and allowances;
 

Sitting Fee – Mayor	\$24,500
Sitting Fee – Councillors	\$15,000
Allowance – Mayor	\$14,500
Allowance – Deputy Mayor	\$ 3,625
Allowance – ICT	\$ 3,000
6. A materiality threshold in financial reporting at each program level of 10% or \$10,000, whichever the greater, and that council approval is required for a material change in capital project scope compared to the originally budgeted capital project plan.
7. The significant accounting policies for 2015/2016
8. Adopts the 2015/2016 Budget.

CARRIED 6:0  
ABSOLUTE MAJORITY

## 166.2

**Monthly Financial Activity Statement for Period Ending 30 June 2015**

*By Les Mainwaring, Executive Manager Finance & Administration on 13 July 2015*

**PURPOSE**

This report recommends that the Council elect to not receive a June monthly report until final audited results are presented in the annual financial report.

**BACKGROUND**

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires financial reports to be prepared monthly, and such reports must be submitted to Council within two months following the end of the reporting period.

**COMMENT**

Given that the timing of final audited results falls outside of the 2 month statutory timeframe, Council has the option of electing to not receive a June report until final audited results are available. This election maintains statutory compliance and therefore avoids a statutory non-compliance qualification on our annual audit report.

With the benefit of time to complete end of year processing, and receive final audited results, there will be an analysis of the final carried forward position presented to the Audit Committee and the next available ordinary Council Meeting. At this time Council will be able to consider any distribution of the final carried forward position or any budget revisions to existing projects. This may provide opportunities to reconsider non-recurrent projects that were deferred during the budget preparation stage.

For the benefit of elected members' information, the following is a list of project achievements from the capital programs for the annual period to the 30 June 2015:

**Land & Buildings**

- Landscaping work has been completed on the Town Hall and Old Police Station.
- The East Fremantle Bowling Club air-conditioning upgrade has been completed.
- Works are substantially completed on the East Fremantle Cricket/Lacrosse building Upgrade. Council has made its final contribution towards the project.

**Plant & Equipment**

- The Parks Supervisor's dual cab utility has been replaced.
- The Wheel Loader has been replaced.

**Furniture & Equipment**

Work has been completed on hardware renewal and laptop replacement for the year.

**Infrastructure**

- The Ulrich Park Playground Replacement Project has been substantially completed.
- Norm McKenzie playground equipment and shade has been installed.
- The Plympton Steps / Kitson Park project has continued from last year and is substantially completed.
- The John Tonkin Playground Replacement Project has been completed.
- A new piece of Public Art, "Lanark Steel" has been purchased and is currently in storage awaiting placement.
- The Foreshore Erosion Control has progressed with the purchase of native plants for landscaping and the installation of "reno" mattresses.
- The East Fremantle Bowling Club drilling and installation of a bore has been completed.
- Stratford Street playground equipment and shade has been installed.
- The IG Handcock Playground has received a tidy up
- Glasson Park shade sails have been completed.
- Works on the footpath on the south side of Fletcher Street (Allen to Dalgety Streets) has been completed.
- Works on sections of the Canning Highway footpath have been completed.
- The bus shelter on Canning Highway near Allen Street has been removed and upgraded with one that meets disability standards. This was a carryover item due to the timing of works by the Perth Transport Authority.
- Works on the footpath in Hubble Street (George Street to Canning Highway) has been completed.
- Alcester Street Road Resurfacing has been completed.
- Salvado Road Resurfacing has been completed.
- Parry Avenue Road Resurfacing has been completed.
- Locke Crescent Road Resurfacing (Habgood Street to Woodhouse Road) has been completed.



- Hubble Street Road Resurfacing (Marmion Street to Canning Highway) has been completed.
- Works on the footpath in Glyde Street (George Street to Canning Highway) has been completed.
- Works on the footpath in Duke Street (George to Marmion Streets) has been completed.
- Works on the Stirling Bridge carpark (asphalt) has been completed.
- The Norm McKenzie Carpark project has been completed.

**STATUTORY REQUIREMENTS**

Local Government Act 1995 (As amended)

Local Government (Financial Management) Regulations 1996 (As amended)

*Regulation 34. Financial activity statement report — s. 6.4*

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
  - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
  - (b) *budget estimates to the end of the month to which the statement relates;*
  - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
  - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
  - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
  - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
  - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
  - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
  - (a) *according to nature and type classification; or*
  - (b) *by program; or*
  - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
  - (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
  - (b) *recorded in the minutes of the meeting at which it is presented.*

**POLICY IMPLICATIONS**

Nil.

**FINANCIAL IMPLICATIONS**

Nil.

**REPORT RECOMMENDATION**

That Council elects to not receive a June monthly financial activity report under Regulation 34 of the Financial Management Regulations 1996, until final audited results are presented in the annual financial report.

**Cr Rico – Cr Collinson**

**That Council elects to not receive a June monthly financial activity report under Regulation 34 of the Financial Management Regulations 1996, until final audited results are presented in the annual financial report.** CARRIED 6:0

166.3

**Accounts for Payment – June 2015**

*By Les Mainwaring, Executive Manager Finance & Administration on 10 July 2015*

**PURPOSE**

To endorse the list of payments made under delegated authority for the period 1 June to 30 June 2015.

**BACKGROUND**

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

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

**REPORT**

**Statutory Requirements**

Local Government (Financial Management) Regulations 1996 – Regulation 13

**Comments/Discussion**

The List of Accounts paid for the period beginning 1 June to 30 June 2015 requires endorsement by the Council.

**RECOMMENDATION**

That the List of Accounts paid for the period beginning 1 June to 30 June 2015 be received, as per the following summary table:

JUNE 2015		
Voucher Nos	Account	Amount
4890 – 4900	Municipal (Cheques)	\$13,667.20
EFT 21102 – EFT 21185	Electronic Transfer Funds	\$506,107.55
Loans	Electronic Transfer Funds	21,898.57
Credit Card	CEO	1,133.58
Payroll	Electronic Transfer Funds	\$198,229.51
	<b>Municipal Total Payments</b>	<b>\$741,036.41</b>

**Cr Martin – Cr Collinson**

**That the List of Accounts paid for the period beginning 1 June to 30 June 2015 be received.** CARRIED

**167. REPORTS OF ELECTED MEMBERS**

Nil.

**168. REPORTS OF ACTING CHIEF EXECUTIVE OFFICER****168.1 *Integrated Planning Framework and Reporting - 2015 – Adoption of Revised Strategic Community Plan 2015-2025, Corporate Business Plan 2015, Long Term Financial Plan 2015****Author – Wendy Cooke, Project Coordinator**Reporting Officer - Gary Clark, Chief Executive Officer***PURPOSE**

To facilitate the adoption of the revised Strategic Community Plan, Corporate Business Plan, and the Long Term Financial Plan- documents **under separate cover**

**BACKGROUND**

In August 2011 new regulations were introduced by the Department of Local Government and Communities, which established a suite of integrated planning requirements under the Local Government Act 1995.

Under these regulations, all local governments were required to have developed and adopted two key documents by 30 June 2013; a Strategic Community Plan and a Corporate Business Plan, supported and informed by resourcing and delivery strategies such as a Workforce Plan, Asset Management Plan and Long Term Financial Plan. These plans are designed to drive the development of annual budgets and ultimately help local governments plan for the future of the community.

The legislation requires that only basic standards are met, with the intent that local governments should aspire to intermediate and advanced standards over time, as they strive toward achieving best practice. This is also in the context of fair value asset management requirements for buildings and infrastructure to be finalised by June 2015.

The underlying objective of the Department's approach to Integrated Planning and Reporting (IPR) is to create a process of continuous improvement, not necessarily uniformity. It is anticipated that over time, local governments will progress in their planning maturity from basic to advanced.

In July 2013, Council adopted the Town of East Fremantle Strategic Community Plan 2013-2023 and subsequent plans as per legislative requirements.

**REPORT****Strategic Community Plan**

The Strategic Community Plan is a long-term planning document that sets out the Town of East Fremantle's vision, aspirations for the future, and the key strategies we will need to focus on to achieve our aspirations. The Plan will be used to:

- Guide Council decision-making and priority setting
- Engage local residents and ratepayers, local businesses, community groups, and education providers that contribute to the future of our community
- Inform decision-making with respect to other partners and agencies, including the State Government, other local governments, WALGA, and the private sector
- Provide a clear avenue to pursue funding and grant opportunities by demonstrating how projects align with the aspirations of our Council, and within the strategic direction outlined in this Plan
- Inform future partners of our key priorities, and the ways in which we seek to grow and develop
- Provide a framework for monitoring progress against the community's vision and aspirations

The plan will be reviewed again by 30 June 2016 and every 2 years thereafter. The two yearly cycles will alternate between a mini strategic review and a major strategic review, as shown in the planning cycle diagram.



#### Corporate Business Plan

The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. It represents the activation of the Town of East Fremantle's Strategic Community Plan and follows the key themes. It outlines what Council will do over the next four years towards the achievement of the community's aspirations and outcomes. For each key area of focus the actions and major projects are supported by a summary of the resource requirements and recognition of supporting strategies and plans.

The Corporate Business Plan drives the operation of the Town over the short to medium term and is reviewed annually to reprioritise activities and ensure that the Town has the resources to meet its short and long term priorities.

#### Long Term Financial Plan

The Town of East Fremantle's Long Term Financial Plan (LTFP) details what the Council proposes to do over the next ten years as a means of ensuring the Town's financial sustainability. It is aligned to other core planning documents including the Strategic Community Plan and the Corporate Business Plan. Information contained in other strategic plans including the Asset Management Plan and Workforce Plan provide information for the LTFP which are the basis for preparing Annual Budgets.

#### **The Biennial Review**

The IPR Advisory Standard sets out that a local government must conduct a full review of the Plan every 4 years and a desktop review of the Plan every two years. The full review at the four year mark (by June 2016) will include a full community consultation process, as undertaken in the development of the first plan.

The 2 year desktop review is to ensure any changes to the local government's strategic direction that have developed over the 2 year period (aligning to the local government election cycle) is captured and a full community consultation and visioning process is not required.

Council was required to

- Identify modifications to plan;
- Adopt the plan by absolute majority of Council.
- Give local public notice of adoption of modifications to plan.
- Report the modifications in Annual Report.

Subsequently, Council revisited the stated Aspirations and Outcomes set out in the Plan, to ensure that the strategies outlined in the Plan are still relevant in terms of achieving the desired outcomes as listed. Informing Plans and other contributing information were utilised and where appropriate incorporated in the Plan to bring it up to date.

The review process over a two month period included:

- two Strategic Planning workshops with elected members and senior staff;
- two Budget workshops with elected members and senior staff;
- the preparation of the (revised) Strategic Community Plan 2015-2025 and Corporate Business Plan by staff.

## STATUTORY REQUIREMENTS

### **Local Government Act 1995**

#### **5.56 Planning for the future**

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

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

#### **19C Strategic community plans, requirements for (Act s. 5.56)**

- (1) *A local government is to ensure that a strategic community 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 strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*
  - (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community 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.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*

- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

**19DA. Corporate business plans, requirements for (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.*

**19D. Adoption of plan, public notice of to be given**

- (1) *After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).*
- (2) *The local public notice is to contain —*
- (a) *notification that —*
    - (i) *a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and*
    - (ii) *details of where and when the plan may be inspected;*
- or*
- (b) *where a strategic community plan for the district has been modified —*
    - (i) *notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and*
    - (ii) *details of where and when the modified plan may be inspected.*

**RELEVANT COUNCIL POLICIES**

Integrated Planning and Reporting Framework and Asset Management Policy

**STRATEGIC PLAN IMPLICATIONS**

N/A

**FINANCIAL/RESOURCE/BUDGET IMPLICATIONS**

These are provided in the Long Term Financial Plan.

**VOTING REQUIREMENTS**

Absolute Majority

**RECOMMENDATION**

That Council:

1. adopt the Strategic Community Plan 2015-2025 and the Corporate Business Plan
2. advertise the revised Plans through the Council website, Facebook, newsletter and newspaper advertisement.

Cr Rico raised a number of typographical errors that would be corrected in the final document.

The Acting CEO thanked consultant Alison Dalziel, elected members and staff, particularly Wendy Cooke, for their efforts in the review of these documents.

**Cr Collinson – Cr Martin**

**That Council:**

1. **adopt the Strategic Community Plan 2015-2025 and the Corporate Business Plan**
2. **advertise the revised Plans through the Council website, Facebook, newsletter and newspaper advertisement.**

CARRIED 6:0

ABSOLUTE MAJORITY

**168.2**

**Council Policies Review**

*Author – Janine May, PA to the CEO, 13 July 2015*

*Reporting Officer - Gary Clark, Chief Executive Officer*

**Purpose**

To review the Council Policy Manual, revoke a range of redundant policies, identify policies for review and reconfirm a number of existing policies.

**Background**

Council commenced a Policy Register in 1976 and has proceeded to develop a range of policies since that time.

Apart from the local planning policies, the remaining policies have not been regularly reviewed to ensure their ongoing relevance to Council business.

Policies should be reviewed annually to ensure continued relevance and to reflect any legislative changes.

**Comment**

Council policies promote consistent, equitable and transparent decision making. They enable more effective council resource allocation and assist staff to respond promptly to the community requests.

Written policies enable the community to be aware of the reasoning behind administrative and council decisions while being familiar with the philosophy behind individual decisions. Policy statements enable much of the day-to-day business of Council to be handled by the administration, freeing up the time of elected members in determining major policy and strategic issues.

A policy statement isn't binding to Council but provides a guideline for elected members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement.

Attached is a copy of the current Policy Register Index, colour coded to illustrate action proposed for each Policy. Elected members have been provided with an electronic copy of this index hyperlinked to each policy. **ATTACHMENT**

The policy review will be conducted in three stages:

1. revocation of policies that are no longer relevant or appropriate (shaded orange),
2. reconfirmation of the existing policies that remain relevant (shaded blue), and
3. review existing policies (shaded green) that require updating and rewording and develop new policies where appropriate to Council's current operations.

The first two stages can be resolved through this report and stage three will be conducted by reviewing policies in batches on a monthly basis. Developing new policies or reviewing existing policies will be more effective if they are presented to Council in manageable batches after staff have consulted with elected members at Council Concept Forums.

Finance Policies will be reviewed following the completion and adoption of the 2015/16 Budget.

All policies will be renumbered under section groupings to make the Register more user friendly.

**Statutory Requirements**

Local Government Act 1995 s.2.7(2)(b)

**Relevant Council Policies**

N/A

**Strategic Plan Implications**

N/A

**Financial/Resource/Budget Implications**

N/A

**Conclusion**

The revocation of a large number of obsolete policies, the staged review of all remaining policies and the renumbering of these policies under appropriate groupings will result in a structured user friendly Policy Register that will provide guidance to elected members, staff and residents about decisions relating to the Town.

**Voting Requirements**

Simple majority

**RECOMMENDATION**

That Council:

1. revoke the following policies:

004	<a href="#">STREET LAWN RETICULATION</a>
005	<a href="#">ADVERTISING SIGNS</a>
008	<a href="#">RAINWATER SUMPS TO NEW BUILDING PROJECTS</a>
009	<a href="#">COMPLAINTS - NOTIFICATION OF COMPLAINTS TO OWNERS</a>
010	<a href="#">PREMISES MAINTENANCE</a>
013	<a href="#">LANDSCAPING OF STREET VERGES</a>
014	<a href="#">TOWN PLANNING APPEAL CHARGES</a>





20 July 2015

## MINUTES

015	<a href="#">LOCAL GOVERNMENT BOUNDARIES</a>
016	<a href="#">REGIONS</a>
017	<a href="#">HOUSE NUMBERS</a>
018	<a href="#">CONTROL OF RUBBISH AND STORAGE OF MATERIALS ON VERGES AND FOOTPATHS AT BUILDING SITES</a>
019	<a href="#">CONNECTION OF PREMISES TO THE MINISTER'S SEWER</a>
022	<a href="#">SIGNS</a>
025	<a href="#">COUNCIL PURCHASES</a>
028	<a href="#">RESPONSIBILITY OF TENANTS - COUNCIL OWNED PREMISES</a>
029	<a href="#">BUILDING APPLICATIONS - ASSOCIATED DETAILS</a>
032	<a href="#">AIDS</a>
034	<a href="#">RAINFOREST TIMBERS</a>
037	<a href="#">BACKYARD BURNING</a>
039	<a href="#">ITEMS PENDING</a>
041	<a href="#">CONSERVATION OF WATER RESOURCES</a>
044	<a href="#">USE OF ORGANOCHLORIN SPRAYS FOR TERMITE TREATMENT</a>
050	<a href="#">HEALTH (PUBLIC BUILDING) REGULATIONS 1992</a>
052	<a href="#">WASTE MINIMISATION</a>
057	<a href="#">ADVISORY PANEL ON TOWN PLANNING &amp; BUILDING MATTERS</a>
060	<a href="#">ADDENDUM TO APPLICATION FOR PLANNING CONSENT</a>
069	<a href="#">ELECTION SIGNS</a>
072	<a href="#">DRAINAGE</a>
073	<a href="#">COMMUNITY ARTS PROJECTS</a>
074	<a href="#">REMOVAL OF ASBESTOS FROM COUNCIL BUILDINGS</a>
081	<a href="#">CONCEALMENT OF SERVICES</a>
087	<a href="#">SMOKE DETECTORS</a>
089	<a href="#">DELEGATION OF AUTHORITY - COMMUNITY SERVICES</a>
093	<a href="#">EQUAL OPPORTUNITY/ANTI-DISCRIMINATION POLICY</a>
095	<a href="#">TENANCY OF COUNCIL CONTROLLED BUILDINGS</a>
096	<a href="#">DELEGATION OF AUTHORITY - CAT STERILISATION REBATE</a>
099	<a href="#">SAFE COLLECTION AND DISPOSAL OF IMPROPERLY DISCARDED SHARPS</a>
101	<a href="#">TREE PROTECTION</a>
105	<a href="#">APPEAL NOTIFICATION</a>
106	<a href="#">RICHMOND RACEWAY STREET TREE BOND</a>
109	<a href="#">TREES IN PUBLIC DOMAIN</a>
114	<a href="#">SMOKE FREE ENVIRONMENT</a>
115	<a href="#">CHARGES FOR COUNCIL PAPERS</a>
118	<a href="#">ADVERTISING FOR STAFF VACANCIES</a>
119	<a href="#">DISABILITY ACCESS</a>
125	<a href="#">ADVERTISING IN TOWN PUBLICATIONS</a>
131	<a href="#">LATE REPORTS</a>
139	<a href="#">NON-APPROVED BUILDINGS</a>

141	<a href="#">STRATEGY FOR A PLASTIC BAG FREE TOWN OF EAST FREMANTLE 2004-2006</a>
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2. reconfirm the following policies:

100	<a href="#">TOWN PLANNING ADVISORY PANEL</a>
145	<a href="#">NOISE ATTENUATION</a>
148	<a href="#">DESIGN GUIDELINES – SIGNAGE</a>
149	<a href="#">GEORGE STREET MIXED USE PRECINCT NEW DEVELOPMENT CONTRIBUTION TO THE MANAGEMENT OF ACCESS AND PARKING</a>
150	<a href="#">TOWN CENTRE REDEVELOPMENT GUIDELINES</a>
152	<a href="#">RESIDENTIAL DESIGN GUIDELINES</a>
153	<a href="#">HONORARY FREEMAN OF THE TOWN OF EAST FREMANTLE</a>
154	<a href="#">NOTICE OF MOTIONS BY ELECTED MEMBERS</a>

*Cr Harrington – Cr Rico*

*That the Acting CEO’s recommendation in relation to Council policies be adopted.*

Amendment

**Cr Collinson – Cr Martin**

**That the proposed revocation of Policies 34, 41, 52, 57 and 141 be held over for discussion at the next available Concept Forum.** CARRIED 6:0

The substantive motion, as amended, was put.

**Cr Harrington – Cr Rico**

**That Council:**

**1. revoke the following policies:**

004	<a href="#">STREET LAWN RETICULATION</a>
005	<a href="#">ADVERTISING SIGNS</a>
008	<a href="#">RAINWATER SUMPS TO NEW BUILDING PROJECTS</a>
009	<a href="#">COMPLAINTS - NOTIFICATION OF COMPLAINTS TO OWNERS</a>
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050	<a href="#">HEALTH (PUBLIC BUILDING) REGULATIONS 1992</a>
060	<a href="#">ADDENDUM TO APPLICATION FOR PLANNING CONSENT</a>
069	<a href="#">ELECTION SIGNS</a>
072	<a href="#">DRAINAGE</a>
073	<a href="#">COMMUNITY ARTS PROJECTS</a>
074	<a href="#">REMOVAL OF ASBESTOS FROM COUNCIL BUILDINGS</a>
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131	<a href="#">LATE REPORTS</a>
139	<a href="#">NON-APPROVED BUILDINGS</a>

2. reconfirm the following policies:

100	<a href="#">TOWN PLANNING ADVISORY PANEL</a>
145	<a href="#">NOISE ATTENUATION</a>
148	<a href="#">DESIGN GUIDELINES – SIGNAGE</a>
149	<a href="#">GEORGE STREET MIXED USE PRECINCT NEW DEVELOPMENT CONTRIBUTION TO THE MANAGEMENT OF ACCESS AND PARKING</a>
150	<a href="#">TOWN CENTRE REDEVELOPMENT GUIDELINES</a>
152	<a href="#">RESIDENTIAL DESIGN GUIDELINES</a>
153	<a href="#">HONORARY FREEMAN OF THE TOWN OF EAST FREMANTLE</a>
154	<a href="#">NOTICE OF MOTIONS BY ELECTED MEMBERS</a>

3. the proposed revocation of Policies 34, 41, 52, 57 and 141 be held over for discussion at the next available Concept Forum. CARRIED 6:0

Reason for varying Officer's Recommendation

Council would like to consider the revocation of the above policies (Nos 34, 41, 52, 57 & 141) further.

**169. CONFIDENTIAL BUSINESS**  
Nil.

20 July 2015

MINUTES

**170. NOTICES OF MOTION BY ELECTED MEMBERS FOR CONSIDERATION AT THE FOLLOWING MEETING**

Nil.

**171. CLOSURE OF MEETING**

There being no further business, the meeting closed at 7.54pm.

*I hereby certify that the Minutes of the meeting of the **Council** of the Town of East Fremantle, held on **20 July 2015**, Minute Book reference **149. to 171.** were confirmed at the meeting of the Council on*

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\_\_\_\_\_  
*Presiding Member*