

# AGENDA

## Council Meeting Tuesday, 19 March 2024 at 6:30 PM

### **Disclaimer**

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

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

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

### **Copyright**

The Town wishes to advise that any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

## 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.

<b>Deputations</b> A formal process where members of the community request permission to address Council or Committee on an issue.	<b>Presentations</b> 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](mailto: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](mailto:admin@eastfremantle.wa.gov.au) to arrange your presentation.

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

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



### **Procedure for Public Question Time**

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

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

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

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

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

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

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

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## NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on 19 March 2024 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



JONATHAN THROSSELL  
Chief Executive Officer  
**14 March 2024**

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# AGENDA

## 1 OFFICIAL OPENING

## 2 ACKNOWLEDGEMENT OF COUNTRY

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

## 3 ANNOUNCEMENT TO GALLERY

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

## 4 RECORD OF ATTENDANCE

### 4.1 ATTENDANCE

### 4.2 APOLOGIES

### 4.3 APPROVED

## 5 DISCLOSURES OF INTEREST

### 5.1 FINANCIAL

### 5.2 PROXIMITY

### 5.3 IMPARTIALITY

## 6 PUBLIC QUESTION TIME

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

Nil

### 6.2 PUBLIC QUESTION TIME

## 7 PRESENTATIONS/DEPUTATIONS

### 7.1 PRESENTATIONS

Nil

### 7.2 DEPUTATIONS

## 8 APPLICATIONS FOR LEAVE OF ABSENCE

## 9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### 9.1 MEETING OF COUNCIL (20 FEBRUARY 2024)

#### **OFFICER RECOMMENDATION**

That the minutes of the Ordinary meeting of Council held on Tuesday, 20 February 2024 be confirmed as a true and correct record of proceedings.

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Reports start on the next page

## 12.1 RATES COLLECTION MID YEAR

<b>Report Reference Number</b>	OCR-2641
<b>Prepared by</b>	Richard Olson, Revenue Officer
<b>Supervised by</b>	Phil Garoni, Manager Finance
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

### PURPOSE

The purpose of this report is to update Council on the progress of Rates Collections as at 10 January 2024.

### EXECUTIVE SUMMARY

This report will advise Council on the progress of rates accounts, in both monies collected and balance outstanding for the 2023/24 financial year.

Of the Total Rates & Services Charges Levied for 2023/2024 (inclusive of the Emergency Services Levy), being \$11,016,917 (includes arrears from prior year), \$9,433,332 or 85.63% has been collected as at 10 January 2024.

Payment Option 2 (2<sup>nd</sup> and Final Instalment) and Payment Option 3 (3<sup>rd</sup> Instalment) were both due and payable on 3 January.

Only the 4<sup>th</sup> instalment remains, due 7 March 2024.

Last year's mid-year report was based on figures to 10 January 2023 (before that, 10 January 2022).

### BACKGROUND

Rates income is the most important source of revenue for the Town of East Fremantle. Ratepayers have the following options to paying their rates accounts:

- i. Payment in full - due date 23/08/2023
- ii. Instalment Options
  - a. two instalments (due dates 23/08/23 and 3/01/24)
  - b. four instalments (due dates 23/08/23, 25/10/23, 3/01/24 and 7/3/2024), or
- iii. Payment Plan - Special Payment Arrangement.

The Audit Committee at its meeting held on 28 February 2024 recommended Council receive this report.

### CONSULTATION

Manager Finance

### STATUTORY ENVIRONMENT

Regulation 5 of the *Local Government (Financial Management) Regulations 1996* outlines the CEO's duties as to financial management of the local government which includes:

- That efficient systems and procedures are to be established for the proper collection of all money owing to the local government.

Section 6.49 of the *Local Government Act 1995* states that a local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person.

## POLICY IMPLICATIONS

Council's Debt Collection Policy includes options to recover rates debt where rates are in arrears between one (1) and three (3) years.

Part 6 of this Policy requires management and Council reporting. The Town has adopted a benchmark target of 5% for its outstanding rates ratio. A status report on rates outstanding is required to be presented to Council.

## FINANCIAL IMPLICATIONS

There are no financial implications resulting from the recommendations of this report.

## STRATEGIC IMPLICATIONS

Town of East Fremantle Strategic Community Plan 2017-2027

Objective 5.1 Strengthen Organisational Accountability and Transparency.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate debt recovery processes will result in excessive bad debts	Unlikely (2)	Minor (2)	Low (1-4)	FINANCIAL IMPACT \$10,000 - \$50,000	Accept Officer Recommendation
Inefficient use of staff time and financial resources to pursue bad debts	Unlikely (2)	Minor (2)	Low (1-4)	FINANCIAL IMPACT \$10,000 - \$50,000	Accept Officer Recommendation

### 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

<b>Risk Rating</b>	2
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

## SITE INSPECTION

Not Applicable

## COMMENT

The amount of Rates, Services Charges and Emergency Services Levy collected for 2023/24 as at 10 January 2024 is \$9,433,332 which represents 85.63% of total rates & charges levied. This compares to \$8,962,122 (85.52%) collected as at 10 January 2023. This is an increase in rates collection of 0.11% (absolute change).

Although a slight increase in comparison (year on year), the recovery appears to reflect ratepayer habit, now consistent for 3 years. In addition, the comparison around rebate properties not on instalments sees 74 properties with a combined total of \$246,873 outstanding (and not required until 30 June 2024), whereas this time last year the figures were 72 properties with a combined total of \$234,841.

If the rebate figures were excluded from the scenario (considering there is no avenue for accelerating payment), the percentage of recoverable is 12.13% (87.87% recovered) for 2023/2024 compared to 12.23% (87.77% recovered).

Comparison rates collection statistical data for 2023/24 through 2019/20 is detailed in **Table 1** below.

Table 1

Rating Year	Rates & Service Charges Levied (includes ESL and arrears) \$	Rates Collected \$	Rates collected %	Rates Uncollected \$	Rates Uncollected %
<b>2023/2024</b>	<b>\$11,016,917</b>	<b>\$9,433,332</b>	<b>85.63%</b>	<b>\$1,583,585</b>	<b>14.37%</b>
2022/2023	\$10,478,968	\$8,962,122	85.52%	\$1,516,846	14.48%
2021/2022	\$10,110,069	\$8,666,250	85.72%	\$1,443,819	14.28%
2020/2021	\$ 9,905,984	\$7,750,155	78.82%	\$2,155,829	21.18%
2019/2020	\$ 9,965,089	\$7,500,972	76.00%	\$2,464,117	24.00%

## Rates Uncollected

The total uncollected rates and charges for 2023/24 as at 10 January 2024 is \$1,583,585 which represents 14.37% of total rates & charges levied. This compares to \$1,516,846 (14.48%) uncollected as at 10 January 2023. This is a decrease of -0.11% (absolute change).

Uncollected rates accounts can be broken down into four category types.

## 1. Instalments

Instalment payments comprise of two (2) or four (4) payments, the total number of rate payers electing to pay their rates by instalments was 1,235 or 36.04% of assessable properties within the Town (3,427 properties).

However, as the due date of payment option two (2) has now passed, 920 rates accounts (26.85%) remain on instalments (option 3). The fourth instalment is due by 7 March 2024.

The remaining assessments now overdue from option 2 comprising 53 assessments for \$62,246 (not including rebated properties, previously on option 2) will now be subjected to recovery in the form of reminder and final notices though do not factor within Category 3 at present.

## 2. Payment Plans

Council offers alternative special payment arrangements to ratepayers who are unable to pay in full or by the instalment options. 1 payment arrangement was carried over into the 2023/24 financial year. Current arrangements represent \$30,392 (1.92%) of rate accounts unpaid.

## 3. Overdue/unpaid

Unpaid rate accounts that have not committed to any type of payment plan are represented by those in Recovery/Court or Miscellaneous.

Recovery (nothing current) & Court (nothing current).

Miscellaneous are recent Interim Rates, small balances (late payment penalties) and remaining Ratepayers who have had reminders, finals, demands, emails and soon to receive phone calls/recovery action. These ratepayers represent 7.59% percent (\$120,233) of recoverable.

Please refer the report at table 2 for an outstanding summary and to attachment 2 – 'Rates Debt Recovery' for a more detailed breakdown (debt recovery report updated 7-2-24).

Debt recovery for the 2023/2024 financial year commenced with the issuing of Reminder Notices 19 September, Final Notices 12 October, Final Demands on 1 November followed by email/phone calls prior to a Final Notice which is next to be issued by ARMA Debt Resolution.

## 4. Pensioners

When a ratepayer becomes eligible for a Senior and/or a Pensioner Rebate, they have the option to pay their Rates and Charges by 30 June of the current financial year. Those rebated properties who previously did not elect to pay by either instalment option (at no cost) equate to \$246,873 from 74 properties or 15.59% of rates uncollected.

Current rebated properties on instalments and recognised within Category 1 are 235 properties comprising \$304,708.

Local Government Rates charges will be automatically deferred if the amount required to be paid on the rates notice is not paid by 30 June of the current financial year.

**Table 2 2023/24 Rates Outstanding Accounts Summary**

Account Status	Property Count	Total Outstanding	Total Outstanding	Comment
Instalments	920	\$1,169,908	73.88%	Due 7 March 2024
Court action	0	\$0.00	0.00%	N/A
Debt Recovery	0	\$0.00	0.00%	15 Progressing
Payment Arrangements	13	\$30,392	1.92%	Those heavy in instalment arrears will be removed and recovery commence.
Pensioners (non instalments)	74	\$246,873	15.59%	Reminders will be issued in April, expecting \$151,000 be received through 30 June. Deferred to be around \$95,000.
Miscellaneous	98	\$136,411	8.61%	Nothing remaining by 30 June 2024.
<b>Total</b>	<b>1,105</b>	<b>\$1,583,585</b>	<b>100.00%</b>	

## CONCLUSION

Rates collections are progressing well and will continue to be monitored closely.

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## 12.1 OFFICER/COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER/COMMITTEE RECOMMENDATION

That, pursuant to Part 6 of Council's Debt Collection Policy and regulation 5 of the *Local Government (Financial Management) Regulations 1996*, Council receives this Rates Collection report as at 10 January 2024.

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## REPORT ATTACHMENTS

No Attachments

## 12.2 REVIEW OF CREDIT CARD POLICY

<b>Report Reference Number</b>	OCR-2644
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	
	1. Amended Credit Card Policy

### PURPOSE

Council is requested to endorse the changes to the Town's Credit Card Policy as provided in attachment 1. Noting the attachment has tracked changes to identify the amendments being recommended.

### EXECUTIVE SUMMARY

The Town's Credit Card Policy has been reviewed and amended because of a management finding being identified through the 2022/23 Financial audit by OAG.

### BACKGROUND

The Town's Credit Card Policy was last reviewed and amended on 16 November 2021. The 2022/23 EOY financial audit by OAG identified anomalies between current practices and the Town's policy.

A review has been conducted by the Finance Manager aligning the policy with current practices and best practices in the current climate.

A review of the policy has been conducted by the executive management team resulting in the separation of the policy and procedure.

The revised draft Policy has been considered by the Audit Committee on 28 February 2024 and recommended for adoption.

### CONSULTATION

OAG  
Executive Management Team  
Audit Committee

### STATUTORY ENVIRONMENT

Section 6.5 of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, specifically:

- regulation 5, which specifies the CEO's duties as to financial management.
- regulation 11, which specifies that procedures are to be made for the correct authorisation and payment of accounts, and
- regulation 13, which specifies that a list of payments made is required to be presented at ordinary council meetings.

*Local Government (Functions and General) Regulations 1996* are also complied with in relation to adhering to the Town of East Fremantle's Purchasing Policy (*Regulation 11A*).

## POLICY IMPLICATIONS

Policy number 2.1.8 'Credit Card Policy', with proposed track changes as appended to this report.

## FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

## STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance.

5.1 Strengthen organisational accountability and transparency.

5.3 Strive for excellence in leadership and governance.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Non-compliance with the Credit Card Policy, leading to fraud	Unlikely (2)	Major (4)	Moderate (5-9)	FINANCIAL IMPACT \$10,000 - \$50,000	Manage by monthly credit card reconciliation and credit card transactions included in the list of payments presented to Council.

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

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#### SITE INSPECTION

Not applicable.

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#### COMMENT

The Credit Card Policy has been reviewed to ensure current and best practices are aligned.

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#### CONCLUSION

Council consider and endorse the proposed policy amendments.

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#### 12.2 OFFICER/COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION

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

**OFFICER/COMMITTEE RECOMMENDATION**

**That Council endorses the amended Credit Card Policy.**

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#### REPORT ATTACHMENTS

Attachments start on the next page



### 2.1.8 Corporate Credit Card

<b>Type:</b>	Corporate Services – Financial Management
<b>Legislation:</b>	Local Government Act 1995 Local Government (Administration) Regulations 1996 Local Government (Functions and General) Regulations 1996
<b>Delegation:</b>	
<b>Other Related Document:</b>	Purchasing Policy 2.1.3 Supplier Payments Policy 2.1.6 Corporate Credit Card Procedures ( <a href="#">PRO2-1.8</a> ) Request to use Town Credit Card Credit Card Acquittal

#### Policy Statement

This Policy, which is **mandatory**, allows the CEO to pay for expenditure, incurred in ~~carrying out~~**conducting** the ordinary course of business for the Town of East Fremantle, via the use of a Corporate Credit Card.

#### Policy Scope

This Corporate Credit Card Policy outlines the ~~manner in which way~~ the corporate credit card can be used and provides clear guidance and responsibilities of the card users and ensures protection of the Town of East Fremantle's funds. This policy should be read in conjunction with section 6.5 of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*, specifically:

- regulation 5, which specifies the CEO's duties as to financial ~~management~~**management**.
- regulation 11, which specifies that procedures are to be made for the correct authorisation and payment of accounts, and
- regulation 13, which specifies that a list of payments made is required to be presented at ordinary council meetings.

*Local Government (Functions and General) Regulations 1996* are also complied with in relation to adhering to the Town of East Fremantle's Purchasing Policy (*Regulation 11A*).

A purchase order is not required when a corporate credit card is used. However, ~~in order to to~~ adhere to the *Local Government Act* and *Regulations*, a *Request to Use Town Credit Card* form must be completed by staff members who are not cardholders. ~~This form ensures that the expenditure is duly authorised, that a valid tax invoice is obtained, is within budget and the nominated general ledger account to be charged is correct. A reason must also be given as to why a purchase order has not been raised.~~

As the ~~cardholders~~**cardholders'** individual credit card limits are below their delegated purchasing authority limits, expenditure incurred via credit card is therefore in accordance with appropriate delegated authority.

~~Each month the cardholder is required to prepare a Credit Card Acquittal form. The acquittal ensures that the expenditure is duly authorised, valid tax invoices/receipts are attached, is within budget and the nominated general ledger account to be charged is correct.~~



Each month a listing of payments made via Corporate Credit Cards is required to be presented to Council for approval.

## Policy

### Eligibility

The provision of a Corporate Credit Card is a facility offered by Council to Management occupying certain positions which must be authorised by the CEO. In the instance of a corporate card for the CEO authorisation is either by the Mayor or Executive Manager Corporate Services.

~~If a staff member is not an authorised cardholder and requires the use of a Corporate Credit Card for purchasing purposes, the staff member, on approval from their Manager, is required to complete a Request to Use Town Credit Card form, (located on the Town's internal shared I:\ drive) which includes showing the applicable general ledger account and IE code of the purchase. Once completed, the staff member must obtain the signature of the credit cardholder. Once authorised, the staff member can complete the purchase.~~

### Guidelines for credit card usage

- The card must be used for Council business expenditure only. The monthly limit assigned to each ~~cardholder varies~~cardholder varies from \$500 to \$~~8~~15,000, the cardholder must ensure there are sufficient funds in the budget prior to ~~usage~~usage.
- The card must not be used for personal ~~use~~use.
- The card must not be used for the withdrawal of cash through any facility, whether it is a Bank, ATM or EFTPOS ~~facility~~facility.
- The card must not be used by officers' other than the ~~cardholder, unless~~cardholder unless the cardholder has given prior approval on the Credit Card Request ~~form~~form.
- The card must not be used for fuel purchases in instances where the cardholder has a Fuel Card facility ~~available~~available.
- ~~The cardholder must obtain all tax invoices and/or receipts from the Supplier and maintain any other records of their transactions to facilitate the reconciliation and costing of transactions for that card. These invoices/receipts must be handed to the Finance Officer as soon as they are received from the Supplier;~~
- The cardholder must practice due diligence and strict care to maintain the security of their card, ensuring that it is kept in their possession at all ~~times~~times.
- The card must be returned to the Finance Manager ~~Finance~~, prior to leave periods ~~in excess of more than~~ four weeks. The card must also be returned if the cardholder is reassigned to a new position where the use is not required or where their employment is ~~terminated~~terminated.
- Cards must not be used to obtain personal rewards such as frequent flyer points or any other rewards, including flight point ~~awards~~awards.
- The card shall not be used for payment of fines, for example a parking or a speeding offence which was incurred whilst on Council ~~business~~business.
- ~~If direct~~If direct debits are to be utilised the direct debit will be recorded in the Direct Debit Register Maintained by the Finance Manager ~~Finance~~ and approved by the Executive Manager Corporate Services.
- The card should only be used in limited circumstances when ~~a Supplier~~Supplier will not accept payment via EFT or cheque, otherwise a purchase order must be raised and ~~the Supplier~~the Supplier paid in accordance with the Towns Supplier Payments Policy.
- The card is permitted to be used when payment is expected COD.



- No “tips” shall be paid using a Corporate Credit Card.
- Purchases through the internet should be restricted to trusted, secure sites.

#### Where an inappropriate expense occurs

Where an inappropriate expenditure occurs, the value of the expenditure shall be recovered from the cardholder. Should there be an accidental contravention, the Finance Manager ~~of Finance~~ is to be notified and the Council reimbursed immediately.

#### Formal acknowledgement of procedure conditions

Staff issued with Corporate Credit Cards are in a position of trust ~~with regard to~~ regarding the use of public funds. Improper use of that trust may render the cardholder liable to disciplinary action, legal ~~action~~ action, or criminal prosecution.

All Corporate Credit Cardholders are to acknowledge receipt of their corporate credit card by signing a *Corporate Credit Card Acknowledgment and Conditions of Use* form (attachment A).

All Corporate Credit Cards issued will be recorded on the Credit Cardholders Personnel file. (Human Resources)

#### Cardholder responsibilities

Cardholders are required to abide by the Town’s internal procedures ~~as follows:~~

- ~~The Corporate Credit Card must be signed with the cardholder’s signature immediately upon receipt;~~
- ~~Cardholders are to ensure that the proposed transactions will not cause the credit limit to be exceeded;~~
- ~~A compliant Tax Invoice/receipt must be obtained for all purchases and lodged with the Finance Officer;~~
- ~~Should a cardholder fail to obtain a Tax Invoice or receipt, they must make all reasonable attempts to obtain a copy. If they cannot obtain a copy, the cardholder will be required to immediately lodge a written explanation advising as to the reason. If the expenditure is greater than \$50, the cardholder will be required to complete a statutory declaration;~~
- ~~Tax invoices must be authorised with a Council stamp showing the general ledger account number, IE code, description of the purchase and the cardholder’s signature; and~~
- ~~The banks Credit Card Monthly Statements will be issued to the cardholders for review and signatory (must be returned within one business day) and for approval by the CEO.~~

~~Each month the cardholder is required to prepare a Credit Card Acquittal form. The acquittal ensures that the expenditure is duly authorised, valid tax invoices/receipts are attached, is within budget and the nominated general ledger account to be charged is correct.~~

~~Repeat failure to acquit monthly statements in a timely manner may result in the Corporate Credit Card being cancelled.~~

Where cardholders fail to fulfil the Town’s internal procedures or above requirements, the CEO may cancel the card and revoke purchasing delegations.

#### Procedure for lost, stolen or damaged cards

Cardholders are personally responsible and accountable for the safe custody of the issued card. Cardholders must:

- ~~keep the Corporate Credit Card with them at all times~~ Always keep the Corporate Credit Card with them. This will ensure the card ~~is secure at all times~~ is always secure to safeguard against theft or ~~loss;~~ loss.

- report the loss or theft of a card to the supplying bank immediately in accordance with the bank's terms and conditions, and notify the Finance Manager-~~Finance~~;
- not disclose or carry with the card any PIN that has been issued with the card.

#### **Procedures for cessation of employment**

Upon cessation of employment with the Town, the cardholder must ensure that:

- all outstanding transactions are cleared and properly accounted ~~for~~for.
- the card is returned to the Finance Manager-~~Finance~~ for cancellation and destruction; and
- sign off the return of the Credit Card from Human Resources.

#### **~~Duties of the Finance Officer~~**

~~The Finance Officer is responsible for the data entry of corporate credit card transactions into the finance system and checks the validity of all tax invoices attached to ensure that they are in accordance with ATO requirements.~~

#### **~~Payment of Credit Card Balance~~**

~~On a monthly basis the Commonwealth Bank via direct debit, draws on the Town's General Municipal Account to pay for the balance outstanding on the Corporate Credit Card.~~

#### **~~Monthly Council Meetings – submission of payments made via credit card~~**

~~Each month the Finance Officer prepares a listing of payments made by the Town of East Fremantle via credit card. The listing is reviewed by the Manager Finance and Executive Manager Corporate Services and presented to Council for approval.~~

#### **~~Record Keeping~~**

~~On completion of monthly processing the Finance Officer attaches the invoices to the Credit Card Acquittal form and Credit Card Statement and files the batches sequentially in folders stored securely.~~

#### **Consequences of Breaching this Policy**

The policy constitutes a lawful instruction to staff members involved in administering corporate credit card transactions. Any breaches of the policy may lead to disciplinary action.

#### **Variation to this Policy**

This policy may be varied from time to time. All the organisation's employees will be notified of any variation to this policy by the normal correspondence method.

<b>Responsible Directorate:</b>	Finance and Administration
<b>Reviewing Officer:</b>	Executive Manager Corporate Services
<b>Decision making Authority:</b>	Council
<b>Policy Adopted:</b>	19/03/19
<b>Policy Amended/Reviewed:</b>	17/09/19, 16/11/21
<b>Next Review Date:</b>	<del>September</del> <u>February</u> 2024 <del>3</del>

## ATTACHMENT A

### Corporate Credit Card Acknowledgment and Conditions of Use

To the CEO

.....(position).....

acknowledge receipt of a Town of East Fremantle Corporate Credit Card and acknowledge that:

- ~~1. I am aware of my responsibilities and duties as a Corporate Credit Cardholder;~~
- ~~1. I will only use the Corporate Credit Card within the approved financial limits and for approved purposes;~~
- ~~2. I am aware that transactions made with the card are subject to authorisation and audit procedures;~~
- ~~3. I will reimburse the Town of East Fremantle for the cost of purchases that are deemed not for the use of the Town, or Town related business;~~
- ~~4. I will keep the card safe from unauthorised use at all times;~~
- ~~5. I will return the card to the Manager Finance:~~
  - ~~(i) on request of the CEO;~~
  - ~~(ii) if required by the CEO, prior to my assuming duties in another position within the Town of East Fremantle; or~~
  - ~~(iii) on termination of employment with the Town of East Fremantle;~~
  - ~~(iv) once it has been deemed by the CEO that I no longer require a Corporate Credit Card.~~
- ~~6. I will advise the Manager Finance and the Commonwealth Bank immediately if the Corporate Credit Card has been lost, mislaid, stolen or misused;~~
- ~~7. I am aware that when no documentation is available to support a particular transaction, I will provide a written explanation detailing the reason and detail the nature of the expense. I will also acknowledge that the expense is business related and also show the general ledger account and IE code for the purchase;~~
- ~~8. I will not use the Corporate Credit Card for any personal or private use;~~
- ~~9. I will not use the Corporate Credit Card to obtain cash;~~
- ~~10. I will not use the Corporate Credit Card for the purchase of fuel when I have been provided with a fuel card;~~
- ~~11. The card should only be used when a Supplier will not accept payment via EFT or cheque. It is to be used when payment is expected COD;~~
- ~~12. If direct debits are to be utilised, the Direct Debit will be recorded on the Direct Debit Register maintained by the Manager Finance and approved by the Executive Manager Corporate Services.~~

Corporate Cardholder's Signature.....Date.....

CEO Signature.....Date.....





## **CORPORATE CREDIT CARD USE PROCEDURE (PRO2.1.8)**

### **1.0 OBJECTIVE**

This procedure aims to create a sound framework for the use of Corporate Credit Cards and provides clear guidance and responsibilities of the card users and ensures protection of the Town's funds.

### **2.0 RELATED POLICIES**

- Purchasing Policy (No 2.1.3)
- Corporate Credit Card Policy (No 2.1.8)

### **3.0 ELIGIBILITY**

The provision of a Corporate Credit Card is a facility offered by Council to Management occupying certain positions which must be authorised by the CEO.

If you are not an authorised cardholder and require the use of a Corporate Credit Card for purchasing purposes, please advise your Manager and complete a Credit Card Request form, (located on the I:\ drive) which includes showing the applicable general ledger account and LE code of the purchase. Once completed, you must obtain the signature of the credit card holder of which you are using. Once authorised, you can complete the purchase.

### **4.0 GUIDELINES FOR CREDIT CARD USAGE**

- The card must be used for Council business expenditure only. The card holder must ensure there are sufficient funds in the budget prior to usage;
- The card must not be used for personal use;
- The card must not be used for the withdrawal of cash through any facility, whether it is a Bank, ATM or EFTPOS facility;
- The card must not be used by officers' other than the cardholder, unless the cardholder has given prior approval on the Credit Card Request form;
- The card must not be used for fuel purchases in instances where the cardholder has a Fuel Card facility available;
- The cardholder must obtain all tax invoices and/or receipts from the Supplier and maintain any other records of their transactions to facilitate the reconciliation and costing of transactions for that card. These invoices/receipts must be handed to the Finance Officer as soon as they are received from the Supplier;
- The cardholder must practice due diligence and strict care to maintain the security of their card, ensuring that is kept in their possession at all times;
- The card must be returned to the Manager Finance, prior to leave periods in excess of four weeks. The card must also be returned if the cardholder is reassigned to a new position where the use is not required or where their employment is terminated;
- Cards must not be used to obtain personal rewards such as frequent flyer points or any other rewards, including flight point awards;
- The card shall not be used for payment of fines, for example a parking or a speeding offence which was incurred whilst on Council business;
- If direct debits are to be utilised, the details of the Direct Debit will be recorded in the Direct Debit Register, maintained by the Manager Finance and approved by the Executive Manager Corporate Services.
- The card should only be used when the Supplier will not accept payment via EFT or cheque. It is to be used when payment is expected COD.

- ~~• No "tips" shall be paid using a Corporate Credit Card.~~
- ~~• Purchases through the internet should be restricted to trusted, secure sites.~~

#### ~~4.1 Where an Inappropriate Expense Occurs~~

~~Where an inappropriate expenditure occurs, the value of the expenditure shall be recovered from the card holder. Should there be an accidental contravention, the Manager Finance is to be notified and the Council reimbursed immediately.~~

### ~~5.0 FORMAL ACKNOWLEDGEMENT OF PROCEDURE CONDITIONS~~

~~Managers issued with Corporate Credit Cards are in a position of trust with regard to the use of public funds. Improper use of that trust may render the cardholder liable to disciplinary action, legal action or criminal prosecution. All Corporate Credit Cardholders are to acknowledge receipt of the Corporate Credit Card and instructions for use. The acknowledgement will include a signed agreement to abide by all Town of East Fremantle card supplier guidelines including conditions of use (attachment A).~~

~~All Corporate Credit Cards issued will be recorded on the Credit Cardholders Personnel file. (Human Resources)~~

### ~~6.0 CARDHOLDER RESPONSIBILITIES~~

~~Cardholders are required to abide by the Town's internal procedures as follows:~~

- ~~• The Corporate Credit Card must be signed with the cardholder's signature immediately upon receipt;~~
- ~~• Cardholders are to ensure that the proposed transactions will not cause the credit limit to be exceeded;~~
- ~~• A compliant Tax Invoice/receipt must be obtained for all purchases and lodged with the Finance Officer;~~
- ~~• Should a cardholder fail to obtain a Tax Invoice, they must make all reasonable attempts to obtain a copy. If they cannot obtain a copy, the cardholder will be required to immediately lodge a written explanation advising as to the reason. If the expenditure is greater than \$50, the cardholder will be required to submit a statutory declaration;~~
- ~~• Tax invoices must be authorised with a Council stamp showing the general ledger account number, IE code, description of the purchase and the card holder's signature; and~~
- ~~• The banks Credit Card Monthly Statements will be issued to the cardholders for review and signatory (must be returned within one business day) and also approval by the CEO.~~

~~As part of the acquittal process (as per above), the cardholder is to certify that all charges shown are correct. Repeat failure to acquit monthly statements in a timely manner may result in the Corporate Credit Card being cancelled.~~

~~Where cardholders fail to fulfil the above requirements, the CEO may cancel the card and revoke purchasing delegations~~

### ~~7.0 PROCEDURE FOR LOST, STOLEN OR DAMAGED CARDS~~

~~Cardholders are personally responsible and accountable for the safe custody of the issued card. Cardholders must:~~

- ~~• keep the Corporate Credit Card with them at all times. This will ensure the card is secure at all times to safeguard against theft or loss;~~
- ~~• report the loss or theft of a card to the supplying bank immediately in accordance with the~~

~~bank's terms and conditions, and notify the Manager Finance;~~

- ~~• not disclose or carry with the card any PIN that has been issued with the card.~~

#### **~~8.0 PROCEDURES FOR CESSATION OF EMPLOYMENT~~**

~~Upon cessation of employment with the Town, the cardholder must ensure that:~~

- ~~• all outstanding transactions are cleared and properly accounted for;~~
- ~~• the card is returned to the Manager Finance for cancellation and destruction; and~~
- ~~• sign off the return of the Credit Card from Human Resources.~~



## 12.3 MID-YEAR BUDGET REVIEW 2023-2024

<b>Report Reference Number</b>	OCR-2630
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Mid-Year Budget Review including Forecast Statement of Financial Activity as at 30 June 2024 and Supporting Schedules.

## PURPOSE

Council is requested to consider the 2023/24 budget review as presented in the Forecast Statement of Financial Activity by Nature and Type for the period 1 July 2023 to 31 December 2023, with Forecasts at 30 June 2024, and supporting schedules.

## EXECUTIVE SUMMARY

The *Local Government (Financial Management) Regulations 1996*, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

Forecasts for the 30 June 2023 have been assigned to all general ledger accounts, resulting in a forecast surplus of \$235,169. This compares to an original budget surplus of nil and a current budget surplus of \$4,799.

## BACKGROUND

A budget review was undertaken during January 2024 based on the December 2023 financial statements in accordance with the requirements of the *Local Government (Financial Management) Regulation 33A*.

In discussing proposed budget amendments, recommended budget variations are categorised as either Favourable, Unfavourable or Contra. This status relates to their impact on the Town's net current asset position. As an example, a project that is fully funded by grants or reserves would generally be a contra entry – that is, it will have a nil impact on net current assets as the expenditure is fully supported by specific source funding.

The balance of net current assets is a key indicator of the Town's ability to meet its debts and obligations as and when they fall due, and its financial flexibility in responding to opportunities, such as dollar for dollar grants, as and when required.

The Audit Committee at its meeting on 28 February 2024 considered and recommended the mid year review for adoption.

## CONSULTATION

Budget Managers  
Executive Leadership Team – Workshop 8<sup>th</sup> February 2024  
Audit Committee

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## STATUTORY ENVIRONMENT

Regulation 33A (Review of Budget) of the *Local Government (Financial Management) Regulations 1996*, as amended, requires the local government to carry out a review of its annual budget between 1 January and 31 March each year as follows:

### 33A. Review of budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
  - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
  - (b) *consider the local government's financial position as at the date of the review; and*
  - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (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.*

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## 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.

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## FINANCIAL IMPLICATIONS

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2023/24 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

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

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

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

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## STRATEGIC IMPLICATIONS

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



## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not approve the schedule of budget variations impacting service delivery	Rare (1)	Moderate (3)	Low (1-4)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1 month	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

Not Applicable.

### COMMENT

A budget review was undertaken during January 2024 based on the December 2023 financial statements in accordance with the requirements of the *Local Government (Financial Management) Regulation 33A*.

In constructing the mid-year budget review, forecasts for the 30 June 2024 have been assigned to all accounts and are being reported in the Statement of Financial Activity by Nature and Type at a summary level. A copy of the Statement of Financial Activity by Nature and Type is provided below:

**TOWN OF EAST FREMANTLE**  
**FORECAST STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 JUNE 2024**

	Current Budget	YTD Budget	YTD Actual	Forecast	Variance*
	(a)	(b)	(c)	30 June 2024 (d)	(d) - (a)
	\$	\$	\$		\$
<b>OPERATING ACTIVITIES</b>					
Revenue from operating activities					
Rates	9,095,009	9,085,312	9,109,477	9,125,610	30,601
Grants, subsidies and contributions	855,580	422,761	746,401	848,836	(6,744)
Fees and charges	1,559,751	910,288	917,202	1,472,963	(86,788)
Interest revenue	389,440	194,720	292,769	479,440	90,000
Other revenue	42,000	21,000	50,233	56,000	14,000
Profit on asset disposals	118,342	118,342	28,513	103,000	(15,342)
	12,060,122	10,752,423	11,144,595	12,085,849	25,727
Expenditure from operating activities					
Employee costs	(4,969,094)	(2,522,785)	(2,376,316)	(4,969,094)	0
Materials and contracts	(4,234,800)	(2,161,801)	(2,045,214)	(4,410,704)	(175,904)
Utility charges	(257,950)	(128,975)	(81,982)	(243,950)	14,000
Depreciation	(2,166,530)	(1,083,265)	(909,197)	(2,166,530)	0
Finance costs	(134,490)	(5,157)	(1,003)	(134,490)	0
Insurance	(258,240)	(258,240)	(228,833)	(258,240)	0
Other expenditure	(811,700)	(587,904)	(416,669)	(789,901)	21,799
Loss on asset disposals	0	0	0	0	0
	(12,832,804)	(6,748,128)	(6,059,214)	(12,972,908)	(140,105)
Non-cash amounts excluded from operating activities	2,048,188	964,923	884,941	2,063,530	15,342
Amount attributable to operating activities	1,275,506	4,969,218	5,970,322	1,176,471	(99,035)
<b>INVESTING ACTIVITIES</b>					
Proceeds from capital grants, subsidies and contributions	17,294,491	13,365,337	11,672,466	17,294,491	0
Proceeds from disposal of assets	204,956		42,873	171,401	(33,555)
Payments for property, plant and equipment	(23,789,791)	(18,051,064)	(15,575,057)	(23,423,932)	365,859
Payments for construction of infrastructure	(657,000)	(224,600)	(264,807)	(505,000)	152,000
Amount attributable to investing activities	(6,947,344)	(4,910,327)	(4,124,525)	(6,463,040)	484,304
<b>FINANCING ACTIVITIES</b>					
Proceeds from new debentures	4,800,000	4,800,000	4,800,000	4,800,000	0
Transfer from reserves	1,707,424	60,000	8,441	1,557,424	(150,000)
Repayment of borrowings	(72,634)	0	(1,225)	(77,534)	(4,900)
Payments for principal portion of lease liabilities	(49,807)	(37,355)	(31,928)	(49,807)	0
Transfer to reserves	(1,460,078)	0	(456,007)	(1,460,078)	0
Amount attributable to financing activities	4,924,905	4,822,645	4,319,281	4,770,005	(154,900)
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>					
Surplus or deficit at the start of the financial year	751,732	751,732	751,732	751,732	0
Amount attributable to operating activities	1,275,506	4,969,218	5,970,322	1,176,471	(99,035)
Amount attributable to investing activities	(6,947,344)	(4,910,327)	(4,124,525)	(6,463,040)	484,304
Amount attributable to financing activities	4,924,905	4,822,645	4,319,281	4,770,005	(154,900)
Surplus or deficit after imposition of general rates	4,799	5,633,268	6,916,810	235,169	230,370

The following high-level snapshot of the budget impact of proposed variations on the Statement of Financial Activity by Program is provided:

- Forecast total operating revenue \$12,085,849 versus amended budget of \$12,060,122 (favourable variance of \$25,727);
- Forecast total operating expenditure of \$12,972,908 versus amended budget of \$12,832,804 (unfavourable variance of \$140,105);
- Forecast total material and contracts expense of \$4,410,704 versus amended budget of \$4,234,800 (refer to schedule of budget variations);
- Forecast total capital expenditure of \$23,928,932 versus amended budget of \$24,446,791 (decrease of \$517,859 - \$310k deferment of LED street lighting project and reduced fleet replacement for 23/24)
- Forecast transfers from reserve of \$1,557,424 versus amended budget of \$1,707,424 (unfavourable variance of \$150,000 being the amount to fund the expected trading loss of the major trading undertaking at 30 June 2024)

A complete schedule of forecasts as at 30 June 2024 is included within attachment 1. There are several variations at income/expenditure code level; however, comparatives between actuals and year to date budget are assessed at general ledger account level, and therefore, any minor variances between IE code allocations (notably the 340/500 IE Codes) does not impact on the materiality of reporting.

**Note:** Additional inclusion to mid-year budget after Audit Committee review. A contra adjustment to the East Fremantle Oval Precinct redevelopment project. \$95,000 has been reallocated from the main budget to the Dog Park project for the eastern bank footpath works.

## CONCLUSION

The mid-year budget review results in a forecast surplus of \$235,169 as at 30 June 2024. The achievement of this forecast budget result is dependent on the full delivery of budgeted services and programs (including clearance of capital works) and realising all budgeted income.

## 12.3 OFFICER/COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER/COMMITTEE RECOMMENDATION:

That Council, pursuant to section 6.8 of the *Local Government Act 1995* and Regulation 33A of the *Local Government (Financial Management) Regulations 1996*:

1. approve the mid-year 2023/24 budget review as presented including the Forecast Statement of Financial Activity by Nature and Type which shows a \$235,169 surplus at 30 June 2024.
2. approve the following schedule of variations to the 2023/24 budget, resulting in a favourable change in net current assets of \$230,370.

Description	Current Budget	Forecast 30 June	Variance
Operating Revenue	\$12,060,122	\$12,085,849	\$25,727
Operating Expenditure	(\$12,832,804)	(\$12,972,908)	(\$140,105)
Non-Cash Items	\$2,048,188	\$2,063,530	\$15,342
Capital Expenditure	(\$24,446,791)	(\$23,928,932)	\$517,859
Non-Operating Revenue	\$17,499,447	\$17,465,892	(\$33,555)
Transfers to Reserves	(\$1,460,078)	(\$1,460,078)	\$0
Transfer from Reserves	\$1,707,424	\$1,557,424	(\$150,000)
Repayment of borrowings	(\$72,634)	(\$77,534)	(\$4,900)
Proceeds from new borrowings	\$4,800,000	\$4,800,000	\$0
<b>Change in Net Current Assets</b>			<b>\$230,370</b>

## REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE  
FORECAST STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 JUNE 2024**

	Current Budget	YTD Budget	YTD Actual	Forecast	Variance*
	(a)	(b)	(c)	30 June 2024 (d)	\$ (d) - (a)
	\$	\$	\$		\$
<b>OPERATING ACTIVITIES</b>					
Revenue from operating activities					
Rates	9,095,009	9,085,312	9,109,477	9,125,610	30,601
Grants, subsidies and contributions	855,580	422,761	746,401	848,836	(6,744)
Fees and charges	1,559,751	910,288	917,202	1,472,963	(86,788)
Interest revenue	389,440	194,720	292,769	479,440	90,000
Other revenue	42,000	21,000	50,233	56,000	14,000
Profit on asset disposals	118,342	118,342	28,513	103,000	(15,342)
	<b>12,060,122</b>	<b>10,752,423</b>	<b>11,144,595</b>	<b>12,085,849</b>	<b>25,727</b>
Expenditure from operating activities					
Employee costs	(4,969,094)	(2,522,785)	(2,376,316)	(4,969,094)	0
Materials and contracts	(4,234,800)	(2,161,801)	(2,045,214)	(4,410,704)	(175,904)
Utility charges	(257,950)	(128,975)	(81,982)	(243,950)	14,000
Depreciation	(2,166,530)	(1,083,265)	(909,197)	(2,166,530)	0
Finance costs	(134,490)	(5,157)	(1,003)	(134,490)	0
Insurance	(258,240)	(258,240)	(228,833)	(258,240)	0
Other expenditure	(811,700)	(587,904)	(416,669)	(789,901)	21,799
Loss on asset disposals	0	0	0	0	0
	<b>(12,832,804)</b>	<b>(6,748,128)</b>	<b>(6,059,214)</b>	<b>(12,972,908)</b>	<b>(140,105)</b>
Non-cash amounts excluded from operating activities	2,048,188	964,923	884,941	2,063,530	15,342
Amount attributable to operating activities	<b>1,275,506</b>	<b>4,969,218</b>	<b>5,970,322</b>	<b>1,176,471</b>	<b>(99,035)</b>
<b>INVESTING ACTIVITIES</b>					
Proceeds from capital grants, subsidies and contributions	17,294,491	13,365,337	11,672,466	17,294,491	0
Proceeds from disposal of assets	204,956		42,873	171,401	(33,555)
Payments for property, plant and equipment	(23,789,791)	(18,051,064)	(15,575,057)	(23,423,932)	365,859
Payments for construction of infrastructure	(657,000)	(224,600)	(264,807)	(505,000)	152,000
Amount attributable to investing activities	<b>(6,947,344)</b>	<b>(4,910,327)</b>	<b>(4,124,525)</b>	<b>(6,463,040)</b>	<b>484,304</b>
<b>FINANCING ACTIVITIES</b>					
Proceeds from new debentures	4,800,000	4,800,000	4,800,000	4,800,000	0
Transfer from reserves	1,707,424	60,000	8,441	1,557,424	(150,000)
Repayment of borrowings	(72,634)	0	(1,225)	(77,534)	(4,900)
Payments for principal portion of lease liabilities	(49,807)	(37,355)	(31,928)	(49,807)	0
Transfer to reserves	(1,460,078)	0	(456,007)	(1,460,078)	0
Amount attributable to financing activities	<b>4,924,905</b>	<b>4,822,645</b>	<b>4,319,281</b>	<b>4,770,005</b>	<b>(154,900)</b>
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>					
Surplus or deficit at the start of the financial year	751,732	751,732	751,732	751,732	0
Amount attributable to operating activities	1,275,506	4,969,218	5,970,322	1,176,471	(99,035)
Amount attributable to investing activities	(6,947,344)	(4,910,327)	(4,124,525)	(6,463,040)	484,304
Amount attributable to financing activities	4,924,905	4,822,645	4,319,281	4,770,005	(154,900)
Surplus or deficit after imposition of general rates	<b>4,799</b>	<b>5,633,268</b>	<b>6,916,810</b>	<b>235,169</b>	<b>230,370</b>

Nature and Type	GL/IOB Account	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
<b>Revenue</b>						
Rates			9,095,009	9,125,610	30,601	Additional Interim rates
Grants, subsidies and contributions			855,580	848,836	(6,744)	East Fremantle festival funding matched to actual a reduction of \$10k Increase in funding of \$3.2k for main roads grant
Fees and charges			1,559,751	1,472,963	(86,788)	Lower than expected development applications. Over estimated BCITF receipts Lower than anticipated parking fees. Higher than planned health inspection fees.
Interest revenue			389,440	479,440	90,000	Better return on investment opportunities from term deposits
Other revenue			42,000	56,000	14,000	Reimbursement from workcover claims
Profit on asset disposals			118,342	103,000	(15,342)	Change in allocated vehicles to be disposed
<b>Expenditure</b>						
Employee costs						No change
Materials and contracts			(4,234,800)	(4,410,704)	(175,904)	Detail in accounts over \$20k explanations
Utility charges			(257,950)	(243,950)	14,000	Budget Variation - 7.5% increase tariffs 23/24
Depreciation			(2,166,530)	(2,166,530)	0	No change
Finance costs			(134,490)	(134,490)	0	No change
Insurance			(258,240)	(258,240)	0	No change
Other expenditure			(811,700)	(789,901)	21,799	Reduction in operational costs associated with the Fremantle library.
Loss on asset disposals			0	0	0	No change
Non-cash amounts excluded from operating activities			2,048,188	2,063,530	15,342	Change in allocated vehicles to be disposed
<b>Capital</b>						
Proceeds from capital grants, subsidies and contributions			17,294,491	17,294,491	0	No change
Proceeds from disposal of assets			204,956	171,401	(33,555)	Reallocation based on actual assets being disposed
Payments for property, plant and equipment			(23,789,791)	(23,423,932)	365,859	Detail in accounts over \$20k explanations
Payments for construction of infrastructure			(657,000)	(505,000)	152,000	Detail in accounts over \$20k explanations
<b>Financing Activities</b>						
Proceeds from new debentures			4,800,000	4,800,000	0	No change
Transfer from reserves			1,707,424	1,557,424	(150,000)	Additional \$160k to fund operating expenses
Repayment of borrowings			(72,634)	(77,534)	(4,900)	Street lighting LED project likely to be deferred to be completed in future years - \$310k Reallocation based on actual costs
Payments for principal portion of lease liabilities			(49,807)	(49,807)	0	No change
Transfer to reserves			(1,460,078)	(1,460,078)	0	No change
<b>Movement in surplus or deficit</b>						
Amount attributable to operating activities			1,275,506	1,176,471	(99,035)	Explanation provided within revenue and expenditure
Amount attributable to investing activities			(6,947,344)	(6,463,040)	484,304	Explanation provided within capital
Amount attributable to financing activities			4,924,905	4,770,005	(154,900)	Explanation provided within financing activities



Nature and Type	GL/IOB Account	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
Variances greater than \$20k (current budget vs forecast)						
Rates	I03051	Rates - Rate Revenue - Interim Rates (AASB 1058)	19,399	50,000	30,601	Additional interim rates
Fees and charges	I10088	Fees And Charges - Town Planning & Regional Development - Statutory - Development Applications (AASB 15)	104,500	55,000	(49,500)	Lower than expected development applications.
Interest revenue	001689	Interest Earnings - Other General Purpose Income - Reserves	290,000	400,000	110,000	Better return on investment opportunities from term deposits
	I03188	Interest Earnings - Other General Purpose Income - Municipal - Interest On Investments	40,000	20,000	(20,000)	Over estimated budget
Other revenue	I14083	Other Revenue - Unclassified Property - Sundry Income - Insurance Recovered incl. Workers Comp Claims (AASB 15)	0	33,000	33,000	Reimbursement from workcover claims
Materials and contracts	E11251	Materials and Contracts - Other Recreation and Sport - East Fremantle Oval Precinct Operational Expenses	(277,372)	(430,000)	(152,628)	Additional \$160k to be funded from EF Oval Reserve
	E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	0	(55,000)	(55,000)	Contra adjustment reallocation of labour.
	E04203	Materials and Contracts - Administration - Service Contracts - Strategic & Business Planning	(120,000)	(170,000)	(50,000)	Additional budget to be considered for corporate planning support.
	E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	(10,250)	(50,000)	(39,750)	Additional turfing works undertaken
	E10644	Materials and Contracts - Protection of the Environment - Service Contracts - Foreshore Erosion Control and Seawalls	(175,000)	(210,000)	(35,000)	Additional works undertaken onsite, 50% funds proposed to be recouped through grant funding
	E04221	Materials and Contracts - Administration - Service Contracts - Computer System Support & Licenses	(309,557)	(333,000)	(23,443)	Budget Variation - see ICT Tab
	E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	(7,687)	(30,000)	(22,313)	Additional turfing works undertaken
	E12236	Works Costing - Maintenance - Roads - Street Cleaning	(261,103)	(196,103)	65,000	Contra adjustment reallocation of labour.
	E07228	Materials and Contracts - Health Inspection & Admin - Service Contracts - Swimming Pool Inspection Fees	(35,000)	0	35,000	Timing of this work \$35k to be carried over into 24/25
	E10109	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal (Recycling)	(112,914)	(82,000)	30,914	Favourable variation in recycling waste disposal
	E04266	Materials and Contracts - Members of Council - Implementation of Communication and Engagement Strategy	(73,185)	(45,000)	28,185	Possible saving due to vacant communications position.
	E10267	Works Costing - Maintenance - Parks & Ovals - Riverside Boat Ramps & Boat Pens	(75,000)	(50,000)	25,000	Works expected to be lower than initially budgeted
Employee costs	E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	0	(30,000)	(30,000)	Contra adjustment reallocation of labour.
	E12236	Works Costing - Maintenance - Roads - Street Cleaning	(134,715)	(98,715)	36,000	Contra adjustment reallocation of labour.
Other expenditure	E11249	Other Expenditure - Libraries - Contributions - City Of Fremantle Library Shared Service	(156,825)	(135,026)	21,799	Reduction in operational costs associated with the Fremantle library.
Payments for property, plant and equipment	E14605	Buildings - Specialised - Capex - Renewal - Unclassified Property	(53,000)	(100,000)	(47,000)	PID prepared for additional works at Sumpton Green
	E12810	Plant & Equipment - Capex - New - Maintenance Streets, Roads & Bridges - Street Light LED Project	(310,000)	0	310,000	Street lighting LED project likely to be deferred to be completed in future years
	E04629	Plant & Equipment - Light Fleet - Capex - Renewal - Administration	(86,200)	0	86,200	CEO and EMCS vehicles not required to be replaced
	E10648	Plant & Equipment - Light Fleet - Capex - Renewal - Town Planning & Regional Development	(40,000)	0	40,000	EMRS vehicle not to be replaced
	E11738	Capex - East Fremantle Oval Precinct Redevelopment	(21,571,808)	(21,366,808)	205,000	Solar installation and eastern bank footpath separated
	E11748	Capex - East Fremantle Oval Precinct Redevelopment - Solar Installation	0	(110,000)	(110,000)	Solar installation separated
	E11746	Capex - East Fremantle Oval Precinct Redevelopment - Dog Park	(195,020)	(290,020)	(95,000)	Eastern bank footpath separated
	001272	Proceeds from Sale of Plant-various items	204,956	171,401	(33,555)	Reallocation based on actual assets being disposed
Payments for construction of infrastructure	E12820	Infrastructure - Roads - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	(80,000)	0	80,000	Assessment of roads has seen no requirement for works in 23/24
	E11726	Infrastructure - Parks & Ovals - Irrigation/Bores - Capex - New - Other Recreation & Sport	(152,000)	(120,000)	32,000	Parks & Ovals - Retic Controllers reduced by \$22k - Costs came in lower than originally planned Parks & Ovals - Retic Upgrades reduced by \$10k - Works undertaken under original budget
	E12823	Infrastructure - Drainage - Pipes - Capex - Renewal - Maintenance Streets, Roads & Bridges	(85,000)	(60,000)	25,000	Works undertaken early in financial year. Additional works to be planned for 24/25
Transfer from reserves	002428	TRANSFER FROM EAST FREMANTLE OVAL REDEVELOPMENT GEN	688,879	848,879	160,000	Additional \$160k to fund operating expenses
	002431	TRANSFER FROM SUSTAINABILITY AND ENVIRONMENTAL PROJECTS	310,000	0	(310,000)	Street lighting LED project likely to be deferred to be completed in future years

## CAPITAL ACQUISITIONS

Account Description	Current Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Forecast 30 June 2024	Amount to be carried over 24/25 Budget	Comments
	\$			\$	\$			
<b>Plant &amp; Equipment</b>	<b>806,564</b>	<b>42,295</b>	<b>42,364</b>	<b>84,659</b>	<b>721,905</b>			
E04629 VW Tiguan SUV (CEO)	46,200	0	0	0		0		Vehicle sold, not for replacement
E04629 Mitsubishi Eclipse Cross (EMCS)	40,000	0	0	0		0		Vehicle to be sold, not for replacement
E07405 Ford Focus Trend Sedan (EV vehicle)	40,000	38,341	0	38,341		38,341		
E08607 Vehicle Replacement CHSP	42,364	0	42,364	42,364		42,364		
E10648 VW Golf Alltrack Wagon (EMRS)	40,000	0	0	0		0		EMRS vehicle.
E11716 Mustang R16S Skidsteer	75,000	3,955	0	3,955		75,000		
E11716 Ford Ranger Single Cab Ute	35,000	0	0	0		35,000		
E11716 Cage Trailer	5,000	0	0	0		5,000		
E11716 Works Supervisor Ute	28,000	0	0	0		30,000		
E11720 Torro Master 7000	30,000	0	0	0		30,000		
E11685 Public Art	45,000	0	0	0		45,000		
E12810 Upgrade Street Lights LED Project	310,000	0	0	0		0	310,000	Project likely 24/25
E12812 Isuzu 4.5T Tipper	70,000	0	0	0		70,000		
<b>Furniture &amp; Equipment</b>	<b>44,500</b>	<b>0</b>	<b>18,730</b>	<b>18,730</b>	<b>25,770</b>			
E04634 Furniture & Equipment - IT Equipment - Capex - New - Administration	25,000	0	0	0		30,000		
E04635 EV Charging Station	19,500	0	18,730	18,730		19,500		
<b>Buildings</b>	<b>22,938,727</b>	<b>15,532,761</b>	<b>3,631,124</b>	<b>19,163,885</b>	<b>3,774,842</b>			
E14604 Buildings - Depot Administration Building and Surrounds	87,000	105,744	0	105,744		105,000		
E14605 Buildings - Specialised - Capex - Renewal - Unclassified Property	53,000	15,000	39,200	54,200		100,000		Works locked in to commence Sept 2023. PID prepared for additional works at Sumpton Green
E11623 Buildings - EFJFF and EFJCC Clubroom - Henry Jeffrey Pavilion	15,000	0	0	0		15,000		
E11736 EF Yacht Club - Dinghy Storage and Training Facility CSRF Cont.	30,000	0	30,552	30,552		30,000		
E11738 Buildings - East Fremantle Oval Precinct Redevelopment	21,571,808	15,352,787	3,331,699	18,684,487		21,366,808		
E11747 East Fremantle Oval Precinct - Advanced trees and bushes	20,000	3,185	0	3,185		20,000		
E11746 East Fremantle Oval Precinct - Off Leash Dog Exercise Area	195,020	3,940	188,473	192,413		290,020		
E11748 East Fremantle Oval Precinct - Solar Installation	0	0	0	0		110,000		
E11739 Buildings - Specialised - Capex - Fremantle Women's Football Club	966,899	52,105	41,200	93,305		966,899		
<b>Infrastructure - roads</b>	<b>80,000</b>	<b>3,280</b>	<b>1,919</b>	<b>5,199</b>	<b>74,801</b>			
INF620R Road Pavement Surface - Renewal - General Allocation	80,000	990	1,919	2,909		0		Assessment of roads has seen no requirement for works in 23/24
E12840 Road Renewal - Marmion St - East St	0	2,290	0	2,290				
<b>Infrastructure - drainage</b>	<b>85,000</b>	<b>17,601</b>	<b>0</b>	<b>17,601</b>	<b>67,399</b>			
E12833 Capex - Drainage Rationalisation - Foreshore	85,000	17,601	0	17,601		60,000		
<b>Infrastructure - parks &amp; ovals</b>	<b>207,000</b>	<b>14,717</b>	<b>22,098</b>	<b>36,815</b>	<b>170,185</b>			
E11743 Infrastructure - Parks & Ovals - Playground - Various Upgrades	20,000	0	9,511	9,511		20,000		
E11742 Infrastructure - Parks & Ovals - Retic Controllers	32,000	0	0	0		10,000		Parks & Ovals - Retic Controllers reduced by \$22k - Costs came in lower than originally planned
E11741 Infrastructure - Parks & Ovals - Retic Upgrades	70,000	10,915	2,412	13,327		60,000		Parks & Ovals - Retic Upgrades reduced by \$10k - Works undertaken under original budget
E11726 Infrastructure - Parks & Ovals - Bores and Pumps - Stratford Street Park	50,000	0	0	0		50,000		
E11734 Capex - BBQ Replacement	10,000	0	10,175	10,175		10,000		
E11735 Capex - Bench Seats - Various Locations	15,000	0	0	0		15,000		

## CAPITAL ACQUISITIONS

Account Description		Current Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Forecast 30 June 2024	Amount to be carried over 24/25 Budget	Comments
E11745	Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	\$ 10,000	3,802	0	\$ 3,802	\$	10,000		
<b>Infrastructure - car parks</b>		<b>15,000</b>	<b>6,150</b>	<b>0</b>	<b>6,150</b>	<b>8,850</b>			
INF660R	Carparks - General Allocation	15,000	6,150	0	6,150		15,000		
<b>Infrastructure - footpaths</b>		<b>270,000</b>	<b>221,659</b>	<b>6,048</b>	<b>227,707</b>	<b>42,293</b>			
E12740	Footpath Renewal - Clayton St	55,000	155,936	0	155,936		55,000		
	Footpath Renewal - Clayton St (west side)	115,000	0	0	0		100,000		
E12801	George Street - general paving repairs	30,000	0	0	0		30,000		
E12837	Footpaths - Canning Highway (south side), between Bedford and Moss	70,000	65,723	6,048	71,770		70,000		
		<b>24,446,791</b>	<b>15,838,464</b>	<b>3,722,282</b>	<b>19,560,746</b>	<b>4,886,045</b>			
						Variance	23,928,932		
							517,859		



## RESERVE ACCOUNTS

Reserve name	ORIGINAL				CURRENT				ACTUAL					Forecast 30 June 2024				
	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance	Actual Opening Balance	Forecast Interest Earned	Forecast Transfers In (+)	Forecast Transfers Out (-)	Forecast Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Restricted by Legislation</b>																		
Payment in Lieu of Parking Reserve	137,010	0	0	137,010	137,010	0	0	137,010	137,009.95	0.00	0.00	0.00	137,009.95	137,010	0	0	0	137,010
<b>Restricted by Council</b>																		
Vehicle, Plant and Equipment Reserve	50,407	0	0	50,407	50,407	0	(50,407)	0	50,407.17	0.00	0.00	0.00	50,407.17	50,407	0	0	(50,407)	0
Strategic Asset Management Reserve	64,920	0	0	64,920	64,920	0	(64,920)	0	64,920.03	0.00	0.00	0.00	64,920.03	64,920	0	0	(64,920)	0
Arts and Sculpture Reserve	165,664	30,000	(45,000)	150,664	165,664	30,000	(45,000)	150,664	165,664.05	0.00	0.00	0.00	165,664.05	165,664	0	30,000	(45,000)	150,664
Waste Reserve	35,000	0	0	35,000	35,000	0	0	35,000	35,000.00	0.00	0.00	0.00	35,000.00	35,000	0	0	0	35,000
Streetscape Reserve	75,000	0	0	75,000	75,000	0	0	75,000	75,000.00	0.00	0.00	0.00	75,000.00	75,000	0	0	0	75,000
Drainage Reserve	216,000	0	0	216,000	193,293	0	(60,000)	133,293	193,292.54	0.00	0.00	0.00	193,292.54	193,293	0	0	(60,000)	133,293
East Fremantle Oval Redevelopment Reserve	532,641	936,111	(688,879)	779,873	341,431	936,111	(688,879)	588,663	341,431.16	226,185.81	49,821.01	(0.18)	617,437.80	341,431	0	936,111	(848,879)	428,663
Preston Point Facilities Reserve	65,290	0	(30,000)	35,290	145,290	0	(145,290)	0	145,290.00	0.00	0.00	0.00	145,290.00	145,290	0	0	(145,290)	0
Foreshore Master Plan Reserve	213,618	0	0	213,618	196,344	0	0	196,344	196,344.37	0.00	0.00	0.00	196,344.37	196,344	0	0	0	196,344
Sustainability and Environmental Reserve	304,723	133,830	(310,000)	128,553	304,723	133,830	(310,000)	128,553	304,723.00	0.00	0.00	0.00	304,723.00	304,723	0	133,830	0	438,553
Town Planning Reserve	100,000	50,000	0	150,000	100,000	50,000	0	150,000	100,000.00	0.00	0.00	0.00	100,000.00	100,000	0	50,000	0	150,000
Business Improvement Reserve	50,000	100,000	0	150,000	50,000	100,000	0	150,000	50,000.00	0.00	0.00	0.00	50,000.00	50,000	0	100,000	0	150,000
Old Police Station Reserve	16,500	30,137	(16,244)	30,393	16,500	30,137	(16,244)	30,393	16,500.00	0.00	0.00	(8,440.36)	8,059.64	16,500	0	30,137	(16,244)	30,393
Strategic Waste Reserve	146,684	180,000	(326,684)	0	146,684	180,000	(326,684)	0	146,684.00	0.00	180,000.00	0.00	326,684.00	146,684	0	180,000	(326,684)	0
Plympton Parking Reserve	616,666	0	0	616,666	616,667	0	0	616,667	616,666.67	0.00	0.00	0.00	616,666.67	616,667	0	0	0	616,667
	<b>2,790,123</b>	<b>1,460,078</b>	<b>(1,416,807)</b>	<b>2,833,394</b>	<b>2,638,933</b>	<b>1,460,078</b>	<b>(1,707,424)</b>	<b>2,391,587</b>	<b>2,638,932.94</b>	<b>226,185.81</b>	<b>229,821.01</b>	<b>(8,440.64)</b>	<b>3,086,499.22</b>	<b>2,638,933</b>	<b>0</b>	<b>1,460,078</b>	<b>(1,567,424)</b>	<b>2,541,587</b>

COA	Description	IE	Current Budget	YTD Actual	Forecast
001091	Current Asset - Contract Asset - CHRMAP	00	\$0.00	\$0.00	\$0.00
001474	Current Asset - Trade and Other Receivables - ATO - GST Receivable	00	\$0.00	-\$159,377.81	\$0.00
000261	Current Assets - Cash and Cash Equivalents - Restricted - Unspent Grants	00	\$0.00	-\$2,192,343.02	\$0.00
000110	Current Assets - Cash and Cash Equivalents - Unrestricted - Cash on Hand	00	\$0.00	\$0.00	\$0.00
001627	Current Assets - Cash and Cash Equivalents - Unrestricted - Investments	00	\$0.00	\$4,402,511.46	\$0.00
000102	Current Assets - Cash and Cash Equivalents - Unrestricted - Municipal Bonds & Deposits	00	\$0.00	\$84,629.67	\$0.00
000101	Current Assets - Cash and Cash Equivalents - Unrestricted - Municipal Cash at Bank	00	\$0.00	-\$893,990.87	\$0.00
001802	Current Assets - Other Receivable - LRCIP Grant Phase 1 - 3	00	\$0.00	-\$87,057.00	\$0.00
000113	Current Assets - Trade and Other Receivables - Accrued Income	00	\$0.00	-\$105,747.20	\$0.00
000114	Current Assets - Trade and Other Receivables - Loan Receivables (EFLTC)	00	\$0.00	\$0.00	\$0.00
000105	Current Assets - Trade and Other Receivables - Other Receivable (EFJCC)	00	\$0.00	\$0.00	\$0.00
000118	Current Assets - Trade and Other Receivables - Other Receivable (EFJFC)	00	\$0.00	\$0.00	\$0.00
000112	Current Assets - Trade and Other Receivables - Prepayments	00	\$0.00	-\$55,155.47	\$0.00
000111	Current Assets - Trade and Other Receivables - Rates Outstanding - ESL Debtors	00	\$0.00	\$286,792.63	\$0.00
000106	Current Assets - Trade and Other Receivables - Rates Outstanding - Rates Debtors	00	\$0.00	\$1,746,604.55	\$0.00
000104	Current Assets - Trade and Other Receivables - Sundry Debtors	00	\$0.00	\$5,566.82	\$0.00
000127	Current Assets - Trade and Other Receivables - Sundry Debtors - ESL Rebates	00	\$0.00	\$2,668.80	\$0.00
000180	Current Assets - Trade and Other Receivables - Sundry Debtors - Infringements	00	\$0.00	-\$491.82	\$0.00
000126	Current Assets - Trade and Other Receivables - Sundry Debtors - Pensioner Rebates	00	\$0.00	\$7,287.93	\$0.00
001801	Current Assets - Trade and Other Receivables - Sundry Debtors - Provision for Doubtful Debts	00	\$0.00	\$0.00	\$0.00
000116	Cash and Cash Equivalents - Restricted - Unspent Grants Investments	00	\$0.00	-\$506,024.46	\$0.00
002082	Current Liabilities - Better Bins Kerbside Collection Program (Operating Grant)	00	\$0.00	\$1,410.84	\$0.00
002089	Current Liabilities - Capital Grant Liability - East Fremantle Oval Redevelopment Grant (DLGSC)	00	\$0.00	\$1,991,051.53	\$0.00
002092	Current Liabilities - Capital Grant Liability - East Fremantle Oval Redevelopment Grant (LotteryWest)	00	\$0.00	\$674,029.12	\$0.00
002093	Current Liabilities - Capital Grant Liability - Fremantle City Women's Football (FCFC)	00	\$0.00	\$5,684.21	\$0.00
002088	Current Liabilities - Capital Grant Liability - LRCIP	00	\$0.00	-\$48,808.22	\$0.00
002081	Current Liabilities - Capital Grant Liability - Riverbank Funding Grant (John Tonkin Foreshore Stabilisation)	00	\$0.00	\$75,000.00	\$0.00
000123	Current Liabilities - Contract Liabilities - Income in Advance	00	\$0.00	\$4,070.90	\$0.00
001489	Current Liabilities - Developer and Building Bonds and Deposits	00	\$0.00	-\$67,000.00	\$0.00
001491	Current Liabilities - Hire Bonds and Deposits	00	\$0.00	\$200.00	\$0.00
001490	Current Liabilities - Mooring Pen Deposits	00	\$0.00	-\$17,829.67	\$0.00
002900	Current Liabilities - Provisions - Annual Leave	00	\$0.00	\$0.00	\$0.00
002910	Current Liabilities - Provisions - Long Service Leave	00	\$0.00	\$0.00	\$0.00
000129	Current Liabilities - Provisions - Rostered Days Off	00	\$0.00	-\$4,875.88	\$0.00
000134	Current Liabilities - Provisions - Time in Lieu	00	\$0.00	-\$7,251.11	\$0.00
000120	Current Liabilities - Trade and Other Payables - Accrued Expense	00	\$0.00	-\$2,403,036.10	\$0.00
002150	Current Liabilities - Trade and Other Payables - Accrued Salaries and Wages	00	\$0.00	\$50,509.54	\$0.00
001477	Current Liabilities - Trade and Other Payables - ATO Liabilities - FBT Payable	00	\$0.00	\$8,606.00	\$0.00
001479	Current Liabilities - Trade and Other Payables - ATO Liabilities - GST Payable	00	\$0.00	\$71,600.60	\$0.00
001476	Current Liabilities - Trade and Other Payables - ATO Liabilities - PAYG	00	\$0.00	-\$9,764.00	\$0.00
000131	Current Liabilities - Trade and Other Payables - Charity Deduction & Donations Suspense	00	\$0.00	\$422.80	\$0.00
000119	Current Liabilities - Trade and Other Payables - Charity Donations (Sale of Recycled Containers - Cans & Bottles) (Subject to GST)	00	\$0.00	\$0.00	\$0.00
000121	Current Liabilities - Trade and Other Payables - ESL Control	00	\$0.00	-\$612,078.06	\$0.00
000130	Current Liabilities - Trade and Other Payables - Payroll Salary Packaging Suspense Account	00	\$0.00	\$889.98	\$0.00

COA	Description	IE	Current Budget	YTD Actual	Forecast
000124	Current Liabilities - Trade and Other Payables - Rates Outstanding - Excess Rates	00	\$0.00	\$40,504.63	\$0.00
000103	Current Liabilities - Trade and Other Payables - Sundry Creditors	00	\$0.00	\$3,875,867.43	\$0.00
	<b>Unrestricted Net Current Assets</b>		<b>\$0.00</b>	<b>\$6,165,078.75</b>	<b>\$0.00</b>
000265	Current Assets - Cash and Cash Equivalents - Restricted - Reserve Account Investment	00	\$0.00	\$3,086,499.22	\$0.00
000260	Current Assets - Cash and Cash Equivalents - Restricted - Reserve Cash at Bank	00	\$0.00	-\$2,638,932.94	\$0.00
000172	Current Liabilities - Lease Liabilities - Right-of-use-assets	00	\$0.00	\$0.00	\$0.00
000170	Current Liabilities - Loan Liability	00	\$0.00	\$0.00	\$0.00
002920	Current Liabilities - Provisions - Other Provisions - Provision for Equity Contribution - Canning	00	\$0.00	\$0.00	\$0.00
002921	Current Liabilities - Provisions - Other Provisions - Provision for Equity Contribution - Cockburn	00	\$0.00	\$0.00	\$0.00
000243	Equity - Reserve - Cash Backed - Business Improvement	00	\$0.00	\$0.00	\$0.00
000249	Equity - Reserve - Cash Backed - Foreshore Management Plan	00	\$0.00	\$0.00	\$0.00
000241	Equity - Reserves - Cash Backed - Arts and Sculpture	00	\$0.00	\$0.00	\$0.00
000246	Equity - Reserves - Cash Backed - Drainage	00	\$0.00	\$0.00	\$0.00
000247	Equity - Reserves - Cash Backed - East Fremantle Oval Redevelopment	00	\$0.00	-\$276,006.64	\$0.00
000250	Equity - Reserves - Cash Backed - Environmental and Sustainability Projects	00	\$0.00	\$0.00	\$0.00
000237	Equity - Reserves - Cash Backed - Old Police Station	00	\$0.00	\$8,440.36	\$0.00
000252	Equity - Reserves - Cash Backed - Payment in Lieu of Parking	00	\$0.00	\$0.00	\$0.00
000255	Equity - Reserves - Cash Backed - Plympton Parking Reserve	00	\$0.00	\$0.00	\$0.00
000248	Equity - Reserves - Cash Backed - Preston Point Facilities	00	\$0.00	\$0.00	\$0.00
000240	Equity - Reserves - Cash Backed - Strategic Asset Management	00	\$0.00	\$0.00	\$0.00
000254	Equity - Reserves - Cash Backed - Strategic Waste	00	\$0.00	-\$180,000.00	\$0.00
000236	Equity - Reserves - Cash Backed - Streetscape	00	\$0.00	\$0.00	\$0.00
000242	Equity - Reserves - Cash Backed - Town Planning	00	\$0.00	\$0.00	\$0.00
000230	Equity - Reserves - Cash Backed - Vehicle, Plant and Equipment	00	\$0.00	\$0.00	\$0.00
000245	Equity - Reserves - Cash Backed - Waste	00	\$0.00	\$0.00	\$0.00
100001	Equity - Retained Surplus	00	\$0.00	\$0.00	\$0.00
000565	Equity - Revaluation Surplus - Buildings - Non Specialised	00	\$0.00	\$0.00	\$0.00
000564	Equity - Revaluation Surplus - Buildings - Specialised	00	\$0.00	\$0.00	\$0.00
000559	Equity - Revaluation Surplus - Infrastructure - Bus Shelters	00	\$0.00	\$0.00	\$0.00
000560	Equity - Revaluation Surplus - Infrastructure - Car Parks	00	\$0.00	\$0.00	\$0.00
000556	Equity - Revaluation Surplus - Infrastructure - Drainage	00	\$0.00	\$0.00	\$0.00
000558	Equity - Revaluation Surplus - Infrastructure - Footpaths & Cycleways	00	\$0.00	\$0.00	\$0.00
000557	Equity - Revaluation Surplus - Infrastructure - Parks & Ovals	00	\$0.00	\$0.00	\$0.00
000555	Equity - Revaluation Surplus - Infrastructure - Roads	00	\$0.00	\$0.00	\$0.00
000550	Equity - Revaluation Surplus - Land	00	\$0.00	\$0.00	\$0.00
000553	Equity - Revaluation Surplus - Plant and Equipment	00	\$0.00	\$0.00	\$0.00
000554	Equity - Revaluation Surplus - Share of Revaluation of SMRC Non Current Assets	00	\$0.00	\$0.00	\$0.00
000191	Non - Current Assets - Buildings - Non Specialised - Accumulated Depreciation Level 3	00	\$0.00	-\$23,883.07	\$0.00
000189	Non - Current Assets - Buildings - Non Specialised - at Cost	00	\$0.00	\$0.00	\$0.00
000190	Non - Current Assets - Buildings - Non Specialised - Independent Valuation 2020 Level 3	00	\$0.00	\$0.00	\$0.00
000188	Non - Current Assets - Buildings - Specialised - Accumulated Depreciation	00	\$0.00	-\$384,604.60	\$0.00
000186	Non - Current Assets - Buildings - Specialised - at Cost	00	\$0.00	\$0.00	\$0.00



COA	Description	IE	Current Budget	YTD Actual	Forecast
000187	Non - Current Assets - Buildings - Specialised - Independent Valuation 2020	00	\$0.00	\$0.00	\$0.00
000149	Non - Current Assets - Infrastructure - Bus Shelters - Accumulated Depreciation	00	\$0.00	-\$4,862.85	\$0.00
000148	Non - Current Assets - Infrastructure - Bus Shelters - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000176	Non - Current Assets - Infrastructure - Car Parks - Accumulated Depreciation	00	\$0.00	-\$16,840.39	\$0.00
000174	Non - Current Assets - Infrastructure - Car Parks - at Cost	00	\$0.00	\$0.00	\$0.00
000175	Non - Current Assets - Infrastructure - Car Parks - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000140	Non - Current Assets - Infrastructure - Drainage - Accumulated Depreciation	00	\$0.00	-\$32,807.34	\$0.00
000138	Non - Current Assets - Infrastructure - Drainage - at Cost	00	\$0.00	\$0.00	\$0.00
000139	Non - Current Assets - Infrastructure - Drainage - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000146	Non - Current Assets - Infrastructure - Footpaths & Cycleways - Accumulated Depreciation	00	\$0.00	-\$54,346.46	\$0.00
000144	Non - Current Assets - Infrastructure - Footpaths & Cycleways - at Cost	00	\$0.00	\$0.00	\$0.00
000145	Non - Current Assets - Infrastructure - Footpaths & Cycleways - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000143	Non - Current Assets - Infrastructure - Parks & Ovals - Accumulated Depreciation	00	\$0.00	-\$71,851.02	\$0.00
000141	Non - Current Assets - Infrastructure - Parks & Ovals - at Cost	00	\$0.00	\$0.00	\$0.00
000142	Non - Current Assets - Infrastructure - Parks & Ovals - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000137	Non - Current Assets - Infrastructure - Roads - Accumulated Depreciation	00	\$0.00	-\$190,104.34	\$0.00
000135	Non - Current Assets - Infrastructure - Roads - at Cost	00	\$0.00	\$0.00	\$0.00
000136	Non - Current Assets - Infrastructure - Roads - Independent Valuation 2021	00	\$0.00	\$0.00	\$0.00
000197	Non-Current Asset - Right-of-use assets - Riverbed Mooring Pen Lease	00	\$0.00	\$0.00	\$0.00
000198	Non-Current Assets - Accumulated Depreciation - Right-of-use-assets	00	\$0.00	-\$31,510.30	\$0.00
001685	Non-Current Assets - Other Assets - Investment in an Associate (SMRC)	00	\$0.00	\$0.00	\$0.00
000167	Non-Current Assets - Property, Plant and Equipment - Accumulated Depreciation - Furniture and Equipment	00	\$0.00	-\$30,180.95	\$0.00
000164	Non-Current Assets - Property, Plant and Equipment - Accumulated Depreciation - Plant and Equipment	00	\$0.00	-\$68,205.73	\$0.00
000151	Non-Current Assets - Property, Plant and Equipment - Buildings - Independent Valuation 2017	00	\$0.00	\$0.00	\$0.00
000157	Non-Current Assets - Property, Plant and Equipment - Furniture and Equipment - Historical Cost	00	\$0.00	\$0.00	\$0.00
000162	Non-Current Assets - Property, Plant and Equipment - Furniture and Equipment - Independent Valuation 2019 Level 3	00	\$0.00	\$0.00	\$0.00
000152	Non-Current Assets - Property, Plant and Equipment - Land - Independent Valuation 2020	00	\$0.00	\$0.00	\$0.00
000154	Non-Current Assets - Property, Plant and Equipment - Plant and Equipment - Historical Cost	00	\$0.00	\$0.00	\$0.00
000155	Non-Current Assets - Property, Plant and Equipment - Plant and Equipment - Independent Valuation 2019 Level 2	00	\$0.00	\$0.00	\$0.00
000156	Non-Current Assets - Property, Plant and Equipment - Plant and Equipment - Independent Valuation 2019 Level 3	00	\$0.00	\$0.00	\$0.00
001684	Non-Current Assets - Trade and Other Receivables - Loan Receivables (EFLTC)	00	\$0.00	\$0.00	\$0.00
001688	Non-Current Assets - Trade and Other Receivables - Other Receivable (EFJFC)	00	\$0.00	\$0.00	\$0.00
000107	Non-Current Assets - Trade and Other Receivables - Rates Outstanding - Deferred Rates	00	\$0.00	-\$4,257.82	\$0.00
001686	Non-Current Assets - Units in Local Government House Trust	00	\$0.00	\$0.00	\$0.00
000165	Non-Current Assets - Work in Progress	00	\$0.00	\$0.00	\$0.00
000173	Non-Current Liabilities - Lease Liabilities - Right-of-use-assets	00	\$0.00	\$0.00	\$0.00
000171	Non-Current Liabilities - Loan Liability	00	\$0.00	\$0.00	\$0.00
000122	Non-Current Liabilities - Provisions - Long Service Leave	00	\$0.00	\$0.00	\$0.00
<b>Restricted Net Current Assets</b>			<b>\$0.00</b>	<b>-\$913,454.87</b>	<b>\$0.00</b>
<b>Materials and Contracts</b>					
000005	Materials and Contracts - Administration - Activity Based Costing Allocated	440	-\$3,168,080.04	-\$1,538,559.52	-\$3,177,608.27
E05220	Materials and Contracts - Animal Control - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$74,254.77
E05200	Materials and Contracts - Fire Prevention - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$19,290.26

COA	Description	IE	Current Budget	YTD Actual	Forecast
E09200	Materials and Contracts - Housing Council Owned - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$27,430.02
E12200	Materials and Contracts - Maint Streets Roads & Bridges - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$28,326.16
E11300	Materials and Contracts - Other Culture - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$231,520.32
E03100	Materials and Contracts - Other General Purpose - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$65,269.15
E08200	Materials and Contracts - Other Welfare - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$13,508.01
E11310	Materials and Contracts - Swimming Areas & Beaches - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$44,604.38
E14400	Materials and Contracts - Unclassified Property - Activity Based Costings Allocated	440	\$0.00	\$0.00	\$14,989.09
003000	Materials and Contracts - Rate Revenue - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$213,533.40
003500	Materials and Contracts - Members Of Council - Activity Based Costing Allocated	440	\$950,424.00	\$461,567.81	\$873,652.50
005000	Materials and Contracts - Other Law Order & Public Safety - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$94,405.40
007000	Materials and Contracts - Health Inspection & Admin - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$73,389.86
008500	Materials and Contracts - Care Of Families & Children - Activity Based Costing Allocated	440	\$316,808.04	\$153,855.96	\$311,202.65
010000	Materials and Contracts - Sanitation-Household Refuse - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$172,233.08
010100	Materials and Contracts - Town Planning & Regional Development - Activity Based Costing Allocated	440	\$316,808.04	\$153,855.96	\$130,908.52
010200	Materials and Contracts - Other Community Amenities - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$31,577.93
011100	Materials and Contracts - Other Recreation & Sport - Activity Based Costing Allocated	440	\$316,808.04	\$153,855.96	\$188,309.85
012000	Materials and Contracts - Road Plant - Activity Based Costing Allocated	440	\$316,808.04	\$153,855.96	\$15,908.88
012500	Materials and Contracts - Parking Facilities - Activity Based Costing Allocated	440	\$158,403.96	\$76,927.97	\$101,688.21
013000	Materials and Contracts - Building Control - Activity Based Costing Allocated	440	\$79,202.04	\$38,463.99	\$84,629.39
014000	Materials and Contracts - Public Works Overheads - Activity Based Costing Allocated	440	\$316,808.04	\$153,855.96	\$366,976.44
E04209	Works Costing - Maintenance - Buildings - Office Maintenance	340	\$0.00	\$4,586.00	\$4,600.00
E04211	Materials and Contracts - Administration - Materials - Printing & Stationery	340	\$10,977.00	\$2,255.81	\$6,000.00
E04243	Materials and Contracts - Administration - Materials - Staff Uniform	340	\$7,841.04	\$1,905.39	\$7,841.04
E04249	Materials and Contracts - Administration - Materials - Equipment Below Threshold	340	\$5,226.96	\$4,775.91	\$10,000.00
E04250	Materials and Contracts - Administration - Service Contracts - Office Expenses	340	\$1,536.96	\$576.92	\$1,536.96
E05207	Materials and Contracts - Other Law Order & Public Safety - Office Expenses	340	\$1,044.96	\$135.00	\$1,044.96
E05211	Materials and Contracts - Other Law Order & Public Safety - Materials - Protective Clothing	340	\$2,613.00	\$991.27	\$2,613.00
E05212	Materials and Contracts - Other Law Order & Public Safety - Materials - Equipment Below Threshold	340	\$1,536.96	\$1,240.08	\$1,536.96
E05233	Materials and Contracts - Animal Control - Materials/Services - Consumables and Impounding Expenses	340	\$26,136.96	\$13,973.00	\$26,136.96
E05235	Materials and Contracts - Animal Control - Materials - Printing and Stationery	340	\$522.00	\$0.00	\$522.00
E07225	Materials and Contracts - Health Inspection & Admin - Materials - Furniture/Equipment Below Threshold	340	\$1,044.96	\$0.00	\$1,044.96
E07232	Works Costing - Maintenance - Other - Insecticides And Vermin Control - Pest Control	340	\$0.00	\$285.00	\$0.00
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	340	\$15,500.04	\$11,188.40	\$15,500.04
E08211	Materials and Contracts - Care Of Families & Children - Materials & Minor Equipment - CHSP Services	340	\$5,226.96	\$0.00	\$5,226.96
E10201	Materials & Contracts - Sanitation - Household Refuse - Waste Education - Better Bins Plus: Go FOGO	340	\$9,000.00	\$1,410.84	\$9,000.00
E10207	Materials and Contracts - Other Sanitation - Materials - Purchase Bins	340	\$25,625.04	\$10,476.00	\$25,625.04
E10208	Materials and Contracts - Other Sanitation - Service Contracts - Waste Removal - Bund (Wauhop)	340	\$0.00	\$1,745.46	\$0.00
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	340	\$1,025.04	\$0.00	\$1,025.04
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	340	\$512.04	\$274.19	\$512.04
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	340	\$0.00	\$181.36	\$0.00
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	340	\$512.04	\$1,826.29	\$512.04
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	340	\$2,049.96	\$0.00	\$2,049.96
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	340	\$0.00	\$243.55	\$0.00
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	340	\$512.04	\$1,400.00	\$512.04

COA	Description	IE	Current Budget	YTD Actual	Forecast
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	340	\$2,049.96	\$90.68	\$2,049.96
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	340	\$0.00	\$4,485.00	\$5,000.00
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	340	\$1,025.04	\$0.00	\$1,025.04
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	340	\$0.00	\$1,515.74	\$0.00
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	340	\$6,150.00	\$6,718.83	\$6,150.00
E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	340	\$0.00	\$351.96	\$0.00
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	340	\$255.96	\$0.00	\$255.96
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	340	\$255.96	\$429.16	\$255.96
E11247	Works Costing - Maintenance - Plant & Equipment - Equipment Below Threshold	340	\$8,199.96	\$0.00	\$8,199.96
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	340	\$1,025.04	\$0.00	\$1,025.04
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	340	\$0.00	\$842.00	\$0.00
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	340	\$6,662.04	\$472.58	\$662.04
E11297	Works Costing - Maintenance - Buildings - Dovenby House	340	\$512.04	\$691.57	\$512.04
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	340	\$10,250.04	\$2,177.78	\$10,250.04
E12230	Works Costing - Maintenance - Plant & Equipment - Works Equipment	340	\$4,100.04	\$727.50	\$4,100.04
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	340	\$20,499.96	\$148.86	\$20,499.96
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	340	\$5,124.96	\$3,639.96	\$5,124.96
E12255	Works Costing - Maintenance - Roads - Tree Replacements	340	\$41,000.04	\$430.00	\$41,000.04
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	340	\$0.00	\$1,720.00	\$0.00
E12263	Works Costing - Maintenance - Drainage	340	\$2,049.96	\$1,548.50	\$2,049.96
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	340	\$0.00	\$180.00	\$0.00
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	340	\$20,499.96	\$6,987.49	\$20,499.96
E14208	Materials and Contracts - Public Works Overheads - Materials - Protective Clothing and Safety and General Equipment	340	\$9,408.96	\$3,460.66	\$9,408.96
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	340	\$5,124.96	\$1,362.44	\$5,124.96
E14242	Works Costing - Maintenance - Buildings - Depot	340	\$4,100.04	\$6,244.38	\$4,100.04
E14303	Works Costing - Maintenance - Plant & Equipment - Parts & Repairs - Plant Operating Costs	340	\$2,049.96	\$403.27	\$2,049.96
E14305	Works Costing - Maintenance - Plant & Equipment - Fuel & Oil - Plant Operating Costs	340	\$51,249.96	\$29,710.51	\$51,249.96
E14424	Works Costing - Maintenance - Other - Graffiti Removal	340	\$512.04	\$0.00	\$512.04
E14460	Works Costing - Maintenance - Buildings - General	340	\$255.96	\$0.00	\$255.96
E04208	Works Costing - Maintenance - Buildings - Town Hall	320	\$1,279.98	\$2,774.20	\$1,279.98
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	320	\$0.00	-\$20.93	\$0.00
E10210	Works Costing - Maintenance - Plant & Equipment - Street Bin Maintenance	320	\$22,530.96	\$3,976.18	\$22,530.96
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	320	\$1,025.04	\$186.89	\$1,025.04
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	320	\$17,750.98	\$11,791.11	\$17,750.98
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	320	\$6,570.98	\$5,604.81	\$6,570.98
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	320	\$11,350.04	\$5,084.70	\$11,350.04
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	320	\$16,982.96	\$9,437.77	\$16,982.96
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	320	\$6,485.96	\$5,088.01	\$6,485.96
E11209	Works Costing - Maintenance - Parks & Ovals - W. W. Wayman Reserve	320	\$7,765.96	\$5,992.55	\$7,765.96
E11210	Works Costing - Maintenance - Buildings - Camp Waller	320	\$4,950.00	-\$159.77	\$4,950.00
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	320	\$12,030.98	\$6,782.37	\$12,030.98
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	320	\$0.00	\$2,815.23	\$0.00
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	320	\$66,226.02	\$55,158.89	\$66,226.02
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	320	\$24,323.00	\$9,774.42	\$24,323.00



## Attachment -1

COA	Description	IE	Current Budget	YTD Actual	Forecast
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	320	\$22,956.96	\$10,155.99	\$22,956.96
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	320	\$26,966.96	\$12,751.93	\$26,966.96
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	320	\$41,220.00	\$18,670.56	\$41,220.00
E11221	Works Costing - Maintenance - Parks & Ovals - East Fremantle Croquet Club	320	\$0.00	\$8,370.77	\$10,000.00
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	320	\$9,131.98	\$7,955.21	\$9,131.98
E11223	Works Costing - Maintenance - Parks & Ovals - E. I. Chapman Reserve	320	\$8,533.98	\$4,435.29	\$8,533.98
E11224	Works Costing - Maintenance - Parks & Ovals - I. G. Handcock Playground	320	\$6,313.98	\$713.28	\$6,313.98
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	320	\$7,424.96	\$3,223.46	\$7,424.96
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	320	\$8,727.96	\$3,087.36	\$8,727.96
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	320	\$13,484.00	\$8,930.42	\$13,484.00
E11229	Works Costing - Maintenance - Parks & Ovals - Surbiton Road Park	320	\$937.96	\$993.99	\$937.96
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	320	\$1,706.00	\$2,607.93	\$1,706.00
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	320	\$19,799.00	\$3,473.71	\$19,799.00
E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	320	\$0.00	\$43,561.65	\$55,000.00
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	320	\$5,887.96	\$4,686.36	\$5,887.96
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	320	\$10,833.96	\$5,969.99	\$10,833.96
E11243	Works Costing - Maintenance - Parks & Ovals - River - Stirling Bridge	320	\$1,877.98	\$2,458.92	\$1,877.98
E11257	Works Costing - Maintenance - Parks & Ovals - George Booth Park	320	\$1,024.00	\$1,333.87	\$1,024.00
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	320	\$1,365.00	-\$44.04	\$1,365.00
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	320	\$11,776.96	\$9,338.66	\$11,776.96
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	320	\$30,654.00	\$11,584.67	\$30,654.00
E11294	Works Costing - Maintenance - Parks & Ovals - Marjorie Green Park	320	\$1,877.98	\$793.61	\$1,877.98
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	320	\$46,186.00	\$4,228.03	\$46,186.00
E12230	Works Costing - Maintenance - Plant & Equipment - Works Equipment	320	\$9,985.04	\$3,955.93	\$9,985.04
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	320	\$42,755.96	\$4,660.43	\$42,755.96
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	320	\$172,072.02	\$82,974.91	\$172,072.02
E12236	Works Costing - Maintenance - Roads - Street Cleaning	320	\$261,103.04	\$73,384.24	\$196,103.04
E12237	Works Costing - Maintenance - Roads - Kerbing	320	\$937.96	\$152.91	\$937.96
E12245	Works Costing - Maintenance - Roads - Street Trees	320	\$112,993.00	\$43,680.50	\$112,993.00
E12255	Works Costing - Maintenance - Roads - Tree Replacements	320	\$30,295.98	\$10,986.44	\$30,295.98
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	320	\$15,702.96	\$5,725.72	\$15,702.96
E12260	Works Costing - Maintenance - Roads - Crossovers	320	\$596.96	-\$25.23	\$596.96
E12263	Works Costing - Maintenance - Drainage	320	\$37,551.02	\$11,415.38	\$37,551.02
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	320	\$12,800.98	\$2,395.22	\$12,800.98
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	320	\$26,797.02	\$9,810.17	\$26,797.02
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	320	\$23,522.98	\$18,014.62	\$23,522.98
E14242	Works Costing - Maintenance - Buildings - Depot	320	\$11,326.00	\$8,093.78	\$11,326.00
E14290	Materials and Contracts - Public Works Overheads - Overheads Allocated - P.W.O. Allocated to Works	320	-\$1,248,264.02	-\$571,933.95	-\$1,248,264.02
E14424	Works Costing - Maintenance - Other - Graffiti Removal	320	\$8,107.98	\$2,628.67	\$8,107.98
E14460	Works Costing - Maintenance - Buildings - General	320	\$3,754.00	-\$156.85	\$3,754.00
E14499	Employee Costs - Unallocated Salaries & Wages	320	\$0.00	-\$27.24	\$0.00
003499	Materials and Contracts - Plant Operation Costs Allocated	330	-\$254,009.04	-\$117,494.48	-\$254,009.04
E04233	Materials and Contracts - Administration - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$28,751.04	\$8,758.92	\$28,751.04
E05206	Materials and Contracts - Other Law Order & Public Safety - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$864.96	\$433.18	\$864.96

COA	Description	IE	Current Budget	YTD Actual	Forecast
E05232	Materials and Contracts - Animal Control - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$1,728.96	\$866.33	\$1,728.96
E07212	Materials and Contracts - Health Inspection & Admin - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$3,486.96	\$4,852.03	\$3,486.96
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	330	\$39,939.96	\$29,943.99	\$39,939.96
E10213	Materials and Contracts - Town Planning & Regional Development - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$12,072.96	\$4,526.61	\$12,072.96
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	330	\$4,506.96	\$1,696.26	\$4,506.96
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	330	\$3,803.04	\$1,162.82	\$3,803.04
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	330	\$2,261.04	\$1,006.56	\$2,261.04
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	330	\$2,261.04	\$1,006.56	\$2,261.04
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	330	\$0.00	\$52.94	\$0.00
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	330	\$6,834.96	\$2,749.81	\$6,834.96
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	330	\$7,409.04	\$3,291.43	\$7,409.04
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	330	\$5,873.04	\$1,458.91	\$5,873.04
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	330	\$8,301.00	\$3,529.41	\$8,301.00
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	330	\$14,255.04	\$6,083.13	\$14,255.04
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	330	\$2,261.04	\$1,006.56	\$2,261.04
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	330	\$290.04	\$75.22	\$290.04
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	330	\$4,500.96	\$1,776.92	\$4,500.96
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	330	\$3,363.96	\$1,311.29	\$3,363.96
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	330	\$2,817.96	\$1,151.33	\$2,817.96
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	330	\$5,531.04	\$3,348.94	\$5,531.04
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	330	\$18,885.00	\$6,045.53	\$18,885.00
E12236	Works Costing - Maintenance - Roads - Street Cleaning	330	\$6,168.96	\$2,994.14	\$6,168.96
E12245	Works Costing - Maintenance - Roads - Street Trees	330	\$6,348.96	\$1,863.62	\$6,348.96
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	330	\$1,310.04	\$157.82	\$1,310.04
E12263	Works Costing - Maintenance - Drainage	330	\$8,748.00	\$3,726.78	\$8,748.00
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	330	\$3,038.04	\$1,771.91	\$3,038.04
E12309	Materials and Contracts - Parking Facilities - Plant Operating Costs - Vehicle Expenses (Light Fleet)	330	\$12,563.04	\$6,658.81	\$12,563.04
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	330	\$1,617.00	\$939.40	\$1,617.00
E14242	Works Costing - Maintenance - Buildings - Depot	330	\$5,268.96	\$2,447.70	\$5,268.96
E14255	Materials and Contracts - Public Works Overheads - Plant Operating Costs - Vehicle Expenses	330	\$28,946.04	\$10,805.08	\$28,946.04
E03257	Materials and Contracts - Rate Revenue - Legal Expenses - Rates Debt Recovery Costs	500	\$20,499.96	\$275.00	\$20,499.96
E03258	Materials and Contracts - Rate Revenue - Service Contracts - Direct Costs Of Levying Rates	500	\$15,681.96	\$12,955.36	\$15,681.96
E04202	Materials and Contracts - Administration - Service Contracts - Staff Health and Wellbeing Initiatives	500	\$7,841.04	\$4,014.70	\$7,841.04
E04203	Materials and Contracts - Administration - Service Contracts - Strategic & Business Planning	500	\$120,000.00	\$74,091.03	\$170,000.00
E04204	Materials and Contracts - Administration - Service Contracts - Implementation of OHS Work Plan and Cont. to WHS Resource	500	\$10,250.04	\$1,980.00	\$25,000.00
E04208	Works Costing - Maintenance - Buildings - Town Hall	500	\$15,375.00	\$4,001.43	\$15,375.00
E04209	Works Costing - Maintenance - Buildings - Office Maintenance	500	\$51,249.96	\$16,716.64	\$35,000.00
E04210	Materials and Contracts - Administration - Service Contracts - Staff Placement and Relocation Fees	500	\$10,455.00	\$2,944.54	\$5,000.00
E04211	Materials and Contracts - Administration - Materials - Printing & Stationery	500	\$7,841.04	\$4,863.80	\$7,841.04
E04213	Materials and contracts - Administration - Telephone and Internet	500	\$37,323.96	\$19,978.81	\$37,323.96
E04215	Materials and Contracts - Administration - Advertising	500	\$10,455.00	\$5,403.78	\$10,455.00
E04217	Materials and Contracts - Administration - Service Contracts - Photocopier Expenses and Servicing	500	\$6,273.00	\$211.99	\$6,273.00
E04221	Materials and Contracts - Administration - Service Contracts - Computer System Support & Licenses	500	\$309,557.04	\$195,881.88	\$333,000.00
E04227	Materials and Contracts - Administration - Service Contracts - Subscriptions - Admin	500	\$60,536.00	\$57,225.44	\$60,536.00



COA	Description	IE	Current Budget	YTD Actual	Forecast
E04230	Materials and Contracts - Administration - Postage and Freight	500	\$20,910.00	\$11,277.41	\$20,910.00
E04235	Materials and Contracts - Administration - Service Contracts - Audit Fees	500	\$57,501.96	\$4,400.00	\$57,501.96
E04237	Materials and Contracts - Rate Revenue - Service Contracts - Valuation Expenses	500	\$6,374.04	\$1,013.24	\$6,374.04
E04239	Materials and Contracts - Administration - Legal Expenses	500	\$46,439.04	\$3,469.00	\$46,439.04
E04240	Materials and Contracts - Administration - Service Contracts - Internal and External Audit Projects	500	\$10,250.04	\$5,175.00	\$10,250.04
E04245	Employee Costs - Administration - Staff Training and Conferences	500	\$0.00	\$0.00	\$0.00
E04248	Materials and Contracts - Administration - Service Contracts - Organisational Development	500	\$26,136.96	\$13,105.57	\$26,136.96
E04250	Materials and Contracts - Administration - Service Contracts - Office Expenses	500	\$8,199.96	\$4,464.91	\$8,199.96
E04251	Materials and Contracts - Administration - Service Contracts - Website and Intranet Development and Updates	500	\$24,999.96	\$5,745.45	\$10,000.00
E04252	Other Expenditure - Members Of Council - Member Fees - Councillor Training Expenses	500	\$0.00	\$1,852.09	\$0.00
E04254	Works Costing - Maintenance - Other - Election Expenses	500	\$40,000.00	\$0.00	\$35,000.00
E04258	Materials and Contracts - Members Of Council - Receptions and Refreshments	500	\$59,910.96	\$32,058.81	\$59,910.96
E04266	Materials and Contracts - Members of Council - Implementation of Communication and Engagement Strategy	500	\$73,185.00	\$26,325.50	\$45,000.00
E05207	Materials and Contracts - Other Law Order & Public Safety - Office Expenses	500	\$0.00	\$388.80	\$0.00
E05229	Materials and Contracts - Animal Control - Minor Expenditure	500	\$522.00	\$0.00	\$522.00
E05233	Materials and Contracts - Animal Control - Materials/Services - Consumables and Impounding Expenses	500	\$6,795.00	\$5,315.00	\$6,795.00
E05234	Materials and Contracts - Animal Control - Legal Expenses	500	\$1,044.96	\$0.00	\$1,044.96
E06201	Works Costing - Maintenance - Buildings - Pre School Buildings - Maintenance	500	\$512.04	\$1,370.28	\$512.04
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	500	\$5,124.96	\$0.00	\$5,124.96
E07218	Materials and Contracts - Health Inspection & Admin - Service Contracts - Implementation of Public Health Plan	500	\$5,226.96	\$100.00	\$5,226.96
E07221	Materials and Contracts - Health Inspection & Admin - Subscriptions	500	\$7,632.00	\$10,676.51	\$11,000.00
E07223	Materials and Contracts - Health Inspection & Admin - Service Contracts - Noise Survey Expenses	500	\$522.00	\$0.00	\$522.00
E07224	Materials and Contracts - Health Inspection & Admin - Service Contracts - Food Control Expenses	500	\$2,091.00	\$1,726.48	\$2,091.00
E07227	Materials and Contracts - Health Inspection & Admin - Service Contracts - Emergency Management	500	\$522.00	\$0.00	\$522.00
E07228	Materials and Contracts - Health Inspection & Admin - Service Contracts - Swimming Pool Inspection Fees	500	\$35,000.00	\$0.00	\$0.00
E08209	Employee Costs - Care of Families & Children - Staff Training Expenses	500	\$0.00	\$0.00	\$0.00
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	500	\$21,165.00	\$1,725.04	\$21,165.00
E08220	Works Costing - Maintenance - Buildings - Glyde-In Community Group	500	\$9,999.96	\$6,706.96	\$9,999.96
E08234	Materials and Contracts - Care Of Families & Children - EF Community Centre Bldg - CHSP (Tricolore)	500	\$20,499.96	\$0.00	\$20,499.96
E09201	Works Costing - Maintenance - Buildings - Allen St Units	500	\$30,750.00	\$19,132.00	\$30,750.00
E10100	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - FOGO	500	\$186,897.96	\$94,982.17	\$186,897.96
E10101	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Recycling	500	\$76,139.04	\$38,400.17	\$76,139.04
E10102	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - General Waste	500	\$80,864.04	\$41,358.57	\$80,864.04
E10103	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - Recycling	500	\$3,272.04	\$1,578.47	\$3,272.04
E10104	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs (Commercial Properties) - General Waste	500	\$30,867.96	\$15,473.78	\$30,867.96
E10106	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Parks & Reserves	500	\$24,411.96	\$12,254.16	\$24,411.96
E10107	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Street Bins	500	\$4,568.04	\$2,812.53	\$4,568.04
E10108	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Waste Collection Costs - Alexandra Rd & East St (Bulk Service)	500	\$13,137.00	\$7,079.12	\$13,137.00
E10109	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal (Recycling)	500	\$112,914.00	\$38,685.69	\$82,000.00
E10110	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - General Waste	500	\$154,734.00	\$75,763.98	\$154,734.00
E10111	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Gate Fees - Waste Disposal - Fogo	500	\$254,840.04	\$118,938.17	\$235,000.00
E10201	Materials & Contracts - Sanitation - Household Refuse - Waste Education - Better Bins Plus: Go FOGO	500	\$0.00	\$0.00	\$0.00
E10203	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Ratepayer Tip Pass Fees	500	\$18,819.00	\$6,427.27	\$18,819.00
E10204	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - Annual Bulk & Green Waste	500	\$97,374.96	\$72,061.58	\$97,374.96

COA	Description	IE	Current Budget	YTD Actual	Forecast
E10208	Materials and Contracts - Other Sanitation - Service Contracts - Waste Removal - Bund (Wauhop)	500	\$30,750.00	\$3,527.30	\$30,750.00
E10212	Materials and Contracts - Sanitation-Household Refuse - Service Contracts - City Of Fremantle Contributions - Waste Facility	500	\$107,000.00	\$53,492.00	\$107,000.00
E10214	Materials and Contracts - Town Planning & Regional Development - Advertising	500	\$5,226.96	\$912.50	\$5,226.00
E10215	Materials and Contracts - Town Planning & Regional Development - Consultation	500	\$78,474.00	\$23,051.50	\$59,000.00
E10217	Materials and Contracts - Town Planning & Regional Development - Legal Expenses	500	\$5,226.96	\$454.55	\$10,000.00
E10218	Materials and Contracts - Other Community Amenities - Service Contracts - Public Conveniences	500	\$7,686.96	\$8,196.51	\$7,686.96
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	500	\$5,124.96	\$3,729.01	\$5,124.96
E10224	Materials and Contracts - Town Planning & Regional Development - Service Contracts - Digitisation of Planning/Building Plans	500	\$8,199.96	\$5,419.47	\$8,199.96
E10226	Materials and Contracts - Other Law Order & Public Safety - Ranger Initiatives and Events	500	\$2,613.00	\$588.00	\$2,613.00
E10232	Materials and Contracts - Other Sanitation - Service Contracts - RRRC Overhead Contribution	500	\$96,000.00	\$42,234.40	\$96,000.00
E10235	Materials and Contracts - Other Community Amenities - Native Plant Subsidy	500	\$6,000.00	\$0.00	\$6,000.00
E10240	Employee Costs - Town Planning & Regional Development - Training and Conferences	500	\$2,150.04	\$0.00	\$2,150.04
E10243	Materials and Contracts - Other Community Amenities - Service Contracts - Heritage Trail	500	\$1,044.96	\$0.00	\$1,044.96
E10251	Materials and Contracts - Swimming Areas/Beaches - Service Contracts - Mooring Pens Management Fees	500	\$1,421.04	\$2,572.50	\$1,421.04
E10252	Works Costing - Maintenance - Bus Shelters	500	\$5,124.96	\$0.00	\$10,000.00
E10253	Materials and Contracts - Other Community Amenities - Implementation of Community Climate Action Plan	500	\$10,455.00	\$7,910.29	\$10,455.00
E10258	Materials and Contracts - Town Planning & Regional Development - Consultation - Community Design Advisory Committee	500	\$1,044.96	\$0.00	\$1,044.96
E10260	Materials and Contracts - Protection Of The Environment - Service Contracts - Fire Mitigation	500	\$1,044.96	\$0.00	\$1,044.96
E10267	Works Costing - Maintenance - Parks & Ovals - Riverside Boat Ramps & Boat Pens	500	\$75,000.00	\$19,972.77	\$50,000.00
E10644	Materials and Contracts - Protection of the Environment - Service Contracts - Foreshore Erosion Control and Seawalls	500	\$175,000.00	\$190,814.92	\$210,000.00
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	500	\$1,025.04	\$0.00	\$1,025.04
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	500	\$255.96	\$5.42	\$255.96
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	500	\$255.96	\$0.00	\$255.96
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	500	\$10,250.04	\$2,205.27	\$10,250.04
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	500	\$1,536.96	\$970.00	\$1,536.96
E11209	Works Costing - Maintenance - Parks & Ovals - W. W. Wayman Reserve	500	\$255.96	\$0.00	\$255.96
E11210	Works Costing - Maintenance - Buildings - Camp Waller	500	\$2,049.96	\$0.00	\$2,049.96
E11211	Works Costing - Maintenance - Buildings - Hurricanes	500	\$255.96	\$35.69	\$255.96
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	500	\$512.04	\$1,523.57	\$512.04
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	500	\$0.00	\$4,294.04	\$0.00
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	500	\$5,124.96	\$15,717.49	\$20,000.00
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	500	\$10,250.04	\$47,606.05	\$50,000.00
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	500	\$2,049.96	\$1,615.94	\$2,049.96
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	500	\$7,686.96	\$27,577.20	\$30,000.00
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	500	\$10,250.04	\$2,672.48	\$10,250.04
E11221	Works Costing - Maintenance - Parks & Ovals - East Fremantle Croquet Club	500	\$0.00	\$163.65	\$0.00
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	500	\$1,025.04	\$810.49	\$1,025.04
E11223	Works Costing - Maintenance - Parks & Ovals - E. I. Chapman Reserve	500	\$512.04	\$0.00	\$512.04
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	500	\$1,025.04	\$0.00	\$1,025.04
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	500	\$1,025.04	\$3,743.60	\$1,025.04
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	500	\$2,562.00	\$300.00	\$2,562.00
E11228	Materials and Contracts - Other Culture - Service Contracts - Community Events (In Addition to the E.F. Festival)	500	\$17,772.96	\$6,348.71	\$10,000.00
E11231	Materials and Contracts - Other Culture - Service Contracts - Business and Community Support Initiatives	500	\$1,025.04	\$0.00	\$1,025.04
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	500	\$512.04	\$299.35	\$512.04



COA	Description	IE	Current Budget	YTD Actual	Forecast
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	500	\$2,049.96	\$945.63	\$2,049.96
E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	500	\$0.00	\$499.59	\$0.00
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	500	\$2,049.96	\$1,989.51	\$2,049.96
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	500	\$3,075.00	\$228.16	\$3,075.00
E11245	Works Costing - Maintenance - Parks & Ovals - Pump & Reticulation Overhaul	500	\$0.00	\$2,300.55	\$0.00
E11246	Materials and Contracts - Other Recreation & Sport - Service Contracts - East Fremantle Oval Masterplan	500	\$0.00	\$0.00	\$0.00
E11247	Works Costing - Maintenance - Plant & Equipment - Equipment Below Threshold	500	\$2,049.96	\$3,307.28	\$2,049.96
E11251	Materials and Contracts - Other Recreation and Sport - East Fremantle Oval Precinct Operational Expenses	500	\$277,372.00	\$0.00	\$430,000.00
E11257	Works Costing - Maintenance - Parks & Ovals - George Booth Park	500	\$255.96	\$0.00	\$255.96
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	500	\$1,025.04	\$0.00	\$1,025.04
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	500	\$2,562.00	\$11.05	\$2,562.00
E11261	Materials and Contracts - Other Recreation & Sport - Service Contracts - Implementation of Reconciliation Action Plan	500	\$20,910.00	\$8,413.00	\$20,910.00
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	500	\$106,087.00	\$96,074.88	\$106,087.00
E11264	Materials and Contracts - Other Culture - Service Contracts - Youth Initiatives and Events	500	\$15,375.00	\$4,301.11	\$15,375.00
E11270	Works Costing - Maintenance - Parks & Ovals - Niergarup Track	500	\$20,499.96	\$4,233.18	\$20,499.96
E11272	Materials and contracts - Other Culture - Service Contracts - Public Art Maintenance	500	\$5,124.96	\$0.00	\$5,124.96
E11273	Works Costing - Maintenance - Parks & Ovals - Dog exercise park - Silas Street GEN	500	\$0.00	\$5.49	\$0.00
E11294	Works Costing - Maintenance - Parks & Ovals - Marjorie Green Park	500	\$512.04	\$0.00	\$512.04
E11297	Works Costing - Maintenance - Buildings - Dovenby House	500	\$4,100.04	\$4,145.40	\$4,100.04
E11298	Materials and contracts - Other Culture - Historical Research Services (Museum of Perth)	500	\$8,199.96	\$0.00	\$8,199.96
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	500	\$15,375.00	\$61,321.97	\$30,000.00
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	500	\$46,125.00	\$1,285.19	\$46,125.00
E12234	Materials and Contracts - Maint Streets Roads & Bridges - Service Contracts - Street Sweeping	500	\$51,249.96	\$22,654.08	\$51,249.96
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	500	\$10,250.04	\$2,956.19	\$10,250.04
E12236	Works Costing - Maintenance - Roads - Street Cleaning	500	\$0.00	\$1,495.14	\$0.00
E12237	Works Costing - Maintenance - Roads - Kerbing	500	\$2,562.00	\$0.00	\$2,562.00
E12245	Works Costing - Maintenance - Roads - Street Trees	500	\$46,125.00	\$34,252.29	\$46,125.00
E12255	Works Costing - Maintenance - Roads - Tree Replacements	500	\$5,124.96	\$0.00	\$5,124.96
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	500	\$66,624.96	\$5,633.64	\$66,624.96
E12260	Works Costing - Maintenance - Roads - Crossovers	500	\$2,562.00	\$175.00	\$2,562.00
E12263	Works Costing - Maintenance - Drainage	500	\$17,937.00	\$11,481.80	\$17,937.00
E12311	Materials and Contracts - Parking Facilities - Service Contracts - Equipment Repairs & Maintenance	500	\$14,000.04	\$7,195.37	\$14,000.04
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	500	\$41,000.04	\$0.00	\$41,000.04
E12317	Materials and Contracts - Parking Facilities - Service Contracts - Towing Expenses	500	\$255.96	\$0.00	\$255.96
E12320	Materials and Contracts - Parking Facilities - Sundry Expenses	500	\$5,226.96	\$1,300.25	\$5,226.96
E13205	Materials and Contracts - Building Control - Service Contracts - Control Expenses - All Other	500	\$10,455.00	\$1,350.00	\$10,455.00
E14204	Materials and Contracts - Public Works Overheads - Consultation - Operations	500	\$18,450.00	\$0.00	\$18,450.00
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	500	\$3,075.00	\$3,440.72	\$3,075.00
E14242	Works Costing - Maintenance - Buildings - Depot	500	\$20,499.96	\$20,190.94	\$20,499.96
E14302	Works Costing - Maintenance - Plant & Equipment - Tyres & Tubes - Plant Operating Costs	500	\$768.00	\$934.00	\$768.00
E14303	Works Costing - Maintenance - Plant & Equipment - Parts & Repairs - Plant Operating Costs	500	\$35,874.96	\$27,032.89	\$35,874.96
E14304	Works Costing - Maintenance - Plant & Equipment - Insurance & Licences - Plant Operating Costs	500	\$0.00	\$691.00	\$0.00
E14423	Works Costing - Maintenance - Other - Recoverable Works	500	\$2,049.96	\$0.00	\$2,049.96
E14424	Works Costing - Maintenance - Other - Graffiti Removal	500	\$15,375.00	\$4,160.00	\$15,375.00

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E14438	Materials and Contracts - Unclassified Property - Service Contracts - Implementation of Asbestos Register Actions	500	\$10,250.04	\$0.00	\$10,250.04
E14460	Works Costing - Maintenance - Buildings - General	500	\$15,375.00	\$6,562.35	\$15,375.00
E14462	Works Costing - Maintenance - Buildings - Old Police Station	500	\$14,349.96	\$7,306.66	\$14,349.96
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	510	\$6,500.04	\$3,068.44	\$6,500.04
E04250	Materials and Contracts - Administration - Service Contracts - Office Expenses	350	\$0.00	\$0.00	\$0.00
			<b>\$4,234,799.72</b>	<b>\$2,045,214.03</b>	<b>\$4,410,703.56</b>
<b>Other Expenses</b>					
E04270	Other Expenditure - Members Of Council - Contributions - Community Assistance Grants	370	\$15,375.00	\$12,182.95	\$15,375.00
E08203	Other Expenditure - Members Of Council - Contributions - Donations - All Other	370	\$10,455.00	\$2,300.00	\$10,455.00
E08205	Other Expenditure - Other Welfare - Contributions - Glyde-In Centre Council	370	\$92,231.00	\$46,115.50	\$92,231.00
E10225	Other Expenditure - Other Sanitation - Contributions - Regional Waste Management	370	\$29,623.00	\$13,845.00	\$29,623.00
E11249	Other Expenditure - Libraries - Contributions - City Of Fremantle Library Shared Service	370	\$156,825.00	\$135,026.50	\$135,026.00
E11252	Other Expenditure - Other Recreation & Sport - Contributions - EFBC Operating Subsidy	370	\$22,000.00	\$22,000.00	\$22,000.00
E14444	Other Expenditure - Unclassified Property - Contributions - South West Group - Local Auth & Projects	370	\$52,275.00	\$0.00	\$52,275.00
E05202	Other Expenditure - Fire Prevention - ESL on Council Owned Property	395	\$14,323.00	\$15,498.55	\$14,323.00
E13206	Other Expenditure - Building Control - Building Services Levy	395	\$41,820.00	\$6,325.54	\$41,820.00
E13207	Other Expenditure - Building Control - BCITF Payments	395	\$26,136.96	\$3,524.26	\$26,136.96
E14304	Works Costing - Maintenance - Plant & Equipment - Insurance & Licences - Plant Operating Costs	395	\$8,364.00	\$8,494.18	\$8,364.00
001621	Other Expenditure - Administration - Bank Fees	390	\$0.00	\$1.81	\$0.00
001622	Other Expenditure - Administration - Bank Fees - Merchant Banks - GST Applied	390	\$35,874.96	\$21,332.38	\$35,874.96
E03259	Other Expenditure - Rate Revenue - Rates - Write-Offs	390	\$6,273.00	\$6,336.17	\$6,273.00
E04232	Other Expenditure - Administration - Sundry Expenses - Debtor Write Offs	390	\$10,455.00	\$0.00	\$10,455.00
E04250	Materials and Contracts - Administration - Service Contracts - Office Expenses	390	\$0.00	\$0.68	\$0.00
E04252	Other Expenditure - Members Of Council - Member Fees - Councillor Training Expenses	390	\$37,638.00	\$0.00	\$37,638.00
E04253	Other Expenditure - Members Of Council - Member Fees - Mayor/Councillors Sitting Fees	390	\$162,609.96	\$76,040.22	\$162,609.96
E04255	Other expenditure - Members Of Council - Member Fees - Deputy Mayoral Allowance	390	\$9,612.00	\$4,828.13	\$9,612.00
E04256	Other Expenditure - Members Of Council - Member Fees - Mayoral Allowance	390	\$38,450.04	\$19,224.98	\$38,450.04
E04268	Other Expenditure - Members Of Council - Member Fees - Members ICT Allowance and Expenses	390	\$31,500.00	\$14,667.86	\$31,500.00
E10229	Other Expenditure - Town Planning & Regional Development - Sundry Expenses - Refunds	390	\$1,045.00	\$0.00	\$1,045.00
E11250	Materials and Contracts - Other Recreation & Sport - Service Contracts - License Fee - East Fremantle Rowing Club	390	\$3,587.00	\$4,556.76	\$3,587.00
E12315	Other Expenditure - Parking Facilities - Sundry Expenses - Fines Enforcement Recovery Costs	390	\$5,226.96	\$4,367.41	\$5,226.96
			<b>\$811,699.88</b>	<b>\$416,668.88</b>	<b>\$789,900.88</b>
<b>Depreciation</b>					
004043	Non-Cash - Administration - Depreciation	611	\$1,428.96	\$0.00	\$1,428.96
004060	Non-Cash - Pre School - Depreciation - JP McKenzie & Richmond Primary	611	\$29,997.96	\$16,550.50	\$29,997.96
004070	Non-Cash - Maternal & Infant Health - Depreciation	611	\$3,375.96	\$2,003.84	\$3,375.96
004083	Non-Cash - Other Welfare - Depreciation - Glyde In	611	\$15,450.00	\$5,328.73	\$15,450.00
004043	Non-Cash - Administration - Depreciation	610	\$198,840.00	\$97,878.00	\$198,840.00
004070	Non-Cash - Maternal & Infant Health - Depreciation	610	\$8,796.96	\$4,567.68	\$8,796.96
004080	Non-Cash - Care Of Families & Children - Depreciation	610	\$32,232.00	\$17,490.15	\$32,232.00
004090	Non-Cash - Housing - Council Owned - Depreciation	610	\$16,920.00	\$9,876.26	\$16,920.00
004095	Non-Cash - Other Law Order & Public Safety - Depreciation - Rangers	610	\$281.04	\$512.37	\$281.04
004115	Non-Cash - Other Recreation & Sport - Depreciation - Parks & Ovals	610	\$845,928.00	\$244,277.16	\$845,928.00

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004140	Non-Cash - Public Works Overheads - Depreciation	610	\$15,773.04	\$10,002.98	\$15,773.04
004043	Non-Cash - Administration - Depreciation	612	\$76,820.04	\$27,856.96	\$76,820.04
004080	Non-Cash - Care Of Families & Children - Depreciation	612	\$3,615.96	\$1,769.78	\$3,615.96
004140	Non-Cash - Public Works Overheads - Depreciation	612	\$1,131.00	\$554.21	\$1,131.00
004109	Non-Cash - Other Community Amenities - Depreciation	604	\$8,547.00	\$4,862.85	\$8,547.00
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	605	\$28,824.96	\$16,840.39	\$28,824.96
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	601	\$57,314.04	\$32,807.34	\$57,314.04
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	603	\$92,205.00	\$54,346.46	\$92,205.00
004115	Non-Cash - Other Recreation & Sport - Depreciation - Parks & Ovals	602	\$120,614.04	\$71,851.02	\$120,614.04
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	600	\$324,273.00	\$190,104.34	\$324,273.00
004043	Non-Cash - Administration - Depreciation	609	\$8,538.00	\$2,495.97	\$8,538.00
004080	Non-Cash - Care Of Families & Children - Depreciation	609	\$45,155.04	\$8,656.89	\$45,155.04
004115	Non-Cash - Other Recreation & Sport - Depreciation - Parks & Ovals	609	\$61,563.00	\$30,857.69	\$61,563.00
004121	Non-Cash - Maint Streets Roads & Bridges - Depreciation - Infrastructure Roads	609	\$1,023.96	\$501.51	\$1,023.96
004130	Non-Cash - Parking Facilities - Depreciation	609	\$1,029.96	\$504.08	\$1,029.96
004143	Non-Cash - Plant Operation Costs - Depreciation	609	\$126,042.00	\$25,189.59	\$126,042.00
E11268	Non-Cash-Swimming Areas/Beaches-Depreciation Expense - Right-of-use Assets	613	\$40,809.00	\$31,510.30	\$40,809.00
			<b>\$2,166,529.92</b>	<b>\$909,197.05</b>	<b>\$2,166,529.92</b>
<b>500099</b>	<b>Trust Interfund Transfer Account</b>	<b>00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
	<b>Insurance</b>				
E04207	Insurance Expenses - Administration - General	365	\$117,000.00	\$117,042.80	\$117,000.00
E04262	Insurance Expenses - Members Of Council - General	365	\$48,461.00	\$48,461.00	\$48,461.00
E06201	Works Costing - Maintenance - Buildings - Pre School Buildings - Maintenance	365	\$2,148.00	\$1,981.92	\$2,148.00
E06203	Works Costing - Maintenance - Buildings - E.F. 4Yr Old P/Group JP McKenzie	365	\$1,318.00	\$1,192.08	\$1,318.00
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	365	\$1,271.00	\$372.70	\$1,271.00
E08220	Works Costing - Maintenance - Buildings - Glyde-In Community Group	365	\$969.00	\$953.66	\$969.00
E08234	Materials and Contracts - Care Of Families & Children - EF Community Centre Bldg - CHSP (Tricolore)	365	\$3,297.00	\$3,528.88	\$3,297.00
E09201	Works Costing - Maintenance - Buildings - Allen St Units	365	\$1,806.00	\$1,915.44	\$1,806.00
E11210	Works Costing - Maintenance - Buildings - Camp Waller	365	\$1,317.00	\$1,535.90	\$1,317.00
E11211	Works Costing - Maintenance - Buildings - Hurricanes	365	\$847.00	\$1,016.90	\$847.00
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	365	\$25,000.00	\$0.00	\$25,000.00
E11262	Insurance Expense - Other Culture - Building Insurance - Community Facilities	365	\$12,452.00	\$9,695.44	\$12,452.00
E14207	Insurance Expenses - Public Works Overheads - General	365	\$1,719.00	\$1,719.00	\$1,719.00
E14304	Works Costing - Maintenance - Plant & Equipment - Insurance & Licences - Plant Operating Costs	365	\$23,096.00	\$25,152.03	\$23,096.00
E14460	Works Costing - Maintenance - Buildings - General	365	\$16,183.00	\$13,131.70	\$16,183.00
E14462	Works Costing - Maintenance - Buildings - Old Police Station	365	\$1,356.00	\$1,133.70	\$1,356.00
			<b>\$258,240.00</b>	<b>\$228,833.15</b>	<b>\$258,240.00</b>
	<b>Interest Expenses</b>				
001620	Interest Expenses - Other Recreation and Sport - East Fremantle Oval Redevelopment Loan	380	\$121,333.00	\$0.00	\$121,333.00
E10221	Interest Expenses - Sanitation-Household Refuse - SMRC - Loan Interest Repayments	380	\$5,157.00	\$1,002.82	\$5,157.00
E11269	Interest Expenses - Swimming Areas/Beaches - Sea bed Lease	380	\$8,000.00	\$0.00	\$8,000.00



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			<b>\$134,490.00</b>	<b>\$1,002.82</b>	<b>\$134,490.00</b>
	<b>Utilities</b>				
E04209	Works Costing - Maintenance - Buildings - Office Maintenance	360	\$26,009.04	\$7,215.87	\$26,009.04
E06201	Works Costing - Maintenance - Buildings - Pre School Buildings - Maintenance	360	\$2,690.04	\$0.00	\$2,690.04
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	360	\$1,076.04	\$0.00	\$1,076.04
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	360	\$3,075.00	\$0.00	\$3,075.00
E08220	Works Costing - Maintenance - Buildings - Glyde-In Community Group	360	\$321.96	\$0.00	\$321.96
E08234	Materials and Contracts - Care Of Families & Children - EF Community Centre Bldg - CHSP (Tricolore)	360	\$1,076.04	\$1,271.35	\$1,076.04
E09201	Works Costing - Maintenance - Buildings - Allen St Units	360	\$6,456.96	\$0.00	\$6,456.96
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	360	\$2,690.04	\$0.00	\$2,690.04
E10267	Works Costing - Maintenance - Parks & Ovals - Riverside Boat Ramps & Boat Pens	360	\$9,686.04	\$4,073.41	\$9,686.04
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	360	\$6,995.04	\$3,757.11	\$6,995.04
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	360	\$968.04	\$410.15	\$968.04
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	360	\$1,614.00	\$967.12	\$1,614.00
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	360	\$1,076.04	\$0.00	\$1,076.04
E11211	Works Costing - Maintenance - Buildings - Hurricanes	360	\$1,076.04	\$909.86	\$1,076.04
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	360	\$807.00	\$0.00	\$807.00
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	360	\$9,147.96	\$2,243.87	\$9,147.96
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	360	\$8,610.00	\$4,204.42	\$8,610.00
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	360	\$16,143.00	\$1,666.08	\$16,143.00
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	360	\$1,076.04	\$347.32	\$1,076.04
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	360	\$807.00	\$228.58	\$807.00
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	360	\$807.00	\$452.18	\$807.00
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	360	\$3,765.96	\$2,446.46	\$3,765.96
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	360	\$1,614.00	\$0.00	\$1,614.00
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	360	\$753.00	\$246.01	\$753.00
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	360	\$1,614.00	\$345.35	\$1,614.00
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	360	\$1,076.04	\$482.84	\$1,076.04
E12233	Utility Charges - Maint Streets Roads & Bridges - Street Lighting	360	\$141,000.00	\$46,746.35	\$127,000.00
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	360	\$0.00	\$181.79	\$0.00
E14242	Works Costing - Maintenance - Buildings - Depot	360	\$5,381.04	\$3,785.49	\$5,381.04
E14462	Works Costing - Maintenance - Buildings - Old Police Station	360	\$537.96	\$0.00	\$537.96
			<b>\$257,950.32</b>	<b>\$81,981.61</b>	<b>\$243,950.32</b>
	<b>Employee Costs</b>				
E04201	Employee Costs - Administration - Salaries & Wages	300	\$1,449,897.02	\$660,009.52	\$1,449,897.02
E04208	Works Costing - Maintenance - Buildings - Town Hall	300	\$657.02	\$1,470.69	\$657.02
E04254	Works Costing - Maintenance - Other - Election Expenses	300	\$0.00	\$2,502.37	\$0.00
E05203	Employee Costs - Other Law Order & Public Safety - Salaries & Wages	300	\$20,353.98	\$17,768.55	\$20,353.98
E05230	Employee Costs - Animal Control - Salaries & Wages	300	\$30,529.98	\$16,694.96	\$30,529.98
E07211	Employee Costs - Health Inspection & Admin - Salaries & Wages	300	\$105,828.04	\$43,613.55	\$105,828.04
E08207	Employee Costs - Care Of Families & Children - Salaries & Wages - CHSP	300	\$475,687.96	\$223,602.32	\$475,687.96
E10206	Employee Costs - Other Sanitation - Salaries & Wages - Waste Education	300	\$86,444.02	\$42,745.61	\$86,444.02
E10209	Employee Costs - Town Planning & Regional Development - Salaries & Wages	300	\$625,223.04	\$323,430.42	\$625,223.04

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E10210	Works Costing - Maintenance - Plant & Equipment - Street Bin Maintenance	300	\$11,575.98	\$2,503.18	\$11,575.98
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	300	\$531.96	\$116.81	\$531.96
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	300	\$9,147.98	\$6,558.61	\$9,147.98
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	300	\$3,393.00	\$3,094.08	\$3,393.00
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	300	\$5,821.00	\$2,925.02	\$5,821.00
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	300	\$10,179.00	\$5,318.09	\$10,179.00
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	300	\$3,358.96	\$2,824.52	\$3,358.96
E11209	Works Costing - Maintenance - Parks & Ovals - W. W. Wayman Reserve	300	\$3,991.00	\$3,311.10	\$3,991.00
E11210	Works Costing - Maintenance - Buildings - Camp Waller	300	\$2,527.98	\$0.00	\$2,527.98
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	300	\$6,186.96	\$3,815.43	\$6,186.96
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	300	\$3,891.96	\$1,798.27	\$3,891.96
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	300	\$33,998.00	\$30,373.66	\$33,998.00
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	300	\$12,507.96	\$5,634.89	\$12,507.96
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	300	\$11,808.96	\$5,950.59	\$11,808.96
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	300	\$13,872.04	\$7,286.87	\$13,872.04
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	300	\$21,190.00	\$11,252.41	\$21,190.00
E11221	Works Costing - Maintenance - Parks & Ovals - East Fremantle Croquet Club	300	\$0.00	\$4,964.92	\$6,000.00
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	300	\$4,690.00	\$4,373.76	\$4,690.00
E11223	Works Costing - Maintenance - Parks & Ovals - E. I. Chapman Reserve	300	\$4,356.96	\$2,507.41	\$4,356.96
E11224	Works Costing - Maintenance - Parks & Ovals - I. G. Handcock Playground	300	\$3,260.00	\$488.66	\$3,260.00
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	300	\$3,791.98	\$1,933.31	\$3,791.98
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	300	\$4,223.96	\$1,844.89	\$4,223.96
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	300	\$6,919.00	\$5,018.62	\$6,919.00
E11229	Works Costing - Maintenance - Parks & Ovals - Surbiton Road Park	300	\$498.02	\$540.06	\$498.02
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	300	\$863.98	\$1,416.81	\$863.98
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	300	\$10,179.00	\$2,223.85	\$10,179.00
E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	300	\$0.00	\$23,808.74	\$30,000.00
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	300	\$3,027.04	\$2,797.78	\$3,027.04
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	300	\$5,588.04	\$3,464.80	\$5,588.04
E11243	Works Costing - Maintenance - Parks & Ovals - River - Stirling Bridge	300	\$996.98	\$1,344.66	\$996.98
E11257	Works Costing - Maintenance - Parks & Ovals - George Booth Park	300	\$531.96	\$743.38	\$531.96
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	300	\$697.98	\$0.00	\$697.98
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	300	\$6,053.98	\$5,186.91	\$6,053.98
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	300	\$15,734.96	\$14,278.36	\$15,734.96
E11294	Works Costing - Maintenance - Parks & Ovals - Marjorie Green Park	300	\$963.96	\$471.42	\$963.96
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	300	\$24,018.02	\$3,082.82	\$24,018.02
E12230	Works Costing - Maintenance - Plant & Equipment - Works Equipment	300	\$5,123.04	\$2,282.21	\$5,123.04
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	300	\$21,955.04	\$3,275.88	\$21,955.04
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	300	\$89,519.04	\$47,733.32	\$89,519.04
E12236	Works Costing - Maintenance - Roads - Street Cleaning	300	\$134,714.98	\$44,546.57	\$98,714.98
E12237	Works Costing - Maintenance - Roads - Kerbing	300	\$10,944.04	\$395.61	\$10,944.04
E12245	Works Costing - Maintenance - Roads - Street Trees	300	\$58,049.02	\$25,195.45	\$58,049.02
E12255	Works Costing - Maintenance - Roads - Tree Replacements	300	\$15,568.02	\$6,314.58	\$15,568.02
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	300	\$8,050.00	\$3,271.46	\$8,050.00

## Attachment -1

COA	Description	IE	Current Budget	YTD Actual	Forecast
E12260	Works Costing - Maintenance - Roads - Crossovers	300	\$299.00	\$0.00	\$299.00
E12263	Works Costing - Maintenance - Drainage	300	\$19,293.96	\$6,899.09	\$19,293.96
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	300	\$6,586.04	\$1,488.23	\$6,586.04
E12303	Employee Costs - Parking Facilities - Salaries & Wages - Parking	300	\$152,650.96	\$69,503.99	\$152,650.96
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	300	\$13,739.04	\$5,712.90	\$13,739.04
E14201	Employee Costs - Public Works Overheads - Salaries & Wages - Supervision	300	\$414,853.00	\$185,306.70	\$414,853.00
E14205	Employee Costs - Public Works Overheads - Salaries & Wages - Sick / Holiday Pay / RDO'S	300	\$167,906.96	\$69,148.57	\$167,906.96
E14209	Employee Costs - Public Works Overheads - Salaries & Wages - Long Service Leave	300	\$0.00	\$7,079.83	\$0.00
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	300	\$14,171.04	\$9,670.87	\$14,171.04
E14242	Works Costing - Maintenance - Buildings - Depot	300	\$6,819.02	\$4,291.40	\$6,819.02
E14424	Works Costing - Maintenance - Other - Graffiti Removal	300	\$4,158.04	\$1,561.60	\$4,158.04
E14435	Employee Costs - Unclassified Property - Salaries & Wages - Workers Compensation	300	\$0.00	\$20,298.46	\$0.00
E14460	Works Costing - Maintenance - Buildings - General	300	\$1,994.98	\$0.00	\$1,994.98
E14470	Employee Costs - Salaries & Wages - Gross Total Salaries and Wages	300	\$4,191,395.00	\$2,057,562.18	\$4,191,395.00
E14493	Employee Costs - Salaries & Wages Allocated	300	<del>-\$4,191,395.00</del>	<del>-\$2,057,562.18</del>	<del>-\$4,191,395.00</del>
E14499	Employee Costs - Unallocated Salaries & Wages	300	\$0.00	\$27.27	\$0.00
E04205	Employee Costs - Administration - On Costs - Superannuation & FBT	311	\$16,623.00	\$0.00	\$16,623.00
E07215	Employee Costs - Health Inspection & Admin - On Costs - Superannuation & FBT	311	\$3,001.00	\$0.00	\$3,001.00
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	311	\$4,167.00	\$0.00	\$4,167.00
E10211	Employee Costs - Town Planning & Regional Development - On Costs - Superannuation & FBT	311	\$7,227.00	\$0.00	\$7,227.00
E14304	Works Costing - Maintenance - Plant & Equipment - Insurance & Licences - Plant Operating Costs	311	\$6,562.00	\$0.00	\$6,562.00
E04205	Employee Costs - Administration - On Costs - Superannuation & FBT	310	\$219,925.02	\$93,626.57	\$219,925.02
E07215	Employee Costs - Health Inspection & Admin - On Costs - Superannuation & FBT	310	\$14,096.96	\$6,059.84	\$14,096.96
E08208	Employee Costs - Care Of Families & Children - Superannuation - CHSP	310	\$58,761.96	\$27,458.05	\$58,761.96
E10211	Employee Costs - Town Planning & Regional Development - On Costs - Superannuation & FBT	310	\$98,980.96	\$47,964.88	\$98,980.96
E10230	Employee Costs - Other Sanitation - Superannuation - Waste Education Officer	310	\$13,186.96	\$6,645.82	\$13,186.96
E12305	Employee Costs - Parking Facilities - Superannuation - Parking	310	\$29,976.96	\$14,078.41	\$29,976.96
E14203	Employee Costs - Public Works Overheads - Superannuation	310	\$165,404.98	\$76,573.10	\$165,404.98
E04245	Employee Costs - Administration - Staff Training and Conferences	312	\$42,000.00	\$8,224.48	\$42,000.00
E05209	Employee Costs - Other Law Order & Public Safety - Training and Conferences - Rangers	312	\$2,157.00	\$0.00	\$2,157.00
E07222	Employee Costs - Health Inspection & Admin - Training and Conferences	312	\$2,157.00	\$0.00	\$2,157.00
E08210	Materials and Contracts - Care Of Families & Children - HACC Service Unit - All Service Programs - Op Exp	312	\$2,000.04	\$1,189.30	\$2,000.04
E10240	Employee Costs - Town Planning & Regional Development - Training and Conferences	312	\$6,426.00	\$553.64	\$6,426.00
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	312	\$8,568.00	\$491.72	\$8,568.00
E04216	Employee Costs - Administration - Workers Compensation Insurance	366	\$76,477.00	\$74,353.50	\$76,477.00
			<b>\$4,969,093.68</b>	<b>\$2,376,315.98</b>	<b>\$4,969,093.68</b>
	<b>Rate Revenue</b>				
I03051	Rates - Rate Revenue - Interim Rates (AASB 1058)	100	<del>-\$19,399.00</del>	<del>-\$33,866.93</del>	<del>-\$50,000.00</del>
I03055	Rates - Rate Revenue - Rates Levied (AASB 1058)	100	<del>-\$9,075,610.00</del>	<del>-\$9,075,610.10</del>	<del>-\$9,075,610.00</del>
			<del>-\$9,095,009.00</del>	<del>-\$9,109,477.03</del>	<del>-\$9,125,610.00</del>
	<b>Fees and Charges</b>				
I05087	Fees And Charges - Animal Control - Statutory - Dog & Cat Registration (AASB 15)	110	<del>-\$18,836.04</del>	<del>-\$10,617.50</del>	<del>-\$11,000.00</del>



COA	Description	IE	Current Budget	YTD Actual	Forecast
I13181	Fees And Charges - Building Control - Statutory - Building Permits (AASB 15)	110	-\$67,925.04	-\$29,354.69	-\$67,925.04
I13188	Fees And Charges - Building Control - Statutory - DA Sign Fees & Permits (AASB 15)	110	-\$1,076.04	-\$510.00	-\$1,076.04
I03059	Interest Earnings - Rate Revenue - Rates Penalty (AASB 1058)	120	\$0.00	\$0.00	\$0.00
I03060	Fees And Charges - Rate Revenue - Discretionary - Legal Costs Recovered (AASB 1058)	120	-\$20,900.04	\$0.00	-\$20,900.04
I05083	Fees And Charges - Animal Control - Statutory - Charges - Fines And Penalty (AASB 15)	120	-\$537.96	-\$1,000.00	-\$537.96
I05089	Fees And Charges - Other Law, Order & Public Safety - Discretionary - Other Fines & Penalties	120	-\$537.96	\$0.00	-\$537.96
I12180	Fees And Charges - Parking Facilities - Statutory - Fines And Penalties - Parking (AASB 15)	120	-\$107,634.96	-\$55,514.18	-\$107,634.96
I12183	Fees And Charges - Parking Facilities - Statutory - Fines Enforcement - Recovered (AASB 15)	120	-\$26,124.96	-\$17,926.67	-\$26,124.96
I03190	Fees And Charges - Rate Revenue - Discretionary - Rates Admin Fees - Instalments (AASB 1058)	130	-\$40,901.00	-\$38,906.40	-\$40,901.00
I04085	Fees And Charges - Rate Revenue - Discretionary - Rate Enquiries (AASB 1058)	130	-\$25,832.04	-\$10,004.80	-\$25,832.04
I04088	Other Revenue - Administration - Reimbursements (AASB 1058)	130	\$0.00	\$0.02	\$0.00
I05084	Fees And Charges - Fire Prevention - Statutory - ESL Commission Received (AASB 15)	130	-\$8,072.04	-\$7,302.32	-\$8,072.04
I05085	Fees And Charges - Animal Control - Discretionary - Impounding Fees (AASB 15)	130	-\$1,076.04	-\$527.27	-\$1,076.04
I07081	Fees And Charges - Health Inspection & Admin - Discretionary - Permit Application Fees (AASB 15)	130	-\$3,228.96	-\$1,662.01	-\$3,228.96
I07082	Fees And Charges - Maternal & Infant Health - Discretionary - EH Gray Centre 80 Canning Hwy (AASB 15)	130	-\$2,690.04	-\$1,058.16	-\$2,690.04
I07083	Fees And Charges - Health Inspection & Admin - Discretionary - Outdoor Eating Area Fees (Local Law) & Annual Food Assessment (AASB 15)	130	-\$5,381.04	-\$15,890.75	-\$15,890.00
I07085	Fees And Charges - Health Inspection & Admin - Statutory - Swimming Pool Inspection Fees (AASB 15)	130	-\$23,240.00	-\$23,135.00	-\$23,240.00
I08025	Fees And Charges - Pre School - Discretionary - Pre Primary Lease Rent (AASB 15)	130	-\$2,475.00	-\$2,623.47	-\$2,475.00
I08081	Fees And Charges - Care Of Families & Children - Statutory - CHSP - Sundry Income (AASB 15)	130	-\$135,849.96	-\$64,719.84	-\$135,849.96
I08083	Fees And Charges - Care Of Families & Children - Statutory - CHSP - In Home Respite (AASB 15)	130	-\$26,124.96	-\$20,353.80	-\$26,124.96
I08086	Fees And Charges - Care Of Families & Children - Statutory - CHSP - Centre Based Respite (AASB 15)	130	-\$57,474.96	-\$25,673.80	-\$57,474.96
I08094	Fees And Charges - Care Of Families & Children - Discretionary - CHSP Transport - Centre Based Day Care (AASB 15)	130	-\$5,225.04	-\$937.80	-\$5,225.04
I08205	Fees And Charges - Other Welfare - Discretionary - Glyde-In Rent Income (AASB 15)	130	-\$1,254.00	-\$1,358.33	-\$1,254.00
I09081	Fees And Charges - Housing - Council Owned - Discretionary - Rent (AASB 15)	130	-\$94,718.04	-\$53,406.51	-\$94,718.04
I10075	Fees And Charges - Other Community Amenities - Discretionary - Hire of Community Facilities (AASB 15)	130	-\$1,566.96	-\$286.59	-\$1,566.96
I10080	Fees And Charges - Sanitation-Household Refuse - Discretionary - Domestic Service Charge (AASB 1058)	130	-\$26,903.00	-\$25,424.89	-\$26,903.00
I10081	Fees And Charges - Sanitation-Household Refuse - Discretionary - Commercial Refuse (AASB 1058)	130	-\$86,670.00	-\$86,059.57	-\$86,670.00
I10082	Fees and Charges - Sanitation - Discretionary - Sporting Club Service Charges (AASB 1058)	130	-\$5,778.00	-\$5,778.00	-\$5,778.00
I10083	Fees And Charges - Town Planning & Regional Development - Discretionary - Survey Clearance Fees (AASB 15)	130	-\$522.00	-\$146.00	-\$522.00
I10084	Fees And Charges - Town Planning & Regional Development - Discretionary - Misc Planning Service Fees (AASB 15)	130	-\$12,540.00	-\$6,526.39	-\$12,540.00
I10085	Fees And Charges - Town Planning & Regional Development - Discretionary - Home Occupation Fees (AASB 15)	130	-\$1,076.04	-\$295.00	-\$1,076.04
I10088	Fees And Charges - Town Planning & Regional Development - Statutory - Development Applications (AASB 15)	130	-\$104,499.96	-\$23,663.66	-\$55,000.00
I10089	Fees and Charges - Town Planning & Regional Development - Discretionary - Scheme Amendments and Rezoning Application Fees	130	-\$6,458.04	\$0.00	-\$6,458.04
I10176	Fees And Charges - Other Community Amenities - Discretionary - Sale Of History Books (AASB 15)	130	-\$269.04	-\$22.73	-\$269.04
I10180	Fees And Charges - Swimming Areas/Beaches - Discretionary - Riverside Mooring Pen Fees (AASB 15)	130	-\$123,780.00	-\$116,515.95	-\$123,780.00
I11161	Fees And Charges - Other Recreation & Sport - Discretionary - Swan Yacht Club Rental (AASB 15)	130	-\$60,610.00	-\$65,292.24	-\$60,610.00
I11162	Fees And Charges - Other Recreation & Sport - Discretionary - E.F. Yacht Club Rental (AASB 15)	130	-\$35,519.00	-\$17,995.90	-\$35,519.00
I11164	Fees and Charges - Other Recreation & Sport - Discretionary - Dinghy Storage Fees	130	-\$1,044.96	-\$1,425.00	-\$1,044.96
I11175	Fees And Charges - Other Recreation & Sport - Discretionary - Zephyr Kiosk Rental (AASB 15)	130	-\$40,901.04	-\$20,610.12	-\$40,901.04
I11182	Fees And Charges - Other Culture - Discretionary - East Fremantle Festival (AASB 1058)	130	-\$14,630.00	-\$15,525.45	-\$14,630.00
I11190	Fees And Charges - Other Recreation & Sport - Discretionary - E.F. Tennis Club (AASB 15)	130	-\$5,381.04	-\$2,821.82	-\$5,381.04
I11191	Fees And Charges - Other Recreation & Sport - Discretionary - Leeuwin & Fremantle Sea Scouts (AASB 15)	130	-\$5,225.04	-\$1,114.48	-\$5,225.04
I11193	Fees And Charges - Other Recreation & Sport - Discretionary - Preston Pt. Lacrosse Club (AASB 15)	130	-\$1,614.00	-\$1,677.21	-\$1,614.00
I11194	Fees And Charges - Other Recreation & Sport - Discretionary - Wauhop Park Soccer Ground (AASB 15)	130	-\$6,996.00	-\$2,641.07	-\$6,996.00

COA	Description	IE	Current Budget	YTD Actual	Forecast
I11198	Fees And Charges - Other Recreation & Sport - Discretionary - Reserve Hire Fees - Functions (AASB 15)	130	-\$1,076.04	-\$110.23	-\$1,076.04
I12181	Fees And Charges - Parking Facilities - Discretionary - Parking Fees (AASB 15)	130	-\$16,145.04	-\$4,977.95	-\$16,145.04
I13182	Fees And Charges - Building Control - Statutory - BCITF- Receipts (AASB 15)	130	-\$32,289.96	-\$7,598.65	-\$15,000.00
I13184	Fees And Charges - Building Control - Statutory - Building Services Levy (AASB 15)	130	-\$47,025.00	-\$19,460.22	-\$40,000.00
I13185	Fees And Charges - Building Control - Discretionary - Verge Inspection Fees (AASB 15)	130	-\$5,381.04	-\$6,340.83	-\$5,381.04
I13190	Fees And Charges - Building Control - Statutory - Commission On Building Services Levy (AASB 15)	130	-\$861.00	-\$276.65	-\$861.00
I14086	Fees And Charges - Unclassified Property - Discretionary - Recoverable Works (AASB 15)	130	-\$2,090.04	\$0.00	-\$2,090.04
I14087	Fees And Charges - Unclassified Property - Discretionary - Rental Income - Old Police Station (AASB 15)	130	-\$30,137.04	-\$20,158.08	-\$30,137.04
I12181	Fees And Charges - Parking Facilities - Discretionary - Parking Fees (AASB 15)	132	-\$205,646.00	-\$81,974.28	-\$190,000.00
			<b>-\$1,559,751.40</b>	<b>-\$917,202.24</b>	<b>-\$1,472,963.40</b>
<b>Operating Grants</b>					
I03070	Operating Grants, Subsidies And Contributions - General Purpose Grants - State - Grants Commission (AASB 1058)	140	-\$8,596.00	-\$4,298.00	-\$8,596.00
I03071	Operating Grants, Subsidies And Contributions - General Purpose Grants - State - Grants Commission - Formula Local Roads (AASB 1058)	140	-\$4,665.00	-\$2,332.50	-\$4,665.00
I08088	Operating Grants, Subsidies And Contributions - Care Of Families & Children - Commonwealth - CHSP (AASB 15)	140	-\$668,578.00	-\$612,885.86	-\$668,578.00
I08089	Operating Grants, Subsidies And Contributions - Carers Association of Western Australia - State - CHSP	140	\$0.00	-\$700.00	\$0.00
I10076	Operating Grants, Subsidies And Contributions - Other Community Amenities - State - Bus Shelter - Maintenance Assistance Scheme (AASB 1058)	140	-\$4,100.00	\$0.00	-\$4,100.00
I10086	Operating Grants, Subsidies And Contributions - Sanitation-Household Refuse - State - Better Bins GO: FOGO (AASB 15)	140	-\$7,550.00	-\$1,410.84	-\$7,550.00
I11158	Operating Grants, Subsidies And Contributions - Swimming Areas/Beaches - CHRMAP funding - Coastal Adaptation and Protection Grants	140	-\$17,046.00	\$0.00	-\$17,046.00
I11177	Operating Grants, Subsidies And Contributions - Swimming Areas/Beaches - State - Swan River Trust Erosion Control Income Various	140	-\$75,000.00	-\$75,000.00	-\$75,000.00
I11205	Operating grants, subsidies and contributions - Other Culture - EF Festival	140	-\$38,000.00	-\$27,272.73	-\$28,000.00
I12039	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - MRD Direct Grant (AASB 1058)	140	-\$19,245.00	-\$22,501.00	-\$22,501.00
I12086	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - Street Lighting (AASB 1058)	140	-\$4,800.00	\$0.00	-\$4,800.00
I12040	Operating Grants, Subsidies And Contributions - Maint Streets Roads & Bridges - State - MRD - Stirling Bridge Verge Maintenance Agreement	150	-\$8,000.00	\$0.00	-\$8,000.00
			<b>-\$855,580.00</b>	<b>-\$746,400.93</b>	<b>-\$848,836.00</b>
<b>Interest Revenue</b>					
001689	Interest Earnings - Other General Purpose Income - Reserves	160	-\$290,000.00	-\$226,185.81	-\$400,000.00
I03059	Interest Earnings - Rate Revenue - Rates Penalty (AASB 1058)	160	\$0.00	-\$3,181.85	\$0.00
I03188	Interest Earnings - Other General Purpose Income - Municipal - Interest On Investments	160	-\$39,999.96	-\$8,497.35	-\$20,000.00
I03191	Interest Earnings - Rate Revenue - Rates - Instalment Interest Charge (AASB 1058)	160	-\$37,440.00	-\$38,065.77	-\$37,440.00
I03059	Interest Earnings - Rate Revenue - Rates Penalty (AASB 1058)	165	-\$22,000.00	-\$16,837.93	-\$22,000.00
			<b>-\$389,439.96</b>	<b>-\$292,768.71</b>	<b>-\$479,440.00</b>
<b>Other Revenue</b>					
I04088	Other Revenue - Administration - Reimbursements (AASB 1058)	170	-\$9,999.96	-\$197.27	-\$9,999.96
I11171	Other Revenue - Other Recreation & Sport - Reimbursements - Other Sporting (AASB 15)	170	-\$24,999.96	-\$5,244.36	-\$6,000.00
I11201	Other revenue - Other Recreation & Sport - Reimbursements - Building Insurance	170	-\$6,000.00	\$0.00	-\$6,000.00
I14080	Other Revenue - Unclassified Property - Sundry Income - Centrelink Paid Parental Leave Funds	170	\$0.00	-\$10,593.00	\$0.00
I14083	Other Revenue - Unclassified Property - Sundry Income - Insurance Recovered incl. Workers Comp Claims (AASB 15)	170	\$0.00	-\$32,576.32	-\$33,000.00
I03301	Other Revenue - Unallocated income	180	\$0.00	-\$212.73	\$0.00
I04089	Other Revenue - Administration - Sundry Income GST Inclusive (AASB 1058)	180	-\$999.96	-\$1,839.69	-\$999.96
I12184	Other Revenue - Parking Facilities - Sundry Income - Special Events (AASB 15)	180	\$0.00	\$648.91	\$0.00
I13186	Other Revenue - Building Control - Sundry Income - BCITF Commision (AASB 15)	180	\$0.00	-\$218.18	\$0.00
			<b>-\$41,999.88</b>	<b>-\$50,232.64</b>	<b>-\$55,999.92</b>



COA	Description	IE	Current Budget	YTD Actual	Forecast
<b>Profit on Disposal</b>					
004045	Non-Cash - Administration - Profit on Disposal of Assets	210	-\$37,658.00	\$0.00	-\$37,658.00
004075	Non-Cash - Health Inspection & Admin - Profit on disposal of assets	210	-\$11,000.00	\$0.00	-\$11,000.00
004108	Non-Cash - Town Planning & Regional Development - Profit on disposal of assets	210	-\$15,342.00	\$0.00	\$0.00
004117	Non-Cash - Other Recreation & Sport - Profit on disposal of assets	210	-\$44,342.00	\$0.00	-\$44,342.00
004126	Non-Cash - Maint Sts Roads & Bridges - Profit on Sale of Assets	210	-\$10,000.00	\$0.00	-\$10,000.00
004142	Non-Cash - Unclassified Property - Profit on disposal of assets	210	\$0.00	-\$1,728.27	\$0.00
			<b>-\$118,342.00</b>	<b>-\$1,728.27</b>	<b>-\$103,000.00</b>
<b>Transfer to Reserves</b>					
000214	TRANSFER TO OLD POLICE STATION RESERVE	830	\$30,137.00	\$0.00	\$30,137.00
000219	TRANSFER TO ARTS AND SCULPTURE RESERVE	830	\$30,000.00	\$0.00	\$30,000.00
002421	TRANSFER TO EAST FREMANTLE OVAL REDEVELOPMENT GEN	830	\$936,111.00	\$276,006.82	\$936,111.00
002424	TRANSFER TO SUSTAINABILITY AND ENVIRONMENTAL PROJECTS GEN	830	\$133,830.00	\$0.00	\$133,830.00
002425	TRANSFER TO TOWN PLANNING (OPEX) GEN	830	\$50,000.00	\$0.00	\$50,000.00
002426	TRANSFER TO BUSINESS IMPROVEMENT (OPEX) GEN	830	\$100,000.00	\$0.00	\$100,000.00
002439	TRANSFER TO STRATEGIC WASTE RESERVE	830	\$180,000.00	\$180,000.00	\$180,000.00
			<b>\$1,460,078.00</b>	<b>\$456,006.82</b>	<b>\$1,460,078.00</b>
<b>Transfer from Reserves</b>					
000340	TRANSFER FROM PLANT RESERVE	810	-\$50,407.00	\$0.00	-\$50,407.00
000341	TRANSFER FROM STRATEGIC ASSET MANAGEMENT RESERVE	810	-\$64,920.00	\$0.00	-\$64,920.00
000347	TRANSFER FROM ARTS AND SCULPTURE RESERVE	810	-\$45,000.00	\$0.00	-\$45,000.00
000352	TRANSFER FROM STRATEGIC WASTE RESERVE GEN	810	-\$326,684.00	\$0.00	-\$326,684.00
002427	TRANSFER FROM DRAINAGE GEN	810	-\$60,000.00	\$0.00	-\$60,000.00
002428	TRANSFER FROM EAST FREMANTLE OVAL REDEVELOPMENT GEN	810	-\$688,879.00	-\$0.18	-\$848,879.00
002429	TRANSFER FROM PRESTON POINT FACILITIES RESERVE	810	-\$145,290.00	\$0.00	-\$145,290.00
002431	TRANSFER FROM SUSTAINABILITY AND ENVIRONMENTAL PROJECTS	810	-\$310,000.00	\$0.00	\$0.00
002434	TRANSFER FROM OLD POLICE STATION RESERVE	810	-\$16,244.00	-\$8,440.36	-\$16,244.00
			<b>-\$1,707,424.00</b>	<b>-\$8,440.54</b>	<b>-\$1,557,424.00</b>
<b>Capex</b>					
<b>- Property, Plant and Equipment</b>					
E11739	Buildings - Specialised - Capex - Fremantle Women's Football Club	430	\$966,899.00	\$47,287.75	\$966,899.00
E11739	Buildings - Specialised - Capex - Fremantle Women's Football Club	500	\$0.00	\$4,817.50	\$0.00
E11738	Capex - East Fremantle Oval Precinct Redevelopment	340	\$0.00	\$0.00	\$0.00
E11738	Capex - East Fremantle Oval Precinct Redevelopment	430	\$21,571,808.00	\$15,274,594.63	\$21,366,808.00
E11738	Capex - East Fremantle Oval Precinct Redevelopment	500	\$0.00	\$96,636.68	\$0.00
E11736	Capex - Building Upgrades - East Fremantle Yacht Club Contribution	430	\$30,000.00	\$0.00	\$30,000.00
E11746	Capex - East Fremantle Oval Precinct Redevelopment - Dog Park	340	\$0.00	\$3,940.15	\$0.00
E11746	Capex - East Fremantle Oval Precinct Redevelopment - Dog Park	500	\$195,020.00	\$0.00	\$290,020.00
E11747	Capex - East Fremantle Oval Precinct Redevelopment - Additional landscape incl mature trees	500	\$20,000.00	\$3,185.00	\$20,000.00
E11715	Buildings - Specialised - Capex - New - Other Recreation & Sport	360	\$0.00	\$0.00	\$0.00
E11748	Capex - East Fremantle Oval Precinct Redevelopment - Solar Installation	500	\$0.00	\$0.00	\$110,000.00
E14605	Buildings - Specialised - Capex - Renewal - Unclassified Property	430	\$53,000.00	\$15,000.00	\$100,000.00
E14604	Capex - Land and Buildings - Depot: Administration Building and Surrounds	430	\$87,000.00	\$87,299.72	\$105,000.00

COA	Description	IE	Current Budget	YTD Actual	Forecast
E11623	Capex - Land and Buildings - EFJFF and EFJCC Clubroom	430	\$15,000.00	\$0.00	\$15,000.00
E12810	Plant & Equipment - Capex - New - Maintenance Streets, Roads & Bridges - Street Light LED Project	430	\$310,000.00	\$0.00	\$0.00
E04635	Plant & Equipment - Equipment - Capex - New - Administration	430	\$19,500.00	\$0.00	\$19,500.00
E12812	Plant & Equipment - Heavy Fleet - Capex - Renewal - Maintenance Streets, Roads & Bridges	430	\$70,000.00	\$0.00	\$70,000.00
E07405	Plant & Equipment - Light Fleet - Capex - New - Health Inspection & Admin	430	\$40,000.00	\$38,340.91	\$38,341.00
E04629	Plant & Equipment - Light Fleet - Capex - Renewal - Administration	430	\$86,200.00	\$0.00	\$0.00
E11716	Plant & Equipment - Light Fleet - Capex - Renewal - Other Recreation & Sport	430	\$143,000.00	\$3,954.55	\$145,000.00
E10648	Plant & Equipment - Light Fleet - Capex - Renewal - Town Planning & Regional Development	430	\$40,000.00	\$0.00	\$0.00
E11720	Plant & Equipment - Mobile Plant - Capex - Renewal - Other Recreation & Sport	430	\$30,000.00	\$0.00	\$30,000.00
E08607	Plant and Equip - Vehicle Replacement CHSP	430	\$42,364.00	\$0.00	\$42,364.00
E11685	Plant and Equipment - Public Art - Capex - New - Other Culture	430	\$45,000.00	\$0.00	\$45,000.00
E04634	Furniture & Equipment - IT Equipment - Capex - New - Administration	430	\$25,000.00	\$0.00	\$30,000.00
			<b>\$23,789,791.00</b>	<b>\$15,575,056.89</b>	<b>\$23,423,932.00</b>
	<b>- Infrastructure</b>				
E12740	Infrastructure Footpaths - Surface/Pavement - Capex - Renewal - Clayton St	430	\$170,000.00	\$155,936.21	\$155,000.00
E12801	Infrastructure Footpaths - Surface/Pavement - Capex - Footpath Repair - Hazards & Defects	430	\$30,000.00	\$0.00	\$30,000.00
E12827	Infrastructure - Car Parks - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	430	\$15,000.00	\$0.00	\$15,000.00
E12827	Infrastructure - Car Parks - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	500	\$0.00	\$6,150.00	\$0.00
E12823	Infrastructure - Drainage - Pipes - Capex - Renewal - Maintenance Streets, Roads & Bridges	430	\$85,000.00	\$9,133.05	\$60,000.00
E12823	Infrastructure - Drainage - Pipes - Capex - Renewal - Maintenance Streets, Roads & Bridges	500	\$0.00	\$8,467.80	\$0.00
E11729	Infrastructure - Parks & Ovals - Ancillary - Capex - New - Other Recreation & Sport	340	\$0.00	\$3,802.15	\$0.00
E11729	Infrastructure - Parks & Ovals - Ancillary - Capex - New - Other Recreation & Sport	430	\$10,000.00	\$0.00	\$10,000.00
E11728	Infrastructure - Parks & Ovals - Ancillary - Capex - Renewal - Other Recreation & Sport	340	\$0.00	\$0.00	\$0.00
E11728	Infrastructure - Parks & Ovals - Ancillary - Capex - Renewal - Other Recreation & Sport	430	\$25,000.00	\$0.00	\$25,000.00
E11728	Infrastructure - Parks & Ovals - Ancillary - Capex - Renewal - Other Recreation & Sport	500	\$0.00	\$1,400.00	\$0.00
E11726	Infrastructure - Parks & Ovals - Irrigation/Bores - Capex - New - Other Recreation & Sport	430	\$152,000.00	\$0.00	\$120,000.00
E11726	Infrastructure - Parks & Ovals - Irrigation/Bores - Capex - New - Other Recreation & Sport	500	\$0.00	\$10,915.00	\$0.00
E11725	Infrastructure - Parks & Ovals - Playground - Capex - New - Other Recreation & Sport	340	\$0.00	\$0.00	\$0.00
E11725	Infrastructure - Parks & Ovals - Playground - Capex - New - Other Recreation & Sport	430	\$20,000.00	\$0.00	\$20,000.00
E12820	Infrastructure - Roads - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	430	\$80,000.00	\$0.00	\$0.00
E12820	Infrastructure - Roads - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	500	\$0.00	\$3,280.40	\$0.00
E12824	Infrastructure Footpaths - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	430	\$70,000.00	\$60,126.40	\$70,000.00
E12824	Infrastructure Footpaths - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	500	\$0.00	\$5,596.20	\$0.00
			<b>\$657,000.00</b>	<b>\$264,807.21</b>	<b>\$505,000.00</b>
	<b>Lease Liabilities Principal Repayments - Seabed Lease</b>				
E11730	Lease Liabilities Principal Repayments - Seabed Lease	436	\$49,807.00	\$31,928.20	\$49,807.00
	<b>Loan Principal Repayments</b>				
E11520	Loan Principal Repayment - Loan 185 East Fremantle Oval	435	\$72,634.00	\$0.00	\$72,634.00
E10222	Loan Principal Repayment - SMRC	435	\$0.00	\$1,224.93	\$4,899.72
			<b>\$72,634.00</b>	<b>\$1,224.93</b>	<b>\$77,533.72</b>
	<b>Proceeds from Sale</b>				
001272	Proceeds from Sale of Plant-various items	200	\$0.00	-\$41,145.45	\$0.00

COA	Description	IE	Current Budget	YTD Actual	Forecast
<b>Borrowings</b>					
001473	Proceeds from Borrowings - Loan 185 East Fremantle Oval	221	-\$4,800,000.00	-\$4,800,000.00	-\$4,800,000.00
<b>Non-Operating Grants</b>					
I04201	Non-Operating Grants, Subsidies and Contributions - EV Charger	141	-\$9,750.00	\$0.00	-\$9,750.00
I11160	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - State - EF Oval Redevelopment	141	-\$14,690,969.00	-\$10,991,051.53	-\$14,690,969.00
I11165	Non-Operating Grants, Subsidies and Contributions - Other Recreation and Sport - State - EF Oval Redevelopment - LotteryWest	141	-\$1,305,147.00	-\$674,029.12	-\$1,305,147.00
I11166	Non-Operating Grants, Subsidies and Contributions - Other Recreation and Sport - State - EF Oval Redevelopment AFL Facilities Fund	141	-\$250,000.00	\$0.00	-\$250,000.00
I11206	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - Fremantle City Women's Football Club	141	-\$895,738.00	-\$5,684.21	-\$895,738.00
I11208	Non-Operating Grants, Subsidies and Contributions - Other Recreation and Sport - EFFC funding joinery works	141	-\$58,706.00	\$0.00	-\$58,706.00
I12042	Non-Operating Grants, Subsidies and Contributions - Maint Streets Roads & Bridges - LRCIP	141	-\$84,181.00	-\$1,700.78	-\$84,181.00
			-\$17,294,491.00	-\$11,672,465.64	-\$17,294,491.00
Grand total			\$2,950,269.28	\$9,217.25	\$2,701,687.76

SALARIES AND WAGES ACTUAL VS BUDGET - 31 DECEMBER 2023							YTD Actual v
COA	Description	IE	Inc/Exp Analysis	Original Budget	YTD Budget	YTD Actual	YTD Budget
E04201	Employee Costs - Administration - Salaries & Wages	300	Salaries & Wages	\$1,449,897	\$724,949	\$660,010	
E04204	Materials and Contracts - Administration - Service Contracts - Implementation of OHS Work Plan and Cont. to WHS Resource	300	Salaries & Wages	\$0	\$0	\$0	
E04208	Works Costing - Maintenance - Buildings - Town Hall	300	Salaries & Wages	\$657	\$329	\$1,471	
E04254	Works Costing - Maintenance - Other - Election Expenses	300	Salaries & Wages	\$0	\$0	\$2,502	
	<b>04 - Governance</b>			<b>\$1,450,554</b>	<b>\$725,277</b>	<b>\$663,983</b>	
E05203	Employee Costs - Other Law Order & Public Safety - Salaries & Wages	300	Salaries & Wages	\$20,354	\$10,177	\$17,769	
E05230	Employee Costs - Animal Control - Salaries & Wages	300	Salaries & Wages	\$30,530	\$15,265	\$16,695	
	<b>05 - Law, Order, Public Safety</b>			<b>\$50,884</b>	<b>\$25,442</b>	<b>\$34,464</b>	
E07201	Works Costing - Maintenance - Buildings - EH Gray Centre (Old Infant Health Clinic)	300	Salaries & Wages	\$0	\$0	\$0	
E07211	Employee Costs - Health Inspection & Admin - Salaries & Wages	300	Salaries & Wages	\$105,828	\$52,914	\$43,614	
	<b>07 - Health</b>			<b>\$105,828</b>	<b>\$52,914</b>	<b>\$43,614</b>	
E08207	Employee Costs - Care Of Families & Children - Salaries & Wages - CHSP	300	Salaries & Wages	\$475,688	\$237,844	\$223,602	
	<b>08 - Education &amp; Welfare</b>			<b>\$475,688</b>	<b>\$237,844</b>	<b>\$223,602</b>	
E10205	Works Costing - Maintenance - Plant & Equipment - Implementation of Strategic Waste Plan	300	Salaries & Wages	\$0	\$0	\$0	
E10206	Employee Costs - Other Sanitation - Salaries & Wages - Waste Education	300	Salaries & Wages	\$86,444	\$43,222	\$42,746	
E10209	Employee Costs - Town Planning & Regional Development - Salaries & Wages	300	Salaries & Wages	\$625,223	\$312,612	\$323,430	
E10210	Works Costing - Maintenance - Plant & Equipment - Street Bin Maintenance	300	Salaries & Wages	\$11,576	\$5,788	\$2,503	
E10223	Works Costing - Maintenance - Buildings - Sumpton Green - Child Care Hall	300	Salaries & Wages	\$532	\$266	\$117	
	<b>10 - Community Amenities</b>			<b>\$723,775</b>	<b>\$361,888</b>	<b>\$368,796</b>	
E11204	Works Costing - Maintenance - Parks & Ovals - Merv Cowan Park	300	Salaries & Wages	\$9,148	\$4,574	\$6,559	
E11205	Works Costing - Maintenance - Parks & Ovals - J. Dolan Park	300	Salaries & Wages	\$3,393	\$1,697	\$3,094	
E11206	Works Costing - Maintenance - Parks & Ovals - W.H. Kitson Park	300	Salaries & Wages	\$5,821	\$2,911	\$2,925	
E11207	Works Costing - Maintenance - Parks & Ovals - John Tonkin Park	300	Salaries & Wages	\$10,179	\$5,090	\$5,318	
E11208	Works Costing - Maintenance - Parks & Ovals - Norm McKenzie Park	300	Salaries & Wages	\$3,359	\$1,679	\$2,825	
E11209	Works Costing - Maintenance - Parks & Ovals - W. W. Wayman Reserve	300	Salaries & Wages	\$3,991	\$1,996	\$3,311	
E11210	Works Costing - Maintenance - Buildings - Camp Waller	300	Salaries & Wages	\$2,528	\$1,264	\$0	
E11211	Works Costing - Maintenance - Buildings - Hurricanes	300	Salaries & Wages	\$0	\$0	\$0	
E11212	Works Costing - Maintenance - Buildings - East Fremantle Tennis Club	300	Salaries & Wages	\$6,187	\$3,093	\$3,815	
E11213	Works Costing - Maintenance - Parks & Ovals - East Fremantle Oval	300	Salaries & Wages	\$3,892	\$1,946	\$1,798	
E11214	Works Costing - Maintenance - Parks & Ovals - Riverside Road Reserves	300	Salaries & Wages	\$33,998	\$16,999	\$30,374	
E11215	Works Costing - Maintenance - Parks & Ovals - Henry Jeffery Oval	300	Salaries & Wages	\$12,508	\$6,254	\$5,635	
E11216	Works Costing - Maintenance - Parks & Ovals - Town Hall Reserve	300	Salaries & Wages	\$11,809	\$5,904	\$5,951	
E11217	Works Costing - Maintenance - Parks & Ovals - East Fremantle Lacrosse	300	Salaries & Wages	\$13,872	\$6,936	\$7,287	
E11219	Works Costing - Maintenance - Parks & Ovals - Wauhop Park	300	Salaries & Wages	\$21,190	\$10,595	\$11,252	
E11221	Works Costing - Maintenance - Parks & Ovals - East Fremantle Croquet Club	300	Salaries & Wages	\$0	\$0	\$4,965	
E11222	Works Costing - Maintenance - Parks & Ovals - Gourley Park	300	Salaries & Wages	\$4,690	\$2,345	\$4,374	
E11223	Works Costing - Maintenance - Parks & Ovals - E. I. Chapman Reserve	300	Salaries & Wages	\$4,357	\$2,178	\$2,507	
E11224	Works Costing - Maintenance - Parks & Ovals - I. G. Handcock Playground	300	Salaries & Wages	\$3,260	\$1,630	\$489	
E11225	Works Costing - Maintenance - Parks & Ovals - Stratford Street Park	300	Salaries & Wages	\$3,792	\$1,896	\$1,933	
E11226	Works Costing - Maintenance - Parks & Ovals - Ulrich Park	300	Salaries & Wages	\$4,224	\$2,112	\$1,845	
E11227	Works Costing - Maintenance - Parks & Ovals - Locke Park	300	Salaries & Wages	\$6,919	\$3,460	\$5,019	
E11229	Works Costing - Maintenance - Parks & Ovals - Surbiton Road Park	300	Salaries & Wages	\$498	\$249	\$540	



SALARIES AND WAGES ACTUAL VS BUDGET- 31 DECEMBER 2023							YTD Actual v
COA	Description	IE	Inc/Exp Analysis	Original Budget	YTD Budget	YTD Actual	YTD Budget
E11232	Works Costing - Maintenance - Parks & Ovals - RSL Memorial Rose Garden	300	Salaries & Wages	\$864	\$432	\$1,417	
E11235	Works Costing - Maintenance - Parks & Ovals - Parks Equipment	300	Salaries & Wages	\$10,179	\$5,090	\$2,224	
E11236	Works Costing - Maintenance - Parks & Ovals - East Fremantle Bowling Club	300	Salaries & Wages	\$0	\$0	\$23,809	
E11241	Works Costing - Maintenance - Parks & Ovals - Lee Park	300	Salaries & Wages	\$3,027	\$1,514	\$2,798	
E11242	Works Costing - Maintenance - Parks & Ovals - Glasson Park	300	Salaries & Wages	\$5,588	\$2,794	\$3,465	
E11243	Works Costing - Maintenance - Parks & Ovals - River - Stirling Bridge	300	Salaries & Wages	\$997	\$498	\$1,345	
E11245	Works Costing - Maintenance - Parks & Ovals - Pump & Reticulation Overhaul	300	Salaries & Wages	\$0	\$0	\$0	
E11257	Works Costing - Maintenance - Parks & Ovals - George Booth Park	300	Salaries & Wages	\$532	\$266	\$743	
E11258	Works Costing - Maintenance - Parks & Ovals - Foreshore Maintenance & Bush Regeneration	300	Salaries & Wages	\$698	\$349	\$0	
E11259	Works Costing - Maintenance - Parks & Ovals - Raceway Park / Richmond Park	300	Salaries & Wages	\$6,054	\$3,027	\$5,187	
E11263	Works Costing - Maintenance - Other - East Fremantle Festival	300	Salaries & Wages	\$15,735	\$7,867	\$14,278	
E11294	Works Costing - Maintenance - Parks & Ovals - Marjorie Green Park	300	Salaries & Wages	\$964	\$482	\$471	
<b>11 - Recreation &amp; Culture</b>				<b>\$214,253</b>	<b>\$107,126</b>	<b>\$167,552</b>	
E12215	Works Costing - Maintenance - Roads - Road & Street Maintenance	300	Salaries & Wages	\$24,018	\$12,009	\$3,083	
E12230	Works Costing - Maintenance - Plant & Equipment - Works Equipment	300	Salaries & Wages	\$5,123	\$2,562	\$2,282	
E12231	Works Costing - Maintenance - Footpaths & Cycleways - Footpath & Cycleways	300	Salaries & Wages	\$21,955	\$10,978	\$3,276	
E12235	Works Costing - Maintenance - Roads - Verges Maintenance	300	Salaries & Wages	\$89,519	\$44,760	\$47,733	
E12236	Works Costing - Maintenance - Roads - Street Cleaning	300	Salaries & Wages	\$134,715	\$67,357	\$44,547	
E12237	Works Costing - Maintenance - Roads - Kerbing	300	Salaries & Wages	\$10,944	\$5,472	\$396	
E12245	Works Costing - Maintenance - Roads - Street Trees	300	Salaries & Wages	\$58,049	\$29,025	\$25,195	
E12255	Works Costing - Maintenance - Roads - Tree Replacements	300	Salaries & Wages	\$15,568	\$7,784	\$6,315	
E12256	Works Costing - Maintenance - Roads - Street Tree Watering	300	Salaries & Wages	\$8,050	\$4,025	\$3,271	
E12260	Works Costing - Maintenance - Roads - Crossovers	300	Salaries & Wages	\$299	\$150	\$0	
E12263	Works Costing - Maintenance - Drainage	300	Salaries & Wages	\$19,294	\$9,647	\$6,899	
E12269	Works Costing - Maintenance - Roads - Street Name Plates & Furniture	300	Salaries & Wages	\$6,586	\$3,293	\$1,488	
E12303	Employee Costs - Parking Facilities - Salaries & Wages - Parking	300	Salaries & Wages	\$152,651	\$76,325	\$69,504	
E12313	Works Costing - Maintenance - Car Parks - Implementation of Integrated Traffic Management Study	300	Salaries & Wages	\$13,739	\$6,870	\$5,713	
<b>12 - Transport</b>				<b>\$560,510</b>	<b>\$280,255</b>	<b>\$219,702</b>	
E14201	Employee Costs - Public Works Overheads - Salaries & Wages - Supervision	300	Salaries & Wages	\$414,853	\$207,427	\$185,307	
E14205	Employee Costs - Public Works Overheads - Salaries & Wages - Sick / Holiday Pay / RDO's	300	Salaries & Wages	\$167,907	\$83,953	\$69,149	
E14209	Employee Costs - Public Works Overheads - Salaries & Wages - Long Service Leave	300	Salaries & Wages	\$0	\$0	\$7,080	
E14210	Works Costing - Maintenance - Other - Admin/Safety/Training	300	Salaries & Wages	\$14,171	\$7,086	\$9,671	
E14242	Works Costing - Maintenance - Buildings - Depot	300	Salaries & Wages	\$6,819	\$3,410	\$4,291	
E14424	Works Costing - Maintenance - Other - Graffiti Removal	300	Salaries & Wages	\$4,158	\$2,079	\$1,562	
E14435	Employee Costs - Unclassified Property - Salaries & Wages - Workers Compensation	300	Salaries & Wages	\$0	\$0	\$20,298	
E14460	Works Costing - Maintenance - Buildings - General	300	Salaries & Wages	\$1,995	\$997	\$0	
E14470	Employee Costs - Salaries & Wages - Gross Total Salaries and Wages	300	Salaries & Wages	\$4,191,395	\$2,095,698	\$2,057,562	
E14493	Employee Costs - Salaries & Wages Allocated	300	Salaries & Wages	<b>-\$4,191,395</b>	<b>-\$2,095,698</b>	<b>-\$2,057,562</b>	
<b>14 - Other Property &amp; Services</b>				<b>\$609,903</b>	<b>\$304,952</b>	<b>\$297,357</b>	

SALARIES AND WAGES ACTUAL VS BUDGET- 31 DECEMBER 2023							
COA	Description	IE	Inc/Exp Analysis	Original Budget	YTD Budget	YTD Actual	YTD Actual v YTD Budget
				<b>Original Budget</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>YTD Budget v Actual</b>
	Governance			\$1,450,554	\$725,277	\$663,983	61,294
	Law,Order,Public Safety			\$50,884	\$25,442	\$34,464	-9,022
	Health			\$105,828	\$52,914	\$43,614	9,300
	Welfare			\$475,688	\$237,844	\$223,602	14,242
	Community Amenities			\$723,775	\$361,888	\$368,796	-6,909
	Recreation And Culture			\$214,253	\$107,126	\$167,552	-60,426
	Transport			\$560,510	\$280,255	\$219,702	60,553
	Other Property And Services			\$609,903	\$304,952	\$297,357	7,594
				<b>\$4,191,395</b>	<b>\$2,095,697</b>	<b>\$2,019,069</b>	<b>\$76,628</b>

## 12.4 CONTRACT REVIEW - EAST FREMANTLE OVAL REDEVELOPMENT PROJECT

<b>Report Reference Number</b>	OCR-2638
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	Request for Quotation Submissions x 3
<b>Attachments</b>	
	1. Request for Quotation – East Fremantle Oval Redevelopment Project – Contract and Probity Assessment
	2. <b>Request Summary Report – Confidential</b>

## PURPOSE

Council is requested to consider the scope for the proposed probity assessment of contract management processes for the East Fremantle Oval Redevelopment Project, as discussed at the Audit Committee meetings of 22 November 2023 and 28 February 2024.

This report also discusses possible alternative audits with respect to the East Fremantle Oval Redevelopment Project for the Committee's consideration.

## EXECUTIVE SUMMARY

At its meeting of 22 November 2023, the Audit Committee approved the audit work plan for the 2024 calendar year, which included the following activity: "Probity assessment of contract management processes – East Fremantle Oval Redevelopment Project". The scope of works was subsequently prepared and endorsed by the Executive Leadership Team prior to going to market, with submissions closing on Wednesday 31 January 2024.

It has become apparent that some elected members would like to consider an alternative scope of work which is a departure to the RFQ that was put to the market. The Mayor has requested consideration of the following:

- A review of the 2022 Sustainability Report by NDY in consultation with the Climate Action Reference Group.
- A review of the public art elements of the project in consultation with the Public Art Committee.
- An assessment of the delivered project against the design charrette process and Master Plan/schematic drawings prepared by Peter Hunt Architects following both the GHD and Paatsch Group community consultation.

The Chief Executive Officer will require direction from Council as to what specific outcomes are being sought from an independent review process, to inform the scope of work. A few alternative options for audit engagements are considered in the conclusion of this report.

## BACKGROUND

At the Special Meeting of Council of 22 November 2022, Council resolved the following with respect to the East Fremantle Oval Redevelopment Project, effectively resolving to commence the project:

**Council Resolution 012211****OFFICER RECOMMENDATION:****Moved Cr Wilson, seconded Cr Donovan****That Council:**

1. **endorse the revised project budget of \$33,320,000.00, including the unconfirmed Lotterywest funding.**

WA State Government (DLGSC)	\$25,000,000
Town of East Fremantle (Cash)	\$ 2,200,000
Town of East Fremantle (Loan)	\$ 4,800,000
AFL/WAFC (confirmed)	\$250,000
LotteryWest (unconfirmed)	\$970,000
Other (unconfirmed)	\$100,000
<b>Total</b>	<b>\$33,320,000</b>

2. **adopt the Value Engineering as recommended in Appendix 5 of the Gateway 6 Report**
3. **adopt the trade packages as recommended by Cooper and Oxley in Confidential Attachment 2**
4. **agree that where additional funding or contingency availability exists, the Value Engineering (VE) list be provided to Council to further consider the reinstatement of any VE items.**
5. **subject to converting approximately 92% of the Trade Package Allowances to fixed lump sums, grant Cooper and Oxley site possession of East Fremantle Oval to allow the commencement of construction works.**

**(CARRIED UNANIMOUSLY)**

This report to Council discussed the impact of cost escalation on the project budget including the unfavourable trade package pricing compared to the trade allowances in the cost plan, and the need for a value engineering process, some of which constituted scope departures. The total amount of value engineering across all areas was \$4,811,565.

The Gateway Report dated 16 November 2022 detailed a total approved budget of \$33,320,000 ex GST including an allowance of \$1,300,000 for construction contingency and an amount of \$100,000 for public art.

**Updated Project Cost Breakdown**

Item	Previous Budget	Revised Budget* <sup>1</sup>	Forecast Costs* <sup>2</sup>	Variance to Revised Budget
Construction	\$ 26,570,000	\$ 28,420,000	\$ 28,158,241	\$ (261,759)
Headworks	\$ 290,000	\$ 0	\$ 0	\$ 0
Design Contingency	\$ 0	\$ 0	\$ 0	\$ 0
Construction Contingency	\$ 1,300,000	\$ 1,300,000	\$ 1,420,000	\$ 120,000
Professional fees	\$ 2,900,000	\$ 2,900,000	\$ 3,000,000	\$ 100,000
FF&E	\$ 1,000,000	\$ 400,000	\$ 400,000	\$ 0
Public Art	\$ 240,000	\$ 100,000	\$ 100,000	\$ 0
Escalation	\$ 0	\$ 0	\$ 0	\$ 0
EFFC	\$ 200,000	\$ 200,000	\$ 200,000	\$ 0
<b>TOTAL</b>	<b>\$ 32,500,000</b>	<b>\$ 33,320,000</b>	<b>\$ 33,278,241</b>	<b>\$ (41,759)</b>

Comparing the project budget above (when Council formally resolved to proceed with the project) against the Progress Report dated 20 December 2023, total forecast costs are now \$34,527,388, an increase of \$1,207,388 (3.62%) compared to the approved budget in November 2022. The budget movement in line items is captured below:

<b>Cost Breakdown</b>				
<b>Item</b>	<b>Gateway Report 16 November 2022</b>	<b>Progress Report 20 December 2023</b>	<b>\$ Variance</b>	<b>% Variance</b>
Construction	\$29,720,000	\$30,384,821	\$664,821	2.24%
Professional Fees	\$2,900,000	\$3,416,568	\$516,568	17.81%
FFE	\$400,000	\$430,000	\$30,000	7.50%
Public Art	\$100,000	\$96,000	-\$4,000	-4.00%
EFFC Compensation	\$200,000	\$200,000	\$0	0.00%
	<b>\$33,320,000</b>	<b>\$34,527,389</b>	<b>\$1,207,389</b>	<b>3.62%</b>

The December 2023 Progress Report includes 129 contract variations totaling \$1,886,785. This further demonstrates the impact of cost escalation, design development (IFT to IFC revision) and value engineering on the project.

Following lengthy debate at the Audit Committee meeting on 28 February 2024, the following resolution was recommended to Council:

#### **Committee Resolution 022802**

**Moved Cr Natale, seconded Mayor O'Neill**

**That:**

1. the Audit Committee recommend to Council that quotations be obtained for a design review, comparing the Master Plan and schematic drawings prepared by Peter Hunt Architect (dated 08-12-2020) to the delivered project, with the report identifying variations to scope, particularly with respect to sustainability initiatives, public art elements and landscaping. This report could also assess the value engineering project deletions and recommend a further package of works for future reinstatement following consultation with the Climate Action Reference Group and Public Arts Panel.
2. the final report on the outcome of the audit be finalised by the end of 2024.

**For: Mayor O'Neill and Crs Natale & Wilson**

**Against: Crs McPhail & White and Mr Chauvel**

**CARRIED ON THE CASTING VOTE OF THE PRESIDING MEMBER 4:3**

## **CONSULTATION**

Executive Leadership Team  
Audit Committee

The report to the Special Council Meeting on 27 January 2021 considering the Business Plan for the East Fremantle Oval Redevelopment included a comprehensive overview of community engagement activities including the visioning process that was undertaken with the community.

## **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

Section 3.59 – Commercial enterprises by local governments.

Section 6.2 – Local government to prepare annual budgets.

The local government audit framework is governed by the *Local Government Act 1995* and Regulations including the *Local Government (Administration) Regulations 1996*, *Local Government (Audit) Regulations 1996*, *Local Government (Financial Management) Regulations 1996* and *Local Government (Functions and General) Regulations 1996*.

## POLICY IMPLICATIONS

There are no Council Policies relevant to this item.

## FINANCIAL IMPLICATIONS

Financial implications will depend on the scope of the work requested by Council.

The responses to RFQ003-2023-24 are provided as separate attachments. A significant budget variation will be required should Council request this work be undertaken.

## STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency.

5.3 Strive for excellence in leadership and governance.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Lack of resourcing to support audit reviews	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Short term non-compliance but with significant regulatory requirements imposed	Manage by ensuring adequate budget allocation ....

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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	Yes
Is a Risk Treatment Plan Required	No



## SITE INSPECTION

Not applicable.

## COMMENT

Council considered the Business Plan (section 3.59 of the *Local Government Act 1995*) to undertake the redevelopment of the East Fremantle Oval at a special meeting on 27 January 2021. The attachments to this agenda include the final Business Plan that was advertised for community consultation and a community engagement summary. To inform the Business Plan, Peter Hunt Architects were engaged in September 2020 to refine the precinct concept plans, building footprint and project costs (QS figures) to design schematic level. Based on the masterplan and schematic drawings, the following capital costs estimates were provided by Cost Management Intelligence:

### (Estimated Project Cost)

Item	Cost (excl. GST)
Main Facility	\$13,182,663
External Works & Services	\$9,389,079
<b>Total Construction costs</b>	<b>\$22,571,742</b>
Contingencies, Fees and Headworks	
Design Contingency	\$564,294
Contract Contingency	\$694,081
Fixtures Furniture & Equipment	\$497,425
Professional Fees	\$2,267,332
<b>Estimated Total Cost</b>	<b>\$26,594,874</b>

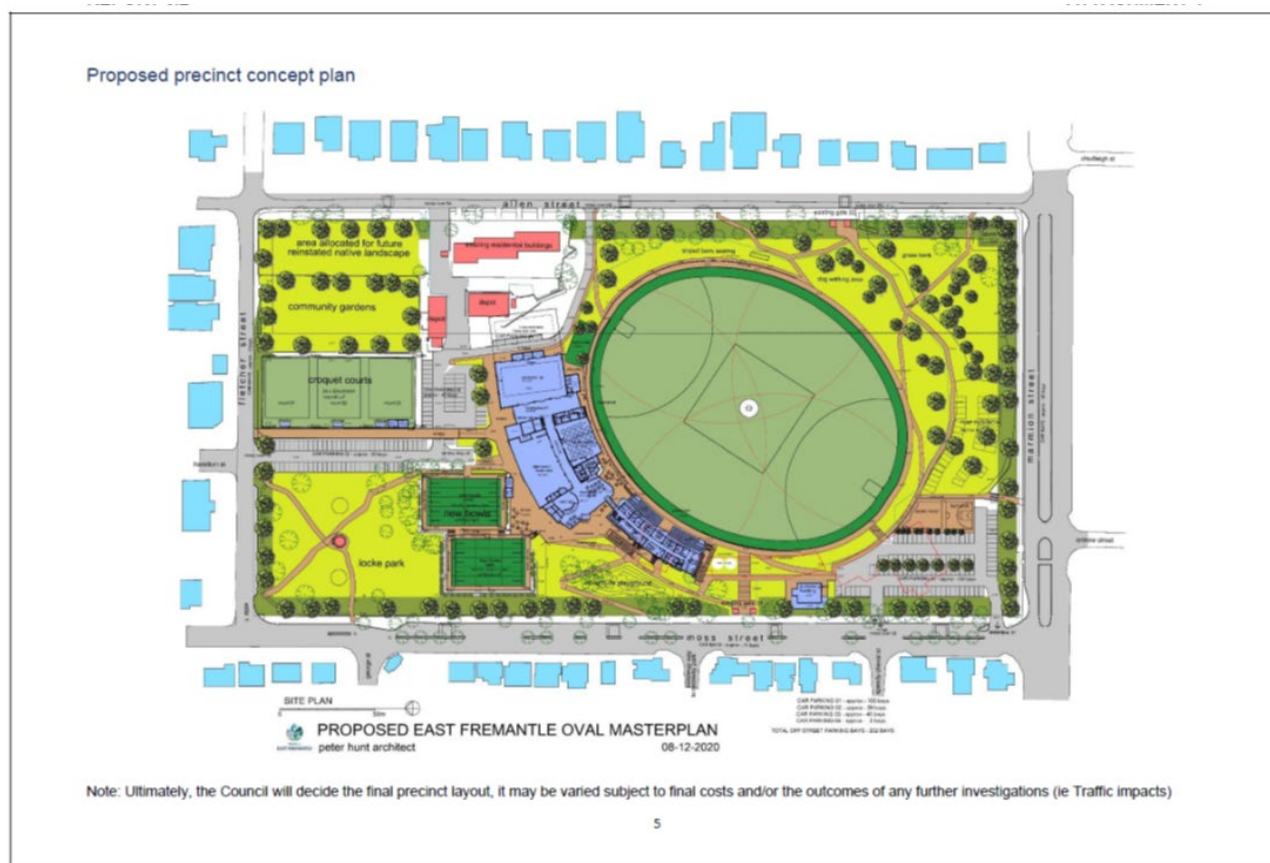
The overall estimated project value (and associated fees) will be subject to the final design and specifications being completed.

### (Proposed Funding Model)

Funding source	
Town of East Fremantle (Proposed Treasury loan)	\$5,000,000
External agencies – State Government*	\$20,000,000
External agencies (State & Federal Government, AFL)	\$1,594,874
<b>Total Funding</b>	<b>\$26,594,874</b>

Thus, the cost estimate (ex GST) for the project increased from \$26,594,874 in January 2021 to \$34,527,389 in December 2023, an increase of \$7,932,515. The Town's funding contribution increased from \$5,000,000 to \$7,817,829. This increase has been driven by cost escalation as opposed to an increase in project scope.

The proposed Precinct Master Plan detailed in the advertised Business Plan for the major land transaction is depicted below:



## CONCLUSION

It is apparent from comparing the Business Plan of January 2021 (advising the community that the Town intends to undertake a major land transaction being the redevelopment of the East Fremantle Oval) to the Gateway Report of November 2022 (Council resolving to effectively proceed with the major land transaction) to the Progress Report of December 2023, that the budget and scope of the East Fremantle Oval Redevelopment Project has changed significantly over a three year horizon. Whilst the financial implications are obvious, the amendment to scope is not easily discerned. In fact, whilst the budget has increased by some 30%, scope has reduced due to the impact of cost escalation arising from the Pandemic and resulting impact on supply chains.

Council may wish to consider the following options for audit engagements or recommend an alternative:

1. Referring back to the Audit Work Plan endorsed in November 2023, Council can recommend that part or all of the work detailed in RFQ003-2023-24 be completed and that requisite funding be included in the mid-year budget review. The objective of this audit would be to provide assurance to Council over the adequacy and effectiveness of the Town's controls over contract management pertaining to the East Fremantle Oval Redevelopment. The scope is to cover an assessment of the following key areas, Form of Contract, Variation of Contract, Governance Arrangements, Contract Management, Contract Payments and Budgetary Controls and Management Reporting. A preferred consultant could be selected from the RFQ respondents (attached) and final scope/price negotiated with the preferred consultant. One of the respondents completed very similar services for the City of Vincent in 2023 with respect to a \$22m redevelopment of Beatty Park.
2. Whilst the Town has seemingly complied with section 3.59 of the *Local Government Act 1995* by preparing a Business Plan for the major land transaction (redevelopment of the East Fremantle Oval), it is apparent that the final cost and scope of works varies from what was outlined in the advertised Business Plan. The Business Plan is to include details on the expected effect on the finances and provision of facilities and services of the local government. Pursuant to section 3.59 (6) of the *Local Government Act 1995*, if the local government wishes to commence an undertaking or transaction that is significantly different from what was

proposed it can only do so after it has complied with this section in respect of its new proposal. The Town subsequently advertised the Business Plan for the major trading undertaking (proposed appointment of a facility operator) which did include an updated Precinct Plan. Council may wish to consider an independent review of the Business Plan's advertised for the Major Land Transaction (January 2021) and Major Trading Undertaking (July 2023) for an assessment of compliance with section 3.59 of the *Local Government Act 1995*.

3. Council may wish to request a design review, comparing the Master Plan and schematic drawings prepared by Peter Hunt Architect (dated 08-12-2020) to the delivered project, with the report identifying variations to scope, particularly with respect to sustainability initiatives, public art elements and landscaping. This report could also assess the value engineering project deletions and recommend a further package of works for future reinstatement following consultation with the Climate Action Reference Group and Public Arts Panel.
- 3A. Rather than a full design review, and assessment of community consultation, the Audit Committee/Council could elect to prioritize a review of specific elements of the project such as sustainability. The Executive Manager Regulatory Services has met with the Climate Action Reference Group, and they have taken a walk through the facility. The Executive Manager Regulatory Services advises that some rudimentary work has commenced to assess changes to scope including sustainability elements, and that NDY have been requested to provide a fee for the preparation of a Sustainability Report with recommendations.

As funding has not been allocated to undertake any of the above audit assessments, should Council wish to proceed with any of the above activities, it will need to adopt a budget variation. The following costs are ballpark estimates:

- Activity 1 - \$50,000
- Activity 2 - \$7,000
- Activity 3 - \$30,000
- Activity 3A - \$10,000

## 12.4 COMMITTEE/OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

### COMMITTEE RECOMMENDATION

That:

1. quotations be obtained for a design review, comparing the Master Plan and schematic drawings prepared by Peter Hunt Architect (dated 08-12-2020) to the delivered project, with the report identifying variations to scope, particularly with respect to sustainability initiatives, public art elements and landscaping. This report could also assess the value engineering project deletions and recommend a further package of works for future reinstatement following consultation with the Climate Action Reference Group and Public Arts Panel.
2. the final report on the outcome of the audit be finalised by the end of 2024.

### OFFICER RECOMMENDATION

That:

1. quotations be obtained for a design review, comparing the Master Plan and schematic drawings prepared by Peter Hunt Architect (dated 08-12-2020) to the delivered project, with the report identifying variations to scope, particularly with respect to sustainability initiatives, public art elements and landscaping. This report could also assess the value engineering project deletions and recommend a further package of works for future reinstatement following consultation with the Climate Action Reference Group and Public Arts Panel.

2. Council pursuant to s.6.8 of the *Local Government Act 1995*, approve by absolute majority, a budget allocation up to \$60,000 to enable the Town to invite quotations for this service to be funded from unallocated surplus of \$235,169 resulting from the mid-year budget review (amend GL E04203 Service Contracts from \$170,000 to \$230,000).
3. the final report on the outcome of the audit be finalised by the end of 2024.

*Reason for Amendment: Council is requested to approve a budget for this consultancy, to enable quotations to be sought from the market in good faith, for services to be engaged.*

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## REPORT ATTACHMENTS

Attachments start on the next page



**Request for Quotation**  
**RFQ003-2023-24**  
**East Fremantle Oval Redevelopment Project**  
**– Contract and Probity Assessment**

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**Submission to be received by 4pm**

**Date: Wednesday 31 January 2024**

**Late submissions will not be accepted**

**To be submitted via the WALGA E- Quotes Portal**



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## Part 1 READ AND KEEP THIS PART

## 1 Conditions of Responding

### 1.1 Contract Requirements in Brief – Scope of Works in Brief

The Town of East Fremantle is undertaking a \$34.5m redevelopment of the East Fremantle Oval, with practical completion expected in mid-March 2024.

This is the most significant project that the Town will ever undertake and has involved multiple contracts. The value of this project is nearly three times the size of the Town's total annual budget, and as such, there has been complexities in ensuring robust project governance and contract management.

Council is seeking assurances that the Town has applied appropriate probity given the level of public funding expended on this project.

Council did adopt a Governance Model and Steering Committee Charter which details the roles, responsibilities and parties involved in the planning and delivery of the East Fremantle Oval Redevelopment Project across five phases:

- Phase 1 – Project Establishment
- Phase 2 – Planning and Preliminary Design
- Phase 3 – Detailed Design and Tenders
- Phase 4 – Construction
- Phase 5 – Transition to Operations

This scope of works deals principally with contracts awarded under Phases 3 and 4.

A full statement of the Goods/Services required under the proposed Contract appears in the Specification **Part 2**.

### 1.2 Definitions

Below is a summary of some of the important defined terms that may be used in this Request:

- AS/NZS:** means Australian and New Zealand Standard
- Appendix(es):** means the documents attached to the Principal's Request for Quotation document
- Attachment(s):** means the documents you attach as part of your Quotation submission
- Consultant:** means the same as Contractor
- Contractor:** Means the person or persons, corporation or corporations whose Response is accepted by the Principal, and includes the executors or administrators, successors and assignments of such person or persons, corporation or corporations.

<b>Part 1</b>	<b>READ AND KEEP THIS PART</b>
---------------	--------------------------------

**Deadline:** The Deadline shown on the front cover of this Request for lodgement of your Submission.

**General Conditions of Contract:** Means the General Conditions of Contract for the Supply of Goods and Services under a Purchase Order in **Part 3**.

**Offer:** Your Offer to be selected to supply the Requirements.

**Principal:** *Town of East Fremantle*

**Response:** Completed Offer, response to Selection Criteria and Attachments.

**Requirement:** The Goods and/or Services requested by the Principal.

**Request or RFQ or**

**Request for** This document.

**Quotation:**

### 1.3 Contact Persons

Respondents should not rely on any information provided by any person other than the person listed below:

<b>Name:</b>	<i>Peter Kocian, Executive Manager Corporate Services</i>
<b>Telephone:</b>	<i>(08) 9339 9317</i>
<b>Email:</b>	<i>pkocian@eastfremantle.wa.gov.au</i>

### 1.4 Briefing/Site Inspection

Not applicable.

### 1.5 Selection Criteria

The Contract may be awarded to a Respondent who best demonstrates the ability to provide quality products and/or services at a competitive price. The quoted prices will be assessed together with the qualitative and compliance criteria to determine the most advantageous outcome to the principal.

The Principal has adopted the best value for money approach to this Request. This means that, although price is considered, the Response containing the lowest price will not necessarily be accepted, nor will the offer ranked the highest on the Qualitative Criteria.

A scoring system will be usual as part of the assessment of the Qualitative Criteria. Unless otherwise stated, a Response which provides all the information requested will be assessed as satisfactory.

<b>Part 1      READ AND KEEP THIS PART</b>
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The extent to which the Respondent demonstrates greater satisfaction of each of these criteria will result in a greater score. The aggregate score of each Response will be used as one of the factors in the final assessment of the Qualitative Criteria and in the overall assessment of value for money.

### **1.6 Compliance Criteria**

These criteria are detailed within **Part 4** of this document and will not be point scored. Each Response will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of “No” against any criterion may eliminate the Submission from consideration.

### **1.7 Qualitative Criteria**

In determining the most advantageous Response, the Evaluation Panel will score each Response against the Qualitative Criteria as detailed within **Part 4** of this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased.

Note: It is essential that Respondents address each Qualitative Criterion.

Information that you provide addressing each Qualitative Criterion will be point scored by the Evaluation Panel.

Failure to provide the specified information may result in elimination from the evaluation process or a low score.

### **1.8 Value Considerations**

The non-weighted cost method is used where functional considerations such as capacity, quality and adaptability are seen to be crucial to the outcome of the contract. The evaluation panel will make a series of value judgements based on the capability of the Respondents to complete the Requirements and a number of factors will be considered including:

- a) the qualitative ranking of each Respondent; and
- b) the pricing submitted by each Respondent.

Once the tenders have been ranked, the Evaluation Panel will make a value judgement as to the cost affordability, qualitative ranking and risk of each Response, in order to determine the Response which is most advantageous to the Principal.

The quoted price will be considered along with related factors affecting the total cost to the Principal (eg the lifetime operating costs of goods or the Principal’s contract management costs may also be considered in assessing the best value for money outcome).



<b>Part 1      READ AND KEEP THIS PART</b>
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#### **1.8.1 Price Basis**

All prices for Goods/Services offered under this Request are to be fixed for the term of the Contract. Quoted prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered must include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Response, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

Any charge not stated in the Tender as being additional will not be allowed as a charge for any transaction under any resultant Contract.

#### **1.9 Principal's Policies That May Affect Selection**

**2.1.3 Town of East Fremantle Purchasing Policy** – a copy can be downloaded from the Town's website at [www.eastfremantle.wa.gov.au](http://www.eastfremantle.wa.gov.au)

#### **1.10 Lodgement of Response and Delivery Method**

The Response must be lodged by the Deadline. The Deadline for this Request for Quote is

**4.00pm Wednesday 31 January 2024**

The Response is to be submitted via the WALGA E-Quotes portal.

#### **1.11 Rejection of Responses**

A Response will be rejected without consideration of its merits in the event that:

- a) it is not submitted before the Deadline; or
- b) it is not submitted at the place specified in the Request for Quotation; or
- c) it may be rejected if it fails to comply with any other requirements of the Request for Quote;
- or
- d) the Respondent does not submit an Offer form which has been completed and signed together with all the required Attachments.

#### **1.12 Acceptance of Responses**

Unless otherwise stated in this Request, Responses may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Response and may reject any or all Responses submitted.

#### **1.13 Response Validity Period**

All Responses will remain valid and open for acceptance for a minimum period of ninety (90) days from the Deadline.

<b>Part 1      READ AND KEEP THIS PART</b>
--

#### **1.14 Precedence of documents**

In the event of there being any conflict or inconsistency between the Terms and Conditions herein and those in the General Conditions of Contract, the Terms and Conditions appearing in this Request will have precedence.

#### **1.15 Alterations**

The Respondent must not alter or add to the Request documents unless required by these General Conditions of Responding.

The Principal will issue an addendum to all registered Respondents where matters of significance make it necessary to amend the issued Request for Quote documents before the Deadline.

#### **1.16 Ownership of Responses**

All documents, materials, articles and information submitted by the Respondent as part of or in support of a Response shall become upon submission the absolute property of the Principal and will not be returned to the Respondent at the conclusion of the Response Process PROVIDED that the Respondent shall be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

#### **1.17 Canvassing of Officers**

If a Respondent, whether personally or by agent, canvasses any of the Principal's Commissioners or Councillors (as the case may be) or Officers with a view to influencing the acceptance of any Respondent, then regardless of such canvassing having any influence on the acceptance of such Submission, the Principal may at its discretion omit the Respondent from consideration.

#### **1.18 Identity of the Respondent**

The identity of the Respondent and Contractor is fundamental to the Principal. The Respondent shall be the person, persons, corporation or corporations named as the Respondent in Part 3 of this Request. Upon acceptance of the Response, the Respondent will become the Contractor.

Part 2      **KEEP AND READ THIS PART**

## 2 Specification

### 2.1 Introduction

The Town of East Fremantle is undertaking a \$34.5m redevelopment of the East Fremantle Oval, with practical completion expected in mid-March 2024.

This is the most significant project that the Town will ever undertake and has involved multiple contracts. The value of this project is nearly three times the size of the Town's total annual budget, and as such, there has been complexities in ensuring robust project governance and contract management.

As such, Council is seeking assurances that the Town has applied appropriate probity given the level of public funding expended on this project.

Council did adopt a Governance Model and Steering Committee Charter which details the roles, responsibilities and parties involved in the planning and delivery of the East Fremantle Oval Redevelopment Project across five phases:

- Phase 1 – Project Establishment
- Phase 2 – Planning and Preliminary Design
- Phase 3 – Detailed Design and Tenders
- Phase 4 – Construction
- Phase 5 – Transition to Operations

This scope of works deals principally with contracts awarded under Phases 3 and 4.

### 2.2 Audit Objective and Scope

The overall objective of the audit is to provide assurance over the adequacy and effectiveness of current controls over Contract Management pertaining to the East Fremantle Oval Redevelopment.

The Scope is to cover the following key areas; Form of Contract, Variation of Contract, Governance Arrangements, Contract Management, Contract Payments and Budgetary Controls, and Management Reporting.

The following contracts are proposed for review; however, pricing will be requested for a review of individual contracts, and the specific contracts to be reviewed will ultimately depend on the available budget and be prioritised by the Town based on a risk assessment.

*RFT03 201920 East Fremantle Oval Precinct Project Business Plan*  
*RFQ08 202021 East Fremantle Oval – Multidisciplinary Design Services*  
*RFT08 202122 East Fremantle Oval Principal Contractor*  
*RFT01 202021 Client Project Lead*  
*RFT03 202122 Design Team Services – East Fremantle Oval Precinct Redevelopment*  
*RFT05 202122 Quantity Surveyor East Fremantle Oval Redevelopment*  
*RFQ11 202122 Legal Advice East Fremantle Oval Redevelopment*  
*RFT01 202122 East Fremantle Oval Precinct Redevelopment Project – Project Manager*

<b>Part 2      KEEP AND READ THIS PART</b>
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## 2.3 Approach and Methodology

The appointed consultant will be required to outline their approach and methodology which should include the following:

- Discussions with key members of staff to ascertain the nature of the systems in operation.
- Evaluation of the current systems of internal control through walk-through and other sample testing.
- Identification of control weaknesses and potential process improvement opportunities.
- Discussion of findings with the Executive Leadership Team and further development of findings and recommendations.
- Preparation of report including completion of the “Contract Assessment Form” for each contract as provided in Appendix 1 to this specification. These Contract Assessments Forms are to be appended to the final report.

### Areas of Review to be Covered

- Form of Contract – to confirm that signed contracts are in place which include terms and conditions to protect the Council. To confirm that performance requirements and indicators are outlined to help ensure that the Town receives quality services and value for money.
- Variations to Contract – to confirm that variations to contract are appropriately documented and approved by both the Town/Council and the Contractor.
- Governance Arrangements – to ensure that roles and responsibilities relating to contract management are clearly defined and agreed with the relevant staff. To ensure that adequate governance structure is in place to deal with any matters requiring escalation.
- Contract Management – to confirm that performance against contract is monitored and corrective action is taken where poor performance is identified.
- Contract Payments and Budgetary Control – to confirm that payments are made in accordance with contractual agreements and the Town’s financial delegations. To confirm that approved budgets are monitored, and action taken where variances are identified.
- Management Reporting – to confirm that contractor performance and budget monitoring are appropriately reported to management.

### Western Australian Auditor General’s Report – Local Government Contract Extensions and Variations

The review should also consider the recommended governance and controls from the above report including:

- Whether the Town’s Policies and Procedures include comprehensive guidance to staff on recording of contract information and management of contract extensions and variations.
- Whether the Town has established specific delegated authorisation limits for the approval of contract extensions and variations.
- Ensure that records of key decisions are retained in accordance with the Town’s record keeping requirements and are readily available.
- Whether there are timely and documented reviews of contractor performance before exercising contract extension options.



<b>Part 2      KEEP AND READ THIS PART</b>
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- Ensure that contract variations are supported by adequate documentation describing the nature and reasons for the variations including the associated cost, time and scope implications. The cumulative impact of variations on a contract should also be reviewed and an assessment made of whether a separate procurement process should be undertaken.
- Ensure that all contract extensions and variations are approved in accordance with approved delegations, to ensure that all contracting decisions are subject to appropriate levels of scrutiny.

#### **2.3.1    Timing**

The work is to be undertaken between the months of March and May 2024, with the final report to be submitted by the 31<sup>st</sup> May 2024.

Pricing should include an allowance for presentation of findings:

1. To the Executive Leadership Team (allow 2 hours)
2. To the Audit Committee (allow 1 hour in the evening)

<b>Part 2      KEEP AND READ THIS PART</b>
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## Appendix 1 – Contract Assessment Form

<b>Contract Particulars (extracted from Contract Register)</b>	
Name of Contract	
Brief Description of Services	
RFQ Number	
Contract Supply Category	
Evaluation Report Completed	
Executed Contract/Form of Agreement	
Council Resolution Number	
Name of Supplier	
Contract Start Date	
Contract Finish Date	
<b>Budget Details</b>	
Original Cost Estimate	
Contract Base Value (ex GST)	
Purchase Order Number	
Contract Retentions Amount	
Contract Retentions Percentage	
Actual Contract Retentions Withheld	
Final/Forecast Contract Cost (ex GST)	
\$ variance between base value and final cost	
% variance between based value and final cost	
<b>Contract Variations</b>	
# Contract Variations	
Total Value of Contract Variations	
% value of variations against Contract Base Value	
Purchase Order details for Contract Variations	
Were contract variations approved by delegation or Council resolution? <ul style="list-style-type: none"> <li>- Recorded in delegation register</li> <li>- Council resolution number</li> </ul>	
Brief description of contract variation/amendment to scope (or separate attachment being schedule of variations i.e. Cooper and Oxley Contract)	
<b>Contract Performance</b>	
List Contract Deliverables <ul style="list-style-type: none"> <li>• A</li> <li>• B</li> </ul>	Management/Consultant assessment against Contract Deliverables

<b>Part 3      READ AND KEEP THIS PART</b>
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### **3    General Conditions of Contract for Supply of Goods and Services under Purchase Order**

#### **1.        SUPPLY OF GOODS AND SERVICES**

- 1.1. The Contractor must supply the Goods or Services to the Principal in accordance with the Contract.
- 1.2. Unless expressly agreed to in writing by the Principal and referenced in the Contract, to the extent permitted by Law, no other terms or conditions, including the Contractor's own terms and conditions even where they have been provided to the Principal or signed by a representative of the Principal, will apply or have any legal effect in connection with the supply of the Goods, the performance of the Services or the Contract.
- 1.3. Where the Contract relates to Goods or Services the subject of a separate contract between the Contractor and the Principal, the terms of the separate contract also apply to the extent of any inconsistency with the Contract unless the Principal has clearly stated otherwise on the Purchase Order.

#### **2.    CONTRACTOR'S OBLIGATIONS**

- (a) The Contractor must ensure that it and the Contractor's Personnel, in performing the Contractor's Obligations under the Contract:
- (b) comply with all applicable Laws, any standards and procedures made available by the Principal to the Contractor, and any reasonable instructions given by the Principal;
- (c) do not interfere with the Principal's activities or the activities of any other person at the Delivery Point or any place the Contractor provides the Services;
- (d) carry out and perform the Contractor's Obligations in a safe manner in a way which does not prejudice safe working practices, safety and care of property or continuity of work;
- (e) unless otherwise set out in the Contract, supply all plant, resources and equipment necessary to perform the Services; and
- (f) provide all such information and assistance as the Principal reasonably requires.

#### **3.    RECEIPT, INSPECTION AND ACCEPTANCE OF GOODS AND SERVICES**

- 3.1. The Contractor must deliver the Goods in full to the Delivery Point and perform the Services at the times stated in the Contract. In this respect, time will be of the essence of the Contract.
- 3.2. Acceptance of the Goods or Services by the Principal does not constitute approval of the Goods or Services or prejudice any claim the Principal may have in connection with the Goods or Services.
- 3.3. Acceptance of the Goods or Services occurs on the earlier of:

<b>Part 3      READ AND KEEP THIS PART</b>
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- (a) a representative of the Principal notifying the Contractor in writing that the Goods or Services have been accepted; or
- (b) the lapse of 14 days after delivery of the Goods to the Delivery Point without the Principal notifying the Contractor in writing that the Goods have been rejected.

3.4. The Contractor must allow the Principal or a representative of the Principal, upon 2 Business Days' written notice from the Principal and during standard business hours, to inspect, examine, review and witness tests of the Goods or Services, or the performance of the Goods or Services and to carry out site inspections at the Contractor's premises.

#### **4. TITLE AND RISK**

- 4.1. Title in the Goods will pass from the Contractor to the Principal upon payment of the Contract Price. The Contractor warrants that title in the Goods will be transferred to the Principal without any encumbrances or liens.
- 4.2. Risk in the Goods will pass to the Principal on acceptance of the Goods in accordance with clause 3.3.

#### **5. VARIATIONS**

The Contractor must not change the Goods or Services, including an addition, reduction or omission to any part of the Goods or Services except in accordance with a written direction of the Principal in which case the Contractor must comply with that direction and the Contract Price will be adjusted by an amount agreed in writing by the parties.

#### **6. INVOICING AND PAYMENT**

- 6.1. The Principal must pay the Contract Price to the Contractor for the Goods and the Services.
- 6.2. The Contract Price is inclusive of all costs and expenses including packaging, freight, delivery, insurance, the cost of any miscellaneous services, compliance with the Contract and Taxes and, subject to clause 5, no additional amounts will be payable by the Principal.
- 6.3. Subject to clause 6.4, on or promptly after the later of the Date of Delivery of the Goods or the Date of Completion of the Services (as applicable), the Contractor must submit an Invoice to the Principal for the amount due to the Contractor.
- 6.4. If agreed in writing by the Principal, the Contractor may submit an Invoice to the Principal at the end of each month for any Services performed during that or previous months provided those Services have not already been included in a previous Invoice issued to the Principal.
- 6.5. An Invoice must include:
  - (a) the Purchase Order number;
  - (b) a description of the Goods delivered, including the quantity of Goods and the Date of Delivery; or
  - (c) a description of the Services performed;
  - (d) the amount being claimed for the Goods and the Services;



<b>Part 3      READ AND KEEP THIS PART</b>
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- (e) the amount of any applicable GST;
  - (f) if applicable, Include the WALGA Preferred Supplier discount associated with the purchase and
  - (g) any further information reasonably requested by the Principal.
- 6.6. If an Invoice does not contain the information required in clause 6.5, the Principal may, at its option, complete the missing details or return the incomplete Invoice to the Contractor, in which case the Contractor must submit a replacement Invoice compliant with clause 6.5.
- 6.7. Subject to the Contractor submitting an Invoice in accordance with clause 6.5 or a compliant Invoice in accordance with clause 6.6, the Principal must pay the amount payable within 30 days or as otherwise agreed by the parties.
- 6.8. Payment under this clause 6 will not be taken as proof or admission that all, or any part of, the Goods or the Services have been delivered or performed (as the case may be) to the satisfaction of the Principal, but will be taken to be payment on account only.
- 6.9. The Contractor agrees that the Principal may:
- (a) deduct from moneys due to the Contractor any money due or which may become due from the Contractor to the Principal under, or in connection with, the Contract; and
  - (b) withhold payment of any amounts payable under the Contract pending resolution of any dispute.

**7. GOODS AND SERVICES TAX**

- 7.1. If GST is imposed on any supply made by the Contractor in connection with the Contract, the Contractor may recover from the Principal, in addition to the Contract Price, an amount equal to the GST payable in respect of that supply.
- 7.2. The Contractor must first provide the Principal with an Invoice before the Principal will pay the GST amount to the Contractor.

**8. QUALITY OF GOODS AND SERVICES**

- 8.1. The Contractor must ensure that:
- (a) all Goods or Services conform to the description of the Goods or Services set out in the Contract;
  - (b) all Goods and Services are fit for their intended purpose and to the extent Services performed are design Services, the works being designed will be fit for their intended purpose;
  - (c) if the Contractor provided the Principal with a demonstration of the Services or represented that a result could be achieved by the Services before the Principles issues the Purchase Order, the Services correspond in nature and quality with the services demonstrated or the services that achieved that result (as the case may be); and
  - (d) any Goods are new and of merchantable quality.

<b>Part 3      READ AND KEEP THIS PART</b>
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- 8.2. The Contractor warrants that the Contractor's Personnel engaged to perform the Services have all the necessary skills, training and qualifications to carry out the Services in accordance with the Contract.
- 8.3. The Contractor must ensure that the Principal has the full benefit of any manufacturer's warranties that may be applicable to the Goods (and the Contractor must, at its cost, pursue any manufacturer's warranties on the Principal's behalf).

**9. DEFECTS**

- 9.1. At any time prior to the expiry of the Defects Liability Period, the Contractor must, at its cost and at the Principal's direction, promptly rectify all Defects other than a Defect caused by the negligence of the Principal.
- 9.2. Nothing in this clause 9 prejudices any other right that the Principal may have against the Contractor arising out of the failure of the Contractor to supply the Goods or perform the Services in accordance with the Contract.
- 9.3. If the Principal directs the Contractor to rectify a Defect and the Contractor fails to rectify that Defect within a reasonable time specified by the Principal:
  - (a) the Principal may, without prejudice to any other rights the Principal may have against the Contractor, rectify the Defect itself; and
  - (b) the rectification costs incurred by the Principal will be a debt due and payable on demand from the Contractor to the Principal.
- 9.4. Where any Defect has been rectified under the Contract, the rectification work will be the subject of an additional Defects Liability Period commencing on the date the relevant rectification works are completed.

**10. CONFIDENTIAL INFORMATION**

The Contractor must not use any Confidential Information or disclose any Confidential Information other than to any of the Contractor's Personnel who need the information to perform the Services or deliver the Goods, to the Contractor's legal advisers or where required by Law.

**11. INTELLECTUAL PROPERTY**

- 11.1. Subject to clause 11.3, the Contractor IP remains vested in the Contractor and the Principal IP remains vested in the Principal.
- 11.2. The Principal will own all Intellectual Property that the Contractor creates in the performance of the Services and the supply of the Goods.
- 11.3. The Contractor grants to the Principal a non-exclusive, perpetual, royalty-free, irrevocable, transferable, sub-licenseable licence (with the right to grant sub-licenses on the same terms) to use the Contractor IP to the extent necessary to use the Goods and the Services.

<b>Part 3      READ AND KEEP THIS PART</b>
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## **12. INSURANCE**

- 12.1. Where the Contract is for Services, the Contractor must effect and maintain with a reputable insurer the following insurance policies for the entirety of the term of the Contract:
- (a) *public and products liability insurance* covering liability for damage to property and the death of or injury to any person (other than as covered under a workers compensation policy) in an amount of not less than \$10 million in respect of each and every claim, unlimited as to the number of occurrences for public liability;
  - (b) workers compensation insurance as required by Law, including cover for common law liability for an amount of not less than \$50 million for any one occurrence;
  - (c) *motor vehicle insurance* covering all vehicles, plant and equipment (whether owned, hired or leased) used in connection with the Contract for loss or damage of not less than the market value and third party liability of not less than \$20 million in respect of each and every claim;
  - (d) insurance covering the Contractor's own property, goods, materials owned, hired, leased or used by the Contractor, for an amount not less than the market value of those insured items; and
  - (e) any additional insurance required by an applicable Law or reasonably requested by the Principal; and
  - (f) where the Contractor is providing professional services, *professional indemnity insurance* of not less than \$2 million for each claim and in the aggregate for all claims arising in the same insurance period, covering the liability of the Contractor for any professional services provided by the Contractor and the Contractor's Personnel under the Contract. Where this insurance is effected on a 'claims made' basis, the policy must be maintained for a period of at least 7 years after the Completion Date or the earlier termination of the Contract.
- 12.3 The Contractor must provide to the Principal, within 3 business days of a written request, certificates of currency for each of the insurance policies required under clauses 12.1 or 12.2 (or both, as applicable).
- 12.4 Subject to clause 17.4, if the Contractor subcontracts any part of the Contractor's Obligations, then the Contractor must ensure that every subcontractor effects and maintains all of the insurances required under clause 12.1 or 12.2 (or both, as applicable), as appropriate for the work being performed by that subcontractor, before the subcontractor commences any of the Contractor's Obligations.

## **13 INDEMNITY AND LIMITS OF LIABILITY**

- 13.1 The Contractor indemnifies the Principal and the Principal's officers, employees, agents and contractors for and against any claims (including third party claims) and losses suffered or incurred by any of them arising out of, or in connection with, any wrongful act or omission of the Contractor or any of the Contractor's Personnel. This indemnity will be reduced to the extent that the claim or loss is caused by the negligence of the Principal or the Principal's personnel.
- 13.2 Neither party is liable to the other for Consequential Loss.

<b>Part 3      READ AND KEEP THIS PART</b>
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#### **14 TERMINATION**

14.1 The Principal may terminate the Contract by notice to the Contractor:

- (a) at any time and in its absolute discretion by giving 7 days' notice to the Contractor;
- (b) if the Contractor commits a breach of the Contract and fails to remedy that default within 14 days of the Principal giving notice of the breach; or
- (c) immediately if an Insolvency Event occurs.

14.2 On termination of the Contract, the Contractor must promptly return to the Principal any of the Principal's Confidential Information, property and documents which the Principal owns or in which the Principal has an interest.

14.3 If the Contract is terminated under clause 14.1(a):

- (a) the Principal must pay the Contractor that part of the Contract Price for any Contractor's Obligations performed prior to termination that have not already been paid by the Principal; and
- (b) the Contractor is not entitled to, and the Principal is not liable for, any additional amounts whatsoever.

14.4 Subject to clause 14.3, termination of the Contract, however it may occur, does not prejudice any claim that either party may have against the other under the Contract on termination.

#### **15 NOTICES**

Any notice or other communication relating to the Contract must be in writing, signed by the sender or its agent, and either hand delivered, sent by pre-paid post, faxed or emailed to the other party at the address, fax number or email address set out in the Purchase Order.

#### **16 DISPUTES**

16.1 Neither party may commence any action, bring any proceedings or seek any relief or remedy in a court, except interlocutory or equitable relief, from a court in respect of a dispute until they have complied with the dispute resolution process in accordance with this clause 16.

16.2 If any dispute arises between the parties in relation to the Contract, either party must give notice of the dispute to the other party.

16.3 A senior representative of each of the parties must promptly meet and attempt to resolve the dispute. If the parties are unable to resolve a dispute within 21 days of the notice referred to in clause 16.2, then either party may issue court proceedings.

#### **17 GENERAL**

17.1 The Contract states all the express terms of the agreement between the parties in respect of its subject matter. It supersedes all prior representations, discussions, negotiations, understanding and agreements in respect of its subject matter.



<b>Part 3      READ AND KEEP THIS PART</b>
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- 17.2 The Contract is governed by the law in force in Western Australia and each party irrevocably submits to the non-exclusive jurisdiction of courts exercising jurisdiction in Western Australia.
- 17.3 The Contractor must not assign or novate the Contract or assign any other right, benefit or interest under the Contract to any person or entity without the prior written consent of the Principal.
- 17.4 The Contractor must not, without the prior written consent of the Principal, which consent must not be unreasonably withheld, subcontract any of the Contractor's Obligations.
- 17.5 No term or provision of the Contract will be construed against a party on the basis that the Contract or the term or provision in question was put forward or drafted by that party.
- 17.6 The Contract is a non-exclusive contract for the supply of Goods or Services and it does not prevent the Principal from entering into other contracts for the supply or performance of the same or similar goods or services with other contractors.
- 17.7 Any provision of the Contract which is illegal, void or unenforceable will be ineffective to the extent only of that illegality, voidness or unenforceability without invalidating the remaining provisions.
- 17.8 If the Principal is restructured by Law, then the rights and obligations of the Principal under the Contract are novated to and assumed by the appropriate legal entity as determined by the Principal or the successors of the Principal under the restructure.
- 17.9 Clauses 4, 6.8, 6.9, 10, 11, 12.2(f), 13, 14.4 and 17 survive the termination or expiry of the Contract.

## **18 DEFINITIONS**

**Completion Date** means the date on which performance of the Services is completed.

**Conditions of Contract** means these general conditions of contract for the supply of goods and services under a purchase order.

**Confidential Information** means the Contract and information (regardless of its form) which is disclosed directly or indirectly by the Principal to the Contractor or Contractor's Personnel which is treated or designated as confidential, or which the Contractor or the Contractor's Personnel ought to know is confidential, but does not include information which is or becomes public knowledge (other than by the Contractor's disclosure or breach of the Contract).

**Consequential Loss** means any loss of production, loss or revenue, loss of profit, loss of business reputation, business interruptions, loss of opportunities, loss of anticipated savings or wasted overheads.

**Contract** means the Conditions of Contract and the relevant Purchase Order.

**Contract Price** means the price for the Goods or Services (exclusive of GST) set out in the Purchase Order.

**Contractor** means the contractor specified in the Purchase Order.

<b>Part 3      READ AND KEEP THIS PART</b>
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**Contractor IP** means any Intellectual Property of the Contractor (or Intellectual Property licensed to the Contractor by a third party) which:

is in existence before the date of the Contract or comes into existence after the date of the Contract other than in connection with the Contract, the Goods or the Services; and

which the Contractor makes available, contributes, brings to or uses in connection with the Contract.

**Contractor's Obligations** means all of the Contractor's obligations under the Contract.

**Contractor's Personnel** means the Contractor's officers, employees, agents and subcontractors and their respective employees and agents.

**Date of Delivery** means the date on which the Goods are delivered to the Delivery Point.

**Day** means a business day that is not a Saturday, Sunday, a public holiday in Western Australia or 27, 28, 29, 30 or 31 December.

**Defect** means any defect, error, damage, deficiency, fault or inadequacy in the design, performance, workmanship, quality or makeup of the Goods or Services.

**Defects Liability Period** means a period of 12 months commencing: (a) in respect of the Goods, on the Date of Delivery; and

in respect of the Services, on the Completion Date,

and, where relevant, any additional period of time specified in accordance with clause 9.4.

**Delivery Point** means the place set out in the Purchase Order for delivery of the Goods or otherwise notified by the Principal in writing.

**Goods** means any goods, materials, supplies, equipment or other items set out in the Purchase Order.

**GST** means goods and services tax or similar value added tax levied or imposed in Australia pursuant to *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

**Insolvency Event** means in respect of the Contractor, the following events: appointment of an administrator, appointment of a liquidator, appointment of a provisional liquidator, appointment of a controller (including any receiver or receiver and manager), insolvency, bankruptcy, winding up or any event analogous to these events.

**Intellectual Property** means all intellectual and industrial property rights, including trade marks, copyright (including future copyright), inventions, patents, designs, circuits and other eligible layouts, database rights, including any application or right to apply for registration of any of these rights.

**Invoice** means any document or record treated by the Commissioner of Taxation as an invoice or as a document entitling a recipient to an input tax credit.

**Law** means any law in force in Australia, whether common law, equity or any law under any statute, subordinate legislation, ordinance or code.

<b>Part 3      READ AND KEEP THIS PART</b>
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**Principal** means the party ordering or receiving the Goods or Services in accordance with the Contract, being that party specified in the Purchase Order.

**Principal IP** means any Intellectual Property of the Principal (or licensed to the Principal by a third party) which the Principal makes available, contributes, brings to or uses in connection with the Contract.

**Purchase Order** means the Principal's purchase order form for the Goods or Services.

**Services** means any services set out in the Purchase Order, including the delivery of any goods and performance of services ancillary to the Services.

**Tax** means any income, land, indirect and other taxes, levies, imposts, deductions, charges, duties, compulsory loans and withholdings, including financial institutions duty, debits tax or other taxes whether incurred by, payable by return or passed on to another person and includes any interest, penalties, charges, fees, fines or other amounts imposed in respect of any of the above, but does not include GST.

## **19 INTERPRETATION**

In the Contract:

a reference to "Goods or Services" is to be read as "Goods or Services, or both of them, as applicable";

the singular includes the plural and the plural includes the singular;

a reference to a clause or party of the Contract is a reference to a clause of, and a party to, the Contract;

a reference to legislation includes all delegated legislation made under it and amendments, consolidations, replacements or re-enactments of any of them;

the words 'include', 'includes' and 'including' must be construed without limitation as to what else might be included; and

Part 1F of the *Civil Liability Act 2002* (WA) does not apply to the Contract.

<b>Part 4      COMPLETE AND RETURN THIS PART</b>
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## **4 Respondent's Offer**

### **4.1 Offer Form**

Chief Executive Officer  
Town of East Fremantle  
135 Canning Highway  
EAST FREMANTLE WA 6158

I/We (Registered Entity Name): \_\_\_\_\_  
(BLOCK LETTERS)

of: \_\_\_\_\_  
(REGISTERED STREET ADDRESS)

ABN \_\_\_\_\_ ACN (if any) \_\_\_\_\_

Telephone No: \_\_\_\_\_ Facsimile No: \_\_\_\_\_

E-mail: \_\_\_\_\_

### **In response to Request for Quotation – RFQ003-2023-24 – East Fremantle Oval Redevelopment Project – Contract and Probity Assessment**

I/We agree that I am/We are bound by and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions contained in this Request signed and completed.

The responded price is valid up to ninety (90) calendar days from the date of the RFQ closing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Response irrespective of its outcome.

The consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this RFQ.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024

Signature of authorised signatory of Respondent: \_\_\_\_\_

Name of authorised signatory (BLOCK LETTERS): \_\_\_\_\_

Position: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Authorised signatory Postal address: \_\_\_\_\_

Email Address: \_\_\_\_\_

<b>Part 4      COMPLETE AND RETURN THIS PART</b>
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**4.2 Selection Criteria****4.2.1 Compliance Criteria**

Please select with a “Yes” or “No” whether you have complied with the following compliance criteria:

Description of Compliance Criteria	
a) Respondents are to provide acknowledgment that your organisation has submitted in accordance with the Conditions of this RFQ including completion of the Offer Form and provision of your pricing submitted in the format required by the Principal.	Yes / No
b) Respondents are to provide any relevant certifications/accreditations required for the scope of work.	Yes / No
c) Compliance with the Specification contained in the Request.	Yes / No
d) Compliance with the Delivery Date.	Yes / No
e) Risk Assessment  Respondents must address the following information in an attachment and label it “Risk Assessment”:	Yes / No
i) <i>An outline of your organisational structure inclusive of any branches and number of personnel.</i>	Yes / No
ii) <i>If companies are involved, attach their current ASC company extracts search including latest annual return.</i>	Yes / No
iii) <i>Provide the organisations directors/company owners and any other positions held with other organisations.</i>	Yes / No
iv) <i>Provide a summary of the number of years your organisation has been in business.</i>	Yes / No
v) <i>Attach details of your referees. You should give examples of work provided for your referees where possible.</i>	Yes / No
vi) <i>Are you acting as an agent for another party? If Yes, attach details</i>	



<b>Part 4</b>	<b>COMPLETE AND RETURN THIS PART</b>
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<i>(including name and address) of your principal.</i>	Yes / No
vii) <i>Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (and any related documents); and if there is no trust deed, provide the names and addresses of beneficiaries.</i>	Yes / No
viii) <i>Do you intend to subcontract any of the Requirements? If Yes provide details of the subcontractor(s) including; the name, address and the number of people employed; and the Requirements that will be subcontracted.</i>	Yes / No
ix) <i>Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract? If Yes, please supply in an attachment details of any actual or potential conflict of interest and the way in which any conflict will be dealt with.</i>	Yes / No
x) <i>Are you presently able to pay all your debts in full as and when they fall due?</i>	Yes / No
xi) <i>Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more? If Yes, provide details.</i>	Yes / No
xii) <i>In order to demonstrate your financial ability to undertake this contract, include a profit and loss statement and the latest financial return for you and each of the other proposed contracting entities, together with a list of financial referees from your bank and/or accountant.</i>	Yes / No
<p>The insurance requirements for this Request for Quotation are stipulated in Part 3 of the RFQ. Respondents are to supply evidence of their insurance coverage including, insurer, expiry date, value and type of insurance. If a Respondent holds “umbrella Insurance”, please ensure a breakdown of the required insurances are provided. A copy of the Certificate of Currency is to be provided to the Principal within five (5) days of acceptance.</p>	

<b>Part 4      COMPLETE AND RETURN THIS PART</b>
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**4.2.2 Qualitative Criteria**

Before responding to the following Qualitative Criteria, Respondents must note the following:

- All information relevant to your answers to each criterion are to be contained within your Response;
- Respondents are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- Respondents are to provide full details for any claims, statements or examples used to address the Qualitative Criteria; and
- Respondents are to address each issue outlined within a Qualitative Criterion.

<b>A. Relevant Experience &amp; Specific Local Government Experience</b>  Describe your experience in completing/supplying similar Requirements. Respondents must, as a minimum, address the following information in an attachment and label it <b>"Relevant Experience"</b> :	<b>Weighting</b>  <b>40%</b>	
<ol style="list-style-type: none"> <li>Provide details of similar work.</li> <li>Provide scope of the Respondent's involvement including details of outcomes.</li> <li>Demonstrate competency and proven track record of achieving outcomes.</li> </ol>	<b>"Relevant Experience"</b>	<b>Tick if attached</b>  <input type="checkbox"/>
<b>B. Organisation Capability (Incl. Individual Capability Credentials/Experience Experience)</b>  Respondents should provide as a minimum information of proposed personnel to be allocated to this project, such as:	<b>Weighting</b>  <b>30%</b>	
<ol style="list-style-type: none"> <li>Their role in the performance of the Contract.</li> <li>Membership to any professional or business associations.</li> <li>Qualifications, with particular emphasis on experience of personnel in projects of a similar requirement.</li> <li>Any additional information.</li> </ol>	<b>"Organisation Capability"</b>	<b>Tick if attached</b>  <input type="checkbox"/>

<b>Part 4      COMPLETE AND RETURN THIS PART</b>
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Supply any other relevant details in an attachment and label it <b>"Organisation Capability"</b> .		
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<b>C. Methodology</b>  Respondents should detail the process they intend to use to achieve the Requirements of the Specification.  Areas you may wish to cover include:	<b>Weighting</b>  <b>30%</b>	
<i>a) A project schedule/timeline.</i>  <i>b) The process for the delivery of the Goods/Services.</i>  <i>c) Demonstrated understanding of the Scope of Work.</i>	<b>"Methodology"</b>	<b>Tick if attached</b>  <input type="checkbox"/>
Supply details and provide an outline of your proposed methodology in an attachment labelled <b>"Methodology"</b> .		

<b>Part 4 COMPLETE AND RETURN THIS PART</b>
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### 4.3 Price Information

Respondents must complete the following "Price Schedule". Before completing the Price Schedule, Respondents should ensure they have read this entire Request for Quotation.

Description of Contract	# pages in Contract	Base Contract Value ex GST	Estimated number of consultant hours to complete review as per specification	Price ex GST
<i>RFT08 202122 East Fremantle Oval Principal Contractor</i>	566	\$26,046,000		
<i>RFT01 202021 Client Project Lead</i>	32	\$267,500		
<i>RFT03 201920 East Fremantle Oval Precinct Project Business Plan</i>		\$88,930		
<i>RFQ08 202021 East Fremantle Oval – Multidisciplinary Design Services</i>		\$135,643		
<i>RFT03 202122 Design Team Services – East Fremantle Oval Precinct Redevelopment</i>	22	\$1,113,175		
<i>RFT05 202122 Quantity Surveyor East Fremantle Oval Redevelopment</i>	22	\$195,300		
<i>RFQ11 202122 Legal Advice East Fremantle Oval Redevelopment</i>	39	\$136,363		
<i>RFT01 202122 East Fremantle Oval Precinct Redevelopment Project – Project Manager</i>	24	\$333,952		
<i>Preparation of Final Report and Contract Assessment Forms</i>				
<i>Close out Meeting with Executive Leadership Team and Audit Committee</i>			3	
The above contracts are proposed for review; however, pricing is requested for a review of individual contracts, and the specific contracts to be reviewed will ultimately depend on the				

**Part 4      COMPLETE AND RETURN THIS PART**

available budget and be prioritised by the Town based on a risk assessment. The Town reserves the right to award the above work in part or full.

**4.3.1    Price Basis**

- 4.3.1.1 Unless otherwise stated in this Contract, the Contract Price shall be firm and not subject to rise and fall.
- 4.3.1.2 Unless otherwise provided in this Contract, the Contractor shall pay all packaging, freight, Taxes, insurances and other charges whatsoever, in connection with this Contract and the Goods and/or Services including delivery of Goods to the Delivery Point and the return of Goods wrongly supplied and all packaging.





## 12.5 2023 COMPLIANCE AUDIT RETURN

<b>Report Reference Number</b>	OCR-2635
<b>Prepared by</b>	Janine May, EA/Governance Coordinator
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	
<b>Attachments</b>	
	1. Letter and report from Chris Liversage, Conway Highbury

### PURPOSE

To consider the adoption of the Compliance Audit Return 2023 for submission to the Department of Local Government, Sport and Cultural Industries (DLGSC) by 31 March 2024.

### EXECUTIVE SUMMARY

The statutory Compliance Audit Return runs on a calendar year basis and is for the period 1 January to 31 December 2023.

All questions contained in the statutory Compliance Audit Return have been completed by the Executive Assistant/Governance Coordinator and Executive Manager Corporate Services. Consultant Chris Liversage of Highbury Conway has subsequently provided an independent audit of the draft Return.

Unlike previous years, the Department has requested the official return not be completed until after Council has adopted the draft document.

### BACKGROUND

The Compliance Audit Return is required 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.

The Audit Committee considered the draft Compliance Audit Return for 2023 and the Highbury Conway independent audit and recommended that Council adopt the Return.

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 DLGSC by 31 March 2024.

### CONSULTATION

Chris Liversage (Conway Highbury)

## 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.

Regulations 14 & 15 of the *Local Government (Audit) Regulations 1996* specify requirements with respect to the compliance audit.

## POLICY IMPLICATIONS

There are no Council Policies relevant to this item.

## FINANCIAL IMPLICATIONS

The cost of the independent audit is \$2,500 ex GST. This is funded from the approved budget of \$10,250 (Account E04240 for internal audit projects).

## STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan 2020 – 2030 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.*

## 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)
Non-compliance with statutory requirements	Rare (1)	Major (4)	Low (1-4)	COMPLIANCE Short term non-compliance but with significant regulatory requirements imposed	Treat through independent review of CAR.

## 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

Not applicable.

## COMMENT

The independent audit of the statutory Compliance Audit Return has been completed and independently audited by Chris Liversage of Conway Highbury, who has worked in local government and subsequently as a local government consultant for many years.

Mr Liversage found no evidence of non-compliance and commented that the Town achieved a commendable and very high level of compliance.

**Note:** While inputting the compliance audit return data online in preparation for Council's endorsement of recommended responses, the following discrepancies relating to Mr Liversage's report (which have been highlighted in yellow in Attachment 1) have been noted and require amendment:

## Delegation of Power/Duty

## Question 6

*Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?*

Mr Liversage has omitted to provide a response. As the powers and duties delegated to the CEO excluded matters which require an absolute majority vote or are excluded by Regulation, this response is **"Yes"**.

## Disclosure of Interest

## Question 9

*When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?*

Mr Liversage has responded "N/A" and noted *"There were no persons present on the Register who did not appear to be required to be listed"*. As former elected members and staff had been removed from the register, the response should be **"Yes"**.

## Question 13

*When a person ceased to be a person required to make a disclosure under sections 5.87A or 5.87B of the Local Government Act 1995, did the CEO remove from the register all records relating to those people?*

Mr Liversage has responded "N/A" and noted *"There were no persons present on the Register who did not appear to be required to be listed"*. As former elected members and staff had been removed from the register, the response should be **"Yes"**.

## Question 19

*Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the Local Government Act 1995?*

Mr Liversage has responded “Yes”. Council adopted the model code of conduct with no additional requirements, therefore the response should be “**No**”.

## Finance

### Question 2

*Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?*

Mr Liversage has omitted to complete this response. As the Audit Committee has no delegated powers, the answer should be “**N/A**”.

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## CONCLUSION

It is recommended that the responses contained within the document prepared by the consultant (confirming responses submitted by relevant staff), inclusive of the amendments noted above, be provided in the official online Compliance Audit Return.

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## CHOOSE AN ITEM. OFFICER/COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER/COMMITTEE RECOMMENDATION

**That Council adopts the 2023 Compliance Audit Return, including the amendments contained within this report, for submission to the Department of Local Government, Sport & Cultural Industries by 31 March 2024.**

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## REPORT ATTACHMENTS

Attachments start on the next page



29 January 2024

Ms J May  
Governance Coordinator  
Town of East Fremantle  
135 Canning Highway  
East Fremantle WA

By email: JMay@eastfremantle.wa.gov.au

Dear Janine

**Town of East Fremantle Statutory Compliance Audit**

As you are aware I attended the Town offices on 16 January 2024 as part of completing the 2023 compliance audit return for the Town of East Fremantle.

In most cases, compliance was checked by viewing the documentation required, minutes of meetings, or on a sample basis. A detailed Return with comments is attached. Where applicable, a note has been made of the council resolution or similar supporting evidence.

In summary, the Town achieved a commendable and very high level of compliance. There was one minor matter for correction, and which was attended to on the spot.

The systems and processes employed by the Town to comply with the requirements of the matters covered by the 2023 compliance audit return appear robust and appropriate for a local government of its size.

Yours sincerely



Chris Liversage  
MLGPro BBus Dip Local Govt (C)  
Director

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Unit 212 Westpoint BC  
396 Scarborough Bch Rd  
Osborne Park WA 6017

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## Town of East Fremantle Compliance Audit Return 2023

Commercial Enterprises by Local Governments						
No	Reference	Question	Source for verification	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2023?	2023 Council minutes	Yes	The business plan for the East Fremantle Oval precinct facility operator was considered by council on a number of occasions in 2023, after initiation prior to 2022.	Consultant
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2023?	2023 Council minutes	N/A	There were no major land transactions initiated by the Town in 2023. As noted above, the only transaction subject to s3.59 was initiated prior to 2023 and any business plan requirements dealt with previously.	Consultant
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	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 2023?	2023 Council minutes	N/A	There were no major land transactions initiated by the Town in 2023. As noted above, the only transaction subject to s3.59 was initiated prior to 2023 and any business plan requirements dealt with previously.	Consultant
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2023?	2023 Council minutes	Yes	At its meeting held on 20 June 2023, council resolved to adopt a business plan in relation to the operation of facilities at East Fremantle Oval and advertise it for public comment (item 15.2 refers). Comments were subsequently considered at a special council meeting held on 5 Sept 2023.	Consultant
5	s3.59(5)	During 2023, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	2023 Council minutes	Yes	The business plan associated with operation of facilities at East Fremantle Oval was considered by council on a number of occasions during the year, and finalised at a Special Meeting held on 5 Sept 2023, where council resolved to proceed with a major trading undertaking under s3.59. The minutes of the Special Council meeting note that the decision was carried unanimously. While the number of elected members present (there were seven) who voted in favour was more than an absolute majority it would be preferable to have recorded it as such - an 'absolute majority' means more than half of the number of offices of the council, regardless of the number of elected members who may have been present at the meeting. In East Fremantle's case there are nine elected members, so a decision requiring an absolute majority needs five to vote in favour in order for it to have effect. The minutes of the meeting indicate that seven were present at the meeting and that the decision was carried 'unanimously' so achieved the majority required. In this instance there are no concerns but the two (unanimous vs absolute majority) are not the same. It may assist the Town in future to list those matters in the LG Act where an absolute majority vote is required by legislation, and to cross check reports to council against the list to ensure that there can be no questions about the validity of a council decision.	Consultant

Delegation of Power/Duty						
No	Reference	Question	Source for verification	Response	Comments	Respondent
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Council minutes	Yes	Council reviewed delegations to the Town Planning Committee at its meeting held on 16 May 2023.	
2	s5.16 (2)	Were all delegations to committees in writing?	Council minutes	Yes	Listed in the Town's register of delegations (item DA73)	
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?	Council minutes	Yes	Note that s5.17 of the LG Act applies to committees established under the Local Government Act 1995. This section provides that any of the local governments powers can be delegated to certain committees (which can be made up of council members, employees and other persons but there are limits on matters that can be delegated to committees made up of other persons only). Council has delegated power to its Town Planning Committee to decide certain types of development application	

4 s5.18	Were all delegations to committees recorded in a register of delegations?	Register of delegations	Yes	The Town's register of delegations can be viewed at <a href="https://www.eastfremantle.wa.gov.au/documents/1095/delegated-authority-register-2023">https://www.eastfremantle.wa.gov.au/documents/1095/delegated-authority-register-2023</a>	
5 s5.18	Has council reviewed delegations to its committees in the 2022/2023 financial year?	Council minutes	Yes	Council reviewed delegations to the Town Planning Committee at its meeting held on 16 May 2023.	
6 s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?	Register of delegations		Note that s5.43 provides that council may delegate any of its powers except matters which require an absolute majority vote or are excluded by Regulation.	
7 s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Council minutes	Yes	Item 15.2 Council meeting 16 May 2023 refers.	
8 s5.42(2)	Were all delegations to the CEO in writing?	Register of delegations	Yes		
9 s5.44(2)	Were all delegations by the CEO to any employee in writing?	Register of delegations	Yes		
10 s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Council minutes	N/A	There were no decisions to amend or revoke a delegation(s).	
11 s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Register of delegations	Yes	The Town's register of delegations can be viewed at <a href="https://www.eastfremantle.wa.gov.au/documents/1095/delegated-authority-register-2023">https://www.eastfremantle.wa.gov.au/documents/1095/delegated-authority-register-2023</a>	
12 s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2022/2023 financial year?	Register of delegations	Yes	Review of delegations from council to the CEO and from the CEO to other employees done in tandem	
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 in accordance with Local Government (Administration) Regulations 1996, regulation 19?		Yes	The legislation does not specify any particular way or form that decisions made under a delegated power are to be recorded, providing a record of some sort is kept. Note that an email, letter, or message relaying a decision that may have been made under a delegation of power and is kept in accordance with the Town's Record Keeping Plan is acceptable.	

Disclosure of Interest						
No	Reference	Question	Source for verification	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Council minutes	Yes	There were no instances recorded where a council member disclosed an interest, did not seek approval to participate but remained present, recorded in the minutes of council or special council meetings for the period in question.	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?	Council minutes	N/A	There were no instances recorded where participation approval was sought by a council member or the CEO.	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	Council minutes	Yes		
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Register of Primary and Annual Returns	Yes	Register of primary and annual returns on Towns website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/REGISTER_OF_PRIMARY_AND_ANNUAL_RETURNS.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/REGISTER_OF_PRIMARY_AND_ANNUAL_RETURNS.pdf</a>	
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2023?	Register of Primary and Annual Returns	Yes	Latest return lodged was on 29 August 2023.	
6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Staff advice	Yes		

7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	Register of Primary and Annual Returns	Yes		
8	s5.88(1) & (2)(b) 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, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Register of disclosures	Yes	On Town's website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/4__REGISTER_OF_INTEREST_DISCLOSURES_2023-2024.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/4__REGISTER_OF_INTEREST_DISCLOSURES_2023-2024.pdf</a>	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	Register of Primary and Annual Returns	N/A	There were no persons present on the Register who did not appear to be required to be listed.	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Staff advice	Yes		
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?	Register of gifts	Yes	On Town's website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/GiftsRegister_2023-24_Elected_Members-CEO_Website.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/GiftsRegister_2023-24_Elected_Members-CEO_Website.pdf</a>	
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Register of gifts	Yes	On Town's website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/GiftsRegister_2023-24_Elected_Members-CEO_Website.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/GiftsRegister_2023-24_Elected_Members-CEO_Website.pdf</a>	
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people?	Register of gifts	N/A	There were no persons present on the Register who did not appear to be required to be listed.	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Staff advice	Yes		
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Council and committee minutes	Yes		
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	Council minutes	N/A	There were no applications made.	
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) of the <i>Local Government Act 1995</i> recorded in the minutes of the council meeting at which the decision was considered?	Council minutes	N/A		



18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?	Town website	Yes	On Town website at <a href="https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx">https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx</a>	
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ?	Town website	Yes	On Town website at <a href="https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx">https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx</a>	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Town website	Yes	On Town website at <a href="https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx">https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx</a>	
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Town website	Yes	On Town website at <a href="https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx">https://www.eastfremantle.wa.gov.au/council/governance/conduct-and-values.aspx</a>	

## Disposal of Property

No	Reference	Question	Source for verification	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)?	Council minutes	N/A	Minutes contain updates about progress towards the objectives listed in the business plan for the East Fremantle Oval redevelopment project, which was adopted by council prior to the reporting period but which continued in 2023	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section 3.58(4) in the required local public notice for each disposal of property?		N/A		

## Elections

No	Reference	Question	Source for verification	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors 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 forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?	Website	Yes	See on Town's website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Register_of_Electoral_Gifts_September_2019_to_date.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Register_of_Electoral_Gifts_September_2019_to_date.pdf</a>	
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?	Staff advice	Yes		
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?	Website	Yes	See on Town's website at <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Register_of_Electoral_Gifts_September_2019_to_date.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Register_of_Electoral_Gifts_September_2019_to_date.pdf</a>	



Finance						
No	Reference	Question	Source for verification	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 Local Government Act 1995?	Council and audit committee minutes	Yes		
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Local Government Act 1995, did it do so by absolute majority?	Register of delegations		There are no matters listed in the Towns register of delegations to the Audit Committee	
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2023 received by the local government by 31 December 2023?	Council minutes	Yes	Council meeting 12 December 2023 item 13.5 refers	
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	N/A		
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	N/A		
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?	N/A	N/A		
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2023 received by the local government within 30 days of completion of the audit?	Council minutes	Yes	Council meeting 12 December 2023 item 13.5 refers	

Integrated Planning and Reporting						
No	Reference	Question	Source for verification	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Council minutes	Yes	Adopted by council 8 December 2020	
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Council minutes	Yes	Adopted by council 20 June 2023	
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?	Corp business plan	Yes		

Local Government Employees						
No	Reference	Question	Source for verification	Response	Comments	Respondent

1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?	Towns register of adverts	Yes	CEO recruitment appears to be the only relevant occasion.	
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?		N/A	As far as can be reasonably determined. Note that Regulation 18E places responsibility on an applicant for a position to ensure that the information provided is accurate, not the local government.	
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 under section 5.36(4) of the <i>Local Government Act 1995</i> ?	Staff advice	Yes		
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Staff advice	N/A	There were no occasions of employment or dismissal of an employee designated as 'senior' under s5.37 of the LG Act	
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	Staff advice	N/A		

## Official Conduct

No	Reference	Question	Source for verification	Response	Comments	Respondent
1	s5.120	Has the local government designated an employee to be its complaints officer?	Town complaints policy	Yes	The Town's Behaviour Complaints Officer is the Chief Executive Officer (update the document to current CEO email address - listed as G Tuffin)	
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?	Town website	Yes	Note there were no complaints lodged for the period in question	
3	s5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?	Town website	Yes	Note there were no complaints lodged for the period in question	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Town website	Yes	Note there were no complaints lodged for the period in question	

## Optional Questions

No	Reference	Question	Source for verification	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the Local Government (Financial Management) Regulations 1996 regulations 5(2)(c) within the three financial years prior to 31 December 2023? If yes, please provide the date of council's resolution to accept the report.	Council minutes	Yes	See minutes Audit committee meeting 1 March 2023	
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2023? If yes, please provide date of council's resolution to accept the report.	Council minutes	Yes	See minutes Audit committee meeting 1 March 2023	

3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	Register of gifts	Yes	Note that there is no practical way to verify if the declaration was made within 10 days or receipt other than asking the recipient.	
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Town website	Yes	Policy 1.1.7 refers	
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?	Town website	Yes	S5.96A(1)-(4) lists information that is required to be published on a local government's website. Based on the sample taken, there were no matters that should be listed that did not appear.	
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Town website	Yes	See <a href="https://www.eastfremantle.wa.gov.au/registration-of-training-and-professional-development-elected-members.aspx">https://www.eastfremantle.wa.gov.au/registration-of-training-and-professional-development-elected-members.aspx</a>	
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2023?	Town website	Yes	See <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/ELECTED_MEMBER_PROFESSIONAL_DEVELOPMENT_AND_TRAINING_REGISTER_2022-23.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/ELECTED_MEMBER_PROFESSIONAL_DEVELOPMENT_AND_TRAINING_REGISTER_2022-23.pdf</a>	
8	s6.4(3)	By 30 September 2023, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2023?	Staff advice	Yes		
9	s6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Annual budget	Yes	See <a href="https://www.eastfremantle.wa.gov.au/our-town/corporate-documents/budget.aspx">https://www.eastfremantle.wa.gov.au/our-town/corporate-documents/budget.aspx</a>	

## Tenders for Providing Goods and Services

No	Reference	Question	Source for verification	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Staff advice, sample	Yes	This is an area that is better examined by the financial audit, but it is noted that the Town appears to have a well developed set of purchasing policies and procedures at <a href="https://www.eastfremantle.wa.gov.au/documents/927/213-purchasing-policy">https://www.eastfremantle.wa.gov.au/documents/927/213-purchasing-policy</a>	
2	s3.57 F&G Reg 11	Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all 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 Regulations?	Staff advice, sample	Yes		
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the Local Government Functions and General) Regulations 1996, required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Staff advice, sample	Yes		
4	F&G Reg 12	Did the local government comply with Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	N/A	There were no instances apparent where multiple contracts were entered into.	

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?	Staff advice	Yes		
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	Staff advice	Yes	Reg 15 relates to the minimum amount of time that must be allowed for tenders to be submitted; Reg 16 relates to tender opening.	
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	Yes	See <a href="https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Tender_Register_for_Website_28112023.pdf">https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Tender_Register_for_Website_28112023.pdf</a>	
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Staff advice	Yes		
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Staff advice	Yes		
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Staff advice	Yes		
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?	N/A	N/A		
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	N/A	There were no EoIs called for by the Town in 2023	
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	N/A	N/A	There were no EoIs called for by the Town in 2023	
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?	N/A	N/A	There were no EoIs called for by the Town in 2023	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions and General) Regulations 1996, Regulations 24AD(4) and 24AE?	N/A	N/A	There were no panels appointed by the Town in 2023	
16	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	N/A	There were no panels appointed by the Town in 2023	

Attachment -1

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 Local Government (Functions and General) Regulations 1996, Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	N/A	There were no panels appointed by the Town in 2023	
18	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 Local Government (Functions and General) Regulations 1996, Regulation 24AG?	N/A	N/A	There were no panels appointed by the Town in 2023	
19	F&G Reg 24AH(1)	Did the local government reject any 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	N/A	There were no panels appointed by the Town in 2023	
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	N/A	There were no panels appointed by the Town in 2023	
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	N/A	There were no panels appointed by the Town in 2023	
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?	N/A	N/A	The Town does not have, nor require a regional price preference policy.	



## 13 REPORTS OF OFFICERS

Reports start on the next page

### 13.1 BOLTON STREET PARKING

<b>Report Reference Number</b>	OCR-2678
<b>Prepared by</b>	Nicholas King, Executive Manager Technical Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. SJR Civil Consulting Report

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#### PURPOSE

For Council to make a decision in relation to the Bolton Street parking, following receipt of the consultant's report.

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#### EXECUTIVE SUMMARY

Changes were made to the parking restrictions in Bolton Road to accommodate a request for parking bays adjacent to 27 Preston Point Road. Subsequent complaints about the hazard perceived to have been created by the installation of the parking bays resulted in Council considering a report on the issue at its 12 December 2023 meeting.

Council resolved to obtain external advice to investigate and review available safe parking options in this area of Bolton Street, seek feedback on such options from residents in the surrounding area and provide a report back to Council.

An external report was commissioned and is attached to this report. The external report evaluated the parking options suitable for the location and recommended removal of the parking bays and reinstating the no parking restrictions due to the risk of head on crash. The report also recommended investigation of an option to relocate the parking bays further west along Bolton Street.

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#### BACKGROUND

An engineering firm, SJR Civil Consulting, was commissioned to review parking proposals and options along Bolton Street. The consultant is a Main Roads WA approved road safety auditor and works with several Local Governments in relation to safety audits and designs to current standards and legislation.

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#### CONSULTATION

Public consultation was undertaken on the first series of options, as presented to the Council at its meeting of 12 December 2023.

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#### STATUTORY ENVIRONMENT

Local Government Act 1995  
Road Traffic Act  
Parking local Law

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#### POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

Works can be undertaken by the Town within current budget allocations.

## STRATEGIC IMPLICATIONS

Nil

## 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)
Complaints from resident(s) unhappy with the lack of available parking in this area if reinstatement of parking restrictions implemented	Likely (4)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Risk
Complaints from resident(s) unhappy with the provision of on street parking at revised location	Likely (4)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation
Increased risk of head on collisions should current on street parking location be maintained	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, high impact, high news profile, third party actions	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

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

## SITE INSPECTION

A site inspection was undertaken by the consultant, as per the attached report.

## COMMENT

SJR Civil Consulting undertook a review of four possible options:

1. Retain existing arrangements (ie two parking bays on northern side of Bolton St adjacent to corner of Preston Point Rd)
2. Install parking bays on southern side of Bolton St (opposite current location)
3. Reduce the number of parking bays from two to one (in current location); and
4. Provide an alternative location for parking bays in the vicinity of 1 Bolton St.

The report concluded that:

*"...any on-street parking on Bolton Street in close proximity to Preston Point Road will introduce the risk of head on crashes. It should be noted that whilst crash risk will increase, the likelihood and severity of any potential crash is expected to be low due to the low traffic volume and speed environment recorded at this location.*

*"Reinstatement of the full parking ban in Bolton Street between Preston Point Road & Reynolds Street would yield the best outcome in terms of road safety but may fail to meet parking demand."*

Council's decision in December included undertaking further consultation prior to determining a final decision on this matter. However, given the conclusions of the SJR Civil Consulting report as detailed above it is considered important that Council determine to remove the on-street parking in Bolton St from its current location as soon as practicable.

As the removal of the current on-street parking will likely result in complaints from residents, it remains open to Council to consider investigating an option to relocate the parking bays further west along Bolton Street. It is unknown whether this option would satisfy residents who want to see an on-street parking solution and/or whether other residents would object to the revised location. Should Council wish to investigate this option further consultation is recommended.

## CONCLUSION

Based on the advice received in the SJR Civil Consulting report it is recommended Council determine to remove the on-street parking in Bolton St from its current location and reinstate the parking restrictions as soon as practicable.

Council may also determine to direct staff to investigate the option of an alternative location for on street parking bays as detailed in this report, inclusive of community consultation.

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### 13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

**OFFICER RECOMMENDATION:**

**That Council resolves to:**

1. reinstate the parking restrictions (yellow no stopping line marking) on the north side of Bolton Street between Preston Point Road and Reynolds Street; and
2. inform residents of this decision.

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### REPORT ATTACHMENTS

Attachments start on the next page





## **PARKING OPTIONS REVIEW**

### **Botlon Street, East Fremantle**

**Ref: PR14022024-1(Rev1)**

Prepared for:

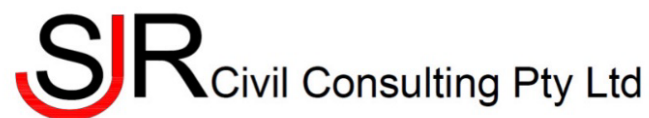
**Town of East Fremantle**

By:

**Stace Rogers**

**SJR Civil Consulting Pty Ltd**

Report Issue Date: **20/02/2024**



**Document Control Sheet**

<b>Project Location:</b>	Botlon Street, East Fremantle
<b>Prepared for:</b>	Town of East Fremantle
<b>Prepared by 1:</b>	Stace Rogers
<b>Prepared by 2:</b>	SJR Civil Consulting Pty Ltd
<b>Designer:</b>	NA
<b>Design Organisation:</b>	NA
<b>Reference:</b>	PR14022024-1(Rev1)
<b>Report Issue Date:</b>	20/02/2024



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Appendix A	Locality Plan
Appendix B	Photos, Diagrams & Examples



## **1. INTRODUCTION**

### **1.1 Background**

The Town of East Fremantle has commissioned SJR Civil Consulting to provide a review of parking proposals and options along Bolton Street, East Fremantle, immediately west of Preston Point Road. Some specific options being considered are outlined below:

- Current road & parking layout (two on-street parking bays).
- Parking on the south side verge (approx. 2 bays off road).
- On-street parking, however reducing to only one bay, starting from the west.
- Road layout with no parking within this section (how it used to be only 3 months ago).

### **1.2 Purpose of Report**

The purpose of this report is to document any deficiencies or potential improvements in the existing or proposed parking arrangements. The report will also investigate any alternative parking scenarios for consideration.

### **1.3 Drawings**

This review should be read in conjunction with the following drawing(s):

BOL-24-01 – Existing parking arrangement  
BOL-24-02 – Option 1 Full parking ban  
BOL-24-03 – Option 2 Relocate on-street parking zone

### **1.4 Site inspection**

An inspection of the site was carried out by Stace Rogers on Tuesday 6<sup>th</sup> February 2024 at 10.20am. At the time of the inspection the weather was fine and the road surface was dry. No vehicles were parked in Bolton Street.



## 2. EXISTING ROAD(S)

### 2.1 Bolton Street

Bolton Street is a narrow is a 2-lane undivided road within the established residential precinct of East Fremantle. It is classified as a local access road under the state functional road hierarchy. The road reserve width is only 9.2m and the carriageway is approximately 5m wide between Reynolds Street and Preston Point Road. This narrow carriageway and road and reserve places the road category between a laneway and access street (type D or special) in the Liveable Neighbourhoods document.

The intersection with Preston Point Road is marked with a STOP control holding line.

The verge on the northern side is less than 2m wide with a full width asphalt path.

The verge on the southern side is less than 2.5m wide with natural soil which slopes up to a high retaining wall on the southern property line.

### 2.2 Traffic Data

The following table is a summary of the traffic volume and speed statistics on Bolton Avenue approximately 25m west of Preston Point Road.

Bolton Street (July 2023)	Number
Average weekday traffic (vpd)	356
AM Peak hour volume (8am to 9am)	27
PM Peak hour volume (5pm to 6pm)	35
85 <sup>th</sup> percentile speed (km/h)	31
Vehicles exceeding speed limit (%)	0





### **3. OPTIONS**

#### **3.1 Existing parking arrangement**

Up until mid 2023 no on-street or verge parking was permitted along Bolton Street between Preston Point Road and Reynolds Street.

In mid 2023 the Town of East Fremantle altered the parking restrictions by removing an 18m section of yellow edge-line marking and revising the signage to provide a section of unrestricted parking on the northern side of Bolton Street outside No 27 Preston Point Road. This area provides space for up to two vehicles to park without impacting the adjacent crossover access.

##### Road safety concerns

The proximity parked vehicles close to Preston Point Road introduces a potential conflict between vehicles entering Bolton Street from Preston Point Road and eastbound vehicles passing the parked cars through the narrow carriageway. The potential for conflict is exacerbated due to the restricted sight lines around property boundaries due to high fences, retaining walls and vegetation. The limited sight distance gives motorists little or no opportunity to react to oncoming vehicles and the risk of head on crashes is increased.

The current parking arrangement is not considered safe or suitable within the confined road environment.

##### Recommendation(s)

Ban on-street parking along both sides of Bolton Street in close proximity to Preston Point Road. (Refer to Option 1 concept plan – drg no BOL-24-02)

#### **3.2 Install parking embayments on the southern verge**

The Town of East Fremantle put forward the option of installing an embayed parking area within the southern verge.

##### General concerns

An inspection of the site revealed several factors which should rule out any potential embayments or road widening on the southern side. These are summarised below:

- The available width on the verge is insufficient to create fully embayed parking which also allows space for passengers on the left side of a vehicle to open doors and exit the vehicle.
- No kerbside footpath.
- The sloping nature of the verge will result in significant earthworks.
- The adjacent retaining wall would require significant and expensive propping, underpinning and soil stabilisation. These items are considered risky and cost prohibitive.



#### Recommendation(s)

Due to the site constraints outlined above, the option of embayed parking on the southern verge is not considered viable. (No concept plan prepared)

### **3.3 Reducing the available on-street parking area**

The Town of East Fremantle put forward the option of reducing the unrestricted parking for only a single vehicle.

#### Road safety concerns

Whilst this option has some merit, potential conflict as outlined in item 3.1 still exists.

#### Recommendation(s)

Ban on-street parking along both sides of Bolton Street in close proximity to Preston Point Road. (Refer to Option 1 concept plan – drg no BOL-24-02)

### **3.4 Alternative parking location**

An alternative location for on street parking was investigated during the site inspection. A potential location identified is outside No 1 Bolton Street. This area would provide space for up to two vehicles between vehicle crossovers (as per the current arrangement), however, the setback from Preston Point Road is an additional 20m which is considered adequate to give drivers suitable space and time to safely negotiate parked vehicles and oncoming traffic. This option is outlined in Option 2 concept plan – drg no BOL-24-03.

#### Recommendation(s)

Ban on-street parking along both sides of Bolton Street in close proximity to Preston Point Road and provide a section of unrestricted parking outside No 1 Bolton Street. (Refer to Option 2 concept plan – drg no BOL-24-03).

## **4. CONCLUSION**

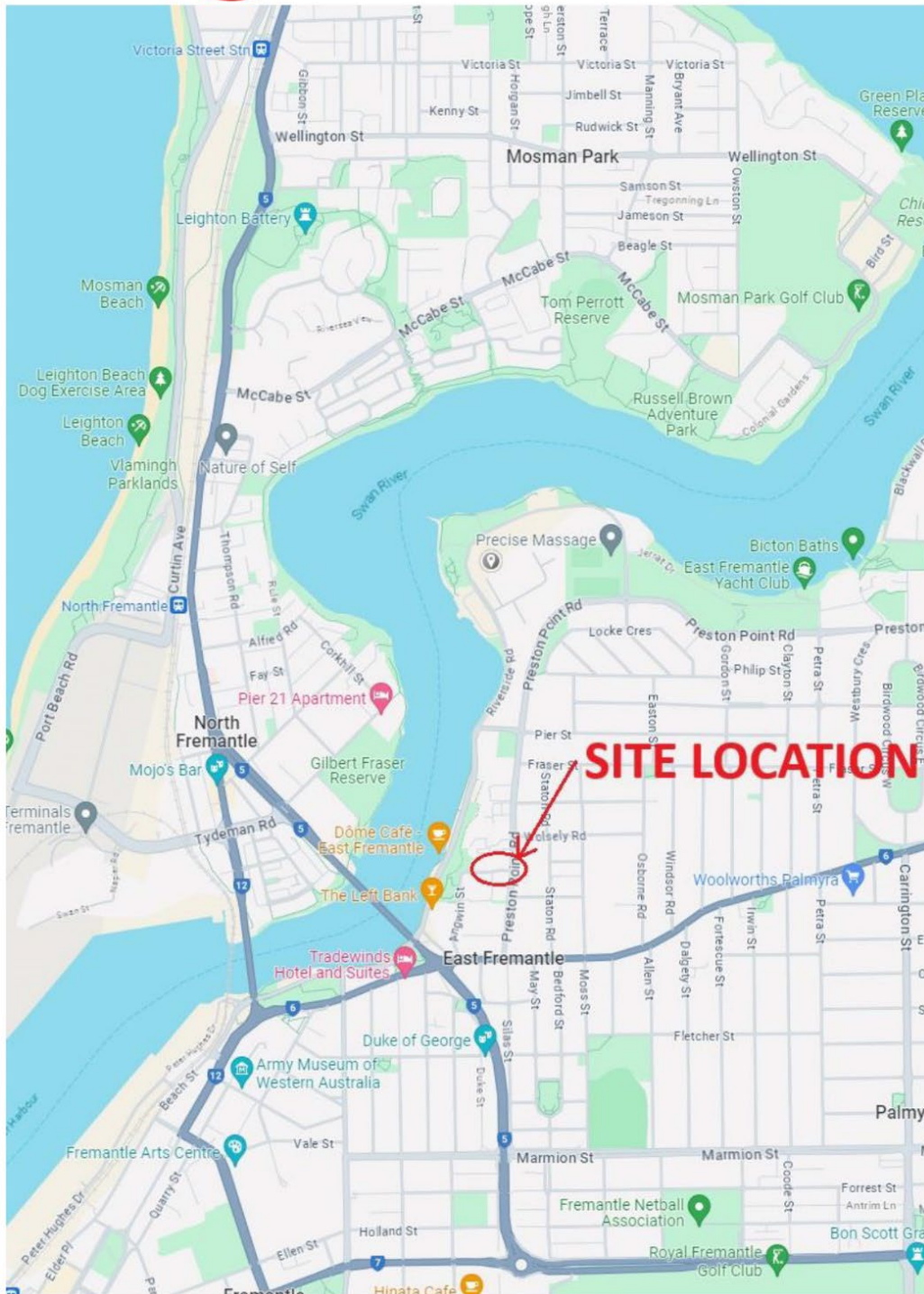
From findings outlined in this report, any on-street parking on Bolton Street in close proximity to Preston Point Road will introduce the risk of head on crashes. It should be noted that whilst crash risk will increase, the likelihood and severity of any potential crash is expected to be low due to the low traffic volume and speed environment recorded at this location.

Reinstatement of the full parking ban in Bolton Street between Preston Point Road & Reynolds Street would yield the best outcome in terms of road safety but may fail to meet parking demand.

Relocation of the on-street parking further from the intersection should be investigated as per Option 2 concept plan – drg no BOL-24-03.



## **APPENDIX A LOCALITY PLAN**



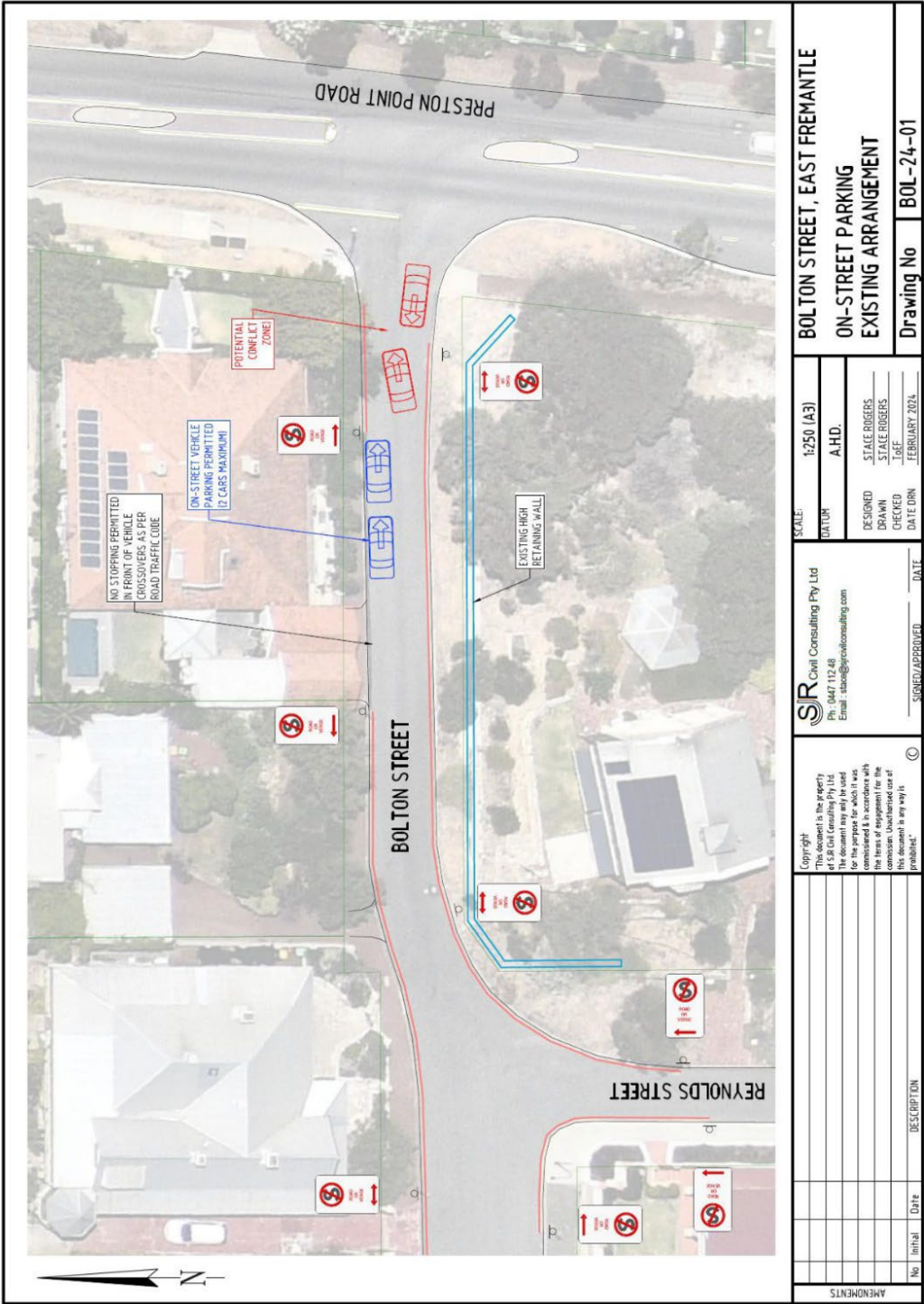
Locality Plan



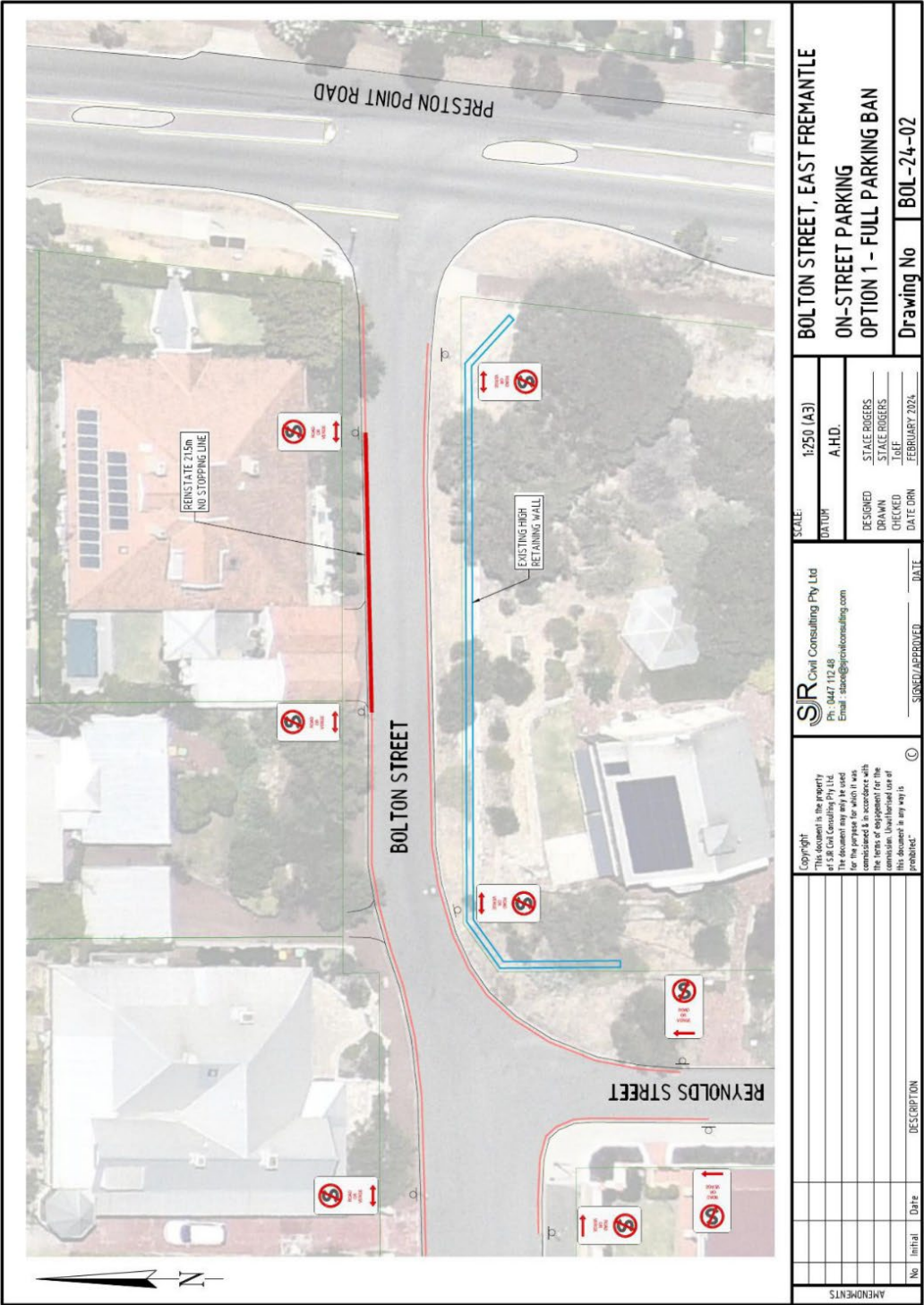
## **APPENDIX B**

### **PHOTOS, DIAGRAMS & EXAMPLES**



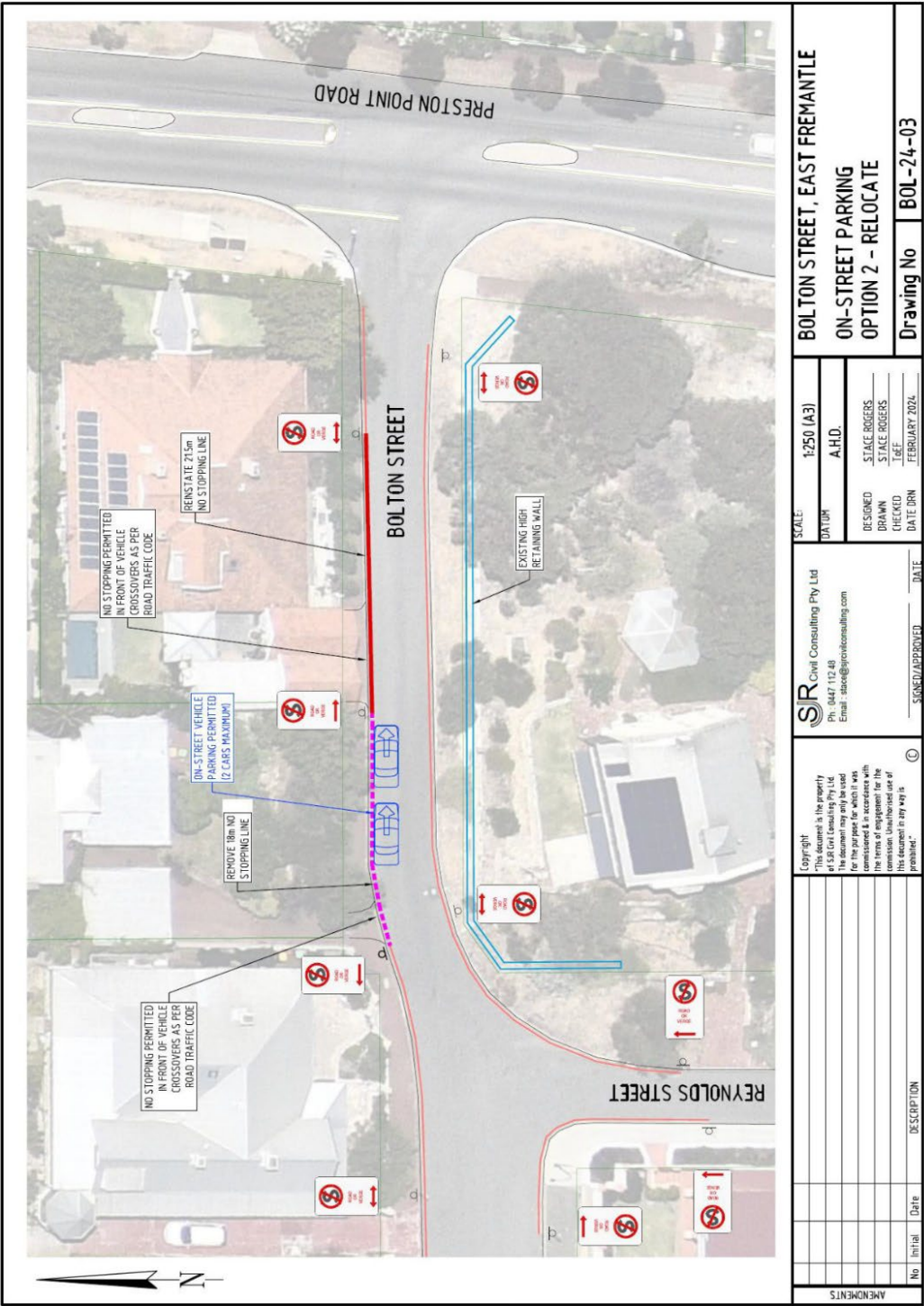


Existing parking arrangements



Option 1 – Full parking ban







Bolton Street (looking west from Preston Point Road)



Bolton Street (looking east towards Preston Point Road)





Steep and narrow verge with high retaining on southern side





Crossover for No 27 Preston Point Road (Bolton Street)  
Yellow line deleted, however parking restrictions remains in front of crossover



Potential parking area outside No1 Bolton Street between crossovers

## 13.2 MONTHLY FINANCIAL REPORT FEBRUARY 2024

<b>Report Reference Number</b>	OCR-2628
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Monthly Financial Report for the month ended 29 February 2024 containing the Statements of Financial Activity and Financial Position.

---

**PURPOSE**

The purpose of this report is to present to the Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature and Type and Statement of Financial Position) for the month ended 29 February 2024. A Capital Works report has been incorporated into the workbook.

---

**EXECUTIVE SUMMARY**

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

The State Government has recently amended regulation 34 of the *Local Government (Financial Management) Regulations 1996* to require the Statement of Financial Activity to be presented according to nature or type classification.

Regulation 35 also requires local governments to prepare a monthly Statement of Financial Position. This has now been inserted into the Monthly Financial Report.

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

---

**BACKGROUND**

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

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

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

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

### Understanding the Financials

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

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

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

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

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

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

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

---

### CONSULTATION

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

---

### STATUTORY ENVIRONMENT

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

Regulation 35 of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position to be prepared.

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

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

---

### POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2023/24 Budget, Council adopted the following thresholds as levels of material variances for financial reporting:

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

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

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

## STRATEGIC IMPLICATIONS

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

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

## RISK IMPLICATIONS

### RISKS

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

### RISK MATRIX

Consequence 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

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

#### SITE INSPECTION

Not applicable.

#### COMMENT

This report presents the Statement of Financial Activity by Nature and Type for the month ending 31 January 2024.

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

	<b>Original Budget</b>	<b>Current Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>
<b>Opening Surplus</b>	<b>378,508</b>	<b>751,732</b>	<b>751,732</b>	<b>751,732</b>
Operating Revenue	11,974,645	12,060,122	11,209,535	11,542,094
Operating Expenditure	(12,611,283)	(12,832,804)	(8,592,897)	(8,110,821)
Capital Expenditure	(22,424,516)	(24,446,791)	(22,597,684)	(19,211,711)
Capital Income	16,151,762	17,499,447	16,199,929	14,134,192
Financing Activities	4,449,554	4,924,905	4,763,821	4,150,759
Non-Cash Items	2,081,330	2,048,188	1,326,011	1,178,588
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>4,799</b>	<b>3,060,447</b>	<b>4,434,833</b>

The favourable YTD closing surplus is attributable to a \$667k favourable variance against operating activities (timing) and a lower than anticipated clearance rate for capital works, noting that the capital works budget is being amended as part of the mid-year review.

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

- Rate Notices were issued on the 19 July. The Town received \$9.91M in rates and charges revenue (including rates, ESL, service charges) by the end of February, equating to 89.79% of total rates and charges paid.
- Capital works are progressing with a financial completion rate of 79% against the full year budget.
- The EF Oval Redevelopment Project expenditure recognised in 2023/24 against the EF Oval Project is \$18.5M, bringing the total Project Costs to Date to \$30.5M, representing 88.1% of the total Project Budget.



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## CONCLUSION

Council is requested to receive the Monthly Financial Report for the month ended February 2024.

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## 13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER RECOMMENDATION:

That Council:

1. receives the Monthly Financial Report for the month ended 29 February 2024, as presented as attachment 1 to this report, inclusive of:
  - (i) Statement of Financial Activity by Nature and Type
  - (ii) Statement of Financial Position
  - (iii) Capital Expenditure Report
2. notes the unrestricted municipal surplus of \$4,434,833 for the month ended 29 February 2024.
3. notes the total equity of \$108,589,644 as detailed in the Statement of Financial Position which illustrates the material significance of the East Fremantle Oval Redevelopment and a milestone in the Town surpassing \$100m in Net Assets.

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## REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statements of Financial Activity and Financial Position)**  
**For the period ended 29 February 2024**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**KEY INFORMATION**

**Funding Surplus or Deficit Components**

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.75 M	\$0.75 M	\$0.75 M	\$0.00 M
Closing	\$0.00 M	\$3.06 M	\$4.43 M	\$1.37 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$6.17 M	53.1%
Restricted Cash	\$5.44 M	46.9%

Refer to 3 - Cash and Cash Investments

Payables		
	\$	% Outstanding
Trade Payables	\$1.84 M	
0 to 30 Days		0.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Receivables		
	\$	% Collected
Rates Receivable	\$1.13 M	89.8%
Trade Receivable	\$0.09 M	% Outstanding
Over 30 Days		1.2%
Over 90 Days		15.2%

Refer to 7 - Receivables

**Key Operating Activities**

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.28 M	\$3.94 M	\$4.61 M	\$0.67 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$9.12 M	
YTD Budget	\$9.09 M	0.3%

Refer to 8 - Rate Revenue

Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.75 M	
YTD Budget	\$0.54 M	38.5%

Refer to 10 - Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$1.12 M	
YTD Budget	\$1.17 M	(4.8%)

Refer to Statement of Financial Activity

**Key Investing Activities**

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$6.95 M)	(\$6.40 M)	(\$5.08 M)	\$1.32 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.04 M	
Adopted Budget	\$0.20 M	(79.9%)

Refer to 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.35 M	
Adopted Budget	\$0.67 M	(48.0%)

Refer to 5 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$14.09 M	
Adopted Budget	\$17.29 M	(18.5%)

Refer to 5 - Capital Acquisitions

**Key Financing Activities**

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$4.92 M	\$4.76 M	\$4.15 M	(\$0.61 M)

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	(\$0.00 M)
Interest expense	\$0.00 M
Principal due	\$4.90 M

Refer to 9 - Borrowings

Reserves	
Reserves balance	\$3.24 M
Interest earned	\$0.38 M

Refer to 4 - Cash Reserves

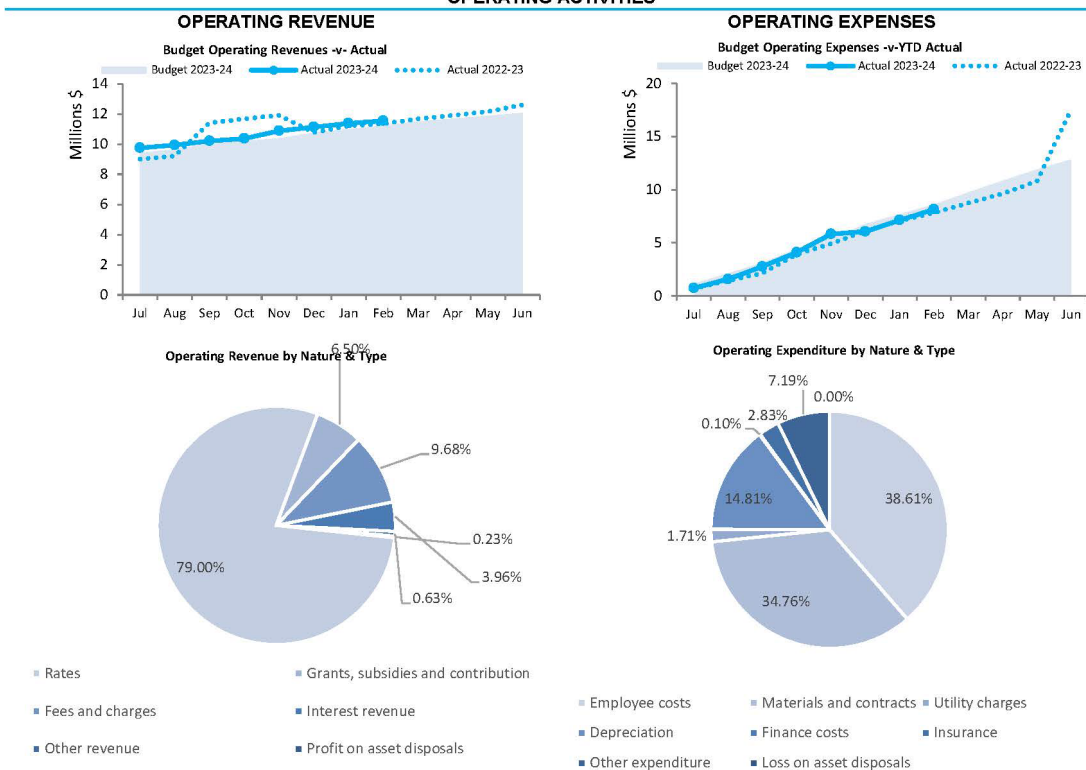
Report Preparation	
Prepared by:	Manager Finance
Reviewed by:	Executive Manager Corporate Services
Date Prepared:	7/03/2024

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

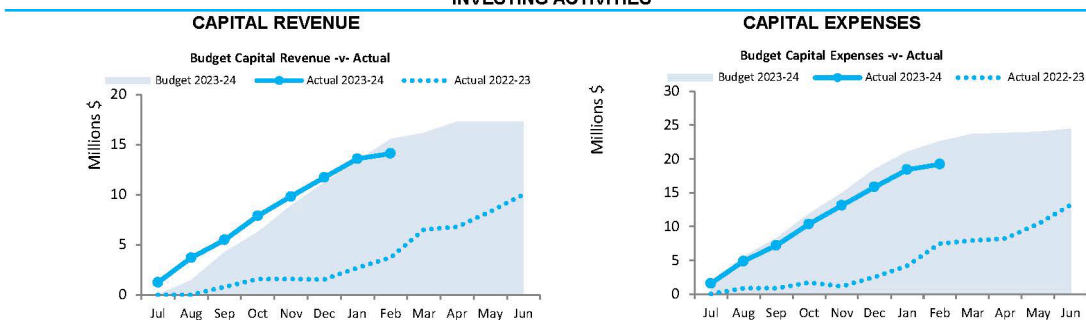
**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**KEY INFORMATION - GRAPHICAL**

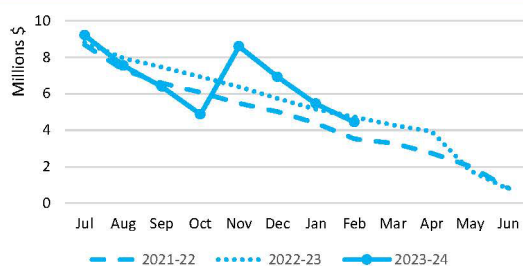
**OPERATING ACTIVITIES**



**INVESTING ACTIVITIES**



**Closing funding surplus / (deficit)**



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

**TOWN OF EAST FREMANTLE**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

Note	Current Budget (a) \$	YTD Budget (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
8	9,095,009	9,088,546	<b>9,118,408</b>	29,862	0.33%	▲
10	855,580	541,606	<b>749,989</b>	208,383	38.48%	▲
	1,559,751	1,173,414	<b>1,117,410</b>	(56,004)	(4.77%)	▼
	389,440	259,627	<b>456,925</b>	197,298	75.99%	▲
	42,000	28,000	<b>72,577</b>	44,577	159.20%	▲
6	118,342	118,342	<b>26,785</b>	(91,557)	(77.37%)	▼
	<b>12,060,122</b>	<b>11,209,535</b>	<b>11,542,094</b>	332,559	2.97%	
<b>Expenditure from operating activities</b>						
	(4,969,094)	(3,270,526)	<b>(3,131,269)</b>	139,257	4.26%	▼
	(4,234,800)	(2,794,469)	<b>(2,819,715)</b>	(25,246)	(0.90%)	▲
	(257,950)	(171,967)	<b>(138,769)</b>	33,198	19.30%	▼
	(2,166,530)	(1,444,353)	<b>(1,201,116)</b>	243,237	16.84%	▼
	(134,490)	(5,157)	<b>(7,950)</b>	(2,793)	(54.16%)	▲
	(258,240)	(258,240)	<b>(229,133)</b>	29,107	11.27%	▼
	(811,700)	(648,185)	<b>(582,869)</b>	65,316	10.08%	▼
6	0	0	<b>0</b>	0	0.00%	
	<b>(12,832,804)</b>	<b>(8,592,897)</b>	<b>(8,110,821)</b>	482,076	5.61%	
Non-cash amounts excluded from operating activities						
2(b)	2,048,188	1,326,011	<b>1,178,588</b>	(147,423)	(11.12%)	▼
<b>Amount attributable to operating activities</b>						
	<b>1,275,506</b>	<b>3,942,649</b>	<b>4,609,861</b>	667,212	16.92%	
<b>INVESTING ACTIVITIES</b>						
10	17,294,491	16,152,229	<b>14,093,047</b>	(2,059,182)	(12.75%)	▼
6	204,956	47,700	<b>41,145</b>	(6,555)	(13.74%)	▼
5	(23,702,791)	(21,868,684)	<b>(18,862,064)</b>	3,006,620	13.75%	▼
5	(744,000)	(729,000)	<b>(349,647)</b>	379,353	52.04%	▼
<b>Amount attributable to investing activities</b>						
	<b>(6,947,344)</b>	<b>(6,397,755)</b>	<b>(5,077,519)</b>	1,320,236	20.64%	
<b>FINANCING ACTIVITIES</b>						
9	4,800,000	4,800,000	<b>4,800,000</b>	0	0.00%	
4	1,707,424	10,185	<b>10,185</b>	0	0.00%	
9	(72,634)	(2,462)	<b>(2,462)</b>	0	0.00%	
	(49,807)	(43,901)	<b>(43,901)</b>	0	0.00%	
4	(1,460,078)	0	<b>(613,062)</b>	(613,062)	0.00%	▼
<b>Amount attributable to financing activities</b>						
	<b>4,924,905</b>	<b>4,763,821</b>	<b>4,150,759</b>	(613,062)	(12.87%)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>						
	751,732	751,732	<b>751,732</b>	0	0.00%	
	1,275,506	3,942,649	<b>4,609,861</b>	667,212	16.92%	▲
	(6,947,344)	(6,397,755)	<b>(5,077,519)</b>	1,320,236	20.64%	▲
	4,924,905	4,763,821	<b>4,150,759</b>	(613,062)	(12.87%)	▼
<b>Surplus or deficit after imposition of general rates</b>						
	<b>4,799</b>	<b>3,060,447</b>	<b>4,434,833</b>	1,374,386	44.91%	▲

**KEY INFORMATION**

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

\* Refer to Note 1 for an explanation of the reasons for the variance.

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



**TOWN OF EAST FREMANTLE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

	Note	30 June 2023	29 February 2024
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	14,631,561	11,610,350
Trade and other receivables		741,694	1,448,295
Contract assets		6,829	6,829
Other assets		160,902	0
<b>TOTAL CURRENT ASSETS</b>		<b>15,540,986</b>	<b>13,065,474</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		96,650	92,393
Other financial assets		81,490	81,490
Investment in associate		871,324	871,324
Property, plant and equipment		41,422,143	59,659,100
Infrastructure		45,730,099	45,530,990
Right-of-use assets		208,607	166,993
<b>TOTAL NON-CURRENT ASSETS</b>		<b>88,410,313</b>	<b>106,402,290</b>
<b>TOTAL ASSETS</b>		<b>103,951,299</b>	<b>119,467,764</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables		4,750,979	2,434,056
Other liabilities		6,642,115	2,199,535
Lease liabilities		44,114	213
Borrowings	9	5,068	2,605
Employee related provisions		757,227	755,241
Other provisions	11	268,434	268,434
<b>TOTAL CURRENT LIABILITIES</b>		<b>12,467,937</b>	<b>5,660,084</b>
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		198,300	198,300
Borrowings	9	94,112	4,894,112
Employee related provisions		125,624	125,624
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>418,036</b>	<b>5,218,036</b>
<b>TOTAL LIABILITIES</b>		<b>12,885,973</b>	<b>10,878,120</b>
<b>NET ASSETS</b>		<b>91,065,326</b>	<b>108,589,644</b>
<b>EQUITY</b>			
Retained surplus		38,114,941	55,036,382
Reserve accounts	4	2,638,933	3,241,810
Revaluation surplus		50,311,452	50,311,452
<b>TOTAL EQUITY</b>		<b>91,065,326</b>	<b>108,589,644</b>

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

<b>Movement in Equity</b>	<b>17,524,318</b>
Explained by:	
Amount attributed to operating activities	4,609,861
Proceeds from capital activities	13,517,334
Net reserves movement	(602,877)
	<b>17,524,318</b>

**TOWN OF EAST FREMANTLE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**1 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.  
The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	Var.	Timing / Permanent	Explanation
	\$	%			
<b>Revenue from operating activities</b>					
Rates	29,862	0.33%	▲	Timing	No material variance
Grants, subsidies and contributions	208,383	38.48%	▲	Timing	Commonwealth Home Support Program was received in advance
Fees and charges	(56,004)	(4.77%)	▼	Timing	No material variance
Interest revenue	197,298	75.99%	▲	Permanent	Interest on municipal investments higher than expected at this point in time. Interest received from rates higher than budgeted.
Other revenue	44,577	159.20%	▲	Timing	Unbudgeted Workcover compensation claims
Profit on asset disposals	(91,557)	(77.37%)	▼	Timing	Schedule of disposal of vehicles and plant delayed.
<b>Expenditure from operating activities</b>					
Employee costs	139,257	4.26%	▼	Timing	Favourable
Materials and contracts	(25,246)	(0.90%)	▲	Timing	Unfavourable - No material variance
Utility charges	33,198	19.30%	▼	Timing	Favourable
Depreciation	243,237	16.84%	▼	Timing	
Finance costs	(2,793)	(54.16%)	▲	Timing	No material variance
Insurance	29,107	11.27%	▼	Timing	Favourable
Other expenditure	65,316	10.08%	▼	Timing	Building service levy below expected budget by \$25.4k Library shared service below expected budget \$21.8k Councillor training expenses below budget to date \$16.4k
Loss on asset disposals	0	0.00%		No variance	
<b>Non-cash amounts excluded from operating activities</b>	(147,423)	(11.12%)	▼	Timing	No material variance
<b>Investing Activities</b>					
Proceeds from capital grants, subsidies and contributions	(2,059,182)	(12.75%)	▼	Timing	See Note 10 Grants & Contributions for more detailed information
Proceeds from disposal of assets	(6,555)	(13.74%)	▼	Timing	Schedule of disposal of vehicles and plant delayed.
Payments for property, plant and equipment	3,006,620	13.75%	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	379,353	52.04%	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
<b>Financing Activities</b>					
Proceeds from new debentures	0	0.00%		No variance	
Transfer from reserves	0	0.00%		No variance	
Repayment of borrowings	0	0.00%		No variance	
Payments for principal portion of lease liabilities	0	0.00%		No variance	
Transfer to reserves	(613,062)	0.00%	▼	Timing	Transfers to Reserves occurring before budgeted; Transfer to Strategic Waste Reserve \$180k Transfer to EF Oval Redevelopment Reserve \$433k
<b>Surplus or deficit at the start of the financial year</b>	0	0.00%		Permanent	Pending finalisation of annual report
<b>Surplus or deficit after imposition of general rates</b>	1,374,386	44.91%	▲	Timing	Due to variances described above

**TOWN OF EAST FREMANTLE**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

**(a) Net current assets used in the Statement of Financial Activity**

		Current Budget Closing	Last Year Closing	Year to Date
	Note	30 June 2024	30 June 2023	29 February 2024
<b>Current assets</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash and cash equivalents	3	4,737,314	14,631,561	11,610,350
Trade and other receivables		252,401	741,694	1,448,295
Contract assets	8	0	6,829	6,829
Other assets	8	52,099	160,902	0
		5,041,814	15,540,986	13,065,474
<b>Less: current liabilities</b>				
Trade and other payables	9	(1,854,815)	(4,750,979)	(2,434,056)
Other liabilities	11	(71,910)	(6,642,115)	(2,199,535)
Lease liabilities	10	0	(44,114)	(213)
Borrowings	9	(4,825,570)	(5,068)	(2,605)
Employee related provisions	11	(675,173)	(757,227)	(755,241)
Other provisions	11	(43,530)	(268,434)	(268,434)
		(7,470,998)	(12,467,937)	(5,660,084)
<b>Net current assets</b>		<b>(2,429,184)</b>	<b>3,073,049</b>	<b>7,405,390</b>
<b>Less: Total adjustments to net current assets</b>	2(c)	2,433,983	(2,321,317)	(2,970,558)
<b>Closing funding surplus / (deficit)</b>		<b>4,799</b>	<b>751,732</b>	<b>4,434,833</b>

**(b) Non-cash amounts excluded from operating activities**

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

		Current Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
<b>Non-cash amounts excluded from operating activities</b>				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	6	(118,342)	(118,342)	(26,785)
Add: Loss on asset disposals	6	0	0	0
Add: Depreciation		2,166,530	1,444,353	1,201,116
- Pensioner deferred rates		0	0	4,257
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,048,188</b>	<b>1,326,011</b>	<b>1,178,588</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Current Budget Opening	Last Year Closing	Year to Date
		30 June 2024	30 June 2023	29 February 2024
		<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	4	(2,391,587)	(2,638,933)	(3,241,810)
- Current portion of borrowings	9	4,825,570	5,068	2,605
- Current portion of lease liabilities	10	0	44,114	213
- Current provision for equity contribution - Investment in Associate			268,434	268,434
<b>Total adjustments to net current assets</b>	2(a)	<b>2,433,983</b>	<b>(2,321,317)</b>	<b>(2,970,558)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

3 CASH AND CASH INVESTMENTS

Description	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
<b>Cash Deposits</b>							
Municipal Bank Account	4,958,386	0	4,958,386	CBA	AA-		At Call
Municipal Bonds & Deposits Account	590,597	0	590,597	CBA	AA-		At Call
Cash On Hand	800	0	800	Petty Cash/Till Float			On Hand
<b>Term Deposits</b>							
Pooled (Muni, Reserves, Bonds and Grants)			2,023,918	SUNCORP	A-	5.02%	Mar 24
Pooled (Muni, Reserves, Bonds and Grants)	619,222	5,441,346	3,036,649	NAB	AA-	4.50%	Mar 24
Pooled (Muni, Reserves, Bonds and Grants)			1,000,000	CBA	AA-	4.41%	Apr 24
<b>Total</b>	<b>6,169,005</b>	<b>5,441,346</b>	<b>11,610,350</b>			<b>4.66%</b>	
<b>Comprising</b>							
Cash and cash equivalents	6,169,005	5,441,346	11,610,350				
	<b>6,169,005</b>	<b>5,441,346</b>	<b>11,610,350</b>				

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

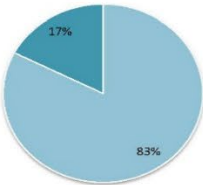
Comments/Notes - Investments and Cash Deposits

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$6,548,983	AA-	56.41%
CBA (GREEN/ESTGD TD)	\$0	AA-	0.00%
NATIONAL AUST. BANK	\$3,036,649	AA-	26.16%
SUNCORP	\$2,023,918	AA-	17.43%
WESTPAC	\$0	AA-	0.00%
	<b>\$11,609,550</b>		<b>100.00%</b>

(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0%
AA-	MAX 100%	\$9,585,632	83%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$0	0%
A- (DIVESTMENT)	MAX 100%	\$2,023,918	17%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0%
		<b>\$11,609,550</b>	<b>100%</b>

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

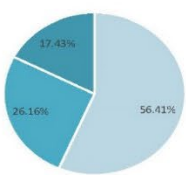
Divestment v Non-Divestment - Term Deposits



AAA

AA-

Values held by Institution

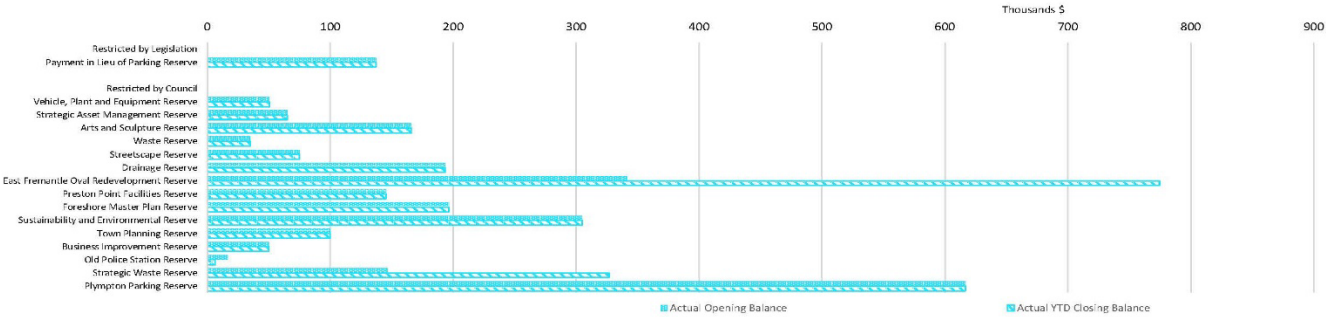


COMMONWEALTH BANK CBA (GREEN/ESTGD TD) NATIONAL AUST. BANK  
SUNCORP WESTPAC

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

4 RESERVE ACCOUNTS

Reserve name	ORIGINAL				CURRENT				Actual Opening Balance	Actual Interest Earned	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance	
	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance						
	\$	\$	\$	\$	\$	\$	\$	\$						
<b>Restricted by Legislation</b>														
Payment in Lieu of Parking Reserve	137,010	0	0	137,010	137,010	0	0	137,010	137,010	0	0	0	137,010	
<b>Restricted by Council</b>														
Vehicle, Plant and Equipment Reserve	50,407	0	0	50,407	50,407	0	(50,407)	0	50,407	0	0	0	50,407	
Strategic Asset Management Reserve	64,920	0	0	64,920	64,920	0	(64,920)	0	64,920	0	0	0	64,920	
Arts and Sculpture Reserve	165,664	30,000	(45,000)	150,664	165,664	30,000	(45,000)	150,664	165,664	0	0	0	165,664	
Waste Reserve	35,000	0	0	35,000	35,000	0	0	35,000	35,000	0	0	0	35,000	
Streetscape Reserve	75,000	0	0	75,000	75,000	0	0	75,000	75,000	0	0	0	75,000	
Drainage Reserve	216,000	0	0	216,000	193,293	0	(60,000)	133,293	193,293	0	0	0	193,293	
East Fremantle Oval Redevelopment Reserve	532,641	936,111	(688,879)	779,873	341,431	936,111	(688,879)	588,663	341,431	383,241	49,821	(0)	774,493	
Preston Point Facilities Reserve	65,290	0	(30,000)	35,290	145,290	0	(145,290)	0	145,290	0	0	0	145,290	
Foreshore Master Plan Reserve	213,618	0	0	213,618	196,344	0	0	196,344	196,344	0	0	0	196,344	
Sustainability and Environmental Reserve	304,723	133,830	(310,000)	128,553	304,723	133,830	(310,000)	128,553	304,723	0	0	0	304,723	
Town Planning Reserve	100,000	50,000	0	150,000	100,000	50,000	0	150,000	100,000	0	0	0	100,000	
Business Improvement Reserve	50,000	100,000	0	150,000	50,000	100,000	0	150,000	50,000	0	0	0	50,000	
Old Police Station Reserve	16,500	30,137	(16,244)	30,393	16,500	30,137	(16,244)	30,393	16,500	0	0	(10,185)	6,315	
Strategic Waste Reserve	146,684	180,000	(326,684)	0	146,684	180,000	(326,684)	0	146,684	0	180,000	0	326,684	
Plympton Parking Reserve	616,666	0	0	616,666	616,667	0	0	616,667	616,667	0	0	0	616,667	
	2,790,123	1,460,078	(1,416,807)	2,833,394	2,638,933	1,460,078	(1,707,424)	2,391,587	2,638,933	383,241	229,821	(10,185)	3,241,810	





## Attachment 1

TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

## 5 CAPITAL ACQUISITIONS

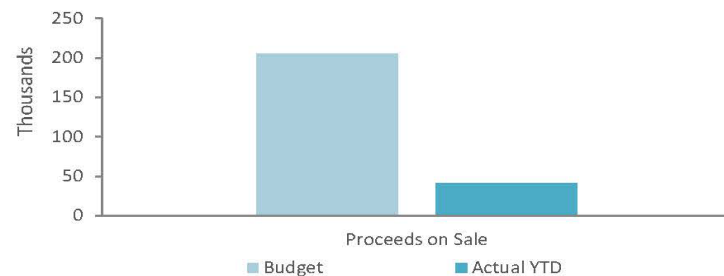
Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Completion	Comments
	\$	\$	\$			\$	\$		
<b>Plant &amp; Equipment</b>	<b>706,200</b>	<b>808,564</b>	<b>451,564</b>	<b>42,295</b>	<b>185,803</b>	<b>228,098</b>	<b>578,466</b>	<b>5%</b>	
E04629 VW Tiguan SUV (CEO)	46,200	46,200	46,200	0	0	0		0%	Vehicle sold, not for replacement
E04629 Mitsubishi Eclipse Cross (EMCS)	40,000	40,000	40,000	0	0	0		0%	
E07405 Ford Focus Trend Sedan (EV vehicle)	40,000	40,000	40,000	38,341	0	38,341		96%	EV arrived Aug 2023
E08607 Vehicle Replacement CHSP	0	42,364	42,364	0	42,364	42,364		0%	
E10648 VW Golf Alltrack Wagon (EMRS)	40,000	40,000	40,000	0	0	0		0%	
E11716 Mustang R165 Skidsteer	75,000	75,000	75,000	3,955	71,619	75,574		5%	
E11716 Ford Ranger Single Cab Ute	35,000	35,000	35,000	0	0	0		0%	
E11716 Cage Trailer	5,000	5,000	5,000	0	0	0		0%	Trailer delivered Nov 2023
E11716 Works Supervisor Ute	0	28,000	28,000	0	0	0		0%	
E11720 Torro Master 7000	0	30,000	30,000	0	0	0		0%	
E11685 Public Art	45,000	45,000	0	0	0	0		0%	
E12810 Upgrade Street Lights LED Project	310,000	310,000	0	0	0	0		0%	Project likely 24/25
E12812 Isuzu 4.5T Tipper	70,000	70,000	70,000	0	71,820	71,820		0%	
<b>Furniture &amp; Equipment</b>	<b>25,000</b>	<b>44,500</b>	<b>44,500</b>	<b>23,529</b>	<b>1,170</b>	<b>24,699</b>	<b>19,802</b>	<b>53%</b>	
E04634 Furniture & Equipment - IT Equipment - Capex - New - Administration	25,000	25,000	25,000	3,399	1,170	4,569		14%	
E04635 EV Charging Station	0	19,500	19,500	18,730	0	18,730		96%	Installed in Feb 2024
E11732 Exercise equipment near Dome	0	0	0	1,400	0	1,400		0%	
<b>Buildings</b>	<b>21,021,316</b>	<b>22,938,727</b>	<b>21,459,620</b>	<b>18,884,940</b>	<b>2,584,160</b>	<b>21,479,100</b>	<b>1,459,627</b>	<b>82%</b>	
E14604 Buildings - Depot Administration Building and Surrounds	0	87,000	87,000	105,744	0	105,744		122%	
E14605 Buildings - Specialised - Capex - Renewal - Unclassified Property	80,000	53,000	53,000	53,000	54,582	107,582		100%	
E11623 Buildings - EFJFF and EFJCC Clubroom - Henry Jeffrey Pavillion	0	15,000	15,000	0	0	0		0%	
E11736 EF Yacht Club - Dinghy Storage and Training Facility CSRF Cont.	30,000	30,000	30,000	30,552	0	30,552		102%	
E11738 Buildings - East Fremantle Oval Precinct Redevelopment	19,776,296	21,571,808	20,728,968	18,446,291	1,623,927	20,070,218		86%	
E11747 East Fremantle Oval Precinct - Advanced trees and bushes	20,000	20,000	20,000	3,185	0	3,185		16%	
E11746 East Fremantle Oval Precinct - Off Leash Dog Exercise Area	195,020	195,020	195,020	188,165	51,417	239,582		96%	
E11739 Buildings - Specialised - Capex - Fremantle Women's Football Club	920,000	968,899	330,632	58,003	864,234	922,237		8%	
<b>Infrastructure - roads</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	<b>0%</b>	
INF620R Road Pavement Surface - Renewal - General Allocation	80,000	80,000	80,000	0	0	0		0%	
<b>Infrastructure - drainage</b>	<b>100,000</b>	<b>85,000</b>	<b>85,000</b>	<b>17,601</b>	<b>0</b>	<b>17,601</b>	<b>67,399</b>	<b>21%</b>	
E12833 Capex - Drainage Rationalisation - Foreshore	100,000	85,000	85,000	17,601	0	17,601		21%	
<b>Infrastructure - parks &amp; ovals</b>	<b>207,000</b>	<b>207,000</b>	<b>207,000</b>	<b>14,717</b>	<b>39,312</b>	<b>54,029</b>	<b>152,971</b>	<b>7%</b>	
E11743 Infrastructure - Parks & Ovals - Playground - Various Upgrades	20,000	20,000	20,000	0	9,511	9,511		0%	
E11742 Infrastructure - Parks & Ovals - Retic Controllers	32,000	32,000	32,000	0	0	0		0%	
E11741 Infrastructure - Parks & Ovals - Retic Upgrades	70,000	70,000	70,000	10,915	0	10,915		16%	
E11726 Infrastructure - Parks & Ovals - Bores and Pumps - Stratford Street Park	50,000	50,000	50,000	0	0	0		0%	
E11734 Capex - BBQ Replacement	10,000	10,000	10,000	0	10,175	10,175		0%	
E11735 Capex - Bench Seats - Various Locations	15,000	15,000	15,000	0	16,099	16,099		0%	
E11745 Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	10,000	10,000	10,000	3,802	3,527	7,329		38%	
<b>Infrastructure - car parks</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>6,970</b>	<b>4,531</b>	<b>11,501</b>	<b>3,499</b>	<b>46%</b>	
INF660R Carparks - General Allocation	15,000	15,000	0	6,970	4,531	11,501		46%	
<b>Infrastructure - footpaths</b>	<b>270,000</b>	<b>270,000</b>	<b>270,000</b>	<b>221,659</b>	<b>0</b>	<b>221,659</b>	<b>48,341</b>	<b>82%</b>	
E12740 Footpath Renewal - Clayton St	55,000	55,000	170,000	155,936	0	155,936		284%	
Footpath Renewal - Clayton St (west side)	115,000	115,000	0	0	0	0		0%	
E12801 George Street - general paving repairs	30,000	30,000	30,000	0	0	0		0%	
E12837 Footpaths - Canning Highway (south side), between Bedford and Moss	70,000	70,000	70,000	65,723	0	65,723		94%	
	<b>22,424,516</b>	<b>24,446,791</b>	<b>22,597,684</b>	<b>19,211,711</b>	<b>2,824,975</b>	<b>22,036,686</b>	<b>2,410,105</b>	<b>78%</b>	

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

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**6 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
<b>Plant and equipment</b>									
PEMV273	CEO Vehicle	14,360	36,700	22,340	0	14,360	30,495	16,135	0
PEMV272	EMRS Vehicle	8,658	24,000	15,342	0	0	0	0	0
PEMV268	EMCS Vehicle	5,682	21,000	15,318	0	0	0	0	0
PEMV264	PEHO Vehicle (Pooled Vehicle)	0	11,000	11,000	0	0	10,650	10,650	0
PEMV265	Isuzu 4.5T Tipper	20,000	30,000	10,000	0	0	0	0	0
PE278	Mustang R165 Skidsteer	37,914	37,914	0	0	0	0	0	0
PEMV262	Ford Ranger Single Cab Ute	0	11,200	11,200	0	0	0	0	0
PEMV266	Works Supervisor Vehicle	0	21,142	21,142	0	0	0	0	0
PE268	Toro Z Master 7000	0	12,000	12,000	0	0	0	0	0
		<b>86,614</b>	<b>204,956</b>	<b>118,342</b>	<b>0</b>	<b>14,360</b>	<b>41,145</b>	<b>26,785</b>	<b>0</b>



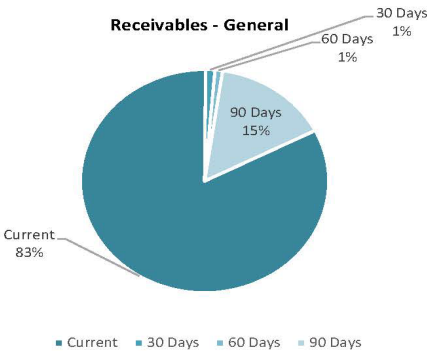
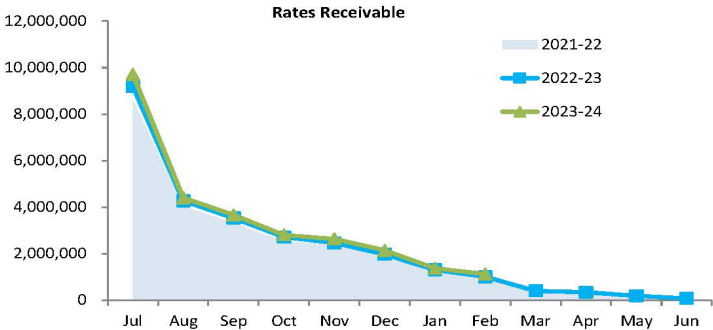
TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

7 RECEIVABLES

Rates receivable	30 June 2023	29 Feb 2024
	\$	\$
Opening arrears previous years	44,860	77,232
Levied this year	10,504,457	10,956,707
Less - collections to date	(10,472,085)	(9,907,332)
<b>Net rates collectable</b>	<b>77,232</b>	<b>1,126,608</b>
% Collected		89.8%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - general	18,208	266	217	3,343	22,034
Receivables - infringements					54,837
East Fremantle Lawn & Tennis Club					15,000
<b>Total receivables general outstanding</b>					<b>91,871</b>

Amounts shown above include GST (where applicable)

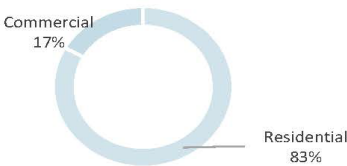
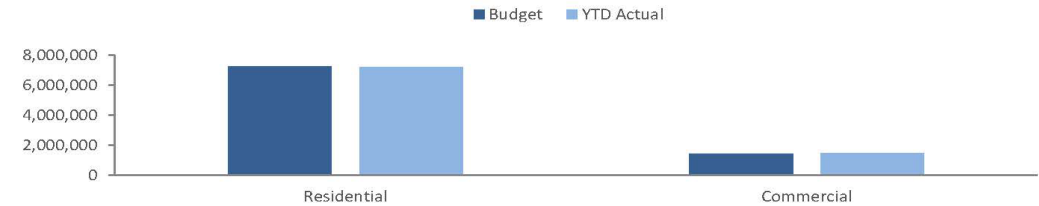


TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

8 RATE REVENUE

General rate revenue

RATE TYPE	Rate in	Number of	Rateable	Rate	Budget	Total	Rate	YTD Actual	Total
	\$ (cents)	Properties	Value	Revenue	Reassessed	Revenue	Revenue	Reassessed	Revenue
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
Residential	0.068930	2,964	104,528,640	7,205,159	19,399	7,224,558	7,205,159	14,916	7,220,075
Commercial	0.116840	119	12,639,425	1,439,790	0	1,439,790	1,439,790	27,882	1,467,672
<b>Sub-Total</b>		<b>3,083</b>	<b>117,168,065</b>	<b>8,644,949</b>	<b>19,399</b>	<b>8,664,348</b>	<b>8,644,949</b>	<b>42,798</b>	<b>8,687,747</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
Residential	1,243.00	336	4,962,640	417,648	0	417,648	417,648	0	417,648
Commercial	1,859.00	7	79,940	13,013	0	13,013	13,013	0	13,013
<b>Sub-total</b>		<b>343</b>	<b>5,042,580</b>	<b>430,661</b>	<b>0</b>	<b>430,661</b>	<b>430,661</b>	<b>0</b>	<b>430,661</b>
<b>Total</b>						<b>9,095,009</b>			<b>9,118,408</b>



**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**9 BORROWINGS**

**Repayments - borrowings**

**Information on borrowings**

Particulars	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
EF Oval Precinct Redevelopment	185	0	4,800,000	4,800,000	0	(72,634)	4,800,000	4,727,366	0	121,333
SMRC - Administration Building*	2-6	99,180	0	0	(2,462)	0	96,718	99,180	2,335	0
<b>Total</b>		<b>99,180</b>	<b>4,800,000</b>	<b>4,800,000</b>	<b>(2,462)</b>	<b>(72,634)</b>	<b>4,896,718</b>	<b>4,826,546</b>	<b>2,335</b>	<b>121,333</b>
Current borrowings		2,605					2,605			
Non-current borrowings		96,575					4,894,113			
		<b>99,180</b>					<b>4,896,718</b>			

All debenture repayments were financed by general purpose revenue.

\* The SMRC Administration Building loan is funded from the participants quarterly contributions towards the Office Project. The Town's share of liability is 5.41%.

**New borrowings 2023-24**

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
EF Oval Precinct Redevelopment	4,800,000	4,800,000	WATC	Fixed	20	3,131,329	4.82	4,800,000	4,800,000	0
	<b>4,800,000</b>	<b>4,800,000</b>				<b>3,131,329</b>		<b>4,800,000</b>	<b>4,800,000</b>	<b>0</b>

A firm loan quote has been executed and the loan funding date is 1 November 2023.

**Unspent borrowings**

The Town has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.



TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024

10 GRANTS, SUBSIDIES AND CONTRIBUTIONS  
OPERATING CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Program	Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Original Budget Revenue \$	Current Budget Revenue \$	YTD Budget \$	YTD Revenue Actual \$
<b>General Purpose Funding</b>								
Grants Commission - General	WALGGC	Untied - General Purpose	NA	NA	191,670	8,596	6,447	6,447
Grants Commission - Roads	WALGGC	Untied - Road	NA	NA	85,665	4,665	3,498	3,499
<b>Education and Welfare</b>								
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	44,135	Financial Declaration Acquittal	668,578	668,578	445,720	612,886
Carers Association of WA	Carers Association of WA	Carers Week Activity				0	0	700
<b>Recreation and Culture</b>								
East Fremantle Festival	Port Authority/LotteryWest	East Fremantle Festival Funding	NA	NA	38,000	38,000	38,000	27,273
Sea Wall Works	DBCA	Foreshore Erosion Control and Seawalls			0	75,000	0	75,000
CHRMAP Funding					0	17,046	17,046	0
<b>Community Amenities</b>								
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	NA	NA	4,100	4,100	4,100	0
Better Bins - GO:FOGO	State Government				0	7,550	7,550	1,684
<b>Transport</b>								
Direct Grant	Main Roads	Direct Grant	July	Certificate of completion	19,245	19,245	19,245	22,501
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	NA		4,800	4,800	0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	NA		8,000	8,000	0	0
					<b>1,020,058</b>	<b>855,580</b>	<b>541,606</b>	<b>749,989</b>

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Program	Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Original Budget Revenue \$	Current Budget Revenue \$	YTD Budget \$	YTD Revenue Actual \$
<b>Recreation and Culture</b>								
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	NA	NA	14,053,237	14,690,969	14,690,969	13,055,566
East Fremantle Oval Redevelopment	Lotterywest	Towards a multi-use community space and nature playground	45,462	Completion of grant management	672,530	1,305,147	728,301	903,528
East Fremantle Oval Redevelopment	AFL Facilities Fund				250,000	250,000	0	0
East Fremantle Oval Redevelopment	East Fremantle Football Club	Contribution for joinery works			0	58,706	58,706	0
Fremantle City Womens Football Club	State Government	Election Commitment			800,000	775,738	597,158	52,730
Fremantle City Womens Football Club	Soccer Club Contribution				120,000	120,000	0	0
<b>Transport</b>								
Federal Government Stimulus Payment (Phase 4)	Department of Infrastructure	Local Roads and Community Infrastructure Program	31/10/21 and 3: Audited financial statement		84,181	84,181	67,345	81,222
<b>Administration</b>								
Charge Up Project	State Government - Department of Mines, Industry Regulation and Safety	Town Hall EV Charger	31/10/21 and 3: Audited financial statement		0	9,750	9,750	0
					<b>15,979,948</b>	<b>17,294,491</b>	<b>16,152,229</b>	<b>14,093,047</b>

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 29 FEBRUARY 2024**

**11 BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Date	Increase / (Decrease) to Net Surplus	Amended Budget Running Balance
		\$	\$
<b>Annual Budget Adoption</b>			0
General Purpose Grants - Grants Commission	15 Aug 23	-191,670	-191,670
General Purpose Grants (Roads) - Grants Commission	15 Aug 23	-85,665	-277,335
<b>EF Oval Redevelopment Project</b>			
Capex - EF Oval Redevelopment	15 Aug 23	-1,271,806	-1,549,141
DLGSC Grant - EF Oval Redevelopment	15 Aug 23	1,394,962	-154,179
LotteryWest Grant - EF Oval Redevelopment	15 Aug 23	158,620	4,441
AFL Facilities Funding	15 Aug 23	-95,518	-91,077
Loan Borrowings	15 Aug 23	0	-91,077
Transfer to EF Oval Redevelopment Reserve	15 Aug 23	-148,068	-239,145
Transfer from EF Oval Redevelopment Reserve	15 Aug 23	67,802	-171,343
<b>Fremantle Womens Soccer Club Project</b>			
Capex - Fremantle Womens Soccer Club Project	15 Aug 23	53,311	-118,032
Non-Operating Grants and Contributions	15 Aug 23	-122,184	-240,216
Transfer from Preston Point Reserve	15 Aug 23	80,000	-160,216
<b>Seawall Reinstatement Works</b>			
Operating Grants - Sea Wall Works	15 Aug 23	75,000	-85,216
Foreshore Erosion Control and Seawalls	15 Aug 23	-75,000	-160,216
<b>General</b>			
EFBC Operating Subsidy	15 Aug 23	-22,000	-182,216
Election Expenses	15 Aug 23	-40,000	-222,216
Town Planning Consulting	15 Aug 23	-28,474	-250,690
CHRMAP Funding	15 Aug 23	17,046	-233,644
Strategic and Business Planning Consultancy	15 Aug 23	-17,000	-250,644
Insurance Expenses - Administration	15 Aug 23	14,983	-235,661
Mooring Jetty Maintenance	15 Aug 23	-40,000	-275,661
Better Bins Funding	15 Aug 23	7,550	-268,111
Plant and Equipment - Light Fleet	15 Aug 23	-28,000	-296,111
Plant and Equipment - Mobile Plant	15 Aug 23	-30,000	-326,111
Proceeds from Sale of Plant	15 Aug 23	33,142	-292,969
Transfer from Plant Reserve	15 Aug 23	50,407	-242,562
<b>Rates and Services Billing</b>			
Rates Levied	15 Aug 23	1,627	-240,935
Swimming Pool Inspection Fees	15 Aug 23	7,565	-233,370
Commercial Waste Charges	15 Aug 23	2,177	-231,193
Additional Residential Waste Charges	15 Aug 23	4,509	-226,684
Sporting Club Waste Charges	15 Aug 23	935	-225,749
<b>Financial Assistance Grants</b>			
General Purpose Grants - Grants Commission	19 Sep 23	8,596	-217,153
General Purpose Grants (Roads) - Grants Commission	19 Sep 23	4,665	-212,488
<b>Depot hardstand extension and drainage</b>			
Capex - Depot hardstand extension and drainage	19 Sep 23	-87,000	-299,488
Capex - Buildings (general)	19 Sep 23	27,000	-272,488
Transfer from Drainage Reserve	19 Sep 23	60,000	-212,488
<b>EV Charger</b>			
Capex - EV charger	19 Sep 23	-19,500	-231,988
Non-Operating Grants and Contributions	19 Sep 23	9,750	-222,238
<b>Henry Jeffrey Pavilion</b>			
Capex - Henry Jeffrey Pavilion	19 Sep 23	-15,000	-237,238
Transfer from Preston Point Reserve	19 Sep 23	15,000	-222,238
<b>General</b>			
Strategic and Business Planning Consultancy	19 Sep 23	-14,030	-236,268
<b>Plant and Equipment - Light Fleet</b>			
Plant and Equipment - CHSP	19 Sep 23	-42,364	-278,632
DLGSC Grant - EF Oval Redevelopment	17 Oct 23	-757,230	-1,035,862
LotteryWest Grant - EF Oval Redevelopment	17 Oct 23	473,997	-561,865
AFL Facilities Funding	17 Oct 23	95,518	-466,347
Non-Operating Grants and Contributions	17 Oct 23	97,922	-368,425
Capex - EF Oval Redevelopment	17 Oct 23	-523,706	-892,131
Transfer from EF Oval Redevelopment Reserve	17 Oct 23	465,000	-427,131
Non-Operating Contribution - EFFC	17 Oct 23	58,706	-368,425
Interest Earnings - Reserves	17 Oct 23	200,000	-168,425
Transfer to EF Oval Redevelopment Reserve	17 Oct 23	-200,000	-368,425
Capex - Fremantle Womens Soccer Club Project	21 Nov 23	-100,210	-468,635
Transfer from Preston Point Reserve	21 Nov 23	20,290	-448,345
Transfer from Strategic Asset Management Reserve	21 Nov 23	64,920	-383,425
Drainage Maintenance	21 Nov 23	15,000	-368,425
<b>23/24 Budget Opening Surplus</b>	<b>378,508</b>		
<b>23/24 Actual B/F Surplus (as per AFS)</b>	<b>751,732</b>	<b>373,224</b>	<b>4,798</b>

## 13.3 ACCOUNTS FOR PAYMENT FEBRUARY 24

<b>Report Reference Number</b>	OCR-2626
<b>Prepared by</b>	Natalie McGill Senior Finance Officer
<b>Supervised by</b>	Phil Garoni Finance Manager
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. List of Payments – February 2024

## PURPOSE

That Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, receives the list of payments made under delegated authority for the month ending 29 February 2024.

## EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that Council receives the List of Accounts paid for the period 1 February to 29 February 2024, as per the summary table.

## BACKGROUND

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

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

The bulk of payments are processed by electronic funds transfer (EFT) except for occasional reimbursements and refunds.

## CONSULTATION

Nil.

## STATUTORY ENVIRONMENT

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

A new regulation has been added to the Local Government (Financial Management) Regulations 1996 to increase transparency and accountability in local government, through greater oversight of incidental spending.

Regulation 13A covers purchasing cards issued by local governments to their employees. Purchasing cards use a local government approved line of credit that allows for the timely payment of goods and services acquired in the ordinary course of business.

Purchasing cards include the following:

- business or corporate credit cards
- debit cards
- store cards
- fuel cards
- taxi cards

Other than debit cards, purchasing cards all require a separate payment to the card provider.

Purchasing cards do not include:

- non-reloadable gift cards – these cards are not connected to a local government account or intended to be used as a means of making ordinary business transactions
- pre-loaded purchase or credit card advances – these are cash advances and should be recorded and acquitted accordingly
- SmartRider cards that are centrally controlled for general use – if these cards are managed under the cash advance provisions.

## POLICY IMPLICATIONS

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

## FINANCIAL IMPLICATIONS

All expenditure is incurred by authorised officers and made in accordance with the adopted Annual Budget. All amounts quoted in this report are inclusive of GST.

## STRATEGIC IMPLICATIONS

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

5.1 Strengthen organisational accountability and transparency

5.2 Strive for excellence in leadership and governance.

## RISK IMPLICATIONS

### RISKS

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

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
Likelihood		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

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

#### SITE INSPECTION

N/A

#### COMMENT

Payments for the period include the following significant items.

<b>Payee</b>	<b>Particulars</b>	<b>Amount (GST inc)</b>
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 14	1,920,096.32
J & V EARTHMOVING CONTRACTORS	EF OVAL - EASTERN BANK - INSTALL LIMESTONE WALL & CONCRETE FOOTPATH, SUMP GRADING WORKS INC HEADWALL & MACHINERY, SUPPLY AND LAYRECON LIMESTONE BLOCK WALL, REMOVE FENCE AND CUT BACK OLD LIMESTONE WALL. SUMPTON GREEN - REMOVE EXISTING FOOTPATH & INSTALL NEW CONCRETE FOOTPATH	100,371.72
RESOURCE RECOVERY GROUP	WASTE & RECYCLING FEES – JANUARY 24	61,406.15
PERTH SOUTH WEST METROPOLITAN ALLIANCE	2023/24 MEMBER CONTRIBUTION SWG ADMINISTRATION & PROJECTS, 1ST & 2ND INSTALMENT 2023-2024 MEMBER COUNCIL CONTRIBUTIONS FOR NRM	54,195.90
VEOLIA RECYCLING & RECOVERY	WASTE & RECYCLING FEES – JANUARY 24	41,187.39
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	37,526.34
CITY OF FREMANTLE	POWER SUPPLY VARIOUS LOCATIONS, 1/3 SHARE OF COSTS OF RRG LEGAL & CONSULTANCE FEES - WASTE COLLECTION, SPONSORSHIP OF FREO CUBE-OFF 2024	28,963.67
PROTEC ASPHALT	EF YACHT CLUB CAR PARK POTHOLE REPAIR, FRASER STREET SPEED HUMPS, MOSS STREET FOOTPATH	28,803.50
TREE PLANTING & WATERING	STREET TREE WATERING 31/10/23 – 02/02/24	27,777.82
THE TRUSTEE FOR BELGRAVIA LEISURE UNIT TRUST	OPERATOR AGREEMENT - EAST FREMANTLE OVAL PRECINCT - PRE-OPENING SERVICES FE	27,007.42



## CONCLUSION

Nil

## 13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.**OFFICER RECOMMENDATION:**

That Council in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ended 29 February 2024.

February 2024		
Voucher No.	Account	Amount
Cheque 5394-5397	Municipal (Cheques)	\$11,013.59
EFT 36820—36990	Municipal (EFT)	\$2,695,072.15
Payroll	Municipal (EFT)	\$337,926.40
	Municipal (Direct Debit February 2024)	\$59,625.76
	Credit Card (February 2024)	\$15,860.72
	<b>Total Payments</b>	<b>\$3,119,498.62</b>

## REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE**

List of Accounts paid by the Chief Executive for February 2024 submitted for the information of the Council Meeting to be held on Tuesday 19th March 2024

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5394	15/02/2024	TOEF	ADMIN PETTY CASH RECOUP 31/01/24	34.05	34.05
5395	15/02/2024	DEPARTMENT OF TRANSPORT	COMMUNITY JETTY RENEWAL FEE - JETTY NUMBER 131 LOT 31404 RIVERSIDE ROAD EAST FREMANTLE	45.10	45.10
5396	15/02/2024	T & M BAILEY T/AS PICNIC TABLES HIRE	GEORGE STREET FESTIVAL -TABLES, CHAIRS, FENCING	10,934.44	10,934.44
5396	15/02/2024	T & M BAILEY T/AS PICNIC TABLES HIRE	CHEQUE CANCELLED - INCORRECT CREDITOR	-10,934.44	-10,934.44
5397	15/02/2024	PICNIC TABLES HIRE AND SALES	GEORGE STREET FESTIVAL -TABLES, CHAIRS, FENCING	10,934.44	10,934.44
				11,013.59	11,013.59
EFTS		Supplier	Description	Inv Amount	EFT
EFT36820	02/02/2024	NEXUS HOME IMPROVEMENTS	INFRASTRUCTURE BOND REFUND	5,000.00	5,000.00
EFT36821	02/02/2024	R NOAKES T/AS AUSSIE PATIO DESIGNS	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT36822	02/02/2024	J BOWIE	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT36823	02/02/2024	M ROSE	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT36824	02/02/2024	ABEL PATIOS	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT36825	02/02/2024	L VITALONI	PARTIAL MOORING PEN BOND REFUND	1,477.31	1,477.31
EFT36826	02/02/2024	P COVICH	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT36827	02/02/2024	R APOSTOLES	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT36828	02/02/2024	S PILLAY	INFRASTRUCTURE BOND REFUND	2,850.00	2,850.00
EFT36829	14/02/2024	AUSTRALIA POST	MONTHLY POSTAL CHARGES - JANUARY 2024	516.55	516.55
EFT36830	14/02/2024	APACE AID (INC)	NINE PLANTS - CITIZENSHIP CEREMONY 5/2/24	51.28	51.28
EFT36831	14/02/2024	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - FEBRUARY 24	476.87	476.87
EFT36832	14/02/2024	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR VARIOUS MAINTENANCE REQUESTS	883.15	883.15
EFT36833	14/02/2024	BOORAGOON TYRE SERVICE	NEW FRONT TYRES FOR WORKS TRUCK	840.00	840.00
EFT36834	14/02/2024	BOC LIMITED	CONTAINER SERVICE - JANUARY 2024	22.57	22.57
EFT36835	14/02/2024	CITY OF COCKBURN	TIP FEES - JANUARY 2024	1,330.00	1,330.00
EFT36836	14/02/2024	CITY OF FREMANTLE	SHARK MITIGATION CONSULTANCY FEES STAGES 1 - 4	23,006.25	
			1/3 SHARE OF COSTS OF RRG LEGAL & CONSULTANCE FEES - WASTE COLLECTION	3,757.42	
			SPONSORSHIP OF FREO CUBE-OFF 2024	2,200.00	28,963.67
EFT36837	14/02/2024	FREMANTLE HERALD	ANNUAL ELECTORS' MEETING ADVERTISEMENT 10/02/24	284.90	284.90
EFT36838	14/02/2024	IT VISION	AUG/SEPT AERIAL MAP IMAGE UPDATE	554.40	554.40
EFT36839	14/02/2024	MELVILLE TOYOTA	REGULAR 6 MONTH SERVICE - TOYOTA CAMRY	270.13	
			MAJOR SERVICE DUE ON TOYOTA HIACE	677.39	947.52
EFT36840	14/02/2024	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/12/23 - 21/01/24	169.98	169.98
EFT36841	14/02/2024	PERTH SOUTH WEST METROPOLITAN ALLIANCE	2023/24 MEMBER CONTRIBUTION SWG ADMINISTRATION & PROJECTS, 1ST INSTALMENT DEC 23 & 2ND INSTALMENT JAN 24	42,095.90	
			2023-2024 MEMBER COUNCIL CONTRIBUTIONS FOR NRM	12,100.00	54,195.90
EFT36842	14/02/2024	TELSTRA LIMITED	CEO MOBILE PHONE USE TO 01/02/24	133.98	133.98
EFT36843	14/02/2024	WATER CORPORATION	WATER USE AND SERVICE CHARGES - VARIOUS LOCATIONS	8,418.17	8,418.17
EFT36844	14/02/2024	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	37,526.34	37,526.34
EFT36845	14/02/2024	YOUNGS PLUMBING SERVICE P/L	TRICOLORE - REPLACE 2 X LEAKING TOILET CISTERNS	827.35	827.35
EFT36846	14/02/2024	TREE PLANTING & WATERING	STREET TREE WATERING 31/10/23 - 01/12/23	9,920.65	
			STREET TREE WATERING 05/12/23 - 05/01/24	9,920.65	
			STREET TREE WATERING 09/01/24 - 02/02/24	7,936.52	27,777.82
EFT36847	14/02/2024	FLEXI STAFF PTY LTD	LABOUR HIRE - OPERATIONS - 08/01/24 - 12/01/24	2,367.75	
			LABOUR HIRE - OPERATIONS - 22/01/24 - 25/01/24	1,916.75	
			LABOUR HIRE - OPERATIONS - 29/01/24-02/02/24	2,397.75	6,682.25
EFT36848	14/02/2024	RESOURCE RECOVERY GROUP (SMRC)	GREEN WASTE TRAILER PASS - WCF GATE FEES GREEN FOGO JANUARY 24	30.00	
			FOGO GATE FES FOR JANUARY 24	20,867.73	
			MRF GATE FEES - JANUARY 24	5,818.71	
			RED BIN WASTE GATE FEES - DIVERSIONS TO SUEZ/VEOLIA - JANUARY 24	17,106.32	
			QUARTERLY MEMBERSHIP CONTRIBUTIONS TOWARDS OPERATING EXPENSES 2023-24 - QUARTER 3 JANUARY TO MARCH	7,614.75	
			RRRC OVERHEADS & WCF FIXED COSTS CONTRIBUTIONS - JANUARY 24	9,968.64	61,406.15
EFT36849	14/02/2024	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BSL COLLECTED JANUARY 2024	892.52	892.52
EFT36850	14/02/2024	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	COUNCIL MEMBER ESSENTIALS TRAINING - CR MAYWOOD - 08/02/24	2,706.00	2,706.00
EFT36851	14/02/2024	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - CHSP - 29/01/24	91.48	
			WOOLWORTHS PURCHASES - ADMIN - 29/01/24	58.65	
			WOOLWORTHS PURCHASES - DEPOT - 30/01/24	42.20	
			WOOLWORTHS PURCHASES - ADMIN - 04/02/24	33.00	
			WOOLWORTHS PURCHASES - ADMIN - 05/02/24	12.10	
			WOOLWORTHS PURCHASES - CHSP - 05/02/24	24.45	
			WOOLWORTHS PURCHASES - ADMIN - 05/02/24	90.00	
			WOOLWORTHS PURCHASES - CHSP - 06/02/24	117.29	
			WOOLWORTHS PURCHASES - DEPOT - 06/02/24	30.00	
			WOOLWORTHS PURCHASES - ADMIN - 07/02/24	218.36	
			WOOLWORTHS PURCHASES - CHSP - 12/02/24	6.00	723.53
EFT36852	14/02/2024	CITY OF SOUTH PERTH	ANIMAL CARE ANNUAL OCCUPANCY FEE AND IMPOUND FEES - JANUARY 24	346.50	346.50

EFT36853	14/02/2024	HYDRO JET	GRAFFITI REMOVAL - LEE PARK & GEORGE STREET / ST PETERS UNDERPASSES. 1X CARTON OF GRAFFITI SAFEWIPES	1,089.00	1,089.00
EFT36854	14/02/2024	FOCUS NETWORKS	RFT04-2021/22 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - JANUARY 24	7,319.40	
			RENEWAL OF WILDCARD SSL CERTIFICATE- QU7391G	1,457.50	
			RFT04-2021/22 MANAGED ICT SERVICES -SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE FEBRUARY 24	9,783.48	18,560.38
EFT36855	14/02/2024	ADCO SERVICES	SUMPTON GREEN BUILDING WORKS - EXTERNAL BUILDING PAINTING	15,950.00	15,950.00
EFT36856	14/02/2024	FREMANTLE ASBESTOS REMOVAL	REMOVAL OF DUMPED ASBESTOS FROM VERGE VIEW TERRACE.	506.00	506.00
EFT36857	14/02/2024	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	BUS SHELTER INSTALLATION - 11087 PARKER STREET & 10892 PRESTON POINT ROAD	10,482.00	10,482.00
EFT36858	14/02/2024	LANDGATE	GRV SCHEDULES 2023/2024 DATED 30/09/23 TO 10/11/23 AND 09/12/23 TO 22/12/23	108.93	
			LANDGATE IMAGERY - AUG/SEPTEMBER 2023	589.60	698.53
EFT36859	14/02/2024	VOCUS COMMUNICATIONS	VOIP SLIP LINES/SERVICES MONTHLY CHARGES TO 31/01/24	328.87	328.87
EFT36860	14/02/2024	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - JANUARY 2024	483.04	
			ONGOING MONTHLY CHARGES - HOST CMS INCLUDING LICENSE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE & PARTS PER MONTH - JANUARY 24	176.55	659.59
EFT36861	14/02/2024	CELLARBRATIONS AT EAST FREMANTLE	REFRESHMENTS PURCHASED 01/02/24	518.00	518.00
EFT36862	14/02/2024	TOTALLY WORKWARE FREMANTLE	STAFF UNIFORM 2023	81.10	81.10
EFT36863	14/02/2024	COASTLINE MOWERS	6 X ROLLS BRUSHCUTTER CORD, 2 X 20-2 AUTO FEED HEADS, 8X 20-2 COVERS, 20 LITRES HP ULTRA 2 STROKE OIL	1,044.80	1,044.80
EFT36864	14/02/2024	VEOLIA RECYCLING & RECOVERY	GENERAL WASTE PICKUP 46 EAST STREET JANUARY 24	811.67	
			FOGO GREEN BINS - RESIDENTIAL & PRIORITY, GENERAL WASTE - RED BINS- RESIDENTIAL & PRIORITY, PARKS & RESERVES, STREET LITTER BINS, RECYCLING - YELLOW BINS - RESIDENTIAL & PRIORITY SERVICES , STREET LITTER BINS, GENERAL WASTE - RED BINS - COMMERCIAL, RECYCLING - YELLOW BINS - COMMERCIAL, RECYCLING YELLOW BINS & GENERAL WASTE - RED BINS - 48-50 ALEXANDRA ROAD- JANUARY 24	40,375.72	41,187.39
EFT36865	14/02/2024	WINC	OFFICE STATIONERY ORDERED ON 17/02/24	168.51	168.51
EFT36866	14/02/2024	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/01/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 31/01/24	12.50	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 02/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 09/02/24	13.90	71.40
EFT36867	14/02/2024	JAYBRO GROUP PTY LTD	MATERIALS FOR ROAD AND STREET MAINTENANCE WORKS	2,625.63	2,625.63
EFT36868	14/02/2024	THE FRUIT BOX GROUP	FRUITBOX TOWN HALL AND DEPOT - 08/01/24 - 22/01/24	180.00	180.00
EFT36869	14/02/2024	GRACE RECORDS MANAGEMENT	DOCUMENT SCANNING - DATA STORAGE, USER LICENCES AND HOSTING - JANUARY 24	748.50	
			STORAGE FEES AND FILE RETRIEVAL - 01/02/24 - 29/02/24	348.39	1,096.89
EFT36870	14/02/2024	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIRCONDITIONING MAINTENANCE SERVICE AGREEMENT 2023/24 - VISIT 3	888.77	888.77
EFT36871	14/02/2024	FRESH PROVISIONS BICTON	NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES 12/12/23	82.49	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES 09/01/24	55.19	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES 16/01/24	175.42	
			NEIGHBOURHOOD LINK CLIENT AND VOLUNTEER LUNCHES 30/01/24	79.95	393.05
EFT36872	14/02/2024	INSPIRED DEVELOPMENT SOLUTIONS	ORGANISATIONAL REVIEW AND DEVELOPMENT OF ORGANISATIONAL DEVELOPMENT PLAN AS PER WRITTEN QUOTE - FACILITATION OF FOCUS GROUPS 24/01/24	3,850.00	3,850.00
EFT36873	14/02/2024	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS 2023/24 - FINANCE & REG SVS - JAN 24	53.33	
			PCHASE 1 x KYOCERA PRINTER AND PAPER CUT SOFTWARE - OPERATIONS	3,738.90	3,792.23
EFT36874	14/02/2024	PAATSCH CONSULTING PTY LTD	RFT01-2020/21 CONTRACT VARIATION 3- CLIENT LEAD & ASSISTANT CLIENT LEAD JANUARY 24	8,800.00	8,800.00
EFT36875	14/02/2024	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - FEBRUARY 24	18.70	18.70
EFT36876	14/02/2024	PAPERSCOOT	DESIGN, PRINT AND DELIVER NOVEMBER 2023 TALK OF THE TOWN NEWSLETTER	2,629.00	2,629.00
EFT36877	14/02/2024	TPG NETWORK PTY LTD	INTERNET CHARGES 01/01/24 - 31/01/24	1,920.60	1,920.60
EFT36878	14/02/2024	FIRST FREMANTLE SEA SCOUT GROUP	23/24 COMMUNITY ASSISTANCE GRANT	1,100.00	1,100.00
EFT36879	14/02/2024	PROTEC ASPHALT	EF YACHT CLUB CAR PARK POT HOLE REPAIRS 2 TONNES	902.00	
			FRASER STREET SPEED HUMPS - BOX OUT, SUPPLY + LAY RED ASPHALT, SUPPLY + LAY BLACK ASPHALT	14,443.00	
			REMOVE EXISTING ASPHALT FOOTPATH MOSS ST 145M2, REINSTATE ASPHALT FOOTPATH MOSS ST AVG 50MM DEEP	13,458.50	28,803.50
EFT36880	14/02/2024	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/02/24	11.90	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/12/24	15.00	26.90
EFT36881	14/02/2024	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/02/24	15.00	30.00
EFT36882	14/02/2024	DONALD CANT WATTS CORKE (WA) PTY LTD	RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT - JANUARY 24	13,516.80	
			RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT - CONTRACT ADMINISTRATION TO 98.67% JANUARY 24	3,850.00	17,366.80



EFT36883	14/02/2024	T ABELHA	CHSP VOLUNTEER MEAL REIMBURSEMENT 05/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 12/02/24	15.00	30.00
EFT36884	14/02/2024	LO-GO APPOINTMENT (Helene Pty Ltd)	TEMPORARY REPLACEMENT FOR COMMUNICATIONS AND MARKETING POSITION -WEEK ENDING 10/02/24	2,889.15	2,889.15
EFT36885	14/02/2024	P TSEN	CHSP VOLUNTEER MEAL REIMBURSEMENT 19/01/24	11.95	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 02/02/24	15.00	26.95
EFT36886	14/02/2024	J & V EARTHMOVING CONTRACTORS	OVAL EASTERN BANK - INSTALL LIMESTONE WALL (60M) AND 2.1M WIDE CONCRETE FOOTPATH (600M2)	59,730.00	
			SUMPTON GREEN - REMOVE EXISTING FOOTPATH - APPROX 47M2, SUMPTON GREEN - INSTALL NEW CONCRETE FOOTPATH - APPROX 47M2 INCL PUMP	14,206.72	
			OVAL WORKS SUMP GRADING WORKS INC HEADWALL & MACHINERY RFT02-2022/23	9,000.00	
			SUPPLY AND LAY 350x350x1000mm RECON LIMESTONE BLOCK WATT AT HEIGHT OF 6 BLOCKS - 11m , REMOVE FENCE AND	14,685.00	
			OVAL EASTERN BANK - INSTALL LIMESTONE WALL (60M) AND 2.1M WIDE CONCRETE FOOTPATH (600M2) - REMOVAL OF	2,750.00	100,371.72
EFT36887	14/02/2024	PHOENIX CONTAINERS PTY LTD	SEA CONTAINER HIRE - BOWLING CLUB TEMPORARY RELOCATION FOR EFFC REDEVELOPMENT - FEBRUARY 2024	159.50	
			SOCCER CLUB SEA CONTAINER HIRE - FEBRUARY 2024	135.58	295.08
EFT36888	14/02/2024	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING - JANUARY 2024 - TOWN HALL, DEPOT, DOVENBY HOUSE, SUMPTON GREEN, GLASSON PARK & CONSUMABLES	8,693.65	8,693.65
EFT36889	14/02/2024	GREEN START CONSULTING	FREMANTLE CITY WOMEN'S FOOTBALL CLUB - CERTIFICATE OF DESIGN COMPLIANCE ASSESSMENT	2,750.00	2,750.00
EFT36890	14/02/2024	TALJEK	GEORGE STREET FESTIVAL - AV SYSTEM MAIN STAGE AND MUSIC HUB	4,180.00	4,180.00
EFT36891	14/02/2024	CONWAY HIGHBURY PTY LTD	INDEPENDENT REVIEW OF COMPLIANCE AUDIT 2023	2,750.00	2,750.00
EFT36892	14/02/2024	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 14	1,920,096.32	1,920,096.32
EFT36893	14/02/2024	R BOWEN	REIMBURSEMENT OF COST OF FUEL FOR MITSUBISHI BUS	55.45	55.45
EFT36894	14/02/2024	J JORQUERA	REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE - CHSP STAFF MEMBER	54.00	
			REIMBURSEMENT OF COST OF PASSENGER TRANSPORT LICENCE - CHSP STAFF MEMBER	99.00	153.00
EFT36895	14/02/2024	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/02/24	12.00	12.00
EFT36896	14/02/2024	SOUTHERN BINS PTY LTD	BULK BINS - WAUHOP ROAD - 30/01 - 31/01	1,280.00	
			BULK BINS - WAUHOP ROAD - 31/01 - 01/02	1,280.00	
			BULK BINS - WAUHOP ROAD - 01/02/24	1,280.00	3,840.00
EFT36897	14/02/2024	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/02/24	15.00	30.00
EFT36898	14/02/2024	VOCUS COMMUNICATIONS	MANAGED HARDWARE UC ACCESS - 01/03/24- 31/03/24	202.40	202.40
EFT36899	14/02/2024	MARIO LOMMA DESIGNER HOMES T/AS DESIGN CERTIFICATION GROUP	EXTERNAL BUILDING SURVEYOR SERVICES ON BEHALF OF REGULATORY SERVICES FOR 2023/24 FINANCIAL YEAR- HOURS JANUARY 224	990.00	990.00
EFT36900	14/02/2024	FOOD BY ROS	CATERING - CITIZENSHIP CEREMONY 5/2/24	596.75	596.75
EFT36901	14/02/2024	BING TECHNOLOGIES PTY LTD	BING MAIL TRIAL - 19/01/24 - 31/01/24	158.10	
			GREENWASTE VERGE COLLECTION - PRINTING & DELIVERY LETTER TO RESIDENTS - CHANGE OF DATE - BING MAIL OUT	5,482.09	5,640.19
EFT36902	14/02/2024	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS - FEBRUARY 24	2,223.52	2,223.52
EFT36903	14/02/2024	GLOBAL SYNTHETICS PTY LTD	DOME RIVER WALL - SEWING MACHINE 2 WEEKS, DOME RIVER WALL - FILING FRAME 2 WEEKS	291.63	291.63
EFT36904	14/02/2024	A EHLERS	PERFORMANCE - CITIZENSHIP CEREMONY 5/2/24	350.00	350.00
EFT36905	14/02/2024	THE TRUSTEE FOR BELGRAVIA LEISURE UNIT TRUST	OPERATOR AGREEMENT - EAST FREMANTLE OVAL PRECINCT - PRE OPENING SERVICES FEE	27,007.42	27,007.42
EFT36906	14/02/2024	PROCUREMENT PLUS	WASTE MANAGEMENT SERVICES TENDER REVIEW & CONTRACT DEVELOPMENT SERVICES - 1ST MILESTONE PAYMENT - 40% FOR REVIEW OF RFQ	1,293.60	1,293.60
EFT36907	14/02/2024	K ANDREWS	CHSP VOLUNTEER MEAL REIMBURSEMENT 29/01/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 05/02/24	15.00	30.00
EFT36908	14/02/2024	M WARD	BUILDING SURVEYOR SERVICES PROVIDED TO THE TOWN - 18/01- 4 HRS, 22/01 - 7HRS & 02/02 - 6 HRS	1,700.00	1,700.00
EFT36909	14/02/2024	GUARDIAN TACTILE SYSTEMS PTY LTD	TACTILE PAVERS FOR PRAM RAMP UPGRADES AROUND OVAL PRECINCT (AS PER QUOTE INC TACTILES, PRIMER AND DELIVERY)	6,336.39	6,336.39
EFT36910	14/02/2024	NBNCO LIMITED	ESTABLISHMENT OF NBN AT EAST FREMANTLE OVAL	1,600.00	1,600.00
EFT36911	14/02/2024	D SIMPER	PARTIAL REFUND OF LIFETIME DOG REGISTRATION FEES - DOG NOW STERILISED	150.00	150.00
EFT36912	14/02/2024	AMPOL AUSTRALIA PETROLEUM	FUEL USE 01/01/24 - 31/01/24	5,158.95	5,158.95
EFT36913	16/02/2024	J SCHINDLER	RATES REFUND	2,753.46	2,753.46
EFT36914	16/02/2024	EMPIRE PROPERTY SOLUTIONS	RATES REFUND	731.36	731.36
EFT36915	16/02/2024	J KARWACKI	RATES REFUND	1,280.18	1,280.18
EFT36916	16/02/2024	J FRANKS	RATES REFUND	1,521.15	1,521.15
EFT36917	28/02/2024	ENVIRONMENTAL HEALTH AUSTRALIA	2 X STAFF REGISTRATION FOR ENVIRONMENTAL HEALTH WORLD CONGRESS PERTH - 22 MAY 24	1,243.00	1,243.00
EFT36918	28/02/2024	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS - FEBRUARY 24	476.87	476.87
EFT36919	28/02/2024	BUNNINGS BLDG SUPPLIES LTD	PAINT AND HARDWARE	360.19	
			MATERIALS FOR FOOTPATH REPAIRS	200.67	560.86
EFT36920	28/02/2024	FREMANTLE HERALD	QUARTER PAGE ADVERTISEMENT 24 FEBRUARY 2024. EAST FREMANTLE COMMUNITY PARK LIQUOR LICENSING COMMUNITY CONSULTATION 24/02/24	377.66	
			ADVERTISING - MONTHLY HALF PAGE COLOUR, (PAGE 7).- 9/3/24	605.00	982.66
EFT36921	28/02/2024	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/02/24	15.00	15.00
EFT36922	28/02/2024	MELVILLE TOYOTA	REPAIR ON TOYOTA HIACE	140.25	140.25

EFT36923	28/02/2024	MARTINS TRAILER PARTS	REPAIR OF PARKS TRAILER LIGHTS	91.04	91.04
EFT36924	28/02/2024	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/01/24 - 21/02/24	169.98	169.98
EFT36925	28/02/2024	MAYOR J O'NEILL	SITTING FEES , ICT ALLOWANCE & MAYORAL ALLOWANCE - FEBRUARY 24	5,693.34	5,693.34
EFT36926	28/02/2024	TELSTRA LIMITED	MONTHLY DATA FEES FOR OPERATIONS & RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER 23/24 - TO 03/02/24	943.00	
			SUMPTON GREEN PHONES TO 7/03/24	50.00	
			DEPOT MOBILE BACKUP 04/02/24 - 03/03/24	38.00	1,031.00
EFT36927	28/02/2024	PERTH AUTO ALLIANCE TRADING AS TITAN FORD	INVESTIGATION AND DIAGNOSTIC OF VEHICLE NOISE P5008	384.50	384.50
EFT36928	28/02/2024	SYNERGY	POWER SUPPLY INFANT HEALTH 23/12/23 - 20/02/24	165.96	165.96
EFT36929	28/02/2024	MAJOR MOTORS	PARKS TRUCK SERVICE	1,410.88	1,410.88
EFT36930	28/02/2024	STEANN PTY LTD	GREENWASTE REMOVAL FROM BUND - FEBRUARY 2024	5,498.70	5,498.70
EFT36931	28/02/2024	MELVILLE MITSUBISHI	SERVICE OF VEHICLE - P5003 12/12/23	444.25	444.25
EFT36932	28/02/2024	FLEXI STAFF PTY LTD	LABOUR HIRE FOR OPERATIONS - 05/02/24 - 09/02/24	2,489.19	
			LABOUR HIRE FOR OPERATIONS - 12/02/24 - 16/02/24	2,226.81	4,716.00
EFT36933	28/02/2024	MCGEES NATIONAL PROPERTY CONSULTANTS	SEABED RENT, POSTAGE & PETTIES & MANAGEMENT FEES 01/03/24 - 31/05/24	13,583.71	13,583.71
EFT36934	28/02/2024	KOOL LINE ELECTRICAL & REFRIGERATION	TOWN HALL - SUPPLY & INSTALL 1X DUAL EV CHARGING STATION	20,603.00	20,603.00
EFT36935	28/02/2024	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2 X STAFF MEMBERS REGISTRATION FOR FINANCE PROFESSIONALS CONFERENCE	2,445.00	
			DATA DRIVE DECISIONS PROJECT, YEAR 1 SUBSCRIPTION - BAND 3 LOCAL GOVERNMENT	5,500.00	7,945.00
EFT36936	28/02/2024	STRATA GREEN	VARIOUS TOOLS AND HARDWARE	1,128.55	1,128.55
EFT36937	28/02/2024	CR. HARRINGTON	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36938	28/02/2024	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - DEPOT - 08/02/24	6.30	
			WOOLWORTHS PURCHASES - DEPOT - 09/02/24	167.78	
			WOOLWORTHS PURCHASES - CHSP - 13/02/24	11.25	
			WOOLWORTHS PURCHASES - CHSP 16/02/24	35.00	
			WOOLWORTHS PURCHASES - DEPOT 19/02/24	11.85	
			WOOLWORTHS PURCHASES - ADMIN - 21/02/24	94.20	
			WOOLWORTHS PURCHASES - ADMIN - 21/02/24	42.51	
			WOOLWORTHS PURCHASES - CHSP 27/02/24	134.39	503.28
EFT36939	28/02/2024	CR. COLLINSON	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36940	28/02/2024	DAVID GRAY & CO. PTY LTD	SPARE 240L BIN WHEELS, AXLES & COMPLETE SETS - 240L FOGO BINS	1,704.18	1,704.18
EFT36941	28/02/2024	HYDRO JET	GRAFFITI REMOVAL - GLYDE STREET, MERV COWAN & 1X BOX SAFEWIPES	902.00	
			GRAFFITI REMOVAL - GOURLEY PARK & GLASSON PARK	209.00	1,111.00
EFT36942	28/02/2024	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION DETAILS REQUEST FEES - JAN 24	360.80	360.80
EFT36943	28/02/2024	FOCUS NETWORKS	OAG COMPLIANCE ITEMS (2023 MANAGEMENT LETTER) , MANAGEMENT OF TECHNICAL VUNERABILITIES, DATA LOSS PREVENTION, ENPOINT SECURITY, PROJECT MANAGEMENT TASKS - 50% DEPOSIT ON COMMENCEMENT	3,300.00	3,300.00
EFT36944	28/02/2024	ADCO SERVICES	SUMPTON GREEN - ADDITIONAL DECKING FRAME SUPPORT WORKS - CONSTRUCT & INSTALL BALUSTRADES - DEPOSIT	9,350.00	9,350.00
EFT36945	28/02/2024	THE TURBAN INDIAN RESTURANT	CATERING FOR TOWN PLANNING COMMITTEE MEETING 20/02/24	393.25	393.25
EFT36946	28/02/2024	DAIMLER TRUCKS PERTH	ENGINE WARNING LIGHT BREAKDOWN ASSISTANCE ON ROSA BUS	649.79	649.79
EFT36947	28/02/2024	ERGOLINK	1 X OFFICE CHAIR	440.00	440.00
EFT36948	28/02/2024	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36949	28/02/2024	CR. WHITE	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36950	28/02/2024	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - FEBRUARY 24	2,511.84	2,511.84
EFT36951	28/02/2024	WINC	OFFICE STATIONERIES ORDERED ON 20.02.2024	350.74	350.74
EFT36952	28/02/2024	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/03/24 - 26/04/24	320.41	320.41
EFT36953	28/02/2024	CONTRA-FLOW PTY LTD	TRAFFIC CONTROL FOR FRASER STREET WORKS - 05/02/24 - 07/02/24	2,542.17	2,542.17
EFT36954	28/02/2024	PTC IRRIGATION	INSTALATION OF IRRIGATION TO EASTERN BANK AT EF COMMUNITY PARK - PROGRESS CLAIM 2 - EAST BANK DOG PARK AREA 15/01 & 19/02	5,060.00	5,060.00
EFT36955	28/02/2024	MOJO DIGITAL STUDIO - (MILES NOEL STUDIO)	STAFF PHOTOGRAPHY (E/O JANUARY 2024) - 2 X HALF DAYS - INCLUDES SETUP, PACKDOWN ETC AND RETOUCHING OF PHOTOS - AS PER ATTACHED QUOTE	2,871.00	2,871.00
EFT36956	28/02/2024	THE FRUIT BOX GROUP	FRUITBOX TOWN HALL AND DEPOT - 29/01/24 - 19/02/24	240.00	240.00
EFT36957	28/02/2024	CR. DONOVAN	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36958	28/02/2024	PAPERSCOUT	DESIGN AND PRODUCTION OF ANNUAL REPORT 2023/24	5,269.00	5,269.00
EFT36959	28/02/2024	KOORI KIDS	SPONSORSHIP NAIDOC WEEK 2024 SCHOOL INITIATIVES	500.00	500.00
EFT36960	28/02/2024	SMART OFFICE SYSTEMS	OFFICE 365 PROFESSIONAL SERVICES - TO DECEMBER 23	192.50	192.50
EFT36961	28/02/2024	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/02/24	15.00	15.00
EFT36962	28/02/2024	LEIGHTON PANEL & PAINT BICTON	EXCESS ON INSURANCE CLAIM MO0064997	300.00	300.00
EFT36963	28/02/2024	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 22/02/24	15.00	15.00
EFT36964	28/02/2024	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSMEENT 22/02/24	15.00	15.00
EFT36965	28/02/2024	T ABELHA	CHSP VOLUNTEER MEAL REIMBURSEMENT 19/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/02/24	15.00	30.00
EFT36966	28/02/2024	CR. WILSON	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36967	28/02/2024	ALL FENCE U RENT	TEMP FENCE SURROUNDING THE EFO DOG PARK - 07/02/24 - 07/04/24	1,309.00	1,309.00
EFT36968	28/02/2024	CALL ASSOCIATES PTY LTD	SERVICE AGREEMENT FOR AFTER HOURS CALL CENTRE SERVICES 23/24 - JANUARY 24	800.86	800.86



EFT36969	28/02/2024	NDY MANAGEMENT PTY LIMITED T/A NORMAN DISNEY & YOUNG	RFQ14-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - ELECTRICAL ENGINEERING SERVICES - CONSTRUCTION & COMMISSIONING & FIT OUT - 01/01/24 - 26/01/24	1,293.31	
			RFQ13-2021/22 EF OVAL REDEVELOPMENT - MECHANICAL SERVICES - CONDTRUCTION & COMMISSIONING & FIT OUT - 01/01/24 - 26/01/24	793.58	
			RFQ15-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - HYDRAULIC ENGINEERING SERVICES - CONSTRUCTION & COMMISSIONING & FIT OUT- 01/01/24 - 26/01/24	1,360.43	3,447.32
EFT36970	28/02/2024	FORTH CONSULTING PTY LTD	RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - DECEMBER 23	1,100.00	
			RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - JANUARY 24	2,200.00	
			RFQ16-2021/22 EAST FTLE OVAL REDEVELOPMENT CIVIL ENGINEERING - JANUARY 24	550.00	3,850.00
EFT36971	28/02/2024	R TETI	REIMBURSEMENT OF COST OF VOLUNTEER SPEEDING FINE - FINE REIMBURSED TO TOEF FROM DOT	200.00	200.00
EFT36972	28/02/2024	LO-GO APPOINTMENT (Helene Pty Ltd)	TEMPORARY REPLACEMENT FOR COMMUNICATIONS AND MARKETING POSITION -W/E 17/02/24,	2,812.11	
			TEMPORARY REPLACEMENT FOR COMMUNICATIONS AND MARKETING POSITION -W/E 24/02/24,	2,876.31	5,688.42
EFT36973	28/02/2024	SCOUTTA PTY LTD	FINANCE PROJECT WORK - ABC METHODOLOGY	148.50	148.50
EFT36974	28/02/2024	J & V EARTHMOVING CONTRACTORS	EF OVAL WORKS - DISPOSAL OF EXCESS EASTERN BANK MATERIAL RFT02-2022/23	16,828.90	
			EF OVAL WORKS - CARTAGE OF MATERIAL TO DISPOSE (3X SEMI TRAILERS) RFT02-2022/23	1,892.00	18,720.90
EFT36975	28/02/2024	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK CLIENT ACTIVITY - 13/02/24	50.00	50.00
EFT36976	28/02/2024	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 21/02/24	14.50	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 22/02/24	15.00	29.50
EFT36977	28/02/2024	SOUTHERN BINS PTY LTD	SKIP BIN DELIVERY - DEPOT 30/01/24	640.00	640.00
EFT36978	28/02/2024	N PATTERSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 20/02/24	15.00	15.00
EFT36979	28/02/2024	BING TECHNOLOGIES PTY LTD	BING MAIL TRIAL - 05/02/24 - 14/02/24	39.45	39.45
EFT36980	28/02/2024	EASI PACKAGING PTY LTD	PAYROLL DEDUCTIONS - FEBRUARY 24	2,223.52	2,223.52
EFT36981	28/02/2024	CR. MAYWOOD	SITTING FEES & ICT ALLOWANCE - FEBRUARY 24	1,710.84	1,710.84
EFT36982	28/02/2024	K ANDREWS	CHSP VOLUNTEER MEAL REIMBURSEMENT 12/02/24	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/02/24	15.00	30.00
EFT36983	28/02/2024	M WARD	BUILDING SURVEYOR SERVICES TO THE TOWN - 06/02/24 & 13/02/24 TOTAL 9 HRS	900.00	900.00
EFT36984	28/02/2024	CAR CARE TOWING SERVICES	TOW 2 x VEHICLES THAT WERE OBSTRUCTING GEORGE STREET AFTER HIT AND RUN CAR ACCIDENT	350.00	350.00
EFT36985	28/02/2024	SCHIAVELLO SYSTEMS	SUPPLY WORKSTATION FOR CEO OFFICE REFURBISHMENT	5,625.40	5,625.40
EFT36986	28/02/2024	S WINFIELD	RATES REFUND	591.27	591.27
EFT36987	28/02/2024	J MORRIS	RATES REFUND	2,154.45	2,154.45
EFT36988	28/02/2024	G EDWARDS	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP 08/02/24	14.10	14.10
EFT36989	28/02/2024	G MCKINLEY	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP 19/02/24	18.80	18.80
EFT36990	28/02/2024	J GUNSON	REFUND OF OVERPAYMENT OF PARKING FEES - LEEUWIN LAUNCHING RAMP 26/02/24	17.60	17.60
			EFT TOTAL	2,695,072.15	2,695,072.15
	Direct Debit - February 2024	Supplier	Description	Inv Amount	EFT
		CBA	INTEREST ADJUSTMENT	0.09	0.09
		CBA	MERCHANT FEE	215.35	215.35
		CBA	MERCHANT FEE	1,159.19	1,159.19
		FLEETCARE	FLEETCARE PAYMENT	2,324.79	2,324.79
		AMEX	AMEX FEE	210.74	210.74
		TILL	TILL SIMPLEPAY FEE	888.17	888.17
		SUPERCHOICE	EMPLOYEE SUPERANNUATION - FEBRUARY 24	53,007.40	53,007.40
		CBA	ACCOUNT SERVICE TRANSACTION FEES	7.00	7.00
		CBA	REJECT RETURN FEE	2.50	2.50
		CBA	BPOINT TRANSACTION FEES	64.90	64.90
		CBA	BPAY TRANSACTION FEES	362.51	362.51
		CBA	COMMBIZ TRANSACTION FEES	32.12	32.12
		CBA	STOP CHEQUE FEE	15.00	15.00
		SHERRIFS OFFICE PERTH	FER LODGEMENT FEES	1,336.00	1,336.00
				59,625.76	59,625.76
	Credit Cards - February 2024	Supplier	Description	Inv Amount	EFT
				35.00	35.00
		CREDIT CARD - NICK KING	GARPEN INDUSTRIAL POWER EQUIPMENT - DIESEL FUEL CAP ALL TRUCK LASER ALIGNMENT -WORKS TRUCK WHEEL ALIGNMENT	330.00	330.00
			CONTAINMENT GROUP - CHEMICAL TOILET HIRE 01/12/23 - 04/12/23	51.04	51.04
			CONTAINMENT GROUP - CHEMICAL TOILET HIRE 10/11/23 - 30/11/23	537.24	537.24
			SAMI BITUMEN TECHNOLOGY - CRACK SEALER	181.00	181.00

		CREDIT CARD - PETER KOCIAN	CBA - INTERNATION TRANSACTION FEE REFUND	-0.21	-0.21
			CBA - DISPUTED TRANSACTION REFUND	-8.40	-8.40
			ZOOM -SUBSCRIPTION	147.77	147.77
			DEPARTMENT OF TRANSPORT - TRANSFER PENALTY	120.40	120.40
			CPA AUSTRALIA - MEMBERSHIP RENEWALL	846.26	846.26
			BROWNES DAIRY - MILK	19.85	19.85
			HARVEY NORMAN O'CONNOR - COMPUTER EQUIPMENT	70.00	70.00
			BROWNES DAIRY - MILK	19.85	19.85
			OFFICEWORKS JANDAKOT - COMPUTER EQUIPMENT	174.00	174.00
			BROWNES DAIRY - MILK	19.85	19.85
			PICOBELLO - CATERING	43.00	43.00
			FRESH PROVISIONS BICTON - CATERING	11.18	11.18
			WOOLWORTHS PALMYRA - CATERING	77.40	77.40
			EBOS GROUP AUSTRALIA - BELGRAVIA MEDICAL SUPPLIES	11,931.42	11,931.42
			BROWNES DAIRY - MILK	19.85	19.85
		CREDIT CARD - ANDREW MALONE	ST JOHN AMBULANCE - 2 X DEFIB BATTERIES	590.00	590.00
			WOOLWORTHS PALMYRA - COFFEE PODS & ZIP LOCK BAS FOR FOOD SAMPLING	39.00	39.00
				171.70	171.70
			DEPT OF JUSTICE - LODGEMENT OF PROSECUTION NOTICE		
		CREDIT CARD - REGINA TETI	THE BLACK TRUFFLE NTH FREMANTLE - CHSP VOLUNTEER LUNCHES	24.00	24.00
			ST MARYS CATHEDRAL - CHSP CLIENT OUTING	144.00	144.00
			ST MARYS CATHEDRAL- CHSP CLIENT OUTING	64.00	64.00
			OFFICEWORKS FREMANTLE - STATIONERY ITEMS	59.54	59.54
		CREDIT CARD - JANINE MAY	LO PRESTI & SONS - CATERING FOR WORKSHOP 05/02/24	11.00	11.00
			GOOD HEALTH - BOSU SUSHII - CATERING FOR WORKSHOP 05/02/24	52.00	52.00
			LEEMING IGA - CATERING FOR WORKSHOP 05/02/24	39.98	39.98
		CREDIT CARD - ANDREW DRIVER	WORK CLOBBER - UNIFORM	39.00	39.00
			CREDIT CARD TOTAL	15,860.72	15,860.72
			<i>Description</i>	<i>GROSS PAY</i>	<i>EFT</i>
			PAYROLL FORTNIGHT ENDING 06/02/24	159,817.75	159,817.75
			PAYROLL FORTNIGHT ENDING 20/02/24	178,108.65	178,108.65
			<b>PAYROLL TOTALS</b>	<b>337,926.40</b>	<b>337,926.40</b>
			AMPOL FUEL CARDS- JANUARY 24	5,158.95	5,158.95
			<b>GRAND TOTAL</b>	<b>3,119,498.62</b>	<b>3,119,498.62</b>



Tax Invoice

Need help?

Self Service:  
<https://cards.ampol.com.au>  
Email:  
[ampolcard@ampol.com.au](mailto:ampolcard@ampol.com.au)  
Call:  
1300 365 096  
Ampol Customer Service:  
8:30am - 6:00pm EST, Mon to Fri

000061 000  
TOWN OF EAST FREMANTLE  
PO BOX1097  
FREMANTLE WA 6959

Invoice date: 31/01/2024

Your account details	Due date	Total due inc GST
Invoice ref no: 0000071801 Account no:	21/02/2024	\$5,158.95

Your AmpolCard invoice summary01/01/2024 – 31/01/2024

Description	Product	Quantity	Amount \$ excl GST	GST amount	Total inc GST \$
FLEET	Unleaded	1,133.96	1,781.09	178.11	1,959.20
	Premium 95 A	94.76	151.60	15.15	166.75
	Premium 98 A	4.96	8.91	0.89	9.80
	Premium Diesel A	1,599.30	2,748.36	274.84	3,023.20
	Total for Fleet		4,689.96	468.99	5,158.95
	Total		4,689.96	468.99	5,158.95

Payment options

		Visit <a href="https://pay.ampol.com.au">pay.ampol.com.au</a> or Phone: 1300 138 469. Surcharges apply.



Breakdown of account summary

Details of fleet transactions processed from 01/01/2024 - 31/01/2024

Invoice date: 31/01/2024

Account no: [REDACTED]

Invoice ref no: 00000/1801

Transaction Effective Date	Transaction Number	Customer Total	Customer Total GST
//		0.00	0.00
Total		0.00	0.00

Breakdown of fleet summary

Details of fleet transactions processed from 01/01/2024 - 31/01/2024

Invoice ref no: 0000071801

Account no: [REDACTED]

Invoice date: 31/01/2024

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit \$ inc GST	Amount \$ inc GST	Trn fee inc GST	Total \$ inc GST	GST on supply	GST on trn fee
[REDACTED] 1207 Rego 1GUV822 Crd Holder AMINISTRATION												
Ampol Foodary Ascot	27/01	11:37	E17034	77312	Premium 95 A	48.14	180.40	86.84	0.00	86.84	7.89	0.00
Ampol Foodary Ascot	08/01	12:18	E16531	76663	Premium 95 A	46.62	171.40	79.91	0.00	79.91	7.26	0.00
Card total						94.76		166.75	0.00	166.75	15.15	0.00
Domestic 4063												
[REDACTED] 2506 Rego 1DTJ953 Crd Holder HACC												
Ampol Foodary Fremantle East	10/01	10:27	E19953	90014	Unleaded	62.78	177.30	111.31	0.00	111.31	10.12	0.00
Ampol Foodary Fremantle East	17/01	07:00	E20148	90345	Unleaded	66.66	179.37	119.57	0.00	119.57	10.87	0.00
Ampol Foodary Fremantle East	24/01	08:32	E20376	90708	Unleaded	62.22	184.69	114.92	0.00	114.92	10.45	0.00
Card total						191.66		345.80	0.00	345.80	31.44	0.00
Domestic 4085												
[REDACTED] 0483 Rego 1GBT981 Crd Holder HACC												
Ampol Foodary Fremantle East	08/01	17:10	E14818	124764	Unleaded	24.89	168.40	41.91	0.00	41.91	3.81	0.00
Ampol Foodary Fremantle East	15/01	16:53	E20087	125161	Unleaded	46.79	164.40	76.92	0.00	76.92	6.99	0.00
Ampol Foodary Fremantle East	22/01	09:19	E20295	125448	Unleaded	37.37	169.40	63.30	0.00	63.30	5.75	0.00
Ampol Foodary Fremantle East	29/01	11:37	E20505	125766	Unleaded	32.98	174.40	57.52	0.00	57.52	5.23	0.00
Ampol Foodary Fremantle East	05/01	09:28	E19810	124583	Unleaded	28.36	176.12	49.95	0.00	49.95	4.54	0.00
Card total						170.39		289.60	0.00	289.60	26.32	0.00
Domestic 4088												
[REDACTED] 0467 Rego 1GCQ228 Crd Holder HACC												
Ampol Foodary Fremantle East	11/01	15:50	E14850	175214	Unleaded	28.34	177.21	50.22	0.00	50.22	4.57	0.00
Ampol Foodary O' Connor	16/01	14:26	E82224	175437	Unleaded	27.64	155.40	42.95	0.00	42.95	3.90	0.00
Ampol Foodary Fremantle East	22/01	11:45	E20302	175707	Unleaded	31.10	169.40	52.68	0.00	52.68	4.79	0.00
Ampol Foodary Fremantle East	24/01	09:25	E20379	175828	Unleaded	16.09	184.69	29.72	0.00	29.72	2.70	0.00
Ampol Foodary O' Connor	30/01	14:32	E83458	176071	Unleaded	28.24	164.40	46.43	0.00	46.43	4.22	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit \$ inc GST	Amount \$ inc GST	Trn fee inc GST	Total \$ inc GST	GST on supply	GST on trn fee
Ampol Foodary Fremantle East	04/01	15:48	E14779	174989	Unleaded	27.79	176.84	49.14	0.00	49.14	4.47	0.00
					Card total	159.20		271.14	0.00	271.14	24.65	0.00
Domestic 4089												
0475 Rego 1GCQ227 Crd Holder HACC												
Ampol Foodary Fremantle East	08/01	15:03	E19883	82204	Unleaded	22.53	168.40	37.94	0.00	37.94	3.45	0.00
Ampol Foodary Melville	12/01	14:57	E38702	82534	Unleaded	51.07	177.97	90.89	0.00	90.89	8.26	0.00
Ampol Foodary Fremantle East	16/01	15:57	E20126	82792	Unleaded	38.68	159.40	61.66	0.00	61.66	5.61	0.00
Ampol Foodary Fremantle East	17/01	16:13	E14927	82873	Unleaded	14.22	179.37	25.51	0.00	25.51	2.32	0.00
Ampol Foodary Fremantle East	24/01	08:25	E20375	83139	Unleaded	41.17	184.69	76.04	0.00	76.04	6.91	0.00
Ampol Foodary Fremantle East	29/01	15:17	E20515	83478	Premium 98 A	4.96	197.50	9.80	0.00	9.80	0.89	0.00
Ampol Foodary Fremantle East	29/01	15:17	E20515	83478	Unleaded	47.81	174.40	83.38	0.00	83.38	7.58	0.00
Ampol Foodary Fremantle East	03/01	12:48	E19772	82059	Unleaded	49.24	176.76	87.04	0.00	87.04	7.91	0.00
					Card total	269.68		472.26	0.00	472.26	42.93	0.00
Domestic 4091												
6959 Rego 1GDV315 Crd Holder												
Ampol Foodary Fremantle East	19/01	09:22	E20226	62527	Premium Diesel A	65.97	190.65	125.77	0.00	125.77	11.43	0.00
Ampol Foodary Fremantle East	03/01	07:13	E19752	62039	Premium Diesel A	67.60	185.03	125.08	0.00	125.08	11.37	0.00
					Card total	133.57		250.85	0.00	250.85	22.80	0.00
Domestic 4098												
6983 Rego 1GHV402 Crd Holder GARDENS												
Ampol Foodary Fremantle East	17/01	13:19	E20171	126109	Premium Diesel A	70.34	189.03	132.96	0.00	132.96	12.09	0.00
Ampol Foodary Fremantle East	03/01	09:00	E19755	125397	Premium Diesel A	48.34	185.03	89.44	0.00	89.44	8.13	0.00
					Card total	118.68		222.40	0.00	222.40	20.22	0.00
Domestic 5000												
7122 Rego 1GIY952 Crd Holder WORKS												
Ampol Foodary Fremantle East	18/01	07:26	E20184	1060	Premium Diesel A	27.93	190.10	53.10	0.00	53.10	4.83	0.00
					Card total	27.93		53.10	0.00	53.10	4.83	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit \$ inc GST	Amount \$ inc GST	Trn fee inc GST	Total \$ inc GST	GST on supply	GST on trn fee
Domestic 5002												
7015 Rego 1GKM815 Crd Holder WORKS												
Ampol Foodary Fremantle East	02/01	09:28	E19727	56920	Premium Diesel A	101.12	186.07	188.15	0.00	188.15	17.10	0.00
Ampol Foodary Fremantle East	25/01	11:19	E20423	57371	Premium Diesel A	103.44	193.11	199.75	0.00	199.75	18.16	0.00
					Card total	204.56		387.90	0.00	387.90	35.26	0.00
Domestic 5009												
2809 Rego 1GQJ387 Crd Holder RANGERS SERVICES												
Ampol Foodary Fremantle East	31/12	10:52	E19697	85100	Premium Diesel A	40.64	186.61	75.84	0.00	75.84	6.89	0.00
Ampol Foodary Fremantle East	14/01	06:36	E20038	85700	Premium Diesel A	44.42	187.42	83.25	0.00	83.25	7.57	0.00
Ampol Foodary Fremantle East	17/01	15:18	E14925	85960	Premium Diesel A	39.26	189.03	74.21	0.00	74.21	6.75	0.00
Ampol Foodary Fremantle East	21/01	16:24	E14978	86160	Premium Diesel A	27.19	191.67	52.11	0.00	52.11	4.74	0.00
Ampol Foodary Fremantle East	28/01	08:06	E20473	86425	Premium Diesel A	37.79	193.80	73.24	0.00	73.24	6.66	0.00
Ampol Foodary Fremantle East	07/01	07:19	E19845	85404	Premium Diesel A	45.39	185.23	84.08	0.00	84.08	7.64	0.00
					Card total	234.69		442.73	0.00	442.73	40.25	0.00
Domestic 5010												
7148 Rego 1GQL999 Crd Holder WORKS												
Ampol Foodary Fremantle East	29/01	10:06	E20499	420	Premium Diesel A	41.54	193.80	80.50	0.00	80.50	7.32	0.00
Ampol Foodary Fremantle East	29/01	10:39	E20503	405	Premium Diesel A	41.84	193.80	81.09	0.00	81.09	7.37	0.00
					Card total	83.38		161.59	0.00	161.59	14.69	0.00
Domestic 5020												
3076 Rego 1HMC350 Crd Holder WORKS												
Ampol Foodary Fremantle East	16/01	11:47	E20102	24358	Premium Diesel A	117.59	188.43	221.58	0.00	221.58	20.14	0.00
Ampol Foodary Fremantle East	04/01	09:10	E19786	23869	Premium Diesel A	93.64	185.22	173.44	0.00	173.44	15.77	0.00
					Card total	211.23		395.02	0.00	395.02	35.91	0.00
Domestic 5021												
3159 Rego 1HLR056 Crd Holder WORKS												
Ampol Foodary Fremantle East	29/01	08:17	E20491	14149	Premium Diesel A	51.40	193.80	99.61	0.00	99.61	9.06	0.00
Ampol Foodary Fremantle East	04/01	12:56	E19798	13767	Premium Diesel A	65.30	185.22	120.95	0.00	120.95	11.00	0.00
					Card total	116.70		220.56	0.00	220.56	20.06	0.00



Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit \$ inc GST	Amount \$ inc GST	Trn fee inc GST	Total \$ inc GST	GST on supply	GST on trn fee
Domestic P5003												
██████████ 4055 Rego 1GMR567 Crd Holder												
Ampol Foodary Fremantle East	19/01	12:23	E20235	89968	Unleaded	49.71	181.40	90.18	0.00	90.18	8.20	0.00
Card total						49.71		90.18	0.00	90.18	8.20	0.00
Domestic P5015												
██████████ 7072 Rego 1GYB392 Crd Holder												
Ampol Foodary Fremantle East	09/01	07:03	E19898	1047	Premium Diesel A	18.22	186.24	33.93	0.00	33.93	3.08	0.00
Ampol Foodary Fremantle East	11/01	09:59	E19981	1053	Premium Diesel A	21.71	186.43	40.47	0.00	40.47	3.68	0.00
Ampol Foodary Fremantle East	23/01	07:07	E20322	1065	Premium Diesel A	21.12	192.05	40.56	0.00	40.56	3.69	0.00
Ampol Foodary Fremantle East	03/01	07:07	E19750	1042	Premium Diesel A	19.50	185.03	36.08	0.00	36.08	3.28	0.00
Card total						80.55		151.04	0.00	151.04	13.73	0.00
Domestic P5016												
██████████ 7106 Rego 1GYB393 Crd Holder												
Ampol Foodary Fremantle East	17/01	11:03	E20163	708	Premium Diesel A	37.23	189.03	70.37	0.00	70.37	6.40	0.00
Ampol Foodary Fremantle East	24/01	12:56	E20389	713	Premium Diesel A	32.82	192.38	63.14	0.00	63.14	5.74	0.00
Card total						70.05		133.51	0.00	133.51	12.14	0.00
Domestic P5018												
██████████ 7406 Rego 1HHZ552 Crd Holder												
Ampol Foodary Fremantle East	08/01	15:21	E19886	57865	Premium Diesel A	19.91	185.23	36.88	0.00	36.88	3.35	0.00
Ampol Foodary Fremantle East	10/01	15:41	E19965	57865	Premium Diesel A	45.60	186.45	85.02	0.00	85.02	7.73	0.00
Ampol Foodary Fremantle East	12/01	08:15	E19998	58196	Premium Diesel A	28.65	187.43	53.70	0.00	53.70	4.88	0.00
Ampol Foodary Fremantle East	12/01	14:56	E20017	57724	Premium Diesel A	20.07	187.43	37.62	0.00	37.62	3.42	0.00
Ampol Foodary Fremantle East	18/01	08:27	E20186	58555	Premium Diesel A	39.89	190.10	75.83	0.00	75.83	6.89	0.00
Ampol Foodary Fremantle East	19/01	15:36	E20252	58839	Premium Diesel A	60.12	190.65	114.62	0.00	114.62	10.42	0.00
Ampol Foodary Fremantle East	23/01	15:48	E20355	59084	Premium Diesel A	35.33	192.05	67.85	0.00	67.85	6.17	0.00
Ampol Foodary Fremantle East	29/01	08:29	E20492	59269	Premium Diesel A	35.40	193.80	68.61	0.00	68.61	6.24	0.00
Ampol Foodary Fremantle East	30/01	16:00	E20556	59441	Premium Diesel A	32.99	195.11	64.37	0.00	64.37	5.85	0.00
Card total						317.96		604.50	0.00	604.50	54.95	0.00

Card details Location	Date	Time	Trans no	Odo reading	Product	Quantity	Unit \$ inc GST	Amount \$ inc GST	Trn fee inc GST	Total \$ inc GST	GST on supply	GST on trn fee
Domestic P5019												
██████████ 6876 Rego Crd Holder OPERATIONS												
Ampol Foodary Fremantle East	16/01	07:07	E20092	0	Unleaded	104.47	159.40	166.53	0.00	166.53	15.14	0.00
Card total						104.47		166.53	0.00	166.53	15.14	0.00
Domestic P5022												
██████████ 5194 Rego 1HSK094 Crd Holder												
Ampol Foodary Mundaring S/ Stn	01/01	12:45	E48242	34331	Unleaded	34.14	165.40	56.47	0.00	56.47	5.13	0.00
Ampol Foodary Midvale	18/01	17:01	S19203	35402	Unleaded	46.33	181.38	84.03	0.00	84.03	7.64	0.00
Ampol Foodary Midvale	23/01	17:51	E19887	37955	Unleaded	37.72	164.40	62.01	0.00	62.01	5.64	0.00
Ampol Foodary Midvale	29/01	17:52	E20575	36272	Unleaded	45.36	174.40	79.11	0.00	79.11	7.19	0.00
Ampol Foodary Mundaring S/ Stn	06/01	15:29	E48484	34775	Unleaded	30.26	171.40	51.87	0.00	51.87	4.72	0.00
Card total						193.81		333.49	0.00	333.49	30.32	0.00

## 13.4 CLIMATE ACTION REFERENCE GROUP EXPRESSIONS OF INTEREST REVIEW

<b>Report Reference Number</b>	OCR-2569
<b>Prepared by</b>	Connor Warn, Waste & Sustainability Officer
<b>Supervised by</b>	Andrew Malone, Executive Manager Regulatory Services
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. EOI for CARG membership – Imma Farre

**PURPOSE**

The purpose of this report is for Council to consider an Expression of Interest that has been submitted for the Climate Action Reference Group (CARG) and the removal of Christine Clare and Paul van der Beeke from the group's membership.

**EXECUTIVE SUMMARY**

CARG is a community led reference group whose purpose is to assist in identifying targets, corporate and community projects as well as actions that the Town can undertake with community and local businesses to build the community's capacity to identify and address (where practicable) climate-based issues.

**BACKGROUND**

At the Ordinary Council meeting held on 19 November 2019, Council acknowledged the urgent need to address the Climate Emergency and expressed support for collective action across all levels of government to mitigate the effects of climate change.

During the Annual Electors' meeting on 25 February 2020, a resolution was passed to develop a comprehensive Climate Emergency Strategy (CES) and a corresponding Climate Emergency Action Plan (CEAP). On 16 June 2020, Council approved the Terms of References for the Climate Action Reference Group (CARG) and authorised the CEO to invite nominations for up to 10 individuals from the community and experts to join the group. The Town released the Expressions of Interest (EOI) on 18 June 2020, inviting community members to apply for the CARG.

On 18 August 2020, Council officially accepted 10 members, consisting of subject matter experts and community representatives, to form the newly established Climate Action Reference Group (CARG).

The CARG worked on formulating the Climate Emergency Strategy 2022-2032, which outlines the Town's high-level climate objectives and goals. This strategy received endorsement in March 2022. In August 2023, Council also endorsed the Climate Emergency Action Plan (CEAP), which outlines the specific actions for Council to take until 2030.

In October 2023 the Town received an EOI from Imma Farre to join CARG. At that time, CARG had no available positions. However, Christine Clare formally stepped down from her role on CARG during the November meeting. Paul van der Beeke has not attended any meetings in 2023 and has not responded to any emails since January 2023.

**CONSULTATION**

Nil

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## STATUTORY ENVIRONMENT

Nil

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## POLICY IMPLICATIONS

Nil

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## FINANCIAL IMPLICATIONS

Nil

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## STRATEGIC IMPLICATIONS

### ***Strategic Priority 4: Natural Environment***

#### ***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.*

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## RISK IMPLICATIONS

A risk assessment has been undertaken and it is determined the acceptance of the nominee will have no significant risk implications for the Town.

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## SITE INSPECTION

Nil

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## COMMENT

The members of the Climate Action Reference Group (CARG) have actively contributed to the identification of targets, actions, and projects crucial to the Town's Climate Emergency Strategy and Climate Emergency Action Plan. These initiatives aim to mitigate environmental impacts and enhance the Town's resilience to the anticipated effects of climate change. Mrs Farre, having attended a CARG meeting as an observer, has formally expressed interest in becoming a member of the committee.

It is recommended that Mrs Farre be accepted as a member of the existing committee, thereby strengthening the collaborative efforts of the CARG and facilitating effective implementation of the Town's Climate Emergency Action Plan.

Current Members

### **Elected Members**

Cr Tony Natale (Chair)

Cr Cliff Collinson

Mayor Jim O'Neill

### **Residents and Community Members**

Miles Dracup

Rebecca James

Leigh Nicholas

Wendy Wisniewski

Maureen Flynn

Fraser Maywood

Emma McSweeney

Blair Parsons

Christine Finlay – resigned member

Paul van der Beeke – current member.

**Staff Representatives**

Connor Warn

Andrew Malone

Jonathan Throssell

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**CONCLUSION**

It is recommended that based on the ability and experience of the applicant and the current shortfall in nominated CARG members, that Imma Farre be nominated and appointed to the Climate Action Reference Group to replace Christine Clare. Additionally, it is suggested that, given Paul van der Beeke's attendance record, his membership be terminated.

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**13.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

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

**OFFICER RECOMMENDATION:**

**That Council:**

1. accept and appoint Imma Farre as a member of the Climate Action Reference Group
2. formally cease Christine Clare and Paul Van der Beeke's membership
3. request the CEO to write to both Christine Clare and Paul Van der Beeke to thank them for their involvement in CARG.
4. request the CEO to advise the applicant of their appointment to the Climate Action Reference Group and advertise the current vacancy on CARG.

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**REPORT ATTACHMENTS**

Attachments start on the next page



## Call for Expressions of Interest

The Town of East Fremantle is calling for expressions of interest from community members and relevant industry experts in relation to the Town of East Fremantle's Climate Action Reference Group (CARG).

On 19 November 2019 at the Ordinary Council meeting, the Town of East Fremantle recognised the Climate Emergency and supported the call to action for all levels of government in the goal of minimising the impacts of climate change. Furthermore on 17 March 2020, an action arising from the Annual Electors meeting was for the Town to develop a Community Climate Action Plan (CCAP).

CARG will be a Community Reference Group aimed to assist in identifying targets, projects, and actions that the Town and its community can undertake to assist with meeting the challenges of the future in relation to climate change. CARG will act as a conduit between the Council and community in providing recommendations to assist the Town in developing a Community Climate Action Plan (CCAP) and other sustainability issues. The CCAP will be developed collaboratively with the community and be guided by local priorities and expertise to develop actions and strategies for the reduction of community wide greenhouse gas emissions and find ways to prepare the community and Council to mitigate and adapt to the impacts of climate change.

Membership is on a voluntary basis and no meeting fees are paid.

A full copy of the Terms of Reference can be found on the Town's website at [eastfremantle.wa.gov.au](http://eastfremantle.wa.gov.au).

If you have any questions about your application or eligibility, please call Connor Warn at the Town of East Fremantle on 9339 9339 or email [admin@eastfremantle.wa.gov.au](mailto:admin@eastfremantle.wa.gov.au)



P (08) 9339 9339  
F (08) 9339 3399  
E [admin@eastfremantle.wa.gov.au](mailto:admin@eastfremantle.wa.gov.au)

135 Canning Highway, East Fremantle  
PO Box 1097 Fremantle 6959  
[www.eastfremantle.wa.gov.au](http://www.eastfremantle.wa.gov.au)



To reduce unnecessary paper waste please submit your application in a digital format to [admin@eastfremantle.wa.gov.au](mailto:admin@eastfremantle.wa.gov.au) by **11 July**

Climate Action Reference Group Expression of Interest	
First Name: Imma	Surname: Farre
Phone: 0407782808	Email: immafarre.cat@gmail.com
Postal address:	
<b>Briefly explain why you are interested in becoming a member of the Climate Action Reference Group (CARG)?</b> I am passionate about sustainability and climate change action and awareness.	
<b>Please provide details of any relevant qualification or experience in environmental sustainability or climate change (Qualification &amp; experience is not an essential requirement)</b> I have a Bsc, Msc and Phd in agriculture. I have worked in agriculture in WA since 1999 and my work is closely link to sustainability and climate change in agriculture	
<b>Any other relevant information to support your EOI</b> I am very worried about the trends in climate change and the lack of action. I would like to make a modest contribution in raising awareness of what each individual can do and I also would like to influence governments (local, state, national) to develop better policies to addresss climate change	

Signed I Farre

Dated 26-10-23



### 13.5 ASSET MANAGEMENT PLANS

<b>Report Reference Number</b>	OCR-2665
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	<ol style="list-style-type: none"> <li>1. Predictive Asset Renewal Model</li> <li>2. Roads Asset Management Plan</li> <li>3. Buildings Asset Management Plan</li> <li>4. Footpath Asset Management Plan</li> <li>5. Parks Asset Management Plan</li> <li>6. Drainage Asset Management Plan</li> <li>7. 10-year Planned Renewals Program</li> </ol>
<b>Attachments</b>	Nil

#### PURPOSE

For Council to note that the Town has developed a predictive asset renewal model and updated its Asset Management Plans accordingly. Council is requested to approve the required asset renewal funding amounts for long-term financial modelling purposes, to be discussed during the upcoming Council workshops.

#### EXECUTIVE SUMMARY

The Town has developed a comprehensive predictive asset renewal model which is able to forecast required asset renewals over whole of life, based on the asset data from recent valuation reports i.e. using current replacement costs and remaining useful life (condition assessments) to inform the renewal schedule.

The predictive asset renewal model includes over 4900-line items (individual assets broken down by sub-components) and includes the following information:

- Description of asset.
- The last valuation date.
- Condition rating.
- Depreciated replacement cost.
- Remaining useful life.
- Current replacement cost.
- Annual depreciation expense.
- Required renewal cycle.

The outputs from this model have then been used to update the financial information and ratios in the individual asset management plans, which is summarized at a high level in this report.

#### BACKGROUND

A recent assessment of the Town's Integrated Planning and Reporting Framework highlighted that the level of integration between the Town's Asset Management Plans and Long-Term Financial Plan could be improved. Given that the Town has a primary responsibility to manage over \$90million of non-financial assets, including the new \$35million East Fremantle Community Park, improving the maturity of the Town's asset management planning and renewal forecasting was a key project. To this end, a comprehensive predictive asset renewal model has been developed.

## CONSULTATION

Chief Executive Officer  
Executive Manager Technical Services  
External Consultants

## STATUTORY ENVIRONMENT

The Department of Local Government has published guidelines on Integrated Planning and Reporting. The guidelines highlight a key input is to integrate the components of the asset management plans into the long-term financial plan, assessing whole of life costs and implications of addressing the renewal funding gap.

## POLICY IMPLICATIONS

The Town has adopted an Asset Management Framework.

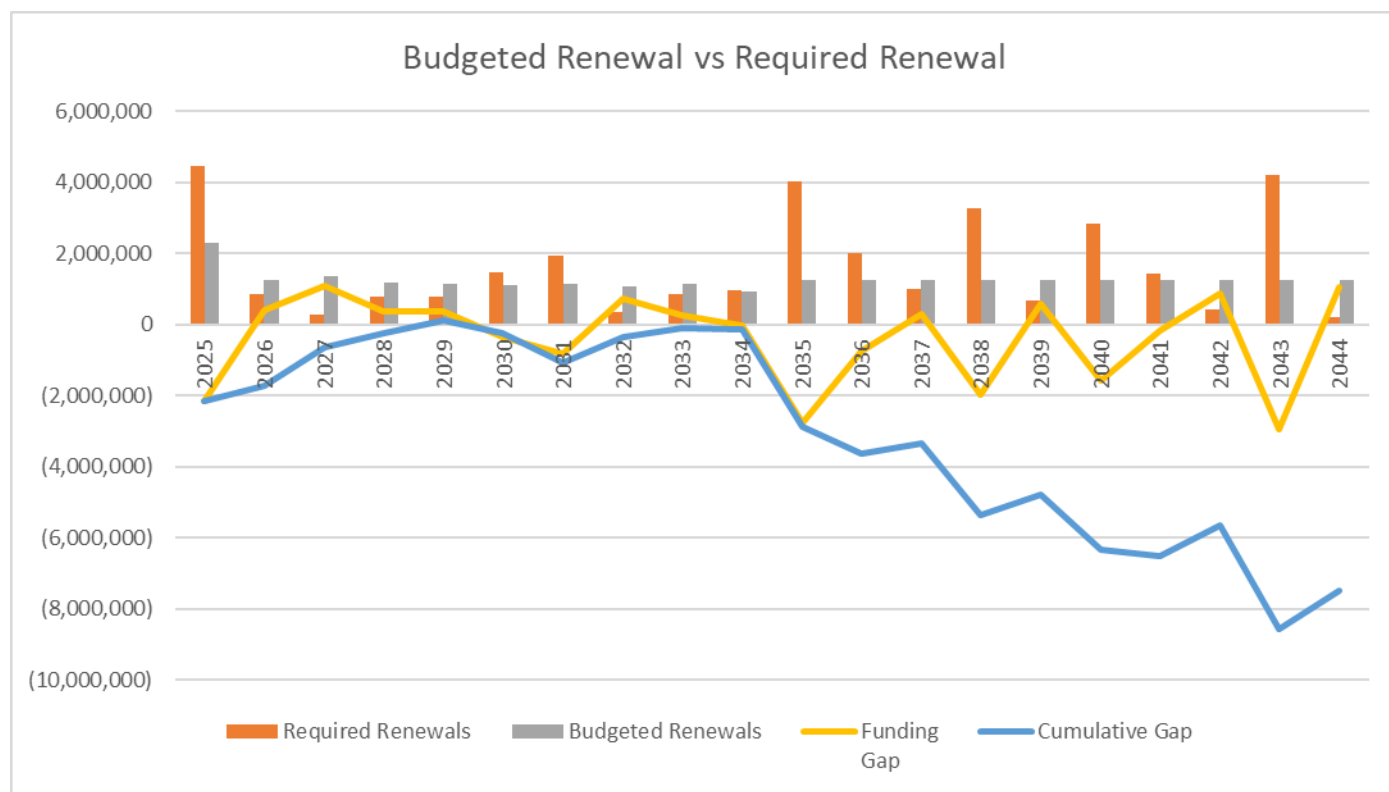
## FINANCIAL IMPLICATIONS

The Technical Services team has prepared a planned 10-year capital renewal program as presented in attachment 6.

The predictive asset renewal model indicates that the Town is required to spend \$32,800,993 on asset renewals over the next 20 years, or an average of \$1,640,049 per annum. A large portion of this expenditure will fall due between the years 10-20, meaning that the Town needs to start allocating funding soon into asset management reserves to be able to fund these asset renewals when they fall due.

Based on the planned 10-year capital renewal program and historical funding levels (net funding after operations), the Town is faced with a cumulative funding gap of \$7,508,400 by year 20 (as depicted below).

All Asset Classes							
Year	FY	Required Renewals	Budgeted Renewals	Funding Gap	Cumulative Gap	Asset Sustainability Ratio	
1	2025	4,462,717	2,309,133	(2,153,584)	(2,153,584)	117%	
2	2026	838,327	1,260,500	422,173	(1,731,411)	64%	
3	2027	265,348	1,359,800	1,094,452	(636,959)	69%	
4	2028	789,341	1,174,000	384,659	(252,300)	60%	
5	2029	796,098	1,148,800	352,702	100,402	58%	
6	2030	1,472,828	1,113,000	(359,828)	(259,426)	56%	
7	2031	1,935,164	1,130,500	(804,664)	(1,064,090)	57%	
8	2032	358,849	1,078,000	719,151	(344,939)	55%	
9	2033	869,502	1,128,500	258,998	(85,941)	57%	
10	2034	977,530	941,900	(35,630)	(121,571)	48%	
11	2035	4,032,523	1,264,846	(2,767,677)	(2,889,248)	64%	
12	2036	2,014,401	1,264,846	(749,555)	(3,638,803)	64%	
13	2037	984,312	1,264,846	280,534	(3,358,269)	64%	
14	2038	3,256,774	1,264,846	(1,991,928)	(5,350,197)	64%	
15	2039	689,081	1,264,846	575,765	(4,774,432)	64%	
16	2040	2,827,655	1,264,846	(1,562,809)	(6,337,241)	64%	
17	2041	1,431,479	1,264,846	(166,633)	(6,503,874)	64%	
18	2042	405,655	1,264,846	859,191	(5,644,683)	64%	
19	2043	4,199,035	1,264,846	(2,934,189)	(8,578,872)	64%	
20	2044	194,374	1,264,846	1,070,472	(7,508,400)	64%	
		<b>32,800,993</b>	<b>25,292,593</b>	<b>(7,508,400)</b>			



Based on the asset data, should the Town wish to fully meet replacement costs over the next 20 years, the following annual funding allocations are required in the long-term financial plan for each asset class. Should the funding not be allocated to a specific asset renewal project in any given year, the funding should be quarantined as a transfer to the asset management reserve, to ensure that the Town has a stable and consistent funding requirement year on year, to avoid any spikes in rate increases. This strategy will support a stable rates pricing pathway.

Asset Class	Predictive Asset Renewal Model – Annual Required Funding Amount (20 years)
Buildings	\$595,930
Roads	\$407,460
Drainage	\$27,148
Footpaths	\$125,892
Parks and Ovals	\$291,461
Other Infrastructure (Bus Shelters/Car Parks)	\$43,310
Plant and Equipment	\$130,894
Furniture and Equipment	\$17,951

## STRATEGIC IMPLICATIONS

Strategic Priority 3: Built Environment

Strategy 3.1.1 Continue to improve asset management within resource capabilities.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That the Town does not adequately plan/fund the replacement of community assets	Possible (3)	Extreme (5)	High (10-16)	SERVICE INTERRUPTION - Indeterminate prolonged interruption of services - non-performance >1 month	Accept Officer Recommendation

### 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	15
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

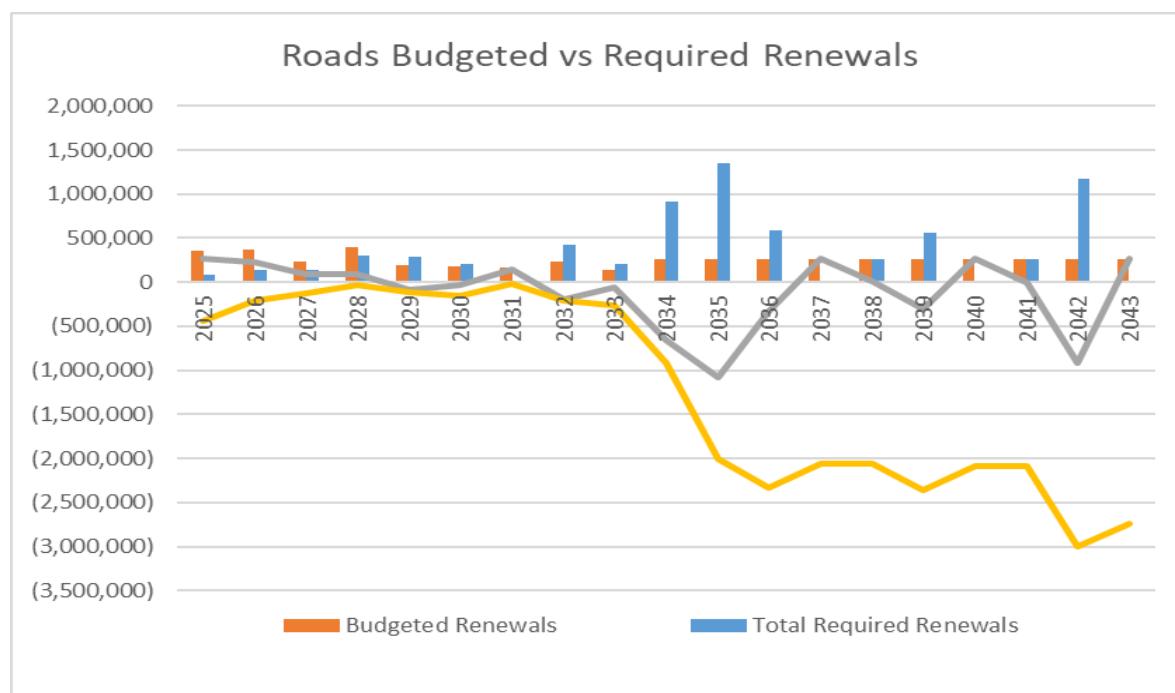
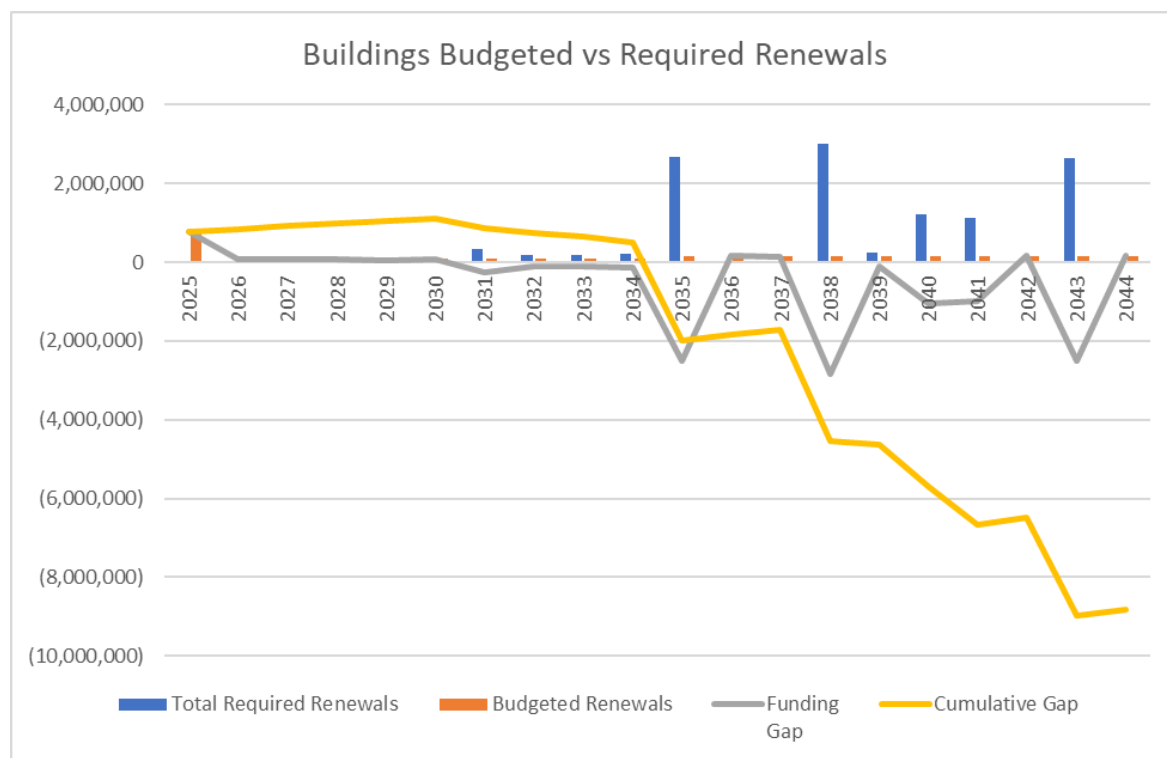
Not applicable.

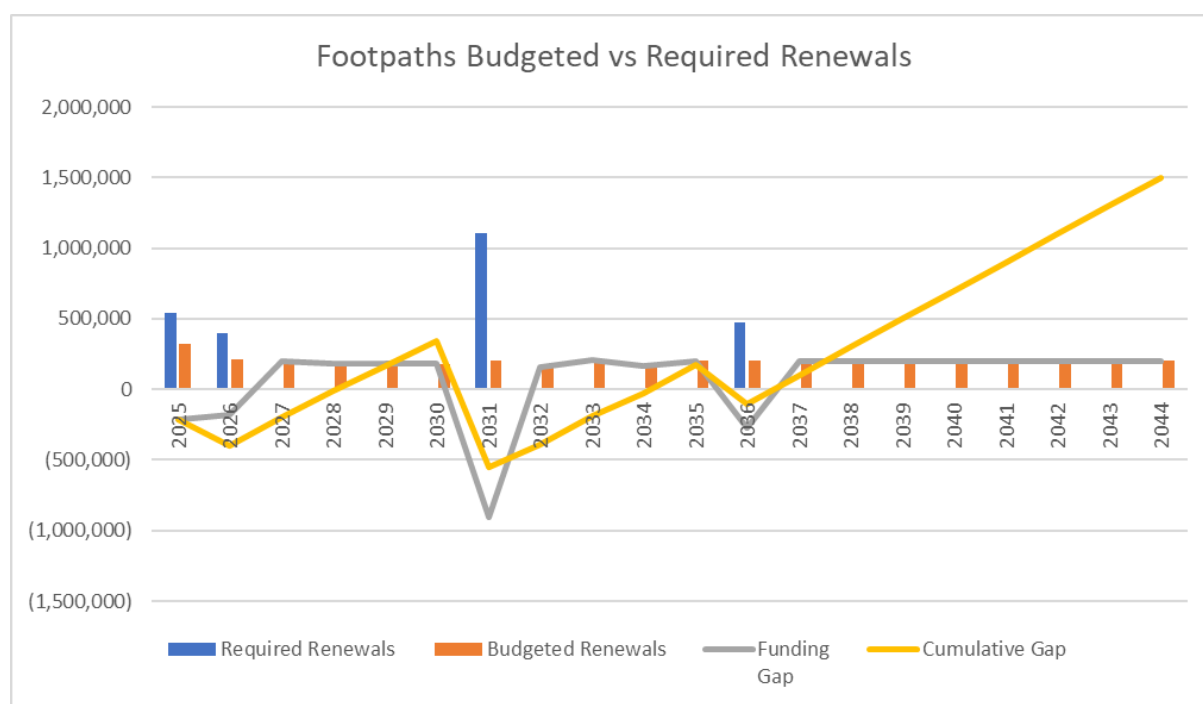
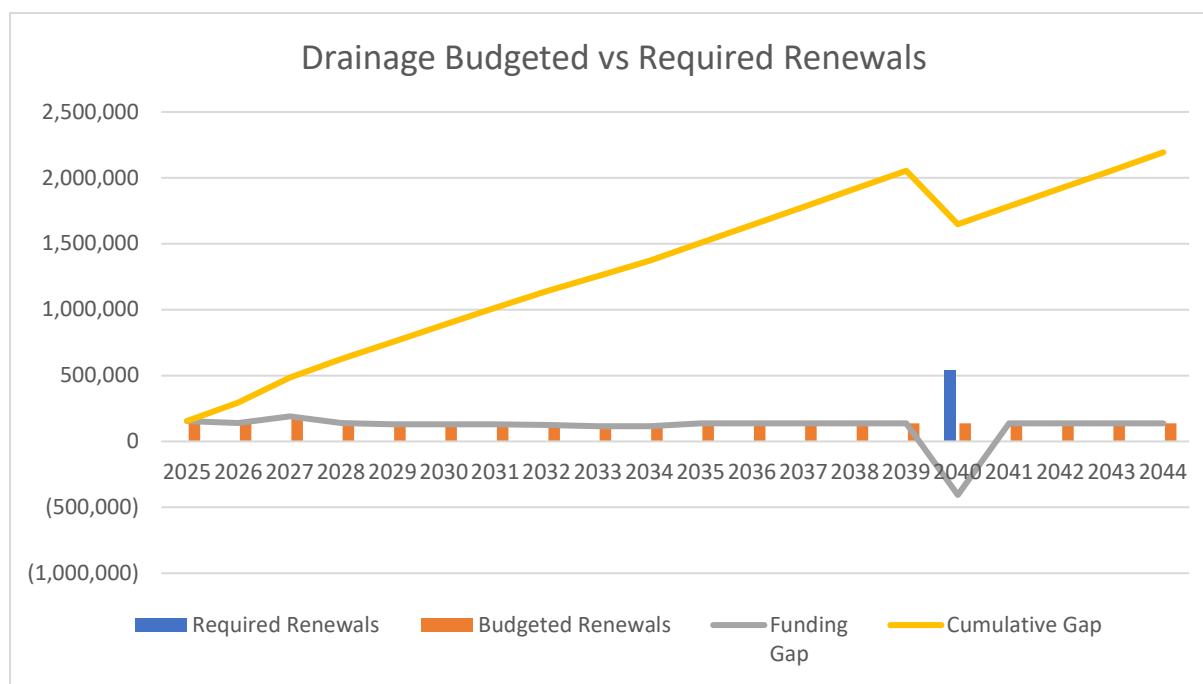
## COMMENT

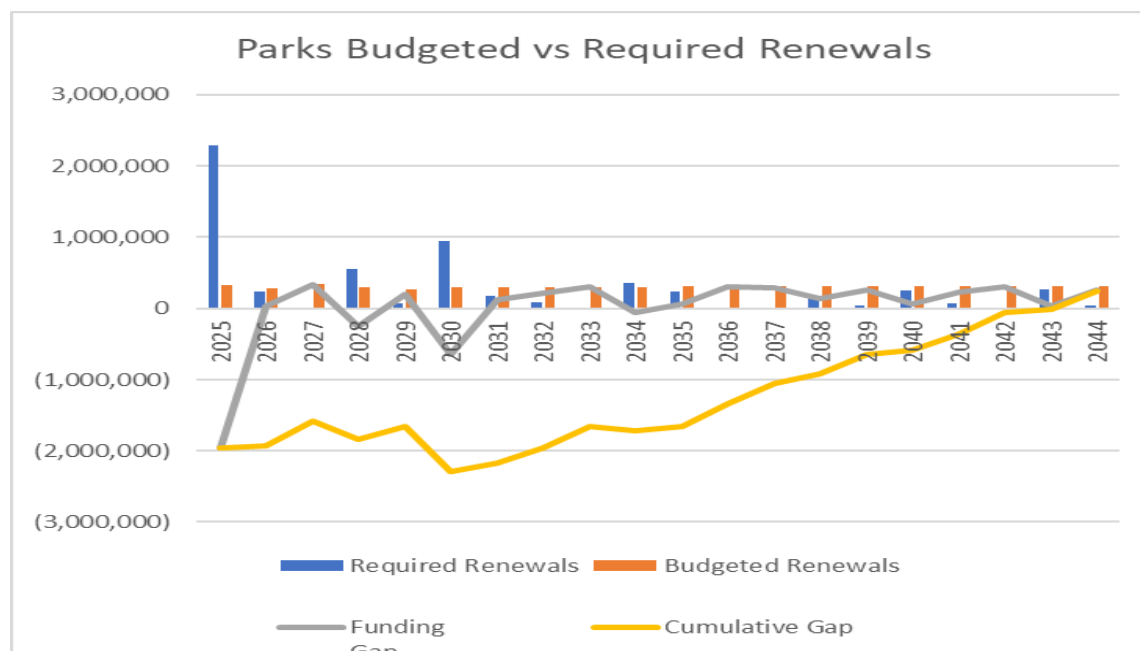
Whilst there is some variability in the asset renewal funding gap between asset classes, overall, the Town needs to increase net funding from operations to invest in asset renewals to ensure that it is not faced with a back log of asset renewals causing a funding issue and placing pressure on rate increases.

The following is a summary of the asset renewal funding gap for each asset class. This is discussed in the individual asset management plans including an analysis of the asset ratios.









- It is apparent that a funding gap will occur for both roads and buildings in outward years based on current funding levels.
- Whilst the Town is currently addressing defects in the footpath network, the overall condition of the footpath network is good, and the Town is currently meeting asset renewal funding requirements.
- Required renewals for drainage is an interesting illustration as it shows that the Town is overfunding the renewal of drainage assets. This is because the lengthy useful life of drainage assets sees minimal replacements required over the 20 years. This is likely to change once better condition data has been obtained, but this will be an expensive CCTV condition assessment, as drainage assets are predominantly below ground.
- The model for parks and ovals illustrates an initial funding gap, which reduces over time. This may reflect the underfunding of this asset class and a latent asset renewal requirement (the model output below indicates that replacement of playgrounds is behind schedule). It is important that the asset data be reviewed when preparing the planned asset renewal program to ensure that renewals are prioritised.

Parks										
Year	FY	Parks & Playgrounds	Amenities	Lighting	Fences & Gates	Signs	Required Renewals	Budgeted Renewals	Funding Gap	Cumulative Gap
1	2025	1,827,051	227,968	134,148	70,307	25,447	2,284,921	330,000	(1,954,921)	(1,954,921)
2	2026	180,362	46,692	0	0	15,525	242,579	275,000	32,421	(1,922,500)
3	2027	9,116	0	0	0	0	9,116	345,000	335,884	(1,586,615)
4	2028	0	0	0	557,829	0	557,829	300,000	(257,829)	(1,844,445)
5	2029	47,693	24,482	0	0	3,327	75,502	270,000	194,498	(1,649,946)
6	2030	356,823	135,727	380,876	26,336	48,092	947,854	300,000	(647,854)	(2,297,801)
7	2031	172,548	0	0	0	0	172,548	300,000	127,452	(2,170,349)
8	2032	90,677	0	0	0	0	90,677	300,000	209,323	(1,961,026)
9	2033	0	0	0	0	0	0	300,000	300,000	(1,661,026)
10	2034	145,748	25,268	28,832	161,006	0	360,854	300,000	(60,854)	(1,721,880)
11	2035	157,423	292	0	71,834	5,253	234,802	305,000	70,198	(1,651,682)
12	2036	0	0	0	0	0	0	305,000	305,000	(1,346,682)
13	2037	9,116	0	0	0	0	9,116	305,000	295,884	(1,050,797)
14	2038	146,457	0	0	0	20,136	166,593	305,000	138,407	(912,390)
15	2039	40,514	0	0	1,014	0	41,527	305,000	263,473	(648,917)
16	2040	190,437	17,568	0	15,594	21,595	245,194	305,000	59,806	(589,111)
17	2041	12,840	46,692	0	0	15,525	75,057	305,000	229,943	(359,168)
18	2042	0	0	0	0	0	0	305,000	305,000	(54,168)
19	2043	268,100	0	0	0	0	268,100	305,000	36,900	(17,268)
20	2044	7,179	24,482	0	0	15,292	46,953	305,000	258,047	240,779
		3,662,084	549,171	543,855	903,919	170,191	5,829,221	6,070,000	240,779	

## CONCLUSION

A comprehensive predictive asset renewal model has been prepared increasing the level of confidence with respect to required asset renewal funding. On this basis, Council is requested to consider the recommendation below.

## 13.5 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER RECOMMENDATION:

That Council:

- notes that a comprehensive predictive asset renewal model has been developed illustrating whole of life cycle asset replacement costs and asset renewal cycles.
- notes the annual required asset renewal funding amount derived from the predictive asset renewal model and requests that these funding amounts be incorporated into the long-term financial plan for modelling and discussion purposes during upcoming Council workshops.

Asset Class	Predictive Asset Renewal Model – Annual Required Funding Amount (20 years)
Buildings	\$595,930
Roads	\$407,460
Drainage	\$27,148
Footpaths	\$125,892
Parks and Ovals	\$291,461
Other Infrastructure (Bus Shelters/Car Parks)	\$43,310
Plant and Equipment	\$130,894
Furniture and Equipment	\$17,951

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REPORT ATTACHMENTS

Nil



## 13.6 2022-2023 ANNUAL ELECTORS' MEETING

<b>Report Reference Number</b>	OCR-2650
<b>Prepared by</b>	Jonathan Throssell, Chief Executive Officer
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Minutes of Annual Electors' Meeting held on 27 February 2024

### PURPOSE

To present the Minutes of the 2022/23 Annual Electors' Meeting and to consider the decisions made at that meeting.

### EXECUTIVE SUMMARY

The Annual Electors' Meeting (AEM) was held on 27 February 2024.

During the meeting, electors considered two motions, both of which were carried. This report provides a response to those decisions including, where appropriate, a process for further consideration by Council.

### BACKGROUND

Council held its Annual Electors' Meeting on Tuesday, 27 February 2024 which was attended by ten members of the public.

In accordance with section 5.33 of the *Local Government Act 1995* Council must consider all decisions made at an AEM at the next ordinary Council meeting or, if that is not practicable, at the following ordinary meeting or a special meeting called for the express purpose of considering the electors' meeting decisions.

### CONSULTATION

The date of the Annual Electors' Meeting was advertised in the local newspaper on Saturday 10 February 2024 and appeared on the Town's home page of its website from 6 February 2024.

### STATUTORY ENVIRONMENT

#### **Local Government Act 1995**

#### **5.33. Decisions made at electors' meetings**

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
  - (a) *at the first ordinary council meeting after that meeting; or*
  - (b) *at a special meeting called for that purpose,**whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

It is relevant to note that Council is not bound by the decisions of the AEM. Council is required to 'consider' the AEM decisions but is not obliged to make a decision in response to any of the AEM decisions. For example, Council might choose to note the AEM decision, but take no further action. However, should Council make a decision in response to an AEM decision, it must record the reasons for the Council decision in the minutes of the Council meeting.

## POLICY IMPLICATIONS

N/A

## FINANCIAL IMPLICATIONS

There are likely to be resource and cost implications associated with implementing an AEM decision, should Council determine to do so. Where there is a budget and/or resource implication, that matter can be referred to Council's budgeting process so it can be considered alongside other priorities and resourcing allocations.

Additional officer time will be required to research an issue raised or proposed and to prepare a detailed report for Council consideration.

## STRATEGIC IMPLICATIONS

Strategic Priority 5: Leadership and Governance

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

5.1.2 Ensure effect engagement with community and stakeholders.

## 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)
Council does not support the electors' meeting decisions	Possible (3)	Minor (2)	Moderate (5-9)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer's Recommendation

### 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**

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

**SITE INSPECTION**

N/A

**COMMENT**

Two decisions were made at the AEM held 27 February 2024.

It is open to Council to decide how it chooses to respond to the AEM decisions. For example, Council may determine to 'note' the AEM decision, meaning no further action would be taken. In such circumstances Council should provide a reason for this outcome (for example, because there is no provision for the proposed expenditure in the budget or Long Term Financial Plan, or because the decision is unlikely to be able to be implemented; or because the decision is outside of Council's powers).

If the decision has resourcing implications, it can be referred to Council's budgeting process and annual review of the Corporate Business Plan. The purpose of this process is for Council to consider and prioritise what services, assets and projects Council wishes to deliver in the medium term and how they will be resourced. The outcome of the process is the adoption by Council of the Annual Budget and the Corporate Business Plan (CBP), which gives effect to those priorities. The CBP would demonstrate the outcome of any AEM decision referred to this process. The annual budget and CBP are generally adopted in June each year.

Apart from receiving the Minutes of the previous Electors' Meeting and the 2022/23 Annual Report, the following two decisions were made at the AEM.

**AEM 2024 DECISION 1 – REVIEW OF GREENING GUIDELINES**

That:

1. the Council remove the requirement for the submission of plans for the installation of a verge garden where the garden is comprised entirely of waterwise species and conforms in all other respects to the requirements and specifications detailed in the Town's Greening Guidelines.
2. the 1.5m setback requirement be deleted and replaced with "plants to not obstruct pedestrians or vehicles".

**ADVICE – EXECUTIVE MANAGER REGULATORY SERVICES**

The 1.5m requirement for a truncation and limited plant height is referenced in the Residential Design Codes. Additional investigation will be required to be undertaken concerning the transaction limits as these generally relate to any structures eg garden beds and walls and any vegetation. The intent of the 1.5 metres is not only for plants to not obstruct pedestrians or vehicles, but primarily relates to obstruction of view and sightlines to ensure motorists at all times has unobstructed views to footpaths and roadways. The intent of Mr Flynn's motion is understood, however it is considered that the motion will require further modifications to minimise risk and liability and to ensure public safety is maintained.

Noting that there will need to be consideration of the additional time, resources and investigations required for the work to be undertaken, it is the view of officers that this AEM decision can be supported by Council.

## RECOMMENDATION

That Council requests the CEO further investigate and recommend amendments the Town's Verge Policy and Guidelines in order to:

- a) remove the requirement for the submission of plans for the installation of a verge garden where the garden is comprised entirely of waterwise species and conforms in all other respects to the requirements and specifications detailed in the Town's Greening Guidelines
- b) amend the 1.5m setback requirements, where appropriate, to improve native vegetation and verge planting but not to impact on the requirements to protect visual sightlines so plants do not obstruct pedestrians or vehicles.

## AEM DECISION 2 – PLANNING GUIDELINES FOR SUSTAINABLE BUILDING POLICIES

That the Council actively pursues elements of the Climate Action Plan related to Planning guidelines for the sustainable building policies of its built environment, commencing with the requirement for double glazing for all new dwellings.

## ADVICE – EXECUTIVE MANAGER REGULATORY SERVICES

The National Construction Code (NCC) is Australia's primary set of technical design and construction provisions for buildings. As a performance-based code, it sets the minimum required level for the safety, health, amenity, accessibility and sustainability of certain buildings including, but not limited to, residential dwellings. The Australian Building Codes Board, on behalf of the Australian Government and each State and Territory government, produces and maintains the NCC. The Town cannot introduce a Policy to vary the NCC as they are provisioned at a federal level, however the Town can advocate for changes to the NCC and advocate to peak body representatives, such as the Housing Industry Association, to push for industry change.

The Climate Action Strategy states:

- *Council will encourage the use of "Environmental Sustainable Design" through policy and incentives to promote green commercial and residential premises.*
- *Council will advocate and work with other government agencies to reduce the impacts of climate change on Council and community assets by 2030.*

While Council can advocate and encourage the use of best practice in design including environmental sustainable design, however where minimum design elements are noted in the NCC, it cannot require such design elements to be different to those national standards, such as double glazing.

## RECOMMENDATION

That Council requests the CEO write to the Australian Building Codes Board and the Housing Industry Association to advocate for best practice sustainable building policies of its built environment such as making double glazing a requirement for all new dwellings.

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## CONCLUSION

Council is requested to consider the two decisions carried at the Annual Electors' Meeting and to determine its response to those decisions.

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## 13.6 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

**OFFICER RECOMMENDATION:**

That Council, in considering the decisions made at the Annual Meeting of Electors held on 27 February 2024, endorses the following recommended actions:

**AEM 2024 DECISION 1**

That Council requests the CEO further investigate and recommend amendments to the Town's Verge Policy and Guidelines in order to:

- a) remove the requirement for the submission of plans for the installation of a verge garden where the garden is comprised entirely of waterwise species and conforms in all other respects to the requirements and specifications detailed in the Town's Greening Guidelines; and
- b) amend the 1.5m setback requirements, where appropriate, to improve native vegetation and verge planting but not to impact on the requirements to protect visual sightlines so plants do not obstruct pedestrians or vehicles.

**AEM 2024 DECISION 2**

That Council requests the CEO write to the Australian Building Codes Board and the Housing Industry Association to advocate for best practice sustainable building policies of the built environment to improve the minimum requirements for building practices, such as making double glazing a minimum requirement for all new dwellings.

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## REPORT ATTACHMENTS

Attachments start on the next page





# MINUTES

**Annual Meeting of Electors**  
Tuesday, 27 February 2024 at 6:30 PM

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## MINUTES

### MINUTES OF THE ANNUAL ELECTORS' MEETING HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY, EAST FREMANTLE ON TUESDAY 27 FEBRUARY 2024

#### 1 DECLARATION OF OPENING OF MEETING

The Mayor opened the meeting at 6.30pm

##### PRESENT

Mayor J O'Neill	Presiding Member
Cr C Collinson	
Cr K Donovan	
Cr J Harrington	
Cr L Maywood	
Cr A McPhail	
Cr A Natale	
Cr A White	

Mr J Throssell	Chief Executive Officer (CEO)
Mr A Malone	Executive Manager Regulatory Services (EMRS)
Mr N King	Executive Manager Technical Services (EMTS)
Ms J May	Executive Assistant/Governance Officer (EA/GC)

There were ten electors in attendance.

#### 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 APOLOGIES

Cr M Wilson  
Mr P Kocian Executive Manager Corporate Services

#### 4 CONFIRMATION OF MINUTES OF PREVIOUS ANNUAL ELECTORS' MEETING

**Moved Mr Newton, seconded Ms McPhail**  
**That the Minutes of the Annual Electors' Meeting held on 30 January 2023 be received.**

CARRIED



## 5 MATTERS FOR DISCUSSION

### 5.1 ANNUAL REPORT 2022-23

Mayor O'Neill addressed the meeting as follows:

*"Before the Annual Report for 2022- 2023 is moved to be received I would like to comment.*

*This financial year both staff and elected members were required to make many difficult financial and development decisions not just regarding the East Fremantle Community Park development but also in other areas of Council. I recognise the responsibility that this has required.*

*The Town received an additional \$5,000,000 from the State government to increase their contribution to the Community Park development to \$25,000,000 and an additional Lotteries Commission grant funded the skate zone and 'all abilities' playground. On behalf of the Town, I especially thank the member for Bicton, Lisa O'Malley, for her assistance and support in this redevelopment. The Council's contribution also increased substantially. The challenge will be to ensure that this is truly a community facility.*

*Electric charging stations were installed at the Town Hall with further stations planned for the Community Park. I take this opportunity to thank all members of the Climate Action Reference Group for their ongoing commitment, support, and advice to the Council to ensure we meet our emission reduction targets. We also received recognition as a Gold Waterwise Council. With Mr Warn, the outside crew and many local residents we embarked on a large tree planting exercise to increase our urban tree canopy and provide habitats for local fauna.*

*New nature play facilities and a pump track were installed in Gourley Park. Again, a big thank you to Lisa O'Malley for her support for this facility.*

*Our RAP was accredited, and I recognise Yabini Kickett and Nathan Hoyle for her fantastic art work.*

*I recognise the work of our community members on the RAP committee, Public Art Panel and the Climate Action Reference Group. It is essential that the community play an important role in policy creation and implementation and advice and guidance.*

*Our Planning staff worked extremely hard to have the Town's new Planning Strategy endorsed, and also the development of the Town's Redevelopment Guidelines and Local Commercial Centres Assessment and Strategy.*

*Mr Andrew Malone took over as the Acting CEO and overseeing the new Community Park redevelopment. This was an enormous responsibility given the complexity of the development, value engineering demands and the obvious financial pressures in the current construction environment. I cannot thank Mr Malone enough for his commitment to this development as well as meeting the responsibilities of being CEO.*

*I thank and recognise Mr Kocian and team for their hard work and commitment and especially with their oversight of the financial responsibilities with the Community Park redevelopment. Mr King and the outside crew continue to maintain the Town to a very high standard.*

*We are very fortunate to have Ms May and staff in our office. They have worked hard to ensure a friendly and efficient customer focus.*

*As I have reiterated on many occasions, we are extremely lucky to have such a committed and professional workforce despite the ever-increasing availability pressures to attract and maintain quality staff."*

## MINUTES OF ANNUAL MEETING OF ELECTORS, TUESDAY, 27 FEBRUARY 2024



Joanne Taggart (Dalgety Street) referred to the Town's Strategic Priority 3 Built Environment on page 41 of the Report and queried what steps the Town would take to protect the community's interests with the imminent Woodside Hospital site development.

The EMRS advised that:

- discussions with the developers, Hall and Prior, indicate they are investigating the possibility of consultation with a community group through a community reference group for the construction process.
- following approval of the development by the State Development Assessment Unit, once a Certified Building Permit is received, the Town only has ten days to process and determine, not allowing further opportunity to receive community feedback on aspects such as traffic and parking management.

Mayor O'Neill pointed out that the Annual Report pertained to the 2022/23 financial year, however advised that the Town would endeavour to keep the community informed regarding the development.

**Moved Mrs Newton, seconded Mrs Connor  
That the 2022-23 Annual Report be received.**

CARRIED

## 5.2 GENERAL BUSINESS

### 5.2.1 DAMIEN FLYNN (ALLEN STREET) – GREENING GUIDELINES

Mr Flynn recounted his interactions with the Town in relation to the development of a native garden on his verge and suggested that the process should not discourage those residents trying to establish a waterwise verge.

**Moved Mr Flynn, seconded Ms Taggart**

**That:**

1. the Council remove the requirement for the submission of plans for the installation of a verge garden where the garden is comprised entirely of waterwise species and conforms in all other respects to the requirements and specifications detailed in the Town's Greening Guidelines.
2. the 1.5m setback requirement be deleted and replaced with "plants to not obstruct pedestrians or vehicles".

CARRIED

### 5.2.2 GERALDINE CONNOR (DALGETY STREET) – FORMER WOODSIDE HOSPITAL REDEVELOPMENT

Mrs Connor thanked elected members of 2023 for their deliberations on the Woodside redevelopment application to the WAPC that led to the Town's resolution to not support the application in its current form.

- One of the conditions of the now approved redevelopment was that a traffic and parking plan be prepared by the developers. What will the role of Council and members of the community be in this regard?

*The EMRS advised there would be a very limited role. As Main Roads WA had determined there would be insignificant traffic impact on surrounding streets, the Town would have minimal input but would be required to*





*review the plans where appropriate but the decision to approve a traffic and parking plan would be with the Western Australian Planning Commission.*

- Given four major developments are underway or approved for the southern side of the Town, has Council considered the combined impact of increased traffic and parking issues that may arise for the local area once these projects reach completion? Will Council give an undertaking to engage with the community about strategies to manage the increased traffic impact on residents' amenity?

*The EMRS advised yes Council has considered the combined impact of increased traffic and parking issues that may arise for the local area once these projects as well as other projects such as the Fremantle Traffic Bridge, the corner of East Street and any potential future developments at the intersection of Petra Street and Canning Highway. All these developments combined will have an impact on the Town and will be required to be monitored, however given that Main Roads have high volumes permitted before roads require modifications, the potential actions and strategies the Town can take is very limited. The Town will undertake to engage the community about strategies to manage the increased traffic impact on residents' amenity where appropriate but noting there may be limited opportunity afforded to the Town by Main Roads.*

- Given the interest of the local member (Lisa O'Malley) in the safety of the Canning Highway school crossing, the shortage of crossing wardens in WA, the approval of the adjacent Woodside redevelopment and the projected increase in traffic on the highway, is the Council advocating on behalf of the community about safety issues at the crossing?

*Mayor O'Neill advised that Council had previously taken up this issue with Lisa O'Malley and state government agencies, however he believed it would be an ongoing issue whilst crossing wardens were paid so little. He undertook to again raise the matter at his forthcoming meeting with Lisa.*

---

#### 5.2.3 JOHN NEWTON (ALEXANDRA ROAD) – FOOTPATH HAZARD

Mr Newton advised he had contacted Council regarding a hazardous 2 metre section of footpath works outside 47 Alexandra Road which had no safety measures for pedestrians.

Ms Taggart advised there had been a similar hazard in Dalgety Street opposite the Woodside site which also had no safety barricade.

*The CEO undertook to raise this issue with the private contractors involved.*

---

#### 5.2.4 WENDY WISNIEWSKI (VIEW TERRACE) – FOGO BAGS/BIN AUDITS

- Ms Wisniewski queried whether the Town was still providing FOGO bags to residents and would it continue to do so in the future.

*The Mayor advised that the Town continues to provide FOGO bags for residents and promotes their use. There was no plan to discontinue this practice at this time.*

- Ms Wisniewski asked whether the Town would be conducting more audits of bins to educate residents regarding recycling.

*The Mayor advised that the Town had resolved to leave the Resource Recovery Group and this matter would be taken up with the contractor who is subsequently engaged to remove the Town's waste.*



---

5.2.5 JOANNE TAGGART (DALGETY STREET) – EAST FREMANTLE COMMUNITY PARK PLANTING PLAN

- Ms Taggart queried whether there was a planting plan for the East Fremantle Community Park development and was this available to members of the public.

*The EMRS advised that the planting plan contained plants/trees that were a mix of endemic, Australian native and exotic varieties. There were 162 trees being planted ranging from 100 litre to 500 litre trees and over 11,000 plants proposed. Unfortunately due to the scale of planting a single plan could not be provided, however the Town would investigate options to make plans available.*

- Ms Taggart queried whether the species selected in the planting plan had been checked to ensure that trees selected aren't susceptible to attack by the shot hole borer.

*The EMRS advised the proposed trees had been chosen to mitigate any potential attack from the shot hole borer.*

*The Mayor commented that the Town sought to encourage the planting of vegetation to assist endangered species eg Carnaby's Black Cockatoo*

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5.2.6 WENDY WISNIEWSKI (VIEW TERRACE) – EAST FREMANTLE COMMUNITY PARK/CARG CONSULTATION

Ms Wisniewski advised that the CARG were disappointed they were not consulted regarding this planting plan and with the species selected. She requested CARG be consulted prior to the next round of plantings.

*The Mayor advised that the request would be given consideration.*

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5.2.7 WENDY WISNIEWSKI (VIEW TERRACE) – PLANNING GUIDELINES FOR SUSTAINABLE BUILDING POLICIES

**Moved Ms Wisniewski, seconded Ms Taggart**

**That the Council actively pursues elements of the Climate Action Plan related to Planning guidelines for the sustainable building policies of its built environment, commencing with the requirement for double glazing for all new dwellings.**

CARRIED

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5.2.8 DAMIEN FLYNN (ALLEN STREET) – CANNING HIGHWAY FOOTPATH

Mr Flynn queried whether Council was responsible for maintaining the Canning Highway footpath and commented on sections of old slabs that need replacement.

The EMTS advised that this was Council's responsibility and a budget allocation was made each year to upgrade sections of the Canning Highway footpath. It was explained that footpath works along Canning Highway were extremely expensive given they required traffic control measures and were often scheduled at night.

Mr Flynn also highlighted the hazard caused by the height difference between the road level and the footpath in some areas along the highway.

*The EMTS undertook to follow up this matter.*

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#### 5.2.9 MAUREEN FLYNN (ALLEN STREET) – EAST FREMANTLE COMMUNITY PARK MANAGEMENT COMMITTEE

Ms Flynn asked what was the process for establishing the facility management committee and was it still envisaged to include two community members.

*The CEO advised that investigations were currently underway regarding the establishment of the management committee. The committee would include two community representatives with expressions of interest being sought once the Committee's functions and delegations were determined.*

---

#### 5.2.10 PAT NEWTON, (ALEXANDRA ROAD) – EAST FREMANTLE COMMUNITY PARK

Mrs Newton expressed appreciation to elected members and staff for this project finally getting off the ground and finally a skateboard facility in the Town. She was very impressed with the whole development and thanked Council for its efforts.

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#### 5.2.11 JANICE ENGLAND (MAY STREET) – INCREASED TRAFFIC

Ms England queried what process the community can take to raise awareness with relevant state government departments of the increased traffic through local streets that will be generated by the major developments planned for south of Canning Highway.

*Mayor O'Neill advised that the Town continually raises the matter with state government and he would again speak with Lisa O'Malley at their forthcoming meeting. He also suggested that the Town should revisit proposing a 40km/hour speed limit for local streets.*

### 6 CLOSURE OF MEETING

There being no further business the Mayor thanked everyone for their attendance and declared the meeting closed at 7.36pm.

**13.7 EAST FREMANTLE YACHT CLUB - DONATION**

<b>Report Reference Number</b>	OCR-2662
<b>Prepared by</b>	Nick King, Executive Manager Technical Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

- 1 Submission from East Fremantle Yacht Club

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**PURPOSE**

For Council to consider approving a donation to the East Fremantle Yacht Club for works to its ramp.

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**EXECUTIVE SUMMARY**

A request has been received from the East Fremantle Yacht Club for the Town to contribute \$700 towards the upgrade of a concrete ramp. The project would be jointly funded by the Club, City of Melville and the Town on a one third each basis.

It is recommended the donation be approved.

---

**BACKGROUND**

The attached document was submitted to the Town in support of the contribution and outlines the requirement and brief history of the ramp, and the need for the minor upgrades.

It is proposed that a transition panel from the concrete ramp to the sand below be installed, which will be non-slip, durable and last a relatively long time.

A similar request for a \$700 contribution was sent to the City of Melville, which has been approved.

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**CONSULTATION**

N/A

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**STATUTORY ENVIRONMENT**

N/A

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**POLICY IMPLICATIONS**

N/A

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**FINANCIAL IMPLICATIONS**

\$700 contribution, proposed to be taken from the Donations budget allocation. Budget allocation for 2023/24 is \$10,455, expenditure to date is \$2,800.

## STRATEGIC IMPLICATIONS

1.2.1 Provision of adequate facilities to support health and active lifestyles.

1.2.1.3 Provide community facilities and infrastructure in line with asset management planning.

## 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)
Reputational risk, where the relationship with the Yacht club may be impacted	Unlikely (2)	Insignificant (1)	Low (1-4)	REPUTATIONAL Unsubstantiated, low impact, low profile or 'now news' item	Accept Officer Recommendation

### 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	2
Does this item need to be added to the Town's Risk Register	No
Is a Risk Treatment Plan Required	No

## SITE INSPECTION

NA

## COMMENT

The proposed works appear to be a good long term solution that will solve the safety issue of users having to step down onto the sand from the ramp. It is not expected that the works will have no detrimental impact on any other infrastructure along the shoreline, and once completed will tie in with the existing infrastructure.



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## CONCLUSION

Considering the small amount requested and the available funds within the Donations account, together with the knowledge that the asset is used by the wider community, it is recommended that the donation be provided to the East Fremantle Yacht Club so it can progress the works.

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## 13.7 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

**OFFICER RECOMMENDATION:**

**That Council approves a \$700 donation to the East Fremantle Yacht Club from the Donations budget account to enable the upgrade of a concrete ramp within the Club premises.**

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## REPORT ATTACHMENTS

Attachments start on the next page

## EFYC Ramp No. 2 at Bicton Baths Reserve (West)

### SAFETY REQUIREMENT TO REMOVE STEP-DOWN AT RAMP TOE - PROPOSAL

#### Introduction

East Fremantle Yacht Club (EFYC) operates from facilities West of the Bicton Baths Reserve (West) and uses the public grassed area and ramp (Ramp No. 2) as the rigging area for centreboard dinghy sailing (see aerial view below and Appendix A). The Ramp is frequently used for regular sailing, training and hosting national and state events for adults and younger sailors, including EFYC members and visitors. It is also used by the public.



#### Previous Repairs to Ramp

In late 2016 the Ramp underwent repairs to ensure its on-going viability, sponsored by the City of Melville, the Town of East Fremantle and EFYC, and with approval from the WA Department of Parks and Wildlife (see letter and Permit No. 2016/3359 Permit P11803 in Appendix B). The costs were shared between our 3 bodies.

### **Current Safety Issue**

A step of approximately 250mm has developed at the toe of the ramp, between the concrete and sand below, creating an obstacle for adults and children wheeling their boats on and off the ramp. There is a risk of fall injury due to the trip hazard, as well as bodily (mainly back) injury from lifting boats over the step.

### **Solution**

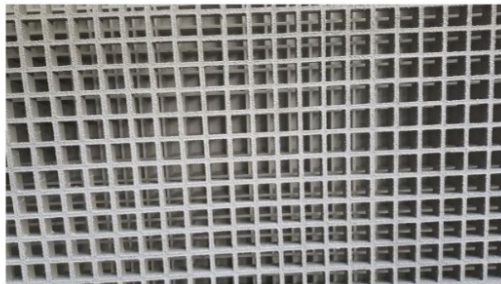
It has been demonstrated that a transition panel from the concrete surface to the sand below is a suitable solution provided that it:

- a) Is non-slip
- b) Allows tide, waves and sand action to wash through without impediment
- c) Is durable in the long term

Possibilities have been considered for the design and materials from extensive industry experience including:

- Hardwood timber (but potential slip from algae growth)
- Masonry apron (solid, impermeable transition but would disrupt wave action and promote scour)
- Concrete apron (as with masonry and expensive construction)
- Metal sheeting (impermeable and algae slip hazard)
- FRP industrial grating (non-slip, durable, permeable, proven performance)

FRP grating with grit finish (shown below) is the preferred solution for reasons described above.



### **Design**

The Ramp is 5.4m wide and a transition panel 5.4m across the width of the ramp x 1.2m towards the river is proposed. It will rest on and be bolted to a 40x40mm, 3mm thick, 316 stainless steel shelf angle, itself bolted to the toe of the existing concrete ramp. The outer edge of the panel will rest on and be partly bedded into the sand.

### **Construction**

1. The panel and shelf angle will be precut and fabricated to size and assembled with bolts.
2. A suitable 4 hour tide window will be selected and the assembly will be placed at the end of the ramp. 12mm diameter holes locations will be marked on the concrete top surface.
3. Holes will be drilled in the ramp concrete top surface with vacuum extraction of dust.
4. The grating panel will be installed with bolts chem-anchored into the concrete with resin.

### **Swan River Protection**

All work shall be done to avoid any material depositing into the Swan River. Working at low tide is essential.



### Draft Budget Costing

#### Materials:

GRP grating 2no. 3.6 x 1.2m sheets @ \$595 ea + \$160 delivery + 10% GST =	\$1,485.00
SS angle 40 x 40 x 3mm thick - 1no. 6m length @ \$24/m + GST =	\$ 158.40
Bolts, nuts and washers - 316SS - 16no. cup head 10dia 100mm long @ \$5 ea =	\$ 80.00
Bolts - 316SS - 16no. countersink Allen head 10dia 75mm long @ \$8 ea =	\$ 128.00
Megapoxy H chem anchor 500ml allowance	\$ 50.00
Contingency 15%	<u>\$ 285.00</u>
	\$2,186.40

### Appendix A - Existing Ramp No. 2 Photo - December 2023



## 13.8 FREMANTLE WOMEN'S FOOTBALL CLUB - TEMPORARY ACCOMMODATION

<b>Report Reference Number</b>	OCR-2657
<b>Prepared by</b>	Nicholas King, Executive Manager Technical Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Temporary Toilet Facilities Quotation

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**PURPOSE**

For Council to consider provision of temporary changing room accommodation for the Fremantle Women's Football Club while the new changing room facility is being constructed.

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**EXECUTIVE SUMMARY**

Following Council approval of AE Hoskins for the construction of the Fremantle Women's Football Club changeroom facilities in November 2023, the contractor has progressed towards construction, with an anticipated onsite starting date in March 2024. Construction is estimated to be completed in August 2024, which means there are no toilets or changeroom facilities for the various women's teams.

It is proposed that the Town provides three portable toilets to allow club users access to facilities for training and practice games. In addition to this temporary changing room facilities are proposed, with a delivery date anticipated to be in May 2024.

---

**BACKGROUND**

Since the appointment of the construction contractor for the changing room upgrade works, officers have met with the Club to discuss the timing of the works and the impact it may have on the Club on game days and training nights. With the previously shared space of the Tricolore building being unavailable, the Club requires temporary facilities for the upcoming 2024 season.

Following several meetings with the Club since January 2024, the Club has informed the Town that training for all teams commenced in January 2024. With the old changing room being decommissioned, there are no toilet facilities for players, coaches or parents. In liaising with the Town's Environmental Health Officers, it was determined that three portable toilets are sufficient for training and practice games until the season begins in late March 2024.

The women's National Premier League (NPL) football season begins on the weekend of Saturday 30 March 2024. The first scheduled game at Wauhop Park is Sunday, May 12, 2024.

It is proposed that temporary changing room accommodation be delivered to site in the first week of May 2024. The accommodation proposed is two separate buildings to house two different teams at one time.

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**CONSULTATION**

The Executive Manager of Technical Services and the CEO have had several meetings with the Fremantle Women's Football Club since January 2024, with regular meetings scheduled for the duration of the construction project.



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## STATUTORY ENVIRONMENT

N/A

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## POLICY IMPLICATIONS

Purchasing Policy 2.1.3

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## FINANCIAL IMPLICATIONS

The construction project has a budget of \$1,089,301 ex GST, inclusive of an allocation of \$908,920 ex GST for the construction main works. AE Hoskins' contract for construction is \$827,486.03 Ex GST, leaving the project with a contingency of \$81,433.97.

It is proposed that the temporary toilet and accommodation costs are covered within the current contingency.

Temporary toilet facilities for a period of 20 weeks, totals \$5,365.00 (Ex GST), as per the attached quote. Three quotes were obtained, with the attached being the cheapest.

Prices are still being sought for temporary changing room facilities for a period of 12 weeks, with initial prices ranging from \$5000 to \$12,000, depending on the type of accommodation.

It is estimated that an allocation of \$17,000 should be sufficient to cover the temporary changing room accommodation and toilets. It is recommended that this cost be funded from the existing project budget which will have the effect of reducing the construction contingency.

Should there be a contract variation which exceeds the remaining contingency, any such request will be presented to Council.

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## STRATEGIC IMPLICATIONS

1.2.1 Provision of adequate facilities to support health and active lifestyles.

1.2.1.3 Provide community facilities and infrastructure in line with asset management planning.

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## 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)
Reputational risk with the Soccer club being displaced if temporary facilities are not approved	Likely (4)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Accept Officer Recommendation

## 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

NA

## COMMENT

At the request of the Club and taking into consideration the decommissioning of the old facilities, it is recommended that temporary toilet facilities and change room facilities are provided on site for the duration of the construction project.

## CONCLUSION

Considering the recent displacement of the Club from the Tricolore building to accommodate the East Fremantle Football Club, it is recommended that temporary toilets and accommodation be approved to allow the Club to provide facilities for users.

## 13.8 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

**OFFICER RECOMMENDATION:**

**That Council approves the change of scope to the Fremantle Women's Football Club project, including temporary accommodation facilities and toilets, to be funded from the existing project budget which will have the effect of reducing the construction contingency by up to \$17,000.**

## REPORT ATTACHMENTS

Attachments start on the next page



189 Chisholm Crescent  
Kewdale WA 6105  
site.services@classichire.net.au  
08 9253 3332 Phone

**Status: Quote**

Quote #: q10404-6

Start Date: Thu 7/3/2024 9:00AM

Operator: Kane Blackman

Terms: On Account

Customer #: 53597

TOWN OF EAST FREMANTLE

Phone 93 3993 39

135 CANNING HWY

East Fremantle, WA 6158

**Delivery Thu 7/3/2024 9:00AM**

Nick 04 2397 5663

TBC

East Fremantle

**Pickup Thu 25/7/2024 9:00AM**

Nick 04 2397 5663

TBC

East Fremantle

Qty	Items	Status	Quote Date	Price
3	FUNCTION TOILET 1day \$45.00 1week \$45.00	Hire	Thu 25/7/2024 9:00AM	\$2,700.00
1	DELIVERY	Delivery		\$80.00
1	PICKUP	Delivery		\$80.00
60	TOILET SERVICE Weekly Services	Retail		\$2,100.00
3	FINAL SERVICE & CLEAN	Retail		\$135.00

**Quote**

This is a Quote Only.

Thankyou for the opportunity to quote on your hire requirements. This Quote Is Valid For 30 Days. Prices Subject To Equipment Availability. Any Fuel Required Will Incur Additional Costs. Damages Not Deemed To Be Fair Wear + Tear Will Incur Additional Costs.

Hire:	\$2,700.00
Rental Levy:	\$270.00
Sales:	\$2,235.00
Delivery Charge:	\$160.00
Subtotal:	\$5,365.00
GST:	\$536.50
Total:	\$5,901.50
Paid:	\$0.00
Amount Due:	\$5,901.50

**13.9 EAST FREMANTLE COMMUNITY PARK – EASTERN BANK WORKS**

<b>Report Reference Number</b>	OCR-2659
<b>Prepared by</b>	Jonathan Throssell, Chief Executive Officer
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 19 March 2024
<b>Voting requirements</b>	Option 4 requires an absolute majority decision; otherwise simple majority required
<b>Documents tabled</b>	Nil
<b>Attachments</b>	
1. Dog park plan	

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**PURPOSE**

The purpose of this report is to seek Council approval of various works on the eastern and south eastern bank of the East Fremantle Community Park, including the height and alignment for the fenced dog park as well as options for the grassing of the area.

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**EXECUTIVE SUMMARY**

Works at the eastern bank of the East Fremantle Community Park commenced in January 2024. Works included installation of a fence for the dog park, which is to be a dog exercise area. The fence planned to be installed was 1.5m high, with an alignment taking into account various factors on the ground. The proposed solution for grassing of the area was by seeding.

Elected Members have raised concerns about the proposed height and alignment of the fence. A request to review the fence height and alignment was made and forms the basis of this report.

Council is also requested to consider installing roll on turf to the eastern bank area, including the dog park, rather than seeding, to enable the dog park and eastern bank area to be available for public use as soon as possible following handover of the East Fremantle Community Park to Belgravia Leisure.

---

**BACKGROUND**

The inclusion of the dog park was a key element of the redevelopment of the precinct since the initiation of the East Fremantle Oval Redevelopment Project.

A review of information regarding the location of the dog park reveals that there have been several changes to the originally proposed location and size of the park; however, there have been no formal Council decisions recorded about the location or details of the dog park.

Specifications from other local governments relating to dog parks were obtained in an effort to guide the development of the subject dog park. These were shared by the former CEO of the Town in early May 2023 with a request for feedback; however, it does not appear that any response was received prior to the former CEO's departure from the Town.

The Town removed the dog park from the scope of works for the redevelopment project by resolution of Council on 16 May 2023. In July 2023 Elected Members were provided with a concept of the perimeter of the dog park.

The matter was subsequently discussed at a Council Forum on 12 September 2023. Updated plans were presented to the Forum. No height of the fence was indicated on the proposed plan at that time.

Following the commencement of the fencing installation works in February 2024, Elected Members raised concerns regarding the height and alignment of the fence.

---

## CONSULTATION

Elected Members – various emails and plans for the dog park were provided to Elected Members as identified above. The matter was discussed at a previous Works Committee Meeting and at a Council Forum on 12 September 2023. A site meeting was held on 12 March 2024.

---

## STATUTORY ENVIRONMENT

*Local Government Act 1995*

*Dog Act 1976*

The perimeter of the East Fremantle Oval is currently designated as a Dog Exercise Area per the *Dog Act 1976*. In order for dogs to be lawfully allowed off leash in a public place in the new dog park a statutory process will need to be undertaken to designate it as a dog exercise area.

---

## POLICY IMPLICATIONS

Nil

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## FINANCIAL IMPLICATIONS

The currently approved budget for works to be undertaken by the Town on the eastern bank of the East Fremantle Community Park is per the following table:

General Ledger	Description	Budget
E11746	EF Oval – Dog park and footpath project	\$290,020
E11747	EF Oval – Additional Landscaping	\$20,000
<b>Total</b>		<b>\$310,020</b>

Individual works budget and actual costs as at 13 March 2024 is shown in the following table:

Item	Budget	Actual cost as of 13 March 2024	Comments
Install concrete footpath around eastern perimeter (600m <sup>2</sup> )	\$93,000	\$88,056	Awaiting final invoice
Drainage swale reshaping works & remove excess dirt from site	\$35,000	\$30,604	Awaiting final invoice
Reticulation installation works on eastern bank	\$45,000	\$ 31,301	Works ongoing
Dog park fencing	\$40,000	\$26,375	Works ongoing
Dog park bins, drink fountain, agility equipment	\$20,000	\$3,940	Final stage of works
Tree installations on eastern bank and near depot	\$20,000	\$0	Final stage of works



General clean up (includes external fencing removal, tree pruning etc)	\$15,000	\$0	Final stage of works
<b>Totals</b>	<b>\$268,000</b>	<b>\$180,276</b>	

Should Council approve a variation to the above works (as detailed in the Comment section below) the following budget items proposed for approval are as follows:

Item	Budget
Dog park fencing additional costs (amending height and realignment of part of fence)	\$10,000
Roll on turf installation – Dog park (2000m <sup>2</sup> )	\$30,000
Roll on turf installation – eastern bank from new footpath approx. 10m up the bank (3000m <sup>2</sup> )	\$45,000
<b>Totals</b>	<b>\$85,000</b>

The modification to the dog park fencing and the inclusion of the roll-on turf results in a total budget required of \$353,000 ex GST (\$268,000 + \$85,000), ie an additional \$42,980.

Should an additional budget be required, an absolute majority decision of Council will be required pursuant to section 6.8 of the *Local Government Act 1995*.

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## STRATEGIC IMPLICATIONS

Strategic Priority 1: Social

1.2 Inviting open spaces, meeting places and recreational facilities.

---

## RISK IMPLICATIONS

Potential moderate risk as detailed in the discussion section of this report.

Further risks identified are:

- Delay to the practical completion of the dog park and delay in the Town's ability to hand over management and maintenance of the area to Belgravia (may trigger the requirement for an interim maintenance agreement resulting in legal costs).
- Reputational risk, including but not limited to delays in the delivery of the park, perceptions the community may consider the fence is too high, and potential implications of a dog attack at the park.
- Cost risks to the project.
- Implications the fence may have on the viewing areas of a WAFL game and operational risks including but not limited to players and or patrons having to jump a fence to retrieve balls and dogs accessing the field of play.

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## SITE INSPECTION

A site inspection attended by several Elected Members and staff was undertaken on Tuesday 12 March 2024.

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## COMMENT

There are two key issues Council is asked to consider in this report.

The first is in regard to the dog park located on the eastern/south eastern bank of the East Fremantle Community Park.

A review of available information and records does not reveal a Council decision or other record in regard to an agreed height or detailed location for the fence. What does appear is a general understanding of the approximate size and location of the proposed dog park.

As there are no standards for dog park fence heights in WA the specifications for the subject dog park were informed by a literature review of guidelines and specifications used elsewhere. The guidelines reflected that dog park fences range in height – eg one was 1.2m whereas others were 1.8m.

An informal risk assessment was undertaken to guide a decision about the appropriate fence height. Risks assessed included the potential for conflict between dogs and people due to the proximity of the dog park to other facilities (eg basketball court, skate zone, football oval and universal access footpath), which were not present prior to the redevelopment of the Oval; and the proximity of the park to Marmion Street, a heavily trafficked road with speeds of 60k/hr being considered a greater risk than other dog parks such as Silas Street, which has less traffic and lower speeds.

Based on the above risks, a 1.5 metre high fence was considered appropriate as it provided a balance between the visual impact of the fence and a dog's ability to jump over the fence.

In regard to the alignment of the fence adjacent to Allen Street, it was proposed to install the fence on the western side of the existing tree line rather than the original alignment in an effort to reduce potential damage to the trees.

The site meeting held between several Elected Members and officers on Tuesday 12 March 2024 discussed the issues of the dog park fence height and alignment as several concerns had been expressed. As a result of the meeting a request was made to develop a plan reflecting an amended alignment of the fence adjacent to Allen Street; and to amend the height of the fence. In regard to the fence height it was suggested that there could be two levels: 1.5m height adjacent to Allen and Marmion St boundaries and 1.2 m height in the internal section of the dog park.

The attached plan reflects the two different heights in the fence and the proposed new alignment. The approximate cost to undertake these changes, noting that the fencing poles are already installed, is \$10,000.

The second issue Council is asked to consider in this report is in regard to the proposed method to grass the eastern bank, including the dog park. The original proposal was to seed the area, following installation of the reticulation and fence to the dog park. However, due to various issues this method will result in a significant delay to the completion of these works, as the grass growth will slow considerably during Autumn/Winter. In turn this will prevent use of the area due to the likely high risk of damage by pedestrians and dogs.

An option for consideration is to install roll on turf on the eastern bank, in lieu of seeding. The benefits of roll-on turf are that it can be used immediately, will reduce the dust and create a better aesthetic for the opening of the East Fremantle Community Park in May 2024.

The cost to install roll on turf is \$15 per m<sup>2</sup>, for which two options may be considered:

1. Install roll on turf within the dog park only (approximately 2000m<sup>2</sup>) at a cost of \$30,000; or
2. Install roll on turf within both the eastern bank and dog park at a total cost of \$75,000.

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## CONCLUSION

There are several options for Council to consider.

**Option 1** – Approve the current project scope, which includes a 1.5m high perimeter fence around the dog park on the currently posted alignment; and no roll-on turf. This option can be delivered within the existing project budget of \$310,020, with an estimated project cost of \$268,000 ex GST.

Given that no roll-on turf is incorporated into this project scope, this will result in additional time for the seeded turf to establish, meaning that the dog park will not be available for community use for some time after the remainder of East Fremantle Community Park becomes open to the public.

**Option 2** – Modify the height of the dog park fence from 1.5m to 1.2m on the internal boundary, as shown on the attached diagram.

This modification will cost approximately \$10,000 and can be accommodated within the approved budget.

**Option 3** - Modify the height of the dog park fence from 1.5m to 1.2m on the internal boundary and include roll-on turf within the dog park area. The dog park will be available immediately for public use once the turf is installed.

These modifications will cost approximately \$40,000 and can be accommodated within the approved budget.

**Option 4** - Modify the height of the dog park fence from 1.5m to 1.2m on the internal boundary and include roll-on turf within the dog park area and broader eastern bank area. The entire eastern bank as well as dog park will be available immediately for public use once the turf is installed.

These modifications will cost approximately \$85,000 and will require an additional budget of \$42,980.

Preliminary feedback from Elected Members indicates a preference for reducing the height of the internal portion of the dog park fence from 1.5m to 1.2m. In considering this change, Council would need to be confident that the potential risks resulting from this change are acceptable.

Based on all of the above advice, Option 4 is the option which appears to best address the concerns expressed by Elected Members.

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## OFFICER RECOMMENDATION / COUNCIL RESOLUTION

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

### OFFICER RECOMMENDATION

**That Council:**

1. **Endorses the attached plan of the dog park located in East Fremantle Community Park;**
2. **Approves a revised budget for the Eastern Bank Works, which includes the following specifications:**

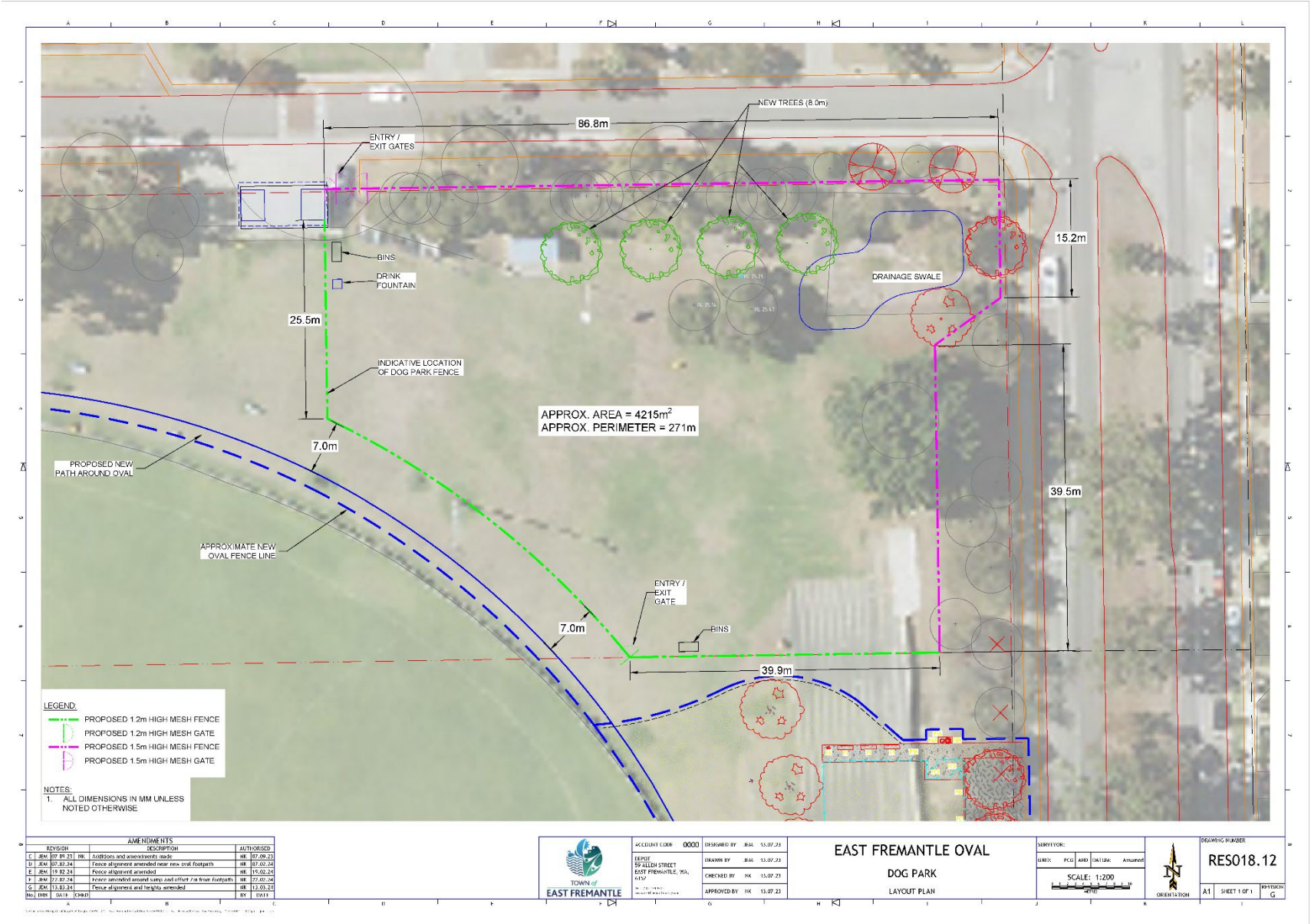
Item	Budget
Install concrete footpath around eastern perimeter (600m <sup>2</sup> )	\$93,000
Drainage swale reshaping works & remove excess dirt from site	\$35,000
Reticulation installation works on eastern bank	\$45,000
Dog park fencing	\$40,000
Dog park bins, drink fountain, agility equipment	\$20,000
Tree installations on eastern bank and near depot	\$20,000
General clean up (includes external fencing removal, tree pruning etc)	\$15,000
Dog park fencing additional costs (amending height and realignment of part of fence)	\$10,000
Roll on turf installation – Dog park (2000m <sup>2</sup> )	\$30,000
Roll on turf installation – eastern bank from new footpath approx. 10m up the bank (3000m <sup>2</sup> )	\$45,000
<b>Totals</b>	<b>\$353,000</b>

3. **by absolute majority and pursuant to section 6.8 of the *Local Government Act 1995*, approves a budget variation of \$42,980 against job E11746, being additional budget to fund the installation of roll-on turf to the Eastern Bank of East Fremantle Community Park, to enable practical completion of the Eastern Bank works at the same time as the main construction works, with the additional budget funded from the unallocated municipal budget surplus of \$235,000.**

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#### REPORT ATTACHMENTS

Attachments start on the next page





14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 NEW BUSINESS OF AN URGENT NATURE

18 MATTERS BEHIND CLOSED DOORS

19 CLOSURE