TOWN of EAST FREMANTLE

MINUTES

Works Committee Minutes

Tuesday, 23 July 2024 6:30 PM

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MINUTES

MINUTES OF THE ORDINARY MEETING OF THE WORKS COMMITTEE HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY EAST FREMANTLE ON TUESDAY, 23 JULY 2024

1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

The Presiding Member opened the meeting at 6.20pm

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 RECORD OF ATTENDANCE

3.1 ATTENDANCE

The following members were in attendance:

Cr M Wilson Presiding Member
Cr T Natale
Cr C Collinson
Cr A White

The following staff were in attendance:

Mr N King Executive Manager Technical Services
Ms H Clark Operations Coordinator / Minute Secretary

3.2 APOLOGIES

Mr J Throssell Chief Executive Officer

3.3 APPROVED LEAVE

Cr A McPhail

4 MEMORANDUM OF OUTSTANDING BUSINESS

Nil

5 DISCLOSURES OF INTEREST

Nil

6 PUBLIC QUESTION TIME

Nil

7 PRESENTATIONS/DEPUTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 WORKS COMMITTEE TUESDAY, 28 MAY 2024

OFFICER RECOMMENDATION
Moved Cr White, seconded Cr Natale
That the minutes of the Works Committee meeting held on Tuesday, 28 May 2024 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

10 REPORTS

Reports start on the next page

10.1 BUILDING MAINTENANCE & IMPROVEMENT PROGRAM

Report Reference Number	WCR-232
Prepared by	Nicholas King, Executive Manager Technical Services
Supervised by	Jonathan Throssell, Chief Executive Officer
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Building Maintenance & Improvement Program.

EXECUTIVE SUMMARY

The Town has approximately $37 million in building asset portfolio and 44 individual asset items relating to buildings. Considering this number the Town has allocated approximately $1,000,000 to the 2024/25 financial year for maintenance and upgrades.

BACKGROUND

The Towns last building condition assessments were undertaken in 2023, with most of the Towns assets in good condition, and only needing minor maintenance. Since then, the allocation to maintenance of buildings annually has been below what was recommended within the asset management plan.

In addition to the maintenance program the Town is undertaking the upgrade of the Fremantle City Women's soccer club building upgrade with a carry forward budget of $690,000 from the financial year 2023/24.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995
Building Code of Australia 2005
Environment Protection Act 1994
Heritage Act 2004
and Regulations
Crown Lands Act 1989

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

The approved budget items for building upgrades for 2024/25 are as below:

Description	Budget
Tricolore Soccer Club Upgrades - carryover	$ 690,000.00
Floorboard Sealing - enhancing thermal comfort	$ 13,000.00
East Fremantle Community Park - Miscellaneous Works	$ 140,529.00
Upgrade door locks in all Town owned buildings	$ 35,000.00
Downpipes - EH Gray	$ 1,000.00
Eaves Lining - EH Gray	$ 1,000.00
Verandah Columns - EH Gray	$ 4,500.00
Aluminium / wood doors - EH Gray	$ 4,000.00
Aluminium / wood windows - EH Gray	$ 4,500.00
Painting - EH Gray	$ 7,500.00
Eaves Lining - Camp Waller	$ 4,500.00
Upgrade RCD's switchboards - Various buildings	$ 10,000.00
Lighting - Hurricanes	$ 9,000.00
	$ 924,529.00

STRATEGIC IMPLICATIONS

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

Strategic Priority 1 – Social - A socially connected, inclusive and safe community.
1.2 Inviting open spaces, meeting places and recreational facilities

Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
3.2 Maintaining and enhancing the Town's character
3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If buildings are not maintained they deteriorate and costs become more long term	Possible (3)	Minor (2)	Moderate (5-9)	SERVICE INTERRUPTION Medium term temporary interruption - backlog cleared by addtional resources <1 week	Manage by updating asset management plans and maintenance budgets to avoid long term issues

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

With the condition assessments for the buildings completed in March 2023, this has informed the 10 year capital works program for buildings, including the sub-component upgrades required.

Fremantle City Women's soccer club building upgrade commenced in March 2024, with the demolition of the existing changing room completed. The new building is 90% erected, with all the internal works to start from August 2024. Works on track to be completed in September 2024.

CONCLUSION

The Fremantle Women's Football Club building upgrade project is tracking well, with the majority of the works on track. The minor building upgrade projects will commence in August 2024, with the majority of these works completed before December 2024.

10.1 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 012307

OFFICER RECOMMENDATION:

Moved Cr Natale, seconded Cr White

That the Works Committee receive and note the building maintenance and improvement report.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

REPORT ATTACHMENTS

Nil

10.2 CAPITAL WORKS PROGRESS REPORT

Report Reference Number	WCR-230
Prepared by	Nicholas King
Supervised by	Jonathan Throssell
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Budget Phasing 2024/25
2. J & V Earthmoving Contract Discussion paper - Confidential
3. Earthworks and concrete – Dowsing and JV Comparison

PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Capital works program progress until July 2024.

EXECUTIVE SUMMARY

The Council's adopted 2024/25 budget consists of over $3.6 million of capital renewal and upgrade projects. Consisting of four categories; Plant and Equipment, Furniture and Equipment, Buildings, and Infrastructure. With the early adoption of the budget, the procurement process has commenced for many of the items within the budget, to make sure projects are delivered on time and on budget.

BACKGROUND

Following the adoption of the budget, Officers have planned out the 2024/25 capital works program for the financial year ahead. All other major capital projects are planned to be completed by December 2024. Projects such as the Fremantle City women's soccer club are planned to be completed by September/October 2024, which is a large carry over project from 2023/24.

CONSULTATION

Internal consultation with impacted Officers, including the Executive Management Team.

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996 – (11)
Require that tenders be publicly invited for such contracts where the estimated cost of providing the total service is expected to be, more or worth more, than $250,000.

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

As per the attached Capital works report, the Capital works renewal and upgrade program is worth over $3.7 million.

STRATEGIC IMPLICATIONS

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

Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Individual quotes will need to be sought for minor works, delaying works and compromising capital works completion within financial year.	Unlikely (2)	Minor (2)	Low (1-4)	FINANCIAL IMPACT $250,001 - $1,000,000	Manage by undertaking procurement early in the financial year to ensure works can be completed.

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

Capital works projects timing and information is provided in the attached proposed timeline for the 2024/25 budget.

Most of the larger capital projects are planned to be completed before December 2024, these include the Fremantle Women's soccer club upgrade, Riverside Road upgrade, and the footpath upgrade projects, which account for more than a third of the total budget. Items such as plant and equipment within the budget will be researched and ordered as soon as practicable, however delays in these items are sometimes out of Officers control.

As part of the 2024/25 budget the Footpath upgrade project of George Street between Hubble Street and Duke Street (north side of the road), as per the style guide proposes to remove the brick paving and replace with red asphalt. This project is to be sent out to quote, however Councillor's are reminded of the change of surface and the difference from the south side.

Figure 2. Plympton Precinct proposed footpath materials.

PV01_Red Asphalt
PV07_Exposed Aggregate
PV04_Limecrete Paving
PV08_Recycled Red Brick
PV09_Special Paving (Material TBC)

In March 2024 Councilors queried the spend to date of J & V Earthmoving, and the current contract RFT 02 2022/23. Noting within the approved Council report in 2022, the contract value was estimated at $750,000 over the three year contract period. Attached is a discussion paper in relation to this query.

CONCLUSION

With the early adoption of the 2024/25 budget, procurement for the larger projects has begun, meaning these projects are guaranteed to be completed within the financial year.

10.2 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 022307

OFFICER RECOMMENDATION:

Moved Cr Natale, seconded Cr White

That the Works Committee receive and note the Capital Works Program for July 2024.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

REPORT ATTACHMENTS

Attachments start on the next page

Attachment 1

Town of East Fremantle
Printed : at 6:36 PM on 16/07/2024

as at 30/06/2023

2024/25 Capital works timeline	Proposed Timing												
Description	2024/25	July	August	September	October	November	December	January	February	March	April	May	June
VW Golf Alltrack Wagon (EMRS)	$ 40,000												
Isuzu MKR190 truck	$ 90,000								$ 90,000				
Kobota F3690	$ 55,000								$ 55,000				
Kobelco SK17SR-5	$ 40,000								$ 40,000				
Upgrade Street Lights to LED	$ 310,000												$ 310,000
Two EV Charges for East Fremantle Community Park	$ 44,000		$ 44,000										
Upgrade of EV charger power connection adjacent to Town hall car park	$ 20,000			$ 20,000									
Tricolore Soccer Club Upgrades - carryover	$ 690,000	$ 230,000	$ 230,000	$ 230,000									
Solar and Battery Installation East Fremantle Community Park. Solar installation Town Hall, Depot and Dovenby House	$ 707,500					$ 235,833	$ 235,833	$ 235,833					
Floorboard Sealing - enhancing thermal comfort	$ 13,000			$ 13,000									
East Fremantle Community Park - Miscellaneous Works	$ 140,529				$ 20,000	$ 20,000			$ 100,529				
Upgrade door locks in all Town owned buildings	$ 35,000				$ 35,000								
Downpipes - EH Gray	$ 1,000					$ 1,000							
Eaves Lining - EH Gray	$ 1,000					$ 1,000							
Verandah Columns - EH Gray	$ 4,500					$ 4,500							
Aluminium / wood doors - EH Gray	$ 4,000					$ 4,000							
Aluminium / wood windows - EH Gray	$ 4,500					$ 4,500							
Painting - EH Gray	$ 7,500					$ 7,500							
Eaves Lining - Camp Waller	$ 4,500					$ 4,500							
Upgrade RCD's switchboards - Various buildings	$ 10,000		$ 10,000										
Lighting - Hurricanes	$ 9,000		$ 9,000										
Riverside Road (adjacent to Leeuwin Boat Ramp)	$ 483,733					$ 241,867	$ 241,867						
Upgrade old pits to SEPs	$ 15,000								$ 7,500	$ 7,500			
Preston Point Road - Above carpark near Tennis Club - Investigate and upgrade storage prior to water entering pipe to river	$ 20,000	$ 20,000											
George Street - Drainage investigation and upgrades to allow underground piped water flow	$ 20,000				$ 20,000								
Rotunda replacement - Wayman Park	$ 40,000								$ 40,000				
Rotunda replacement - Mervi Cowan Park	$ 55,000				$ 55,000								
Reticulation upgrades - Preston Point	$ 20,000				$ 20,000								
Limestone wall replacement - Glasson Park	$ 40,000								$ 40,000				
Bore test/replacement - Foreshore Parks	$ 30,000			$ 30,000									
Bore pump test - Stratford Street Park	$ 10,000			$ 10,000									
Irrigation upgrade - Marjorie Green Park	$ 10,000				$ 10,000								
Irrigation upgrade tie in to existing system -Locke Park	$ 35,000				$ 35,000								
Bin upgrades	$ 10,000							$ 10,000					
Drink fountain upgrade	$ 10,000			$ 10,000									
Wayman softfall upgrade for exercise equipment	$ 20,000									$ 20,000			
Extend cricket practice nets hardstand by approx 6m - Henry Jeff & Preston Point	$ 30,000				$ 30,000								
Pram ramp upgrades to DDA standards (to do 20 pram ramps)	$ 20,000					$ 5,000	$ 5,000	$ 5,000	$ 5,000				
Moss St, (west side), between Canning Hwy & George St (Remove Concrete and replace with Red asphalt, as per style guide)	$ 86,400				$ 86,400								
George Street (north side), between Hubble St & Duke St (Remove brick paving and replace with red asphalt, as per style guide)	$ 75,000				$ 75,000								
Riverside Road (West side), adjacent to Leeuwin Boat Ramp (do at same time as road upgrade)	$ 49,500					$ 49,500							
Preston Point Rd (west side), between Bolton St & Pier St (Grey concrete) (420m length)	$ 94,500						$ 94,500						
General Allocation	$ 20,000					$ 20,000							
Paid Parking and Streetscape Design Work and Preliminaries - Silas Street and Leeuwin Carpark	$ 180,000					$ 90,000	$ 90,000						
Total	**$ 3,605,162**												

Attachment 1 - Schedule of rates
Provision of Earthworks and Concrete works

Plant and Equipment			Rate (Ex GST)		
Item	Description	Unit	J & V	Dowsing	Comments
1	1.5 tonne Excavator (or similar size)	Per hour	$90.00	$ 80.00	Dowsing price excludes operator
2	5 tonne Excavator (or similar size)	Per hour	$105.00	$ 65.00	Dowsing price excludes operator
3	10 tonne Excavator (or similar size)	Per hour	$115.00	$ 150.00	Dowsing price excludes operator
4	Skid steer (wheels)	Per hour	$90.00	$ 58.00	Dowsing price excludes operator
5	Skid steer (tracks)	Per hour	$100.00	$ 54.00	Dowsing price excludes operator
6	6 Wheel truck	Per hour	$110.00	$ 90.00	Dowsing price excludes operator
7	8 Wheel Truck	Per hour	$110.00	$ 90.00	Dowsing price excludes operator
8	Semi-trailer truck	Per hour	$120.00	$ 110.00	Dowsing price excludes operator
9	Water Truck (minimum capacity 5000 L)	Per hour	$95.00	$ 93.00	Dowsing price excludes operator
10	Front end loader	Per hour	$120.00	$ 66.00	Dowsing price excludes operator
11	Compactor (hand operated)	Per day	$350.00	$ 159.00	Dowsing price excludes operator
12	Steel drum roller (minimum 6 tonnes)	Per day	$95.00	$ 51.00	

Concrete footpaths				
Item	Description	Unit	Rate (Ex GST)	
13	Removal and disposal of existing footpath, approx depth 100mm (includes insitu-concrete, asphalt, pavers, slabs and liquid limestone)	m^2	$ 71.0	$ 24.00
14	Supply and Laying of grey concrete footpath	m^2	$ 78.0	$ 48.00
15	Supply and Laying of grey concrete footpath (with reinforcement - SL 72 mesh)	m^2	$ 86.0	$ 68.00
16	Supply and Laying of grey concrete footpath (with reinforced fibres)	m^2	$ 84.0	$ 64.00

Drainage				
Item	Description	Unit	Rate (Ex GST)	
17	Supply and installation of 1200x1200 Soakwell, to include soakwell, base, concrete Side entry pit lid, and all associated works	Per item	$ 2,222.0	$ 4,915.00
18	Supply and installation of 1500x1500 Soakwell, to include soakwell, base, concrete Side entry pit lid, and all associated works	Per item	$ 2,636.7	$ 7,505.00
19	Supply and installation of 1800x1800 Soakwell, to include soakwell, base, concrete Side entry pit lid, and all associated works	Per item	$ 4,407.9	$ 8,350.00
20	Supply and installation of 2400x2400 Soakwell, to include soakwell, base, concrete Side entry pit lid, and all associated works	Per item		Not Available
21	Supply and installation of precast concrete pipe 225 Diameter (5 meter lengths)	Per item	$ 1,892.4	Not Available
22	Supply and installation of precast concrete pipe 300 Diameter (5 meter lengths)	Per item	$ 1,902.5	$ 355.00
23	Supply and installation of precast concrete pipe 450 Diameter (5 meter lengths)	Per item	$ 2,287.5	$ 491.00
24	Supply and installation of precast concrete pipe 600 Diameter (5 meter lengths)	Per item	$ 2,688.9	$ 678.00

Miscellaneous				
Item	Description	Unit	Rate (Ex GST)	
25	Labour hire of one person (with civil construction experience)	Per hour	$ 52.00	$ 95.00

Note: There is no obligation to fulfil all services within the schedule, but it is prefferred.

10.3 ENGINEERING MAINTENANCE ITEMS

Report Reference Number	WCR-152
Prepared by	Nicholas King
Supervised by	Jonathan Throssell
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

1. Ecosol Net Tech Technical Specification

PURPOSE

The Works and Services Committee is requested to receive this report regarding Engineering Maintenance items.

EXECUTIVE SUMMARY

Engineering maintenance items within the Town are generally reactive and dealt with by the Towns engineering field officers or contractors. With the highest risk asset being its footpaths, the Town have implemented an annual footpath inspection program which a consultant investigates and rates all of the Towns footpath network. The inspection will be undertaken in January and February every year, with the condition of the footpaths the basis for the following years budget.

BACKGROUND

The Towns Engineering maintenance budget is approximately $300,000 annually, and accounts for two of the Towns external work force. Although the workforce is small the importance on the department is high, with footpaths and roads some of the Towns high risk assets.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

The Towns Engineering maintenance budget is approximately $300,000 for the 2024/25 financial year.

STRATEGIC IMPLICATIONS

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

Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
High risk items like footpath repairs are left and public liability claims increase	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, low impact, low news item	Manage by making sure assets are maintained and repaired in a timely manner

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

One of the busier roads within East Fremantle is Riverside Road with its consistent traffic flow by vehicles, cyclists and trucks. Annual inspections are undertaken by Officers to make sure the road is safe, which the most recent inspection noted severe cracking in sections east of Norm McKenzie Park. Officers have marked

areas which need patch repairs undertaken, which this work will be undertaken in the coming weeks to make sure the road is safe.

The footpath defect repair numbers are as below, which the defects were picked up in the February 2023 audit, and repairs are up until July 2024:

	Defects	Pit defects	Repaired Defects
Total	2018	412	295

The majority of repairs undertaken in this two month period was around the oval community precinct, including the upgrade of over 20 pram ramps.

Below shows the number of defects that are proposed to be repaired as part of the capital works in 2024/25 budget.

2024/25 Capital works footpaths	Defects
Riverside Road	19
Moss Street	12
George Street	28
Preston Point Road	40
Total	**99**

It has previously been agreed at the works committee meetings to have Key Performance Indicators (KPI's) for footpath defects, and agreed that we will aim to repair or eliminate 20 defects per month, this will be a combination of grinding by the Towns staff and upgrade works through the Towns nominated contractor. This work will be in addition to the capital works upgrade, which usually account for 50 or more defects each year.

From until 20 May 2024 until 15 July 2024 (56-day period) there were 35 snap, send and solve reports to the Town, of the 16 reported the below shows the breakdown of most reported issues:

Category	Reports
Footpath	2
Tree reports	6
Graffiti	2
Illegal Parking	2
Illegal dumping	6

A sustainability and drainage item discussed at the Works Committee meeting in May 2024, was Officers investigating the possibility of installing Drainage outlet nets, to capture any larger rubbish, and prevent items from entering the river. Officers sought a quote from Urban Asset Solutions who have installed several of the nets around Perth and Australia, with a quote provided below for the two sizes of outlets:

Location: East Fremantle, Western Australia **Quote No.:** 24-WA-850

OPTION NO	DESCRIPTION	QTY	COST
1	Design, manufacture, and delivery of one (1) **Ecosol Net Tech** unit complete with filtration net and proprietary fail-safe release mechanism suitable for a 300mm pipe	1	$4,170.00*
2	Design, manufacture, and delivery of one (1) **Ecosol Net Tech** unit complete with filtration net and proprietary fail-safe release mechanism suitable for a 450mm pipe	1	$5,400.00*

If the Town recommends procuring two of the nets, the cost would be taken from existing operational drainage budgets, which there is approximately $80,000 for the financial year 2024/25.

CONCLUSION

With Engineering assets being highly visible and high risk to the Town it is important that these assets are maintained to a high standard. The external work crew for engineering maintenance are proactive when queries or complaints are received, this includes assisting in the mitigation of trip hazards within the Towns footpath network which we are progressing with each month.

10.3 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 032307

OFFICER RECOMMENDATION:

Moved Cr White, seconded Cr Natale

That the Works Committee receive and note the Engineering Maintenance report.

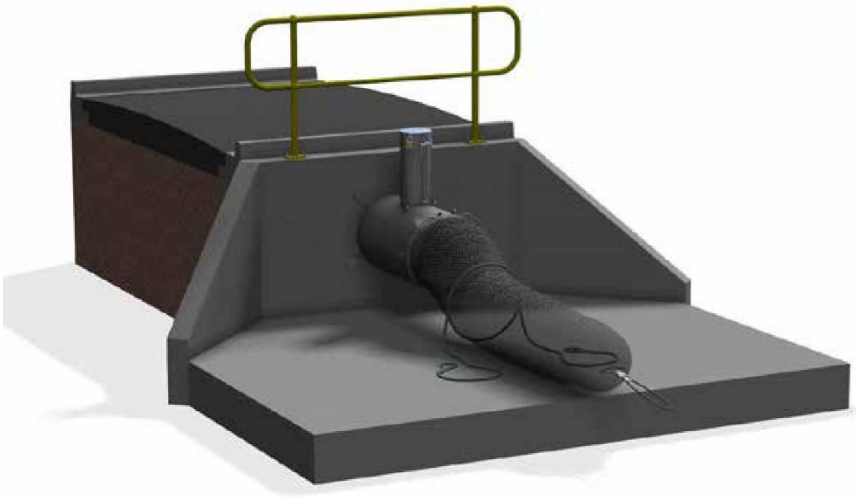
(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White

Against: Nil

REPORT ATTACHMENTS

Attachments start on the next page

Ecosol™ Net Tech
Technical Specification



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for a better future

URBAN®
ASSET SOLUTIONS

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URBAN® ASSET SOLUTIONS

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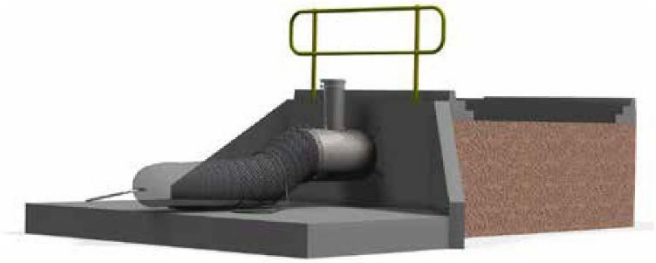
1.0 Introduction

Increasingly stringent environmental best management practice requires planners and developers to apply a fit-for-purpose treatment train approach to stormwater treatment to achieve today's water quality objectives (WQOs). An integral element to any good WSUD is primary treatment or pre-screening of stormwater flows to remove coarse sediment and gross pollutants prior to downstream secondary or tertiary treatment systems such as wetlands.

The Ecosol™ Net Tech provides effective primary treatment of stormwater flows thereby significantly enhancing the operational life of downstream secondary and tertiary treatment systems.

Although in many cases treatment of pollutants as close as possible to the source is preferred there are many situations where in-line, or end-of-line, treatment is more appropriate and this is where Urban Asset Solutions Pty Ltd award-winning Net Tech Solid Pollutant Filter is often seen as more effective solution.



The system has been designed to provide a robust and durable cost effective in-line/end of-line primary treatment system that captures and retains solid pollutants conveyed in stormwater conduits.

In developing this innovative stormwater treatment system careful consideration has been given to durability, longevity, cost, and maintainability. Key commercial technical features include:

- low visual impact and energy footprint;
- designed hydraulics with proven performance and longevity;
- scalable design; and
- cost effective maintenance regime.

This technical manual describes the operation and performance characteristics of the system.

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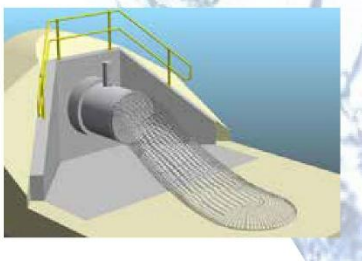
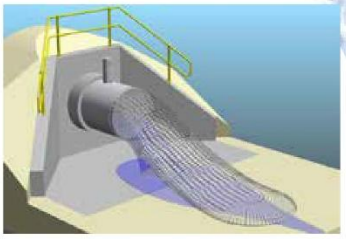
1.1 How and Why the Ecosol™ Net Tech Works

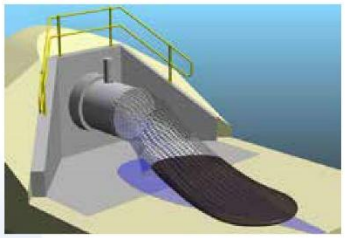
The objective of stormwater treatment is to achieve a real, visible, and sustainable improvement in water quality. Pollution control measures, including Gross Pollutant Traps (GPTs), such as the Ecosol™ Net Tech, litter baskets, sediment basins, grass swales, infiltration systems, and sand filters reduce the level and concentration of a variety of pollutants, thereby enhancing water quality.

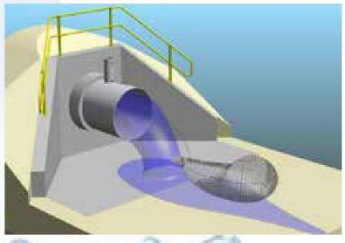


The in-line/end-of-line Ecosol™ Net Tech Solid Pollutant Filter captures a range of gross pollutants from stormwater flows. Independent testing has confirmed that the unit typically collects, and retains, 93% of gross pollutants larger than 50mm at a range of flows. Unlike most other products, the unit treats 100% of the incoming pipe flows with minimal hydraulic impact even during peak flows.



The Ecosol™ Net Tech is designed to be installed in strategic locations, or hot spots, and can be used in a wide range of applications, including residential subdivisions and commercial sites. It can be retrofitted to existing stormwater drainage systems that have a high gross pollutant loading. The simple, yet highly-effective design also enables the unit to be installed in locations where there is limited access for maintenance or where large GPTs are too costly or require too much space.





The Ecosol™ Net Tech consists of a stainless-steel sleeve extension that is inserted and fixed into existing, or new, pipe outlets. This extension is filled with a removable, heavy-duty ultraviolet-stabilised polyethylene net for capturing, and retaining, gross pollutants. The unit has a proprietary release mechanism that allows the filtration net to disengage when it has reached its maximum designed pollutant-holding capacity. When the filtration net becomes full during a rain event it disengages from the extension cylinder sleeve. A pull cord that is connected to the main unit then tightens around the net throat and prevents the remobilisation of captured pollutants. When the rain event has ended the net should be emptied and re-secured to the end of the sleeve extension ready for operation.

The Ecosol™ Net Tech requires little, or no, structural change to the existing stormwater system thereby reducing initial capital costs and minimising disruption to the general public during installation.

The Ecosol™ Net Tech unit can also be installed on multiple pipe outlets, large junction pits, and even open channels.

One of the unit's key advantages is its ability to operate effectively in both partially submerged and tidal environments where it will continue to operate effectively without any remobilisation of pollutants larger than the net apertures.

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2.0 Ecosol™ Net Tech Credentials and Case Studies

The in-line/end-of-line Ecosol™ Net Tech removes, and retains, gross pollutants from stormwater flows. The unit is a compact, efficient, and cost-effective solution to the ever-increasing problem of gross pollutants present in stormwater flows. Unlike most other products, it treats 100% of the incoming pipe flows with minimal hydraulic impact even during peak flows. It is designed specifically to provide essential pre-screening of stormwater runoff.

Once installed, under any flow, the Ecosol™ Net Tech will start capturing and retaining pollutants. The filtered stormwater passes through the net and downstream to the receiving waterway. Extensive independent field and laboratory testing confirms the performance of the product for its intended applications.

Urban Water Resources Centre – University of South Australia - Product Performance Testing

In August 2002 the University of South Australia (UniSA), was commissioned to undertake a series of tests on the Ecosol™ Net Tech to confirm the product's performance. The tests measured the filtration net's capture performance on-grade situations for a range of flows containing full size, real-life stormwater gross pollutants and test rig. The testing confirmed the unit's ability to capture significant amounts of litter smaller than the netting appertures including course sediment at low to medium flows. At high flows it demonstrated its ability to capture and retain 93% of gross pollutants larger the netting aperture size.

LabSA Field Particle Size Distribution Analysis

Field testing, and analysis of results obtained from cleaning the Ecosol™ Net Tech enables Urban Asset Solutions Pty Ltd to confirm not only its performance but also has provided a better understanding of typical pollutant loadings for a wide range of catchments. This enables us to determine the most appropriate solution for a particular site and the required cleaning regime. It has also enabled the compilation of a comprehensive database that is then used in further product development.

The School of Civil, Environmental and Mining Engineering (EngTest) – The University of Adelaide – Performance Review of the Ecosol Net Tech Stormwater Filter.

In 2012 the University of Adelaide (Engtest Civil, Environmental and Mining) completed extensive testing and measurements of the products capture efficiency, hydraulic performance and durability at varying flow rates and compiled a comprehensive product performance report (Performance Review of the Ecosol™ Net Tech) reviewing both past and present field and laboratory testing data.

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Product Development and Testing Partners

LABSA CONSTRUCTION MATERIAL TESTING

THE UNIVERSITY of ADELAIDE

University of South Australia

3.0 Warranty and Life Expectancy

The Ecosol™ Net Tech has a one-year warranty covering all components and workmanship. Urban Asset Solutions Pty Ltd will rectify any defects that fall within the warranty period. The warranty does not cover damage caused by vandalism and may be invalidated by inappropriate cleaning procedures or where the unit is not cleaned within the recommended frequency. The Ecosol™ Net Tech is designed to meet strict engineering guidelines and manufacturers guarantees and is one of the most durable primary stormwater treatment systems available. The stainless steel components have a life expectancy of 15 years while the filtration net has a life expectancy of 5 years providing appropriate maintenance practices are employed.

4.0 Safety Considerations

The simple, yet effective design of the Ecosol™ Net Tech reduces OH&S risks as most of the work is undertaken in a controlled factory environment. The unit arrives to site complete and ready for installation reducing significantly on-site time, an important factor given the costs associated with delays that can be caused by inclement weather.

5.0 Environmental Impact

Urban Asset Solutions Pty Ltd is accredited to ISO 14001 (Environment) and undertakes all manufacturing and construction within the requirements of this Standard.

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6.0 Key Features and Benefits

The Ecosol™ Net Tech is a robust and modern filtration system for use where there are cost or space constraints, or specialised cleaning equipment is not available. The unit captures and retains more than 93% of solid pollutants larger than >600µm, although, in practice, it has been found to collect much smaller particles including fine sediments.

Easily installed, into most drainage networks the unit's simple design has a net release mechanism that eliminates any adverse hydraulic impact traditionally encountered with direct-screening trash racks. It can be installed not only end-of-line at almost any pipe outlet but also in-line where concrete structures such as manholes and junction boxes can house the unit. It is also a cost-effective and efficient pre-screening system for vegetated swales, wetlands, and on-site detention systems.

The unit is easily cleaned using a small crane truck for lifting the net and emptying the pollutants.

Key Features	Benefits
Hydraulics	• Minimal head/hydraulic loss as the filtration net fills, reducing to zero when it disengages • 100% treatable flow rate up to the designed TFR • Fail safe release mechanism eliminates the risk of flooding
Pollutant Capture and Retention	• Captures and retains more than 93% larger than the netting apertures • No remobilisation of captured pollutants larger than the filtration net apertures
Design and Construction	• Operates in dry, tidal and partially submerged environments • Ideal for locations with limited access or where there are significant cost constraints • Easily installed with minimal risk to public • Simple design with durable, corrosive-resistant materials • Fits pipes and box culvert sizes up to 900mm diameter • Can be retrofitted to almost any existing stormwater system • Product is made in-house thereby reducing lead times significantly
Cleaning and Maintenance	• Easily cleaned using small crane truck • Removable filtration net makes access easy for cleaning and maintenance • Pollutants do not need to be handled during cleaning
Environmental Impact	• Effective pre-screening as part of a treatment train to achieve water quality objectives • Positive effect on natural ecosystem by improving water quality • In -line unit is housed in its own pit with minimal impact on the site aesthetics
Tried and Tested	• Independently tested and extensively field tested • Meets all relevant industry standards and guideines

Table 1 Ecosol™ Net Tech Key Features and Benefits

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7.0 Key Dimensions

The Ecosol™ Net Tech will treat 100% of all flows in both free-draining and submerged environments until the net becomes full and disengages from the main unit, effectively eliminating the potential for flooding. Independent testing has found that the unit has little, or no, impact on the hydraulic performance of the drainage network.

The holding capacity of the Ecosol™ Net Tech varies with the site specifics, including the outlet type and size. The holding capacity is designed to maximise the life-cost benefit to the asset owner.

The following table (tables 2 & 3) shows the Ecosol™ Net Tech dimensions and the holding capacities for typical cylindrical pipe and box culvert outlets.

Unit Codes	Pipe Diameter / Box Culvert Dimensions (LxH) (mm)[1x2x3]	Approximate Unit Weight (kg)	Approximate Maximum Pollutant Holding Capacity (m^3)
Cylindrical Pipe Units			
Net Tech 300	Minimum 300	41	Up to 0.180
Net Tech 375	Up to 375	44	Up to 0.208
Net Tech 450	Up to 450	53	Up to 0.420
Net Tech 525	Up to 525	55	Up to 0.570
Net Tech 600	Up to 600	75	Up to 0.760
Net Tech 750	Up to 750	89	Up to 1.210
Net Tech 900	Up to 900	108	Up to 1.780
Box Culvert Units			
Net Tech 300B	Minimum 300 x 300	45	Up to 0.200
Net Tech 375B	Up to 375 x 375	53	Up to 0.330
Net Tech 450B	Up to 450 x 450	59	Up to 0.490
Net Tech 600B	Up to 600 x 600	75	Up to 0.900
Net Tech 750B	Up to 750 x 750	91	Up to 1.350
Net Tech 900B	Up to 900 x 900	108	Up to 2.000

Tables 2 &3 Ecosol™ Net Tech Key - Dimensions and Holding Capacities

[1] The pipe diameters listed are internal pipe diameters.

[2] The box culvert lengths (also commonly known as culvert span) and heights refer to the internal dimensions - box culverts are available at various heights up to the nominated culvert dimension.

[3] Dimensions listed are for single units on single inlet pipes or culverts, for multiple inlet pipes or larger units please consult with your local Urban Asset Solutions Pty Ltd representative.

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8.0 Collection and Removal Efficiencies

In order to determine a meaningful characterisation of the products collection efficiency, an extensive verification phase was undertaken by Avocet Consulting Pty Ltd, Ecosol and EngTest (The University of Adelaide).

Pollutant	Removal Rate (%)	Details
Gross Pollutants (GP)	93%	Capture efficiency of gross pollutants by volume (larger than the filtration netting apertures. (Standard Netting consists of 50mm or 115mm apertures).

Table 4 – Net Tech Capture Efficiency.

Particulate Size (Micron)	Capture Efficiency
2000 - 6000	20%
6000 - 16000	48%
>16000	90%

Table 5 – Typical Particle Size Distribution data for Ecosol™ Net Tech systems with 50mm - 115mm netting

[1] The optimal collection efficiency for the Ecosol™ Net Tech is at approximately 30 – 60% full. Accordingly, the removal of the constituents is dependent on the composition of the particles, and the bonding of the chemical constituents to the surface of the particles. Additionally the particle filtration performance of the Ecosol™ Net Tech is dependent on the body of pollutant forming a media already captured by the filter; therefore conservative capture efficiency ranges have been provided.

Quoted Capture Efficiency (CE) values are intended as a general guide only, please consult with your Urban Asset Solutions Pty Ltd representative for site specific product sizing and modelling.

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9.0 MUSIC Modelling Guidelines

These guidelines provide instruction to the creation and application of a treatment node for the Ecosol™ Net Tech for the Model for Urban Stormwater Improvement Conceptualisation (MUSIC). The Ecosol™ Net Tech can be modelled in MUSIC using the Generic Treatment node to represent the results derived from independent laboratory testing and field testing by the University of South Australia and the University of Adelaide (ENGTEST The school of civil, environmental and mining engineering). The guidelines apply to the creation of the treatment node within MUSIC v6.0.4.

Insert a GPT treatment node into your model by selecting "GPT" under the treatment nodes menu. When the node is created the node properties dialog is displayed. There are several changes that need to be made in this dialog.

- Adjust the text in the Location box to read "Ecosol Net Tech" plus any other relevant information
- Adjust the low flow bypass to reflect any flow (m^3/sec) diverted away from the unit before treatment (usually zero).
- Adjust the high flow bypass to reflect the treatable flow rate (TFR values to be set at the pipe flow) (m^3/sec)

NOTES: Can be used to describe assumptions or location of reduction values for authority approvals.

Adjust the transfer function for each pollutant selecting the pollutant and editing (right click on the function point)the input and output values on the graph below to reflect the capture efficiencies (ce) of the treatment device. Table 6 provides the input and output values for the Ecosol™ Net Tech based on the use of the standard 50mm - 115mm netting.

Pollutant	Removal Rate (%)	Entered Input Value	Entered Output Value
Gross Pollutants (>600µm)	93	1000	70

Table 6 - Ecosol Net Tech – 50- 115mm Netting, input and output values

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10.0 Hydraulic Specification

The Ecosol™ Net Tech will treat 100% of all flows in both free-draining and submerged environments until the net becomes full and disengages from the main unit, effectively eliminating the potential for flooding. Independent testing has found that the unit has little, or no, impact on the hydraulic performance of the drainage network.

Figure 1 provides an indicative guide of the products treatable flow rate relevant to pipe sizes. With an empty filtration net the resistance is negligible and therefore the treatable flow rate is higher. However when the filtration net is full of pollutants an impervious the treatable flow rate of the unit approaches zero at which point the unique release mechanism will disengage thereby enabling full pipe flows to continue without any hydraulic impact.

Head-loss is defined as the hydraulic energy loss (embodied by the pressure reduction) experienced by the flow through the unit as a function of the flow rate through the unit. Testing by the Urban Water Resources Centre (The University of South Australia) confirmed that the release mechanism is constantly triggered before any significant build-up of pressure behind the filtration net. In all cases the maximum head recorded was only 54mm above pipe overt.

In summary independent testing has found that the Ecosol™ Net Tech has little, or no, impact on the hydraulic performance of the drainage network. Unlike other in-line/end-of-line systems, the unit's unique release mechanism ensures there is no obstruction to flows in critical storm events, effectively eliminating the risk of flooding.

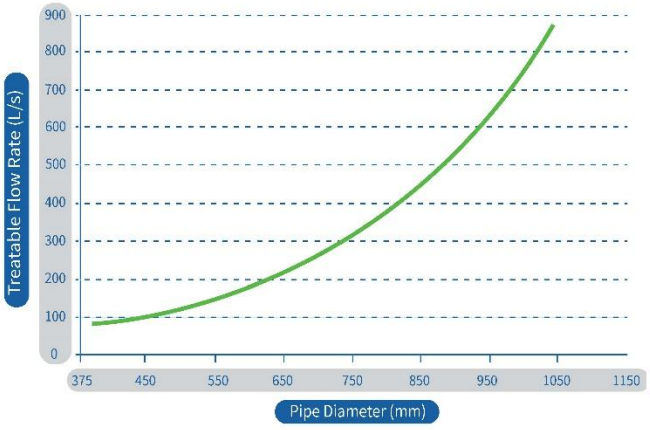

Figure 1 - Treatable flow rate for the Ecosol™ Net Tech as a function of pipe diameter for circular outlet conduits.

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11.0 Cleaning and Maintenance

As with all filtration systems, the Ecosol™ Net Tech should be cleaned regularly. The cleaning frequency and the cost depend heavily on the surrounding environment, the unit's proximity to a waste facility, the number of rain events, the catchment, and the type of pollution collected. The figures in table 7and 8 give a broad guideline about the optimal catchment size and the number of cleans required annually based on typical expected urban pollutant loads.

Ecosol Net Tech Product Code	Gross Pollutant Holding Capacities	Optimal Catchment Area (Ha)	Recommended Cleaning Frequency
Cylindrical Pipe	m^3	Ha	Per Annum
Net Tech 300	0.180	0.65	1
Net Tech 375	0.208	0.75	1
Net Tech 450	0.420	1.50	1
Net Tech 525	0.570	2.00	1
Net Tech 600	0.760	2.70	1
Net Tech 750	1.210	4.50	1
Net Tech 900	1.780	6.50	1

Ecosol Net Tech Product Code	Gross Pollutant Holding Capacities	Optimal Catchment Area (Ha)	Recommended Cleaning Frequency
Box Culverts	m^3	Ha	Per Annum
Net Tech 300 x 300	0.200	0.75	1
Net Tech 375 x 375	0.330	1.20	1
Net Tech 450 x 450	0.490	1.70	1
Net Tech 600 x 600	0.900	3.30	1
Net Tech 750 x 750	1.350	4.80	1
Net Tech 900 x 900	2.000	7.20	1

Table 7 & 8 – Indicative maintenance frequencies for the Ecosol™ Net Tech.

Cleaning frequencies are based on typical pollution loads of 0.280m^3 / ha / year for gross pollutants. Excludes coarse sedimentation typical urban pollutant loads

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11.0 Cleaning and Maintenance continued

All data provided in tables 7 & 8 and figures are based on single units with 2.5m net lengths. For multiple module units or open channel applications please consult with your local Urban Asset Solutions Pty Ltd representative.

One of the key advantages of the Ecosol™ Net Tech is that a small crane truck can easily lift full filtration net for emptying. This eliminates any risks associated with manually handling captured pollutants. As the Ecosol™ Net Tech is predominately installed as a dry system there is a reduced likelihood of captured contaminants causing any significant adverse environmental impact or nuisance (such as odour and putrefaction).

The key benefit of this primary treatment device is its low capital cost along with its low ongoing cleaning and maintenance cost. Cleaning is recommended before the filtration net reaches its capacity to avoid flows bypassing the unit and discharging untreated stormwater to the receiving waterway.

12.0 Monitoring

Under normal weather and operating conditions, your Ecosol™ Net Tech should be checked, minimum every three months depending on quality and quantity of the inflow to the unit. Initially, Urban Asset Solutions Pty Ltd recommends that monitoring is undertaken monthly or immediately after a major rain event. As the unit requires only visual inspection from the surface to determine its percentage of fill this is a relatively cost and time efficient process. Once the unit has been in operation for an extended period of time (say, 12 months) then the monitoring schedule can be adjusted to reflect the actual operating conditions specific to the catchment.

Under normal operating conditions the unit would normally require cleaning approximately every 12 months.

13.0 Monitoring,Cleaning and Maintenance Services

Urban Asset Solutions Pty Ltd has a very competitive cleaning service using a crane truck for the removal of all captured pollutants. After each clean we provide a full report detailing the volume and type of pollutants removed. We believe that it is in your best interests for Urban Asset Solutions Pty Ltd staff to clean and maintain the unit, not only because we are specialists, but also because proper monitoring and maintenance enhances the unit life significantly.

14.0 Applications and Configurations

Net Tech Single RCP or RCBC Applications

The Ecosol™ Net Tech is usually installed end-of-line at pipe and box culvert outlets or headwalls, ranging in size from 300mm to 1500mm, although pipes and box culverts can be fitted with multi-unit configurations.

Typically, the unit is located at single drainage outlets that discharge to beaches, rivers and creeks. The Ecosol™ Net Tech is also often installed in-line in its own concrete
pit in a manhole or junction box as long as the unit is not obstructing flows. In these cases it has the added benefit of being underground and therefore, visually unobtrusive and ensuring that captured pollutants are stored safely away from the general public. It usually operates as a dry system but can be installed in tidal and submerged environments where it will not, under any flow condition, remobilise captured pollutants larger than the filtration net apertures.

The Ecosol™ Net Tech is an effective primary pre-screening system that removes large solids from stormwater, thereby extending the life of secondary and tertiary treatment systems, such as wetlands and vegetated swales, which would otherwise become clogged with gross pollutants.

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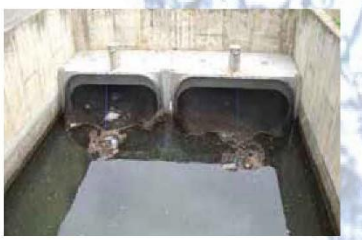
14.0 Applications and Configurations continued

Net Tech Multi Unit Applications

The Ecosol™ Net Tech can also be configured to suit a multiple outlet headwall or discharge points to beaches, rivers, creeks, and open drains where flows are usually of greater magnitude than those conveyed conventionally by single pipe systems and where the multi-unit Ecosol™ Net Tech is suitable in preference to more-costly and larger high-end engineered GPTs.



Net Tech Channel Applications

This system has also been successfully installed as a first flush treatment system for open channel or canal applications. The Urban Asset Solutions Pty Ltd engineering team is able to provide a comprehensive design proposal which includes preliminary hydraulic, structural and total concept design including access and hard stands for maintenance. This turnkey service is the catalyst for its success as every critical element is considered in the preliminary design and tender process. If successful Urban Asset Solutions Pty Ltd can then fabricate, install and maintain the system specific to the client's needs and site application.

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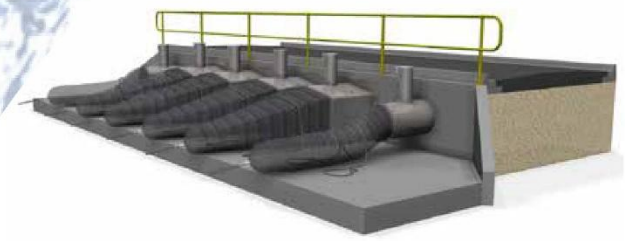

15.0 Turnkey Services

Urban Asset Solutions Pty Ltd design and estimating staff provide a dedicated management approach towards your project. In addition all staff are capable of liaising with the client, the consulting engineer, the contractor, and all other interested third parties to achieve a successful outcome.

Given the wide range of pipe types, sizes, and configurations, Urban Asset Solutions Pty Ltd provide a complete turnkey service inclusive of site measure, manufacture and installation on-site to suit each individual application. This flexibility enables the Ecosol™ Net Tech to be appropriately sized, correctly installed and commissioned for efficient operation.

16.0 Accreditation

Urban Asset Solutions Pty Ltd is accredited to AS/NZS ISO 14001 (Environment) and AS/NZS 9001 (Quality). Our commitment to continuously improving our products and services is demonstrated by our ongoing accreditation for Quality and Environmental Management. Urban Asset Solutions Pty Ltd is also committed to a safe environment for its employees. We are fully third-party accredited to AS/NZS 4801.

ATLAS CERTIFICATION OHSAS 18001 | ATLAS CERTIFICATION AS/NZS 4801 | ATLAS CERTIFICATION ISO 9001 | ATLAS CERTIFICATION ISO 14001

17.0 Suppiler and Technical Product Contact Details

For any maintenance or technical product enquiries please contact:
Urban Asset Solutions Pty Ltd
Tel: 1300 706 624
Fax: 1300 706 634
Email: info@urbanassetsolutions.com.au

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Appendix 1

Ecosol™ Net Tech Essential Information Form

To ensure your system is appropriately designed for its intended application and meets local water quality objectives it is essential that the following minimum information is provided:

Customer Details

- Contact Person:
- Company Name:
- Phone:
- Fax:
- Email:

- Project Name:
- Project Address:
- Type of Development/Catchment Type:
- Pollutant Removal Targets (%): Site Water Quality Objectives (WQO's)
  - Gross Pollutants
  - Total Suspended Solids
  - Total Phosphorus
  - Total Nitrogen
  - Heavy Metals
  - Total Petroleum/ Hydrocarbon
  - Other
- Local Authority:
- Device Location:
- Designed Discharge (Peak ARI Flow Rate) L/s:
- Treatable Flow Rate (L/s):
- Tidal or submerged (inundated) system:
- Other essential design or site relevant information:

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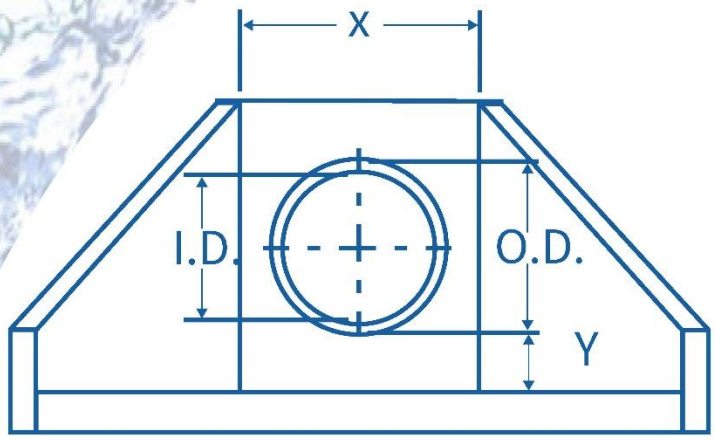
Appendix 1 continued



Please note :

- For pipe configurations not indicated on this sheet please provide a detailed sketch confirming key dimensions.
- If a concrete apron is present you must also confirm there is sufficient clearance under the unit allowing for the rail and fitting of the net (dimension Y).
- If the outlet is subject to tidal influences please provide information on high and low tide levels above pipe invert level.
- If there is a standing water level present in the pipe please confirm the average medium height of this standing water level above pipe invert.

Please provide accurate dimensions of the pipe proposed for the installation of the Ecosol™ Net Tech, as follows:

PIPE DETAILS	
Pipe Type & Class	
Pipe internal diameter (ID)	mm
Pipe overall diameter (OD)	mm
Clear distance between wing wall returns (X)	mm
Clear dimension from bottom of pipe OD to base slab (Y)	mm

Please forward the above information for your next project to your local Urban Asset Solutions Pty Ltd representative. On receipt Urban Asset Solutions Pty Ltd will model and design the most appropriately sized system to suit your application to assist you achieve the project Water Sensitive Urban design objectives.
Email: info@urbanassetsolutions.com.au
Fax: 1300 706 634

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Appendix 2

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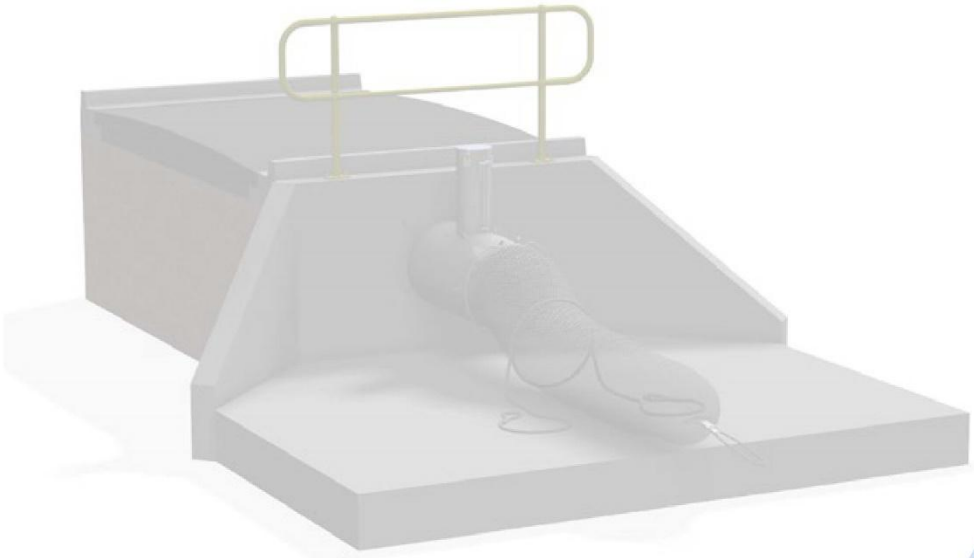

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10.4 PARKS & GARDENS

Report Reference Number	WCR-155
Prepared by	Nicholas King
Supervised by	Jonathan Throssell
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

PURPOSE

The Works Committee is requested to receive this report regarding the Town's Parks and Gardens.

EXECUTIVE SUMMARY

The Town's Parks, Ovals and reserves asset portfolio has an estimated value of approximately $8 million, excluding non-depreciable assets (passive parks, sports fields and natural areas). The majority of its external work force are based within the parks and gardens team, maintaining the Towns parks and gardens on a schedule program which runs fortnightly. In addition to the maintenance, capital projects within parks account for approximately $310,000 for the financial year 2024/25.

BACKGROUND

The Town's parks and gardens are the most visible asset to its residents and stakeholders, meaning that the maintenance of these areas is important in keeping the Town looking proactive and mindful of its stakeholders values in relation to the environment.

The early adoption of the 2024/25 budget means that Officers can begin the procurement process for items as soon as possible, meaning delivery of items before the end of the financial year.

CONSULTATION

The Officers meet with the relevant sports user groups of the Preston Point ovals every quarter, which is a good way to communicate works or concerns the clubs have.

STATUTORY ENVIRONMENT

Local Government Act 1995
Environment Protection and Biodiversity Conservation Act 1999

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

Capital projects of $310,000 for the 2024/25 financial year as below:

Description	Budget
Rotunda replacement - Wayman Park	$ 40,000
Rotunda replacement - Mervi Cowan Park	$ 55,000
Reticulation upgrades - Preston Point	$ 20,000
Limestone wall replacement - Glasson Park	$ 40,000
Bore test/replacement - Foreshore Parks	$ 30,000
Bore pump test - Stratford Street Park	$ 10,000
Irrigation upgrade - Marjorie Green Park	$ 10,000
Irrigation upgrade tie in to existing system -Locke Park	$ 35,000
Bin upgrades	$ 10,000
Drink fountain upgrade	$ 10,000
Wayman softfall upgrade for exercise equipment	$ 20,000
Extend cricket practice nets hardstand by approx 6m - Henry Jeff & Preston Point	$ 30,000
Total	**$ 310,000**

Operating costs of approximately $600,000 for the 2024/25 financial year

STRATEGIC IMPLICATIONS

Strategic Priority 1 – Social - A socially connected, inclusive and safe community.
1.2 Inviting open spaces, meeting places and recreational facilities

Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
3.2 Maintaining and enhancing the Town's character

Strategic Priority 4 – Natural Environment - Maintaining and enhancing our River foreshore and other green, open spaces with a focus on environmental sustainability and community amenity
4.1 Conserve, maintain and enhance the Town's open spaces
4.2 Enhance environmental values and sustainable natural resource use
4.3 Acknowledge the change in our climate and understand the impact of those changes.

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Parks become degraded and look poor	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Manage by making sure out maintenance standards are high and checked by senior staff.

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

The maintenance and upgrade of the Towns parks is very important as it is an amenity that is seen and used daily by residents and stakeholders. The Towns major maintenance works and projects are listed below with relevant timeframes:

- Retic bore upgrades – Works to begin in August 2024 to ensure all reticulation is up and running before summer 2024.
- Henry Jeffery, Preston Point and Wauhop Ovals – Maintenance plans are being reviewed and Officers are seeking quotes and advice from contractors on how to best maintain the ovals, with the current high use from clubs.
- Tree planting – All seasonal tree planting planned for July/August 2024. Tree lists have been finalised and trees being ordered for delivery in the coming weeks.

CONCLUSION

As works in parks and gardens is generally seasonal in terms of tree planting and recovery, most of the capital works relating to parks and gardens is undertaken in the winter months between July and September. In addition to the capital projects the Towns external work force work on a fortnightly maintenance schedule to maintain the Towns parks and gardens.

10.4 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 042307

OFFICER RECOMMENDATION:

Moved Cr White, seconded Cr Natale

That the Works Committee receive and note the Parks and Gardens report.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

REPORT ATTACHMENTS

Nil

10.5 RISK & HAZARDS

Report Reference Number	WCR-157
Prepared by	Nicholas King
Supervised by	Jonathan Throssell
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

PURPOSE

The Works Committee is requested to receive this report regarding Risk & Hazards and OHS/WHS matters.

EXECUTIVE SUMMARY

As there are no items to report on these matters for this month, items may be raised during the meeting.

BACKGROUND

Risk & Hazards and OHS/WHS matters are important for the Town, as reporting and mitigating risk is a key component on reducing the Towns public liability. If done correctly, the Town, residents and other stakeholders will benefit from a safe Town of limited risks and hazards.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Work Health and Safety Act 2020

POLICY IMPLICATIONS

Policy 2.2 Risk Management

FINANCIAL IMPLICATIONS

No direct costs associated with this item, however the Towns insurance policies may be impacted indirectly.

STRATEGIC IMPLICATIONS

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

Strategic Priority 5 – A proactive, approachable Council which values community consultation, transparency and accountability
5.1 Strengthen organisational accountability and transparency
5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If risks are not identified then hazards can become worse, and the impact can sometimes be fatal	Unlikely (2)	Major (4)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, high impact, high news profile, third party actions	Manage by identifying risks and mitigating them early

RISK MATRIX

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

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

RISK RATING

Risk Rating	8
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

SITE INSPECTION

Nil

COMMENT

As no items for this month, this section will be filled as required in coming meetings.

Technical Services have 20 risks within the risk register which they are the direct owner of these risks.
The highest risks within the Technical Services Department are below:

- Inadequate hazard identification and exclusion — Risk rating 12
- Lack of Asset management planning — Risk rating 9
- Lack of formal or appropriate scheduling — Risk rating 9
- Lack of training, awareness and knowledge — Risk rating 9

- Project management - Failure to consult with key stakeholders Risk rating 9
- Inadequate security protection measures in place for buildings Risk rating 9
- Inadequate contract management practices Risk rating 9

All of these risks have relevant controls in place, with the inherent impact on the lower end for all of the risks.

At the works committee meeting May 2024, it was discussed that the current Safe Work Methods Statements are being reviewed and updated in accordance with the recent WHS assessment. This work is yet to be done, however work is planned to begin in the coming weeks, in liaising with the WHS committee and potential WHS Officer.

CONCLUSION

Risk & Hazards and OHS/WHS are items that are important to the Town as its reputation can be damaged and the financial implications can be high if the severity of incidents is serious. It is the Towns responsibility to mitigate these risks and identify hazards, in trying to prevent serious incidents.

The Towns risk register has recently been migrated to SharePoint, making it easier for staff members to use and get automatic reminders of when risks are to be reviewed.

10.5 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 052307

OFFICER RECOMMENDATION:

Moved Cr Natale, seconded Cr White

That the Works Committee receive and note the Risk & Hazards and OHS/WHS report.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

REPORT ATTACHMENTS

Nil

10.6 STRATEGIC PROJECTS

Report Reference Number	WCR-159
Prepared by	Nicholas King
Supervised by	Jonathan Throssell
Meeting date	Tuesday, 23 July 2024
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	Nil

PURPOSE

The Works and Services Committee is requested to receive this report regarding the Town's Strategic Projects.

EXECUTIVE SUMMARY

The Town has several strategic projects which align with its Strategic Community Plan, Corporate Business Plan and Strategic Resource Plan. Four key projects have been identified and will be updated within this report, being:

- Implementation of Works Review
- Implementation of Integrated Traffic Management Plan
- Implementation of Foreshore Management Plan
- Implementation of Asset Management Plan

BACKGROUND

The four key strategic projects have varied background information, which all are long term projects.

CONSULTATION

All strategic projects have had varied levels of consultation, including:

Implementation of Works Review

Finalised report went to Council informally upon completion, with updates provided to Council in late 2021 at the Council Concept Forum. The updated actions list and completed items will be provided to Council in mid-2024.

Implementation of Integrated Traffic Management Plan

The finalised report was presented to Council at the Council Concept Forum in mid-2021. Following the review of the Corporate Business plan in early 2024, this has raised the concerns of parking around the Town once again. A forum may be suggested to discuss this further with Councilors.

Implementation of Foreshore Management Plan

Different iterations have been presented to Council both formally and informally since the 2015 plan, however the updated condition assessment and plan has not been presented to Council as of yet.

Implementation of Asset Management Plan
The asset management plans were presented to Council in May 2024 for endorsement.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Purchasing Policy 2.1.3

FINANCIAL IMPLICATIONS

The four strategic projects have an impact on the Towns long term financial plan and the current 2022/23 financial year budget.

STRATEGIC IMPLICATIONS

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

Strategic Priority 3 – Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces
3.3 Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If strategic plans are not updated or maintained the long term financial plan may be adversely impacted	Possible (3)	Minor (2)	Low (1-4)	FINANCIAL IMPACT $50,000 - $250,000	Manage by annually reviewing strategic projects to make sure we are aligning with the plans and long term financial planning

RISK MATRIX

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

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

rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

Updates on the individual projects are as below:

Implementation of Works Review

The Operations review is reviewed monthly by the CEO and EMTS, with the recommendations commented on and updated if completed.

To date of the 66 recommendations the status is below for each:

Status	66	%
Ongoing	33	51%
Completed	24	37%
No Action	11	17%

Implementation of Integrated Traffic Management Plan

The Town has undertaken an additional traffic survey in February 2023, which any action from this may be presented to Council.

Since March 2024 Officers have commissioned a line marking contractor to go around the Town and update all statutory line marking. This includes yellow no stopping line marking around the intersections and where line marking has faded.

Implementation of Foreshore Management Plan

The concept design for the Norm McKenzie wall upgrade project was presented to Council at the March 2024 concept forum, including the public consultation feedback. Council agreed to progress with the design and the funding application with the Department of Biodiversity, Conservation and Attractions (DBCA) for a 50/50 share of the project cost, where a funding application was submitted for 50% cost share with the DBCA.

With the hiring of the Communications Manager and Officer, it is planned to be more proactive with the works planned in the next 10 years along the foreshore. This will give the public more awareness of what is to be undertaken and at what sections along the foreshore.

Implementation of Asset Management Plan

All Asset management plans were presented to Council for adoption in May 2024.

CONCLUSION

The Towns strategic projects are vital in capturing and updating the Towns assets and priorities in aligning with its long term financial plan. It is important that the Town review these projects regularly to make sure our annual capital program and maintenance budgets are aligning with the long term plans.

10.6 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 062307

OFFICER RECOMMENDATION:

Moved Cr White, seconded Cr Natale

That the Works Committee receive and note the strategic projects update.

(CARRIED UNANIMOUSLY 4:0)
For: Crs Collinson, Wilson, Natale, White
Against: Nil

REPORT ATTACHMENTS

Nil

11 MATTERS BEHIND CLOSED DOORS

Nil

12 CLOSURE OF MEETING

There being no further business, the Presiding Member declared the meeting closed at 7.46pm.

I hereby certify that the Minutes of the ordinary meeting of the Works Committee of the Town of East Fremantle, held on 23 July 2024, Minute Book reference 1. to 12. were confirmed at the meeting of the Committee on

26 NOVEMBER 2024

Presiding Member