



AGENDA

Council Meeting

Tuesday, 20 March 2018 at 6.30pm

Disclaimer

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

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

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

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

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

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

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

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

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

A Deputation invited to attend a Council meeting:

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

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

Procedure for Presentations

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

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

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

Procedure for Public Question Time

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

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

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

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

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

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

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



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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on Tuesday, 20 March 2018 in the Council Chamber, 135 Canning Highway East Fremantle commencing at 6.30pm and your attendance is requested.

A handwritten signature in black ink, appearing to read 'Gary Tuffin'.

GARY TUFFIN
Chief Executive Officer

AGENDA

1. OFFICIAL OPENING

2. ACKNOWLEDGEMENT OF COUNTRY

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

3. RECORD OF ATTENDANCE

3.1 Attendance

3.2 Apologies

3.3 Approved Leave of Absence

4. DISCLOSURES OF INTEREST

4.1 Financial

4.2 Proximity

4.3 Impartiality

5. PUBLIC QUESTION TIME

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

5.2 Public Question Time

6. PRESENTATIONS/DEPUTATIONS

6.1 Presentations

6.2 Deputations

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Ordinary Meeting of Council (20 February 2018)

8.1 OFFICER RECOMMENDATION

That the minutes of the Ordinary meeting of Council held on Tuesday, 20 February 2017 be confirmed as a true and correct record of proceedings.

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

11. REPORTS AND RECOMMENDATIONS OF COMMITTEES

11.1 Town Planning Committee Meeting (6 March 2018)

File ref	C/MTP1
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Meeting Date:	20 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Town Planning Committee Minutes

Purpose

To submit the minutes and delegated decisions of the Town Planning & Building Committee for receipt by Council.

Executive Summary

The Committee, at its meeting on 6 March 2018, exercised its delegation in two statutory matters.

The Committee resolved to hold over consideration of the development application for 12 Locke Crescent to the March Council Meeting to allow the adjoining neighbours time to assess the Officer's Report.

There is no further action other than to receive the minutes, including delegated decisions, of that meeting.

Consultation

Town Planning Committee.

Statutory Environment

Nil.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Site Inspection

Not applicable.

Comment

The unconfirmed minutes of the Town Planning Committee meeting are now presented to Council to be received.



11.1 OFFICER RECOMMENDATION

That the unconfirmed Minutes of the Town Planning Committee Meeting held on 6 March 2018 be received.

TOWN OF
EAST FREMANTLE



MINUTES

Town Planning & Building Committee

Tuesday, 6 March 2018 at 6.32pm

Disclaimer

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

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**MINUTES OF TOWN PLANNING MEETING
TUESDAY, 6 MARCH 2018**



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**MINUTES OF TOWN PLANNING MEETING
TUESDAY, 6 MARCH 2018**



MINUTES OF THE ORDINARY MEETING OF THE TOWN PLANNING & BUILDING COMMITTEE HELD AT THE EAST FREMANTLE YACHT CLUB, (BOARD ROOM), PETRA STREET, EAST FREMANTLE ON TUESDAY 6 MARCH 2018.

1. DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

Presiding member opened the meeting at 6.32pm and welcomed members of the gallery.

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 and present."

3. RECORD OF ATTENDANCE

3.1 Attendance

The following members were in attendance:

Cr C Collinson

Cr D Nardi

Presiding Member

Cr T Natale

Cr A White

Cr J Harrington

The following staff were in attendance:

Mr A Malone

Executive Manager Regulatory Services

Ms G Cooper

Minute Secretary

3.2 Apologies

Mayor O'Neill

Cr M McPhail

3.3 Leave of Absence

Nil.

4. MEMORANDUM OF OUTSTANDING BUSINESS

Nil.

5. DISCLOSURES OF INTEREST

5.1 Financial

Nil.

5.2 Proximity

Nil.

5.3 Impartiality

Nil.

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6. PUBLIC QUESTION TIME

6.1 Responses to previous questions from members of the public taken on notice

Nil.

6.2 Public Question Time

Nil.

7. PRESENTATIONS/DEPUTATIONS

7.1 Presentations

Nil.

7.2 Deputations

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 Town Planning and Building Committee (6 February 2018)

8.1 OFFICER RECOMMENDATION

Cr Nardi moved, seconded Cr Natale

That the minutes of the Town Planning and Building Committee meeting held on Tuesday 6 February 2018 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

9. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

**MINUTES OF TOWN PLANNING MEETING
TUESDAY, 6 MARCH 2018**



10. REPORTS OF COMMITTEES

10.1 Community Design Advisory Committee

Prepared by: Andrew Malone Executive Manager Regulatory Services

Supervised by: Gary Tuffin, Chief Executive Officer

Authority/Discretion: Town Planning & Building Committee

Attachments: 1. Minutes of the Community Design Advisory Committee meeting held on 5 February 2018

PURPOSE

To submit the minutes of the Community Design Advisory Committee meeting held in February for receipt by the Town Planning & Building Committee.

EXECUTIVE SUMMARY

The Committee, at its meeting held on 5 February 2018, provided comment on planning applications listed for consideration at the March Town Planning Committee meeting and other applications to be considered in the future. Comments relating to applications have been replicated and addressed in the individual reports.

There is no further action other than to receive the minute.

10.1 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP010318

Cr Nardi moved, seconded Cr Natale

That the Minutes of the Community Design Advisory Committee meeting held on 5 February 2018 be received.

(CARRIED UNANIMOUSLY)

**MINUTES OF TOWN PLANNING MEETING
TUESDAY, 6 MARCH 2018**



11. REPORTS OF OFFICERS (COMMITTEE DELEGATION)

11.1 King Street No. 53 (Lot 321) – Additions and Alterations to Existing Dwelling – Installation of Windows

Applicant/Owner	E & D Dunchard
File ref	P/KIN53; P005/18
Prepared by	Christine Catchpole, Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	6 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil.

Purpose

This report considers a planning application for minor additions and alterations involving the installation of windows on the side elevation of the heritage dwelling at No. 53 King Street, East Fremantle.

Executive Summary

This report considers a planning application for minor additions and alterations to the side elevation of the heritage dwelling for the installation of windows on the northern elevation at No. 53 King Street, East Fremantle.

The following issue is relevant to the determination of this application:

- Lot boundary setback (north).

It is considered the minor R-Code variation will have a minimal impact on the amenity of the adjoining site and can be supported.

Background

Zoning: Residential R20
Site area: 508m²

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

Nil in regard to this application.

Consultation

Advertising

The application was advertised to the adjoining land owner from 17 January to 2 February 2018. The adjoining owner to the north viewed the plans and made a submission objecting to the proposal which is summarised below:

- Loss of privacy both visual and sound;
- Bedroom and bathroom adjacent to the three pane window;
- Both windows are at a height that allows views to another bedroom window; and
- Minimal setback between buildings and windows allows for increased noise disturbance.

The applicant's response is provided below:

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"The purpose of this application is to rectify an original design flaw of the building. As built, the design does not provide anywhere near enough internal natural light. Currently this part of the house is so dark as to be dingy and oppressive.

The choice of 3 pane windows is specifically to remedy this problem but also it is to do two additional things. Firstly, to match the existing window style and treatment of the front elevation of the house and secondly to provide proportion and visual harmony to the internal design. Incidentally, the lead-lighting for the new windows is to be locally commissioned and will ensure the design closely mimics the existing lead-light pattern on the listed front elevation.

Opposition to the new and additional glazing

- *There are no reasonable grounds for opposition.*

Perceived loss of visual and sound privacy

- *Regarding visual privacy. Our proposal causes no additional loss of visual privacy.*
- *Regarding sound privacy. Any additional sound transfer that might eventuate is more likely to affect 53 King Street than 51 King Street as this is the established pattern.*

Bedroom and Bathroom (windows at 51 King Street)

- *Adjacent to proposed 3 pane window. at 53 King Street.*

Regarding the bedroom window (referred to as the 'son's bedroom window')

- *There is already an existing, 2 pane window at 53 King Street that overlooks the bedroom at 51 King Street and vice versa.*
- *This 2-pane window was part of the original 53 King Street build, estimated to be some 80 years ago.*
- *The bedroom window at 51 King Street was installed in recent years during renovations and significant extensions at that property.*
- *This window was installed immediately opposite the existing 2 pane (dining room) window at 53 King Street.*
- *We understand this window replaced an existing original window in a different though adjacent location.*
- *This installation created an additional (though potentially small) loss of privacy to 53 King Street.*
- *The existing two pane window at 53 King Street is 100% clear glass. Our proposal is that there is one additional pane. However, we further propose that all 3 panes are changed from 100% clear glass to leaded panes in keeping with the front elevation's window style. Importantly, we propose the top portion of all 3 panes is styled to use textured glass that cannot be seen through. This, coupled with the fact there is an existing fence that partially hides each pane, would have the net effect of increasing privacy not decreasing it.*

Regarding the bathroom window at 51 King Street

- *We believe the window at 51 King Street was installed in recent years during renovations and significant extensions at that property.*
- *This window at 51 King Street is already of 100% obscure glass, negating any possible visual privacy issue.*

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- *We reiterate there is no possibility of any loss of privacy from the installation of this 3 pane window at 53 King Street.*

Elevation allows for overlooking into son's bedroom

- *This overlooking was caused by the opposing party, by the installation of the window ('son's bedroom window') at 51 King Street a few years ago.*

Objects to overall closeness of windows to boundary line

- *The closeness to the boundary line is the same or potentially marginally less than the closeness of the bedroom and bathroom windows to the boundary line at 51 King Street."*

Community Design Advisory Committee (CDAC)

This application was not referred to the CDAC due to the very minor nature of the proposal and as it did not impact the streetscape.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

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

Heritage List of LPS No. 3

Policy Implications

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

Municipal Heritage Inventory - 'B' Category

Fremantle Port Buffer Zone - Area 2

Financial Implications

Nil

Strategic Implications

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

Built Environment

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

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

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

3.1.2 Plan for a mix of inclusive diversified housing options.

3.2 Maintaining and enhancing the Town's character.

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

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

3.3.1 Continue to improve asset management practices.

3.3.2 Optimal management of assets within resource capabilities.

3.3.3 Plan and advocate for improved access and connectivity.

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Natural Environment

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

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

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

4.1.2 Plan for improved streetscapes parks and reserves.

4.2 Enhance environmental values and sustainable natural resource use.

4.2.1 Reduce waste through sustainable waste management practices.

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

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

Site Inspection

February 2018

Comment

Statutory Assessment

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

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

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	6.0m	N/A	A
Lot Boundary Setback	1.5m	900mm (existing)	D
Open Space	50%	N/A	A
Outdoor Living	30m ²	N/A	A
Car Parking	1	N/A	A
Site Works	Less than 500mm	N/A	A
Visual privacy setback	>0.5m above NGL – 4.5m	Less than 500mm above NGL	A
Overshadowing	≤25%	N/A	A
Drainage	On-site	N/A	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	A
3.7.7 Building Setbacks and Orientation	D
3.7.8 Roof Form and Pitch	N/A
3.7.9 Materials and Colours	A

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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
3.7.18.3 Garages and Carports	N/A
3.7.15-20 Precinct Requirements	N/A

Building Height (R-Codes)	Required	Proposed	Status
External Wall height (R-Code)	N/A	N/A	No change to existing
Roof Ridge height (R-Code)	N/A	N/A	No change to existing

The additions and alterations will comprise the enlargement of an existing dining room window on the northern elevation approximately midway along the length of the wall. Another pane of glass which matches the existing panes will be added making this window approximately a third larger (total area of 2.34m²). The other lounge room window to be installed at the street end of the dwelling will be an exact copy of the window that is being enlarged (2.34m²). It will be positioned at the same height as the existing window. The matters raised by the adjoining owner in the submission are addressed below.

Lot boundary setback

The existing dwelling has a setback of approximately 900mm from the northern lot boundary. A similar setback exists for 51 King Street. The northern elevation contains a number of windows (i.e. major openings) to habitable rooms. As this is an existing dwelling the required setback of 1.5 metres under the R-Codes cannot be achieved, so technically the applicant is seeking approval for a setback variation due to the installation of the window. The reduced lot boundary setback is supported as it adds no additional building bulk to the site.

The adjoining owners' concerns regarding noise are not considered to be a valid planning consideration in this circumstance. There are already openings along this elevation and the owner of 51 King Street also has windows along this elevation. The windows will be to a lounge and dining room which are existing rooms within the dwelling. Dwellings in the Plympton Precinct are all situated very close to side lot boundaries and it is a very evident characteristic of housing in the Precinct and an obvious amenity consideration when choosing to live in a suburb of this nature. The closeness of the dwellings in this circumstance should not prevent reasonable alterations and additions to the dwelling to meet modern housing expectations. This was the case with the approval of recent alterations and additions for 51 King Street which resulted in similar situation arising for 53 King Street. Matters arising in respect to noise are dealt with in accordance with State Environmental Protection (Noise) Regulations and can be reported to the Town's Environmental Health Officer for further investigation.

Visual privacy

The visual privacy provisions of the R-Codes state as follows:

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

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

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The proposed development complies with the 'Deemed to Comply' provisions of the R-Codes as the approved plans for No. 53 King Street indicates the floor level of the rooms concerned are not 500mm above natural ground level. As such the visual privacy provision of the R-Codes requiring a greater setback of 4.5 metres is not applicable or relevant to the assessment of the proposal to install additional windows.

Furthermore, the proposed new window will be opposite a blank wall of a bedroom on the other property and offset from the bathroom window which has obscure glazing. The window to be increased in size is opposite a bedroom. As this window already exists the addition of another pane of glass is relatively inconsequential in respect to visual privacy as there is already an opening in this location. It is noted a tree is also positioned between the two windows which also restricts viewing between openings and that the change in the type of glazing as outlined in the applicant's submission will also reduce the degree of visibility through the windows.

It is noted that there is a dividing fence of reasonable height between the two properties. However, if the two land owners determine that the fence height between the properties needs to be increased to offer greater visual privacy between rooms then that is a matter for the two landowners to discuss and resolve under the provisions of the *Dividing Fences Act*.

Heritage

The property is a category B property on the Municipal Inventory and is therefore listed in the Heritage List of the Planning Scheme. The proposal is not considered to have any impact on the heritage elements of the dwelling. The windows will not be easily visible from the street and in any case the applicant is intending to replicate the panes of glass so the windows will appear as original windows.

Conclusion

The applicant is wishing to introduce additional light and ventilation to the rooms. This is not considered an unreasonable proposal given the era in which many of the original homes in the Plympton Precinct were constructed. The application is therefore supported on the basis that the installation of the windows is considered to have a negligible impact on the amenity of the adjoining property and minimal impact on the streetscape and the heritage dwelling. The application is therefore recommended for approval subject to standard planning conditions.

The Councillors reviewed a late memo which was tabled at the meeting and included a submission from the adjoining neighbour prior to Mrs Dunchard addressing the meeting.

- Mrs Donna Dunchard (owner) addressed the meeting and spoke in support of the officer's recommendation.

11.1 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP020318

Cr Nardi moved, seconded Cr White

That Council exercise its discretion in granting planning approval to vary:

- (i) Clause 5.1.3 - Lot Boundary Setback of the Residential Design Codes of WA to permit a northern lot boundary setback of less than 1.5 metres;**

for additions and alterations to the existing dwelling (installation of windows) on the northern elevation at No. 53 (Lot 321) King Street, East Fremantle, in accordance with the plans date stamped received 12 January 2018, subject to the following conditions:

- (1) The materials and design details of the windows are to be to the satisfaction of the Chief Executive Officer and submitted with the Building Permit application.**
- (2) 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.**

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- (3) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.
- (4) With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
- (5) All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (6) 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.
- (7) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (8) This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

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

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

(CARRIED UNANIMOUSLY)

Note:

As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 20 June 2017 this application deemed determined, on behalf of Council, under delegated authority.

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11.2 Hubble Street No. 66 (Lot 1) – Additions and Alterations to Heritage Dwelling

Applicant	John Chisholm Design
Owner	R R & J N Mfune
File ref	P001/2018; P/HUB66
Prepared by	Christine Catchpole, Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	6 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil.

Purpose

This report considers a planning application for rear additions and alterations to the heritage dwelling at No. 66 Hubble Street, East Fremantle.

Executive Summary

The additions to the house are all to the rear and comprise a two storey extension to the existing cottage. The later additions to the rear of the original cottage have no heritage significance and a separate rear studio building and outdoor toilet will be demolished to allow for construction of the additions.

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

- Lot boundary setback (R-Codes);
- Visual privacy setback (R-Codes);
- Solar access for adjoining sites (R-Codes); and
- Roof pitch (Residential Design Guidelines).

It is considered the variations will not have a significant impact on the amenity of adjoining sites and can be supported subject to conditions regarding building materials, parapet walls and window treatments.

Background

Zoning: Residential R20

Site area: 254m²

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

- 16 May 2006: Building License issued for bathroom alterations.
- 21 December 2009: Building Permit issued for studio extensions.
- 6 June 2017: Alterations and additions to existing cottage, including two storey rear additions to the rear approved by Council.

Consultation

Advertising

The application was advertised to the surrounding land owners from 17 January to 2 February 2018. No submissions have been received. The adjoining strata owners have indicated in writing that they have no objection to the proposal.

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Community Design Advisory Committee (CDAC)

This application was considered at the CDAC meeting of 1 May 2017. The fresh development approval application submitted in 2018 is a result of a review of project costs. The current proposal has not been altered to any great extent from the original proposal and is of a lesser scale in terms of building bulk and lot boundary setbacks. As such the application was not referred to the CDAC.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

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

LPS No. 3 Heritage List

Policy Implications

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

Municipal Heritage Inventory - 'B' Category

Fremantle Port Buffer Zone - Area 2

Financial Implications

Nil

Strategic Implications

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

"KEY FOCUS AREA 3: Built and natural environment

Aspiration: Our town is developing in harmony with our unique character within the fabric of the region's built and natural environment.

3.2 Maintain a safe and healthy built and natural environment

- *Building control*
- *Heritage planning*
- *Identify and protect significant heritage buildings*
- *Undertake projects to preserve the Town Hall precinct."*

Site Inspection

February 2018

Comment

Statutory Assessment

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

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

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Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	6.0m	As existing	A
Lot Boundary Setback	Northern elevation: 1.5m (LF) 1.2m (UF) Southern elevation: 1.5m (LF) 2.5m (UF)	1.145m – 1.5m (LF) 1.145m (UF) Nil (LF) 1.0m (UF)	D
Open Space	50%	55%	A
Outdoor Living	30m ²	~50m ²	A
Car Parking	1	As existing	A
Site Works	Less than 500mm	Less than 500mm	A
Visual privacy setback	Bedrooms >0.5m above NGL -4.5m	<4.5m	D
Overshadowing	≤25%	25.18%	D
Drainage	On-site	To be conditioned	A

Local Planning Policies Assessment

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

Building Height (R-Codes)	Required	Proposed	Status
Wall height (R-Code)	6.0m	3.1m- 5.3m	A
Ridge height (R-Code)	9.0m	5.9m (north) 5.3m (south)	A

The additions and alterations will comprise a two storey extension attached to the rear of the cottage. Two storey additions of a different design were granted approval in 2017. This application was greater in scale and bulk than the one currently proposed and involved the removal of the rear of the cottage. The current application involves less floor space and is attached to the rear of the existing cottage. It will comprise an entry, bathroom and family area on the ground floor and bedrooms on the upper floor. The connection to the existing cottage is via a living room. An alternate side entry to the dwelling is proposed where the ground and upper storey additions meet although this cannot be seen from the street. The front facade will remain unaltered. The construction materials will be synthetic weatherboard over a timber frame with a Zinalume roof.

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Due to the narrowness of the lot (i.e. ~6m) compliance with a number of development standards is not possible. Despite the non-compliance it is considered there are no issues in respect to building bulk/scale impact because the adjoining owner to the north has an approval for a rear extension to that cottage with minimal setbacks from the lot boundary and the lot to the south has already been extended along that boundary. The applicant has therefore taken into consideration the overlooking and bulk/scale impacts of the extensions to each residence in an attempt to minimise the impact on each of the neighbouring lots. The adjoining owners have not raised any objection to the proposals either.

Lot boundary setbacks

The ground floor addition will be positioned along the southern side of the lot with a nil setback for the ground floor and a 1.0 metre setback for the upper floor. The dwelling is set back approximately 1.0 to 1.5 metres from the northern boundary.

The northern and southern lot boundary setbacks of the proposed extension do not meet the 'Deemed to Comply' provisions of the R-Codes. It is not realistic, however, to expect compliant setbacks to be achieved with a lot width of ~6.0 metres. The applicant has taken into account the existing site circumstances and the recently approved alterations and additions to the property to the north, as well as the positioning of the dwelling to the south and has tried to minimise the overlooking and the bulk/scale of the additions.

The 'Design Principles' of the R-Codes are considered satisfied in this instance as the additions do not unnecessarily contribute to building bulk on the adjoining lot, and whilst not being ideal in respect to light and ventilation to open spaces, there is still greater than 50% open space achieved on site and the overshadowing does not result in any more coverage of the lot than what is already in shadow on the lot to the south because of existing buildings or trees.

Visual privacy

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

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

The proposed development does not comply with the 'Deemed to Comply' provisions of the R-Codes for the bedroom windows on the upper level, however, the 'Design Principles' of 5.4.1 allows for:

P1.1 Minimal direct overlooking of active habitable spaces and outdoor living areas of adjacent dwellings achieved through: building layout, location; design of major openings; landscape screening of outdoor active habitable spaces; and/or location of screening devices.

P1.2 Maximum visual privacy to side and rear boundaries through measures such as: offsetting the location of ground and first floor windows so that viewing is oblique rather than direct; building to the boundary where appropriate; setting back the first floor from the side boundary; providing higher or opaque and fixed windows; and/or screen devices (including landscaping, fencing, obscure glazing, timber screens, external blinds, window hoods and shutters).

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It is considered the location of the bedroom windows will not pose any major overlooking or reduction in privacy for the adjoining properties and as such is supported. The 'Design Principles' of Element 5.4.1 Visual Privacy of the R-Codes are considered satisfied in that there is no direct overlooking of active habitable spaces due to the orientation of the windows at the eastern and western ends of the building and as they will overlook roof spaces on each site. On such narrow lots with little or no setback for the buildings there is limited open space to overlook. No further screening is considered required in this instance with the exception of the north facing bedroom windows on the upper level which the applicant has indicated will be installed with obscure glazing. The glazing of the window will be imposed as a condition of planning approval. It is not considered necessary for the bedroom windows on the eastern and western elevations to be obscure glazing. The adjoining owners have not indicated an issue with the proposal to position windows in this location and these windows are the only light source for the rooms. As these rooms are very narrow it is considered important to allow as much light and ventilation as possible.

Solar access - overshadowing

A minimal amount of overshadowing of the property to the south will occur (i.e. 0.18%). This is another 6 metre wide lot. The adjoining owners have not objected in this circumstance as the overshadowing calculation includes the overshadowing from the existing residence and overshadowing from the addition will partly fall over a portion of the existing house which has a nil setback to the northern lot boundary.

Roof pitch

The roof pitch is non-compliant with the Residential Design Guidelines, however, in this circumstance the preference is for the design of the additions to be distinct from and not replicate the design elements of the original dwelling so the pitch variations are supported.

Heritage

The dwelling is categorised as Category 'B' on the Heritage List of the Planning Scheme. Overall the proposal is considered to acknowledge the heritage value of the property and in the main the variations from the R-Codes and the Residential Design Guidelines are considered to be of no significance for the neighbouring properties, or are acceptable in respect to extension and renovation of the heritage property. The dwelling still maintains the same presence and appearance as far as the streetscape is concerned and the additions which will be visible behind the original house are not considered intrusive as far as the streetscape is concerned, particularly given the lot is only 6.1 metres wide.

The proposed width of the new section of building is very narrow being less than 5 metres in width and will sit comfortably behind the envelope of the existing house as viewed from the street. Even though it is two storeys it is not on higher ground and the finished floor level of the additions will remain the same as the existing levels. Details of materials and finishes will be requested at Building Permit stage to ensure the Town is satisfied with the materials in respect to the heritage status of the property. A rear studio building and outdoor toilet will be demolished to allow for the additions and alterations to be constructed. There are no objections to the removal of these structures.

Conclusion

The application is supported as the alterations and additions are not considered to have a detrimental impact on the amenity of the surrounding properties and the extension work is of a scale that is respectful of the heritage dwelling, the existing streetscape and the Plympton Precinct. The application is therefore recommended for approval subject to conditions regarding construction materials, parapet walls and visual privacy.

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- Mr John Chisholm (applicant) addressed the meeting and spoke in support of the officer's recommendation. Mr Chisholm advised that the owners have had discussions with their builder regarding the use of real timber, not synthetic timber and the owners are considering building with real timber.

11.2 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP030318

Cr Nardi moved, seconded Cr Harrington

That Council exercise its discretion in granting planning approval to vary:

- (i) **Clause 5.1.3 – Lot Boundary Setback of the Residential Design Codes of WA to permit:**
 - (a) a northern boundary setback of less than 1.5 metres (ground floor) and 1.2 metres (upper floor); and
 - (b) a southern lot boundary setback of less than 1.5 metres (ground floor) and 2.5 metres (upper floor);
- (ii) **Clause 5.4.1 – Visual Privacy of the Residential Design Codes of WA to permit a visual privacy setback for bedroom windows (western and eastern elevation) of less than 4.5 metres to the northern and southern boundary;**
- (iii) **Clause 5.4.2 – Solar Access for Adjoining Sites of the Residential Design Codes of WA to permit overshadowing on the adjoining site to exceed 25% of the site area; and**
- (iv) **Clause 3.7.8.3 of the Residential Design Guidelines 2016 to permit a roof pitch and form of less than 28°;**

for additions and alterations to the existing dwelling at No. 66 (Lot 1) Hubble Street, East Fremantle, in accordance with the plans date stamped received 19 January 2018, subject to the following conditions:

- (1) **The details of construction materials, colours and finishes to be used to be to the satisfaction of the Chief Executive Officer and to be submitted at Building Permit application stage.**
- (2) **All parapet walls are to be of a suitable material to the adjacent property face by way of agreement between the property owners and at the applicant's expense.**
- (3) **The upper floor bedroom windows on the northern elevation to be permanently installed with obscure glazing. The details to be indicated at Building Permit application stage.**
- (4) **If requested by Council within the first two years following installation, the metal roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.**
- (5) **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.**
- (6) **The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.**
- (7) **With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.**
- (8) **All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.**

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- (9) 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.
- (10) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (11) This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

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

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

(CARRIED UNANIMOUSLY)

Note:

As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 20 June 2017 this application deemed determined, on behalf of Council, under delegated authority.

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11.3 Locke Crescent No. 12 (Lot 4993) – Additions and Alterations to an Existing Dwelling

Applicant/Owner	D Sargant
File ref	P/LOC12; P104/17
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Supervised by	Gary Tuffin, Chief Executive officer
Voting requirements	Simple Majority
Meeting date	6 March 2018
Documents tabled	Nil
Attachments	Nil.

Purpose

This report considers a planning application for additions and alterations to an existing dwelling at No. 12 (Lot 4993) Locke Crescent, East Fremantle.

Executive Summary

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

- Building height: height exceeds the 'Acceptable Development' provisions of the Residential Design Guidelines (maximum height 36.379 AHD);
- Impact to views; and
- Lot boundary setbacks: reduced setbacks to the south eastern boundary

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

Background

Council originally received a development application on 27 September 2017 for a proposed development (additions and alterations) comprising an upper floor for the full width of the existing dwelling. The proposal is for a bedroom, ensuite, balcony (upper floor) and internal modifications throughout the building. These plans were considered by the Community Design Advisory Committee. The proposed design (Mansard roof) was not supported and objections were received from adjoining neighbours.

The applicant subsequently submitted revised plans modifying the design of the upper floor and reducing the overall bulk and scale of the design. The amendment proposes a flat roof over the garage and reduced upper floor footprint. The upper floor additions have been set further back from the western boundary.

The applicant submitted a revised version of the plans to primarily address bulk and scale concerns raised during the initial advertising period and consideration by CDAC. The revision to the proposed design has resulted in an upper floor of a reduced bulk and scale and increased set back to the western boundary. The proposed upper storey section of the dwelling is still over height under the Town's Residential Design Guidelines. The proposed development does impact view corridors for adjoining neighbours. The impact from the proposed development will be discussed in detail below.

Consultation

Advertising

The application was advertised by letters to surrounding land owners on two separate occasions. The first period of advertising was between 3 October and 20 October 2017. Revised plans were submitted to Council. A second round of advertising was undertaken between 2 January and 19 January 2018.

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Eighteen (18) submissions were received during the submission period, of which twelve (12) were in support of the development and six (6) were opposed to the development. A further two (2) submissions were received after the closing of advertising opposing the development. All submissions were considered in the assessment of this application.

A summary of the submissions is attached and each submission is also attached for consideration.

Community Design Advisory Committee (CDAC)

This application was referred to the CDAC on two separate occasions.

The CDAC comments are as follows:

23 October 2017

Alterations and additions to existing dwelling

- (a) *The overall built form merits;*
 - The Committee is not supportive of design elements in respect to the streetscape.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - There is no roof-scape – it is not a Mansard roof.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - Not a good design outcome or suitable for residential streetscape.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - The Committee do not support the over height component of the design or the scale and bulk of the building in respect to the residential streetscape.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No further comment required.
- (f) *The demonstration of other qualities of best practice urban design including “Crime Prevention” Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No further comment required.

5 February 2018

Amended plans for alterations and additions to existing residence.

- (a) *The overall built form merits;*
 - The modified design of the front façade is considered to have less impact than the previous proposal.
 - The design is considered to be in keeping with the other building designs within the area.
 - Reasonable proposition for the area.
 - The applicant is considered to have addressed the previous concerns of the Committee in respect to design and streetscape.

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- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development.*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - No comment.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No comment.

In light of the above comments and design modifications, the applicant is considered to have addressed the Committee's initial concerns. The matters raised have been given careful consideration in the assessment of the application and are also discussed in depth in the Statutory Assessment section of this report.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

Town of East Fremantle Local Planning Scheme No. 3

Policy Implications

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

Financial Implications

Nil

Strategic Implications

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

Built Environment

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

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

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

3.1.2 Plan for a mix of inclusive diversified housing options.

3.2 Maintaining and enhancing the Town's character.

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

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

3.3.1 *Continue to improve asset management practices.*

3.3.2 *Optimal management of assets within resource capabilities.*

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

Natural Environment

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

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

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

4.1.2 *Plan for improved streetscapes parks and reserves.*

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

4.2.1 *Reduce waste through sustainable waste management practices.*

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

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

Site Inspection

November 2017 / February 2018

Comment

LPS 3 Zoning: Residential R17.5

Site area: 706m²

Statutory Assessment

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

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

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	7.5m	7.5m	A
Lot Boundary Setback	2.2m Level 3 (east)	1.7m	D
Open Space	50%	72%	A
Car Parking	2	2	A
Site Works	Less than 500mm	As existing	A
Retaining Walls	Greater than 500mm and closer than 1m from lot boundary	As existing	A
Overshadowing	25%	9.1%	A
Drainage	On-site	On-site	A

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Local Planning Policy Assessment

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

Note: For the purposes of assessment the proposal does not comply with the Acceptable Development provisions of Clause 3.7.2 of the Residential Design Guidelines as detailed in the above table, however it is noted that this section, corresponding illustrations and design requirements are primarily intended for 'contributory' buildings to ensure additions and alterations are appropriate in areas where heritage architecture/ character forms a distinctive feature for that Precinct, retaining the 'traditional' forms of that Precinct.

The term 'Contributory Building' is defined in the RDG:

A building that appears on the Town of East Fremantle's Municipal Heritage Inventory.

The term 'traditional' is also defined in the RDG:

Traditional means the predominant historical development type in areas where there is precinctual heritage value.

The proposed development has been assessed against the 'Performance Criteria' of Clause 3.7.2 and is considered to comply, as the locality as a whole has limited precinctual heritage value. There are no Planning Scheme heritage listed or Municipal Heritage Inventory listed dwellings in the surrounding streets to the subject lot.

Guiding Legislation

The Residential Design Codes (R-Codes) state:

All residential development is to comply with the requirements of the R-Codes. Approval under and in accordance with the R-Codes is required if the proposed residential development:

- (a) does not satisfy the deemed-to-comply provisions of Parts 5 and/or 6 of the R-Codes as appropriate; or*
- (b) proposes to address a design principle of Parts 5 and/or 6 of the R-Codes which therefore requires the exercise of judgement by the decision-maker.*

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The R-Codes continues:

Subject to clauses 2.5.2 and 2.5.3, the decision-maker is to exercise its judgement to consider the merits of proposals having regard to objectives and balancing these with the consideration of design principles provided in the R-Codes.

The decision-maker, in its assessment of a proposal that addresses the design principle(s), should not apply the corresponding deemed-to-comply provision(s).

In assessing this application, the Council should also have regard to the Residential Design Guidelines (RDG), which states:

This Local Planning Policy builds on the development requirements (Acceptable Development and Performance Criteria) of State Planning Policy 3.1 'Residential Design Codes', in order to ensure consistency between State and Local Planning Policy approaches in conserving the character and amenity of the Policy Area. Relevant provisions of State Planning Policy 3.5 'Historic Heritage Conservation' have also been included in this Policy where appropriate.

.....the provisions of this Local Planning Policy augment the Codes by providing additional Performance Criteria and Acceptable Development provisions for aspects related to heritage, streetscapes, building design/appearance, boundary walls, site works, building heights and external fixtures.

In relation to the definitions as outlined in the Residential Design Guidelines, various roof forms are defined including pitched, hipped, gambrel and gable roof forms. For the purposes of clarity, the Planning Department contacted the Department of Planning, Heritage and Lands to seek clarity on definitions. The Department has stated:

In our opinion, a skillion roof should be assessed as a 'concealed roof', and therefore should be assessed against Category B, row 2, unless otherwise stated in the Scheme, LPP LSP or LDP.

As you have outlined, a skillion roof does not have a pitch, and therefore, it cannot be considered a 'pitched roof'.

The RDG states the following for a pitched roof:

The commonest roof usually one with two slopes at more than 20° to the horizontal, meeting at a central ridge. It may have gables or hips.

In this instance the flat section of the proposed roof (5 degree pitch) has a return pitch and therefore cannot be assessed as a flat or skillion roof, as the front section of the pitch is 75 degrees. It is considered this section of roof cannot be assessed as a wall. It is noted, however that the roof form has an unorthodox pitch and form of 75 and 5 degrees and gable ended walls to the east and west that does not conform with the RDG definitions.

Building height

The R-Code provisions in respect to building height are substituted by the height control under the Residential Design Guidelines. The Acceptable Development Provisions Clause 3.7.17.4.1.3 states that:

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In localities where views are an important part of the amenity of the area and neighbours' existing views are to be affected or the subject site is a 'battle axe' lot, then the maximum building heights are as follows:

- 8.1 metres to the top of a pitched roof;
 - 6.5 metres to the top of an external wall (concealed roof); and
 - 5.6 metres to the top of an external wall and where the following apply.
- (i) *the proposal demonstrates design, bulk and scale that responds to adjacent development and established character of the area or other site specific circumstances;*
 - (ii) *the provision of a landscaping plan demonstrating a minimum of 50% of the effective lot area being landscaped and ;*
 - (iii) *subject to the 'Acceptable Development' standards of the R-Codes – Element 9 – Design for Climate and |Element 8 – Privacy being met.*

The proposed roof does not conform to the various roof definitions of the Residential Design Guidelines. However it is noted the proposed roof form as detailed above, does appear to be consistent with the statement as detailed above from the Department of Planning Heritage and Lands. The applicant and the objectors have indicated differing views on the required assessment of the roof. However, it is not necessary to define the roof form as the development is to be assessed under 'the Performance Criteria' only, as it does not comply with the 'Acceptable Development' provisions.

Notwithstanding any prescribed roof heights as detailed above, the proposed roof form does not comply with any of the 'Acceptable Development' height requirements as required under the RDG and therefore is required to be assessed against the 'Performance Criteria'. The proposal is located in an area where established roof forms are varied. Within the area there are flat roofs, pitched, skillion roof, curved roofs and at least one Mansard roof. In this circumstance non-compliance with the 'Acceptable Development' provisions with the height limit must be assessed in respect to the 'Performance Criteria' of the Residential Design Guidelines.

Performance Criteria

The proposed development does not comply with the provisions of the 'Acceptable Development' Provisions Clause 3.7.17.4.1.3. If the roof form does not conform to any of the defined roof types and exceeds the 'Acceptable Development' height limit requirements, then Council is required to assess the development under the 'Performance Criteria' provisions of the RDG.

The Performance Criteria Clause 3.7.17.4.1.3 P1 states:

New developments, additions and alterations to be of a compatible form, bulk and scale to traditional development in the immediate locality.

In the Richmond Hill Precinct, there are no significant predominant precinctual heritage values, as only a very small number of heritage dwellings are listed in the Precinct and no heritage dwellings are located in the vicinity of the subject lot. Within the immediate vicinity (Woodhouse Road, Locke Crescent, Habgood Street, Chauncy Street and Munro Street) there are no heritage listed or municipal heritage inventory listed dwellings. Therefore the term 'traditional' in the context of the immediate vicinity is not relevant as there is no identified heritage value in this area. There are a total of 39 heritage (heritage listed or municipal inventory listed) properties in the whole locality of the Richmond Hill Precinct, a low number of dwellings as compared to the total number of dwellings in the Richmond Hill Precinct. Other areas, such as the Richmond, Woodside and Plympton Precinct have a significant number of heritage dwellings. Those areas have established heritage development types and established character and

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heritage value, therefore establishing a traditional character for the area, which can be referred to when assessing development applications under Clause 3.7.2 of the RDG.

In this instance, the development proposal should be assessed against the prevailing built form of the area, which mainly consists of contemporary new dwellings. Much of the housing stock has been redeveloped with larger additions and alterations or new dwellings. There is no consistent architectural style or era for these streets. There is a mix of single, two storey and two storey and undercroft dwellings which have been modified to conform to design trends popular at the time of redevelopment.

The development type of dwellings in the immediate locality around the subject property vary widely in architectural design and style. A significant number of these properties, specifically where views are available have been modified to include substantial additions and alterations or redeveloped with new large dwellings to take advantage of view corridors. The majority of recent development types in the area are contemporary in design and therefore in the Richmond Hill Precinct it is considered there is no prevailing development type. Richmond Hill is characterised by sloping sites, large dwellings, and varied architectural styles/ design. The proposed additions and alterations are comparable to the existing development form of the locality, notwithstanding the immediate neighbouring developments.

Building height, bulk and scale

As the subject site slopes away from the front (Locke Crescent) of the lot toward the rear (Preston Point Road), the building height is at its highest point towards the front of the lot, some 11 metres into the site.

The proposed height to the top of ridge is 36.379 AHD, a height variation to the Acceptable Development provisions of the RDG of:

- 0.642 metres (maximum height) from the 8.1 metres to the top of a pitched roof;
- 2.2 metres (maximum height) from the 6.5 metres to the top of an external wall (concealed roof); and
- 3.14 metres (maximum height) from the 5.6 metres to the top of an external wall and where the following apply.

Council is not required to determine the style of roof proposed or to categorise the proposed roof as one of the types mentioned above. It is required, however, to assess the development under the 'Performance Criteria' provisions in the first instance and having determined it does not comply then proceed to consider the proposal regardless of roof form under the Performance Criteria.

When the dwelling height is calculated from the street boundary AHD, there is a perceived height of 7.8 metres from a 28.5 AHD (ground level) adjoining the front boundary. The slope steps down from this point to the rear of the lot and therefore the maximum total height increases as the gradient of the lot decreases. The site has been partially excavated and filled. The highest points of the dwelling are located 11 metres into the lot. The lot has a total fall of 2.88 metres from the front boundary to the rear of the lot.

There will be an impact and loss of views for the south eastern property, specifically No. 7 Locke Crescent, an approved predominantly two storey dwelling with additional partial undercroft garage. Both the applicant and the owner of No.7 Locke Crescent have provided streetscape and view corridor analysis. Both sets of analysis indicate an impact to No. 7 Locke Crescent, however the assessment of this application is not assessed based on a loss of water views, but is also assessed against the form, bulk and scale of the development compared to the locality.

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The proposal presents as a design that is consistent with the varied architectural style of the area. The development is of a design, bulk and scale that responds to recent developments constructed or approved in the surrounding locality, and that of some of the older dwelling stock in the locality. The immediate properties in the locality have a mix of flat and pitched roofs, therefore due to the architectural style of dwellings the form of the streetscapes will vary in bulk, scale and height. A pitched roof and flat roofed development establish different massing on a streetscape, therefore to limit an assessment to only the immediate neighbours will not provide a locality context. The bulk, scale and height of dwellings in surrounding streets vary depending on the design and slope of a site. The upper floor addition is consistent with other such additions in the locality, where the higher level of the dwelling does not span the full width of the lot. Indeed, some of the older housing stock in the area (developed prior to the introduction of recent development standards) is developed to heights that exceed current building height requirements. The introduction of current standards was in response to the development or redevelopment of some of the older building stock in the area of the Richmond Hill Precinct.

The proposed height of the additions to top of ridge is 36.379 AHD (8.43 metres east elevation and 8.74 metres west elevation above natural ground level due to the sloping nature of the lot). The proposed design whilst exceeding the 'Acceptable Development' provisions of the RDG, will present to the street as two storey with undercroft garage (the front of the lot towards the pedestrian entrance has been filled. However from a streetscape perspective the dwelling is consistent with the other two storey with undercroft dwellings in the area. It is therefore considered the proposed additions are comparable with the prevailing built form, bulk and scale of the locality.

The height, bulk and scale of dwellings in the locality as discussed does vary, however most dwellings, in an attempt to maximise views and view corridors are large, utilising existing levels to maximise development potential. In this regard the proposed design is considered consistent with the design, height, bulk and form of dwellings in the locality.

Loss of Views

The predominant objection to this development is related to the loss of views in respect to the overall building height of the additions.

Clause 3.7.17.4.1.3 states that *where views are an important part of the amenity of the area and neighbours' existing views are to be affected, amongst other things, the following matters are to be considered:*

- (i) *the proposal demonstrates design, bulk and scale that responds to adjacent development and established character of the area or other site specific circumstances;*
- (ii) *the provision of a landscaping plan demonstrating a minimum of 50% of the effective lot area being landscaped and ;*
- (iii) *subject to the 'Acceptable Development' standards of the R-Codes – Element 9 – Design for Climate and Element 8 – Privacy being met.*

Points (ii) to (iii) in this instance are considered satisfied.

The merit of the proposal is to be assessed against whether the development responds to adjacent development and established character of the area in respect to form, bulk and scale.

Assessed in detail, the immediate neighbouring properties are reviewed as follows:

No 10 Locke Crescent: The original approval and the amended height approval is a consequence of the steeply sloping lot (3.0 metre fall). The original approval required a variation to the 'Acceptable

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Development' provisions height limits of the RDG at the rear of the building (from 6.5m to 8.5m). The proposed amendment required a further discretion as the maximum height proposed was 9.15 metres (2.65 metres discretion to a concealed roof) at the rear of the lot and 6.7 metres at the front (streetscape of the lot). The proposed building modifications required a 0.2 metre height variation to the front elevation (streetscape elevation). The proposed height variation at the time was considered not to have a significant negative impact to the streetscape or adjoining neighbour. An amended application for this proposal was refused by Council, mediated at the State Administrative Tribunal (SAT) and approved by Council under a Direction 31 by the SAT.

No 14 Locke Crescent: The application was approved in 1999 prior to the introduction of the Residential Design Guidelines. The lot was excavated approximately 0.7 metres at the garage on the south eastern (front of the lot) and 0.1 metres to the south west. The overall dwelling height is approximately 0.4 metres below the maximum height permitted above natural ground level.

No. 12 Locke Crescent: The existing dwelling has a maximum height of 7.3 metres to top of roof ridge at the rear of the dwelling, 0.8 metres below the maximum 'Acceptable Development' height requirements for a pitched roof. The height reduces to the front of the dwelling where at the garage, the existing height is 6.9 metres above the natural ground level, approximately 1.2 metres below the 'Acceptable Development' height requirements.

Attachment VC1 to VC8 (streetscape and view corridor montage) of the applicant's attachments demonstrates the addition whilst partially out of scale with the immediate neighbouring structures cannot be viewed in isolation as No. 14 is excavated at the front of the lot by 0.7 metres and therefore is located below the maximum height provision of the 'Acceptable Development' provisions of the RDG and No. 10 is a flat roof (discretion approved), a distinct roof form assessed under the flat roof provisions of the RDG (6.5 metres). The proposal is not out of scale with other recent dwellings in the locality and larger scale developments in surrounding streets.

Assessed on a wider scale, the proposed additions are considered consistent with other dwellings/ additions in the surrounding streets, including the recent new development approvals on the street, notwithstanding other recent development in the surrounding locality. The proposed design of the upper storey addition is consistent with the prevailing front, rear and side setbacks of the area (notwithstanding the zoning permits a reduced front street setback with the recent change in zoning from R12.5 to R17.5). The development provides in excess of 70% open space. Notwithstanding, height, bulk and scale is assessed as per setbacks, open space and other amenity provisions such as solar access, overshadowing and ventilation. In this instance, the proposed development is consistent with the prevailing setbacks and open space requirements of the locality and therefore is not considered to be excessive in form, bulk and scale.

The proposed additions and alterations are considered to be in keeping with the overall built character and scale of dwellings in the locality considering the varying natural ground level and roof forms in the area. Notwithstanding the proposed roof form and overall height, the development assessed against the immediate adjoining lots which consist of two flat roofs, a single storey dwelling and a pitched roof dwelling (excavated into the lot) is considered consistent with the immediate built form.

As noted above the dwelling is designed within the setback requirements for the front, rear and side (western) building setback as required by the R-Codes (eastern boundary discussed below) and the Residential Design Guidelines from the Locke Crescent perspective. Solar access and privacy are not considered issues either.

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The greatest impact on views will be for the property at No. 7 Locke Crescent. The balcony at No. 7 Locke Crescent is at 34.748 RL at AHD level. The ridge height of the proposed roof is 36.379. A person standing on the balcony will have views down to the river blocked, however views to the city and across to surrounding suburbs will be maintained. The applicant believes some views will be gained through the removal of the pitched roof for No. 9 Locke Crescent, however this will not assist the view corridor for No. 7 Locke Crescent. No. 5 Locke Crescent will be impacted also, however to a lesser degree.

Whilst the Residential Design Guidelines 'Acceptable Development' provisions take views into account in the overall assessment of the application, the protection of every aspect of a private view cannot be guaranteed. The development provisions in place at a particular time apply to all land owners at the time an application is assessed. Each case needs to be assessed on its merits and the technical assessment of the application in respect to the current residential development policies. The provision in the Residential Design Guidelines which addresses the issue of views specifically states that where views are to be affected then the issue of building height is one of the considerations. The Guidelines, however, do not specify that the height of the building is to be controlled or determined on the basis of protecting existing views of surrounding land owners.

There are no provisions which state the building must be designed so as not to block or limit existing views of current residents. As already noted the Guidelines and the R-Codes would allow for a dwelling to be developed on this lot with a larger building footprint, setback 6 metres from the front boundary (currently in excess of 7.5 metres), which would further increase the bulk and scale of the dwelling and therefore impact views. The existing dwelling has a height of 7.3 metres to the top of the roof at the rear roof level, 0.8 metres below the current maximum 'Acceptable Development' height requirements.

Lot boundary setbacks

The lot boundary setback to the south eastern section of the upper floor does not comply in respect to the side boundary setback requirements. Due to design changes the required setback for the south eastern boundary is 2.2 metres. The proposed setback is 1.7 metres to the upper floor (upper deck), therefore there is a 0.5 metre variation to the 'Deemed to Comply' provisions of the R-Codes.

The proposed front and rear setback is proposed as existing and is considered sufficient to provide a 'Deemed to Comply' compliant setback, whilst providing private open space, drying space and landscaped areas to the rear. The south western set back is also compliant with the 'Deemed to Comply' provisions of the R-Codes.

The side lot boundary setback is non-compliant as noted in the R-Codes summary assessment table above. The additional wall height has increased the required south eastern set back requirements. The upper floor is proposed on the existing external wall, therefore existing side views will be maintained. The reduced setback to the upper floor is considered to have minimal impact on the amenity of the adjoining lots and maintains existing side views. The reduced roof height to the south western boundary reduces any perceived bulk and scale issues. Whilst the 'Deemed to Comply' setback provisions are not achieved the 'Design Principles' of the R-Codes are considered satisfied as the building does not unnecessarily contribute to excessive building bulk on the adjoining lot at No. 10 Locke Crescent. The proposed dwelling provides for adequate sun (overshadowing is compliant with the 'Deemed to Comply' provisions) and ventilation to open spaces to the adjoining property compliant to the acceptable limits for the R-Code. The 'Design Principles' of 5.1.3 P3.1 of the R-Codes are considered satisfied.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 *Matters to be considered by Local Government* outlines the considerations a Local Government is to have due regard

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to when assessing an application for development approval. Clause (m), (n) and (x) of the Regulations, are of particular relevance to this application and states as follows:

- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*

In assessing the proposed development, all submissions have been considered and are included as an attachment to this report for consideration by the Elected Members. The objections relate to building height, bulk, scale and loss of views.

As discussed within this report the proposed development, whilst over height with regard to the 'Acceptable Development' provisions of the Residential Design Guidelines, when assessed against the 'Performance Criteria', the proposal is considered to satisfy the 'Performance Criteria' in that it is considered to be comparable with other such development in the locality as a whole.

There are amenity impacts, specifically relating to the approved development at No. 7 Locke Crescent regarding loss of river views, however views to the river will be available, although restricted to the side corridors of the development. The Guidelines, do not specify that the height of the building is to be determined on the basis of protecting existing views of importance to surrounding land owners.

The property at No. 7 Locke Crescent will still maintain city views and extensive views to surrounding suburbs. River views will be impacted on individual properties, however other views of significance/ importance will be significantly maintained for surrounding properties. The impact on amenity is primarily related to views, however the impact is difficult to assess particularly as it is a matter of degree of impact. The RDG do not specifically state all views have to be maintained or remain unobstructed. As indicated the property at No. 7 Locke Crescent does have river views through the side of the proposed development, city views, river views through other properties and views to surrounding suburbs. The residential amenity and liveability of particular properties relating to solar access, overshadowing and ventilation within the locality will not be significantly impacted, therefore the amenity impact on the locality is considered minor.

The proposed development when assessed under Clause (m) is considered to be comparable with the locality as a whole. The built form of the area is primarily two storey or two storey with undercroft. The proposed development is two storey with undercroft and therefore the design is consistent with the architectural form of the locality.

Conclusion

Given the above comments the application is recommended for approval subject to conditions. The development is considered to be of a form, bulk and scale that is consistent with both older and newer housing stock in the area, that of a two storey dwelling with undercroft. The proposed development is considered to comply with the 'Design Principles' for setbacks. There are no open space, solar access, overshadowing and ventilation issues. Therefore the development as a whole is not considered of a form, bulk or scale that would have a detrimental impact to immediate adjoining properties and to the locality as a whole.

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The development will have an impact to the view corridor of No. 7 Locke Crescent, however assessed as per the 'Performance Criteria' of the RDG and the 'Design Principles' of the R-Codes the intent of the design is comparable to other developments in the locality and therefore the proposal is recommended for approval subject to conditions.

OFFICER RECOMMENDATION

That Council exercise its discretion in granting planning approval to vary:

- (i) Clause 5.1.3 – Lot Boundary Setback of the Residential Design Codes of WA to permit a lot boundary setback of 1.7 metres (upper floor) – required setback 2.2 metres;
- (ii) Clause 3.7.17.4.1.3 – Building Height, Form, Scale and Bulk of the Residential Design Guidelines 2016 to allow a building height of 8.742 metres above natural ground level (AHD 36.379) as set out in Clause A1.4

for additions and alterations to an existing dwelling with undercroft garage at No. 12 (Lot 4993) Locke Crescent, East Fremantle, in accordance with the plans date stamped received on 13 February 2018, subject to the following conditions:

- (1) Maximum height of the dwelling at any point on the lot is not to exceed AHD 36.379.
- (2) The permanent installation of a visually non-permeable screen on the eastern elevation of the upper deck to be in compliance with clause 5.4.1 C1.1 (ii) of the Residential Design Codes of WA.
- (3) No modification to the crossover is approved. Any new crossovers which are constructed under this approval are to be a maximum width of 5.0 metres and the crossover to be constructed in compliance with Council's Residential Design Guidelines 2016.
- (4) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
- (5) 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.
- (6) The proposed works are not to be commenced until Council has received an application for a Demolition Permit (where required) and a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.
- (7) With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.
- (8) All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (9) 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.
- (10) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (11) This planning approval to remain valid for a period of 24 months from date of this approval.

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Footnote:

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

- (i) *This decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
 - (ii) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
 - (iii) *It is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.*
 - (iv) *All noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*
 - (v) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.*
 - (vi) *Under the Environmental Protection (Noise) Regulations 1997, the noise from an air-conditioner must meet assigned allowable noise levels at all times. The Environmental Protection Act 1986 sets penalties for non-compliance with the Regulations and the installer of a noisy air-conditioner can face penalties of up to \$5,000 under Section 80 of the Act. Refer to Department of Environmental Protection document – "An Installers Guide to Air Conditioner Noise".*
- Ms Barbara Stace (*neighbour – 5 Locke Crescent*) addressed the meeting and does not support the proposed additions and would like to withdraw her previous support. The proposal would remove any remaining views from her property and have a negative impact for any future development on her lot.
 - Mrs Danielle Malecky (*neighbour – 4 Habgood Street*) addressed the meeting and does not support the officer's recommendation due to the height and non-compliance with planning policies and will have a negative impact to the surrounding residences.
 - Mr Sheldon Day (*planning consultant on behalf of owner of 7 Locke Crescent*) addressed the meeting and opposes the officer's recommendation. The variations requested will have a negative impact on No. 7 Locke Crescent and the proposal goes against the objectives of the Residential Design Guidelines. The impact of the development would mean a significant loss to surrounding residences, the bulk and scale of the proposal is excessive and will have a negative effect on the streetscape.
 - Mr Andre Malecky (*neighbour - 7 Locke Crescent*) addressed the meeting and opposes the officer's recommendation. He advised that there will be significant reductions of views to the north from his property due to the proposal being overheight. Mr Malecky advised that he has a petition that has been signed by 82 people from the area opposing the overheight development.

Moved Cr Natale, seconded Cr Harrington

Moved to give Mr Andre Malecky an extension of time (5 minutes) to speak to the application.

(CARRIED UNANIMOUSLY)

Mr Malecky also spoke as the owner of 4 Habgood Street. Mr Malecky stated the proposal was not consistent with the built form of the area. Mr Malecky requested that Council refuse the proposed application

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- Mr Michael Fallace (*neighbour – 6 Habgood Street*) addressed the meeting opposing the officer's recommendation and advised that when he was going through the process of planning and building his own residence he had to build a residence that was compliant with Council's Local Planning Scheme and Policies.
- Mr John Chisholm (*applicant*) addressed the meeting in support of the officer's recommendation. Mr Chisholm advised that he was asked to design a compliant addition and used old data for levels of the lot. The argument of whether it is an existing two storey residence is open to interpretation. The design was consistent with modern architecture and whilst the roof was uncommon in form, the development resulting in a consistent built form.
- Mr Anthony Morcombe (*planning consultant on behalf of the owners*) addressed the meeting in support of the officers recommendation. The building design is the main contention however the development is assessed. Key considerations is a mix of single, two storey and two storey with undercroft residences in the area and the proposal's streetscape perspective is consistent with other dwellings in the area. Most of the developments in the Richmond Hill Precinct are designed to maximise views and the main objection is the loss of views. The key considerations are that there will be an impact on views, but all residences surrounding will have views of some form through view corridors.
- Darryn & Rachel Sargent (*owners of 12 Locke Crescent*) addressed the meeting in support of the officer's recommendation. The proposed addition will mean that the residence is still a modest home with 4 bedrooms and two bathrooms. The plans have been significantly altered upon receipt of the first round of submissions opposing the development. The design is consistent with buildings in the area and meets the overall objectives of the design guidelines. Surrounding neighbours have enjoyed the borrowed views due to the reduced height of the existing residence.

11.3 PROCEDURAL MOTION/COMMITTEE RESOLUTION 040318

Cr White moved, seconded Cr Natale

That the item be referred to the Council Meeting to be held on 20 March 2018 to allow the adjoining neighbours time to assess the Officer's Report.

(CARRIED UNANIMOUSLY)

Reason for change:

To allow Councillors time to assess the additional submissions received and for the adjoining neighbours to further assess the Officer's Report.

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12. REPORTS OF OFFICERS (COUNCIL DECISION)

Nil.

13. MATTERS BEHIND CLOSED DOORS

Nil.

14. CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 8:02pm.

I hereby certify that the Minutes of the ordinary meeting of the Town Planning & Building Committee of the Town of East Fremantle, held on 6 February 2018, Minute Book reference 1. to 14 were confirmed at the meeting of the Committee on:

.....

Presiding Member

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Minutes of a Community Design Advisory Committee Meeting, held at East Fremantle Yacht Club, on Monday, 5 February 2018 commencing at 6:05pm.**1. OPENING OF MEETING**

Cr Collinson welcomed members of the Community Design Advisory Committee and 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 and pay respects to the elders past and present."

2. PRESENT

Cr Cliff Collinson	Presiding Member
Ms Alex Wilson	
Mr Clinton Matthews	
Mr David Tucker	
Dr John Dalitz	
Mr Donald Whittington	
Mr Andrew Malone	Executive Manager Regulatory Services

3. APOLOGIES

Nil

4. LEAVE OF ABSENCE

None

5. DECLARATIONS OF INTEREST

Nil

6. CONFIRMATION OF MINUTES

Minutes of the Community Design Advisory Committee meeting held on 11 December 2017 were confirmed.

7. PRESENTATION

Saracen Properties and Urbis to present an initial design concept for the Royal George Hotel.

The committee made the following comments on the proposal:

- *Improved curtilage around the Royal George is requested.*
- *Improved residential and pedestrian interface with Duke Street.*
- *Committee request a building of outstanding architectural merit.*
- *Committee request increased public use and public return for the Royal George building.*
- *The Panel raise concerns about the overall proposed building height.*

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8. BUSINESS

8.1 **Locke Crescent No. 12 (Lot 4993) - John Chisolm Design
(Application No. P104/17 – 28 September 2017)**

Amended plans for alterations and additions to existing residence.

(a) *The overall built form merits;*

- The modified design of the front façade is considered to have less impact than the previous proposal.
- The design is considered to be in keeping with the other building designs within the area;
- Reasonable proposition for the area.
- The applicant is considered to have addressed the previous concerns of the Committee in respect to design and streetscape.

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

- No comment.

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

- No comment.

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

- No comment.

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

- No comment.

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

- No comment.

8.2 **Staton Road No. 73B (Lot 303) – Private Horizons Planning Solutions
(Application No. P083/17 – 22 August 2017)**

New three level residence on vacant lot.

- ❖ The Committee advised that the comments made by the Committee at the meeting held on 4 September be reiterated. Comments were as follows:

(a) *The overall built form merits;*

- The committee considers the proposal has limited built form merit and that it has poor internal design. In particular relating to solar access and overlooking by adjoining neighbours.
- There is insufficient material and lack of detail on the plans, particularly relating to the elevations and front fence, which should be designed to comply with Council's Fencing Policy.

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- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - The overall streetscape is consistent with the overall character of the area.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places.*
 - No comment.

8.3

Woodhouse Road No. 1C (Lot 18) - Altus Planning
(Application No. P144/17 – 21 December 2017)

Demolition of existing residence and new three storey residence.

- (a) *The overall built form merits;*
 - No comment.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - Query the need for demolition.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No Comment.

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**8.4 Riverside Road No. 36 (Lot 3)- David Hartree
(Application No. P002/18 – 10 January 2018)**

Alterations and additions to existing residence.

- (a) *The overall built form merits;*
 - No comment.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - No comment.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including “Crime Prevention” Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No Comment.

**8.5 Alexandra Road No. 53 (Lot 200) - Jacqueline Boston
(Application No. P003/18 – 10 January 2018)**

Carport, patio and front fence.

- (a) *The overall built form merits;*
 - The front fence to Alexandra Road does not comply with Council’s Fencing Policy relating to front fences. The proposed fence should be 60% visually permeable for the length of Alexandra Road.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - The Panel note the design and material utilised to the verandah and carport is average and alternatives should be investigated.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - No comment.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.

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

- No comment.

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

- No Comment.

8.6 Alexandra Road No. 53 (Lot 200)- Jacqueline Boston (Application No. P006/18 – 15 January 2018)

New two storey residence on vacant lot.

(a) *The overall built form merits;*

- The Committee note there is minimal design integrity for the proposal.

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

- No comment.

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

- No comment.

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

- No comment.

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

- No comment.

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

- No Comment.

8.7 Canning Highway No. 209 (Lot 2) – Sidi Construction Pty Ltd (Application No. P008/18 – 24 January 2018)

New two storey residence on a vacant lot.

(a) *The overall built form merits;*

- The building has no relationship to any other development of the locality.
- The Panel consider there is no design merit in the proposed development.

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

- See above comments.



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- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - The Panel consider the proposed development would have a detrimental impact to the locality and result in a poor streetscape outcome.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - The proposal has some passive solar efficiencies assisting in the environmental sustainability in the design.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - The proposal demonstrates passive surveillance to the streetscape.

8.8 Canning Highway No. 209 (Lot 49)

Preliminary plans for alterations and additions to Existing Residence – 'Category B' on Municipal Inventory.

- (a) *The overall built form merits;*
 - The committee does not support the design of the development because of the poor design and integration of the addition which is due to lack of delineation and encroachment on the heritage dwelling.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - The Panel consider the proposed development would have a detrimental impact to the heritage dwelling and result in a poor streetscape outcome.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including "Crime Prevention" Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No Comment.



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8. OTHER
Nil

9. BUSINESS WITHOUT NOTICE BY PERMISSION OF THE MEETING
Nil

10. DATE & TIME OF NEXT MEETING

10.1 *Monday 26 March 2018, commencing at 6pm.*

Meeting closed at 10.05pm.

UNCONFIRMED

12. REPORTS

12.1 PLANNING REPORTS

12.1.1 Locke Crescent No. 12 (Lot 4993) – Additions and Alterations to an Existing Dwelling

Applicant/Owner	D Sargant
File ref	P/LOC12; P104/17
Prepared by	Andrew Malone, Executive Manager Regulatory Services
Supervised by	Gary Tuffin, Chief Executive officer
Voting requirements	Simple Majority
Meeting date	6 March 2018
Documents tabled	Nil
Attachments	Previously provided.

Purpose

This report considers a planning application for additions and alterations to an existing dwelling at No. 12 (Lot 4993) Locke Crescent, East Fremantle.

Executive Summary

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

- Building height: height exceeds the 'Acceptable Development' provisions of the Residential Design Guidelines (maximum height 36.379 AHD);
- Impact to views; and
- Lot boundary setbacks: reduced setbacks to the south eastern boundary

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

Background

Council originally received a development application on 27 September 2017 for a proposed development (additions and alterations) comprising an upper floor for the full width of the existing dwelling. The proposal is for a bedroom, ensuite, balcony (upper floor) and internal modifications throughout the building. These plans were considered by the Community Design Advisory Committee. The proposed design (Mansard roof) was not supported and objections were received from adjoining neighbours.

The applicant subsequently submitted revised plans modifying the design of the upper floor and reducing the overall bulk and scale of the design. The amendment proposes a flat roof over the garage and reduced upper floor footprint. The upper floor additions have been set further back from the western boundary.

The applicant submitted a revised version of the plans to primarily address bulk and scale concerns raised during the initial advertising period and consideration by CDAC. The revision to the proposed design has resulted in an upper floor of a reduced bulk and scale and increased set back to the western boundary. The proposed upper storey section of the dwelling is still over height under the Town's Residential Design Guidelines. The proposed development does impact view corridors for adjoining neighbours. The impact from the proposed development will be discussed in detail below.

Consultation

Advertising

The application was advertised by letters to surrounding land owners on two separate occasions. The first period of advertising was between 3 October and 20 October 2017. Revised plans were submitted to Council. A second round of advertising was undertaken between 2 January and 19 January 2018. Eighteen (18) submissions were received during the submission period, of which twelve (12) were in support of the development and six (6) were opposed to the development. A further two (2) submissions were received after the closing of advertising opposing the development. All submissions were considered in the assessment of this application.

Community Design Advisory Committee (CDAC)

This application was referred to the CDAC on two separate occasions.

The CDAC comments are as follows:

23 October 2017

Alterations and additions to existing dwelling

- (a) *The overall built form merits;*
 - The Committee is not supportive of design elements in respect to the streetscape.
- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development;*
 - There is no roof-scape – it is not a Mansard roof.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - Not a good design outcome or suitable for residential streetscape.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - The Committee do not support the over height component of the design or the scale and bulk of the building in respect to the residential streetscape.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No further comment required.
- (f) *The demonstration of other qualities of best practice urban design including “Crime Prevention” Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No further comment required.

5 February 2018

Amended plans for alterations and additions to existing residence.

- (a) *The overall built form merits;*
 - The modified design of the front façade is considered to have less impact than the previous proposal.
 - The design is considered to be in keeping with the other building designs within the area.
 - Reasonable proposition for the area.
 - The applicant is considered to have addressed the previous concerns of the Committee in respect to design and streetscape.

- (b) *The quality of architectural design including its impact upon the heritage significance of the place and its relationship to adjoining development.*
 - No comment.
- (c) *The relationship with and impact on the broader public realm and streetscape;*
 - No comment.
- (d) *The impact on the character of the precinct, including its impact upon heritage structures, significant natural features and landmarks;*
 - No comment.
- (e) *The extent to which the proposal is designed to be resource efficient, climatically appropriate, responsive to climate change and a contribution to environmental sustainability;*
 - No comment.
- (f) *The demonstration of other qualities of best practice urban design including “Crime Prevention” Through Environmental Design performance, protection of important view corridors and lively civic places;*
 - No comment.

In light of the above comments and design modifications, the applicant is considered to have addressed the Committee’s initial concerns. The matters raised have been given careful consideration in the assessment of the application and are also discussed in depth in the Statutory Assessment section of this report.

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

Town of East Fremantle Local Planning Scheme No. 3

Policy Implications

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

Financial Implications

Nil

Strategic Implications

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

Built Environment

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

- 3.1 *Facilitate sustainable growth with housing options to meet future community needs.*
 - 3.1.1 *Advocate for a desirable planning and community outcome for all major strategic development sites.*
 - 3.1.2 *Plan for a mix of inclusive diversified housing options.*
- 3.2 *Maintaining and enhancing the Town’s character.*
 - 3.2.1 *Ensure appropriate planning policies to protect the Town’s existing built form.*
- 3.3 *Plan and maintain the Town’s assets to ensure they are accessible, inviting and well connected.*
 - 3.3.1 *Continue to improve asset management practices.*

- 3.3.2 *Optimal management of assets within resource capabilities.*
3.3.3 *Plan and advocate for improved access and connectivity.*

Natural Environment

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

- 4.1 *Conserve, maintain and enhance the Town's open spaces.*
4.1.1 *Partner with Stakeholders to actively protect, conserve and maintain the Swan River foreshore.*
4.1.2 *Plan for improved streetscapes parks and reserves.*
4.2 *Enhance environmental values and sustainable natural resource use.*
4.2.1 *Reduce waste through sustainable waste management practices.*
4.3 *Acknowledge the change in our climate and understand the impact of those changes.*
4.3.1 *Improve systems and infrastructure standards to assist with mitigating climate change impacts.*

Site Inspection

November 2017 / February 2018

Comment

LPS 3 Zoning: Residential R17.5

Site area: 706m²

Statutory Assessment

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

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

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback	7.5m	7.5m	A
Lot Boundary Setback	2.2m Level 3 (east)	1.7m	D
Open Space	50%	72%	A
Car Parking	2	2	A
Site Works	Less than 500mm	As existing	A
Retaining Walls	Greater than 500mm and closer than 1m from lot boundary	As existing	A
Overshadowing	25%	9.1%	A
Drainage	On-site	On-site	A

Local Planning Policy Assessment

LPP Residential Design Guidelines Provision	Status
3.7.2 Additions and Alterations to Existing Buildings	D
3.7.3 Development of Existing Buildings	A
3.7.4 Site Works	N/A

3.7.5 Demolition	N/A
3.7.6 Construction of New Buildings	N/A
3.7.7 Building Setbacks and Orientation	D
3.7.8 Roof Form and Pitch	A
3.7.9 Materials and Colours	A
3.7.10 Landscaping	A
3.7.11 Front Fences	N/A
3.7.12 Pergolas	N/A
3.7.13 Incidental Development Requirements	N/A
3.7.14 Footpaths and Crossovers	N/A
3.7.18.3 Garages, Carports and Outbuildings	N/A
3.7.15-20 Precinct Requirements	D

Note: For the purposes of assessment the proposal does not comply with the Acceptable Development provisions of Clause 3.7.2 of the Residential Design Guidelines as detailed in the above table, however it is noted that this section, corresponding illustrations and design requirements are primarily intended for 'contributory' buildings to ensure additions and alterations are appropriate in areas where heritage architecture/ character forms a distinctive feature for that Precinct, retaining the 'traditional' forms of that Precinct.

The term 'Contributory Building' is defined in the RDG:

A building that appears on the Town of East Fremantle's Municipal Heritage Inventory.

The term 'traditional' is also defined in the RDG:

Traditional means the predominant historical development type in areas where there is precinctual heritage value.

The proposed development has been assessed against the 'Performance Criteria' of Clause 3.7.2 and is considered to comply, as the locality as a whole has limited precinctual heritage value. There are no Planning Scheme heritage listed or Municipal Heritage Inventory listed dwellings in the surrounding streets to the subject lot.

Guiding Legislation

The Residential Design Codes (R-Codes) state:

All residential development is to comply with the requirements of the R-Codes. Approval under and in accordance with the R-Codes is required if the proposed residential development:

- (a) does not satisfy the deemed-to-comply provisions of Parts 5 and/or 6 of the R-Codes as appropriate; or*
- (b) proposes to address a design principle of Parts 5 and/or 6 of the R-Codes which therefore requires the exercise of judgement by the decision-maker.*

The R-Codes continues:

Subject to clauses 2.5.2 and 2.5.3, the decision-maker is to exercise its judgement to consider the merits of proposals having regard to objectives and balancing these with the consideration of design principles provided in the R-Codes.

The decision-maker, in its assessment of a proposal that addresses the design principle(s), should not apply the corresponding deemed-to-comply provision(s).

In assessing this application, the Council should also have regard to the Residential Design Guidelines (RDG), which states:

This Local Planning Policy builds on the development requirements (Acceptable Development and Performance Criteria) of State Planning Policy 3.1 'Residential Design Codes', in order to ensure consistency between State and Local Planning Policy approaches in conserving the character and amenity of the Policy Area. Relevant provisions of State Planning Policy 3.5 'Historic Heritage Conservation' have also been included in this Policy where appropriate.

.....the provisions of this Local Planning Policy augment the Codes by providing additional Performance Criteria and Acceptable Development provisions for aspects related to heritage, streetscapes, building design/appearance, boundary walls, site works, building heights and external fixtures.

In relation to the definitions as outlined in the Residential Design Guidelines, various roof forms are defined including pitched, hipped, gambrel and gable roof forms. For the purposes of clarity, the Planning Department contacted the Department of Planning, Heritage and Lands to seek clarity on definitions. The Department has stated:

In our opinion, a skillion roof should be assessed as a 'concealed roof', and therefore should be assessed against Category B, row 2, unless otherwise stated in the Scheme, LPP LSP or LDP.

As you have outlined, a skillion roof does not have a pitch, and therefore, it cannot be considered a 'pitched roof'.

The RDG states the following for a pitched roof:

The commonest roof usually one with two slopes at more than 20° to the horizontal, meeting at a central ridge. It may have gables or hips.

In this instance the flat section of the proposed roof (5 degree pitch) has a return pitch and therefore cannot be assessed as a flat or skillion roof, as the front section of the pitch is 75 degrees. It is considered this section of roof cannot be assessed as a wall. It is noted, however that the roof form has an unorthodox pitch and form of 75 and 5 degrees and gable ended walls to the east and west that does not conform with the RDG definitions.

Building height

The R-Code provisions in respect to building height are substituted by the height control under the Residential Design Guidelines. The Acceptable Development Provisions Clause 3.7.17.4.1.3 states that:

In localities where views are an important part of the amenity of the area and neighbours' existing views are to be affected or the subject site is a 'battle axe' lot, then the maximum building heights are as follows:

- 8.1 metres to the top of a pitched roof;
- 6.5 metres to the top of an external wall (concealed roof); and
- 5.6 metres to the top of an external wall and where the following apply.

- (i) the proposal demonstrates design, bulk and scale that responds to adjacent development and established character of the area or other site specific circumstances;

- (ii) *the provision of a landscaping plan demonstrating a minimum of 50% of the effective lot area being landscaped and ;*
- (iii) *subject to the 'Acceptable Development' standards of the R-Codes – Element 9 – Design for Climate and |Element 8 – Privacy being met.*

The proposed roof does not conform to the various roof definitions of the Residential Design Guidelines. However it is noted the proposed roof form as detailed above, does appear to be consistent with the statement as detailed above from the Department of Planning Heritage and Lands. The applicant and the objectors have indicated differing views on the required assessment of the roof. However, it is not necessary to define the roof form as the development is to be assessed under 'the Performance Criteria' only, as it does not comply with the 'Acceptable Development' provisions.

Notwithstanding any prescribed roof heights as detailed above, the proposed roof form does not comply with any of the 'Acceptable Development' height requirements as required under the RDG and therefore is required to be assessed against the 'Performance Criteria'. The proposal is located in an area where established roof forms are varied. Within the area there are flat roofs, pitched, skillion roof, curved roofs and at least one Mansard roof. In this circumstance non-compliance with the 'Acceptable Development' provisions with the height limit must be assessed in respect to the 'Performance Criteria' of the Residential Design Guidelines.

Performance Criteria

The proposed development does not comply with the provisions of the 'Acceptable Development' Provisions Clause 3.7.17.4.1.3. If the roof form does not conform to any of the defined roof types and exceeds the 'Acceptable Development' height limit requirements, then Council is required to assess the development under the 'Performance Criteria' provisions of the RDG.

The Performance Criteria Clause 3.7.17.4.1.3 P1 states:

New developments, additions and alterations to be of a compatible form, bulk and scale to traditional development in the immediate locality.

In the Richmond Hill Precinct, there are no significant predominant precinctual heritage values, as only a very small number of heritage dwellings are listed in the Precinct and no heritage dwellings are located in the vicinity of the subject lot. Within the immediate vicinity (Woodhouse Road, Locke Crescent, Habgood Street, Chauncy Street and Munro Street) there are no heritage listed or municipal heritage inventory listed dwellings. Therefore the term 'traditional' in the context of the immediate vicinity is not relevant as there is no identified heritage value in this area. There are a total of 39 heritage (heritage listed or municipal inventory listed) properties in the whole locality of the Richmond Hill Precinct, a low number of dwellings as compared to the total number of dwellings in the Richmond Hill Precinct. Other areas, such as the Richmond, Woodside and Plympton Precinct have a significant number of heritage dwellings. Those areas have established heritage development types and established character and heritage value, therefore establishing a traditional character for the area, which can be referred to when assessing development applications under Clause 3.7.2 of the RDG.

In this instance, the development proposal should be assessed against the prevailing built form of the area, which mainly consists of contemporary new dwellings. Much of the housing stock has been redeveloped with larger additions and alterations or new dwellings. There is no consistent architectural style or era for these streets. There is a mix of single, two storey and two storey and

undercroft dwellings which have been modified to conform to design trends popular at the time of redevelopment.

The development type of dwellings in the immediate locality around the subject property vary widely in architectural design and style. A significant number of these properties, specifically where views are available have been modified to include substantial additions and alterations or redeveloped with new large dwellings to take advantage of view corridors. The majority of recent development types in the area are contemporary in design and therefore in the Richmond Hill Precinct it is considered there is no prevailing development type. Richmond Hill is characterised by sloping sites, large dwellings, and varied architectural styles/ design. The proposed additions and alterations are comparable to the existing development form of the locality, notwithstanding the immediate neighbouring developments.

Building height, bulk and scale

As the subject site slopes away from the front (Locke Crescent) of the lot toward the rear (Preston Point Road), the building height is at its highest point towards the front of the lot, some 11 metres into the site.

The proposed height to the top of ridge is 36.379 AHD, a height variation to the Acceptable Development provisions of the RDG of:

- *0.642 metres (maximum height) from the 8.1 metres to the top of a pitched roof;*
- *2.2 metres (maximum height) from the 6.5 metres to the top of an external wall (concealed roof); and*
- *3.14 metres (maximum height) from the 5.6 metres to the top of an external wall and where the following apply.*

Council is not required to determine the style of roof proposed or to categorise the proposed roof as one of the types mentioned above. It is required, however, to assess the development under the 'Performance Criteria' provisions in the first instance and having determined it does not comply then proceed to consider the proposal regardless of roof form under the Performance Criteria.

When the dwelling height is calculated from the street boundary AHD, there is a perceived height of 7.8 metres from a 28.5 AHD (ground level) adjoining the front boundary. The slope steps down from this point to the rear of the lot and therefore the maximum total height increases as the gradient of the lot decreases. The site has been partially excavated and filled. The highest points of the dwelling are located 11 metres into the lot. The lot has a total fall of 2.88 metres from the front boundary to the rear of the lot.

There will be an impact and loss of views for the south eastern property, specifically No. 7 Locke Crescent, an approved predominantly two storey dwelling with additional partial undercroft garage. Both the applicant and the owner of No.7 Locke Crescent have provided streetscape and view corridor analysis. Both sets of analysis indicate an impact to No. 7 Locke Crescent, however the assessment of this application is not assessed based on a loss of water views, but is also assessed against the form, bulk and scale of the development compared to the locality.

The proposal presents as a design that is consistent with the varied architectural style of the area. The development is of a design, bulk and scale that responds to recent developments constructed or approved in the surrounding locality, and that of some of the older dwelling stock in the locality. The immediate properties in the locality have a mix of flat and pitched roofs, therefore due to the architectural style of dwellings the form of the streetscapes will vary in bulk, scale and height. A

pitched roof and flat roofed development establish different massing on a streetscape, therefore to limit an assessment to only the immediate neighbours will not provide a locality context. The bulk, scale and height of dwellings in surrounding streets vary depending on the design and slope of a site. The upper floor addition is consistent with other such additions in the locality, where the higher level of the dwelling does not span the full width of the lot. Indeed, some of the older housing stock in the area (developed prior to the introduction of recent development standards) is developed to heights that exceed current building height requirements. The introduction of current standards was in response to the development or redevelopment of some of the older building stock in the area of the Richmond Hill Precinct.

The proposed height of the additions to top of ridge is 36.379 AHD (8.43 metres east elevation and 8.74 metres west elevation above natural ground level due to the sloping nature of the lot). The proposed design whilst exceeding the 'Acceptable Development' provisions of the RDG, will present to the street as two storey with undercroft garage (the front of the lot towards the pedestrian entrance has been filled). However from a streetscape perspective the dwelling is consistent with the other two storey with undercroft dwellings in the area. It is therefore considered the proposed additions are comparable with the prevailing built form, bulk and scale of the locality.

The height, bulk and scale of dwellings in the locality as discussed does vary, however most dwellings, in an attempt to maximise views and view corridors are large, utilising existing levels to maximise development potential. In this regard the proposed design is considered consistent with the design, height, bulk and form of dwellings in the locality.

Loss of Views

The predominant objection to this development is related to the loss of views in respect to the overall building height of the additions.

Clause 3.7.17.4.1.3 states that *where views are an important part of the amenity of the area and neighbours' existing views are to be affected, amongst other things, the following matters are to be considered:*

- (i) *the proposal demonstrates design, bulk and scale that responds to adjacent development and established character of the area or other site specific circumstances;*
- (ii) *the provision of a landscaping plan demonstrating a minimum of 50% of the effective lot area being landscaped and ;*
- (iii) *subject to the 'Acceptable Development' standards of the R-Codes – Element 9 – Design for Climate and Element 8 – Privacy being met.*

Points (ii) to (iii) in this instance are considered satisfied.

The merit of the proposal is to be assessed against whether the development responds to adjacent development and established character of the area in respect to form, bulk and scale.

Assessed in detail, the immediate neighbouring properties are reviewed as follows:

No 10 Locke Crescent: The original approval and the amended height approval is a consequence of the steeply sloping lot (3.0 metre fall). The original approval required a variation to the 'Acceptable Development' provisions height limits of the RDG at the rear of the building (from 6.5m to 8.5m). The proposed amendment required a further discretion as the maximum height proposed was 9.15 metres (2.65 metres discretion to a concealed roof) at the rear of the lot and 6.7 metres at the front (streetscape of the lot). The proposed building modifications required a 0.2 metre height variation to

the front elevation (streetscape elevation). The proposed height variation at the time was considered not to have a significant negative impact to the streetscape or adjoining neighbour. An amended application for this proposal was refused by Council, mediated at the State Administrative Tribunal (SAT) and approved by Council under a Direction 31 by the SAT.

No 14 Locke Crescent: The application was approved in 1999 prior to the introduction of the Residential Design Guidelines. The lot was excavated approximately 0.7 metres at the garage on the south eastern (front of the lot) and 0.1 metres to the south west. The overall dwelling height is approximately 0.4 metres below the maximum height permitted above natural ground level.

No. 12 Locke Crescent: The existing dwelling has a maximum height of 7.3 metres to top of roof ridge at the rear of the dwelling, 0.8 metres below the maximum 'Acceptable Development' height requirements for a pitched roof. The height reduces to the front of the dwelling where at the garage, the existing height is 6.9 metres above the natural ground level, approximately 1.2 metres below the 'Acceptable Development' height requirements.

Attachment VC1 to VC8 (streetscape and view corridor montage) of the applicant's attachments demonstrates the addition whilst partially out of scale with the immediate neighbouring structures cannot be viewed in isolation as No. 14 is excavated at the front of the lot by 0.7 metres and therefore is located below the maximum height provision of the 'Acceptable Development' provisions of the RDG and No. 10 is a flat roof (discretion approved), a distinct roof form assessed under the flat roof provisions of the RDG (6.5 metres). The proposal is not out of scale with other recent dwellings in the locality and larger scale developments in surrounding streets.

Assessed on a wider scale, the proposed additions are considered consistent with other dwellings/ additions in the surrounding streets, including the recent new development approvals on the street, notwithstanding other recent development in the surrounding locality. The proposed design of the upper storey addition is consistent with the prevailing front, rear and side setbacks of the area (notwithstanding the zoning permits a reduced front street setback with the recent change in zoning from R12.5 to R17.5). The development provides in excess of 70% open space. Notwithstanding, height, bulk and scale is assessed as per setbacks, open space and other amenity provisions such as solar access, overshadowing and ventilation. In this instance, the proposed development is consistent with the prevailing setbacks and open space requirements of the locality and therefore is not considered to be excessive in form, bulk and scale.

The proposed additions and alterations are considered to be in keeping with the overall built character and scale of dwellings in the locality considering the varying natural ground level and roof forms in the area. Notwithstanding the proposed roof form and overall height, the development assessed against the immediate adjoining lots which consist of two flat roofs, a single storey dwelling and a pitched roof dwelling (excavated into the lot) is considered consistent with the immediate built form.

As noted above the dwelling is designed within the setback requirements for the front, rear and side (western) building setback as required by the R-Codes (eastern boundary discussed below) and the Residential Design Guidelines from the Locke Crescent perspective. Solar access and privacy are not considered issues either.

The greatest impact on views will be for the property at No. 7 Locke Crescent. The balcony at No. 7 Locke Crescent is at 34.748 RL at AHD level. The ridge height of the proposed roof is 36.379. A person standing on the balcony will have views down to the river blocked, however views to the city

and across to surrounding suburbs will be maintained. The applicant believes some views will be gained through the removal of the pitched roof for No. 9 Locke Crescent, however this will not assist the view corridor for No. 7 Locke Crescent. No. 5 Locke Crescent will be impacted also, however to a lesser degree.

Whilst the Residential Design Guidelines 'Acceptable Development' provisions take views into account in the overall assessment of the application, the protection of every aspect of a private view cannot be guaranteed. The development provisions in place at a particular time apply to all land owners at the time an application is assessed. Each case needs to be assessed on its merits and the technical assessment of the application in respect to the current residential development policies. The provision in the Residential Design Guidelines which addresses the issue of views specifically states that where views are to be affected then the issue of building height is one of the considerations. The Guidelines, however, do not specify that the height of the building is to be controlled or determined on the basis of protecting existing views of surrounding land owners.

There are no provisions which state the building must be designed so as not to block or limit existing views of current residents. As already noted the Guidelines and the R-Codes would allow for a dwelling to be developed on this lot with a larger building footprint, setback 6 metres from the front boundary (currently in excess of 7.5 metres), which would further increase the bulk and scale of the dwelling and therefore impact views. The existing dwelling has a height of 7.3 metres to the top of the roof at the rear roof level, 0.8 metres below the current maximum 'Acceptable Development' height requirements.

Lot boundary setbacks

The lot boundary setback to the south eastern section of the upper floor does not comply in respect to the side boundary setback requirements. Due to design changes the required setback for the south eastern boundary is 2.2 metres. The proposed setback is 1.7 metres to the upper floor (upper deck), therefore there is a 0.5 metre variation to the 'Deemed to Comply' provisions of the R-Codes.

The proposed front and rear setback is proposed as existing and is considered sufficient to provide a 'Deemed to Comply' compliant setback, whilst providing private open space, drying space and landscaped areas to the rear. The south western set back is also compliant with the 'Deemed to Comply' provisions of the R-Codes.

The side lot boundary setback is non-compliant as noted in the R-Codes summary assessment table above. The additional wall height has increased the required south eastern set back requirements. The upper floor is proposed on the existing external wall, therefore existing side views will be maintained. The reduced setback to the upper floor is considered to have minimal impact on the amenity of the adjoining lots and maintains existing side views. The reduced roof height to the south western boundary reduces any perceived bulk and scale issues. Whilst the 'Deemed to Comply' setback provisions are not achieved the 'Design Principles' of the R-Codes are considered satisfied as the building does not unnecessarily contribute to excessive building bulk on the adjoining lot at No. 10 Locke Crescent. The proposed dwelling provides for adequate sun (overshadowing is compliant with the 'Deemed to Comply' provisions) and ventilation to open spaces to the adjoining property compliant to the acceptable limits for the R-Code. The 'Design Principles' of 5.1.3 P3.1 of the R-Codes are considered satisfied.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015 *Matters to be considered by Local Government* outlines the considerations a Local Government is to have due

regard to when assessing an application for development approval. Clause (m), (n) and (x) of the Regulations, are of particular relevance to this application and states as follows:

- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following — (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*

In assessing the proposed development, all submissions have been considered and are included as an attachment to this report for consideration by the Elected Members. The objections relate to building height, bulk, scale and loss of views.

As discussed within this report the proposed development, whilst over height with regard to the 'Acceptable Development' provisions of the Residential Design Guidelines, when assessed against the 'Performance Criteria', the proposal is considered to satisfy the 'Performance Criteria' in that it is considered to be comparable with other such development in the locality as a whole.

There are amenity impacts, specifically relating to the approved development at No. 7 Locke Crescent regarding loss of river views, however views to the river will be available, although restricted to the side corridors of the development. The Guidelines, do not specify that the height of the building is to be determined on the basis of protecting existing views of importance to surrounding land owners.

The property at No. 7 Locke Crescent will still maintain city views and extensive views to surrounding suburbs. River views will be impacted on individual properties, however other views of significance/ importance will be significantly maintained for surrounding properties. The impact on amenity is primarily related to views, however the impact is difficult to assess particularly as it is a matter of degree of impact. The RDG do not specifically state all views have to be maintained or remain unobstructed. As indicated the property at No. 7 Locke Crescent does have river views through the side of the proposed development, city views, river views through other properties and views to surrounding suburbs. The residential amenity and liveability of particular properties relating to solar access, overshadowing and ventilation within the locality will not be significantly impacted, therefore the amenity impact on the locality is considered minor.

The proposed development when assessed under Clause (m) is considered to be comparable with the locality as a whole. The built form of the area is primarily two storey or two storey with undercroft. The proposed development is two storey with undercroft and therefore the design is consistent with the architectural form of the locality.

Conclusion

Given the above comments the application is recommended for approval subject to conditions. The development is considered to be of a form, bulk and scale that is consistent with both older and newer housing stock in the area, that of a two storey dwelling with undercroft. The proposed development is considered to comply with the 'Design Principles' for setbacks. There are no open space, solar access, overshadowing and ventilation issues. Therefore the development as a whole is not considered of a form, bulk or scale that would have a detrimental impact to immediate adjoining properties and to the locality as a whole.

The development will have an impact to the view corridor of No. 7 Locke Crescent, however assessed as per the 'Performance Criteria' of the RDG and the 'Design Principles' of the R-Codes the intent of the design is comparable to other developments in the locality and therefore the proposal is recommended for approval subject to conditions.

12.1.1 OFFICER RECOMMENDATION

That Council exercise its discretion in granting planning approval to vary:

- (i) Clause 5.1.3 – Lot Boundary Setback of the Residential Design Codes of WA to permit a lot boundary setback of 1.7 metres (upper floor) – required setback 2.2 metres;**
- (ii) Clause 3.7.17.4.1.3 – Building Height, Form, Scale and Bulk of the Residential Design Guidelines 2016 to allow a building height of 8.742 metres above natural ground level (AHD 36.379) as set out in Clause A1.4**

for additions and alterations to an existing dwelling with undercroft garage at No. 12 (Lot 4993) Locke Crescent, East Fremantle, in accordance with the plans date stamped received on 13 February 2018, subject to the following conditions:

- 1. Maximum height of the dwelling at any point on the lot is not to exceed AHD 36.379.**
- 2. The permanent installation of a visually non-permeable screen on the eastern elevation of the upper deck to be in compliance with clause 5.4.1 C1.1 (ii) of the Residential Design Codes of WA.**
- 3. No modification to the crossover is approved. Any new crossovers which are constructed under this approval are to be a maximum width of 5.0 metres and the crossover to be constructed in compliance with Council's Residential Design Guidelines 2016.**
- 4. If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.**
- 5. 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.**
- 6. The proposed works are not to be commenced until Council has received an application for a Demolition Permit (where required) and a Building Permit and the Building Permit issued in compliance with the conditions of this planning approval unless otherwise amended by Council.**
- 7. With regard to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received planning approval, without those changes being specifically marked for Council's attention.**
- 8. All storm water is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.**
- 9. 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.**
- 10. Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed,**



modified or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.

11. This planning approval to remain valid for a period of 24 months from date of this approval.

Footnote:

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

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

Copies of all submissions received regarding this development application have been provided to elected members within the March Town Planning Meeting agenda papers, attached to a memo dated 6 March 2018 and a subsequent memo circulated on 13 March 2018.

12.2 FINANCE REPORTS

12.2.1 Monthly Financial Activity Statement 28 February 2018

File ref	F/FNS2
Prepared by	Terry Paparone, Acting Executive Manager Corp & Comm Services
Supervised by	Gary Tuffin Chief Executive Officer
Meeting Date:	20 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly Financial Activity Statement

Purpose

For Council to receive the Monthly Financial Activity Statement.

Executive Summary

To provide timely financial information to elected members including regular review of the current forecast. This statement compares actual performance against budget estimates, and summarises operating and capital results in accordance with statutory requirements.

It is recommended Council receives the Financial Activity Statement for the period ending 28 February 2018.

Background

The report comprises the monthly financial results with commentary focusing on comparisons to the year to date budget position.

The monthly Financial Activity Statement for the period ending 28 February is appended and includes the following:

- Financial Activity Statement
- Notes to the Financial Activity Statement including schedules of investments, rating information and debts written off.
- Capital expenditure Report

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

Consultation

Nil.

Statutory Environment

Local Government Act 1995 (As amended)

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

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

The February 2018 Financial Activity Statement shows variances in income and expenditure when compared with year to date draft budget estimates.

There are no proposed changes to the current budget forecast.

All amounts quoted in this report are exclusive of GST.

Strategic Implications

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

STRATEGIC PRIORITY 5: Leadership and Governance

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

Site Inspection

Not applicable

Comment

The following is a summary of information on the attached financial reports:

Revised Budget Forecast

The current budget forecast for the 30 June 2018 indicates a breakeven of \$0 which is not represented by any change to date.

Operating YTD Actuals (compared to the YTD Budget)

The February 2018 Financial Activity Statement shows variances in income and expenditure when compared with year to date current budget estimates.

Operating Revenue 100%; is \$5,000 more than the YTD budget. (Favourable)

Operating Expenditure 84%; is \$1,288,000 less than the YTD budget. (Favourable)

After non-cash adjustments, the total operating cash forecast is \$1,457,000 more than the YTD budget (Favourable).

Operating Revenue is on budget.

The significant areas of favourable variations for operating revenue include:

- *General Purpose Funding*
There are favourable year to date budget timing variances for; Interim Rates \$56,000, and Rates Instalment Interest Charges \$20,000 which will be monitored.
 - *Education & Welfare*
The Home and Community Care Program has a favourable year to date budget timing variance amounting to \$21,000, which is mainly attributable to a HACC Grant supplement which was received. The account should be offset during the year.
-

- *Recreation & Culture*

The East Fremantle Festival has a favourable year to date budget timing variance amounting to \$22,000 which is attributable to the Lotterywest Grant having been received earlier than anticipated. The account should be offset during the year.

- *Transport*

Fines and Penalties have a favourable year to date budget timing variance amounting to \$28,000 which will be monitored.

- *Other Property & Services*

The Department of Community – Local Projects - Local Jobs Funding (Alexandra Road Project) has a favourable year to date budget timing variance amounting to \$30,000. A budget amendment to include the above funding will be submitted to Council at the half year budget review.

The significant areas of unfavourable variations for operating revenue include:

- *Recreation & Culture*

The Riverside Road Mooring Pens has an unfavourable year to date budget timing variance amounting to \$33,000 which is attributable to nine mooring pens being vacant as at the date of this report. Ongoing advertising regarding the availability of mooring pens will continue. The account will be monitored.

The Swan Yacht Club Self Supporting Loan Repayments has an unfavourable year to date budget timing variance amounting to \$33,000 which is attributable to the loan not being utilised.

- *Economic Services*

There are unfavourable year to date budget timing variances for; the Building and Construction Industry Training Fund Receipts \$26,000 and Building Permits \$20,000 which will be monitored.

Operating Expenditure is 16% Favourable to the year to date budget.

The significant areas of favourable variations for operating expenditure include:

- *Health*

Swimming Pool Inspection fees has a favourable year to date budget timing variance amounting to \$23,000. This budget item will be re-assessed at the half year budget review.

- *Education & Welfare:*

There are favourable year to date budget timing variances for; HACC Salaries \$62,000 and HACC Service Unit Assessment \$30,000 which will be monitored.

- *Housing:*

Building Maintenance for the Allen Street Units has a favourable year to date budget timing variance amounting to \$21,000 which should be offset during the year.

- *Community Amenities:*

There are favourable year to date budget timing variances for; Domestic and Commercial Recycling \$38,000, Domestic Refuse Collection \$62,000, SMRC Waste Composting Facility

\$68,000 and SMRC Materials Recovery \$27,000 which is mainly due to invoices received/paid in the following month.

Consultants has a favourable year to date budget timing variance amounting to \$23,000 which will be monitored.

- *Recreation & Culture*

East Fremantle Oval has a favourable year to date budget timing variance amounting to \$57,000 which will be monitored.

The Swan Yacht Club has a favourable year to date budget timing variance amounting to \$565,000 which is attributable to the loan not being utilised.

The John Tonkin Contribution – DPAW - has a favourable year to date budget timing variance amounting to \$90,000 which should be offset during the year.

The East Fremantle Oval Masterplan has a favourable year to date budget timing variance amounting to \$50,000 which should be offset during the year.

The East Fremantle Festival has a favourable year to date budget timing variance amounting to \$20,000 which should be offset during the year.

- *Transport*

There are favourable year to date budget timing variances for; Road and Street Maintenance \$42,000, Tree Replacements \$33,000 and Kerbing Maintenance \$23,000 which should be offset during the year.

Employee Costs has a favourable year to date budget timing variance amounting to \$21,000 which will be monitored.

The Parking and Traffic Feasibility Study has a favourable year to date budget timing variance amounting to \$21,000 as the project is in its early stages.

- *Economic Services*

The Building and Construction Industry Training Fund has a favourable year to date budget timing variance amounting to \$27,000 which will be monitored.

The significant areas of unfavourable variations for operating expenditure include:

- *Recreation & Culture*

Preston Pt. Reserve – East Fremantle Lacrosse ground has an unfavourable year to date budget timing variance amounting to \$22,000 which is mainly attributable to verti-mowing, top dressing and fertilising the ground which should be offset during the year.

- *Transport*

There are unfavourable year to date budget timing variances for; Verge Maintenance \$37,000, Street Cleaning \$49,000 and Street Tree Pruning \$33,000, which is mainly due to greater emphasis having been placed on these operations as at this time of the year.

All capital activities have been set forward in the budget so that they can be easily monitored in terms of progress.

Other details can be found in the attached notes to the financial activity statement.

Capital Programs YTD Progress Summaries

Annual Timeline 67% of year elapsed

Land & Buildings 86% expended

Infrastructure Assets 40% expended

Plant & Equipment 95% expended

Furniture & Equipment 27% expended

Capital expenditure is \$1,589,000 less than the YTD budget (Favourable) which represents 36% of the capital programs to be completed.

12.2.1 OFFICER RECOMMENDATION

That Council receives the Financial Activity Statement for the period ending 28 February 2018.



TOWN OF EAST FREMANTLE

MONTHLY FINANCIAL ACTIVITY STATEMENT

FOR THE PERIOD 1 JULY 2017 TO 28 FEBRUARY 2018

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TOWN OF EAST FREMANTLE



FINANCIAL ACTIVITY STATEMENT

For the Period 1 July to 28 February 2018

OPERATING	NOTE	ORIGINAL BUDGET	YTD BUDGET	YTD ACTUALS	YTD Variance	Variance
			\$	\$	%	\$
REVENUE/SOURCES						
General Purpose Funding		7,929,114	7,775,596	7,858,701	101%	83,105
Governance		13,200	11,456	28,600	250%	17,144
Law, Order, Public Safety		30,560	22,680	24,441	108%	1,761
Health		12,340	11,488	13,727	119%	2,239
Education and Welfare		904,040	712,200	733,269	103%	21,069
Housing		88,800	59,200	52,210	88%	(6,990)
Community Amenities		193,600	161,998	147,200	91%	(14,798)
Recreation and Culture		511,550	414,740	335,561	81%	(79,179)
Transport		431,785	318,169	334,537	105%	16,368
Economic Services		194,800	129,840	64,983	50%	(64,857)
Other Property and Services		30,300	20,192	49,739	246%	29,547
TOTAL OPERATING REVENUE		10,340,089	9,637,559	9,642,968	100%	5,409
EXPENDITURE/APPLICATIONS						
General Purpose Funding		(83,324)	(55,536)	(49,163)	89%	6,373
Governance		(1,090,031)	(635,372)	(626,395)	99%	8,977
Law, Order, Public Safety		(134,097)	(94,926)	(68,503)	72%	26,423
Health		(209,881)	(148,134)	(97,327)	66%	50,807
Education and Welfare		(1,336,370)	(907,296)	(765,606)	84%	141,690
Housing		(58,228)	(39,846)	(18,402)	46%	21,444
Community Amenities		(2,508,795)	(1,614,062)	(1,302,864)	81%	311,198
Recreation and Culture		(3,589,657)	(2,557,669)	(1,703,684)	67%	853,985
Transport		(2,697,702)	(1,787,319)	(1,842,433)	103%	(55,114)
Economic Services		(146,403)	(92,496)	(58,881)	64%	33,615
Other Property and Services		(159,239)	(123,300)	(234,968)	191%	(111,668)
TOTAL OPERATING EXPENDITURE		(12,013,727)	(8,055,956)	(6,768,227)	84%	1,287,729
Adjustments for non-cash items						
Depreciation on Assets		2,438,301	1,625,504	1,794,899	110%	169,395
(Profit)/Loss on Asset Disposals		(12,900)	(8,600)	(14,444)	168%	(5,844)
TOTAL NON-CASH ITEMS		2,425,401	1,616,904	1,780,455	110%	163,551
TOTAL OPERATING CASH POSITION		751,763	3,198,507	4,655,196	146%	1,456,689
CAPITAL REVENUE/EXPENSES						
Purchase Land & Buildings		(2,188,707)	(2,188,707)	(1,882,644)	86%	306,063
Purchase Infrastructure Assets		(1,820,792)	(1,820,792)	(736,571)	40%	1,084,221
Purchase Plant & Equipment		(181,850)	(181,850)	(172,332)	95%	9,519
Purchase Furniture & Equipment		(260,500)	(260,500)	(71,167)	27%	189,333
CAPITAL EXPENDITURE SUBTOTAL		(4,451,849)	(4,451,849)	(2,862,714)	64%	1,589,135
Proceeds from Disposal of Assets		54,181	54,181	52,455	97%	(1,726)
Repayment of Debentures		-	-	-	-	-
Proceeds from New Debentures		500,000	500,000	-	0%	-
Self-Supporting Loan Principal Income		-	-	-	-	-
Transfers to Restricted Assets		(259,082)	(42,722)	(36,845)	86%	5,877
Transfers from Restricted Assets		2,040,262	-	-	-	-
Add: Net Current Assets 1 July 2017		1,364,725	1,364,725	1,386,955	102%	22,230
Net Current Assets YTD		0	622,842	3,195,047	513%	2,572,205

Monthly Report February 2018**Notes to the Financial Activity Statement****SUMMARY***Budget Forecast*

The Financial Activity Statement for the period ended 28 February 2018 indicates a balanced budget to 30 June 2018. The following analysis compares year to date variations against the forecast.

Operating YTD Actuals

Operating Revenue 100%; is \$5,000 more than the YTD budget (Favourable).

Operating Expenditure 84%; is \$1,288,000 less than the YTD budget (Favourable).

After non-cash adjustments, the total operating cash position is \$1,457,000 more than the YTD budget (Favourable).

Capital Programs YTD Progress

Land & Buildings 86% expended

Infrastructure Assets 40% expended

Plant and Equipment 95% expended

Furniture and Equipment 27% expended

Capital Expenditure is \$1,589,000 less than the YTD budget (Favourable), which is the value of uncompleted works.

Materiality in Financial Reporting

Material programme income and expenditure variance thresholds of either the greatest of 10% or \$10,000 are explained below and variances are reported to the nearest \$'000:

OPERATING REVENUE & EXPENDITURE**REVENUE – FAVOURABLE \$5,000**

There is a favourable YTD operating revenue variance, which is due to a combination of the following items:

GENERAL PURPOSE FUNDING – FAVOURABLE \$83,000**Rates**

There are favourable year to date budget timing variances for; Interim Rates \$56,000, Rates Instalment Administration fees \$14,000, Late Rates Payment Interest Penalty \$13,000 and Rates Instalment Interest Charges \$20,000 which will be monitored.

General Rates Levied has an unfavourable year to date budget timing variance amounting to \$19,000, which is mainly attributable to a rates valuation for a commercial property having been reduced.

GOVERNANCE – FAVOURABLE \$17,000**General Administration**

Sundry Income has a favourable year to date budget timing variance amounting to \$16,000, which is mainly attributable to the transfer of Long Service Leave entitlements, which as per the Local Government Long Service Leave Regulations, are received from other Local Governments, for former and current employees. This account will be monitored.

EDUCATION & WELFARE – FAVOURABLE \$21,000**Care of Families & Children**

The Home and Community Care Program has a favourable year to date budget timing variance amounting to \$21,000, which is mainly attributable to a HACC Grant supplement which was received. The account should be offset during the year.

The Home and Community Care Home Help Services has a favourable year to date budget timing variance amounting to \$12,000 which will be monitored.

COMMUNITY AMENITIES – UNFAVOURABLE \$15,000**Town Planning & Reg. Development**

There is an unfavourable year to date budget timing variance for Development Applications amounting to \$12,000 which will be monitored.

RECREATION & CULTURE – UNFAVOURABLE \$79,000**Swimming Areas/Beaches**

The Riverside Road Mooring Pen Fees has an unfavourable year to date budget timing variance amounting to \$33,000 which is attributable to nine mooring pens being vacant as at the date of this

report. Ongoing advertising regarding the availability of mooring pens will continue. This account will be monitored.

Other Recreation & Sport

The Swan Yacht Club Self Supporting Loan Repayments has an unfavourable year to date budget timing variance amounting to \$33,000 which is attributable to the loan not being utilised.

The East Fremantle Ground Management Charges has an unfavourable year to date budget timing variance amounting to \$12,000 which should be offset once the WAFL season commences.

There is an unfavourable year to date budget timing variance amounting to \$11,000 for the Riverside Road Kiosk which should be offset during the year.

Other Culture

The East Fremantle Festival has a favourable year to date budget timing variance amounting to \$22,000 which is attributable to the Lotterywest Grant having been received earlier than anticipated. The account should be offset during the year.

TRANSPORT – FAVOURABLE \$16,000**Parking Facilities**

Launching Ramp Parking fees has an unfavourable year to date budget timing variance amounting to \$17,000, which is mainly attributable to seasonal factors. The account will be monitored.

Fines and Penalties has a favourable year to date budget timing variance amounting to \$28,000 which will be monitored.

Fines Enforcement Recoverable has a favourable year to date budget timing variance amounting to \$18,000 which will be monitored.

ECONOMIC SERVICES – UNFAVOURABLE \$65,000**Building Control**

There are an unfavourable year to date budget timing variances for; Building Permits \$20,000, Building and Construction Industry Training Fund Receipts \$26,000 and Building Services Levy \$18,000 which will be monitored.

OTHER PROPERTY & SERVICES – FAVOURABLE \$30,000**Unclassified**

Insurance Recovery has a favourable year to date budget timing variance amounting to \$14,000 which will be monitored.

The Department of Community – Local Projects – Local Jobs Funding (Alexandra Road Project) has a favourable year to date budget timing variance amounting to \$30,000. A budget amendment to include the above funding will be submitted to Council at the half year budget review.

The George Street Property Rental has an unfavourable year to date budget timing variance amounting to \$11,000 which will be monitored.

EXPENDITURE – FAVOURABLE \$1,288,000

There is a favourable YTD operating expenditure variance which is due to a combination of the following items:

LAW, ORDER, AND PUBLIC SAFETY – FAVOURABLE \$26,000

The ESL on Council property has a favourable year to date budget timing variance amounting to \$12,000 which will be monitored.

HEALTH – FAVOURABLE \$51,000

Swimming Pool Inspection fees has a favourable year to date budget timing variance amounting to \$23,000. This budget item will be re-assessed at the half year budget review.

EDUCATION & WELFARE – FAVOURABLE \$142,000

Care of Families & Children

There are favourable year to date budget timing variances for; HACC Salaries \$62,000 and HACC Service Unit Assessment \$30,000 which will be monitored.

HOUSING – FAVOURABLE \$21,000

Building Maintenance for the Allen Street Units has a favourable year to date budget timing variance amounting to \$21,000 which should be offset during the year.

COMMUNITY AMENITIES – FAVOURABLE \$311,000

Sanitation – Household Refuse

There are favourable year to date budget timing variances for; Domestic and Commercial Recycling \$38,000, Domestic Refuse Collection \$62,000, SMRC Waste Composting Facility \$68,000 and SMRC Materials Recovery \$27,000 which is mainly attributable to invoices received/paid in the following month.

Town Planning & Regional Development

Town Planning Salaries has a favourable year to date budget timing variance amounting to \$18,000 which should be offset during the year.

Consultants has a favourable year to date budget timing variance amounting to \$23,000 which will be monitored.

RECREATION & CULTURE – FAVOURABLE \$854,000**Other Recreation & Sport**

There are favourable year to date budget timing variances for; Australia Remembers Memorial Gardens \$10,000, Merv Cowan Park \$17,000, John Tonkin Park \$10,000, Glasson Park \$10,000, River Stirling Bridge \$13,000 which is due to pending works to be undertaken and should be offset during the year.

Preston Pt. Reserve – East Fremantle Lacrosse ground has an unfavourable year to date budget timing variance amounting to \$22,000 which is mainly attributable to verti-mowing, top dressing and fertilising the ground which should be offset during the year.

East Fremantle Oval has a favourable year to date budget timing variance amounting to \$57,000 which will be monitored.

Maintenance of Parks Equipment has an unfavourable year to date budget timing variance amounting to \$13,000 which will be monitored.

The Swan Yacht Club Loan Repayments has a favourable year to date budget timing variance amounting to \$565,000 which is attributable to the loan not being utilised.

The John Tonkin Contribution – DPAW - has a favourable year to date budget timing variance amounting to \$90,000 which should be offset during the year.

The East Fremantle Oval Masterplan has a favourable year to date budget timing variance amounting to \$50,000 which should be offset during the year.

Other Culture

There are favourable year to date budget timing variances for; Community Events \$11,000 and East Fremantle Festival \$20,000 which should be offset during the year.

TRANSPORT – UNFAVOURABLE \$55,000**Maintenance Streets, Roads & Bridges**

There are unfavourable year to date budget timing variances for; Verge Maintenance \$37,000, Street Cleaning \$49,000, Street Tree Pruning \$33,000, Footpath and Cycleway Maintenance \$15,000, and Crossovers \$13,000, which is mainly due to greater emphasis having been placed on these operations as at this time of the year.

There are favourable year to date budget timing variances for; Road and Street Maintenance \$42,000, Tree Replacements \$33,000 and Kerbing Maintenance \$23,000, which should be offset during the year.

Parking Facilities

Employee Costs has a favourable year to date budget timing variance amounting to \$21,000 which will be monitored.

The Parking and Traffic Feasibility Study has a favourable year to date budget timing variance amounting to \$21,000 as the project is in its early stages.

ECONOMIC SERVICES – FAVOURABLE \$34,000

Building Control

The Building and Construction Industry Training Fund has a favourable year to date budget timing variance amounting to \$27,000 which will be monitored.

OTHER PROPERTY & SERVICES – UNFAVOURABLE \$112,000

Public Works Overheads expenditure is \$83,000 over the year to date budget in total pooled costs, whilst the Recovery of Public Works Overheads is \$22,000 over the year to date budget, based on labour hours.

Plant Operation Costs are \$35,000 under the year to date budget, whilst the Recovery of Plant Operation costs is \$96,000 under the year to date budget, based on plant hour usage volumes.

CAPITAL EXPENDITURE

There are favourable year to date Capital Expenditure timing variances of \$1,778,000 given that the works program is 60% completed.

Land & Buildings

Town Hall Remedial Works - Payments have been made to the following:

- Peter Hunt Architects for Stage 3 Design Development - Stage 4 - Construction Documents and Stage 5 - Tender Documents – Stage 6 - Commencement of on-site work.
- Steens Gray & Kelly Pty Ltd - Mechanical Design and Contract Documentation - Claims 6 to 10.
- Fire Designs Solutions - Engineering Report.
- BPA Engineering - Structural Consultancy
- Best Consultants - Electrical Design and Contract Documentation - Phase 3
- ICS Australia have been paid for year to date services as per Certificates 01 to 07.
- Ian Lush and Associates – Building Certification Services
- Azcom Electrics – Fibre Optic Works

Council's contribution towards the Glyde-In Community Centre Art Shed project has been paid.

The Sumpton Green Childcare Verandah Repairs has been completed.

The East Fremantle Bowling Club – Solar Panels Project proposal has been accepted.

Plant & Equipment

The Operations Supervisor's vehicle has been replaced.

The Mini Excavator with trailer has been replaced.

The Ride-on Mower has been replaced.

The Mitsubishi Canter truck has been replaced.

Furniture & Equipment

A deposit has been paid for the Town Hall furniture and a Samsung 55" screen has also been purchased.

One digital camera has been purchased.

The installation of the Town Hall AV equipment has been completed.

Infrastructure

The John Tonkin Interpretation Node Project (carpark) is progressing.

The John Tonkin Power Upgrade is progressing.

The Swimming Areas – Foreshore Erosion Control program is progressing.

The East Fremantle Oval "Ring Main" Irrigation Upgrade has been completed.

The East Fremantle Oval "Bore Pump" Irrigation Upgrade has been completed.

The Bi-Centennial Falls Retaining Walls project has commenced with the proposed slope and retaining wall inspection having been undertaken by the consultant.

The Merv Cowan Pedestrian Bridge repairs have been completed.

Footpath Renewal – Oakover Street – Millenden Street to Canning Highway – Western side has been completed. This budget item will be re-assessed at the half year budget review.

Footpath Renewal – Petra Street (slabs) – Fraser Street to View Terrace – Western side has been completed.

Footpath Renewal – Walter Street – Canning Highway to Fraser Street – Western side is progressing.

Footpath Renewal – Windsor Road – Canning Highway to Fraser Street – Eastern side is progressing.

Initial works to Road Resurfacing – Andrews Road have commenced.

Initial works to Road Resurfacing – Clayton Street have commenced.

Road Resurfacing – Fletcher Street is progressing.

Road Resurfacing – George Street is progressing.

Road Resurfacing – Moss Street is progressing.

Initial works to Road Resurfacing – Riverside Road Carpark 7 have commenced.

Initial works to Road Resurfacing – Wolsely Road have commenced.

The Town Depot Car Park Resurfacing is progressing.

The New Town Entry Statement project has commenced with the East Fremantle Community Centre signage and Council logo having been installed.

SCHEDULE OF INVESTMENTS

Surplus funds are held in interest bearing term deposits. The General Purpose interest year-to-date budget for the Municipal and Reserve funds is \$68,000 compared to the actual interest received which amounts to \$76,000. The timing of interest received on investments is dependent on the placement and maturity dates of term deposits. Rate revenue received will be placed on investment as surplus funds and spread forward over various months to satisfy ongoing cash flow requirements. Interest earnings are reflected as investments mature.

The graph displays the mix of investments and how funds compare with the limits of the Town's Investment policy placement (Maximum 100% with AA rated and maximum 80% with A rated institutions).

Prior to placing investments, preference is given to competitive quotations from financial institutions that are deemed not to invest in or finance the fossil fuel industry where:

- (a) the investment is compliant with Council's investment policy with regards to risk management guidelines, and
- (b) the investment rate of return is favourable to Council relative to other investment quotations that may be on offer within a competitive environment.

For this period, we have been re- investing and spreading funds on terms between one and two months. What we have noticed when currently sourcing competitive quotes is that non-fossil fuel institutions tend to be more competitive on longer placements but are not as competitive on the shorter terms. Subject to cash flow requirements, we will be seeking a range of longer investment terms as investments mature.

TOWN OF EAST FREMANTLE

INVESTMENTS

DETAILS OF INVESTMENTS HELD AS AT 28 FEBRUARY 2018

FINANCIAL INSTITUTION	STANDARD & POOR'S (LT) RATING	REF. NO	RATE %	PERIOD	INVESTMENT DATE	MATURITY DATE	MUNICIPAL FUND	TRUST FUND	RESERVE FUND VARIOUS	HIGHEST (LT) % RATE QUOTED-NON FOSSIL FUEL BANKS	MATURED INVEST.	INTEREST 17/18	COMMENTS
ANZ	AA-	977712247									\$501,261.33	\$1,261.33	General Account
BANKWEST	AA-	4607122									\$200,517.81	\$517.81	General Account
BANKWEST	AA-	4612256									\$753,277.19	\$3,277.19	General Account
BANKWEST	AA-	4634819									\$501,695.21	\$1,695.21	General Account
BANKWEST	AA-	4636049									\$501,571.92	\$2,506.17	General Account
BANKWEST	AA-	4686084	2.00	30	19-Feb-18	21-Mar-18	\$403,825.27			BOQ - 1.75% - S&P (BBB+)	\$3,825.27	\$3,825.27	General Account
BANKWEST	AA-	4683895									\$804,451.42	\$4,451.42	General Account
BANKWEST	AA-	4677336	2.17	41	24-Jan-18	06-Mar-18	\$300,000.00			BOQ - 1.75% - S&P (BBB+)			General Account
COMMONWEALTH BANK	AA-	1695931	2.00	30	06-Feb-18	08-Mar-18	\$350,000.00			BOQ - 1.75% - S&P (BBB+)			General Account
NAB	AA-	73659474											General Account
NAB	AA-	817620116											General Account
SUNCORP	A	4150926	2.25	59	12-Jan-18	12-Mar-18	\$501,883.01			BOQ - 2.10% - S&P (BBB+)	\$503,234.40	\$3,234.40	General Account
SUNCORP	A	4191279	2.35	60	12-Feb-18	13-Apr-18	\$800,000.00			BEND/ADEL BANK - 2.10% - (BBB+)	\$402,246.14	\$2,246.14	General Account
WESTPAC	AA-	36086035937									\$552,931.73	\$2,931.73	General Account
WESTPAC	AA-	36067614124									\$703,760.44	\$3,760.44	General Account
WESTPAC	AA-	36067614247									\$699.78	\$699.78	General Account
WESTPAC	AA-	35071192038									\$700,563.84	\$563.84	General Account
BANKWEST	AA-	4607116									\$1,290,280.82	\$5,280.82	Various Reserves
NAB	AA-	792654685	2.55	181	01-Sep-17	01-Mar-18			\$1,290,280.82	BOQ - 2.55% - S&P (BBB+)			Various Reserves
WESTPAC	AA-	36032581668	2.60	90	09-Jan-18	09-Apr-18			\$1,998,189.83	BOQ - 2.40% - S&P (BBB+)		\$31,564.58	Various Reserves
COMMONWEALTH BANK	AA-	169592	2.00	30	19-Feb-08	21-Mar-18		\$770,021.86		BOQ - 1.75% - S&P (BBB+)		\$9,524.85	Trust Account
VARIOUS							\$2,355,708.28	\$770,021.86	\$3,288,470.65		\$7,566,492.03	\$5,909.76	Interest set off/Trans.in

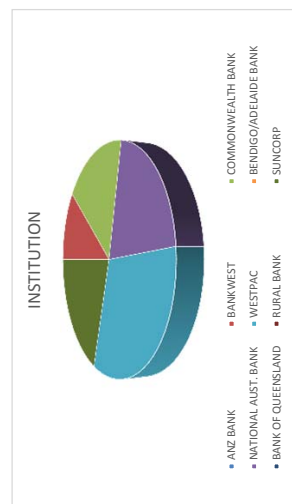
General A/c Maturity Dates:

(1)	06-Mar-18	\$300,000.00
(1)	08-Mar-18	\$350,000.00
(1)	12-Mar-18	\$501,883.01
(1)	21-Mar-18	\$403,825.27
(1)	13-Apr-18	\$800,000.00
		\$2,355,708.28

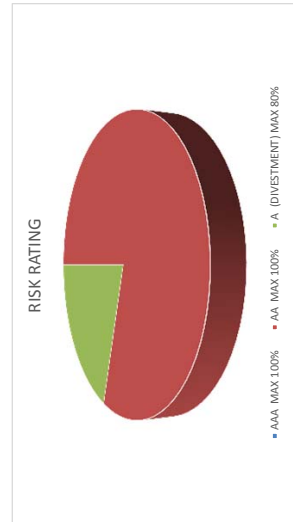
Interest Balances:

Account No: 103188	General	\$38,763.50
1689	Reserves	\$36,845.40
223	Trust	\$9,524.85
		\$85,133.75

INSTITUTION	\$	%	(LT) RISK
ANZ BANK	\$0	0.00%	AA-
BANKWEST	\$703,825	10.97%	AA-
COMMONWEALTH BANK	\$1,120,022	17.46%	AA-
NATIONAL AUSTR. BANK	\$1,290,281	20.12%	AA-
WESTPAC	\$1,998,190	31.15%	AA-
BENDIGO/ADELAIDE BANK			BBB+
BANK OF QUEENSLAND			BBB+
RURAL BANK			BBB+
SUNCORP	\$1,301,883	20.30%	A
	\$6,414,201	100.00%	



(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%		
AA	MAX 100%	\$5,112,318	79.70%
A (DIVESTMENT)	MAX 80%	\$1,301,883	20.30%
		\$6,414,201	100.00%



COA	Description	2017/18 Budget	2017/18 Actual	Progress %
	Land & Buildings			
E04604	Buildings - Town Hall Remedial Works	\$2,094,462	1,848,389	88%
E08613	Glyde-In Community Learning Centre	\$25,000	25,000	100%
E10606	Sumpton Green Childcare - Verandah Repairs	\$9,245	7,950	86%
E11706	East Fremantle Bowling Club - Solar Panels	\$15,000	1,306	9%
E11623	Buildings - EF Junior Football Clubroom - CapEx	\$45,000	-	0%
	Land & Buildings Total	\$2,188,707	1,882,644	86%
	Plant & Equipment			
E11707	Replacement of Ride-On Mower TORO Z7000	\$36,000	26,200	73%
E12802	Mini Excavator 1.8T with Trailer	\$36,950	36,856	100%
E12803	Replacement of 2008 Mitsubishi Canter with 2017 Isuzu NPR 75-190	\$70,000	74,040	106%
E12804	Replacement of Dual Cab Utility - Operations Supervisor	\$38,900	35,236	91%
	Plant & Equipment Total	\$181,850	172,332	95%
	Furniture & Equipment			
E04606	Town Hall Furniture	\$170,000	25,995	15%
E04613	Admin - Records Compactus Unit CapEx	\$20,000	-	0%
E04616	Digital Cameras (2)	\$5,000	2,206	44%
E04617	Surebind System (Binder)	\$4,500	-	0%
E04620	Town Hall AV Equipment	\$45,000	42,965	95%
E04621	Work Station Computer Replacements	\$16,000	-	0%
	Furniture & Equipment Total	\$260,500	71,167	27%

COA	Description	2017/18 Budget	2017/18 Actual	Progress %
	Infrastructure Assets			
E10605	Inf - Jetty Treatment and Major Maintenance Program - Infrastructure CapEx	\$21,576	-	0%
E11602	Inf - John Tonkin Interpretation Node Project (Carpark). CapEx	\$10,788	6,665	62%
E11704	Inf - John Tonkin Power Upgrade	\$161,819	37,137	23%
E11687	Inf - Swimming Areas - Foreshore Erosion Control - CapEx	\$474,067	420,235	89%
	Swan River Foreshore Infrastructure Sub-Total	\$668,250	464,037	69%
E11700	Inf - East Fremantle Croquet Courts Upgrade	\$16,182	-	
E11701	Inf - Henry Jeffrey Cricket Nets	\$34,669	-	0%
E11702	Inf - EF Oval - Irrigation Upgrade - Ring Main	\$43,152	46,566	108%
E11703	Inf - EF Oval - Irrigation Upgrade - Bore Pump	\$43,151	28,375	66%
E11696	Inf - Bicentennial Falls Retaining Walls - CapEx	\$11,435	1,750	15%
E11697	Inf - I.G Handcock Reserve Stage 2 - CapEx	\$5,349	-	0%
E11705	Inf - Merv Cowan Pedestrian Bridge	\$6,934	5,480	79%
E12761	Inf - Drainage - Realignment of Drainage - Merv Cowan Park - CapEx	\$17,335	-	0%
	Clubs/Parks Infrastructure Sub-Total	\$178,207	\$82,171	46%
E12789	Infr - Footpath Renewal - Allen Street - Marmion to Fletcher Street - Eastern Side (322m)	\$37,558	-	0%
E12790	Infr - Footpath Renewal - Canning H'way - Town Centre to Old Post Office	\$79,740	-	0%
E12791	Infr - Footpath Renewal - Fortescue Street - Marmion Street to Fletcher Street - Western Side	\$46,226	-	0%
E12792	Infr - Footpath Renewal - Marmion Street - Hubble Street to Sewell Street - Northern Side	\$13,289	-	0%
E12793	Infr - Footpath Renewal - Oakover Street - Millenden Street to Canning H'way - Western Side	\$4,623	23,388	506%
E12794	Infr - Footpath Renewal - Penshurst Street - Pier Street to View Terrace - Eastern Side	\$13,289	-	0%
E12795	Infr - Footpath Renewal - Petra Street (slabs) - Fraser Street to View Terrace - Western Side	\$34,669	34,417	99%
E12796	Infr - Footpath Renewal - St. Peters Road - Sewell Street to King Street - Southern Side	\$28,891	-	0%
E12797	Infr - Footpath Renewal - Walter Street - Canning H'way to Fraser Street - Western Side	\$46,226	27,617	60%
E12798	Infr - Footpath Renewal - Windsor Road - Canning H'Way to Fraser Street - Eastern Side	\$40,445	32,838	81%
	Footpath Infrastructure Sub-Total	\$344,956	\$118,261	34%
E12776	Inf - Roads - Reconstruct Pavement - Aldgate Place	\$9,245	-	0%
E12777	Inf - Roads - Road Resurfacing - Andrews Road	\$29,794	2,409	8%
E12778	Inf - Roads - Road Resurfacing - Clayton Street	\$24,269	2,367	10%
E12747	Inf - Roads - Parking Machines	\$75,000	-	0%
E12779	Inf - Roads - Road Resurfacing - Fletcher Street	\$62,405	35,985	58%
E12780	Inf - Roads - Road Resurfacing - George Street	\$19,461	15,998	82%
E12781	Inf - Roads - Road Resurfacing - King Street	\$60,094	-	0%
E12782	Inf - Roads - Road Resurfacing - Moss Street	\$14,303	11,758	82%
E12783	Inf - Roads - Road Resurfacing - Munro Street	\$19,617	-	0%
E12784	Inf - Roads - Road Resurfacing - Riverside Road Carpark 7	\$19,345	452	2%
E12785	Inf - Roads - Road Resurfacing - Silas Street	\$17,335	-	0%
E12786	Inf - Roads - Road Resurfacing - View Terrace	\$17,335	-	0%
E12787	Inf - Roads - Road Resurfacing - Wolsely Road	\$17,335	1,607	9%
E12788	Inf - Roads - Road Resurfacing - Woodhouse Road	\$83,206	-	0%
E11603	Inf - East Fremantle Tennis Club - Court Resurfacing	\$49,624	-	0%
E12799	Inf - Town Depot Car Park Resurface	\$12,195	483	4%
E12800	Inf - Road Resurfacing - Eastern Street	\$12,143	-	0%
E12805	Inf - New Town Entry Statement	\$86,673	1,044	1%
	Road Infrastructure Sub-Total	\$629,379	\$72,102	11%

000217	TRANSFER TO LEGAL FUNDS RESERVE	\$3,470	-	0%
000221	TRANSFER TO PLANT RESERVE	\$6,312	-	0%
000224	TRANSFER TO STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	\$163,753	-	0%
000225	TRANSFER TO STAFF LEAVE RESERVE	\$9,929	-	0%
000226	TRANSFER TO OFFICE RESERVE	\$1,850	-	0%
000228	TRANSFER TO CIVIC BUILDING RESERVE	\$15,360	-	0%
000229	TRANSFER TO HACC RESERVE	\$5,286	-	0%
000251	TRANSFER TO ARTS & SCULPTURE RESERVE	\$48,579	-	0%
000341	TRANSFER FROM STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	-\$460,000	-	0%
000343	TRANSFER FROM OFFICE RESERVE	-\$149,842	-	0%
000344	TRANSFER FROM UNSPENT GRANTS RESERVE	-\$186,251	186,251	100%
000350	TRANSFER FROM CIVIC BUILDING RESERVE	-\$1,244,169	-	0%
		-\$2,040,262	186,251	9%
Infrastructure Assets Total		\$1,820,792	\$736,571	40%
Total All Capital Works		\$4,451,849	\$2,862,714	64%

**RATES BALANCES
28 FEBRUARY 2018**

27-February-2018					Levied	GST	Receipts	Balance
Rates - Current					7,568,592.51	0.00	6,527,401.90	1,041,190.61
Rates - Arrears					221,007.27	0.00	122,733.73	98,273.54
Interest					51,603.08		21,140.55	30,462.53
Legal Costs - Current					8,406.70	0.00	676.17	7,730.53
Excess Receipts					0.00	0.00	34,179.78	-34,179.78
Back Rates 13/14					9.14		0.00	9.14
Back Rates 16/17					3,007.41		2,810.63	196.78
Additional Recycling Bin					2,250.00	0.00	2,250.00	0.00
Additional Refuse Bin					8,717.13		8,380.83	336.30
Additional Refuse - Arrears					650.38	0.00	404.38	246.00
ESL Penalty Current					3,155.91	0.00	1,393.12	1,762.79
ESL Penalty Arrears					2,864.26	0.00	1,299.78	1,564.48
Instalment Admin Fee Current					41,613.00		41,613.00	0.00
Instalment Interest Current					40,279.06	0.00	40,279.06	0.00
Refuse & Recycling Service					85,500.00		84,500.00	1,000.00
Refuse & Recycling Service					491.00	0.00	491.00	0.00
Swimming Pool					8,210.84		8,062.04	148.80
Swimming Pool - Arrears					119.89		105.49	14.40
Emergency Services Levy - Current					1,245,084.26	0.00	1,086,708.80	158,375.46
Emergency Services Levy - Arrears					22,887.47	0.00	11,086.10	11,801.37
3288 Properties					9,314,449.31	0.00	7,995,516.36	1,318,932.95
Less Deferred Rates - GL Account 10001070								-52,576.76
Less Deferred ESL - GL Account 10001070								-4,861.06
BALANCE OF COLLECTIBLE RATES AS AT 28 FEBRUARY 2018								1,261,495.13
TOTAL GRV VALUATIONS AS AT 28 FEBRUARY 2018							107649955	
TOTAL % OF COLLECTIBLE OUTSTANDING RATES AS AT 28 FEBRUARY 2018							13.54	

GL Balances		
RATES CONTROL ACCOUNT	10001060	1,126,963.06
ESL CONTROL ACCOUNT	10001110	168,711.85
EXCESS RATES	10001240	-34,179.78
DEFERRED RATES	10001070	57,437.82
GL TOTAL		1,318,932.95
LESS RATES TRIAL BALANCE		1,318,932.95
VARIANCE		0.00

MONTHLY ADVICE OF DEBTS WRITTEN OFF

PARKING INFRINGEMENTS WRITTEN OFF FOR THE MONTH OF FEBRUARY 2018

- Current Infringements deemed uncollectable	\$998.00
- Interstate/overseas Infringements deemed uncollectable	\$0.00
	\$998.00

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

For the Period 1 July to 28 February 2018

NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position	YTD Actual \$	2017/18 Budget \$
Cash - Unrestricted	2,783,259	538,968
Cash - Restricted Reserves	3,288,576	1,470,550
Receivables	1,428,603	-
	7,500,438	2,009,518
LESS: CURRENT LIABILITIES		
Payables and Provisions	(1,413,988)	(936,141)
NET CURRENT ASSET POSITION	6,086,450	1,073,377
Less: Cash - Restricted	(3,288,576)	(1,470,550)
Add: CashBacked Leave Reserve	397,173	397,173
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	3,195,047	(0)

Restricted Cash Breakup

Plant Replacement Reserve	255,510	258,792
Staff Leave Reserve	401,940	407,102
Office Reserve	149,768	0
Legal Costs Reserve	140,478	142,282
HACC Reserve	213,988	216,737
Strategic Plan Reserve	556,737	253,888
Civic Buildings Reserve	1,243,557	0
Unspent Grants	181,708	0
Arts & Sculpture Reserve	144,889	191,749
	3,288,576	1,470,550

12.2.2 Accounts for Payment – February 2018

File ref	F/FNS2
Prepared by	Terry Paparone, Acting Executive Manager Corp & Comm Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	20 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly List of Payments – February 2018

Purpose

For Council to receive the monthly list of accounts paid.

Executive Summary

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

It is therefore recommended that Council receives the Lists of Accounts paid for the period 1 February to 28 February 2018, as per the summary table.

Background

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

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

Consultation

Nil.

Statutory Environment

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

Policy Implications

Policy F8.1 Ordering of Goods and Services.

Financial Implications

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

Strategic Implications

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

STRATEGIC PRIORITY 5: Leadership and Governance

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

Site Inspection

Not applicable.



Comment

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

12.2.2 OFFICER RECOMMENDATION

That the list of accounts paid for the period 1 February to 27 February 2018 be received, as per the following summary table:

FEBRUARY 2017		
Voucher No	Account	Amount
5136 – 5139	Municipal (Cheques)	6,833.07
EFT25340 – EFT25482	Electronic Transfer Funds	\$393,553.60
Payroll	Electronic Transfer Funds	\$236,978.80
Superannuation	Electronic Transfer Funds	\$37,423.64
Credit Card	Corporate Credit Card	\$1,776.51
	Total Payments	\$676,565.62

TOWN OF EAST FREMANTLE					
List of Accounts paid by the Chief Executive for February 2017 & submitted for the information of the Council Meeting to be held on Tuesday, 20 March 2018					
Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
CHEQUES				\$	\$
5136	07/02/2018	TOEF	RESPITE CENTRE PETTY CASH RECOUP 30/01/18	188.00	188.00
5137	16/02/2018	TOEF	ADMIN PETTY CASH RECOUP 31/01/18	88.10	88.10
5138	16/02/2018	WATER CORPORATION	WATER USE AND SERVICE CHARGES AT VARIOUS LOCATIONS	6,516.87	6,516.87
5139	16/02/2018	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY RENEWAL FEE - JETTY NUMBER 1381	40.10	40.10
			CHEQUE TOTAL	\$ 6,833.07	\$ 6,833.07
EFTs		Supplier	Description	Inv Amount	EFT
EFT25340	07/02/2018	AUSTRALIA POST	POSTAGE COSTS DECEMBER 17	1,634.67	1,634.67
EFT25341	07/02/2018	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS JANUARY 18	82.35	82.35
EFT25342	07/02/2018	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS JANUARY 18	992.72	992.72
EFT25343	07/02/2018	BUNNINGS	VARIOUS HARDWARE ITEMS	238.31	
			VARIOUS HARDWARE MATERIALS	119.75	
			KEY REPLACEMENT	28.50	386.56
EFT25344	07/02/2018	OFFICEMAX AUSTRALIA LTD	ADMIN & DEPOT STATIONERY 10/01/18	553.88	553.88
EFT25345	07/02/2018	BIG W	PURCHASE 2 X 55L WILLOW WHEELIE COOLERS FOR HACC	138.00	138.00
EFT25346	07/02/2018	COMMUNITY NEWSPAPERS	ADVERTISING - CHRISTMAS CLOSURE AND RUBBISH COLLECTION ARRANGEMENTS	317.30	317.30
EFT25347	07/02/2018	DOGS REFUGE HOME	IMPOUNDING FEES - AUG - DEC 17 - 9 DOGS	217.80	217.80
EFT25348	07/02/2018	LANDGATE	LAND ENQUIRIES X 9 - JANUARY 18	25.30	25.30
EFT25349	07/02/2018	FREMANTLE HERALD	ADVERTISEMENTS - ELECTORS MEETING	184.08	
			ADVERTISEMENTS - PUBLIC ART PANEL	138.07	322.15
EFT25350	07/02/2018	GLYDE IN COMMUNITY GROUP	THIRD QUARTER OF 17/18 ANNUAL GRANT	23,100.00	23,100.00
EFT25351	07/02/2018	IMPRINT PLASTIC	BADGES - NAME BADGES & RANGER IDENTIFICATION BADGES	128.70	128.70
EFT25352	07/02/2018	OPTUS	MOBILE PHONE USE 22/12/17 - 21/01/18	308.48	308.48
EFT25353	07/02/2018	MAYOR JIM O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE FOR FEBRUARY 18	3,633.00	3,633.00
EFT25354	07/02/2018	SUEZ ENVIRONMENT RECYCLING & WASTE RECOVERY	SCHEDULED WASTE COLLECTION 46 EAST STREET - NOVEMBER 17	2,328.22	2,328.22
EFT25355	07/02/2018	SOUTH WEST GROUPS	2017/2018 MEMBER COUNCIL CONTRIBUTIONS IN RESPECT OF SWG ADMIN & PROJECTS - SECOND INSTALMENT - JANUARY 2018	20,999.00	20,999.00
EFT25356	07/02/2018	O'CONNOR LAWNMOWER & CHAINSAW CENTRE	5L HP SUPER 2 STROKE OIL	110.00	
			REPAIRS TO HT-101 POLE SAW	187.30	
			PURCHASE OF NEW HT-101 POLE SAW	1,479.00	
			REPAIRS TO MS 261 CHAINSAW	187.80	1,964.10
EFT25357	07/02/2018	TELSTRA	TOWN HALL PHONE LINES	79.70	
			CEO MOBILE PHONE 16/12/17 - 15/01/18	60.00	139.70
EFT25358	07/02/2018	WORK CLOBBER	DEPOT STAFF UNIFORM -VARIOUS	594.91	
			RANGER UNIFORM	107.73	702.64
EFT25359	07/02/2018	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	10,462.85	10,462.85
EFT25360	07/02/2018	ZIPFORM PTY LTD	2ND OF 2 INSTALMENTS & 3RD OF 4 INSTALMENTS - RATES NOTICES + INTERNATIONAL POSTAGE	2,579.16	2,579.16
EFT25361	07/02/2018	FASTA COURIERS	COURIER COSTS 15/01/18 - 31/01/18	56.86	56.86
EFT25362	07/02/2018	STEANN PTY LTD	ANNUAL BULK RUBBISH VERGE COLLECTION 27/11/17 - 01/12/17	20,652.91	
			CLEAR BUND AREA GREEN WASTE AND TRANSPORT TO RECYCLING SITE	2,288.00	22,940.91
EFT25363	07/02/2018	TREE PLANTING & WATERING	TREE WATERING FOR JANUARY - 29/12/17 - 23/01/18,	6,729.84	
			TREE WATERING FOR DECEMBER - 28/11/17 - 22/12/17	6,729.84	13,459.68
EFT25364	07/02/2018	ALSCO PTY LTD	SANITARY SERVICES FOR DOVENBY, OLD POLICE STATION & DEPOT	28.57	28.57
EFT25365	07/02/2018	KOOL LINE ELECTRICAL & REFRIGERATION	REPAIR FAULTY BBQ AT JOHN TONKIN RESERVE	635.00	
			CHECK POWER POINTS AND RCD - MIDDLE JETTY IN FRONT OF LEFT BANK	215.00	850.00
EFT25366	07/02/2018	SOUTHERN METROPOLITAN REGIONAL COUNCIL	GREEN WASTE GATE FEES JANUARY 18 - 01/01/18 - 31/01/18	180.00	
			OVER COMPACTION FOR JANUARY 2018 - 01/01/18 - 31/01/18	67.76	
			MRF GATE FEES FOR JANUARY 18 - 01/01/18 - 31/01/18	1,538.27	

			GREEN WASTE GATE FEES JANUARY 18 01/01/18 - 31/01/18	1,690.60	
			MSW GATE FEES FOR JANUARY 18 15/01/18 - 31/01/18	32,765.40	36,242.03
EFT25367	07/02/2018	BUILDING COMMISSION	BUILDING SERVICES LEVY COLLECTED DECEMBER 17	1,192.45	1,192.45
EFT25368	07/02/2018	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA	INDUCTION TO LOCAL GOVERNMENT PROGRAM- TRAINING COURSE	335.00	335.00
EFT25369	07/02/2018	SATELLITE SECURITY SERVICES	SECURITY MONITORING FOR PERIOD 1/1/18 to 30/4/18 - DOVENBY HOUSE, DEPOT, OLD POLICE STATION, TOWN HALL	972.68	972.68
EFT25370	07/02/2018	STRATA GREEN	16 X 500ml BOTTLES OF AQUAPRO BIONATURAL ALGAWAY	457.60	457.60
EFT25371	07/02/2018	CR. JENNY HARRINGTON	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25372	07/02/2018	KERB DOCTOR	REPAIR OF KERBS - JAN 18 - VARIOUS LOCATIONS	3,226.30	3,226.30
EFT25373	07/02/2018	WOOLWORTHS	WEEKLY SHOPPING FOR RESPITE CENTRE 22/01/18	238.60	
			WEEKLY SHOPPING FOR RESPITE CENTRE 29/01/18	170.67	409.27
EFT25374	07/02/2018	IAN LUSH & ASSOCIATES	BUILDING CERTIFICATION SERVICES - TOWN HALL RENOVATIONS	528.00	528.00
EFT25375	07/02/2018	CR. CLIFF COLLINSON	SITTING FEES FOR FEBRUARY 18	1,292.00	1,292.00
EFT25376	07/02/2018	SIFTING SANDS	SAND CLEAN VARIOUS PARKS AND RESERVES	4,241.60	4,241.60
EFT25377	07/02/2018	ASSA ABLOY ENTRANCE SYSTEMS AUSTRALIA PTY LTD	MAINTENANCE TO AUTOMATIC DOOR TOWN HALL	415.25	415.25
EFT25378	07/02/2018	CR. DEAN NARDI	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25379	07/02/2018	CLEANAWAY	DOMESTIC REFUSE, DOMESTIC RECYCLING, COMMERCIAL REFUSE, LITTER BINS, DEPOT & RIVERSIDE ROAD SERVICES TO 01/12/17	9,019.33	9,019.33
EFT25380	07/02/2018	LANDSCAPE YARD O'CONNOR	CRUSHED LIMESTONE AND CREAM CEMENT	87.00	87.00
EFT25381	07/02/2018	CITY OF ARMADALE	LONG SERVICE LEAVE RECOUP - FORMER STAFF MEMBER - FOR PERIOD 24/05/07 - 04/10/08	765.69	765.69
EFT25382	07/02/2018	KONICA MINOLTA BUSINESS SOLUTIONS	KONICA MINOLTA BIZHUB C658 - OLD POLICE STATION - COPY CHARGES 13/12/17 - 12/01/18	314.31	314.31
EFT25383	07/02/2018	CARINYA OF BICTON	MEALS FOR HACC CENTRE BASED DAY CARE FOR NOVEMBER 2017 - 01/11/17 - 17/11/17	624.80	
			MEALS FOR HACC CENTRE BASED DAY CARE FOR NOVEMBER 2017 - 18/11/17 - 30/11/17	552.20	
			MEALS FOR HACC CENTRE BASED DAY CARE FOR DECEMBER 2017 01/12/17 - 16/12/17	431.20	1,608.20
EFT25384	07/02/2018	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH FEES - NOVEMBER 17 101 SUCCESSFUL, 9 UNSUCCESSFUL AND 2 X MANUAL SEARCHES	404.50	
			VEHICLE SEARCH FEES - DECEMBER 18 - 101 SUCCESSFUL, 3 UNSUCCESSFUL & 1 MANUAL	366.40	770.90
EFT25385	07/02/2018	THE TURBAN INDIAN RESTAURANT	CATERING 30/1/18	67.35	67.35
EFT25386	07/02/2018	EAST FREMANTLE LACROSSE CLUB	KIDSPORT INVOICE	180.00	180.00
EFT25387	07/02/2018	VALENTINE'S CAMERA HOUSE FREMANTLE	PURCHASE 1 x TG 5 OLYMPUS CAMERA FOR RANGERS	649.00	649.00
EFT25388	07/02/2018	THE WORKWEAR GROUP	STAFF UNIFORM - VARIOUS STAFF	1,824.30	1,824.30
EFT25389	07/02/2018	LANDGATE	GRV INTERIM VALUATIONS DATED 30/12/17 TO 26/01/18	160.40	160.40
EFT25390	07/02/2018	CR. MICHAEL MCPHAIL	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE FOR FEBRUARY 18	1,867.00	1,867.00
EFT25391	07/02/2018	CR. TONY WATKINS	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25392	07/02/2018	HORIZON WEST LANDSCAPE & IRRIGATION PL	REPLACE TWO RETIC VALVES AT JOHN TONKIN PARK	1,257.16	
			MODEM REPLACEMENT - EAST FREMANTLE OVAL	1,198.36	2,455.52
EFT25393	07/02/2018	SNAP PRINTING	REPLY PAID ENVELOPES x 1000	308.10	308.10
EFT25394	07/02/2018	CR. ANDREW MCPHAIL	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25395	07/02/2018	CR. ANDREW WHITE	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25396	07/02/2018	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	MONTHLY CHARGES FOR PARKING MACHINES INCL LICENCE AND COMMUNICATION COSTS - JANUARY 18	165.00	165.00
EFT25397	07/02/2018	SPECIALISED SECURITY SHREDDING	3 x 240 LITRE DESTRUCTION BIN SERVICE	40.48	40.48
EFT25398	07/02/2018	BEST CONSULTANTS	ELECTRICAL DESIGN AND CONTRACT DOCUMENTATION/CONTRACT ADMINISTRATION - TOWN HALL RENOVATION - PHASE 3 - CONTRACT ADMINISTRATION 100% COMPLETE	759.00	759.00
EFT25399	07/02/2018	STEENS GRAY & KELLY PTY LTD	MECHANICAL DESIGN AND CONTRACT DOCUMENTATION/CONTRACT ADMINISTRATION - TOWN HALL RENOVATIONS - CLAIM 10 - 100% OF THE CONTRACT ADMINISTRATION PHASE OF THE PROJECT	935.00	935.00
EFT25400	07/02/2018	SIMPLEPAY SOLUTIONS PTY LIMITED	SIMPLE PAY CREDIT CHARGE TRANSACTIONS FOR LEEUWIN BOAT RAMP JANUARY 18	248.29	248.29
EFT25401	07/02/2018	BPA ENGINEERING	PROVIDE STRUCTURAL CONSULTANCY SERVICES FOR TOWN HALL REFURBISHMENT - CONTRACT ADMINISTRATION 100% COMPLETE	1,672.00	1,672.00
EFT25402	07/02/2018	AUSSIE NATURAL SPRING WATER	SUPPLY OF WATER BOTTLES FOR FILTER - OLD POLICE STATION	60.50	
			SUPPLY OF WATER BOTTLES FOR FILTER - OLD POLICE STATION	13.40	73.90
EFT25403	07/02/2018	PETER HUNT ARCHITECT	TOWN HALL REFURBISHMENT - STAGE 6	6,600.00	6,600.00

EFT25404	07/02/2018	AXIIS CONTRACTING PTY LTD	REPAIR FOOTPATH ON CLAYTON STREET	17,478.61	
			REPAIRS TO KERBS IN VARIOUS LOCATIONS AS DIRECTED	9,350.00	
			REPAIRS TO KERBS - CLAYTON STREET PRIOR TO ROAD RESURFACING	9,134.41	35,963.02
EFT25405	07/02/2018	TREE'S A CROWD TREE CARE	TREE REMOVAL AT WALTER AND WOODHOUSE STREET	3,960.00	3,960.00
EFT25406	07/02/2018	PROPERTY VALUATIONS & ADVISORY (WA) PTY LTD - PVAWA	CURRENT MARKET VALUATION REPORT FOR POTENTIAL LEASE 2 X PROPERTIES	2,750.00	2,750.00
EFT25407	07/02/2018	MERGER CONTRACTING PTY LTD T/AS J & M ASPHALT	KERBING - PETRA STREET - PROGRESS CLAIM 3	4,407.70	4,407.70
EFT25408	07/02/2018	Cr. TONY NATALE	SITTING FEES & ICT ALLOWANCE FOR FEBRUARY 18	1,542.00	1,542.00
EFT25409	07/02/2018	K - LINE FENCING GROUP	REPAIRS TO FENCE AROUND BASKETBALL COURT AS DIRECTED AT GLASSON PARK	4,380.20	4,380.20
EFT25410	07/02/2018	ACO PTY LTD	PURCHASE 5 M OF GRATED DRAIN	727.10	727.10
EFT25411	07/02/2018	WA CONTRACT RANGER SERVICES PTY LTD	CONTRACT RANGER - 27/12/17 - 12/01/18	4,325.75	4,325.75
EFT25412	07/02/2018	ANITA DOWNES	FOOD TRUCK FEB - BUSKER RETAINER x 2: THURSDAY 1 - 6PM TO 9PM	50.00	50.00
EFT25413	07/02/2018	SOLAR GAIN PV PTY LTD	FULLY INSTALLED SOLAR PV SYSTEM - EAST FREMANTLE BOWLING CLUB - MILESTONE 1 ACCEPTANCE OF PROPOSAL	1,305.60	1,305.60
EFT25414	07/02/2018	SHIRE OF MORAWA	LONG SERVICE LEAVE LIABILITY FOR FORMER EMPLOYEE FOR PERIOD 23/10/06 - 23/09/11	17,213.15	17,213.15
EFT25415	07/02/2018	TRG (WA) PTY LTD T/A THE RETIC GROUP	REPAIRS TO IRRIGATION DAMAGED DURING ROADWORKS	652.30	
			REPAIRS TO IRRIGATION DAMAGED DURING ROADWORKS	600.60	1,252.90
EFT25416	07/02/2018	AE MACLIVER & BW WEST	RATES REFUND	198.75	198.75
EFT25417	07/02/2018	TREVOR & JACINTA O'CONNOR	REFUND OF OVERPAYMENT OF PARKING TICKET - LAUNCHING RAMP CAR PARK	12.00	12.00
EFT25418	07/02/2018	G C ROSEVEAR	REFUND OF OVERPAYMENT OF PARKING TICKET - LAUNCHING RAMP CAR PARK	12.00	12.00
EFT25419	07/02/2018	BEN TAYLOR	REFUND OF OVERPAYMENT OF PARKING TICKET - LAUNCHING RAMP CAR PARK	24.00	24.00
EFT25420	07/02/2018	CALTEX	FUEL USE JANUARY 2018	4,815.30	4,815.30
EFT25421	12/02/2018	TOWN OF EAST FREMANTLE	MOORING PEN BOND TO BE RECEIPTED TO O/S DEBTOR	1,840.00	
			MOORING PEN BOND TO BE RECEIPTED TO O/S DEBTOR	2,400.00	4,240.00
EFT25422	12/02/2018	IMPERIAL HOMES	BOND REFUND	1,500.00	1,500.00
EFT25423	12/02/2018	RONALD MCGILL	BOND REFUND	2,450.00	2,450.00
EFT25424	12/02/2018	DOMINIC MCKENNA & MARY ANNE KENNY	BOND REFUND	1,500.00	1,500.00
EFT25425	12/02/2018	ROKBUILD P/L	BOND REFUND	1,500.00	1,500.00
EFT25426	12/02/2018	FIONA VALESINI	BOND REFUND	1,500.00	1,500.00
EFT25427	12/02/2018	DANIEL RYAN	BOND REFUND	2,000.00	2,000.00
EFT25428	12/02/2018	JOSEPH LARKIN	BOND REFUND	1,500.00	1,500.00
EFT25429	12/02/2018	IAIN KIRKALDY	BOND REFUND	1,500.00	1,500.00
EFT25430	12/02/2018	CMM CARPENTRY PTY LTD	BOND REFUND	1,500.00	1,500.00
EFT25431	12/02/2018	MERENDINO HOMES	BOND REFUND	5,034.50	5,034.50
EFT25432	16/02/2018	AUSTRALIA POST	POSTAGE COSTS JANUARY 18	1,477.43	1,477.43
EFT25433	16/02/2018	CONSTRUCTION TRAINING FUND	CONSTRUCTION TRAINING FUND COLLECTED JANUARY 18	665.93	665.93
EFT25434	16/02/2018	BUNNINGS	VARIOUS HARDWARE ITEMS AS LISTED	1,431.48	1,431.48
EFT25435	16/02/2018	COMMUNITY NEWSPAPERS	ADVERTISING OF LOCAL PLANNING POLICY - WOOD ENCOURAGEMENT POLICY	141.02	
			ADVERTISING ELECTORS' MEETING & PUBLIC ART PANEL NOMINATIONS	282.04	
			ADVERTISEMENT - FOOD TRUCK FEBRUARY 2018 - 22 JANUARY 2018	423.06	846.12
EFT25436	16/02/2018	CITY OF MELVILLE	CONTRIBUTION TO FOGO TRIAL COSTS AS PER SMRC AGREEMENT	5,335.00	5,335.00
EFT25437	16/02/2018	FREMANTLE HERALD	ADVERTISING - EOI - OLD POLICE STATION & DOVENBY HOUSE	230.12	230.12
EFT25438	16/02/2018	MELVILLE TOYOTA	LOG BOOK SERVICE TOYOTA CAMRY 1GET820	385.21	385.21
EFT25439	16/02/2018	ST JOHNS AMBULANCE ASSOCIATION	EAST FREMANTLE FESTIVAL 2017 - FIRST AID	450.45	450.45
EFT25440	16/02/2018	TELSTRA	HACC MOBILE PHONE	9.98	9.98
EFT25441	16/02/2018	WA FIRE PROTECTION	FIRE EQUIPMENT INSPECTION FOR HACC	94.71	94.71
EFT25442	16/02/2018	ALCHEMY TECHNOLOGY	COMMONWEALTH HOME SUPPORT MODULE. SOFTWARE UPGRADE.	4,144.25	4,144.25
EFT25443	16/02/2018	BUILDING COMMISSION	BUILDING SERVICES LEVY COLLECTED JANUARY 18	929.30	929.30
EFT25444	16/02/2018	LOCAL GOVERNMENT PROFESSIONALS WA	REGISTRATION - FINANCE PROFESSIONALS CONFERENCE 1/3/2018	735.00	735.00
EFT25445	16/02/2018	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	WALGA FORUM - LAND USE PLANNING FOR IMPROVED ENVIRONMENTAL OUTCOMES - TOWN PLANNING STAFF	176.00	
			TRAINING - DEALING WITH DIFFICULT CUSTOMERS	567.00	743.00

EFT25446	16/02/2018	PETRA CLEAN	CLEANING OF SUMPTON GREEN, DEPOT, DOVENBY, POLICE STATION, TRICOLORE - JAN 18 + CLEANING CONSUMABLES	4,802.94	4,802.94
EFT25447	16/02/2018	KERB DOCTOR	KERB REPAIRS IN SILAS STREET AND OAKOVER STREET	1,623.60	1,623.60
EFT25448	16/02/2018	WOOLWORTHS	WEEKLY SHOPPING FOR RESPITE CENTRE 05/02/18	121.10	
			WEEKLY SHOPPING FOR RESPITE CENTRE 12/02/18	129.91	251.01
EFT25449	16/02/2018	KELYN TRAINING SERVICES	RENEWAL OF TRAFFIC MANAGEMENT COURSE - 4 PARTICIPANTS, WORK SAFELY COMPONENTS - 4 PARTICIPANTS	2,680.00	2,680.00
EFT25450	16/02/2018	DAVID GRAY & CO. PTY LTD	30 DARK GREEN 240L BINS WITH GREEN LIDS AND 30 LIGHT GREEN 240L BINS WITH YELLOW LIDS	2,287.56	2,287.56
EFT25451	16/02/2018	INCREDIBLE CREATURES MOBILE FARM	EAST FREMANTLE FESTIVAL 2017 - BABY ANIMAL FARM	990.00	990.00
EFT25452	16/02/2018	THE PAPER COMPANY OF AUSTRALIA	A3 & A4 COPY PAPER	66.55	66.55
EFT25453	16/02/2018	HYDRO JET	REMOVAL GRAFFITI - LOWER VIEW TCE & GORDON; 56A VIEW TCE; CNR VIEW TCE & CLAYTON ST	522.50	522.50
EFT25454	16/02/2018	CARINYA OF BICTON	HACC MEALS FOR RESPITE CENTRE 01/01/18 - 12/01/18	492.80	
			HACC MEALS FOR RESPITE CENTRE 13/01/18 - 31/01/18,	255.20	748.00
EFT25455	16/02/2018	FOODWORKS EAST FREMANTLE	ADMIN & WORKS CONSUMABLES JAN 18	138.63	138.63
EFT25456	16/02/2018	OFFICEWORKS	2 X PIN BOARDS FOR HACC	47.76	
			GOLD REFLEX PAPER AND PRINTING FOR HACC	55.33	103.09
EFT25457	16/02/2018	FOCUS NETWORKS	SCHEDULED SUPPORT + HELPDESK AND MONTHLY SERVER UPDATES 16/01/18 - 31/01/18	2,114.42	
			SCHEDULED SUPPORT + HELPDESK AND MONTHLY SERVER UPDATES 02/01/18 - 15/01/18	2,384.47	
			TWO ENGINEERS ATTEND SITE ON SATURDAY FOR SERVER SHUTDOWN. CLEAN SERVER EQUIPMENT. RE-RACK AND POWER ON SERVERS - 13/01/2018	1,336.50	
			EMAIL PROTECTION SERVICE 44 MAIL BOXES -FEB 18, ONLINE BACKUP & DISASTER RECOVERY SERVICE - FEB 18, HOSTED ANTIVIRUS - 50 NODES - FEB 18	1,401.07	7,236.46
EFT25458	16/02/2018	ACCESSIBLE TRANSIT SPECIALISTS	ANNUAL HOIST SERVICE FOR BUS 1DTB605	220.00	
			ANNUAL HOIST SERVICE FOR BUS 1DXU938	220.00	440.00
EFT25459	16/02/2018	ENVIRO SWEEP	STREET SWEEPING OF DESIGNATED STREETS MONTH OF JAN 18	5,637.50	5,637.50
EFT25460	16/02/2018	WA POLICE	10 X VOLUNTEER POLICE CLEARANCES HACC STAFF	149.00	149.00
EFT25461	16/02/2018	THE WORKWEAR GROUP	STAFF UNIFORM - VARIOUS STAFF	412.45	412.45
EFT25462	16/02/2018	THE INFORMATION MANAGEMENT GROUP (TIMG)	OFFSITE TAPE STORAGE ARCHIVE 01/01/18-31/01/18	153.48	153.48
EFT25463	16/02/2018	FUJI XEROX	FUJI XEROX DC5C6675T - DOVENBY HOUSE - COPY CHARGES 01/01/18 - 31/01/18	356.66	356.66
EFT25464	16/02/2018	MICHAEL VAUGHAN	GARDEN WALL / REMOVE & CLEAN BRICKS / RENDER PETRA STREET	929.00	929.00
EFT25465	16/02/2018	BREADBOX MARKETING	VIDEO - TOWN HALL REFURBISHMENT - SHORT FILM - 50% OF ESTIMATE	1,798.50	1,798.50
EFT25466	16/02/2018	ACID TEA	EAST FREMANTLE FESTIVAL 2017 - ENTERTAINMENT	300.00	300.00
EFT25467	16/02/2018	VOCUS COMMUNICATIONS	INTERNET SERVICE (HACC) 01/03/18 - 01/04/18,	50.00	
			UNLIMITED INTERNET SERVICE ENHANCED FIBRE 20MBPS - 135 CANNING HWY 01/03/18 - 31/03/18,	1,864.50	
			SESSION INITIATION PROTOCOL (SIP) LINES / SERVICES CHARGES FOR VOICE OVER INTERNET PROTOCOL (VOIP) 01/03/18 - 01/04/18,	483.33	2,397.83
EFT25468	16/02/2018	MARKET CREATIONS	CORPORATE STYLE GUIDE - ADDITION LETTERHEAD FOLLOWER	286.00	286.00
EFT25469	16/02/2018	MOORE STEPHENS (WA)	WALGA TAX WEBINAR SERIES 23/02/18, 20/04/18, 25/05/18 - FINANCE STAFF	577.50	577.50
EFT25470	16/02/2018	ZIRCODATA	OFFSITE STORAGE, TRANSPORTATION, LODGEMENT AND PURCHASE OF BARCODES AND BOXES FOR 12 MONTHS 26/12/17 - 25/01/18	42.14	42.14
EFT25471	16/02/2018	AUSSIE NATURAL SPRING WATER	SUPPLY OF WATER BOTTLES FOR FILTER - OLD POLICE STATION 08/02/18	13.40	13.40
EFT25472	16/02/2018	IRON MOUNTAIN	UPLIFT AND STORAGE RETENTION, BARCODES FOR VAULT STORAGE 01/02/18 - 28/02/18	9.50	9.50
EFT25473	16/02/2018	LIONS CLUB OF EAST FREMANTLE	REIMBURSEMENT OF COSTS OF HIRE OF TOILETS FOR MARKETS	345.40	345.40
EFT25474	16/02/2018	MERGER CONTRACTING PTY LTD T/AS J & M ASPHALT	FOOTPATH WORKS AS PER RFT04 1718 ON OAKOVER STREET	25,727.20	
			FOOTPATH WORKS AS PER RFT04 1718 ON WALTER ROAD	6,075.80	31,803.00
EFT25475	16/02/2018	KIM NGUYEN	EAST FREMANTLE FESTIVAL 2017 - 2 X FACE PAINTER, 6 HOURS EACH	960.00	960.00
EFT25476	16/02/2018	MAD HAT MEDIA PTY LTD	ANNUAL EVENT FLYER (JAN-JUN 2018) ARTWORK	363.00	363.00
EFT25477	16/02/2018	S O'GRADY ENTERPRISES	EAST FREMANTLE FESTIVAL 2017 - MOBILE SKIP BIN	330.00	330.00
EFT25478	16/02/2018	APC COMMERCIAL STORAGE SOLUTIONS	SUPPLY COMPACTUS + 267 WIRE FILE RACKS FOR TOWN HALL AS PER QUOTE NO SQ065746 15/1/18, GST	10,670.00	10,670.00
EFT25478	16/02/2018	APC COMMERCIAL STORAGE SOLUTIONS	PAYMENT CANCELLED -FAULTS TO BE RECTIFIED	-10,670.00	-10,670.00
EFT25479	16/02/2018	SEASHORE ENGINEERING	FORESHORE STABILISATION ADVISORY SERVICES - JOHN TONKIN PARK	1,379.40	1,379.40
EFT25480	16/02/2018	BUZZ ENTERPRISES PTY LTD TRADING AS SIFTING SANDS	SAND CLEAN AT GLASSON PARK	792.00	792.00

EFT25481	16/02/2018	SHAWSETT TRAINING & SAFETY	HACC BUS DRIVER ASSESSMENTS 11 DECEMBER 2017	1,980.00	1,980.00
EFT25482	16/02/2018	THE RARE FLOWER	REFUND OF FOOD VAN FEES FOR 01/02/18 - REFUND DUE TO LOW PUBLIC ATTENDANCE	60.00	60.00
			EFT TOTAL	\$ 393,553.60	\$ 393,553.60
	Direct Debit	Supplier	Description	Inv Amount	EFT
	DD11052.1	CLICK SUPER	SUPER CREDITORS FEBRUARY 18	\$18,590.74	\$18,590.74
	DD11053.1	CLICK SUPER	SUPER CREDITORS FEBRUARY 18	\$18,832.90	\$18,832.90
			DIRECT DEBIT TOTAL	\$ 37,423.64	\$ 37,423.64
	DATE	CREDIT CARD	SUPPLIER	AMOUNT	
		GARY TUFFIN	SEEK	\$ 302.50	\$ 302.50
			HEWLETT PACKARD	\$ 1,273.59	\$ 1,273.59
			SWAN YACHT CLUB	\$ 200.00	\$ 200.00
			APPLE STORE	\$ 0.42	\$ 0.42
			CREDIT CARD TOTAL	\$ 1,776.51	\$ 1,776.51
			Description	Inv Amount	EFT
			PAYROLL P/E 13/02/18	\$ 117,953.50	\$ 117,953.50
			PAYROLL P/E 27/02/18	\$ 119,025.30	\$ 119,025.30
			PAYROLL TOTALS	\$ 236,978.80	\$ 236,978.80
			GRAND TOTAL	\$ 676,565.62	\$ 676,565.62

12.2.3 East Fremantle Oval Ground Maintenance

Applicant	N/A
File ref	R/RSC7
Prepared by	David Taylor, Executive Manager Corporate & Community Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	20 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. East Fremantle Oval Maintenance Agreement

Purpose

To present Council with an oval maintenance agreement between the Town of East Fremantle and the East Fremantle Football Club (EFFC).

Executive Summary

The Town was approached by the East Fremantle Football Club (EFFC) in December with an expression of interest to take over the full ground maintenance of the East Fremantle Oval, in return for an annual contribution of \$25,000 to undertake the works, and the removal of the 30% game day gate fee.

Background

A Discussion Paper regarding this matter was submitted to the Concept Forum on 16 January 2018 outlining the proposal. Under the proposal EFFC will be responsible the following works;

- Oval mowing - 2 times per week
- Surrounds mowing – once per fortnight
- Turf Renovation
 - Verti-Drain – twice per year
 - Verti-Cut – 2 directions – 1 application
 - Rolla Mow – 1 application
 - Re-Sweep Application
- Fertilising – 9 applications per year
- Irrigation –Maintenance and Operation (does not include bore maintenance or electrical system)
- Line Marking – 22 per year
- Turf Replacement – 350m² per year
- Weed Control – for broadleaf and crab grass – 3 time per year

The company that is preferred by the EFFC to undertake these works is Turfmaster, who stated they have an excellent reputation in turf maintenance of Western Australian Football League (WAFL) grounds standards. Turfmaster currently have contracts with Leederville oval, Claremont oval and NIB Stadium.

Elected members stressed that public access to the grounds is not to be affected in any way by the new arrangement, and that any such agreement should be undertaken on a trial basis for 12 months, and with a termination provision that provides either party may terminate the agreement by giving 2 months written notice.

The proposed agreement has addressed these concerns.

Consultation

Elected members
Chief Executive Officer
East Fremantle Football Club – CEO
Manager Operations

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Under the proposed agreement the Town will be required to make a cash contribution of \$25,000, and no longer charge the 30% game day gate fee.

The EFFC is still responsible for the payment of property rates.

A review has been undertaken in regards to the financial implications, and it has been estimated that the proposed arrangement will save the Town approximately \$6,300pa, and the Town will also have the additional benefit of being able to reallocate the associated plant & labour (fixed costs) that were attached to the oval maintenance to another activity within operations.

If Council were to agree to hand over full maintenance of the oval to the EFFC, it appears there will be financial benefits for both the Town as well as allowing the East Fremantle Football Club to save costs (Keep all game day gate fees).

Strategic Implications

Nil

Site Inspection

Not applicable

Comment

It is recommended that Council formalise a 12 month trial with the East Fremantle Football Club via a written maintenance agreement.

A draft Maintenance Agreement has been prepared by Town staff for Council's consideration.

12.2.3 OFFICER RECOMMENDATION

That Council:

1. accept the proposal from the East Fremantle Football Club to take over the maintenance of the East Fremantle oval grounds for a 12 month trial period as per the *East Fremantle Oval Maintenance Agreement*; and
2. authorise the Mayor and the Chief Executive Officer to sign and affix the Town's Common Seal to the *East Fremantle Oval Maintenance Agreement*.

East Fremantle Oval Maintenance Agreement

Town of East Fremantle

East Fremantle Football Club (Incorporated)

Agreement made this day of 2018

Between **TOWN OF EAST FREMANTLE** (**"Town"**)

And **EAST FREMANTLE FOOTBALL CLUB** (**"Football Club"**)

1. TERM OF AGREEMENT

12 months from the date of execution of this document.

2. SCOPE OF WORK to be completed by EAST FREMANTLE FOOTBALL CLUB

- (1) The Football Club accepts all responsibility for the maintenance of the East Fremantle Oval Grounds and associated grassed areas to an acceptable standard required by the Town and the Western Australian Football League standards, which includes, but not limited to;
 - a. Routine mowing and maintenance of playing field.
 - b. Routine mowing and maintenance of oval surrounds.
 - c. Turf renovations, replacement and establishment (within oval boundaries).
 - d. Applications of fertiliser to oval and surrounds.
 - e. Irrigation maintenance and operation (not including bore maintenance or bore electrical system).
 - f. Line marking.
 - g. Weed control within the oval and surrounds.
 - h. Other items associated with the maintenance of the oval and surrounds.
- (2) The maintenance area is illustrated within the red lined boundaries in Appendix 1.

3. TOWN OF EAST FREMANTLE OBLIGATIONS

- (1) In return for the works to be completed by the Football Club an annual cash payment will be made by the Town equal to \$25,000 per annum. This amount will be paid within 30 days of Execution.
- (2) The Town will waive the 30% gate fees management charge payable by the Football Club, as included within the Lease Agreement, for the term of this agreement.

4. ADDITIONAL CLAUSES

- (1) This Agreement is in relation to the maintenance of the grassed areas, and does not imply nor grant to the Football Club any exclusive rights to the area covered by the Agreement.

5. TERMINATION

- (1) This Agreement may be terminated by either party giving 2 (two) months notice in writing.
- (2) Should the Agreement be terminated under 5(1), the funds provided pursuant to clause 3(1) will be required to be returned to the Town on a pro-rata basis.

Signing Page**EXECUTED**

2018

**THE COMMON SEAL of THE TOWN OF EAST
FREMANTLE** was hereunto affixed in the
presence of:

Mayor

(Print Full Name)

Chief Executive Officer

(Print Full Name)

**THE COMMON SEAL of THE EAST FREMANTLE
FOOTBALL CLUB (INCORPORATED)** was
hereunto affixed pursuant to the constitution
in the presence of each of the undersigned
each of whom hereby declares by the
execution of this document that he or she
holds the office indicated under his or her
name.

Office Holder Sign

Office Holder Sign

Name

Name

Address

Address

Office Held

Office Held



12.2.3 2017/18 Budget Review

File ref	F/ABT1
Prepared by	David Taylor, Executive Manager Corporate & Community Services (EMCCS)
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date	20 March 2018
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Budget Review 2017/18

Purpose

Council is requested to consider the review of the 2017/18 Annual Budget and amending it in accordance with the Operating and Capital schedules (Budget Review 2017/18 – Attachment 1) provided in the report.

Executive Summary

In accordance with *Local Government (Financial Management) Regulation 1996* Council is required to conduct a review of its annual budget each year between 1 January and 31 March. A budget review has been undertaken using the actuals as at 28 February 2018 by the EMCCS & CEO for Council's consideration and endorsement.

Background

The 2017/18 Budget was adopted by Council at a Special meeting held on the 18 July 2017.

Consultation

Executive Manager Corporate & Community Services
Executive Manager Regulatory Services
Operations Manager
Chief Executive Officer

Statutory Environment

Section 6.8 of the Local Government Act states;

6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;*
 - (b) is authorised in advance by resolution*; or*
 - (c) is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

The *Local Government (Financial Management) Regulations* state;

33A. Review of budget

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department”.*

Policy Implications

There are no policy implications in considering this item.

Financial Implications

Various - refer to budget review schedule.

The proposed budget amendments still provide for a balanced budget.

Strategic Implications

There are no policy implications in considering this item.

Site Inspection

Not applicable

Comment

A budget review was undertaken during March based on the February financial statements in accordance with the requirements of *Local Government (Financial Management) Regulation 33A*.

Council was previously advised that the audited carried forward position for 2016/17 resulted in an increased surplus of \$22,230, bringing the final carried forward surplus to \$1,386,955.

All operating accounts have been reviewed and any surpluses have been rebalanced with the following major variations; any further surplus has been applied to the capital works program.

Income

Interim Rates	Increase	\$60,000	Item under budgeted
Rates Penalty	Increase	\$14,500	Item under budgeted
Grants Commission	Reduction	\$16,000	Per Grants Commission
Mooring Pen Fees	Reduction	\$22,000	Higher Vacancies
Allen St Unit Rental	Reduction	\$18,800	Higher Vacancies
Swan Yacht Club SSL	Reduction	\$65,000	SSL not required
Parking Fees	Reduction	\$39,000	Broken/Vandalised machines
DoC Grant	Increase	\$30,000	Corresponding expenditure

Expenditure

Communications, advocacy	Reduction	\$31,250	Tasks completed in-house
Training programs	Reduction	\$10,600	Lower rates were achieved
Swimming Pool Inspections	Reduction	\$23,000	Completed prior year
Strategic Planning	Reduction	\$50,000	More tasks completed in-house
Consultants	Reduction	\$25,000	Item over budgeted
EF Oval Maintenance	Reduction	\$28,000	Maintenance agreement
EF Rowing Club Contribution	Increase	\$41,000	Council Resolution (190917)
Doc Grant Expenditure	Increase	\$30,000	Corresponding grant

All other variations are minor and/or reallocation of employee and plant hours.

With a combination of operational and capital project savings, the review resulted in the opportunity to fund other capital items previously not budgeted at the beginning of the year. These totalled \$291,000 and are listed below.

Other new major capital items brought forward include;

- Depot Building Upgrade \$30,000
- Glasson Park Bore Replacement \$21,500
- Footpath – May Street \$13,000
- Operations Manager Vehicle Replacement \$30,000
- EFFC Unisex Toilets Upgrade Contribution \$20,000
- Richmond Raceway Security Bars \$15,000
- EFFC – Roof Repairs \$15,000
- Release of Roadworks Security Funds \$30,000
- EF Tennis Club Structural Repairs \$35,000
- Sumpton Green Fence Replacement \$25,000
- View Terrace Bus Stop Repairs \$10,000
- EMCCS Vehicle Replacement \$30,000
- Street Sign Replacement \$16,500

This review has been prepared to balance as a zero budget.

12.2.3 OFFICER RECOMMENDATION

That:

- 1. in accordance with section 6.8 of the Local Government Act all new expenditure items previously not budgeted for which are now contained within the Budget Review 2017/18 (column “Amended Budget”) document be authorised by Council.**
- 2. the 2017/2018 Annual Budget be amended as detailed in attachment (1) - “Budget Review 2017/18”**
- 3. in accordance with section 33A of the *Local Government (Financial Management) Regulations* a copy of the review be forwarded to the Department of Local Government.**

TOWN OF EAST FREMANTLE



2017/18 BUDGET REVIEW

For the Period 1 July to 28 February 2018

OPERATING	NOTE	ORIGINAL BUDGET	REVISED BUDGET	PURCHASE ORDERS	YTD ACTUALS	TOTAL COMMITTED
			\$	\$	\$	
REVENUE/SOURCES						
General Purpose Funding		7,929,114	7,989,058		7,858,701	7,858,701
Governance		13,200	30,200		28,600	28,600
Law, Order, Public Safety		30,560	28,180		24,441	24,441
Health		12,340	15,540		13,727	13,727
Education and Welfare		904,040	917,040		733,269	733,269
Housing		88,800	70,000		52,210	52,210
Community Amenities		193,600	182,100		147,200	147,200
Recreation and Culture		511,550	417,150		335,561	335,561
Transport		431,785	404,399		334,537	334,537
Economic Services		194,800	141,800		64,983	64,983
Other Property and Services		30,300	73,700		49,739	49,739
TOTAL OPERATING REVENUE		10,340,089	10,269,167	0	9,642,968	9,642,968
EXPENDITURE/APPLICATIONS						
General Purpose Funding		(83,324)	(83,324)	(6,278)	(49,163)	(55,441)
Governance		(1,090,031)	(970,164)	(93,480)	(642,182)	(735,662)
Law, Order, Public Safety		(134,097)	(124,847)	(4,471)	(70,385)	(74,856)
Health		(209,881)	(186,081)	(2,423)	(101,765)	(104,188)
Education and Welfare		(1,336,370)	(1,348,770)	(12,484)	(772,642)	(785,126)
Housing		(58,228)	(74,210)	0	(18,402)	(18,402)
Community Amenities		(2,508,795)	(2,572,336)	(311,185)	(1,308,910)	(1,620,096)
Recreation and Culture		(3,589,657)	(3,053,777)	(17,984)	(1,703,684)	(1,721,668)
Transport		(2,697,702)	(2,712,202)	(30,873)	(1,849,959)	(1,880,832)
Economic Services		(146,403)	(116,403)	0	(58,881)	(58,881)
Other Property and Services		(159,239)	(231,239)	(69,722)	(192,253)	(261,975)
TOTAL OPERATING EXPENDITURE		(12,013,727)	(11,473,353)	(548,899)	(6,768,227)	(7,317,126)
Adjustments for non-cash items						
Depreciation on Assets		2,438,301	2,438,301		1,794,899	1,794,899
(Profit)/Loss on Asset Disposals		(12,900)	(12,900)		(14,444)	(14,444)
TOTAL NON-CASH ITEMS		2,425,401	2,425,401	0	1,780,455	1,780,455
TOTAL OPERATING CASH POSITION		751,763	1,221,215	(548,899)	4,655,196	1,780,455
CAPITAL REVENUE/EXPENSES						
Purchase Land & Buildings		(2,188,707)	(2,254,245)	(30,395)	(1,882,644)	(1,913,039)
Purchase Infrastructure Assets		(1,820,792)	(1,740,654)	(431,571)	(736,571)	(1,168,141)
Purchase Plant & Equipment		(181,850)	(232,950)	-	(172,332)	(172,332)
Purchase Furniture & Equipment		(260,500)	(251,000)	(112,815)	(71,167)	(183,982)
CAPITAL EXPENDITURE SUBTOTAL		(4,451,849)	(4,478,849)	(574,780)	(2,862,714)	(3,437,494)
Proceeds from Disposal of Assets		54,181	89,500		52,455	52,455
Repayment of Debentures		-	-		-	0
Proceeds from New Debentures		500,000	0		-	0
Self-Supporting Loan Principal Income		-	-		-	0
Transfers to Restricted Assets		(259,082)	(259,083)		(36,845)	(36,845)
Transfers from Restricted Assets		2,040,262	2,040,262		-	0
Add: Net Current Assets 1 July 2017		1,364,725	1,386,955		1,386,955	1,386,955
Net Current Assets YTD		0	0	(1,123,680)	3,195,047	5,632,277

COA	Description	2017/18 Budget	2017/18 Revised Budget	Purchase Orders	2017/18 Actual	Total Committed
	Land & Buildings					
E04604	Buildings - Town Hall Remedial Works	\$2,094,462	\$2,020,000	18,644	1,848,389	1,867,033
E08613	Glyde-In Community Learning Centre	\$25,000	\$25,000	-	25,000	25,000
E10606	Sumpton Green Childcare - Verandah Repairs	\$9,245	\$9,245	-	7,950	7,950
E11706	East Fremantle Bowling Club - Solar Panels	\$15,000	\$15,000	11,750	1,306	13,056
E11623	Buildings - EF Junior Football Clubroom - CapEx	\$45,000	\$45,000	-	-	-
NEW	Depot Administration Building Upgrade	\$0	\$30,000	-	-	-
NEW	Richmond Raceway - Security Bars	\$0	\$15,000	-	-	-
NEW	EFFC - Upgrade of toilets and showers contribution (unisex conversion)	\$0	\$20,000	-	-	-
NEW	EF Football club - Roof repairs	\$0	\$15,000	-	-	-
NEW	EF Tennis Club - Structural Building Repairs	\$0	\$35,000	-	-	-
NEW	Sumpton Green Fence Replacement	\$0	\$25,000	-	-	-
	Land & Buildings Total	\$2,188,707	\$2,254,245	\$30,395	\$1,882,644	\$1,913,039
	Plant & Equipment					
E11707	Replacement of Ride-On Mower TORO Z7000	\$36,000	\$26,500	-	26,200	26,200
E12802	Mini Excavator 1.8T with Trailer	\$36,950	\$36,950	-	36,856	36,856
E12803	Replacement of 2008 Mitsubishi Canter with 2017 Isuzu NPR 75-190	\$70,000	\$74,000	-	74,040	74,040
E12804	Replacement of Dual Cab Utility - Operations Supervisor	\$38,900	\$35,500	-	35,236	35,236
NEW	Operations Manager - Vehicle Changeover	\$0	\$30,000	-	-	-
NEW	EMCCS - Vehicle Changeover	\$0	\$30,000	-	-	-
	Plant & Equipment Total	\$181,850	\$232,950	-	172,332	172,332
	Furniture & Equipment					
E04606	Town Hall Furniture	\$170,000	\$170,000	112,815	25,995	138,810
E04613	Admin - Records Compactus Unit CapEx	\$20,000	\$15,000	-	-	-
E04616	Digital Cameras (2)	\$5,000	\$2,500	-	2,206	2,206
E04617	Surebind System (Binder)	\$4,500	\$4,500	-	-	-
E04620	Town Hall AV Equipment	\$45,000	\$43,000	-	42,965	42,965
E04621	Work Station Computer Replacements	\$16,000	\$16,000	-	-	-
	Furniture & Equipment Total	\$260,500	\$251,000	\$112,815	\$71,167	\$183,982
	Infrastructure Assets					
E10605	Inf - Jetty Treatment and Major Maintenance Program - Infrastructure CapEx	\$21,576	\$21,576	19,999	-	19,999
E11602	Inf - John Tonkin Interpretation Node Project (Carpark), CapEx	\$10,788	\$11,788	-	6,665	6,665
E11704	Inf - John Tonkin Power Upgrade	\$161,819	\$166,819	101,890	37,137	139,027
E11687	Inf - Swimming Areas - Foreshore Erosion Control - CapEx	\$474,067	\$474,067	19,479	420,235	439,714
	Swan River Foreshore Infrastructure Sub-Total	\$668,250	\$674,250	\$141,368	\$464,037	\$605,405
E11700	Inf - East Fremantle Croquet Courts Upgrade	\$16,182	\$11,182	9,050	-	9,050
E11701	Inf - Henry Jeffrey Cricket Nets	\$34,669	\$41,122	-	-	-
E11702	Inf - EF Oval - Irrigation Upgrade - Ring Main	\$43,152	\$47,152	-	46,566	46,566
E11703	Inf - EF Oval - Irrigation Upgrade - Bore Pump	\$43,151	\$31,151	-	28,375	28,375
E11696	Inf - Bicentennial Falls Retaining Walls - CapEx	\$11,435	\$12,835	-	1,750	1,750
E11697	Inf - I.G Handcock Reserve Stage 2 - CapEx	\$5,349	\$5,891	-	-	-
E11705	Inf - Merv Cowan Pedestrian Bridge	\$6,934	\$6,934	-	5,480	5,480
NEW	Inf - Glasson Park - Bore Replacement	\$0	\$21,500	-	-	-
NEW	Inf - Parks/Reserve Sign Replacement	\$0	\$16,500	-	-	-
NEW	Inf - View Terrace Bus Stop	\$0	\$10,000	-	-	-

COA	REPORT 12.2.4 Description	2017/18 Budget	2017/18 Revised Budget	ATTACHMENT 1		
				Purchase Orders	2017/18 Actual	Total Committed
E12761	Inf - Drainage - Realignment of Drainage - Merv Cowan Park - CapEx	\$17,335	\$9,335	-	-	-
	Clubs/Parks Infrastructure Sub-Total	\$178,207	\$213,602	9,050	\$82,171	91,221
E12789	Inf - Footpath Renewal - Allen Street - Marmion to Fletcher Street - Eastern Side (322m)	\$37,558	\$38,632	31,540	-	31,540
E12790	Inf - Footpath Renewal - Canning H'way - Town Centre to Old Post Office	\$79,740	\$91,082	90,035	-	90,035
E12791	Inf - Footpath Renewal - Fortescue Street - Marmion Street to Fletcher Street - Western Side	\$46,226	\$42,163	37,712	-	37,712
E12792	Inf - Footpath Renewal - Marmion Street - Hubble Street to Sewell Street - Northern Side	\$13,289	\$20,346	18,134	-	18,134
E12793	Inf - Footpath Renewal - Oakover Street - Millenden Street to Canning H'way - Western Side	\$4,623	\$24,817	-	23,388	23,388
E12794	Inf - Footpath Renewal - Penshurst Street - Pier Street to View Terrace - Eastern Side	\$13,289	\$2,346	-	-	-
E12795	Inf - Footpath Renewal - Petra Street (slabs) - Fraser Street to View Terrace - Western Side	\$34,669	\$36,122	2,697	34,417	37,114
E12796	Inf - Footpath Renewal - St. Peters Road - Sewell Street to King Street - Southern Side	\$28,891	\$24,102	17,442	-	17,442
E12797	Inf - Footpath Renewal - Walter Street - Canning H'way to Fraser Street - Western Side	\$46,226	\$37,163	-	27,617	27,617
E12798	Inf - Footpath Renewal - Windsor Road - Canning H'Way to Fraser Street - Eastern Side	\$40,445	\$38,143	-	32,838	32,838
NEW	Inf - Footpath Renewal - May St (adjacent car park)	\$0	\$13,000	-	-	-
	Footpath Infrastructure Sub-Total	\$344,956	\$367,916	\$197,560	\$118,261	315,821
E12776	Inf - Roads - Reconstruct Pavement - Aldgate Place	\$9,245	\$1,633	8,000	-	8,000
E12777	Inf - Roads - Road Resurfacing - Andrews Road	\$29,794	\$33,262	-	2,409	2,409
E12778	Inf - Roads - Road Resurfacing - Clayton Street	\$24,269	\$27,786	-	2,367	2,367
E12747	Inf - Roads - Parking Machines	\$75,000	\$0	-	-	-
E12779	Inf - Roads - Road Resurfacing - Fletcher Street	\$62,405	\$47,021	5,791	35,985	41,776
E12780	Inf - Roads - Road Resurfacing - George Street	\$19,461	\$19,437	842	15,998	16,840
E12781	Inf - Roads - Road Resurfacing - King Street	\$60,094	\$47,613	36,927	-	36,927
E12782	Inf - Roads - Road Resurfacing - Moss Street	\$14,303	\$17,025	6,479	11,758	18,237
E12783	Inf - Roads - Road Resurfacing - Munro Street	\$19,617	\$20,464	-	-	-
E12784	Inf - Roads - Road Resurfacing - Riverside Road Carpark 7	\$19,345	\$22,917	-	452	452
E12785	Inf - Roads - Road Resurfacing - Silas Street	\$17,335	\$20,561	15,000	-	15,000
E12786	Inf - Roads - Road Resurfacing - View Terrace	\$17,335	\$18,061	-	-	-
E12787	Inf - Roads - Road Resurfacing - Wolsely Road	\$17,335	\$19,561	-	1,607	1,607
E12788	Inf - Roads - Road Resurfacing - Woodhouse Road	\$83,206	\$41,693	-	-	-
E11603	Inf - East Fremantle Tennis Club - Court Resurfacing	\$49,624	\$49,624	-	-	-
E12799	Inf - Town Depot Car Park Resurface	\$12,195	\$15,153	10,553	483	11,036
E12800	Inf - Road Resurfacing - Eastern Street	\$12,143	\$12,644	-	-	-
NEW	Inf - Release retention money - prior year roadworks	\$0	\$30,000	-	-	-
E12805	Inf - New Town Entry Statement	\$86,673	\$40,431	-	1,044	1,044
	Road Infrastructure Sub-Total	\$629,379	\$484,886	\$83,592	\$72,102	\$155,695
000217	TRANSFER TO LEGAL FUNDS RESERVE	\$3,470	\$3,470	-	1,666	1,666
000221	TRANSFER TO PLANT RESERVE	\$6,312	\$6,312	-	3,030	3,030
000224	TRANSFER TO STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	\$163,753	\$163,753	-	6,603	6,603
000225	TRANSFER TO STAFF LEAVE RESERVE	\$9,929	\$9,929	-	4,767	4,767
000226	TRANSFER TO OFFICE RESERVE	\$1,850	\$1,850	-	1,776	1,776
000228	TRANSFER TO CIVIC BUILDING RESERVE	\$15,360	\$15,360	-	14,748	14,748
000229	TRANSFER TO HACC RESERVE	\$5,286	\$5,286	-	2,538	2,538
000251	TRANSFER TO ARTS & SCULPTURE RESERVE	\$48,579	\$48,579	-	1,718	1,718
000341	TRANSFER FROM STRATEGIC PLAN AND INFRASTRUCTURE RESERVE	-\$460,000	-\$460,000	-	-	-
000343	TRANSFER FROM OFFICE RESERVE	-\$149,842	-\$149,842	-	-	-
000344	TRANSFER FROM UNSPENT GRANTS RESERVE	-\$186,251	-\$186,251	-	-	-
000350	TRANSFER FROM CIVIC BUILDING RESERVE	-\$1,244,169	-\$1,244,169	-	-	-
		-\$2,040,262	-\$2,040,262	-	-	-
	Infrastructure Assets Total	\$1,820,792	\$1,740,654	\$431,571	\$736,571	\$1,168,141
	Total All Capital Works	\$4,451,849	\$4,478,849	\$574,780	\$2,862,714	\$3,437,494

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$30,000	
Town Depot Office Renovation		Source of Funds:	
		Muni Funds	\$ 30,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 30,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Refurbishment of the Town's Depot Offices. This includes the construction of an additional office for the recently relocated Ranger Services, reconfiguration of existing space to better meet the needs of the Operations Staff, new flooring throughout and an upgrade of the power supply to meet current needs.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Create a built for purpose office space for the newly reconfigured Depot Staff including Ranger Services. The existing facilities are not meeting the current needs and give a poor first impression to the officers and services that are based there.		In lieu of the newly refurbished Town Hall it is only fitting to continue the high standard of office work space to include both the Operations Staff and Ranger Services based at the Depot. For a fraction of the cost of the Town Hall the Depot can also be given a well needed face lift.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Nil		Continual loss of power at the Depot and very low morale. Considering the improvements in the last 18mths this would be a huge backward step.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$15,000	
Repairs to East Fremantle Oval visitor change rooms roof repairs		Source of Funds:	
		Muni Funds	\$ 15,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 15,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Repairs to leaking roof and damaged ceiling in the visitor change rooms at East Fremantle Oval.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Repair the damaged ceiling and leaking roof. Currently there is a major safety concern with the players and staff utilising the change room.		If the damage is not repaired the condition to worsen making the change room unusable. With the current WAFL season about to get underway there could be major ramifications.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Nil		As above.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$35,000	
EF Tennis Club Structural Repairs		Source of Funds:	
		Muni Funds	\$ 35,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 35,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Structural repairs to the EF Tennis Clubhouse as recommended in the report completed by Structerre in Sept 2017.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Respond to urgent issues raised by Structerre Engineers after inspecting the building late 2017.		The EF Tennis Club and it's members are a great asset to the Town. Concerns were raised by members about the structural integrity of the Club House which is owned by the Town. Consequently we had it inspected and are now trying to address the recommendations in the report.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Building Maintenance budget should reflect the improved structure of the building.		Condition will continue to decline. Repair cost will escalate significantly. Any failures could deem the building unusable.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$20,000	
EFFC – Upgrade of toilets and showers to Unisex		Source of Funds:	
		Muni Funds	\$ 20,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 20,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Upgrade of current toilet and shower facilities in the changerooms at East Fremantle Oval to be Unisex.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
To better meet the needs of the increased women's football community whilst utilising East Fremantle Oval.		As part of WAFL commitment to promote Women's Football the various WAFL Grounds were inspected for their suitability to host female games. It was noted the facilities at East Fremantle Oval would require some modifications to meet the required standards for unisex use. Project is estimated at \$40,000 with the AFL and East Fremantle Football Club contributing \$10,000 each.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Possible minor maintenance increase		East Fremantle's ability to host Women's football could be jeopardised.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date	Review Date		
Anticipated Completion Date	Completion Date		

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$30,000	
Purchase Vehicle for Executive Manager Corporate and Community Services		Source of Funds:	
		Trade In	\$ 18,000
Account Number		Muni Funds	\$ 12,000
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 30,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Purchase of a Toyota Camry Hybrid for the Executive Manager Corporate and Community Services. As part of the revised Fleet Management System the vehicle is overdue for replacement.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Replace the Exec Manager's Vehicle from a Toyota Camry to a Toyota Camry Hybrid as part of the new Fleet Management Plan		The current EMCCS's vehicle is 1.5yrs old and has 40,000kms. The newly revised Fleet Management Plan has replacements due at 2yrs or 40,000kms.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Brings forward expenditure to meet newly Management Plan.		Vehicle would normally be due in August of this year, delaying will increase kms on the vehicle and reduce the trade-in value.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$21,500	
Glasson Park Bore Replacement		Source of Funds:	
		Muni Funds	\$ 21,500
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 21,500
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Establishment of a new bore at Glasson Park.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Establishment of a new bore at Glasson Park to supply irrigation water to the turf areas of the park.		The casing of the existing bore has failed and is now inoperable. A new bore is required to keep up water the turf in the Park. Glasson Park is one of the Town's highest used Parks.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
		Condition of the park will deteriorate quickly making it dusty and undesirable. Cost of replacing turf completely will be significant.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$10,000	
View Terrace Bus Stop		Source of Funds:	
		Muni funds	\$ 10,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 10,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Reconstruction of Heritage Bus Stop on View Tce opposite No. 53.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
To reconstruct previous Heritage Bus Stop.		The original bus stop was removed due to safety concerns with the condition of the wooden structure. Prior to its removal as per its Heritage requirements. We had plans drawn up so it could be rebuilt in its previous form.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Capital works item bought forward		Service levels for public transport would be lacking in the area of the Town. We have received numerous queries as to when it will be done.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$13,000	
May St Footpath Canning Highway to 19 May St (W)		Source of Funds:	
		Muni funds	\$ 13,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 13,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Upgrade of bitumen footpath on May St from Canning Highway to 19 May St.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Improve the footpath network at the Town Centre directly adjacent to the May St Larder Carpark and the Foodworks rear access point.		As part of the Towns Footpath program the Town Centre has a high priority. These works would link the newly laid paved footpath on Canning Highway to 19 May St where the footpath has already been upgraded by the new building development.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Footpath Maintenance budget should reflect the repairs done.		Section of footpath is highly visible to Canning Highway and an upgrade would greatly improve the visual appearance of the Town Centre.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$30,000	
Purchase Mitsubishi Eclipse for Operations Manager		Source of Funds:	
		Trade In	\$ 19,000
Account Number		Muni Funds	\$ 11,000
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 30,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Purchase of a Mitsubishi Eclipse for the Operations Manager. As part of the revised Fleet Management System the Operations Managers vehicle is overdue for replacement.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Replace the Operations Manager's Vehicle from a Volkswagen Amarok to a Mitsubishi Eclipse as part of the new Fleet Management Plan		The current OM's vehicle is 2.5yrs old and has 48,000kms. The newly revised Fleet Management Plan has replacements due at 2yrs or 40,000kms.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Brings forward expenditure to meet newly Management Plan.		Vehicle would normally be due in August of this year, delaying will increase kms on the vehicle and reduce the trade-in value.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)	Proposed budget (cost) \$16,500		
Installation of new Parks and Reserves signs	Source of Funds:		
	Muni Funds	\$	16,500
Account Number	Reserve	\$	
Program	Loan	\$	
Sub-program	Grant	\$	
Office Responsible Code	Total	\$	16,500
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Installation of new Parks and Reserves name signs as per the new Town branding			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Replace damaged or removed Parks and Reserves name signs as per the new Town branding.		A number of Parks and Reserve signs are due for replacement. With the Town's new branding project just completed it is a good opportunity to implement it the new logo.style.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Signs need replacing. Will reduce maintenance costs.		Maintenance costs of older signs will continue to increase.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$10,000	
Repairs to power cables for oval lights at Preston Point Reserve.		Source of Funds:	
		Muni Funds	\$ 10,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 10,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Replacement of the electrical cables to the oval lights at Preston Point Reserve.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Ensure the reliability of the oval lights at Preston Point Reserve.		Oval lights have been inoperable on various occasions when needed by the various sporting clubs.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Reduced maintenance costs.		Ongoing maintenance of inferior cables.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost)	\$30,000
Retention on previous years Capital Works Program		Source of Funds:	
		Muni funds	\$ 30,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 30,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Payment on 5% retention to Contractor for projects completed in last years Capital Works Program			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
To pay the 5% retention that was held back from the previous year's road contractor (Roads 2000) for 12 months as security for the works completed in last years Capital Works Program		Retention is held back from Capital Works contracts where 12mth security is required. It is valued at 5% of the contract. These payments were held back from the contract however the funds were not set aside for payment this year.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Better management of retention monies is required.		The Town is obligated to pay the retention.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$40,275	
Upgrade of existing ablution facilities Fremantle Rowing Club		Source of Funds:	
		Muni Funds	\$ 40,275
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 40,275
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Upgrade of the existing ablution facilities that support the rowing club, associated gym and adjacent hall which is a publicly available space.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
		Refer Council Minutes 19/9/17 Ref 12.1.4	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$15,000	
Security Bars at Marjorie Green Park and George Booth Park		Source of Funds:	
		Muni Funds	\$ 15,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 15,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Install security bars on the old Raceway entry Turnstile Buildings to deter itinerants from occupying them. Numerous complaints from ratepayers in the area who raised safety concerns.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Improve community safety by removing itinerants from the area.		Numerous safety concerns have been raised by the ratepayers regarding itinerants occupying the structures in the park. Concerns with Council staff having to clean human waste out of the buildings as well.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Minimise maintenance and clean up costs.		Community safety could be compromised. Continual cleaning will need to take place. Contractors will be sort if required.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$25,000	
Sumpton Green Fence Replacement		Source of Funds:	
		Muni Funds	\$ 25,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 25,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Replace the perimeter fence at Sumpton Green Childcare at Locke Park.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
Improve child safety at the centre by replacing the damaged perimeter fence.		Sumpton Green Childcare is regularly used by parents and their children for gatherings and to visit the Nurse that is also based there. As a childcare centre security is a high priority. The current perimeter fence is badly rotted and has been propped up with star pickets. As a Council asset it is in urgent need of replacement.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Building Maintenance budget should reflect the repairs done.		Condition will continue to decline. Both security and child safety will be put at risk. Any failures could also cause injury.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

TOWN OF EAST FREMANTLE		2017/2018	
BUDGET REVIEW PROJECTS FORM			
OFFICE USE ONLY		FUNDING DETAILS	
Ledger Description (Short Title)		Proposed budget (cost) \$60,000	
Replacement of Town Units Asbestos Fence and Retaining Wall.		Source of Funds:	
		Muni Funds	\$ 60,000
Account Number		Reserve	\$
Program		Loan	\$
Sub-program		Grant	\$
Office Responsible Code		Total	\$ 60,000
Name of Officer/Committee submitting budget item: Stephen Gallagher			
BRIEF DESCRIPTION OF PROJECT/CAPITAL EXPENDITURE			
Removal and replacement of the current asbestos fence at the rear of the Town's old staff units on Allen St, including the retaining wall that abuts the Towns Depot yard.			
OBJECTIVE PURPOSE		PROJECT JUSTIFICATION	
To replace both the damaged asbestos fence behind and inbetween the units with a 1.8m colorbond fence, and reconstruction of the current cross hatched concrete sleeper retaining wall that adjoins the Towns Depot yard as it is in very poor condition.		The asbestos fence is degrading with section breaking away making it highly hazardous to both residents of the units and Town Staff based at the Depot. The retaining wall was never built correctly and also needs replacing.	
IMPACT ON FUTURE OPERATING BUDGET		IMPACT IF PROPOSAL REJECTED	
Nil		High risk safety issue that has been raised numerous time will be ignored again. If there is a considerable failure in either the fence or the wall both the Depot and the Units may need to be evacuated due to asbestos dust particles being sent airbourne.	
PROJECT AUTHORISATION DETAILS		BUDGET AMOUNT APPROVED \$	
Council/Committee Recommendation			
Project Officer Responsible			
Anticipated Starting Date		Review Date	
Anticipated Completion Date		Completion Date	

2017/18 BUDGET REVIEW

Schedule of Budget Amendments

COA	Description	Original Budget	Budget Review	Amend Movement
I03051	Rates - Interim Rates	15,000	(75,000)	(60,000)
I03059	Rates Penalty	25,500	(40,000)	(14,500)
I03070	Grants Commission	80,435	(70,600)	9,835
I03071	Grants Commission - Formula Local Roads	39,421	(33,300)	6,121
I03188	Interest On Investments	72,000	(55,000)	17,000
I03190	Rates Amin Fees - Instalments	40,800	(50,000)	(9,200)
I03191	Instalment Interest Charge	40,800	(50,000)	(9,200)
001621	Bank Fees	1,100	2,500	1,400
E04203	Consultants Strategic & Business Planning	168,531	118,531	(50,000)
E04207	Insurance - General	56,697	52,697	(4,000)
E04209	Office Maintenance	72,000	65,000	(7,000)
E04213	Telephone	21,000	19,500	(1,500)
E04221	Computer System Support	168,625	170,308	1,683
E04235	Audit Fees	18,000	15,000	(3,000)
E04243	Staff Uniform	4,600	7,000	2,400
E04245	Training/Conferences	30,600	20,000	(10,600)
E04252	Conference Expenses	7,500	5,000	(2,500)
E04254	Extra Ordinary Election Expenses	32,000	29,000	(3,000)
E04266	Communications, Advocacy and PR	160,000	128,750	(31,250)
E04270	Sponsorship - MEM - OpExp	20,000	10,000	(10,000)
E08203	Donations - All Other	5,000	2,500	(2,500)
I04086	Photocopying/Sundry Fees - Gst	2,000	(3,000)	(1,000)
I04088	Sundry Income	11,000	(27,000)	(16,000)
E05233	Dog Impounding & Other Exp.	21,100	16,100	(5,000)
E05211	Protective Clothing	2,250	3,000	750
E05212	Equipment Below Threshold	10,000	5,000	(5,000)
I05084	Esl Commission Received	6,960	(6,980)	(20)
I05087	Charges - Dog Registration	22,400	(20,000)	2,400
E07221	Subscriptions	3,300	1,500	(1,800)
E07228	Swimming Pool Inspection Fees	23,000	0	(23,000)
E07232	Insecticides	2,500	3,500	1,000
I07081	Stallholders Permit Application Fees	500	(2,500)	(2,000)
I07083	Outdoor Eating Area Fees)Local Law)	1,500	(2,000)	(500)
I07085	Swimming Pool Inspection Fees	7,800	(8,500)	(700)
E06201	Jp Mckenzie Centre	4,320	4,820	500
E08210	HACC Service Unit Assessment	164,738	173,738	9,000
E08220	Glyde-In Comm Grp-Bldg Mtce	8,920	7,920	(1,000)
E08234	Ef Community Centre Bldg-Hacc	21,140	25,040	3,900
I08085	Hacc - Home Help Services	9,000	(22,000)	(13,000)
E09201	Building Maintenance	52,128	68,110	15,982
I09081	Charges - Rents	88,800	(70,000)	18,800
E10201	Domestic Refuse Collection	245,000	276,141	31,141
E10203	City Of Cockburn - Contrib. To	29,500	45,000	15,500
E10210	Rubbish Bin Maintenance	30,000	44,000	14,000
E10215	Consultants	95,000	70,000	(25,000)
E10216	Strategic Town Planning	10,000	35,000	25,000
E10223	Sumpton Green Mtce-Child Care Hall	8,650	11,950	3,300
E10225	Contrib. Regional Waste Manage	24,000	25,500	1,500
E10244	E Waste Collection	2,000	1,000	(1,000)
E10252	Bus Shelters Mtce	2,960	2,060	(900)
I10088	Development Applications	76,500	(65,000)	11,500
E10267	R/Side Boat Ramp & Pens	25,620	27,500	1,880
E11202	Ef Oval Master Plan	5,000	20,000	15,000
E11203	Riverside Rd Cliff Face Management Plan	2,000	3,000	1,000
E11204	Merv Cowan Park	50,577	45,577	(5,000)
E11207	John Tonkin Park	85,157	91,157	6,000
E11208	Norm Mckenzie Park	21,684	22,684	1,000
E11211	3Rd Ef Sea Scouts Bldg Mtce	2,960	3,810	850
E11212	East Fremantle Tennis Club	10,070	9,500	(570)

REPORT 12.2.4

East Fremantle Town Council
 Printed : at 11:33 AM on 16/03/2018

as at 30/06/2005

ATTACHMENT 1

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COA	Description	Original Budget	Budget Review	Amend Movement
E11213	East Fremantle Oval	146,652	116,552	(30,100)
E11214	Riverside Road Reserves	77,900	75,150	(2,750)
E11215	Henry Jeffrey Oval	91,723	110,723	19,000
E11217	Preston Pt - Ef Lacrosse	76,859	91,859	15,000
E11219	Wauhop Park	93,420	80,920	(12,500)
E11221	Ef Croquet Club-Grds & B Mtce	27,017	33,817	6,800
E11222	Gourley Park	18,345	19,045	700
E11225	Stratford Street Park	18,654	17,654	(1,000)
E11226	Ulrich Park	19,934	19,634	(300)
E11227	Locke Park	38,170	35,170	(3,000)
E11229	Surbiton Road Park	10,367	10,867	500
E11232	Aust Remembers-Memorial Garden	24,537	11,337	(13,200)
E11235	Maintenance Of Parks Equip	9,700	26,200	16,500
New	EF Rowing Club		41,000	41,000
E11241	Lee Park	21,834	18,834	(3,000)
E11242	Glasson Park	29,263	31,763	2,500
E11243	River - Stirling Bridge	24,408	6,408	(18,000)
E11252	Efbc-Operating Subsidy	17,690	20,000	2,310
E11253	Swan Yacht Club - Loan Repayments	565,000	0	(565,000)
E11259	Raceway Park / Richmond Park	48,886	37,386	(11,500)
I10180	Riverside Mooring Pen Fees	137,000	(115,000)	22,000
I11084	Swan Yacht Club - SSL Repayments	65,000	0	65,000
I11169	Ef Oval-Grnd Mgmt Charges	16,320	(1,500)	14,820
I11171	Reimb - Other Sporting	2,550	(6,000)	(3,450)
I11175	Zephyr Kiosk Rental	61,098	(53,454)	7,644
I11187	Ef Bowling Club	1,938	(8,438)	(6,500)
I11190	EF Tennis Club Sinking Fund	0	(8,684)	(8,684)
I11192	Henry Jeffrey Oval	4,896	(1,326)	3,570
001272	Sale Plant-Various Items	54,181	(89,500)	(35,319)
E12215	Road & Street Maintenance	137,620	97,620	(40,000)
E12230	Maintenance - Works Equipment	6,050	17,550	11,500
E12235	Verges Maintenance	125,497	136,997	11,500
E12236	Street Cleaning	111,158	123,158	12,000
E12245	Pruning Street Trees	89,937	102,937	13,000
E12256	Street Tree Watering	48,000	40,000	(8,000)
E12237	Kerbing Maintenance	113,600	112,100	(1,500)
E12260	Crossovers	17,696	31,196	13,500
E12269	Street Name Plates & St Furn	8,466	10,466	2,000
E12317	Towing Expenses	500	1,000	500
I12039	Mrd Direct Grant	17,300	(9,914)	7,386
I12181	Parking Fees	164,000	(125,000)	39,000
I12183	Fines Enforcement Recovered	21,000	(40,000)	(19,000)
E13207	Bcitr- Payments	70,000	40,000	(30,000)
I13181	Building Permits	68,000	(45,000)	23,000
I13182	Bcitr- Receipts	70,000	(40,000)	30,000
E14201	Salaries - Supervision	230,620	234,920	4,300
E14204	Consultants Fees	30,000	60,000	30,000
E14206	Insurance - General	17,007	20,000	2,993
E14210	General-Incl Admin/Safety/Trng	24,871	52,871	28,000
E14242	Depot Maintenance	31,200	27,200	(4,000)
E14290	P.W.O. Allocated To Works And	695,151	(736,444)	(41,293)
E14435	Workers Compensation Payments	1,000	20,000	19,000
E14461	128 George Street - Maintenance OpExp - Unc	14,450	18,450	4,000
E14462	Old Police Station Building Maintenance	8,470	7,470	(1,000)
E14463	Department of Communities - Local Projects Funding	0	30,000	30,000
I14083	Insur-Workers Comp Claims Ref	1,000	(20,000)	(19,000)
I14084	Department of Communities - Local Projects Funding	0	(30,000)	(30,000)
I14085	Property - George St. Rental	24,200	(18,600)	5,600

12.3 GOVERNANCE REPORTS

12.3.1 Compliance Audit Return 2017

Applicant	Town of East Fremantle
File ref	A/DLG1
Prepared by	Gary Tuffin, Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Date of Meeting	20 March 2018
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Compliance Audit Return 2017

Purpose

To facilitate the adoption of the Compliance Audit Return 2017 for submission to the Department of Local Government and Communities by 31 March 2018.

Executive Summary

The statutory Compliance Audit Return runs on a calendar year basis and is for the period 1 January to 31 December 2017.

The statutory Compliance Audit Return has been completed by self-assessment by the Chief Executive Officer.

Background

In 2017 the Department of Local Government and Communities (DLGC) has included 94 compliance audit questions, which require Yes or No answers, however where an item has not occurred during the calendar year a response of not applicable (N/A) will be provided.

The Compliance Audit Return is to be:

1. reviewed by the Audit Committee
2. presented to an Ordinary Meeting of Council,
3. adopted by Council; and
4. recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return (CAR) has been presented to Council, a certified copy of the return signed by the Mayor and Chief Executive Officer, along with the relevant section of the minutes and any additional information detailing the contents of the return are to be submitted to the DLGC by 31 March 2017.

Statutory Environment

Section 7.13(i) of the Local Government Act 1995 requires that each local government carry out a compliance audit for the period 1 January to 31 December each year.
Sections 14 & 15 of the Local Government (Audit) Regulations 1996

Policy Implications

There are no policy implications.

Financial Implications

There are no financial implications.

Strategic Implications

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

STRATEGIC PRIORITY 5: Leadership and Governance

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

5.1 Strengthen organisational accountability and transparency.

Site Inspection

N/A

Comment

The statutory Compliance Audit Return has been completed and all compliance matters in 2017 were either marked as Yes or N/A and there were no matters of non-compliance reported for this period.

12.3.1 COMMITTEE RECOMMENDATION

That Council adopt the Compliance Audit Return for the period 1 January to 31 December 2017.



Department of
**Local Government, Sport
and Cultural Industries**

East Fremantle - Compliance Audit Return 2017

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2017.	N/A		David Taylor
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2017.	N/A		David Taylor
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2017.	N/A		David Taylor
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2017.	N/A		David Taylor
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		David Taylor



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Janine May
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Janine May
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Janine May
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Janine May
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	Yes		Janine May
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Janine May
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Janine May
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Janine May
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Janine May
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Janine May
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Janine May
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2016/2017 financial year.	Yes		Janine May
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Janine May

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Janine May
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	N/A		Janine May



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No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Janine May
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Janine May
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Janine May
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Janine May
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Janine May
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Janine May
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Janine May
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Janine May
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Janine May
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Janine May
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Janine May
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Janine May



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No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Janine May
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Janine May

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		David Taylor
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		David Taylor

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Janine May

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		David Taylor
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		David Taylor
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		David Taylor
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		David Taylor



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No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		David Taylor
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		David Taylor
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		David Taylor
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		David Taylor
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		David Taylor
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		David Taylor
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		David Taylor
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		David Taylor
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		David Taylor
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		David Taylor



Department of
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Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	CBP being updated currently	David Taylor
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No	CBP being updated currently	David Taylor
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes		David Taylor
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	19 September 2017	David Taylor
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	AMP and LTFP going through update.	David Taylor
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	AMP and LTFP going through update.	David Taylor
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes		David Taylor



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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		David Taylor
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		David Taylor
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		David Taylor
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		David Taylor
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		David Taylor



Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Janine May
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Janine May
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Janine May
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Janine May
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Janine May
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Janine May

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Janine May
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A		Janine May
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Janine May
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Janine May



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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Janine May
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Janine May
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Janine May
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Janine May
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Janine May
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	N/A		Janine May
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Janine May
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Janine May
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Janine May
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Janine May
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Janine May
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Janine May



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No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Janine May
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Janine May
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Janine May
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Janine May
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Janine May
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Janine May
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Janine May
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Janine May
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Janine May



I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, East Fremantle

Signed CEO, East Fremantle



13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1 Cr Natale – FOGO Program

"That a report be submitted on what consideration has been given to the ratepayers in regard to the FOGO program."

14. NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

16. NEW BUSINESS OF AN URGENT NATURE

17. MATTERS BEHIND CLOSED DOORS

18. CLOSURE