



AGENDA

Council Meeting

Tuesday, 14 December 2021 at 6.30pm

Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

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

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.

<p style="text-align: center;">Deputations</p> <p style="text-align: center;">A formal process where members of the community request permission to address Council or Committee on an issue.</p>	<p style="text-align: center;">Presentations</p> <p style="text-align: center;">An occasion where awards or gifts may be accepted by the Council on behalf of the community, when the Council makes a presentation to a worthy recipient or when agencies may present a proposal that will impact on the Local Government.</p>
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Procedures for Deputations

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

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

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

A Deputation invited to attend a Council meeting:

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

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

Procedure for Presentations

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

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

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

Procedure for Public Question Time

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

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

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

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

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

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

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

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NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held at 6.30pm on Tuesday, 14 December 2021 in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



GARY TUFFIN
Chief Executive Officer

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 (16 November 2021)

9.1 OFFICER RECOMMENDATION

That the minutes of the Ordinary meeting of Council held on Tuesday, 16 November 2021 be confirmed as a true and correct record of proceedings.

9.2 Special Meeting of Council (23 November 2021)

9.1 OFFICER RECOMMENDATION

That the minutes of the Special meeting of Council held on Tuesday, 23 November 2021 be confirmed as a true and correct record of proceedings.

10. ANNOUNCEMENTS BY THE PRESIDING MEMBER

11. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil.

12. REPORTS AND RECOMMENDATIONS OF COMMITTEES

Nil.

13. REPORTS

13.1 PLANNING

13.1.1 Fortescue Street No 79 (Lot 139) Proposed alterations and additions

Owner	Ben & Erin Wilde
Applicant	Ben Wilde
File ref	P86/21
Prepared by	James Bannerman Planning Officer
Supervised by	Andrew Malone, Executive Manager Regulatory Services
Meeting date	14 December 2021
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Location plan 2. Site photos 3. Plans date stamped 22 October 2021

Purpose

The purpose of this report is for Council to consider a development application for alterations and additions at No 79 (Lot 139) Fortescue Street, East Fremantle.

Executive Summary

This development application proposes alterations and additions at 79 Fortescue Street, East Fremantle. There is an existing dwelling on site which is not heritage listed. A scullery, dining room, 2 bathrooms, 3 bedrooms, an alfresco, a garage and a carport are proposed to be added to the dwelling. An existing rear section of the dwelling is to be demolished.

The applicant is seeking Council approval for the following variations to the Residential Design Codes and the Residential Design Guidelines;

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Northern Wall – Carport and Garage – 1.5m required, 0m provided
- (ii) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, 25 degrees provided

It is considered that the above variation can be supported subject to conditions of development approval being imposed.

Background

Zoning: Residential R12.5

Site area: 1012m²

Heritage: N/A

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

DA P58/15 – fence with sliding gate approved – 30 June 2015

Consultation

Advertising

The application was not advertised to surrounding landowners as the applicant provided signed support from the owners of all neighbouring properties with common boundaries.

Community Design Advisory Committee (CDAC)

The application was not referred to CDAC as the development is concentrated to the rear of the existing dwelling and is single storey. A single width carport and garage is proposed which is compliant with the Residential Design Guidelines in terms of setbacks from the front boundary, setback behind the building and the total width of the structure.

External Consultation

Nil

Statutory Environment

Planning and Development Act 2005

Residential Design Codes of WA

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

Policy Implications

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

Financial Implications

Nil

Strategic Implications

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

Built Environment

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

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

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

3.1.2 Plan for a mix of inclusive diversified housing options.

3.1.3 Plan for improved streetscapes.

3.2 Maintaining and enhancing the Town's character.

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

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

3.3.1 Continue to improve asset management within resource capabilities.

3.3.2 Plan and advocate for improved access and connectivity.

Natural Environment

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

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

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

4.1.2 Plan for improved streetscapes parks and reserves.

4.1.3 Improve and protect the urban forest and tree canopy.

4.2 Enhance environmental values and sustainable natural resource use.

4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education.

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.

Risk Implications

A risk assessment was undertaken and the risk to the Town was deemed to be negligible.

Site Inspection

A site inspection was undertaken.

Comment

Statutory Assessment

The proposal has been assessed against the provisions of Local Planning Scheme No. 3 and the Town's Local Planning Policies including the Residential Design Guidelines, as well as the Residential Design Codes. A summary of the assessment is provided in the following tables.

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

Residential Design Codes Assessment

Design Element	Required	Proposed	Status
Street Front Setback			N/A
Secondary Street Setback			N/A
Lot Boundary Setbacks			
Northern wall – carport and garage	1.5m	0m	D
Southern wall - dining	1m	2.295m	A
Southern wall – bathroom, bed 2	1m	1.097m	A
Southern wall – bed 2 & bed 3	1.5m	1.698m	A
Southern wall – bed 3 & laundry	1m	1.101m	A
Western wall – laundry, bed 1	6m	8.648m	A
Northern wall – bed 1, WIR, ensuite, alfresco & verandah	1.5m	6.492m	A
Open Space	55%	>55%	A
Wall height	7m	3.6m	A
Roof height	10m	5.8m	A
Car Parking	2	>2	A
Site Works			N/A
Visual Privacy	25%	12.5%	A
Overshadowing			
Drainage	To be conditioned		

Local Planning Policies Assessment

LPP Residential Design Guidelines Provision	Status
3.7.2 Additions and Alterations to Existing Buildings	A

3.7.3 Development of Existing Buildings	A
3.7.4 Site Works	A
3.7.5 Demolition	A
3.7.6 Construction of New Buildings	A
3.7.7 Building Setbacks and Orientation	A
3.7.8 Roof Form and Pitch	D
3.7.9 Materials and Colours	A
3.7.10 Landscaping	A
3.7.11 Front Fences	N/A
3.7.12 Pergolas	N/A
3.7.13 Incidental Development Requirements	N/A
3.7.14 Footpaths and Crossovers	N/A
3.7.15.3 Garages and Carports	A
3.7.15.4.3 Fremantle Port Buffer Area	N/A

This development application proposes alterations and additions at 79 Fortescue Street, East Fremantle. There is an existing dwelling on site which is not heritage listed. A scullery, dining room, 2 bathrooms, 3 bedrooms, an alfresco area, a garage, and a carport are proposed to be added to the dwelling. The existing rear sections of the dwelling are to be demolished. Two variations are requested to the requirements of the Residential Design Codes and the Residential Design Guidelines in relation to lot boundary setback (northern wall) and the roof pitch. It is noted that the owners of the four surrounding properties provided signed support for the proposed development.

Lot Boundary Setback – Northern Wall – Carport & Garage

It is proposed to have a carport and garage located on the northern lot boundary. The carport and garage are proposed to be connected with a wall that is 14.19m long and 2.4m high located along the northern boundary. The structures are located behind the building line of the existing dwelling.

In this case such a wall should be located 1.5m from the boundary in accordance with the Residential Design Codes deemed to comply clause 5.1.3 C3.1, but it is proposed to be located on the northern boundary with a zero lot setback. The reduced lot boundary setback can be supported based on design principles 5.1.3 P3.2 for the following reasons;

- It makes more effective use of space for the enhanced privacy of the occupants and the outdoor living areas,
- There are minimal impacts from building bulk on the streetscape because the structures are located behind the building line. There is limited impact from building bulk on adjoining properties as the proposed carport and garage is single storey and located for the most part adjoining a simultaneously constructed parapet wall on the neighbouring lot,
- There is minimal impact on sunlight and ventilation to the building, open spaces on site and adjoining properties as the structure is located on the northern lot boundary,
- Overlooking and resultant loss of privacy to adjoining properties is minimal as the proposal is single storey,
- It does not have an adverse impact on the amenity of the adjoining property,
- Direct sun to major openings to habitable rooms and outdoor living areas for adjoining properties is not restricted, and
- The proposal is considered to positively contribute to the prevailing and future development context and streetscape as outlined in the local planning framework.

It is proposed to have a solid wall for a length of 8.15m (garage) with an open sided carport in front of the garage extending for 6.04m (14.19 total length) on the northern boundary. The wall of the garage abuts a parapet wall at the northern neighbouring property. By locating the garage and carport along the boundary and against a simultaneously constructed parapet wall there is efficient use of the available space and privacy from the garage is maximised. As the garage and carport is located to the south of the northern neighbouring property there is no impact on sunlight and negligible effects on ventilation. The carport and garage are the only parts of the proposed additions and alterations that can be seen from the street, however the structures are located behind the existing building line and as the width of this structure has been limited to less than 30% of the lot width it is in accordance with the requirements of the Residential Design Guidelines. It is considered the reduced setback can be supported.

Roof Pitch

The Residential Design Guidelines requires that the roof pitch is between 28 and 36 degrees in accordance with acceptable development provision 3.7.8.3 A4.1. In this case the proposed roof pitch is to be 25 degrees. The fact that the roof pitch is consistent with the rest of the existing dwelling means that the roof complements the traditional form of surrounding development in the immediate locality, and as such can be supported in accordance with performance criteria 3.7.8.3 P4. The proposed variation is considered minimal.

Conclusion

Based on the assessment that has been completed for this development and the explanation provided in this report, the variations that have been proposed to the Residential Design Codes and the Residential Development Guidelines are considered acceptable. As such it is recommended that the proposed development be supported subject to development conditions.

13.1.1 OFFICER RECOMMENDATION

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

- (i) Clause 5.1.3 – Residential Design Codes – Lot Boundary Setback - Northern Wall – Carport and Garage – 1.5m required, 0m provided**
- (ii) Clause 3.7.8.3 – Residential Design Guidelines – Roof Pitch – 28 to 36 degrees required, 25 degrees provided**

for alterations and additions at No. 79 (Lot 139) Fortescue Street, East Fremantle, in accordance with the plans date stamped received 22 October 2019, subject to the following conditions:

- (1) The crossover width is not to exceed the width of the crossovers indicated on the plans date stamped received 22 October 2021.**
- (2) Existing trees located within the verge are a Local Government asset and as such must be retained and shall not be trimmed or pruned except where otherwise approved for removal by the Local Government.**
- (3) The works are to be constructed in conformity with the drawings and written information accompanying the application for development approval other than where varied in compliance with the conditions of this development approval or with Council's further approval.**

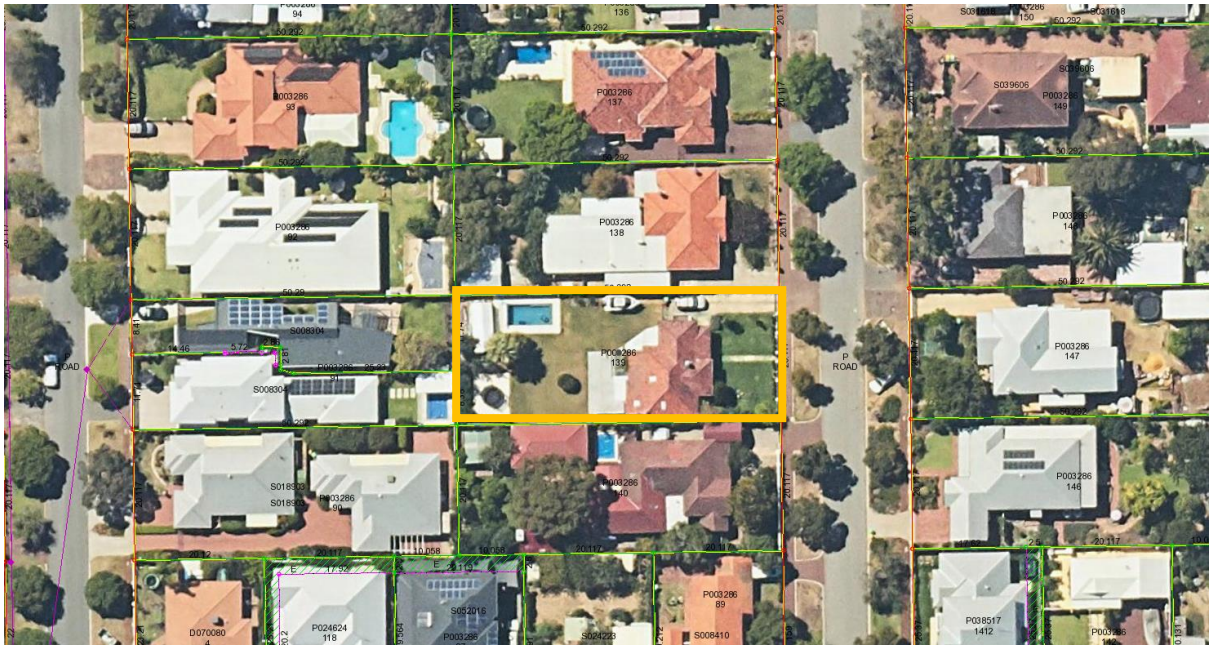
- (4) The proposed works are not to be commenced until Council has received an application for a Building Permit and the Building Permit issued in compliance with the conditions of this development approval unless otherwise amended by Council.
- (5) With regards to the plans submitted with respect to the Building Permit application, changes are not to be made in respect of the plans which have received development approval, without those changes being specifically marked for Council's attention.
- (6) All stormwater is to be disposed of on site, an interceptor channel installed if required and a drainage plan be submitted to the satisfaction of the Chief Executive Officer in consultation with the Building Surveyor prior to the issue of a Building Permit.
- (7) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (8) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified, or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (9) This development approval is to remain valid for a period of 24 months from date of this approval.

Footnote:

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

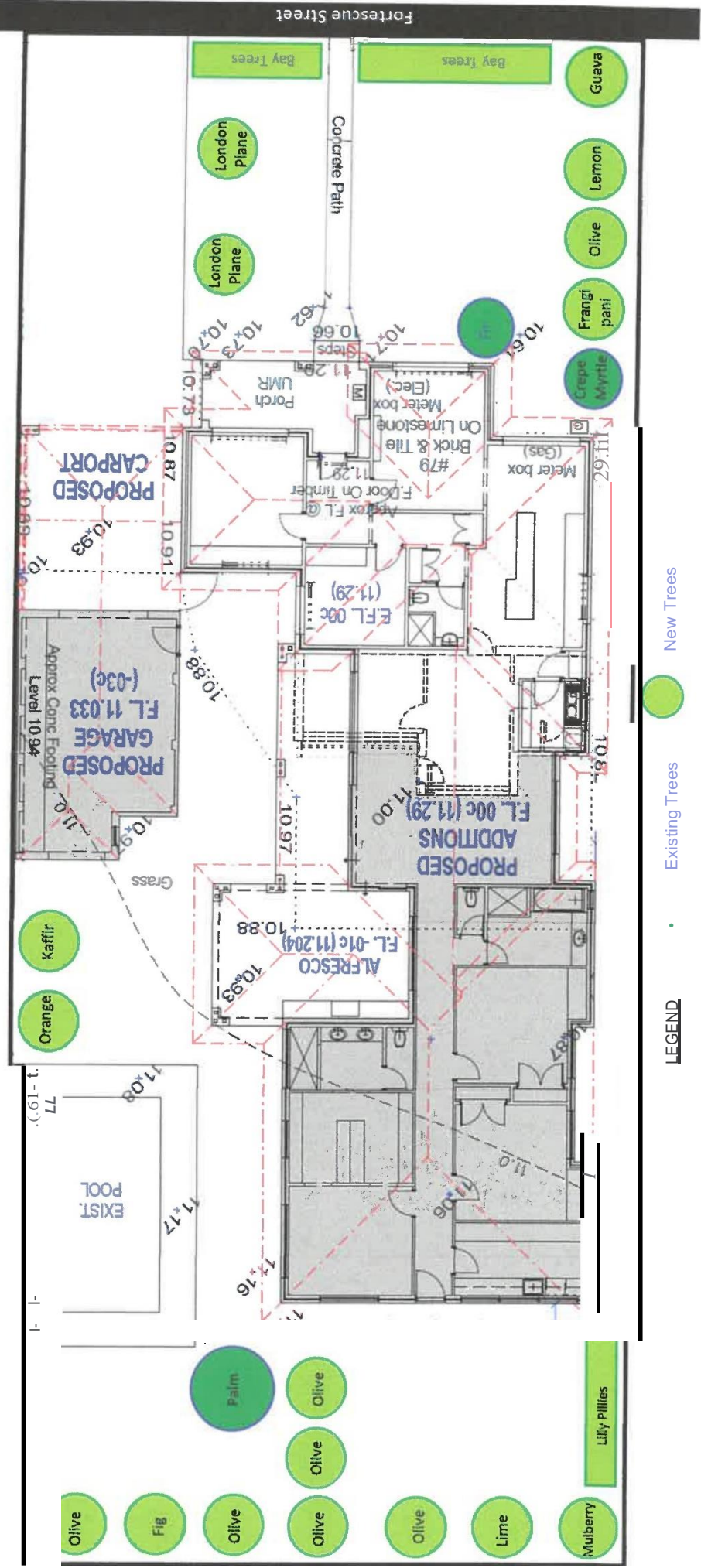
- (i) *this decision does not include acknowledgement or approval of any unauthorised development which may be on the site.*
- (ii) *a copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (iii) *it is recommended that the applicant provides a Structural Engineer's dilapidation report, at the applicant's expense, specifying which structures on adjoining sites may be adversely affected by the works and providing a record of the existing condition of the structures. Two copies of each dilapidation report should be lodged with Council and one copy should be given to the owner of any affected property.*
- (iv) *all noise levels produced by the construction of the development are to comply with the provisions of the Environmental Protection (Noise) Regulations 1997 (as amended).*
- (v) *matters relating to dividing fences are subject to the Dividing Fences Act 1961.*

79 Fortescue Street – Location Plan (No advertising required)



79 Fortescue Street – Site Photos





LEGEND • Existing Trees • New Trees

TOWN OF EAST FREMANTLE
79 Fortescue Street - Tree Planting Locations
 DATE 27 OCT 2021 P 08 8 - 2 1
RECEIVED

A. NOTE: EARTHWORKS/SET-OUT DIMENSIONS MAY VARY ON SITES AT BUILDERS DISCRETION. SEWER/DRAINAGE MAY VARY FROM SCHEMATIC PRESENTATION / CHECK MINIMUM CLEARANCES. RETAINING NOT INCLUDED IN CONTRACT. REMAINS CLIENTS RESPONSIBILITY. THIS SURVEY DOES NOT GUARANTEE THE LOCATION OF BOUNDARY PEGS OR FENCES. CHECK TITLE FOR EASEMENTS / COVENANTS ETC.

LOT MISC/CLOSE
0.000 m

SOIL DESCRIPTION

Sand
Refer to Survey

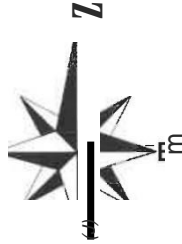
J.L. DISCLAIMER:
Lot boundaries shown on survey are based on a site plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building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

A DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based on dependent on the location of existing feature, should have those features' location verified in relation to the true boundary.

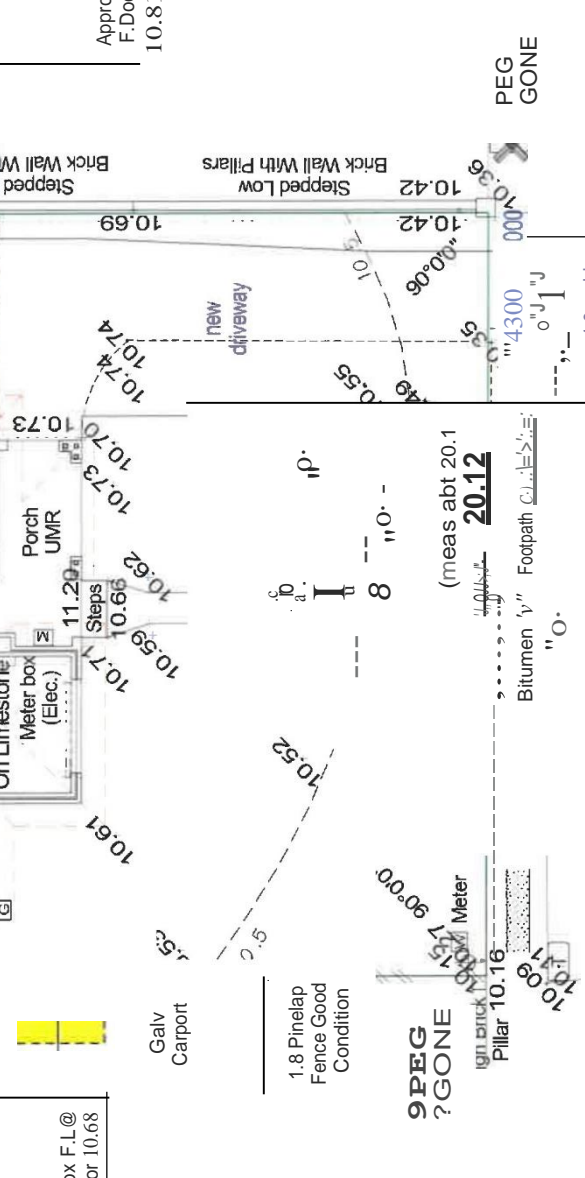
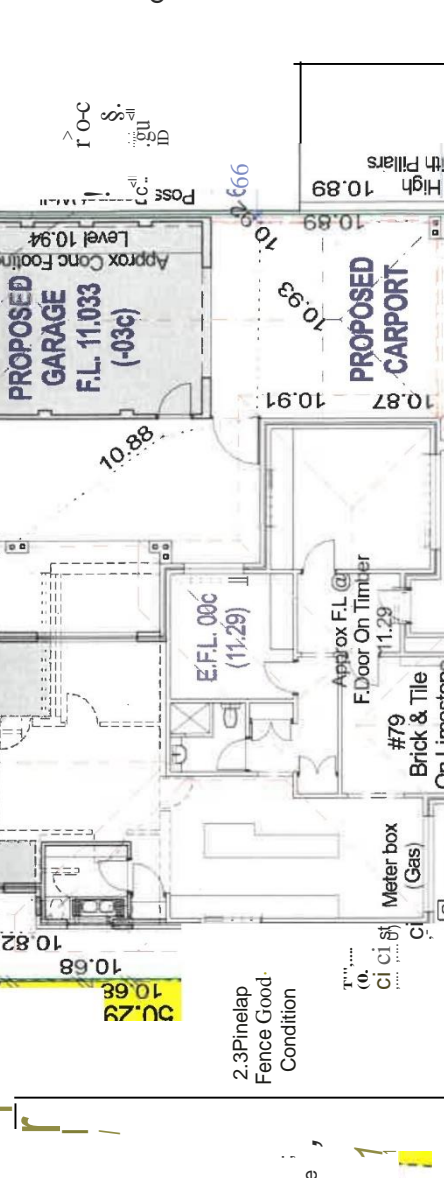
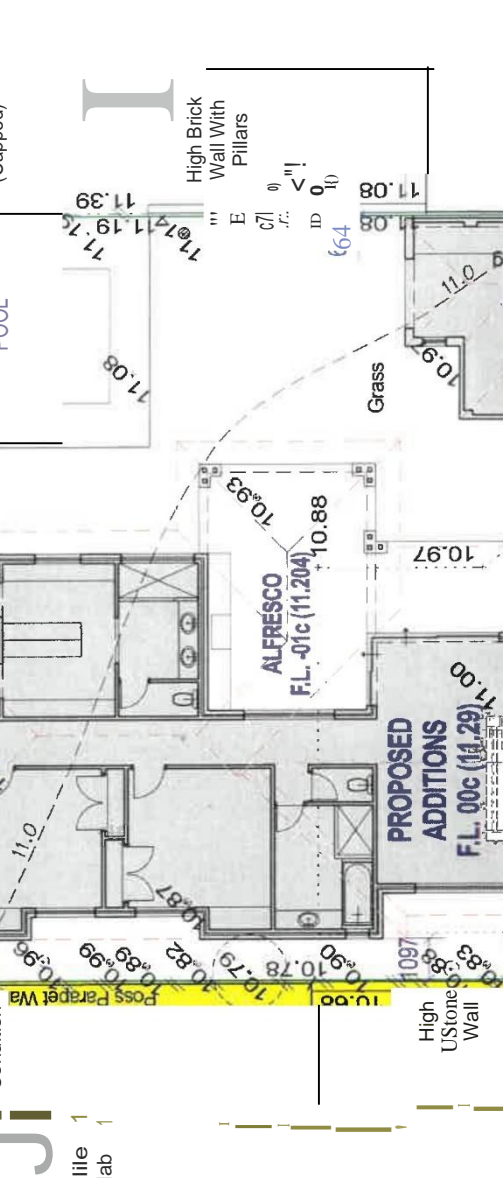
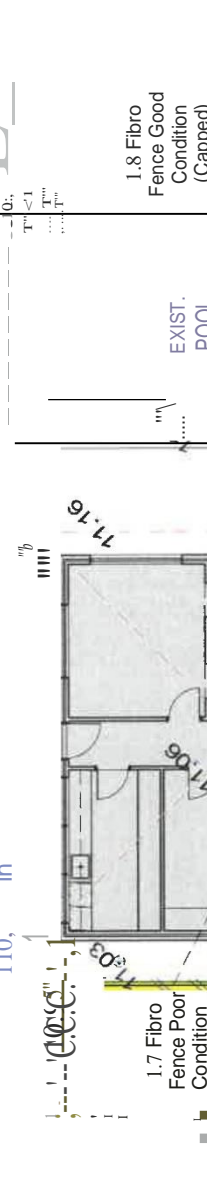
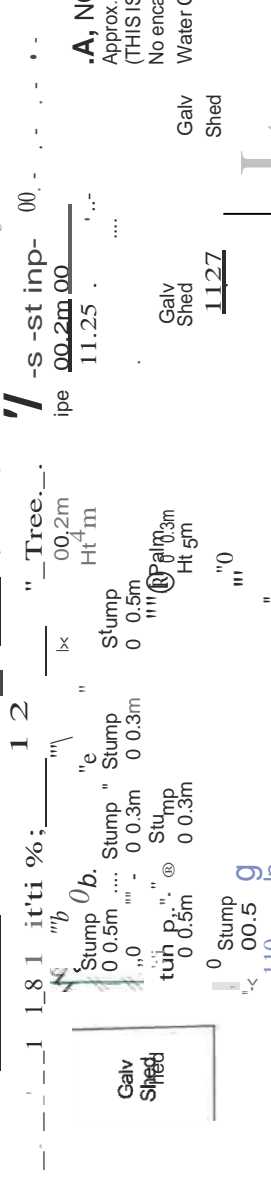
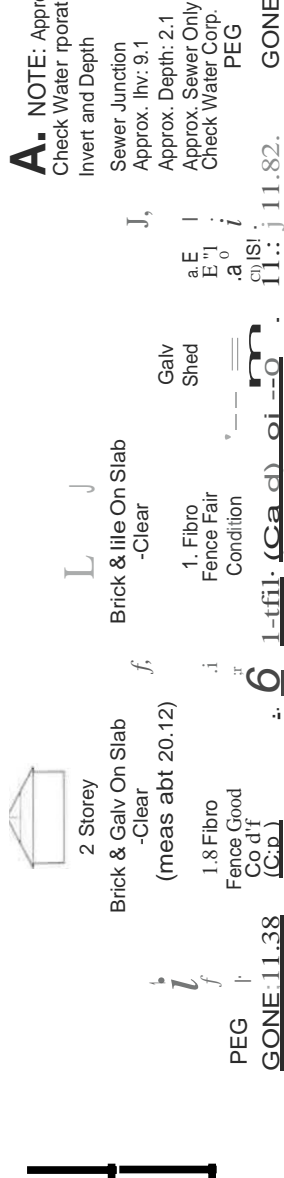
A DISCLAIMER:
Survey shows visible features only and WTM not show locations underground pipes or conduits for internal or external services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

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

A DISCLAIMER:
Due to lack of survey marks/pegs, all building dimensions & levels are approximate only and positioned from existing pegs/levels and are to be verified when re-egged. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be re-egged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.



APPROX. AREA OF OVERSHADOWING AT MIDDAY JUNE 21 SHOWN SHADED
(1271112 or 12.5% of adjacent property)



NOTE:
ALL SIZES & AREAS ARE APPROXIMATE ONLY. DESIGN SUBJECT TO CONFIRMATION OF SITE CONDITIONS. LOCATION OF SERVICES & APPROVAL OF LOCAL & OTHER RELEVANT AUTHORITIES. DESIGN SUBJECT TO COMPLIANCE WITH ENERGY EFFICIENCY REQUIREMENTS OF THE BCA.

PROPOSED ADDITIONS
LOT 139, No.79 FORTESCUE STREET
EAST FREMANTLE



DRAWN

DATE 20

SCALE/CBL

JO:E:a

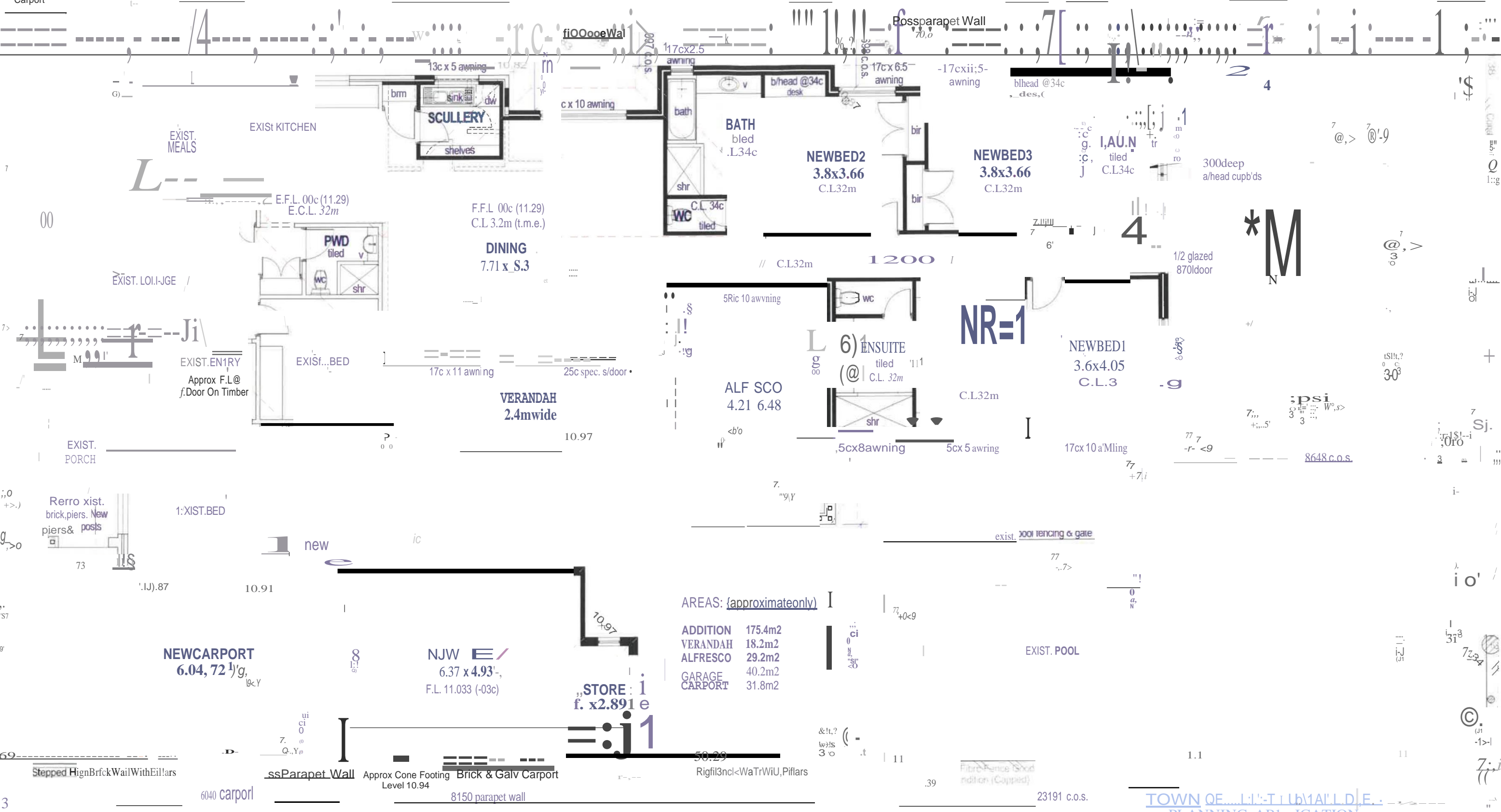
as shown site 1707-1661F PR.1NT91969/2021

THIS DESIGN IS THE PROPERTY OF HORIZON DESIGN AND SHALL NOT BE REPRODUCED WITHOUT PERMISSION. © 2017

SHEET NO

SK1

ATTACHMENT 3



FLOOR PLAN scale 1:100

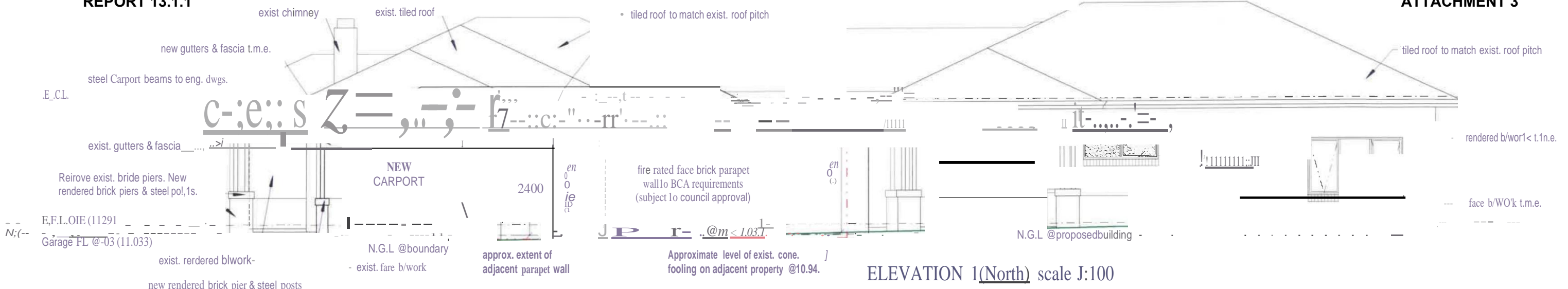
TOWN OF... PLANNING API CATION
22 OCT 2021 P086-21

PROPOSED ADDITIONS
LOT 139, No.79 FORTESCUE STREET
EAST FREMANTLE

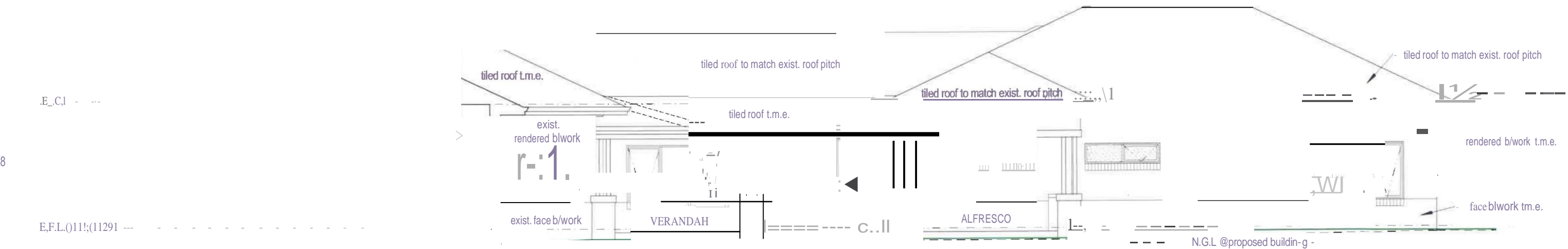


DRAWN CBL	DATE SEPT2021	SHEET NO.
SCALE as shown	JOB NO. sk1707-1661F	JRZ PRINT 9/09/2021
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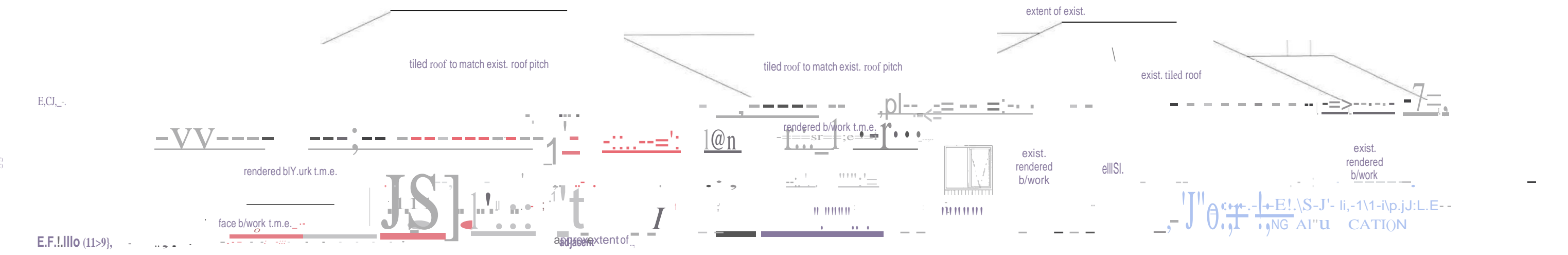
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DESIGN SUBJECT TO COMPLIANCE WITH ENERGY EFFICIENCY REQUIREMENTS OF THE BCA.



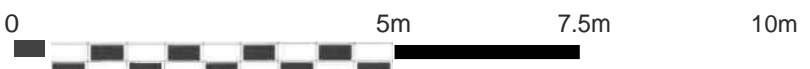
ELEVATION 1(North) scale J:100



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ELEVATION2 (South) scale 1:100



27 OCT 2021 P0.86-21

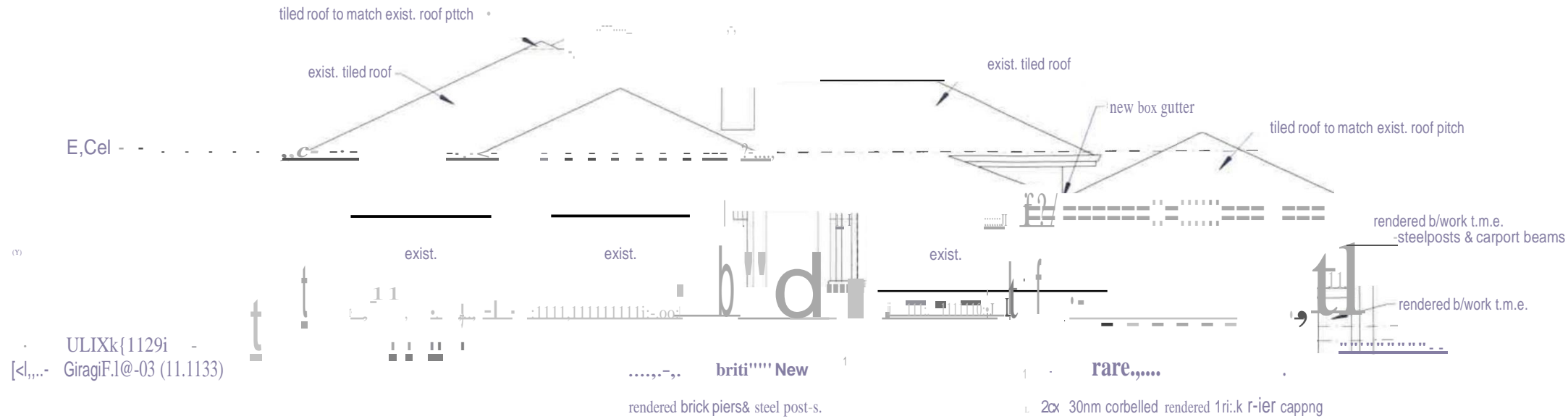
PROPOSED ADDITIONS
LOT 139, No.79 FORTESCUE STREET
EASTFREMANTLE



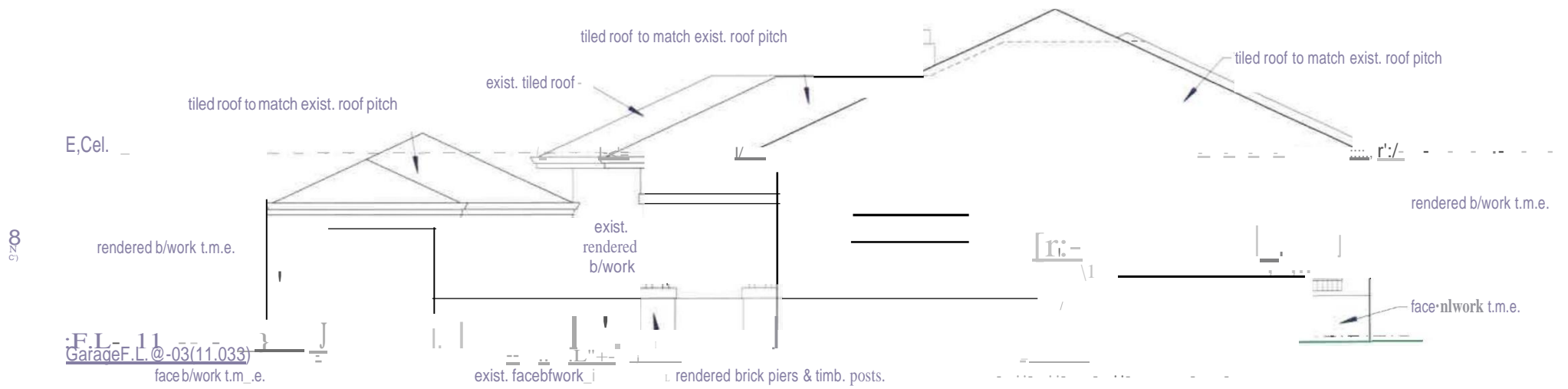
DRAWN	DATE	SHEET NO.
CBL	SEPT2021	SK3
SCALE	JOB NO.	
as shown	sk1707-1661F	PR1NT9.109/2021
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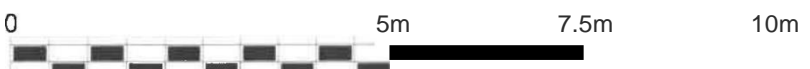
ELEVATION 3 (East- Fortescue St) scale 1:100



ELEVATION 4 (West) scale 1:100

TOWN OF EAST FREMANTLE
 PLANNING APPLICATION
 27 OCT 2021 P 0.8 b - 2 1

RECEIVED



<p>PROPOSED ADDITIONS LOT 139, No.79 FORTESCUE STREET EAST FREMANTLE</p> <p>11 DIAIBEFORÉ VOVOIG -1100.cum.au</p>	<p>HORIZON DESIGN</p>	DRAWN CBL	DATE SEPT2021	SHEET NO. SK4
		SCALE assnawn	JOB NO. sk1707-1661F	PRINT9/09/2021 THIS DESIGN IS THE PROPERTY OF HORIZON DESIGN AND SHALL NOT BE REPRODUCED WITHOUT PERMISSION. ©2017
HOD.COM.AU PTY. LTD. ACN 099 107 516 SUITE 12 / 22 PARRY AVE. BATEMAN 6150 WESTERN AUSTRALIA PH. (08)9332 2022 MOB.0418 958 959 !:-MAIL design@hdd.com.au Web Page www.hdd.com.au				

NOTE:
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 OF LOCAL & OTHER RELEVANT AUTHORITIES.
 DESIGN SUBJECT TO COMPLIANCE WITH
 ENERGY EFFICIENCY REQUIREMENTS OF THE BCA.

13.2 FINANCE

13.2.1 Statement of Financial Activity for Period Ended 30 November 2021

Applicant	Not Applicable
File ref	F/FNS2
Prepared by	Sam Dolzadelli, Manager Finance
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting Date:	14 December 2021
Voting requirements	Part 5 and 6 of the Officer's Recommendation requires an Absolute Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Statement of Financial Activity 30 November 20212. Capital Works Report 30 November 20213. Financial Health Check 30 November 20214. Project Initiation Document – Paid Parking Management Solution (Leeuwin Carpark)

Purpose

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity) for the month ended 30 November 2021. A Capital Works Report and Financial Health Check summary is also appended.

Executive Summary

A Monthly Financial Report workbook has been prepared to provide an overview of key financial activity. Two Statements of Financial Activity are provided, one by program and the other by nature and type. Both of these Statements provide a projection of the closing surplus position as at 30 June 2022.

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

A Monthly Financial Health Check has also been prepared which provides key financial information against benchmarks. This document is intended to provide a concise summary of the Town's financial performance.

Background

The Town of East Fremantle financial activity reports use a materiality threshold to measure, monitor and report on financial performance and position of the Town.

The monthly Financial Report is appended and includes the following:

- Statement of Financial Activity by Program
- Statement of Financial Activity by Nature and Type
- Statement of Financial Position
- Notes to the Statement of Financial Activity including:
 - Explanation of Material Variances
 - Net Current Funding Position
 - Cash and Investments
 - Receivables

- Cashed Back Reserves
- Capital Disposals
- Rating Information
- Grants and Contributions

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

Consultation

Management team

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 manner in which a local government is to prepare its Statement of Financial Activity.

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

Fees and charges are imposed under section 6.16 of the *Local Government Act 1995*. If fees and charges are imposed after the annual budget has been adopted, local public notice must be provided before introducing the fees or charges 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 2021/22 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 2021/22 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

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

Risk Matrix

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

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

Risk Rating	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

This report presents the Statement of Financial Activity for the period 30 November 2021. The following is a summary of headline numbers from the attached financial reports:

	Original Budget	YTD Budget	November Actuals
Opening Surplus	689,520	576,249	576,249
Operating Revenue	11,022,229	9,722,450	9,738,799
Operating Expenditure	(12,194,573)	(5,279,673)	(4,847,680)
Capital Expenditure	(16,495,464)	(657,817)	(269,568)
Capital Income	10,558,322	145,122	145,122
Financing Activities	3,997,729	(180,800)	(15,289)
Non-Cash Items	2,422,237	1,071,324	1,058,511
Closing Surplus/(Deficit)	0	5,396,855	6,386,144
Unrestricted Cash			6,528,460
Restricted Cash			1,262,124

- The Capital Works Report is provided as Attachment 2 and includes actual expenditure as at **30 November 2021**. The full year capital works budget (amended) has been 1.6% expended with \$269,568 in actual expenditure.
- Rates were levied in the month of July with rate notices issued 19 July. At the end of November 76.46% of rates levied (including arrears and excluding prepayments) have been receipted. The due date for payment of rates including the election of instalments was the 23 of August. As at 30 November, 1,245 assessments were on instalments, which represents 36% of all rateable properties. Of the \$2.38m rates outstanding, instalments account for approximately \$1.98m (83%). The remaining \$400k (17%) outstanding is made up of properties who are in debt recovery action or to be sent to debt recovery (5%), properties subject to rebates who have the full year to pay (8%) or on payment arrangements (4%). Final demands were issued on 12 October, with a due date of 19 October. The Town has provided a listing of outstanding accounts to an external debt recovery agent. They issued notice to commence legal action letters on 26 November 2021, with a due date of 10 December 2021.
- As at 30 November 2021, the Town is holding unspent grants of \$139,054 as restricted cash, with a corresponding contract liability on the balance sheet. As the Town performs its obligations in the grant agreements, grant income will be recognised, and the contract liability reduced. This will move the unspent grants restricted cash to unrestricted municipal cash. At 1 July 2021, the balance of unspent grants was \$316,844, during November, the Town has recognised \$177,789 of the unspent grant liability as income.
- The Annual Financial Report (AFR) is to be given audit clearance and sign off on 10 December 2021. The Rate Setting Statement in the AFR confirms a closing surplus of \$576,249. The current budget includes an opening surplus position of \$591,172, the \$15k decrease is due to end of financial year accounting entries processed.

Unallocated Local Roads & Community Infrastructure Program (LRCIP) Funding

The Town currently has \$95,099 of unallocated LRCIP Phase 2 funding. This funding must be spent by 30 June 2022. Any projects not completed by 30 June 2022 will not receive the remainder of the funding. There is a financial risk if a project is to commence later in the financial year and not be completed by 30 June 2022. The Town has budgeted for the grant income, if this was not to be received, but the project/s went ahead, there would be an impact on the Town's net current funding position.

The following is an overview of funded projects under the LRCIP:

Project Description	Phase 1 Funding Allocated	Phase 2 Funding Allocated	Project Status (Complete, Underway, Not Commenced)
Silas St Drainage	\$73,000	\$0	Complete
Lock Crescent Drainage	\$11,181	\$68,819	Underway
Fortescue Footpath		\$98,213	\$71,213 completed, remainder not commenced
Total Funding Allocated	\$84,181	\$167,032	
Remaining Funding Unallocated	\$0	\$95,099	
Drainage Rationalisation – EF Foreshore		\$50,000	Recommended that Council endorse this project which will include the installation of a general pollutant trap.
Leeuwin Carpark upgrade		\$45,099	Recommended that Council endorse this project to undertake preliminary civil works at the carpark to support the installation of a new paid parking management solution (see attached project initiation form)

Budget Variations

Council is requested to approve the following variations to the 2021/22 Budget, with explanations provided in the Schedule.

Account No.	Description	Current Budget	Amended Budget	Variance Increase/ (Decrease) in funding position	Comment
E04634	Capex – Furniture & Equipment – IT Equipment - Admin	(\$0)	(\$11,000)	(\$11,000)	To fund laptop replacement program for the Executive Team (tablets acquired in 2018)
10042050	Proceeds from Sale of Plant	\$0	\$12,000	\$12,000	Recognition of sale proceeds of plant
E11740 – Job E04632 – GL	Capex – New – Electric Bikes	(\$0)	(\$12,000)	(\$12,000)	The EMTS recommends that the Town purchase two electric bikes to be used by Town staff for site inspections. This will reduce the demand on Town vehicles and result in a reduction in carbon emissions.
E12833 – Job E12823 – GL	Capex – Drainage Rationalisation – Foreshore	(\$0)	(\$50,000)	(\$50,000)	To fund drainage rationalisation on foreshore – including installation of GPT
E12739	Capex – Leeuwin Car Park Upgrade – Paid Parking Solution	(\$0)	(\$45,099)	(\$45,099)	To fund preliminary civil works to support the upgrade of the paid parking solution
I12042	Non-operating grant income – LRCIP	\$337,894	\$346,312	\$8,418	Budget for final 10% of phase 1 grant
Change in Net Current Assets				(\$97,681)	

Fees and Charges

The Town is to soon to formalise the dinghy storage area adjacent to the Leeuwin Carpark. As previously discussed with Council, an administration fee will be imposed to process applications for a dinghy storage permit.

Council is requested to approve the following fees and charges amendments for 2021/22, with an effective date of 1 January 2022.

- A new fee of \$100 to be introduced as an 'Annual Administration Fee – Dinghy Storage Permit'. This will be an annual fee for 1 July to 30 June. If a new application is received between 1 July and 31 December, the fee will be payable in full (\$100), if the application is submitted from 1 January to 30 June, the fee will be reduced to \$50.

13.2.1 OFFICER RECOMMENDATION

That Council:

1. receives the **Monthly Financial Report (Containing the Statement of Financial Activity)** for the month ended 30 November 2021, as presented as attachment 1 to this report.
2. notes the unrestricted municipal surplus of \$6,386,144 as at 30 November 2021.
3. receives the **Capital Works Report** dated 30 November 2021, as presented as attachment 2 to this report.
4. receives the **Monthly Financial Health Check**, as presented as attachment 3 to this report.
5. pursuant to section 6.8 of the *Local Government Act 1995*, approve by absolute majority the following schedule of budget variations resulting in a decrease in the amended budget net current assets of (\$97,681) as at 30 June 2022.

Account No.	Description	Current Budget	Amended Budget	Variance Increase/ (Decrease) in funding position	Comment
E04634	Capex – Furniture & Equipment – IT Equipment - Admin	(\$0)	(\$11,000)	(\$11,000)	To fund laptop replacement program for the Executive Team (tablets acquired in 2018)
10042050	Proceeds from Sale of Plant	\$0	\$12,000	\$12,000	Recognition of sale proceeds of plant
E11740 – Job E04632 – GL	Capex – New – Electric Bikes	(\$0)	(\$12,000)	(\$12,000)	The EMTS recommends that the Town purchase two electric bikes to be used by Town staff for site inspections. This will reduce the demand on Town vehicles and result in a reduction in carbon emissions.
E12833 – Job	Capex – Drainage	(\$0)	(\$50,000)	(\$50,000)	To fund drainage rationalisation on

E12823 – GL	Rationalisation – Foreshore				foreshore – including installation of GPT
E12739	Capex – Leeuwin Car Park Upgrade – Paid Parking Solution	(\$0)	(\$45,099)	(\$45,099)	To fund preliminary civil works to support the upgrade of the paid parking solution
I12042	Non-operating grant income – LRCIP	\$337,894	\$346,312	\$8,418	Budget for final 10% of phase 1 grant
Change in Net Current Assets				(\$97,681)	

6. pursuant to section 6.16 of the *Local Government Act 1995*, impose by absolute majority a new fee for 'Annual Administration – Dinghy Storage Permit' with the fee of \$100 for any applications submitted between 1 July and 31 December and a fee of \$50 for any applications received between 1 January and 30 June.
7. pursuant to section 6.19 of the *Local Government Act 1995*, provide local public notice of the adopted fee, with an effective date of implementation from 1 January 2022.

TOWN OF EAST FREMANTLE
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2021

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

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MONTHLY FINANCIAL REPORT

For the Period Ended 30 November 2021

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.69 M	\$0.58 M	\$0.58 M	\$0.00 M
Closing	\$0.00 M	\$5.40 M	\$6.39 M	\$0.99 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	Amount	% of total
Unrestricted Cash	\$7.79 M	83.8%
Restricted Cash	\$1.26 M	16.2%

Refer to Note 3 - Cash and Investments

Payables		
	Amount	% Outstanding
Trade Payables	\$100.3 K	
0 to 30 Days	\$100.3 K	100.0%
30 to 60 Days	\$0.0 K	0.0%
Over 60 Days	\$0.0 K	0.0%

Refer to Note 4 - Receivables

Receivables		
	Amount	% Collected
Rates Receivable	\$2.48 M	76.46%
Trade Receivable	\$2.38 M	
30 to 90 Days	\$39.6 K	58.17%
Over 90 Days	\$19.0 K	41.83%
Infringements	\$20.6 K	
	\$63.1 K	

Refer to Note 4 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.24 M	\$5.51 M	\$5.95 M	\$0.44 M

Refer to Statement of Financial Activity

Rates Revenue		
	YTD Actual	% Variance
YTD Budget	\$8.29 M	0.1%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	YTD Actual	% Variance
YTD Budget	\$0.51 M	10.6%

Refer to Statement of Financial Activity

Fees and Charges		
	YTD Actual	% Variance
YTD Budget	\$0.70 M	(6.9%)

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$5.83 M)	(\$0.51 M)	(\$0.12 M)	\$0.39 M

Refer to Statement of Financial Activity

Proceeds on sale		
	YTD Actual	%
Adopted Budget	\$0.00 M	0.0%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	YTD Actual	% Spent
Adopted Budget	(\$0.27 M)	1.6%

Refer to Statement of Financial Activity

Capital Grants		
	YTD Actual	% Received
Adopted Budget	\$0.15 M	1.4%

Refer to Note 8 - Grants and Contributions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$4.04 M	(\$0.18 M)	(\$0.02 M)	\$0.17 M

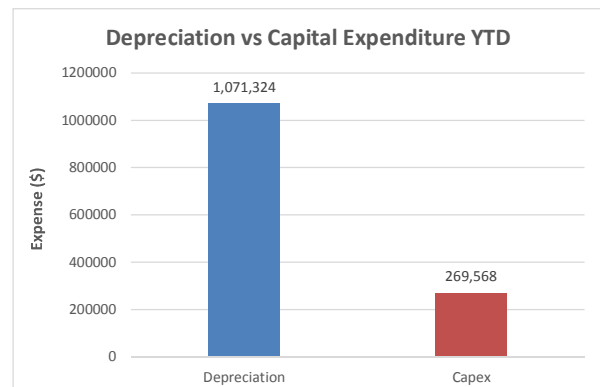
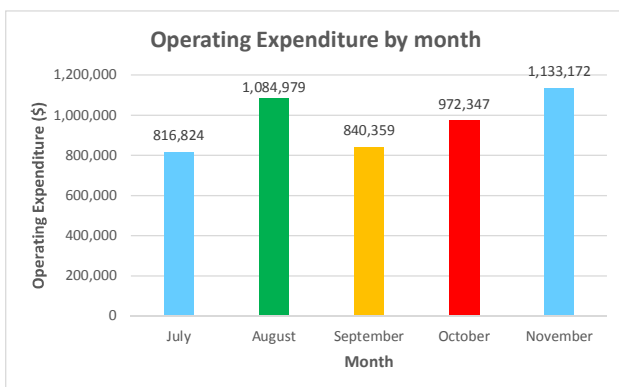
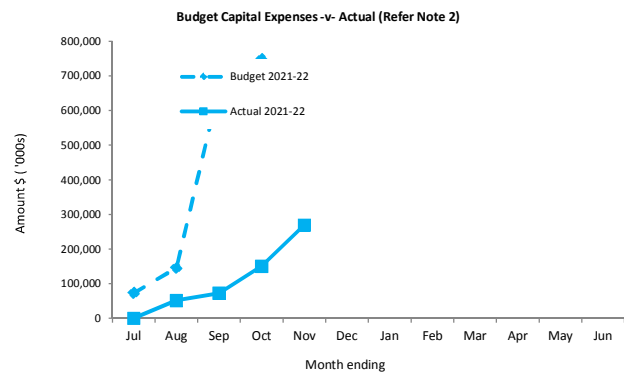
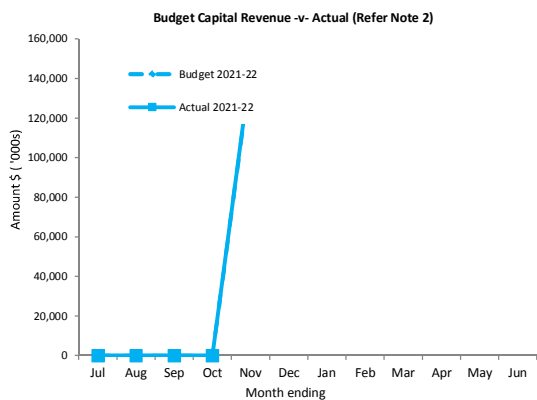
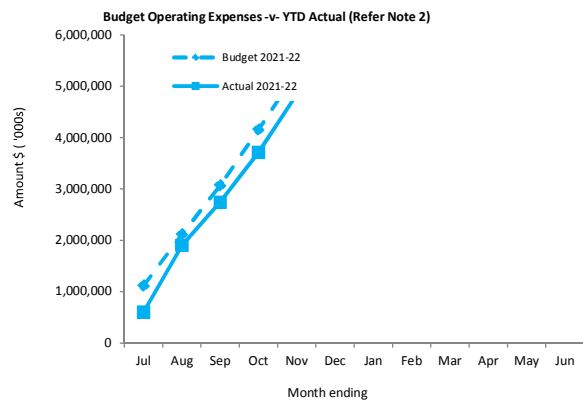
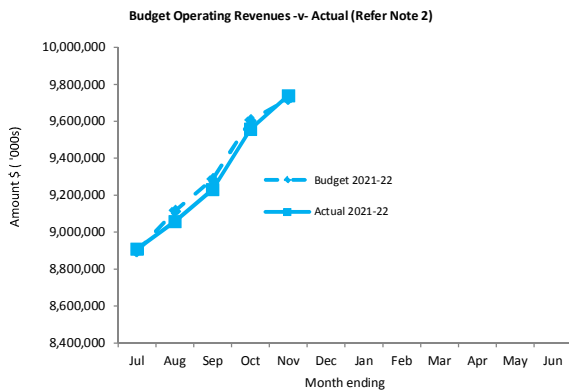
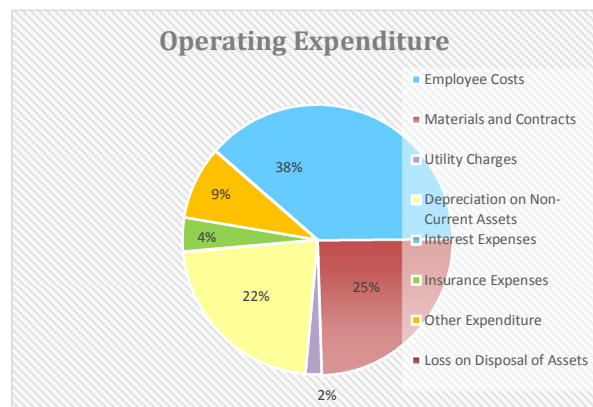
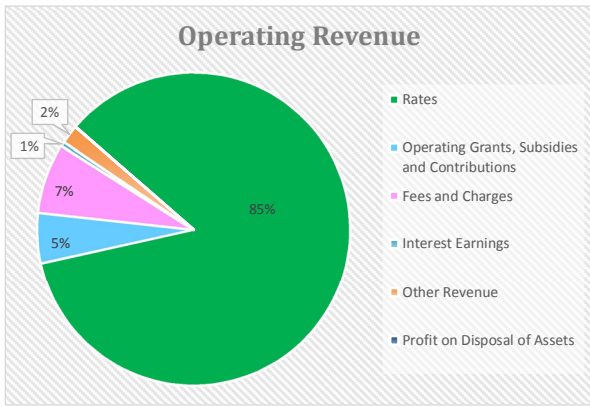
Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.03 M
Interest expense	\$1.7 K
Principal outstanding	\$0.23 M

Reserves	
Reserves balance	\$1.12 M
Interest earned	\$0.3 K

Refer to Note 5 - Cash Backed Reserves

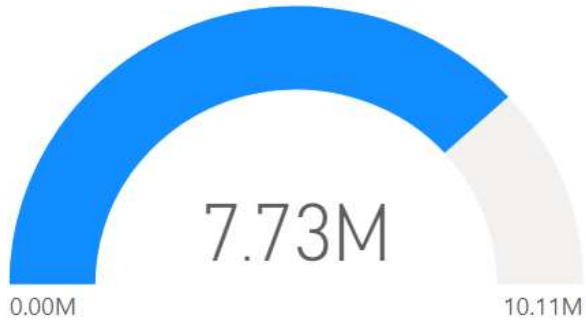
Preparation
Prepared by: Sam Dolzadelli
Reviewed by: Peter Kocian
Date Prepared: 06/12/2021



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

Town of East Fremantle
Dashboard
For the period ended 30 November 2021

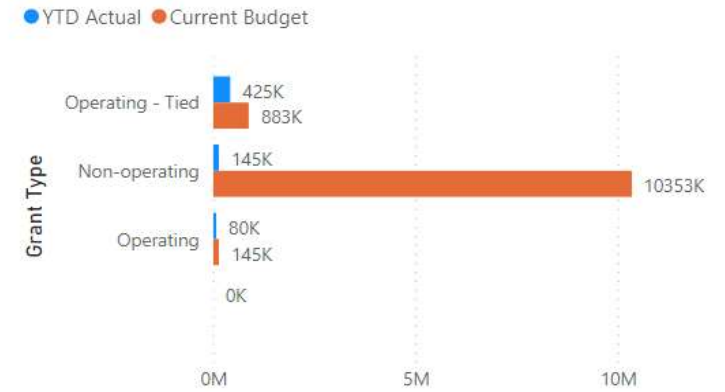
Rates Collected (including arrears and ESL)



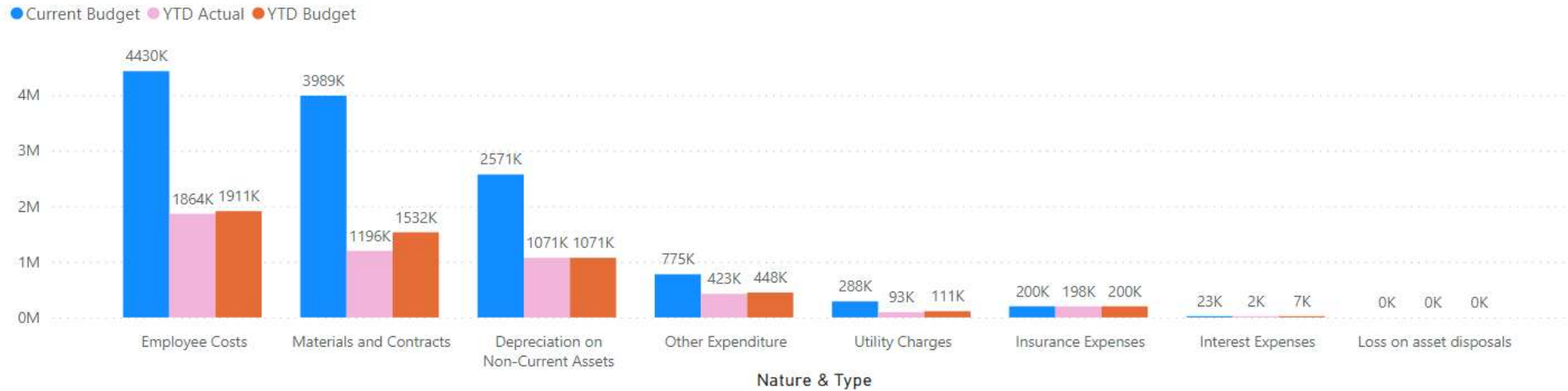
Capital Works Progress 21/22



Grant Income Tracking 21/22



Operating Expenditure - Comparatives 21/22



TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2021

	Note	Annual Budget - Hardcoded	Annual Budget - Synergy	Current Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	689,520	689,520	576,249	576,249	576,249	0	0%	
Revenue from operating activities									
Governance		25,194	25,194	25,194	2,083	17,927	15,844	761%	▲
General Purpose Funding - Rates	9	8,289,211	8,289,211	8,299,919	8,285,919	8,292,825	6,906	0%	
General Purpose Funding - Other		308,828	308,828	308,828	180,331	155,230	(25,101)	(14%)	▼
Law, Order and Public Safety		27,000	27,000	27,000	15,625	21,004	5,379	34%	
Health		36,420	36,420	36,420	13,866	16,330	2,464	18%	
Education and Welfare		799,290	799,290	810,290	371,787	358,241	(13,546)	(4%)	
Housing		78,500	78,500	78,500	32,708	36,299	3,591	11%	
Community Amenities		247,835	247,835	227,835	135,396	152,129	16,733	12%	▲
Recreation and Culture		527,552	527,552	591,700	321,604	318,358	(3,246)	(1%)	
Transport		493,060	493,060	494,055	291,672	268,084	(23,588)	(8%)	
Economic Services		130,000	130,000	130,000	54,167	44,304	(9,863)	(18%)	
Other Property and Services		59,339	59,339	59,339	17,292	58,068	40,776	236%	▲
		11,022,229	11,022,229	11,089,080	9,722,450	9,738,799			
Expenditure from operating activities									
Governance		(1,308,739)	(1,308,739)	(1,289,239)	(657,347)	(610,080)	47,267	7%	
General Purpose Funding		(134,050)	(134,050)	(134,050)	(55,854)	(44,066)	11,788	21%	▲
Law, Order and Public Safety		(192,744)	(192,744)	(192,744)	(88,606)	(78,023)	10,583	12%	▲
Health		(210,931)	(210,931)	(232,931)	(98,681)	(90,038)	8,643	9%	
Education and Welfare		(1,160,391)	(1,160,391)	(1,160,391)	(497,127)	(460,547)	36,580	7%	
Housing		(40,650)	(40,650)	(40,650)	(17,650)	(18,956)	(1,306)	(7%)	
Community Amenities		(3,010,434)	(3,010,434)	(3,010,434)	(1,154,567)	(1,032,295)	122,272	11%	▲
Recreation and Culture		(2,954,981)	(2,954,981)	(3,045,632)	(1,375,779)	(1,171,752)	204,027	15%	▲
Transport		(2,847,092)	(2,847,092)	(2,847,092)	(1,184,190)	(1,110,590)	73,600	6%	
Economic Services		(156,050)	(156,050)	(156,050)	(65,021)	(41,826)	23,195	36%	▲
Other Property and Services		(178,511)	(178,511)	(166,511)	(84,851)	(189,507)	(104,656)	(123%)	▼
		(12,194,573)	(12,194,573)	(12,275,724)	(5,279,673)	(4,847,680)			
Operating activities excluded from budget									
Add back Depreciation		2,571,177	2,571,177	2,571,177	1,071,324	1,071,324	0	0%	
Adjust (Profit)/Loss on Asset Disposal	8	(148,940)	(148,940)	(148,940)	0	0	0		
Movement in accrued income (non-current)		0	0	0	0	(12,813)			
		2,422,237	2,422,237	2,422,237	1,071,324	1,058,511	0	(1%)	
Amount attributable to operating activities		1,249,893	1,249,893	1,235,593	5,514,101	5,949,630			
Investing Activities									
Non-operating Grants, Subsidies and Contributions	11	10,317,662	10,317,662	10,352,894	145,122	145,122	0	0%	
Proceeds from Disposal of Assets	8	240,660	240,660	240,660	0	0	0		
Purchase of Property, Plant and Equipment		(15,730,400)	(15,730,400)	(15,730,400)	(551,317)	(80,784)	470,533	85%	▲
Purchase and Construction of Infrastructure		(765,064)	(765,064)	(689,294)	(106,500)	(188,784)	(82,284)	(77%)	▼
Amount attributable to investing activities		(5,937,142)	(5,937,142)	(5,826,140)	(512,695)	(124,446)			
Financing Activities									
Transfers from Reserves	7	1,264,366	1,264,366	1,304,897	0	0	0		
Transfer from Restricted Cash		0	0	0	0	177,789	177,789		
Payments for principal portion of lease liabilities		(45,000)	(45,000)	(45,000)	(20,000)	(30,302)	(10,302)	(52%)	▼
Repayment of borrowings	10	(95,160)	(95,160)	(95,160)	(23,790)	(25,499)	(1,709)	(7%)	
Proceeds from new borrowings		5,000,000	5,000,000	5,000,000	0	0			
Transfers to Reserves	7	(2,126,477)	(2,126,477)	(2,126,477)	(137,010)	(137,277)	(267)	(0%)	
Amount attributable to financing activities		3,997,729	3,997,729	4,038,260	(180,800)	(15,289)	165,511	92%	
Closing Funding Surplus(Deficit)	3	0	0	23,962	5,396,855	6,386,144	989,289		

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2021

	Note	Annual Budget - Hardcoded	Annual Budget - Synergy	Current Budget	Amended YTD Budget	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening Funding Surplus (Deficit)	3	\$ 689,520	689,520	576,249	576,249	\$ 576,249	\$ 0	0%	
Revenue from operating activities									
Rates	9	8,289,211	8,289,211	8,299,919	8,285,919	8,292,825	6,906	0%	
Operating grants, subsidies and contributions		984,759	984,759	1,027,902	456,892	505,177	48,285	11%	▲
Fees and Charges		1,328,630	1,328,630	1,341,630	755,588	703,325	(52,263)	(7%)	
Interest Earnings		105,000	105,000	105,000	67,083	47,175	(19,908)	(30%)	▼
Other Revenue		165,689	165,689	165,689	156,968	190,297	33,329	21%	▲
Profit on asset disposals	8	148,940	148,940	148,940	0	0	0		
		11,022,229	11,022,229	11,089,080	9,722,450	9,738,799			
Expenditure from operating activities									
Employee Costs		(4,429,855)	(4,429,855)	(4,429,855)	(1,911,184)	(1,864,154)	47,030	2%	
Materials and Contracts		(3,893,041)	(3,893,041)	(3,989,471)	(1,531,770)	(1,196,070)	335,700	22%	▲
Utility Charges		(287,750)	(287,750)	(287,750)	(110,883)	(93,160)	17,723	16%	▲
Depreciation on Non-Current Assets		(2,571,177)	(2,571,177)	(2,571,177)	(1,071,324)	(1,071,324)	0	0%	
Interest Expenses		(22,500)	(22,500)	(22,500)	(6,958)	(1,730)	5,228	75%	
Insurance Expenses		(215,216)	(215,216)	(199,937)	(199,937)	(197,780)	2,157	1%	
Other Expenditure		(775,034)	(775,034)	(775,034)	(447,617)	(423,462)	24,155	5%	
Loss on asset disposals	8	0	0	0	0	0	0		
		(12,194,573)	(12,194,573)	(12,275,724)	(5,279,673)	(4,847,680)			
Operating activities excluded from budget									
Add back Depreciation		2,571,177	2,571,177	2,571,177	1,071,324	1,071,324	0	0%	
Adjust (Profit)/Loss on Asset Disposal	8	(148,940)	(148,940)	(148,940)	0	0	0		
Movement in accrued income (non-current)		0	0	0	0	(12,813)			
		2,422,237	2,422,237	2,422,237	1,071,324	1,058,511	0	(1%)	
Amount attributable to operating activities		1,249,893	1,249,893	1,235,593	5,514,101	5,949,630			
Investing activities									
Non-operating Grants, Subsidies and Contributions	11	10,317,662	10,317,662	10,352,894	145,122	145,122	0	0%	
Proceeds from Disposal of Assets	8	240,660	240,660	240,660	0	0	0		
Purchase of Property, Plant and Equipment		(15,730,400)	(15,730,400)	(15,730,400)	(551,317)	(80,784)	470,533	85%	▲
Purchase and Construction of Infrastructure		(765,064)	(765,064)	(689,294)	(106,500)	(188,784)	(82,284)	(77%)	▼
Amount attributable to investing activities		(5,937,142)	(5,937,142)	(5,826,140)	(512,695)	(124,446)			
Financing Activities									
Transfers from Reserves	7	1,264,366	1,264,366	1,304,897	0	0	0		
Transfer from Restricted Cash		0	0	0	0	177,789	177,789		
Payments for principal portion of lease liabilities		(45,000)	(45,000)	(45,000)	(20,000)	(30,302)	(10,302)	(52%)	▼
Repayment of borrowings	10	(95,160)	(95,160)	(95,160)	(23,790)	(25,499)	(1,709)	(7%)	
Proceeds from new borrowings		5,000,000	5,000,000	5,000,000	0	0			
Transfers to Reserves	7	(2,126,477)	(2,126,477)	(2,126,477)	(137,010)	(137,277)	(267)	(0%)	
Amount attributable to financing activities		3,997,729	3,997,729	4,038,260	(180,800)	(15,289)			
Closing Funding Surplus (Deficit)	3	0	0	23,962	5,396,855	6,386,144	989,289	18%	▲

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL POSITION
For the Period Ended 30 November 2021

	Nov-21 \$
CURRENT ASSETS	
Cash and cash equivalents	7,790,584
Trade and other receivables	2,467,430
Other assets	9,091
TOTAL CURRENT ASSETS	10,267,105
NON-CURRENT ASSETS	
Trade and other receivables	77,400
Other financial assets	73,807
Investment in associate	1,429,853
Property, plant and equipment	32,427,911
Infrastructure	39,110,609
Right of use assets	276,841
TOTAL NON-CURRENT ASSETS	73,396,421
TOTAL ASSETS	83,663,526
CURRENT LIABILITIES	
Trade and other payables	1,803,265
Contract liabilities	139,054
Lease liabilities	7,197
Borrowings	78,844
Employee related provisions	676,518
TOTAL CURRENT LIABILITIES	2,704,878
NON-CURRENT LIABILITIES	
Lease liabilities	253,765
Borrowings	174,953
Employee related provisions	95,032
TOTAL NON-CURRENT LIABILITIES	523,750
TOTAL LIABILITIES	3,228,628
NET ASSETS	80,434,898
EQUITY	
Retained surplus	39,768,806
Reserves - cash backed	1,123,070
Revaluation surplus	39,543,022
TOTAL EQUITY	80,434,898

Note 1: Explanation of Material Variances

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

The material variance adopted by Council for the 2021/22 year is \$10,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding	(25,101)	(14%)		Timing	Debt recovery costs yet to be incurred, hence no legal costs recouped ytd. Interest on investments to be recognised in future periods.
Governance	15,844	761%		Permanent	Favourable - Long Service Leave recouped from other Councils
Community Amenities	16,733	12%		Timing	Favourable - Grant income recognised
Other Property and Services	40,776	236%		Permanent	Favourable - Workers comp received from LGIS (offset by workers comp paid by the Town to employees).
Operating Expense					
General Purpose Funding	11,788	21%		Timing	Favourable - Rate debt recovery costs to be accounted for in future period. External agent has sent letters end of November.
Law, Order and Public Safety	10,583	12%		Timing	Favourable - Underspend ytd
Community Amenities	122,272	11%		Timing	Favourable - Underspend ytd
Economic Services	23,195	36%		Timing	November BCITF & BSL payments to be processed. Less received ytd, meaning less remitted ytd.
Other Property and Services	(104,656)	(123%)		Timing	\$22k permanent - \$11k LSL paid and \$11k workers comp paid not budgeted for. LSL will be recouped from the balance sheet at EOFY and the workers comp is recouped from LGIS as above. \$36k timing - Under-allocation of overheads (non-cash), accounting entry to be completed in future period. \$75k depreciation to be recovered through plant recovery system once depreciation is run in the system.
Capital Expenses					
Purchase Property, Plant and Equipment	470,533	85%		Timing	Capital works program to fully commence.
Purchase and Construction of Infrastructure	(82,284)	(77%)		Timing	Capital works program to fully commence.
Nature and Type Classifications:					
Operating Grants, Subsidies and Contributions	48,285	11%		Timing	Favourable - Grant income recognised, budgeted for future period.
Interest Earnings	(19,908)	(30%)		Timing	Interest on investments to be received in future periods (\$6.1m currently invested).
Other Revenue	33,329	21%		Permanent	Insurance recovered (incl. worker's comp).
Materials and Contracts	335,700	22%		Timing	Favourable - Underspend ytd.
Utility Charges	17,723	16%		Timing	Favourable - Utility bills to be paid in December

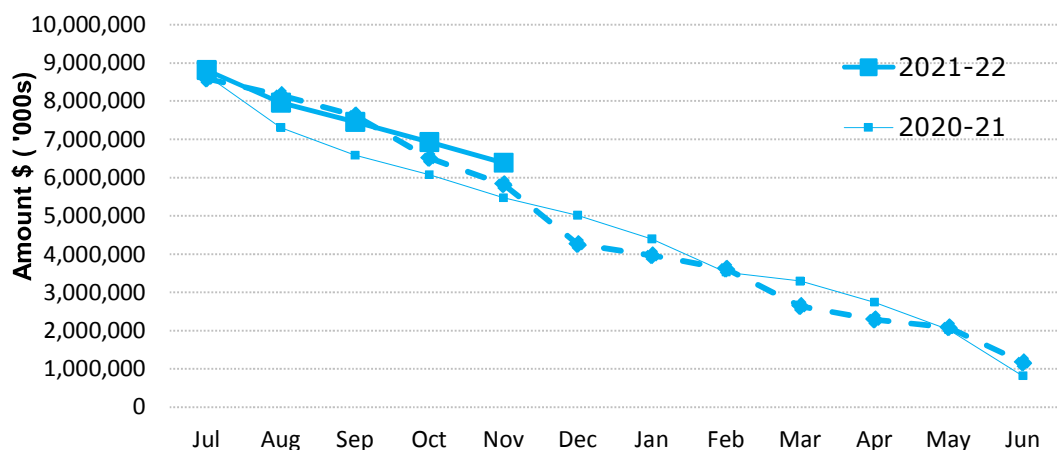
TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2021

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Note	Last Years Closing 30 June 2021	Current 30 Nov 2021
		\$	\$
Current Assets			
Cash Unrestricted	4	2,409,250	6,528,460
Cash Restricted - Reserves	4	985,793	1,123,070
Cash Restricted - Unspent Grants		316,844	139,054
Receivables - Rates	6	162,222	2,332,936
Receivables - Other	6	119,829	88,660
Interest/ATO Receivable/Trust		73,736	54,925
Inventories		0	0
		4,067,674	10,267,105
Less: Current Liabilities			
Payables		(1,192,840)	(1,803,265)
Contract Liabilities - Unspent grants		(316,844)	(139,054)
Contract Liabilities - Income in advance		(11,309)	0
Provisions		(667,795)	(676,518)
		(2,188,788)	(2,618,837)
Less: Restricted Cash - Reserves	7	(985,793)	(1,123,070)
Less: Restricted Cash - Unspent Grants		(316,844)	(139,054)
Less: Trust Interfund Transfer Account		0	0
		(1,302,637)	(1,262,124)
Net Current Funding Position		576,249	6,386,144

Note 3 - Liquidity Over the Year



TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 3: Cash and Investments

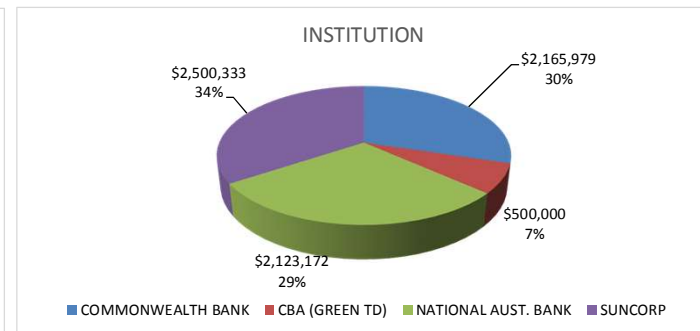
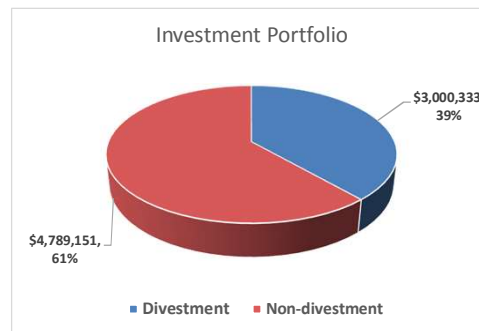
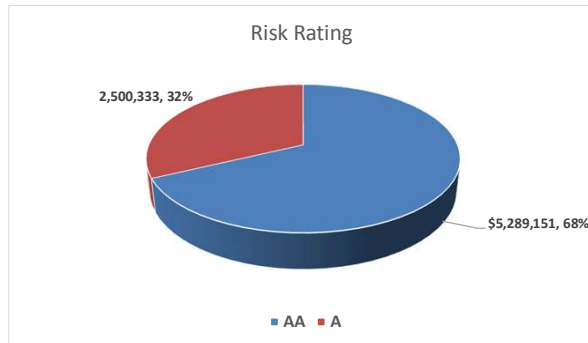
	Unrestricted	Restricted	Trust	Total Amount	Institution	Risk Rating (LT)	Interest Rate	Maturity Date	Interest \$
	\$	\$	\$	\$					
(a) Cash Deposits									
Municipal Bank Account - On-Call	336,014			336,014	CBA	AA-	0.01%	At Call	
Municipal Bank Account	1,210,229			1,210,229	CBA	AA-		At Call	
Municipal Bonds & Deposits Account	480,681			480,681	CBA	AA-		At Call	
Reserve Bank Account (Reserves)		0		0	CBA	AA-		At Call	
Reserve Bank Account (Unspent Grants)		139,054		139,054	CBA	AA-		At Call	
Cash On Hand	1,100			1,100	Petty Cash/Till Float		Nil	On Hand	
(b) Term Deposits									
Municipal	1,000,103			1,000,103	NAB	AA-	0.27%	13-Dec-21	2,700
Municipal	500,333			500,333	Suncorp	A+	0.30%	08-Feb-22	1,501
Municipal	500,000			500,000	Suncorp	A+	0.27%	13-Dec-21	1,350
Municipal	1,500,000			1,500,000	Suncorp	A+	0.30%	01-Feb-22	4,500
Municipal	500,000			500,000	CBA (Green)	AA-	0.21%	18-Jan-22	1,050
Municipal	500,000			500,000	Westpac	AA-	0.25%	21-Jan-22	1,250
Reserves		1,123,070		1,123,070	NAB	AA-	0.30%	12-May-22	3,369
Total	6,528,460	1,262,124	0	7,790,584			0.28%		15,720
Less: Cash on hand				(1,100)					
Total Investments and Cash Deposits				7,789,484					

Comments/Notes - Investments and Cash Deposits

(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0.00%
AA	MAX 100%	\$4,789,151	61.48%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$500,000	6.42%
A (DIVESTMENT)	MAX 80%	\$2,500,333	32.10%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0.00%
		\$7,789,484	100.00%

INSTITUTION	\$	%	(LT) RISK
COMMONWEALTH BANK	\$2,165,979	27.81%	AA-
CBA (GREEN TD)	\$500,000	6.42%	AA-
NATIONAL AUST. BANK	\$2,123,172	27.26%	AA-
SUNCORP	\$2,500,333	32.10%	A+
WESTPAC	\$500,000	6.42%	AA-
	\$7,789,484	100.00%	

The Town obtains quotes from three (3) financial institutions prior to placing investments. This ensures the Town is receiving the best return on investment possible. The amount the Town invests is dependent on cash flow requirements for business operations and capital works for upcoming months. As the financial year progresses, the Town's cash holdings decreases which means less investment of Municipal funds. The current monetary policy imposed by the Reserve Bank of Australia (RBA) is driving the low-interest rate environment. Indicative pricing from financial institutions show that terms of 90 days are equivalent to 180 days and only slightly lower than terms between 180 and 365 days. The Town's investment policy precludes investing in term deposits for more than 12 months.



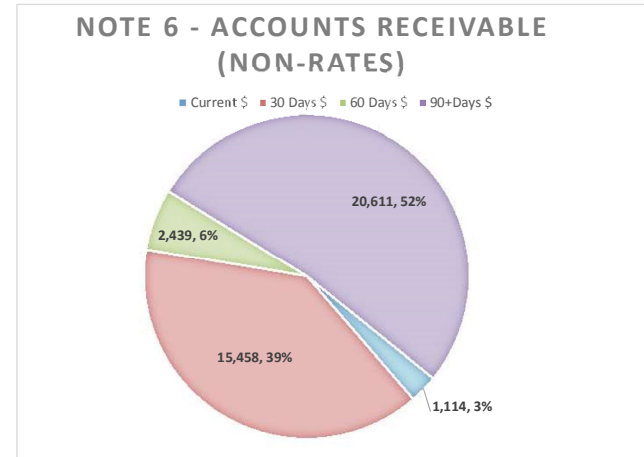
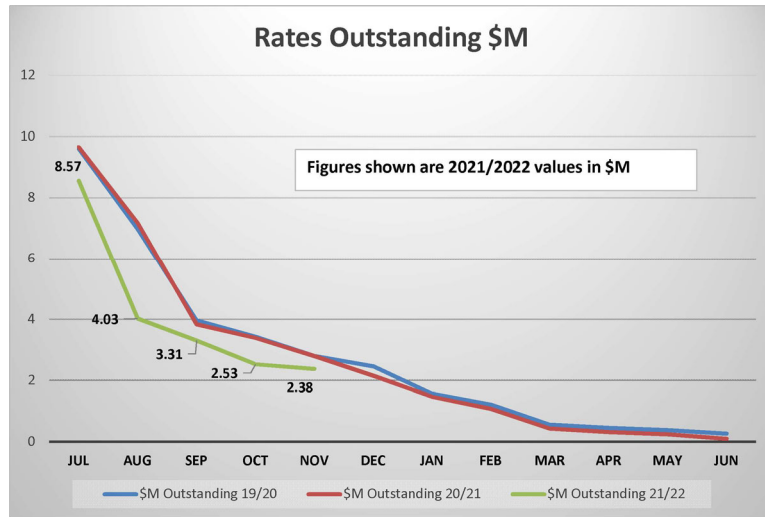
TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 4: Receivables

Receivables - Rates Receivable	30 November 2021	30 June 2021	Receivables - General	Current	30 Days	60 Days	90+Days	Total
Opening Arrears Previous Years	\$ 208,809	\$ 270,487	Receivables - General	\$ 1,114	\$ 15,458	\$ 2,439	\$ 20,611	39,622
Rates, ESL and Service Charges Levied this year	9,900,261	9,650,970	Receivables - Infringements					63,140
Less Collections to date	-7,770,517	-9,818,854	East Fremantle Lawn & Tennis Club					21,000
Add: Excess rates (credit balances - prepayments)	40,970	106,206						
Net Rates Collectable	2,379,523	208,809	Total Receivables General Outstanding					123,762
% Outstanding	23.54%							

Amounts shown above include GST (where applicable)

Control Account	GL	Balance
Sundry Debtors	104	39,622
SSL - Current EFTC	114	3,000
SSL - Non-Current EFTC	1684	18,000
Infringement Debtors	180	63,140
		123,762

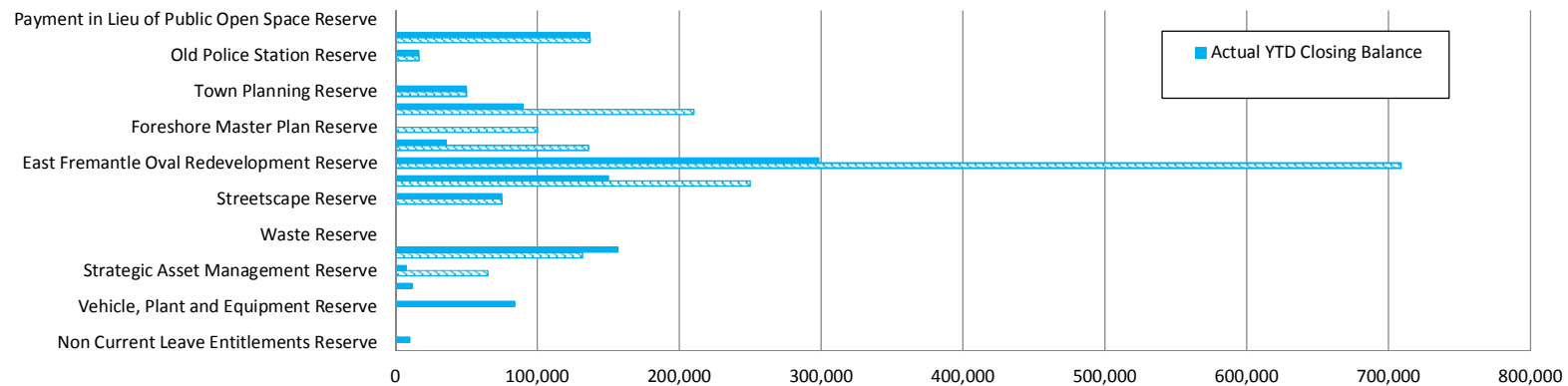


TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 5: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non Current Leave Entitlements Reserve	10,000	0	0	0	0	(10,000)	0	0	10,000
Unspent Grants and Restricted Cash Reserve	0	0	0	0	0	(22,186)	0	(22,186)	0
Vehicle, Plant and Equipment Reserve	84,127	0	0	0	0	(84,127)	0	0	84,127
Aged Services Reserve	11,803	0	0	0	0	(11,803)	0	0	11,803
Strategic Asset Management Reserve	7,542	0	0	57,378	0	0	0	64,920	7,542
Arts and Sculpture Reserve	156,772	0	0	45,000	0	(70,000)	0	131,772	156,772
Waste Reserve	0	0	0	1,042,250	0	(1,042,250)	0	0	0
Committed Works Reserve	0	0	0	0	0	0	0	0	0
Streetscape Reserve	75,000	0	0	0	0	0	0	75,000	75,000
Drainage Reserve	150,000	0	0	100,000	0	0	0	250,000	150,000
East Fremantle Oval Redevelopment Reserve	298,228	10,000	194	400,502	267	0	0	708,730	298,495
Preston Point Facilities Reserve	35,821	0	0	100,000	0	0	0	135,821	35,821
Foreshore Master Plan Reserve	0	0	0	100,000	0	0	0	100,000	0
Sustainability and Environmental Reserve	90,000	0	0	120,337	0	0	0	210,337	90,000
Town Planning Reserve	50,000	0	0	0	0	0	0	50,000	50,000
Business Improvement Reserve	0	0	0	0	0	0	0	0	0
Old Police Station Reserve	16,500	0	0	24,000	0	(24,000)	0	16,500	16,500
Payment in Lieu of Parking Reserve	0	0	0	137,010	137,010	0	0	137,010	137,010
Payment in Lieu of Public Open Space Reserve	0	0	0	0	0	0	0	0	0
	985,793	10,000	194	2,126,477	137,277	(1,264,366)	0	1,857,904	1,123,070

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



TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 6: Disposal of Assets

Asset Number	Plant Number	Asset Description	2021/22 Budget				2021/22 Actuals			
			Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment										
PEMV273	P5013	CEO Vehicle	22,938	32,340	9,402					
PEMV272	P5012	EMRS Vehicle	14,641	20,400	5,759					
PEMV268	P5003	EMCS Vehicle	9,608	20,400	10,792					
PEMV269	P5006	EMTS Vehicle	9,608	20,400	10,792					
PEMV264	P4093	PEHO Vehicle	0	14,520	14,520					
PEMV266	P4098	Works Supervisor Vehicle	7,473	14,520	7,047					
PEMV262	P4091	Ford Ranger Single Cab Ute (Ovals & Verges)	0	17,160	17,160					
PEMV257	P4088	CHSP Coordinator Vehicle	0	26,400	26,400					
PEMV255	P4085	CHSP Officer Vehicle	0	14,520	14,520					
PEMV245	P4072	Mitsubishi Fuso Tip Truck (Parks)	27,452	60,000	32,548					
			91,720	240,660	148,940	0	0	0	0	0

TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 7: Rating Information

RATE TYPE	YTD Actual						Adopted Budget			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
Differential General Rate	\$		\$	\$	\$	\$	\$	\$	\$	\$
Residential GRV	0.076377	2,961	86,072,665	6,573,972	12,907	6,586,878	6,570,498	20,000	0	6,590,498
Commercial GRV	0.113749	114	11,541,395	1,312,822		1,312,822	1,304,450	0	0	1,304,450
Sub-Totals		3,075	97,614,060	7,886,794	12,907	7,899,701	7,874,948	20,000	0	7,894,948
Minimum Payment	\$									
Residential GRV	1,138.00	329	4,219,274	374,402		374,402	375,540	0	0	375,540
Commercial GRV	1,702.00	11	117,220	18,722		18,722	18,722	0	0	18,722
Sub-Totals		340	4,336,494	393,124	-	393,124	394,262	0	0	394,262
		3,415	101,950,554	8,279,918	12,907	8,292,825	8,269,210	20,000	0	8,289,210
Amount from General Rates						8,292,825				8,289,210
Less Concessions						0				0
Totals				8,279,918		8,292,825	8,269,210	20,000	0	8,289,210

TOWN OF EAST FREMANTLE
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2021

Note 8: Grants and Contributions

	Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Type	Current Budget		YTD Budget	YTD Actual Revenue
						Operating	Capital		
						\$	\$	\$	\$
General Purpose Funding									
Grants Commission - General	WALGGC	Untied - General Purpose	NA	NA	Operating	75,450		37,725	41,929
Grants Commission - Roads	WALGGC	Untied - Road	NA	NA	Operating	33,378		16,689	18,681
Education and Welfare									0
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	31-Oct	Financial Declaration Acquittal	Operating - Tied	591,000		295,500	306,006
Home and Community Care	State Government	Commonwealth Home Support Programme	NA	NA	Operating - Tied	11,000		4,585	3,502
Community Amenities									0
Recycling Grant	Dept. Regional Development	Better Bins Program	31 July annually	Audited financial statement	Operating - Tied	31,976		0	11,352
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	NA	NA	Operating	4,100		0	0
Local Government Heritage Consultancy	Dept. Planning, Lands and Heritage	Review of Town's Municipal Heritage Inventory	NA	NA	Operating - Tied	0		0	0
Recreation and Culture									0
East Fremantle Festival	Port Authority	East Fremantle Festival Funding	NA	NA	Operating - Tied	27,273		7,273	7,273
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	NA	NA	Non-operating	0	10,000,000	0	0
Foreshore Erosion	DBCA	Various seawall works	NA	NA	Operating - Tied	75,000		0	0
Henry Jeffery Resurfacing	CSRFF	Lacrosse lighting	NA	NA	Non-operating	0	15,000	0	0
Urban Canopy Grant Program	WALGA/Water Corp	Implementation of urban canopy program	30/9/21 and 25/7/22	Financial statement/budget reconciliation	Operating - Tied	70,805		0	21,315
State Government Election Commitment	DLGSC	Removing of fencing around HMAS Leeuwin Playing Fields	NA	NA	Operating - Tied	52,000		52,000	52,000
CMPAP Funding	WAPC - Dept. Planning	Coastal Hazard Risk Management Plan	22/23	Financial statement	Operating - Tied	23,875		23,875	23,875
Transport									0
Direct Grant	Main Roads	Direct Grant	July	Certificate of completion	Operating	19,245		19,245	19,245
Federal Government Stimulus Payment	Department of Infrastructure	Local Roads and Community Infrastructure Program	31/10/21 and 31/12/21	Audited financial statement	Non-operating	0	337,894	0	145,122
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	NA	NA	Operating	4,800		0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	NA	NA	Operating	8,000		0	0
TOTALS						1,027,902	10,352,894	456,892	650,299
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions					144,973	0	73,659	79,855
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions					882,929	0	383,233	425,322
Non-operating	Non-operating Grants, Subsidies and Contributions					0	10,352,894	0	145,122
TOTALS						1,027,902	10,352,894	456,892	650,299

TOWN OF EAST FREMANTLE - CAPITAL WORKS REPORT - 30 NOVEMBER 2021

COA/ Job	Description	Budget			YTD Actual	Order Value	Total Actual	Variance (\$)	Variance (%)	Indicator	Budget Completion %	Comments
		Original Budget	Amendments	Current Budget								
E04629	Plant & Equipment - CEO and EM Corporate Services Vehicle Replacement	\$80,200	\$0	\$80,200	\$0	\$0	\$0	-\$80,200		0%	Put funds into reserve due to vehicle delays into the Country	
E07404	Plant & Equipment - Principal Environmental Health Officer Vehicle Replacement	\$24,200	\$0	\$24,200	\$0	\$0	\$0	-\$24,200		0%	Procuring EV pricing and availability	
E08626	Plant & Equipment - CHSP Coordinator and CHSP Support Officer Vehicle Replacement	\$68,200	\$0	\$68,200	\$0	\$0	\$0	-\$68,200		0%		
E10648	Plant & Equipment - EM Regulatory Services Vehicle Replacement	\$34,000	\$0	\$34,000	\$0	\$0	\$0	-\$34,000		0%	Put into reserve due to vehicle delays into the Country	
E11716	Plant & Equipment - Parks Ute replacement	\$28,600	\$0	\$28,600	\$0	\$0	\$0	-\$28,600		0%		
E11718	Plant & Equipment - Parks Truck replacement	\$100,000	\$0	\$100,000	\$0	\$89,560	\$89,560	-\$100,000		0%	Truck arrived 26/11/21	
E14609	Plant & Equipment - EM Technical Services vehicle replacement and works supervisor ute replacement	\$58,200	\$0	\$58,200	\$0	\$30,903	\$30,903	-\$58,200		0%	EMTS vehicle on order, due Feb 2022	
E11685	Plant & Equipment - Public Art	\$45,000	\$0	\$45,000	\$13,500	\$18,000	\$31,500	-\$31,500		30%		
E12810	Plant & Equipment - Works Ute replacement	\$30,000	\$0	\$30,000	\$0	\$0	\$0	-\$30,000		0%		
Plant & Equipment		\$468,400	\$0	\$468,400	\$13,500	\$138,463	\$151,963	-\$454,900		-97.12%	3%	
\$0												
E11736	Buildings - Upgrades - Various Locations	\$80,000	\$0	\$80,000	\$0	\$0	\$0	-\$80,000		0%	Condition assessments being undertaken Jn 2022	
E11737	Buildings - Camp Waller Upgrades	\$50,000	\$0	\$50,000	\$20,607	\$13,500	\$34,107	-\$29,393		41%	Works on track to be completed by January 2022	
E11738	Buildings - East Fremantle Oval Precinct Redevelopment	\$15,132,000	\$0	\$15,132,000	\$46,676	\$0	\$46,676	-\$15,085,324		0%		
Buildings		\$15,262,000	\$0	\$15,262,000	\$67,284	\$13,500	\$80,784	-\$15,194,716		-99.56%	0%	
\$0												
E11622	Infrastructure - Parks & Ovals - Lee Park - Bore Renewal	\$0	\$34,000	\$34,000	\$24,980	\$0	\$24,980	-\$9,020		73%	Completed	
E11637	Infrastructure - Miscellaneous Sports and Recreation - Youth Facilities Upgrades	\$70,000	\$0	\$70,000	\$0	\$0	\$0	-\$70,000		0%		
E11733	Infrastructure - Parks & Ovals - Preson Point Oval Lighting Upgrade	\$30,000	\$0	\$30,000	\$0	\$0	\$0	-\$30,000		0%		
E11727	Infrastructure - Parks & Ovals - Henry Jeffery Oval Resurfacing & reticulation upgrades	\$121,594	\$0	\$121,594	\$55,700	\$59,513	\$115,213	-\$65,894		46%	Works on track to be completed by February 2022	
E11731	Infrastructure - Parks & Ovals - Stratford Park Fencing Replacement	\$10,000	\$0	\$10,000	\$0	\$0	\$0	-\$10,000		0%		
E11732	Infrastructure - Parks & Ovals - Softfall - Exercise equipment near Dome	\$12,000	\$0	\$12,000	\$0	\$0	\$0	-\$12,000		0%	Seeking quotes to undertake replacement, December 2021	
E11734	Infrastructure - Parks & Ovals - Tricolore BBQ replacement	\$10,000	\$0	\$10,000	\$0	\$0	\$0	-\$10,000		0%	Soccer club BBQ, May be impacted by building upgrade works	
E11735	Infrastructure - Parks & Ovals - Bench seats - various locations	\$12,500	\$0	\$12,500	\$4,471	\$0	\$4,471	-\$8,029		36%	Ongoing, sourcing more bench seats	
E12832	Infrastructure - Drainage - Silas Street	\$196,000	-\$123,000	\$73,000	\$73,909	\$10,686	\$84,595	\$909		101%	Completed, waiting final invoices	
E12833	Infrastructure - Drainage - Zephyr Car Park	\$50,370	-\$50,370	\$0	\$2,040	\$0	\$2,040	\$2,040			On hold until further designs can be undertaken	
E12838	Infrastructure - Drainage - Locke Crescent	\$80,000	\$0	\$80,000	\$556	\$0	\$556	-\$79,444		1%	Quotes received December 2021, works to begin Jan 2022	
E12834	Infrastructure - Footpaths - Gill Street	\$64,200	\$0	\$64,200	\$0	\$0	\$0	-\$64,200		0%	Quotes received December 2021, works to begin Jan 2022	
E12835	Infrastructure - Footpaths - Irwin Street Kerbing	\$10,000	\$0	\$10,000	\$0	\$0	\$0	-\$10,000		0%	Works to be undertaken in Feb 2022	
E12836	Infrastructure - Footpaths - Angwin Street	\$8,400	-\$8,400	\$0	\$0	\$0	\$0	\$0			Completed	
E12837	Infrastructure - Footpaths - Canning Highway	\$90,000	\$0	\$90,000	\$0	\$0	\$0	-\$90,000		0%	Works to be undertaken in Feb 2022	
E12839	Infrastructure - Footpaths - Riverside Rd and Pier St Intersection	\$0	\$15,000	\$15,000	\$0	\$0	\$0	-\$15,000		0%	River wall design ocnsulted being engaged in Dec 2021	
E12688	Infrastructure - Footpaths - Fortescue St	\$0	\$27,000	\$27,000	\$0	\$0	\$0	-\$27,000		0%	Works to begin Jan 2022	
E11726	Infrastructure - Parks & Ovals - Locke Park Pump	\$0	\$30,000	\$30,000	\$27,128	\$0	\$27,128	-\$2,872		90%		
Infrastructure		\$765,064	-\$75,770	\$689,294	\$188,784	\$70,198	\$258,982	-\$500,510		-72.61%		
		\$16,495,464	-\$75,770	\$16,419,694	\$269,568	\$222,161	\$491,729	-\$32,300,252		-98.36%	2%	

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

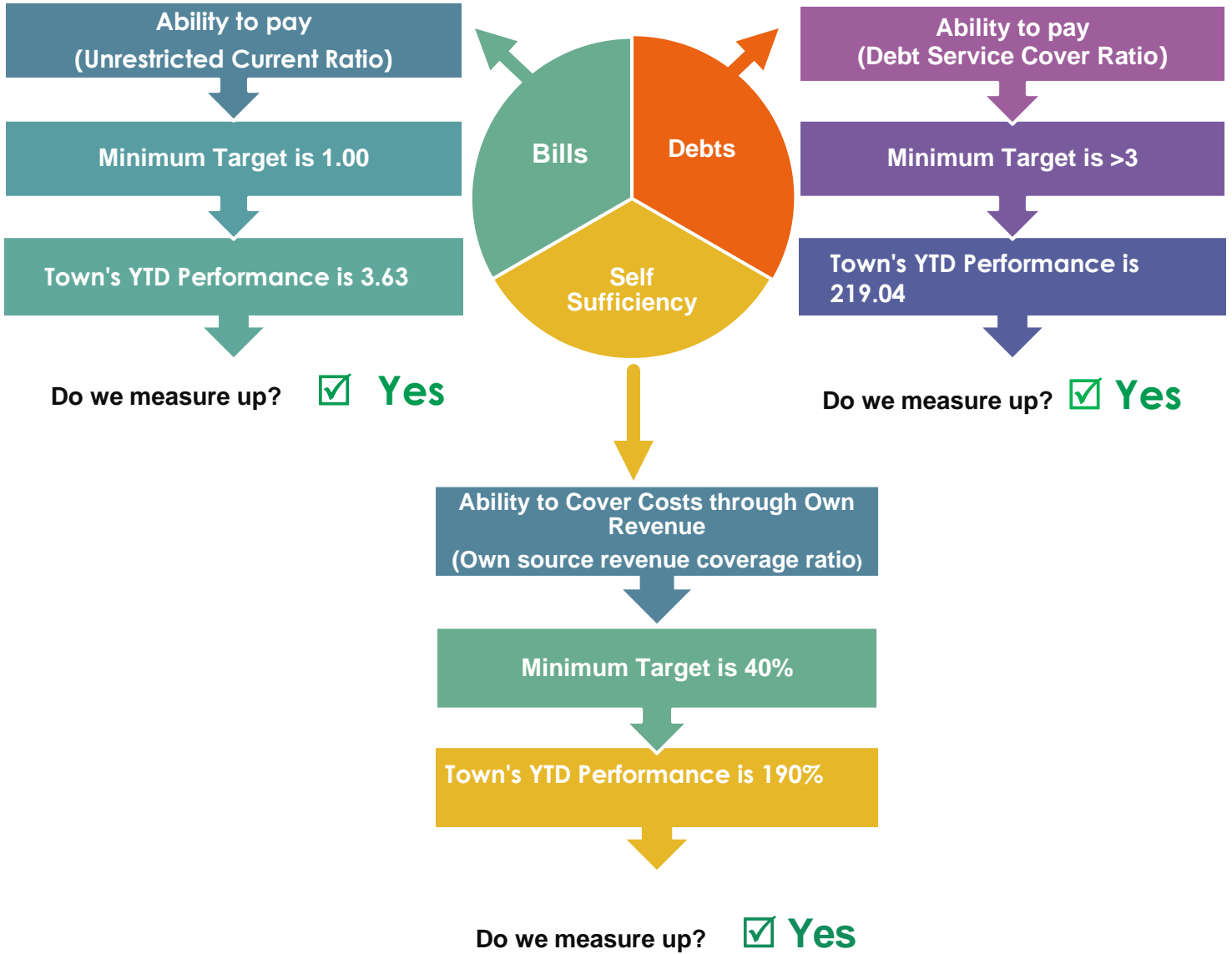
MONTHLY FINANCIAL HEALTH CHECK

As at 30 November 2021

Highlighting how the Town of East Fremantle is tracking against financial ratios



Financial Snapshot (Year to Date)	Actual
Operating Revenue	\$9,738,799
Operating Expenditure (Including Non-Cash Items)	(\$4,847,680)
Non-Cash Items	\$1,058,511
Capital Revenue	\$145,122
Capital Expenditure	(\$269,568)
Loan Repayments	(\$25,499)
Lease Liability Principal Repayments	(\$30,302)
Transfers (to)/from Reserves	(\$137,277)
Transfer from Restricted Cash (Unspent Grants)	\$177,789
Surplus Brought Forward 1 July 2020	\$576,249
Current Municipal Surplus	\$6,384,144



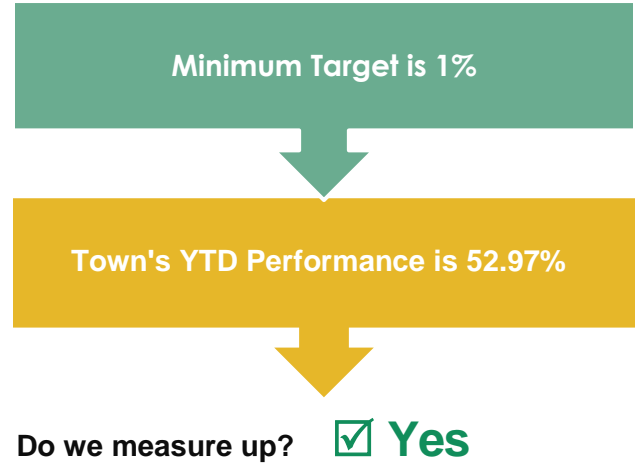
Cash in the bank



▶ How are we tracking against our budgeted targets?

Adjusted Operating Surplus

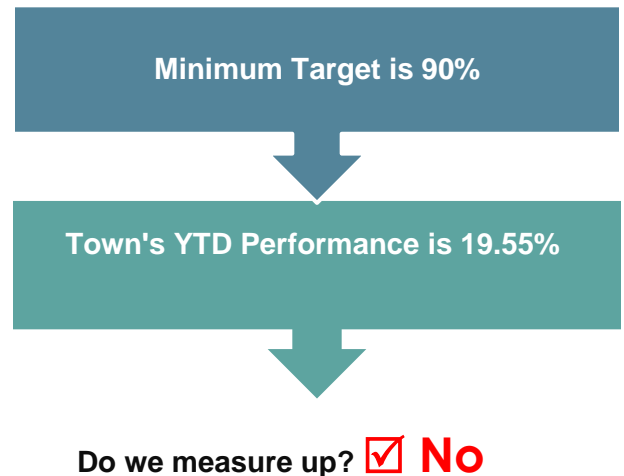
A measure of the Town's ability to cover its operational costs including depreciation and have funds left over to cover capital expenditure (including principal loan repayments) without relying on debt or reserves.



- Adjusted operating surplus and self-sufficient ratios are high in the earlier part of the year due to rates being fully invoiced in July. However, as the year progresses, operating expenditure will continue to draw on this revenue source reducing to target by 30 June 2022.

Asset Sustainability Ratio

Measures if the Town is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.



- Capital works program is yet to significantly commence, this ratio will increase as the year goes on and more capital works are completed.

Corporate Project Management Framework

Project Number

Project Initiation Document (PID) Insert Project Name



Project Details

Submitted By	<input type="text" value="Peter Kocian"/>	Project Location	<input type="text" value="Preston Point"/>
Project Manager	<input type="text" value="Operations"/>	Start Date	<input type="text" value="01.01.2022"/>
Business Unit Manager	<input type="text" value="Nicholas King"/>	End Date	<input type="text" value="01.06.2022"/>
Description	<input type="text" value="Install Paid Parking Management Solution at Leeuwin Carpark in accordance with the with attached specifications"/>		

Strategic Impact

Contribution to Strategic Community Plan

(select more than one if required)

1	<input type="text" value="Built Environment"/>
2	<input type="text"/>
3	<input type="text"/>
4	<input type="text"/>

Related Risk / Opportunity

Type of Project

Project Type

Is the Project part of a strategic plan / larger project / masterplan. List the related programme here.

Estimated Budget (please leave blank if no budget is required)

Please select:		Year 1 2021 - 2022	Year 2 2022 - 2023	Year 3 2023 - 2024	Year 4 2024 - 2025	Year 5 2025 - 2026
<input type="text" value="Capital grant and contribution"/>	Income	\$168,000				
<input type="text" value="Select income type"/>	Income					
<input type="text" value="Capital - expense"/>	Expenditure	\$168,000				
Municipal funding (automatically calculated)		\$0	\$0	\$0	\$0	\$0

		Year 6 2026 - 2027	Year 7 2027 - 2028	Year 8 2028 - 2029	Year 9 2029 - 2030	Year 10 2030 - 2031
Income						
Income						
Expenditure						
Municipal funding (automatically calculated)		\$0	\$0	\$0	\$0	\$0

TOTAL INCOME	\$168,000	Ongoing Maintenance Costs (Annually)	<input type="text" value="\$10,000.00"/>
TOTAL EXPENDITURE	\$168,000	Item in existing budget or proposed addition	<input type="text" value="Proposed Variation"/>

Is the project funded / part funded by a grant? Has the grant been approved? N/A Approved Not Approved

If grant funded, which grant will be / has been sought?

Corporate Project Management Framework

Project Number

Project Initiation Document (PID) Insert Project Name

If funded through reserves, which reserve?

Quality Checklist

Internal stakeholders have been engaged and are supportive of the project

Yes Check No Check

Sustainability Checklist completed (Infrastructure projects only) (Doc Set ID: 4264584)

Check Check

Related Documents

Document Name

ECM Doc Set ID

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

(Add additional lines as required)

Acceptance

Approval to Proceed
(from Manager of the team delivering the project)

Approval Status

Name:

Position:

Date:

Peter Kocian Digitally signed by Peter Kocian
Date: 2021.11.12 14:11:34 +08'00'

Paid Parking Management Solution – Best Fit

Summary of key findings from discussion

Proposal for Tenderers to respond to Parking Elements and Site Works independently both for ease of evaluation and to allow site works to be tendered separately to specialist contractors.

Parking Elements:

Entry	Single lane entry via boom gate (default up position) and LPR	<p>Boom gate to close upon:</p> <ul style="list-style-type: none"> • Failure of LPR to capture registration • Identification of vehicle exiting via entry • Identification of vehicle on black list <p>Patron must manually key in registration at entry gate if LPR fails to capture rego</p> <p>Note: Boom gate to not automatically close upon ‘full car park’ as vehicles must still be able to use boat launch facilities</p>
Exit	Dual lane exit via boom gate and pay station (default down position) and LPR	<p>Boom gate to open upon:</p> <ul style="list-style-type: none"> • LPR recognition of registration on white list • LPR recognition of registration paid via app • Payment at exit pay station • Power failure or equipment malfunction • Staff request via remote web interface/portal <p>Vehicles turning left to use left exit lane and right to use right exit lane</p> <p>Emergency service vehicles must be able to enter/exit uninhibited, is there a facility for this?</p>
Pay stations	No additional pay stations required	Pay at exit and pay by mobile app sufficient for patrons
Staff Interface/Portal	<p>Ability to remotely maintain/control:</p> <ul style="list-style-type: none"> • Fees/charges • Free/grace period • Exit boom gate position • Entry boom gate position 	<p>Training on configuration and use of portal to be included</p> <p>White list could include Disabled/veteran parking passes and Delivery vehicles for café in addition to Resident Boat Owner passes</p>

	<ul style="list-style-type: none"> • White/black lists • Reset bay availability counter 	Could fee configuration include different fees for “grey” list, i.e. registered residents pay reduced fees?
User Payment App	Ability for patrons to: <ul style="list-style-type: none"> • Make payment prior to exiting carpark • View current trailer bay availability 	Any additional features?
Monitoring	Vendor to provide 24/7 intercom/alert monitoring (first year)	Intercom at exit to be monitored by vendor. Alerts and notifications (i.e. frequent LPR misreads, equipment failures) to be monitored by vendor for first year of contract and negotiated thereafter.
Maintenance	Vendor to provide maintenance for equipment provided (first year)	All equipment maintenance (scheduled & defect) to be carried out by vendor with training to be provided to Town staff on general maintenance.
Sensors	Sensors required for all car-sized bays (to consider for bay availability counter)	Trailer bay availability count will increase upon use of a car bay and decrease upon car leaving bay. Current count of car-sized bays is 16 (consider change to configuration of car park to remove car sized bays).
Entry Signage (counter)	Electronic signage at entry for trailer bay availability	At entry of each vehicle (regardless of LPR read/misread) available bay count decreases by 1. Count increases by 1 at each exit of vehicle. Upon sensor detecting car-sized car bay use, count increases by 1. Upon sensor detecting car leaving car bay, count decreases by 1.
Automated Infringement Issuance (API/Interface)	Not required as patrons will be prevented from exiting without payment	Manual infringements to be issued by Rangers using existing process for other violations not related to failure to pay

Site Works and Other ‘Contractable’ Elements:

Kerbing/laneways	Changes to Kerbing for entry and exit	Narrowing of entry for car park to allow for LPR read and placement of entry gate
Fencing/Bollards	Car park to be fully enclosed by bollards to prevent vehicles leaving other than via exit	Consideration for recycled materials and aesthetically pleasing bollard to blend with foreshore*
Internet (cabling/trenching)	Requirements to be based on results from site report	Tender document to describe existing infrastructure and placement of new equipment requiring internet connectivity
Electricity (cabling/trenching)	Requirements to be based on results from site report	Tender document to describe existing infrastructure and placement of new equipment requiring power availability
Lighting	Additional lighting requirements for entry/exit	Lighting required for signage, LPR/CCTV and payment at exit

CCTV	Entry and Exit CCTV to be installed alongside lighting	Preference for ability to remote monitor in real time in addition to recording (e.g. to remotely check/reset bay availability counter)
Fixed Signage	Entry and Exit signage with car park rules/regs and notification of LPR/CCTV	Fixed signage to incorporate bay availability counter

Contractor (GHD, Talis) to provide detailed site plan to incorporate into tender document:

Kerbing/laneways	Specific requirements for kerbing or changes to existing layout or configuration of carpark or bays	Request additional chicane or left turning lane to be incorporated into changes proposed for Riverside Road to prevent impeding traffic on road at busy periods.
Fencing/Bollards	Specific requirements for Fencing and/or Bollards to comply with standards	Any specific standards to adhere to?
Internet	Location and details of existing services	Vendors require information to quote on works
Electricity (cabling/trenching)	Location and details of existing conduits/circuits	Vendors require information to quote on works
Upgrades to launching facilities	Any potential for adding designated entry/exit ramps?	See recently improved boat launching facilities at Bicton
Reconfiguration of car park	Consideration of removing car-sized bays to make room for additional trailer bays and/or make launching more accessible	Cost may be offset by non-requirement for sensors on car-sized bays

***Bollard Options:**

Standard car park steel bollard

Bollards made from recycled materials



Part 4 COMPLETE AND RETURN THIS PART

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.

Activity	Does the Parking Management Solution meet the following criteria (Y/N)	Pricing (GST Exclusive)
Essential:		
1. Minimal requirement to patrol carpark by rangers	Y	\$ 132,010.03
2. No paper ticket to be issued	Y	
3. Gateless entry (frictionless)	Y	
4. Ability to manage resident paid/discounted/free digital permit	Y	
5. Automated infringement transmission to ERP	Y	
6. Improved reporting on carpark usage and infringements	Y	
7. Ability for users to manage parking remotely	Y	
8. Scalable solution (can be implemented at other town owned car parks in the future)	Y	
9. Tamper and rust resistant equipment	Y	
10. 'Pay as you leave' type option preferred	Y	
11. Ability for Town staff to remotely access carpark configuration options	Y	
Desirable:		
1. Use of “green” technology where feasible	Y	
2. Gateless exit (frictionless)	Y	
3. Card/electronic payments only	Y	
4. Measures to prevent vehicles circumventing LPR technology (i.e. enter through exit or exit through entrance)	Y	
5. 'Pay as you leave' type option preferred	Y	
Optional:		
1. Use of sensors or other technology to identify use of restricted bays (and automated alerts to Rangers)	N	TBC
GST		\$ 13,201.00
TOTAL (GST Inclusive)		\$ 145,211.03
		\$
		\$

Notes:

- Council to provide infrastructure (5m suitable poles and associated infrastructure including civil works) and mains power for Cameras.
- Council to provide data SIM card for the camera solution.

Part 4 COMPLETE AND RETURN THIS PART

Activity	Quantity	Per Annum Pricing (GST Exclusive)
Recurring Fees		\$ 24,732.00
SenPark Maintenance Per Annum for Two Cameras	2	\$ 4,000.00
SenPLATE Licence Per Annum for Two Cameras	2	\$ 5,000.00
PEMS Licence Fee for Machines	3	\$ 2,700.00
Pay by Plate Machines Maintenance Fees	3	\$ 4,320.00
Payment Gateway Administration Fees	1	\$ 1,080.00
Motorist Call Centre Fees	3	\$ 432.00
PEMS Licence Friction Less Parking Solution (Per Bay)	120	\$ 7,200.00
PEMS Gateway CC Fee (Per Transaction) @ \$0.15 (ex GST) per transaction	TBC	-
Autolssue Infringement Data Hosting @ \$5 per GB per month	TBC	-
GST		\$ 2,473.20
TOTAL (GST Inclusive)		\$ 27,205.20
		\$
		\$

Notes:

- Recurring fees are subject to CPI increases from Y2 on wards.
- Recurring fees can be invoiced quarterly, half yearly or annually in advance.

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.



Request for Quotation for Design and Installation of Paid
Parking Management Solution
RFQ 07-2018/19
Reino International Pty Ltd trading as Duncan Solutions Australia

Annexure E Demonstrated Understanding



4.2.2 E. Demonstrated Understanding

Respondents should detail the process they intend to use to achieve the Requirements of the Specification.

Areas you may wish to cover include:

- a) A project schedule/timeline (where applicable).*
- b) The process for the delivery of the Goods/Services.*
- c) Training processes (if required).*
- d) Demonstrated understanding of the Scope of Work.*

Supply details and provide an outline of your proposed methodology in an attachment labelled "Demonstrated Understanding".

Duncan Solutions' responses to the above matters are included on the following pages.

Proposed Solution Summary

Duncan Solutions acknowledges East Fremantle's key requirements for this RFT for design and installation of paid parking management solution as below:

- 3 new Pay by Plate parking meters operating as contactless
- Pay by phone solution (EasyPark)
- Camera on entry and exit for licence plate recognition
- Integrated parking management system and
- Enforcement solution

Solution Overview

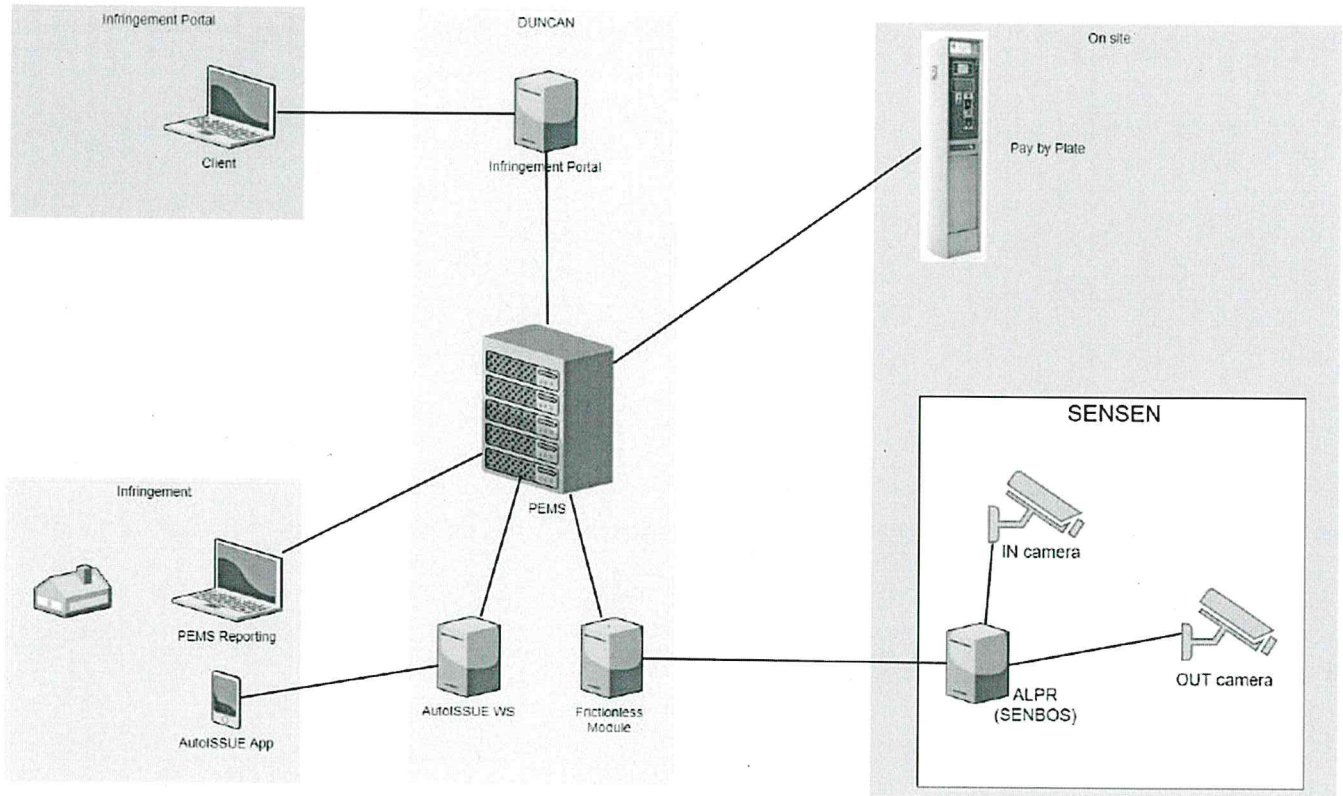
Our proposed solution is proven and fit for purpose. Importantly it is also flexible and scalable enabling it to evolve with East Fremantle's requirements for payments, vehicle monitoring and compliance management. The key components of the proposed solution include:

- Duncan Solutions' TX Parking Ticket Pay by Plate machines
- PEMS - a single management system to integrate, monitor, report and analyse all data, captured in real time using a secure Tier 4 Cloud Hosted Environment (EMV and PCI DSS Level 1 certified and hosted in Australia)
- AutoISSUE infringement issuance application and associated hardware
- Accurate (industry leading) Licence Plate Recognition (LPR) on-street and off-street from Sensen;
- Pay by phone solution from EasyPark;
- Integration with Council's current Infringement Payment Solution (Towns ERP); and
- Integration to permit management information allowing Town staff to manage requests for free permits in real time.

Duncan Solutions can meet all essential requirements of the brief as described in the East Fremantle tender document scope. Below we are delighted to introduce you to the various products and services comprising the total solution.



Request for Quotation for Design and Installation of Paid Parking Management Solution
RFQ 07-2018/19
Reino International Pty Ltd trading as Duncan Solutions Australia





Solution Process Flow

- Vehicle number plate is captured by LPR cameras on entry, photos are timestamped for evidence recording
 - No requirement for boom gate or speedhump
- Motorist parks vehicle for duration required i.e. 1 day – 1 week
- Motorist can opt to pay by several methods (prior to exit):
 - User can pay at exit for time used, tap/swipe credit card at payment kiosk. The motorist will enter their LPN. This will trigger a lookup for entry date/time and show duration including amount owed for parking session.
 - Permit registered users will be able to enter and exit carpark within council defined rule's (Council to provide a feed of registered permit users to be entered in PEMS for use as a whitelist)
 - Phone payment application linked to credit card for processing payment prior to exit.
- Vehicle exits carpark, LPR camera captures registration number and compares entry, exit times and payment made.
- If no payment made and potential violation captured by LPR camera CCTV captured photo with timestamp for evidence sent to enforcement team for review.
- If review is conclusive and there is a non-payment violation council to issue infringement/caution notice via enforcement solution (AutoISSUE) and desktop A4 printer.
 - Infringement/caution sent with violation details and supporting images
 - Data is transferred from AutoIssue to Altus/SynergySoft for the infringement processing and lifecycle management



Proposed Camera locations



Proposed meter locations (positioned for use after boating session)





What is a TX Machine?

The TX machine is a paid parking user interface recognised by most regular paid parking customers throughout Australia. It is trusted by local government and parking authorities for its robust, secure and resilient design.

Who is it for?

The TX machine supports customers to make payments. It secures parking revenue with its robust and resilient design, and when integrated with PEMS provides parking system operates with rich real time business intelligence about the parking system.

How does it help?

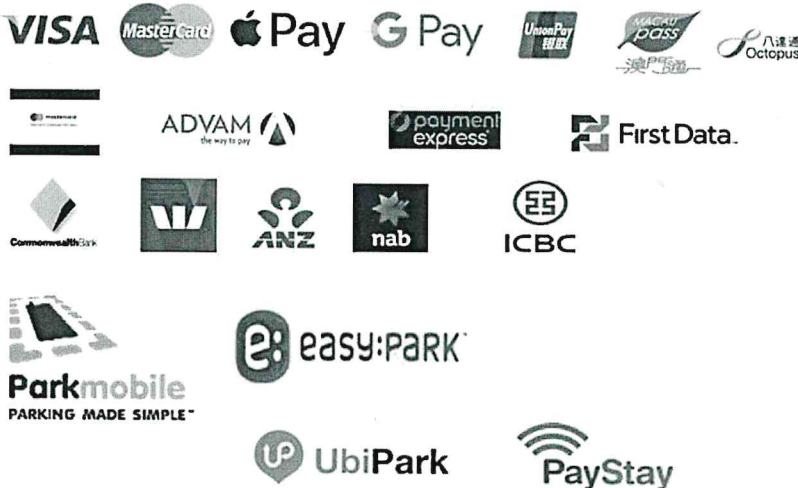
Duncan's TX machine is easy to use, highly adaptable, and can be used in both on-street and off-street parking scenarios. It is highly configurable operating on client preference as:

- pay-and-display
- pay-by-plate or
- pay-by-space.

It is also available in coinless and ticketless operation reducing the total cost of ownership by eliminating maintenance for ticket refills and coin collection.

It accepts the widest range of payment methods and has seamless interoperability with other parking devices.

PAYMENT OPTIONS

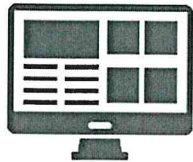


Features and Benefits



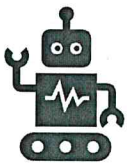
There is real-time wireless communication between the TX machine and the PEMS Cloud, sensors, and other integrated software such as payment solution applications, infringement issuance and automated licence plate recognition programs. The TX parking machine system utilises a 3G /4G communications network for all of its data transfers.





The TX machine connects to PEMS to allow for seamless transmission of occupancy and financial data to the web-based client portal for retrieval. Administrators can change tariffs and configurations across multiple TX parking meters seamlessly using the web-based client portal. Programming the TX machine is simple and can be installed either “manually” or remotely via wireless download. Individual machine’s configuration files are written using a specific configuration/tariff template and are tested on a parking machine set aside for this purpose.

TX machines provide useful and important real time data to actively manage a car parking operation. Within PEMS – the integration engine – there is an integrated reporting suite that offers pre-defined standard reports and summaries for all data captured across the client’s site. Report data is delivered in real-time. Configuration of ad-hoc reports is simple and quick.



The TX machine is a future proofed asset. The TX machine is designed to allow for all electronic components to be easily upgraded at low cost. When payment options, communications technology or computer processor capabilities evolve, Duncan Solutions will always have a clear upgrade strategy.

Useable



The TX machine incorporates a simplistic design interface so motorist interactions with the machine are fast and intuitive. There is a clear, easy to follow user experience for cash and credit card: All transactions initialise as soon as the motorist enters either a coin or card into the machine.

Reliable



Duncan understands that if a machine is out of service, it isn't collecting revenue and is causing inconvenience to motorists. The TX machine is solar-sustainable due to a highly optimised combination of software and electronics and they consistently exceed uptimes of 99.5% across Australia.

Secure

Duncan Solutions is committed to ensuring that our machines are the most secure on the market. This commitment has led us to incorporate numerous security features into the funds acceptance and storage functionality of our TX machine.

13.2.2 Accounts for Payment – November 2021

File ref	F/FNS2
Prepared by	Sam Dolzadelli Manager, Finance
Supervised by	Peter Kocian, Executive Manager, Corporate Services
Meeting Date	14 December 2021
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Monthly List of Payments – November 2021

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 ended 30 November 2021 as recorded in the minutes of the Council.

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 Lists of Accounts paid for the period 1 November to 30 November 2021, as per the summary table.

Background

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

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

The bulk of payments are processed by electronic funds transfer (EFT) with the exception of Water Corporation accounts which are paid by cheque and the occasional reimbursements and refunds.

Consultation

Nil.

Statutory Environment

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

Policy Implications

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

Financial Implications

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

Risk Implications

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

Risk Matrix

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

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

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

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

5.3 Strive for excellence in leadership and governance

Site Inspection

Not applicable.

Comment

Payments for the period include the following significant items:

Payee	Particulars	Amount (GST Inc)
Australian Taxation Office	BAS October 2021	28,577.00
City of Fremantle	Ftle Library Contribution 21/22	164,489.60
Resource Recovery Group	Waste Disposal Fees October	40,868.03
PTC Irrigation	Bore Repairs East Ftle Oval	30,335.58
JV Earthmoving Contractors	Silas Street Drainage Upgrade	62,948.00
Suez Recycling	Waste Services October	34,452.11

13.2.2 OFFICER RECOMMENDATION

That Council, in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, **RECEIVES** the list of payments made under delegated authority for the month ended 31 October 2021 as recorded in the Minutes of the Council.

NOVEMBER 2021		
Voucher No	Account	Amount
5343-5344	Municipal (Cheques)	997.02
EFT32258 – EFT32419	Municipal (EFT)	\$669,915.48
Payroll	Municipal (EFT)	\$276,567.08
Direct Debits	Municipal (Direct Debit)	\$59,237.63
	Total Payments	\$ 1,006,717.21

TOWN OF EAST FREMANTLE

List of Accounts paid by the Chief Executive for November 2021 & submitted for the information of the Council Meeting to be held on Tuesday, 14 December 2021.

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
CHEQUE					
5343	24/11/2021	TOWN OF EAST FREMANTLE	PETTY CASH RECOUP - 31/10/21	37.50	37.50
5344	24/11/2021	P F & C A CARNLEY	RATES REFUND	959.52	959.52
			CHEQUE TOTAL	997.02	997.02
EFTs		Supplier	Description	Inv Amount	EFT
EFT32258	04/11/2021	MAYOR JIM O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - NOVEMBER 2021	4,708.34	4,708.34
EFT32259	04/11/2021	CR. CLIFF COLLINSON	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021	1,583.66	1,583.66
EFT32260	04/11/2021	CR. DEAN NARDI	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021	1,583.66	1,583.66
EFT32261	04/11/2021	CR. ANDREW MCPHAIL	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021	1,583.66	1,583.66
EFT32262	04/11/2021	CR. ANDREW WHITE	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021, SITTING FEES & ICT ALLOWANCE - OCTOBER 16-31 2021	2,349.95	2,349.95
EFT32263	04/11/2021	CR. TONY NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - NOVEMBER 2021, DEPUTY MAYORAL ALLOWANCE - OCTOBER 16 - 31 2021	2,449.26	2,449.26
EFT32264	04/11/2021	CR KERRY DONOVAN	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021	1,583.66	1,583.66
EFT32265	04/11/2021	CR. MARK WILSON	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021, SITTING FEES & ICT ALLOWANCE - OCTOBER 16-31 2021	2,349.95	2,349.95
EFT32266	04/11/2021	CR. LAURA MASCARO	SITTING FEES & ICT ALLOWANCE - NOVEMBER 2021, SITTING FEES & ICT ALLOWANCE - OCTOBER 16-31 2021	2,349.95	2,349.95
EFT32267	10/11/2021	AUSTRALIA POST	POSTAGE AND FREIGHT FOR OCTOBER 2021	842.51	842.51
EFT32268	10/11/2021	AUSTRALIAN TAXATION OFFICE	BAS FOR OCTOBER 2021	28,577.00	28,577.00
EFT32269	10/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS NOVEMBER 2021	211.20	211.20
EFT32270	10/11/2021	CONSTRUCTION TRAINING FUND	BCITF LEVY OCTOBER 2021	95.00	95.00
EFT32271	10/11/2021	BUNNINGS BLDG SUPPLIES LTD	VARIOUS MATERIALS FOR ASPHALT / CONCRETE REPAIRS	643.12	
			VARIOUS EQUIPMENT FOR WORKS REPAIRS	217.55	860.67
EFT32272	10/11/2021	BOC LIMITED	CONTAINER SERVICE - OCTOBER 2021	23.19	23.19
EFT32273	10/11/2021	CITY OF COCKBURN	TIP FEES - OCTOBER 2021	2,015.00	2,015.00
EFT32274	10/11/2021	CITY OF MELVILLE	COMPOSTABLE LINERS X 300	1,362.00	1,362.00
EFT32275	10/11/2021	CITY OF FREMANTLE	FREMANTLE LIBRARY CONTRIBUTION 2021-2022	164,489.60	164,489.60
EFT32276	10/11/2021	FREMANTLE HERALD	FESTIVAL ROAD CLOSURES ADVERTISEMENT	189.83	189.83
EFT32277	10/11/2021	IT VISION	EFT ALTUS PAYROLL TEST DATABASE FOR ALTUS PAYROLL OCTOBER 21	220.00	220.00
EFT32278	10/11/2021	SUE LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 04/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/11/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/11/2021	13.50	43.50
EFT32279	10/11/2021	MCLEODS	PROFESSIONAL FEES - REVIEW OF TENDER DOCUMENTS AND DRAFT ICT CONTRACT - RfT04 - 2021/22.	6,249.74	6,249.74
EFT32280	10/11/2021	MELVILLE TOYOTA	MECHANICAL SERVICE FOR HILUX UTE 1DTJ953	854.28	854.28
EFT32281	10/11/2021	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/09/2021-21/10/2021	328.56	328.56
EFT32282	10/11/2021	NUTRIEN WATER	SPRINKLERS AND FLAGS	1,981.54	1,981.54
EFT32283	10/11/2021	WA FIRE PROTECTION	INSPECTION AND REPLACEMENT OF FIRE EQUIPMENT - TRICOLEUR COMMUNITY CENTRE OCT 2021	831.60	831.60
EFT32284	10/11/2021	WORK CLOBBER	OPERATIONS UNIFORM VARIOUS, PANTS, SHIRT AND SAFETY BOOTS	486.86	486.86
EFT32285	10/11/2021	SYNERGY	POWER SUPPLY - VARIOUS LOCATIONS	16,444.18	16,444.18
EFT32286	10/11/2021	WIDDESON'S HIRE SERVICE	EQUIPMENT HIRE - CITIZENSHIP CEREMONY	20.00	20.00
EFT32287	10/11/2021	YOUNGS PLUMBING SERVICE P/L	SERVICED DRINKING FOUNTAIN TAP AT TRICOLEUR CENTER	161.80	
			REPAIR TO WATER LEAK IN DOME SOUTHERN CARPARK	230.67	392.47
EFT32288	10/11/2021	FASTA COURIERS	COURIER SERVICES FOR ENVIRONMENTAL SAMPLING PROGRAM OCTOBER 2021	63.97	63.97
EFT32289	10/11/2021	FLEXI STAFF PTY LTD	LABOUR HIRE OPERATIONS W/E 22/10/21	1,604.46	
			LABOUR HIRE OPERATIONS W/E 29/10/21	1,604.46	3,208.92
EFT32290	10/11/2021	TOTAL PACKAGING (WA) PTY LTD	15 CARTONS (60 BOXES) OF BIODEGRADABLE DOG BAGS	3,775.20	3,775.20
EFT32291	10/11/2021	RESOURCE RECOVERY GROUP (SMRC)	GATE FEES - WASTE DISPOSAL (GENERAL WASTE) DIVERSIONS TO SUEZ	14,100.43	
			GATE FEES - WASTE DISPOSAL (RECYCLING)	4,440.50	
			GATE FEES - DISPOSAL (GREENWASTE) - 1 X TRAILER PASS	30.00	
			GATE FEES - DISPOSAL (FOGO) OCTOBER 2021	22,297.10	40,868.03
EFT32292	10/11/2021	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BUILDING SERVICES LEVY OCTOBER 2021	1,588.30	1,588.30
EFT32293	10/11/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	14 X SHORT COURSE REGISTRATIONS FOR WALGA COUNCIL MEMBER ESSENTIALS - NEW COUNCILLORS	4,890.00	4,890.00
EFT32294	10/11/2021	PETRA CLEAN	CLEANING - SUMPTON GREEN, TOWN HALL, DEPOT, HACC , GLASSON PARK, DOVENBY HOUSE - OCTOBER 2021	8,435.36	8,435.36
EFT32295	10/11/2021	ABC BLINDS & CURTAINS	DOVENBY HOUSE - REPLACEMENT BLINDS	2,530.00	2,530.00
EFT32296	10/11/2021	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASE - ADMINISTRATION 17/10/2021	75.39	
			WOOLWORTHS PURCHASE - CHSP/HACC 27/10/2021	118.63	
			WOOLWORTHS PURCHASE - CHSP/HACC 01/11/2021	193.78	
			WOOLWORTHS PURCHASE - CHSP/HACC 08/11/2021	384.62	772.42
EFT32297	10/11/2021	DAVID GRAY & CO. PTY LTD	ONE 20 LITRE CONTAINER OF RODENTICIDE	136.40	136.40
EFT32298	10/11/2021	HYDRO JET	GRAFFITI REMOVAL - CANNING HIGHWAY LOCATIONS VARIOUS & GEORGE STREET UNDERPASS	484.00	
			GRAFFITI REMOVAL - EFFC MERV COWAN STAND	1,897.50	
			GRAFFITI REMOVAL - CNR ANGWIN & CANNING, GEORGE STREET UNDERPASS, LOCKE PARK ROTUNDA, MIDWIFE CENTRE	1,199.00	3,580.50
EFT32299	10/11/2021	KONICA MINOLTA BUSINESS SOLUTIONS	KONICA MINOLTA PHOTOCOPIER CONTRACT - HACC OCTOBER 2021	19.39	19.39
EFT32300	10/11/2021	FOODWORKS EAST FREMANTLE	WORKS, MEETING AND ADMIN CONSUMABLES OCTOBER 21	476.96	476.96
EFT32301	10/11/2021	DEPARTMENT OF TRANSPORT	DISCLOSURE OF INFORMATION FEES - OCTOBER 2021	295.20	295.20
EFT32302	10/11/2021	FOCUS NETWORKS	DESKTOP BACKGROUND SOLUTION II	935.00	
			OFFICE 365 LICENCE FOR SMART OFFICE SYSTEMS	31.90	
			VMWARE LICENCE 1 YEAR RENWAL 01/12/2021 - 30/11/2022	1,958.34	
			TEFFRMAPBX1 - 1 YEAR MANAGED TELEPHONY SERVICE & SWITCHVOX LICENCE RENEWAL	3,319.80	
			MONTHLY SUPPURT PLUS CHARGES FOR TIME OUTSIDE OF SCOPE OF AGREEMENT - OCTOBER 21	738.98	
			MANAGED PROACTIVE SERVICE OCTOBER 2021	4,151.40	

			IT SERVICES PURSANT TO MANAGED SERVICES AGREEMENT 21-22 - EMAIL PROTECTION SERVICE, HOSTED ANTI VIRUS, WIFI MANAGEMENT, MICROSOFT CSP PRODUCTS SUBSCRIPTION & RECOVERY NOVEMBER 2021	5,464.53	16,599.95
EFT32303	10/11/2021	ENVIRO SWEEP	STREET SWEEPING - OCTOBER 2021	4,158.00	4,158.00
EFT32304	10/11/2021	THE TURBAN INDIAN RESTURANT	CATERING - TOWN PLANNING COMMITTEE MEETING 1/11/2021	349.75	349.75
EFT32305	10/11/2021	EAST FREMANTLE JUNIOR CRICKET CLUB INC	COMMUNITY ASSISTANCE GRANT 2021/2022	2,310.00	2,310.00
EFT32306	10/11/2021	THE WORKWEAR GROUP	2021 - 2022 STAFF UNIFORM	400.00	400.00
EFT32307	10/11/2021	LANDGATE	LANDGATE - GROSS RENTAL VALUATIONS - DATED 02/10/2021 - 15/10/2021	188.35	188.35
EFT32308	10/11/2021	TOTAL GREEN RECYCLING PTY LTD	ANNAUL BULK COLLECTION - E-WASTE RECYCLING OCTOBER 2021	458.99	458.99
EFT32309	10/11/2021	VOCUS COMMUNICATIONS	ADSL INTERNET - TRICOLORE CENTRE - 01/12/21 - 01/01/22	50.00	
			SESSION INITIATION PROTOCOL (SIP) LINES / SERVICES CHARGES FOR VOICE OVER INTERNET PROTOCOL (VOIP) - OCTOBER 2021.	1,270.85	1,320.85
EFT32310	10/11/2021	MARKETFORCE	ADVERTISING - 16 X 2 COLUMN PUBLIC NOTICE LOCAL PLANNING STRATEGY	606.54	
			ADVERTISING - TENDER EF OVAL ARCHITECTURAL SERVICES	588.87	
			ADVERTISING - TENDER EF OVAL QUANTITY SURVEYING	620.37	
			ADVERTISING - SEEK 07/10/2021 MANAGEMENT & SUPPORT	341.00	2,156.78
EFT32311	10/11/2021	SONIC HEALTH PLUS	PRE-EMPLOYMENT MEDICAL	148.50	148.50
EFT32312	10/11/2021	REDFISH TECHNOLOGIES PTY LTD	NEW SPEAKER AMPLIFIER FOR THE POD	1,446.64	1,446.64
EFT32313	10/11/2021	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	HOST CMS INCLUDING LICENCE AND COMMUNICATION COSTS, COMPREHENSIVE, PARTS OCTOBER 2021	165.00	
			PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PAYMENTS FOR OCTOBER 2021	321.02	486.02
EFT32314	10/11/2021	STATE WIDE TURF SERVICES	RE LEVEL HENRY JEFFERY OVAL - ROTARY HOE AND SOIL PREPARATION	6,930.00	6,930.00
EFT32315	10/11/2021	PLATINUM BAGS	2500 X GEORGE STREET FESTIVAL CALICO PRINTED BAGS	5,637.50	5,637.50
EFT32316	10/11/2021	LIONS CLUB OF EAST FREMANTLE	COMMUNITY ASSISTANCE GRANT 2021/2022	931.00	931.00
EFT32317	10/11/2021	COASTLINE MOWERS	2 X HIP PAD, 6 X ROLLS OF BRUSHCUTTER CORD	397.60	397.60
EFT32318	10/11/2021	SUEZ RECYCLING & RECOVERY PTY LTD	GENERAL WASTE - FOR 46, EAST ST	786.50	786.50
EFT32319	10/11/2021	WINC	OFFICE STATIONERY ORDER 16.09.2021	26.90	
			OFFICE STATIONERY & COPY PAPER ORDER 02.11.2021	613.70	
			DEPOT - STATIONERY NOTEBOOK A5 168 PAGE	14.72	655.32
EFT32320	10/11/2021	HAZEL DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/10/2021	15.00	15.00
EFT32321	10/11/2021	SHRED-X PTY LTD	240 LITRE SECURITY BIN EXCHANGE FOR TOWN HALL AND DEPOT 04/10/21	20.24	20.24
EFT32322	10/11/2021	ZIP HEATERS (AUST) PTY LTD	2 x WATER FILTERS (93702) FOR ZIP HYDROTAPS TOWN HALL	330.77	330.77
EFT32323	10/11/2021	PTC IRRIGATION	REPAIR IRRIGATION PUMP AT EAST FREMANTLE OVAL	29,840.58	
			REPLACE FUSES AND CARRIERS IN POWER SUPPLY CUBICLE FOR EAST FREMANTLE BORE	495.00	30,335.58
EFT32324	10/11/2021	THE FRUIT BOX GROUP	FRUIT BOX - TOWN HALL AND DEPOT FOR OCTOBER - 2021.	206.80	206.80
EFT32325	10/11/2021	GRACE RECORDS MANAGEMENT (AUSTRALIA)	SCAN ON DEMAND FOR SERIVES FOR PLANNING AND BUILDING SERVICES OCTOBER 2021	898.98	
			ANNUAL DESSTRUCTION OF RECORDS NOVEMBER 2021, TRANSPORT AND STORAGE OF RECORDS NOVEMBER 2021	279.18	1,178.16
EFT32326	10/11/2021	RED HOT DESIGN (WA) PTY LTD	EVENT AMBASSADOR TSHIRTS 30 SHIRTS , CAROLINA BLUE.	929.72	929.72
EFT32327	10/11/2021	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIRCONDITIONING MAINTENANCE SERVICE AGREEMENT 2021/22 - 2ND OF 4 SCHEDULED - OCTOBER 21	846.45	846.45
EFT32328	10/11/2021	FRESH PROVISIONS BICTON	CATERING - 8/11/21	27.77	
			CATERING - 9/11/21	82.89	110.66
EFT32329	10/11/2021	E & MJ ROSHER PTY LTD	SUPPLY 3 x SETS OF BLADES FOR KUBOTA 3690	141.00	141.00
EFT32330	10/11/2021	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS OCTOBER 2021 - FINANCE PRINTER	94.80	94.80
EFT32331	10/11/2021	SOUTHERN BINS	BULK BINS - WAUHOP ROAD - OCTOBER 2021 - 25/10/21	570.00	
			BULK BINS - WAUHOP ROAD - OCTOBER 2021 - 26/10/21	570.00	
			BULK BINS - WAUHOP ROAD - OCTOBER 2021 - 27/10/21	1,140.00	
			BULK BINS - WAUHOP ROAD - OCTOBER 2021 - 28/10/21	1,140.00	
			DISPOSAL OF 4 X MATTRESSES	140.00	
			BULK BINS - WAUHOP ROAD - OCTOBER 2021 - 1/11/2021	570.00	4,130.00
EFT32332	10/11/2021	PAATSCH CONSULTING PTY LTD	PROFESSIONAL FEES - RFT01-2020/21 EAST FREMANTLE OVAL REDEVELOPMENT CLIENT PROJECT LEAD - OCTOBER 21	14,102.34	14,102.34
EFT32333	10/11/2021	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - NOVEMBER 2021.	13.20	13.20
EFT32334	10/11/2021	PAPERSCOUT	DESIGN, DEVELOPMENT AND PRINTING OF TALK OF THE TOWN NEWSLETTER	3,003.00	3,003.00
EFT32335	10/11/2021	THE ROYAL LIFE SAVING SOCIETY WA INC	POOL BARRIER FENCING INSPECTIONS ON BEHALF OF TOWN OF EAST FREMANTLE 01/08/2021 -31/08/2021	1,445.40	
			HOME POOL BARRIER INSPECTIONS 01/09/21 - 30/09/21	722.70	2,168.10
EFT32336	10/11/2021	CLEANFLOW ENVIRONMENTAL SOLUTIONS (PERTH PRESSURE JET SERVICES PTY LTD	CCTV INSPECTION OF LOCKE CR DRAINAGE PIPE 02/11/21	611.60	611.60
EFT32337	10/11/2021	MICHAEL LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/11/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 04/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/11/2021	11.20	41.20
EFT32338	10/11/2021	AMANA LIVING TRAINING INSTITUTE	CHSP STAFF/ VOLUNTEER TRAINING WORK WITH DIVERSE PEOPLE	600.00	600.00
EFT32339	10/11/2021	XIA (VICKY) WANG	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/10/2021	15.00	15.00
EFT32340	10/11/2021	JANICE ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/10/2021	4.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 21/10/2021	12.00	16.00
EFT32341	10/11/2021	KEITH MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 07/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 15/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 28/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 04/11/2021	15.00	60.00
EFT32342	10/11/2021	JANE CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 20/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/10/2021	15.00	30.00
EFT32343	10/11/2021	DONALD CANT WATTS CORKE (WA) PTY LTD	PROFESSIONAL FEES- RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL	12,355.20	12,355.20
EFT32344	10/11/2021	JENNY HARRISON	CHSP VOLUNTEER MEAL REIMBURSEMENT 26/10/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 09/11/2021	15.00	30.00
			CHSP VOLUNTEER MEAL REIMBURSEMENT 28/09/2021		
EFT32345	10/11/2021	TERESA ABELHA	CHSP VOLUNTEER MEAL REIMBURSEMENT 28/09/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 12/10/2021	15.00	30.00
EFT32346	10/11/2021	MARKET CREATIONS AGENCY PTY LTD	TOEF 2021/22 ANNUAL REPORT AND BUDGET DESIGN A4 PORTRAIT ANNUAL REPORT	1,113.75	1,113.75
EFT32347	10/11/2021	FS CONSULTING ENGINEERS	PROFESSIONAL FEES - BUILDING INSPECTION OF DOVENBY HOUSE & 80 CANNING HIGHWAY	1,600.00	1,600.00

EFT32348	10/11/2021	CIVIC LEGAL	PROFESSIONAL FEES - REVIEW & RECOMMENDATIONS REGARDING COUNCIL'S DELEGATION REGISTER	4,950.00	4,950.00
EFT32349	10/11/2021	J V EARTHMOVING CONTRACTORS	SILAS STREET DRAINAGE UPGRADE - RFQ03-2021/22	62,948.00	62,948.00
EFT32350	10/11/2021	BRIGHT PROMOTIONAL PRODUCTS	550 X TOEF DRINK BOTTLES (SENIORS LUNCH AND EF FESTIVAL)	4,447.16	4,447.16
EFT32351	10/11/2021	PRACSYS MANAGEMENT SYSTEMS	PROFESSIONAL FEES - LOCAL COMMERCIAL CENTRE NEEDS ASSESSMENT AND STRATEGY 15% OF PROPOSAL VALUE ON START UP	6,600.00	6,600.00
EFT32352	10/11/2021	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA - WESTERN AUSTRALIA INC.	2 x STAFF ATTENDANCE AT IPWEA 'IMPROVING ASSET VALUATIONS' WORKSHOP	1,000.00	1,000.00
EFT32353	10/11/2021	V NIELSEN	PARTIAL DOG REGISTRATION REFUND - DOG NOW STERILISED	100.00	100.00
EFT32354	10/11/2021	AMPOL AUSTRALIA PETROLEUM PTY LTD (CALTEX)	FUEL PURCHASE OCTOBER 2021	5,483.51	5,483.51
EFT32355	10/11/2021	GRA PARTNERS PTY LTD	PROFESSIONAL FEES - STRATEGIC GOVERNMENT RELATIONS PLAN (FEDERAL GOV) - EF OVAL REDEVELOPMENT AUGUST 2021	7,150.00	7,150.00
EFT32356	11/11/2021	JIM O'NEILL	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32357	11/11/2021	TONY WATKINS	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32358	11/11/2021	JENNIFER HARRINGTON	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32359	11/11/2021	ANDREW WHITE	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	
			REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021 - PAID TWICE IN ERROR	80.00	160.00
EFT32360	11/11/2021	ANDREW MCPHAIL	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32361	11/11/2021	MARK WILSON	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32362	11/11/2021	LAURA MASCARO	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32363	11/11/2021	ANDREW BLAKELEY	REFUND CANDIDATE NOMINATION DEPOSIT - ELECTION 2021	80.00	80.00
EFT32364	11/11/2021	JPM BUILDING & DESIGN	TOEF INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT32365	11/11/2021	VERGOLA WA	TOEF INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT32366	24/11/2021	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS NOVEMBER 21	211.20	211.20
EFT32367	24/11/2021	BUNNINGS BLDG SUPPLIES LTD	VARIOUS HARDWARE	84.95	
			PAINT FOR GRAFFITI REMOVAL	84.08	169.03
EFT32368	24/11/2021	FREMANTLE HERALD	GEORGE STREET FESTIVAL 27/11/2021	2,904.00	2,904.00
EFT32369	24/11/2021	IMPRINT PLASTIC	4 x ELECTED MEMBER NAME BADGES	58.85	58.85
EFT32370	24/11/2021	TELSTRA CORPORATION LIMITED	DEPOT MOBILE BACK UP 04/11/2021 - 03/12/2021	19.00	
			MONTHLY DATA FEES FOR OPERATIONS/RANGERS TABLETS AND PHONES, RETIC, VMS TRAILER 04/11/2021 - 03/12/2021, MONTHLY DATA FEES FOR OPERATIONS/RANGERS TABLETS AND PHONES, RETIC, VMS TRAILER 04/11/2021 - 03/12/2021	773.69	792.69
EFT32371	24/11/2021	NUTRIEN WATER	IRRIGATION PARTS	1,437.47	1,437.47
EFT32372	24/11/2021	WA FIRE PROTECTION	FIRE EQUIPMENT INSPECTION - PRESTON POINT RESERVE	101.20	101.20
EFT32373	24/11/2021	SYNERGY	POWER SUPPLY TOWN HALL 19/10/2021 - 15/11/2021	1,102.12	1,102.12
EFT32374	24/11/2021	YOUNGS PLUMBING SERVICE P/L	MOORING PENS -REPAIR WATER LEAK ON JETTY C	805.20	
			REPAIR BLOCKAGE AT GLASSON PARK TOILETS	151.80	957.00
EFT32375	24/11/2021	MELVILLE MITSUBISHI (MELVILLES AUTO PTY LTD)	75,000KMS 60 MONTHS SERVICE	1,055.00	1,055.00
EFT32376	24/11/2021	FLEXI STAFF PTY LTD	LABOUR HIRE OPERATIONS W/E 05/11/21	1,510.08	
			LABOUR HIRE OPERATIONS W/E 12/11/21	2,092.15	3,602.23
EFT32377	24/11/2021	MCGEES NATIONAL PROPERTY CONSULTANTS	SEABED LEASE - PRINCIPAL REPAYMENT 01/12/2021 - 28/02/2022	12,256.92	12,256.92
EFT32378	24/11/2021	RESOURCE RECOVERY GROUP (SMRC)	RRRC OVERHEADS & WCF FIXED COSTS CONTRIBUTION FOR OCTOBER 2021	13,421.32	
			QUARTERLY CONTRIBUTIONS TOWARDS OPERATING EXPENSES - QUARTER 2	7,059.00	20,480.32
EFT32379	24/11/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	ELECTED MEMBER REGISTRATION - UNDERSTANDING FINANCIAL REPORTS & BUDGETS E-LEARNING NOV 2021	195.00	195.00
EFT32380	24/11/2021	HOST DIRECT (HOST CORPORATION PTY LTD)	CATERING ITEMS FOR CENTRE BASED RESPITE CENTRE CHRISTMAS PARTY	174.90	174.90
EFT32381	24/11/2021	JTAGZ PTY LTD	500 X 95MM ORANGE WRAP STRAP LIFETIME DOG TAGS	203.50	203.50
EFT32382	24/11/2021	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASE - ADMINISTRATION 05/11/2021	11.20	
			WOOLWORTHS PURCHASE - ADMINISTRATION 09/11/2021	32.69	
			WOOLWORTHS PURCHASE - ADMINISTRATION 13/11/2021	51.66	
			WOOLWORTHS PURCHASE - CHSP/HACC 15/11/2021	171.83	
			WOOLWORTHS PURCHASE - ADMINISTRATION 16/11/2021	37.97	
			WOOLWORTHS PURCHASE - ADMINISTRATION 23/11/2021	64.77	370.12
EFT32383	24/11/2021	LANDSCAPE YARD O'CONNOR	MULCH MATERIAL FOR RIVERSIDE ROAD	1,596.00	1,596.00
EFT32384	24/11/2021	KONICA MINOLTA BUSINESS SOLUTIONS	PHOTOCOPY SERVICES KONICA MINOLTA - REGULATORY SERVICES 13/10/2021 - 12/11/2021	530.82	
			DEPOT PHOTOCOPIER - KONICA MINOLTA BIZHUB C224E - PRINTING COSTS - 13/10/2021 - 12/11/2021	51.49	582.31
EFT32385	24/11/2021	SUNNY SIGN COMPANY PTY LTD	2x RIVER FORESHORE SIGNS, 2x STREET BLADE SIGNS, AND 5x DOG PROHIBITED SIGNS	314.05	314.05
EFT32386	24/11/2021	FOCUS NETWORKS	DIGIUM D62 TELEPHONE SYSTEM WITH ANNUAL SUBSCRIPTION FOR NEW STAFF	539.00	539.00
EFT32387	24/11/2021	THE TURBAN INDIAN RESTURANT	CATERING - 23/11/21	385.40	385.40
EFT32388	24/11/2021	BARBARA STEPHENSON	ENTERTAINMENT FOR CHSP 19/11/2021	120.00	120.00
EFT32389	24/11/2021	THE WORKWEAR GROUP	2021 - 2022 STAFF UNIFORM	169.22	
			2021 - 2022 STAFF UNIFORM	369.46	
			2021 - 2022 STAFF UNIFORM	62.40	
			2021 - 2022 STAFF UNIFORM	312.00	913.08
EFT32390	24/11/2021	LANDGATE	LANDGATE - GROSS RENTAL VALUATIONS - SCHEDULES 16/10/2021 - 29/10/2021	357.20	357.20
EFT32391	24/11/2021	REPCO	VARIOUS ITEMS FOR DEPOT PLANT	113.89	113.89
EFT32392	24/11/2021	SNAP PRINTING	BUSINESS CARDS - 4X ELECTED MEMBERS	551.65	551.65
EFT32393	24/11/2021	STOTTHOARE	HPE MAINTENANCE EXTENSION FOR IT SERVERS - TECHNICAL CARE ESSENTIAL SVC	4,834.50	4,834.50
EFT32394	24/11/2021	STATE WIDE TURF SERVICES	INSTALL CONCRETE CRICKET WICKET - HENRY JEFFREY	10,450.00	10,450.00
EFT32395	24/11/2021	REPEAT PLASTICS (WA)	BO100 BLACK BOLLARDS WITH BS-H-TEXT (1 TO 8)	389.29	389.29
EFT32396	24/11/2021	SUEZ RECYCLING & RECOVERY PTY LTD	FOGO - GREEN BINS RESIDENTIAL & PRIORITY , GENERAL WASTE RED BINS RESIDENTIAL , COMMERCIAL , PRIORITY , PARKS & RESERVES & STREET LITTER BINS, RECYCLING - YELLOW BINS RESIDENTIAL , COMMERCIAL & PRIORITY - OCTOBER 2021	34,452.11	34,452.11
EFT32397	24/11/2021	AMBIUS (RENTOKIL INITIAL PTY LTD)	PLANT HIRE - TOWN HALL 27/12/2021 - 26/01/2022	278.58	278.58
EFT32398	24/11/2021	LINXIO (READY TRACK PTY LTD)	GPS VEHICLE TRACKING - NOV 2021	145.20	145.20
EFT32399	24/11/2021	HAZEL DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 12/11/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 17/11/2021	15.00	30.00
EFT32400	24/11/2021	CONTRA-FLOW PTY LTD	TRAFFIC MANAGEMENT FOR SILAS STREET DRAINAGE 28/10 - 08/11	4,102.00	4,102.00
EFT32401	24/11/2021	PTC IRRIGATION	10 x SD COILS FOR IRRIGATION	1,320.00	1,320.00
EFT32402	24/11/2021	EQUIP HEALTH SYSTEMS PTY LTD	FIRST AID KIT N3 AND BAND AIDS FOR GEORGE STREET FESTIVAL	74.95	74.95
EFT32403	24/11/2021	FRESH PROVISIONS BICTON	CATERING - 16/11/21	11.14	
			CATERING - 16/11/21	182.01	

			CATERING - 23/11/21	14.99	208.14
EFT32404	24/11/2021	E & MJ ROSHER PTY LTD	SERVICE KUBOTA F3690	646.22	
			SERVICE KUBOTA BARONESS GM2800B	571.53	1,217.75
EFT32405	24/11/2021	ERIN MADELEY CONSULTING	EAST FREMANTLE'S GEORGE STREET FESTIVAL 2021 - STALLHOLDER COORDINATION, INCLUDING STALL HOLDER MARKETING SUPPPORT 3RD PAYMENT OF 25%	2,296.25	2,296.25
EFT32406	24/11/2021	ZEDS MECHANICAL AND MAINTENANCE	REPLACEMENT OF PASSENGER SIDE REAR VISION MIRROR IN BUS	185.00	185.00
EFT32407	24/11/2021	SOUTHERN BINS	DISPOSAL OF 1 X MATTRESS	35.00	35.00
EFT32408	24/11/2021	PAPERSCOUT	NEWSPAPER AD GRAPHIC DESIGN - GEORGE STREET FESTIVAL	412.50	412.50
EFT32409	24/11/2021	TPG NETWORK PTY LTD	FAST FIBRE AND IP LINK, TOWN HALL, DEPT, TRICOLORE MONTHLY CHARGES 01/09/2021 - 30/09/2021	1,920.60	
			FAST FIBRE AND IP LINK, TOWN HALL, DEPT, TRICOLORE MONTHLY CHARGES 01/10/2021 - 31/10/2021	1,920.60	3,841.20
EFT32410	24/11/2021	STA PRINT PTY LTD	NEIGHBOURHOOD LINK PRINTING - 370 X CONSUMER HANDBOOKS, 250 X SOCIAL SUPPORT BROCHURES, 250 X VOLUNTEER BROCHURES, 350 X SOCIAL SUPPORT GROUP BROCHURES.	1,408.00	1,408.00
EFT32411	24/11/2021	ROBERT KENNETH ROACH	PROFESSIONAL FEES - SILAS ST & ST PETERS DRAINAGE - AS CONSTRUCTED SURVEY	1,215.50	1,215.50
EFT32412	24/11/2021	XIA (VICKY) WANG	CHSP VOLUNTEER MEAL REIMBURSEMENT 19/11/2021	15.00	15.00
EFT32413	24/11/2021	JANICE ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 23/10/2021	11.00	11.00
EFT32414	24/11/2021	KEITH MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 11/11/2021	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 09/11/2021	14.29	29.29
EFT32415	24/11/2021	JANE CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 09/11/2021	15.00	15.00
EFT32416	24/11/2021	SCOUTS WA	COMPLETION OF INTERNAL MODIFICATIONS TO THE EAST FREMANTLE SEA SCOUTS BUILDING	14,850.00	14,850.00
EFT32417	24/11/2021	SHUKUMA PTY LTD T/AS EXPANDABRAND	4x PICNIC RUGS	1,283.70	1,283.70
EFT32418	24/11/2021	CLIMATECLEVER PTY LTD	CLIMATE CLEVER SUBSCRIPTION 1 YEAR	935.00	935.00
EFT32419	24/11/2021	MANOR SETTLEMENT SERVICES	RATES REFUND	245.93	245.93
			EFT TOTAL	669,915.48	669,915.48
	Direct Debit	Supplier	Description	Inv Amount	EFT
		EXETEL	EXETEL INTERNET TOWN HALL	99.00	99.00
		SUPERCHOICE PTY LTD	EMPLOYEE SUPERANNUATION - NOVEMBER 2021	50,660.00	50,660.00
		TILL	TILL SIMPLEPAY FEE	565.65	565.65
		CBA	AMEX FEE	136.14	136.14
		CBA	CBA MERCHANT FEE	998.05	998.05
		CBA	ACCOUNT SERVICE TRANSACTION FEES	35.83	35.83
		CBA	BPAY TRANSACTION FEES	597.96	597.96
		CBA	COMMBIZ TRANSACTION FEES	87.56	87.56
		CBA	BPOINT TRANSACTION FEES	102.27	102.27
	Credit Cards	CREDIT CARD - GARY TUFFIN	CITY OF FREMANTLE - PARKING	2.50	2.50
			CITY OF PERTH - CPP CONVENTION CENTRE PARKING	18.17	18.17
		CREDIT CARD - PETER KOCIAN	OFFICEWORKS - ERGONOMIC MOUSE	20.00	20.00
			ME ME JONES - COFFEE VOUCHERS	30.00	30.00
			FONGS CHINESE RESTAURANT - CATERING	189.40	189.40
			ILLION AUSTRALIA - RIDER LEVETT BUCHKNALL WA PTY LTD REPORT	396.00	396.00
			GILBERTS - AUDIT COMMITTEE CATERING	83.32	83.32
			PHARMACY ON LINE - SUNSCREENS	140.00	140.00
			OFFICEWORKS - VOUCHERS GEORGE ST FESTIVAL	1,679.00	1,679.00
			MAIL CHIMP - SUBSCRIPTION	56.39	56.39
			ILLION AUSTRALIA - RIDER LEVETT BUCHKNALL WA PTY LTD REPORT	396.00	396.00
			SURVEY MONKEY - SUBSCRIPTION	384.00	384.00
			ZOOM - SUBSCRIPTION	138.53	138.53
		CREDIT CARD - JANINE MAY	MIKADO BICTON	65.00	65.00
			MIKADO BICTON	55.00	55.00
			GILBERTS FRESH HILTON HILL	152.66	152.66
			MIKADO BICTON	26.70	26.70
		CREDIT CARD - NICHOLAS KING	STAYSAFE INDUSTRY TRAI PEREGIAN SPRIQLD	550.00	550.00
			JB HIFI BOORAGOON	918.00	918.00
			CITY OF PERTH - ELDER STREET PARKING	10.10	10.10
			FREMANTLE POLICE STATION	85.70	85.70
		CREDIT CARD - RACHAEL GARDNER	MYAREE - BALLOON WORLD	118.05	118.05
			SUBWAY PALMYRA	49.00	49.00
			UNDER THE SUN KARDINYA	71.40	71.40
			KMART ONLINE	80.00	80.00
			OFFICEWORKS FREMANTLE	148.00	148.00
			KMART ROCKINGHAM	92.25	92.25
			DIRECT DEBIT TOTAL	59,237.63	59,237.63
			Description	Inv Amount	EFT
			PAYROLL FORTNIGHT ENDING 02/11/21	135,369.53	135,369.53
			PAYROLL FORTNIGHT ENDING 16/11/21	141,197.55	141,197.55
			PAYROLL TOTALS	276,567.08	276,567.08
			GRAND TOTAL	1,006,717.21	1,006,717.21

13.2.3 Marcus Beilby Commissioned Painting

File ref	A/ART1
Prepared by	Carly Filbey, Community Engagement Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	14 December 2021
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	Marcus Beilby Statement and Quotation

Purpose

Council is requested to consider the quotation received by artist Marcus Beilby for a painting commissioned for the new East Fremantle Oval Redevelopment.

Executive Summary

The commissioned painting will be a commemorative work of the East Fremantle Football Club's association with the East Fremantle Oval. It will provide an image and a time capsule of the oval, its surrounds and the people who use it. The painting will be an active game with the Merv Cowan grandstand alongside the clubrooms, administrative areas and rich, grassy slopes encircling the central focus of the oval. The footballers and their oval will bring the story together in a full circle narrative - mindful of the history of this landmark for so many.

Approx. size: 2.5 metres by 1.5 metres

Price: \$52,500 plus GST

Background

Artist Marcus Beilby is a long-term resident of East Fremantle and is an Australian realist painter with his career spanning over 40 years. Marcus Beilby's photo-realist style reflects his passion for representing ordinary Australians at work and play. It is characterised by closely observed detail and a strong graphic, almost photographic quality. The colours are intense and the light stark. These qualities are evident in Beilby's painting of the first sitting of the High Court in Melbourne in 1903, which is based on one of the official photographs of the sitting. In 1993 he was commissioned by HM Queen Elizabeth II to paint the opening of the new Parliament House.

East Fremantle Oval is an Australian rules football ground located in East Fremantle, Western Australia. The ground was opened in 1906, and underwent a large redevelopment in 1953. It currently serves as the home ground of the East Fremantle Football Club in the West Australian Football League. The East Fremantle Football Club was formed in 1898 and has won 29 league premierships in the West Australian Football League, making the club the second most successful in Australia, after Port Adelaide in the SANFL.

The Town acquired a collection of contemporary art in 2019 which is displayed throughout the Town Hall.

Consultation

Council Concept Forum, 9 November 2021

Statutory Environment

Nil

Policy Implications

Percent for Public Art – Local Planning Policy (3.1.9)

The objectives of the Percent for Public Art Policy are:

- *to contribute to a sense of place;*
- *to enhance public enjoyment and understanding of places;*
- *to create local landmarks;*
- *to make streets, open spaces, and buildings more distinctive; and*
- *to develop public art that captures the spirit of East Fremantle, is responsive to East Fremantle's*
- *distinct domains and considers the foreshore as a natural destination to explore*

Any development proposals requiring planning approval of a construction value greater than AUD \$3,000,000 will be required to provide public art under this policy.

The public art contribution is set at a contribution rate of 1% of the construction cost until the construction cost reaches \$100,000,000 and then the contribution rate is set at 0.75%.*

Purchasing Policy 2.1.3 - Sole Source of Supply

Where the purchasing requirement is over the value of \$5,000 and of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a tender or quotation process. This is only permitted in circumstances where the Town is satisfied and can evidence that there is only one source of supply for those goods, services or works. The Town must use its best endeavours to determine if the sole source of supply is genuine by exploring if there are any alternative sources of supply. Once determined, the justification must be endorsed by the Chief Executive Officer, prior to a contract being entered into.

Public Art Panel Policy (4.1.5)

Section 1 – Objectives

1.3 Social

To enhance social cohesion within East Fremantle by:

- *using public art to develop attractive, diverse places, that the community enjoy; and*
- *using public art to develop meeting places, that community members want to visit.*

Financial Implications

The investment for the commissioned painting is approximately \$52,500 plus GST. If the proposal is accepted, it is recommended that this amount be deducted from the contribution payable under the Town's *Percent for Public Art* policy for the Oval Redevelopment.

It is recommended that the commission initially be funded from the Public Art Reserve, which will be later refunded by the Percent for Public Art contribution that is received from the East Fremantle Oval Precinct Redevelopment project. If approved the current budget will need to be amended to account for the new expenditure and transfer from reserve. This would result in a zero net change to the current budget.

The decision is not based on a return on investment, and more about capturing a point in time for future generations to enjoy. However, given the national reputation of the artist, it is likely that over time the painting will appreciate.

Strategic Implications

TOEF Public Art Strategy

Vision

The Residence to River vision is to develop public art that captures the spirit of East Fremantle, is responsive to East Fremantle's distinct neighbourhoods and Town Centre and considers the foreshore as a natural destination to explore.

In part the Strategy Aim states;

The Town of East Fremantle aims to commission or purchase public art that is site specific and relates to the lives and experiences of East Fremantle residents in neighbourhood areas;

Site Inspection

Not applicable.

Risk Implications

Public Art is always a very subjective matter, which is valued differently from person to person.

Comment

The proposed redevelopment of the East Fremantle Oval precinct will require a Public Art contribution of approximately \$265,000.00 (\$26.5 million x 1%) pursuant to the Town's policy (3.1.9). Therefore, if Council accepts the proposal, it is intended that the commission would be funded via this project contribution.

It is further proposed that the painting would be located in a prominent public location in the main community facility to capture a moment in time, prior to the redevelopment occurring and to commemorate the history of the site.

Given the special nature of the project and highly skilled service (Realist painter) offered, administration are not aware of another artist in WA that would be capable of providing a similar service.

13.2.3 OFFICER RECOMMENDATION

That Council

- 1. accept the quotation to commission Marcus Beilby to provide a painting (2.5m x 1.5m) to commemorate the history of the East Fremantle Oval, prior to the redevelopment of the site.**
- 2. authorises the expenditure of up to \$52,500 plus GST, which is to be funded from the Public Art 1% contribution from the East Fremantle Oval Precinct Redevelopment project.**
- 3. authorise the project be funded from the Public Art Reserve, which will be reimbursed once the Percent for Public Art contribution is received, and the budget be amended at the Mid-year Budget review to account for this new expenditure and transfer from the Public Art Reserve Fund.**

13.3 GOVERNANCE

13.3.1 Annual Report for the Year Ended 30 June 2021

Applicant	Town of East Fremantle
File ref	C/ELM1
Prepared by	Janine May, EA to Chief Executive Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Date of Meeting	14 December 2021
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Annual Report 2020/21 2. Financial Report 2020/21

Purpose

It is recommended that Council accept the Annual Report for the Year ended 30 June 2021 and set a date for the Annual General Meeting of Electors.

Executive Summary

Section 6.4 of the *Local Government Act 1995* requires local governments to prepare an annual financial report for the preceding financial year. The financial report is to be prepared and presented in the manner and form prescribed in the *Local Government (Financial Management) Regulations 1996*.

The Annual Report comprises the Annual Financial Report, Auditors Report and information prescribed in Regulation 19B of the *Local Government (Administration) Regulations 1996*.

The 2020/21 Annual Report reflects the achievements of the Town of the previous financial year. Acceptance of this Report allows the setting of the date of the Annual Electors' Meeting.

Background

The 2020/21 Annual Report details a strong year of achievement by the Town of East Fremantle in the year under review, and details progress on the achievement of priorities as determined in the 2020-2030 Strategic Community Plan.

Statutory Environment

Annual Report

Under s5.54 of the *Local Government Act 1995*, the annual report for a financial year is to be accepted by the local government no later than 31 December after that financial year. If the auditor's report is not available in time for the annual report to be accepted by this date, the annual report is to be accepted no later than two months after the auditor's report becomes available.

Under s5.27(2), an electors' general meeting is to be held on a day selected by the local government but no more than 56 days after the local government accepts the annual report for the previous financial year.

Local Governments are required to publish the annual report, including audit reports, on their website within 14 days after the report has been adopted by Council.

Annual Electors' Meeting

Under s5.29 of the *Local Government Act 1995*, a local government must give at least 14 days' local public notice of the date, time, place and purpose of the meeting.

Policy Implications

There are no policy implications.

Financial Implications

The Town has engaged Market Creations to design and print the 2020/21 Annual Report inclusive of the Annual Financial Report. The design quote was \$2,228.

Risk Implications

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 receives a qualified audit report	Possible (3)	Moderate (3)	Moderate (5-9)	Reputation/Compliance	Control through robust internal controls and staff development

Risk Matrix

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

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

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

Strategic Implications

Strategic Priority 5: Leadership and Governance

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

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

Site Inspection

N/A

Comment

The Town had its exit meeting with the Office of Auditor General on Thursday 9 December 2021. At this meeting the Chief Executive Officer signed the Annual Financial Statements. The Auditors Report for the Year Ended 30 June 2021 was subsequently issued.

The Annual Report for the Year Ended 30 June 2021 is therefore submitted to Council in two parts:

1. Written Report detailing the Town’s achievements for the financial year and inclusive of information prescribed by Regulation 19B of the *Local Government (Administration) Regulations 1996*.
2. Annual Financial Report for the year ended 30 June 2021, inclusive of the Auditor’s Report (to be tabled as a late attachment).

Both documents will be consolidated in a final published version of the Annual Report, to be made available at the Annual General Meeting of Electors.

The Annual Financial Report (inclusive of the Auditors Report) will also be tabled at the Audit Committee Meeting in February 2022. The Town’s Auditors will be attending this meeting and will discuss the Auditors Report.

13.3.1 OFFICER RECOMMENDATION

That Council:-

1. **adopt the Annual Report for the Year Ended 30 June 2021, inclusive of the Annual Financial Report and Auditors Report.**
2. **request that the Annual Report be published on the Town’s website with 14 days of this meeting.**
3. **convene the Annual General Meeting of Electors for Monday, 31 January 2022 and provide local public notice.**

ANNUAL REPORT 2020/21



Inclusive community,
balancing growth and lifestyle



TOWN of
EAST FREMANTLE

The 2020/21 Annual Report can be downloaded from the Town of East Fremantle website.

The Town produces a limited number of hard copies of the Annual Report, in line with its ongoing commitment to sustainability and in keeping with our Disability Access and Inclusion Plan.

These may be viewed by the public at the Town's administration office in the East Fremantle Town Hall at 135 Canning Highway.

Acknowledgment of Country

In preparation of this document, the Town of East Fremantle acknowledges the Whadjuk Nyoongar people, who are the traditional custodians of the land in the region and pay respect to their elders past, present and emerging. The Town also acknowledges other Aboriginal language groups in the area.

Our Story

Created in 1897, when it separated from the City of Fremantle to become an independent local authority, the Town of East Fremantle now boasts a population of approximately 7,900. It is 3.2 square kilometres in area, bounded to the north and west by the Swan River. To the east it shares a common boundary with the City of Melville, and to the south and west with the City of Fremantle.

The Town has a rich history. The local Aboriginal tribe known as Nyoongar/Whadjuk obtained food and drinking water from the river foreshore and open grassy areas. The track that linked the fledgling Swan River Colony based in Fremantle to the future city centre of Perth in 1831 is documented traversing along the East Fremantle cliff edge finishing at the river ferry crossing at Preston Point.

Early European settlement of the area consisted of large farm holdings, however as the colony prospered during the 1890s gold rush the nature of settlement altered dramatically, rapidly changing to a residential area.

The Plympton precinct today contains many charming worker's cottages which were established largely between 1890 and 1910. Riverside precinct was established by the merchant elite of Fremantle and is perched high on the cliffs overlooking the river. Gracious homes, some from the goldrush era, are dotted along the escarpment. Further northwards, the Richmond Hill Precinct was developed in the 1950s with houses typical of the period also enjoying the expansive views over the river. The Woodside and Richmond precincts contain many homes dating from 1900–1940 exhibiting a distinct and unique character within the Town.

The Town has begun a process of healing and learning by developing a culturally sensitive, inclusive, and capable workplace, and the development of our Reflect RAP provides important guidance and direction for our journey.

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From the Mayor

On behalf of East Fremantle I am pleased to present our Annual Report for 2020/21. For our Town, the challenges were keenly felt by all, and our thoughts were with our elderly, families with young children, business community and those with family and friends interstate and overseas. However, Western Australia has come through this period relatively unscathed from a health, social and economic perspective. With everyone committed to the benefit of the entire community we should continue to do well. I thank the East Fremantle community for the concern they showed and the 'helping hand' they have extended to their neighbours and others.

While some Councils laid off staff, we retained our team as part of a compassionate approach that struck the right balance. We froze our salaries and wages, as well as costs including rent, fees, and charges for many services. Our Commonwealth Home Services Program (CHSP) supported those vulnerable people in our Town with regular check-ins, prescriptions filled, meals delivered, and phone calls made to those who were left isolated.

Our Operations Team found themselves in a new era where 'deep cleaning' of our assets and fencing off playgrounds became the norm, while our Regulatory Services Team developed new COVID-19 Safety Plans, and we conducted a "Look Local" campaign to keep supporting our businesses.

In the midst of all of this, the Town was one of the first local government administrations to go into full online service delivery mode with no disruption to services. Within the social distancing parameters, the Town's open and public spaces were still maintained. We delivered a major upgrade to Riverside Road, worth almost \$2 million, at the same time that our residents and visitors were using our footpaths and roadways for their daily exercise.

We delivered this project on time, within budget, and to a high standard. It is pleasing to see so many people enjoying the upgrades. We showed our adaptability too when, amid a major consultation process over the future of the East Fremantle Oval, we switched our engagement plan to one that was almost entirely digital. Despite this, our staff ensured no one was left behind, even printing out and delivering in person copies of the surveys to ensure everyone's voice was heard.

Reflecting now on that process, we are fortunate to have a \$20 million commitment affirmed by the State Government, and the Town has allocated \$5 million (plus another million drawn from our reserves) to deliver our promise to you. This will be a game-changing outcome for our Town. I personally thank everyone who helped us to achieve this result, including our ever-energetic local member, Lisa O'Malley MLA, who went above and beyond to advocate on our behalf on this issue and many more.

Sadly, due to the pandemic we were unable to host East Fremantle's George Street Festival in 2020. This disappointment, like many others during a challenging year, has been taken in good spirit. By the end of 2020, it was so encouraging to see our Seniors' Christmas Lunch being so well patronised and enjoyed by so many. We also gathered in Glasson Park in December to turn on our (renewable solar) Christmas lights and express our gratitude for the festive season with family and friends.

In early 2021, we confirmed our refined community vision through our Strategic Community Plan 2020-30, for an "inclusive community and lifestyle, balancing growth and sustainability." This change in emphasis reflects the values that you have expressed, and we will work towards delivering that vision on your behalf.

This Annual Report shares our progress on that journey with you. In March 2021 we received the results of our Community Survey which showed that we are doing most things right. Generally, our community are satisfied with the services Council provides and love living here.

In April we hosted a first of its kind Youth Meet Up event during Youth Week, as part of our new and ongoing commitment to doing more for our Town's young people – stay tuned for more on this.

Major progress was made in 2020/21 on two important issues – reconciliation and climate change, with new Council advisory groups formed and action plans developed. Thank you to everyone who has had input into this important work.

On behalf of the elected officials and the broader community I would like to thank our CEO Gary Tuffin and his team who responded magnificently in this challenging year and did us all proud. We are lucky to have committed and hard-working staff as well as a cohesive and professional Council. As Mayor, I am very pleased to work with our staff and dedicated elected members, serving our compassionate, supportive, and connected community.



Mayor Jim O'Neill

Mayor O'Neill officiating at a Citizenship ceremony at The Town Hall in June 2021





From the Chief Executive Officer

I am pleased to present an Annual Report for the 2020/21 financial year that highlights the commitment of Council and staff to delivering quality services to the community, in what has been a challenging year.

In a difficult operating environment, due to external factors, I am proud that our team continued to serve our community with dedication and according to our values of Respect, Integrity, Teamwork and Empathy.

No discussion of values would be complete without recognition of the need for reconciliation with our Whadjuk/Nyoongar community, and I am pleased to report that our Reconciliation Action Plan is well underway. I thank the members of this Working Group for their important contribution.

While showing compassionate and values-based leadership, our focus remains on financial sustainability, and as 2020/21 closes, our Town retains its sound financial position. This is borne out by the unqualified audit we received from the Office of the Auditor General. Given the complexity of our operations, this is no small feat, and I thank our Corporate Services Team for this good work.

We are seeing continued results from our Customer Service Improvement Program, including:

- Dozens of service upgrades recorded in the 2021 MARKYT© Community Scorecard (Community Perception Survey), since our previous one in 2019, and our overall performance – moved to second (2nd) out of all local Parliamentary governments in WA.
- Moving more services online and streamlining our internal processes to make things quicker and easier for our customers.
- Ongoing implementation of the Corporate Business Plan and Strategic Resource Plan (Long Term Financial Plan), both now in their second year.

We are delivering on our commitment to reducing waste and optimising recycling following the highly successful roll-out of our FOGO three-bin system. This was followed by a new waste-to-energy arrangement with plans underway to convert the FOGO materials we capture into useable products. It's an exciting space, and one that I know our residents are passionate about.

We are progressing well towards a gold accreditation by the Water Corporation, with new policies now in effect, as we examine our daily operations to conserve all our resources. Our overall approach in this space is guided by the insight of our well-credentialed Climate Change Action Reference Group, and I thank them for their input.

By year's end the Town has a visionary plan for the future of our East Fremantle Oval Precinct, with genuine consensus on a way forward, and secure funding in place. I thank everyone who had input into this vision – in particular our Working Group, tenant clubs and nearby residents - and look forward to partnering with local businesses to build this facility that will transform our public open space and create a real community hub in the heart of our Town.

Our biennial survey revealed that we need to do more to engage with and provide services for our young people, and with this in mind, funds are committed to providing more for them both in terms of policy planning, physical infrastructure, and services.

We are preserving and protecting our heritage through new policies and strategies to ensure our iconic streetscapes, building styles and public spaces are eclectic and inviting, balancing the need for more housing with good amenity and lifestyle.

The Town continues to work closely with the Southwest Group Alliance; the South Metropolitan Regional Council (SMRC); neighbouring local governments, the cities of Fremantle and Melville; WALGA and the Department of Local Government, Communities and Sport and our local Parliamentary members at State and Federal levels.

These important relationships provide fora for sharing ideas, finding efficiencies, learning from each other, with new opportunities being explored.

Thank you to the Mayor and Councillors for their leadership and continuing support, and to my team who went above and beyond this year, working with dedication and compassion. Finally, thank you to the community who are always keen to be involved and who contribute to helping make the Town the best place it can be.



Gary Tuffin
Chief Executive Officer

CEO receiving an accreditation from Water Corporation in August 2020 recognising East Fremantle as a Waterwise Council



Highlights in Brief - 2020/21

Our New Vision - Strategic Community Plan 2020-30

Despite disruptions to the Town's annual plans for events and activities, we pushed ahead with refining and reaffirming our future vision as part of the review of our Strategic Community Plan. This highest order planning document sets the overall direction for the Town, and it informs our Corporate Business Plan, Budget, and all other operating documents. The community attended both in person and online sessions and refined the vision to become an: Inclusive community and lifestyle, balancing growth and sustainability reflecting the importance of inclusion and sustainability in our future direction.

Business Continuity and Compassionate Leadership

By far the greatest challenge faced by the Town was adapting to the changing health and safety requirements posted by the pandemic. Having successfully managed a lengthy lockdown in April 2020, the Town's Business Continuity Planning team was re-convened on an as-needs basis to manage subsequent lockdowns and other new requirements.

The Town switched effortlessly to all services being available remotely and online, with no disruption to customer service. The Town demonstrated compassionate leadership of its community through the waiver of many fees and charges and the freezing of other charges until the worst of the pandemic was over. This compassion was also shown to staff with flexible, digital working arrangements in place ensuring that – where possible – business as usual was conducted. Special mention must be given to the Town's Operations Team who adapted quickly to a whole new set of working requirements in deep cleaning and making safe Town assets.

Instilling our Values

The past 12 months has had significant challenges with our organisation continuing to deliver our services at a very high level, including during four COVID-19 shutdowns. **Our values: Respect, Integrity, Teamwork and Empathy**, have provided the platform for working the RITE way at all times. We developed an internal newsletter, The Easterly, to ensure all staff were informed about important health updates, and to communicate staff news, new initiatives and stories that demonstrated how we were living our values.

Our Values

Respect, Integrity, Teamwork and Empathy



Walking Together on the Path to Reconciliation

The Town has begun a process of healing and learning by developing a culturally sensitive, inclusive, and capable workplace, and the development of our Reflect Reconciliation Action Plan (RAP) provides important guidance and direction for our journey.

The RAP is an expression of our commitment to reconciliation, and whilst our words are important – the promises we make and the terms we use for our places, our stories, our local land, animals and plants, our weather, and seasons – our actions are just as crucial. So that our words guide our actions, this Reflect RAP outlines the practical steps East Fremantle will take so that reconciliation is embedded in our policies, strategies, and plans, and into the way we conduct business in the Town.

The Town acknowledges the extraordinary expertise and life experience that the RAP Working Group was able to contribute to development of this plan. The members of the Town of East Fremantle Reconciliation Working Group were Nyoongar Elders; Malcom Champion, Gladys Yarran and Farley Garlett, Geoff Addison; consultants Tim Muirhead and Danny Ford; Gary Tuffin (CEO); Councillors Jenny Harrington (Deputy Mayor), Michael

Focus on Youth and Seniors

Although we were unable to schedule East Fremantle’s George Street Festival in 2020, December did see us gather in George Street in a more low-key and socially distanced way when we gathered for the turning on of the Christmas lights in Glasson Park. For those of us who could not be with our distant friends and family, it was a moving experience to gather and reflect on a challenging year.

Then, reflecting the Town’s new commitment to respecting the important contribution our young people make – now and for our future, with a new event – the East Fremantle Youth Meet Up being held on 22 April in Locke Park. Both seniors and youth (as well as families and the entire community) will also benefit from ongoing access to library services secured by our Shared Library Services agreement signed in September 2020.

East Fremantle’s Youth Meet Up event - photo by Kyle Spyrides



Highlights in Brief - 2020/21

Town Vibrancy Supported Through Public Art



The Town of East Fremantle supports public art in our Town through upholding its Public Art Policy, overseen by our Public Art Panel, presided over by Deputy Mayor Harrington, and featuring many local artists. At a special community celebration in August 2020, our community gathered to view our latest major acquisition. A series of new panels, designed and installed Ben Jones with the support of his father Tony, depicted and recalled the images and names of the most famous horses who once raced in the area. A highlight of the day was a race call featuring those horses, and the attendance of key members of the racing fraternity on the day. In November, the design for the new mural in Glasson Park was unveiled, featuring the work of local artist Jessee Lee Johns, depicting a visual and sensory map of key landmarks in the Town. A month later, the Town's Community Calendar – entitled Streets of Your Town – was unveiled, featuring photographs of public art in the Town and a map showing how to discover them. The next major acquisition is an edgy and contemporary sculpture that will be installed at the roundabout where Silas Street meets St Peters Road – stay tuned as we progress towards the unveiling of this new local icon.

Support for Clubs, Associations and Volunteers



The Town supported its volunteers through an event hosted in their honour during Volunteer Week, 17-23 May 2021. The Town connected our clubs and associations with various other forms of funding including COVID-19 relief and State Government support and stayed in close contact with our clubs to support them through the lockdowns. During the year, the Town also ran an expression of interest process that saw the Hurricane Paddling Crew find a new local home, with plans well underway to support Scouts WA to upgrade their facilities at Camp Waller. Community initiatives including street libraries, fairy gardens, the installation of a Peace Pole at Merv Cowan Park and the facilitation of a new community market run by the Lions Club were supported.



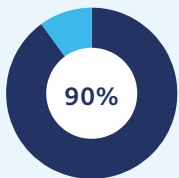
Family enjoying a picnic in Glasson Park

Community Rates East Fremantle as #1 Place to Live

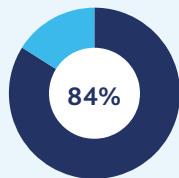
In early 2021, the Town of East Fremantle embarked on its biennial community survey, conducted by CATALYSE® through their MARKYT® Scorecard. This process saw 626 community members complete the survey and rate the Town on a broad range of metrics, with strong results received, and areas for further improvement identified.

The Town of East Fremantle is leading the industry in 3 areas:

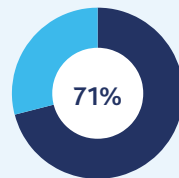
- Place to live
- Marine facilities (boat ramps, jetties, etc)
- E-newsletters



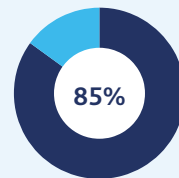
Overall score of 90/100 as a place to live – the highest rating in the sector in our State



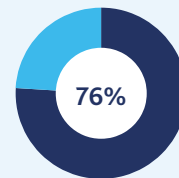
Positive rating The Town of East Fremantle as the organisation that governs the local area



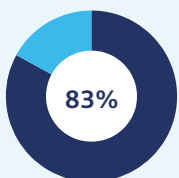
Positive rating in our efforts to promote and adopt sustainable practices to manage climate change



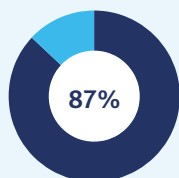
Positive rating for our playgrounds, parks and reserves facilities



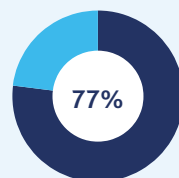
Positive rating for our footpaths and cycleways



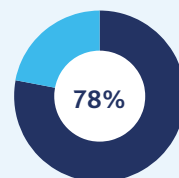
Council's leadership rating of 83%



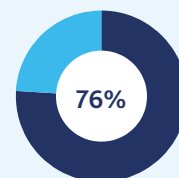
Positive feedback on our e-newsletter



Positive feedback on community safety and crime prevention



Positive feedback on managing responsible growth and development



Positive feedback on traffic management on local roads

Advocacy and Developing our Vision for East Fremantle Oval

The Town of East Fremantle drew in and attracted the attention and support of our State Government in an unprecedented fashion in 2020/21. We hosted Community Cabinet in August 2020, where our Mayor and Councillors focussed the attention of the Premier and State Government Ministers on local issues.

Among the guests were The Hon Dave Kelly MLA, Minister for Water; Forestry; Innovation and ICT; Science; Youth who grew up in East Freo. During the meetings, Mayor Jim O’Neill, Deputy Mayor Jenny Harrington, and CEO Gary Tuffin sought the support of Premier Mark McGowan and his Cabinet for local priorities including the redevelopment of East Fremantle Oval. Deputy Mayor Harrington also held discussions with Minister Templeman about the Town’s public art programme.

In his remarks on the day, Mayor O’Neill explained that the Town – although small,

the second smallest municipality in Perth – punched above its weight. His efforts, those of the CEO and our local member, Lisa O’Malley MLA paid off in January 2021 when the State Government made a pre-election commitment of \$20 million for the project. This commitment matched an earlier statement made by the then State opposition leader, Zak Kirkup.

The proposal for the \$6.5 million state-of-the-art facility creates an entirely new model for community-based sports and recreation for all ages and abilities that will transform the site into an inclusive, open and welcoming space.

It is a brand-new concept in which the WAFL Club is seamlessly integrated with compatible community and sporting facilities as well as open recreational and function spaces, learning opportunities and complementary commercial spaces.

EFO Funding announcement





Premier McGowan with Milly from Palmyra AFLW Juniors

The guiding principles promote active lifestyles, making leisure and recreation available to all ages and abilities, making spaces where the community can gather with neighbours, families, and friends. A space where they can get fit, have fun, walk their dogs, play with their kids, host a function, learn a new skill, have a meal, celebrate a life event, as well as providing a range of club-based sports for everyone to have a go, from beginners to life-long players.

With the momentum generated by Community Cabinet, the Town engaged the support of Brad Paatsch of Paatsch Group and his team to guide the Town through finalising the Vision Plan, through a

range of different methods including online surveys, displays at the Town's Open House, news media articles and presentations held at different times of the day to maximise community participation. The online surveys included one for all ages and one specifically targeted at the Town's young people. With the vision affirmed, the Town engaged a multi-disciplinary design team, led by Hunt Architects to develop the detailed designs, including two animated videos that share the future vision of the Precinct.

We look forward to delivering this exciting project for our community.

Elected Members 2020/21



Mayor Jim O'Neill

*Mayor 2017 - 2021
(From 2013)*

☎ 0413 211 873

✉ mayor.oneill@eastfremantle.wa.gov.au



Councillor Michael McPhail

*Councillor
2017-2021 (from 2013)*

Preston Point Ward

☎ 0404 979 273

✉ cr.mcphail@eastfremantle.wa.gov.au



Councillor Cliff Collinson

*Councillor
2019-2023 (From 2007)*

Plympton Ward

☎ (08) 9339 6452

✉ cr.collinson@eastfremantle.wa.gov.au



Councillor Dean Nardi

*Councillor
2019 - 2023 (From 2015)*

Richmond Ward

☎ (08) 9339 5632

✉ cr.nardi@eastfremantle.wa.gov.au



Councillor Tony Watkins

*Councillor
2017-2021 (From 2013)*

Woodside Ward

☎ 0427 980 907

✉ cr.watkins@eastfremantle.wa.gov.au

Elected Members 2020/21



Councillor Jenny Harrington

Deputy Mayor 2021
Councillor 2017-2021 (From 2013)

Plympton Ward

📞 0418 911 777

✉ cr.harrington@eastfremantle.wa.gov.au



Councillor Tony Natale

Councillor
2019-2023

Preston Point Ward

📞 0419 929 825

✉ cr.natale@eastfremantle.wa.gov.au



Councillor Kerry Donovan

Councillor
2019-2023

Woodside Ward

📞 0407 985 832

✉ cr.donovan@eastfremantle.wa.gov.au



Councillor Andrew McPhail

Councillor
2017-2021 (From 2015)

Richmond Ward

📞 0412 936 772

✉ cr.ajmcphail@eastfremantle.wa.gov.au



Elected Member Meeting Attendance 2020/21

Elected Member	Ordinary Council Meetings	Special Council Meetings	Town Planning Committee Meetings	Audit Committee Meetings	Concept Forum	Electors' Meeting	Total
Mayor O'Neill	10	3	9	1	10	1	34
Cr C Collinson	10	3	11	Not a member	9	1	34
Cr K Donovan	11	3	Not a member	Not a member	8	1	23
Cr J Harrington	11	3	9	-	9	1	33
Cr A McPhail	11	3	Not a member	2	10	1	27
Cr M McPhail	11	2	Not a member	2	8	1	24
Cr D Nardi	10	3	11	Not a member	8	1	33
Cr A Natale	10	3	11	2	9	1	36
Cr A Watkins	11	3	10	2	8	1	35

Attendance at Out of Hours Events

Event	Number of Occasions During 2020/21
Presentations/Briefings/Workshops	21
Training/Professional Development	4
Open House/Community Consultation Sessions	6
Citizenship Ceremonies	3
Public Art Panel Meetings	4
Climate Action Reference Group Meetings	8
Reconciliation Action Plan Working Group Meetings	4
Events Committee Meeting	1



How our Strategic Community Plan is used

The Strategic Community Plan outlines the vision for the Town of East Fremantle and identifies community priority areas for the next 10 years.

Strategic Priority Areas

- Strategic Priority 1:
Social
- Strategic Priority 2:
Economic
- Strategic Priority 3:
Built Environment

- Strategic Priority 4:
Natural Environment
- Strategic Priority 5:
Leadership and Governance

Within each of the key result areas are the following elements to give the overall blueprint for the Town.

Vision

A descriptive statement of the future desired position for the Town of East Fremantle.

Objectives

What we are trying to put in place and achieve.

Strategies

High level statements about how we will achieve the objectives.

Measures

Specific data that will allow us to see how well we have implemented the Strategic Community Plan.

Monitoring

We will also monitor other key data that we, as a local government need to be aware of and consider, but do not control.

The strategic direction of the Town is translated into services and projects that are delivered to our community through the Corporate Business Plan which is reviewed annually. This ensures strategic priorities are translated into real actions.

Strategic Priorities

Strategic Priority 1: *Social*

"A socially connected, inclusive and safe community"

1.1 Facilitate appropriate local services for the health and wellbeing of the community

- 1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level
- 1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation

1.2 Inviting open spaces, meeting places and recreational facilities

- 1.2.1 Provision of adequate recreational, sporting and social facilities
- 1.2.2 Activate inviting open spaces that encourage social connection across all ages

1.3 Strong community connection within a safe and vibrant lifestyle

- 1.3.1 Partner and educate to build a strong sense of community safety
- 1.3.2 Facilitate opportunities for people to develop community connections through events and celebrations
- 1.3.3 Enrich identity, culture and heritage through programs, events and celebrations
- 1.3.4 Facilitate community group capacity building

Strategic Priority 2: *Economic*

"Economic – Sustainable, locally focused and easy to do business with"

2.1 Actively support new business activity and existing local businesses

- 2.1.1 Ensure a "local" focus through supporting and promoting opportunities for local business
- 2.1.2 Investigate the development of business hubs and shared offices spaces
- 2.1.3 Facilitate opportunities/ forums where local business people can meet and share ideas

2.2 Continue to develop and revitalise local business activity centres

- 2.2.1 Facilitate local small business access through planning and activation to support community and business growth

Strategic Priority 3: *Built Environment*

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

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

- 3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites
- 3.1.2 Plan for a mix of inclusive diversified housing options

3.2 Maintaining and enhancing the Town's character

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

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

- 3.3.1 Continue to improve asset management practices within resource capabilities
- 3.3.2 Optimal management of assets within resource capabilities
- 3.3.3 Plan and advocate for improved access and connectivity

Strategic Priorities

Strategic Priority 4: *Natural Environment*

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

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

- 4.1.1 Partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore
- 4.1.2 Plan for improved parks and reserves

4.2 *Enhance environmental values and sustainable natural resource use*

- 4.2.1 Reduce waste through sustainable waste management practices including effective community and business education

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

Strategic Priority 5: *Leadership and Governance*

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

5.1 *Strengthen organisational accountability and transparency*

- 5.1.1 Strengthen governance, risk management and compliance
- 5.1.2 Ensure effective engagement with community and stakeholders
- 5.1.3 Improve the efficiency and effectiveness of services

5.2 *Proactively collaborate with the community and other stakeholders*

- 5.2.1 Foster and promote strategic collaborative relationships with neighbouring LGAs, State and Federal government representatives and agencies and NGOs

5.3 *Strive for excellence in leadership and governance*

- 5.3.1 Deliver community outcomes through sustainable finance and human resource management
- 5.3.2 Improve organisational systems with a focus on innovation
- 5.3.3 Increased focus on strengthening and fostering a positive customer service experience



Community Cabinet in August 2020

Strategic Priority 1

SOCIAL

"A socially connected, inclusive and safe community."

The review of the Town's Strategic Community Plan 2020-2030 included outreach with community groups, business and young people



Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
<p>1.1 Facilitate appropriate local services for the health and wellbeing of the community</p>	<p>1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level</p> <p>1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation</p>	<p>Community perception of value of services, inclusiveness and wellbeing</p>

2020/21 Achievements

- Provided Commonwealth Home Support Program (CHSP) with enhanced service delivery for clients and for seniors including during COVID-19, plus home shopping, groceries, welfare calls and referrals for other support services
- Public Art Panel began implementing four-year Arts Program including:
 - Richmond Raceway Turnstile Booth artwork installed with a well-attended public launch event, featuring racing connections and live race call of historic horses
 - Public Art highlighted in Streets of Your Town Community Calendar including public art walking trail
 - New installations - Glasson Park mural by Jesse Lee Johns, installed December 2020, and design chosen for Silas Street roundabout
 - Ongoing support for Museum of Perth's "Streets of East Freo" historical project at Dovenby House
- Public Health Plan 2018–2022 implemented: water fountains installed, Act-Belong-Commit partnership, defibrillators installed/monitored, Healthy Eating Grant partnerships (2), cigarette butt litter survey education
- Disability Access and Inclusion Plan implementation plus new Shared Library Services agreement with City of Fremantle
- Reconciliation Action Plan Working Group formed, and Action Plan drafted and endorsed - many actions already underway



Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
1.2 Inviting open spaces, meeting places and recreational facilities	1.2.1 Provision of adequate recreational, sporting and social facilities 1.2.2 Activate inviting open spaces that encourage social connection	Community perception of value of recreational facilities and meeting spaces
<p>2020 / 21 Achievements</p> <ul style="list-style-type: none"> Extensive consultation on and widespread community endorsement of vision for East Fremantle Oval Precinct <ul style="list-style-type: none"> Funding commitment secured from State Government for \$20 million plus \$6 million commitment from Town of East Fremantle Preston Point North Recreation Precinct Masterplan finalised following community consultation Allocated over \$2.5m (including depreciation) towards Recreation and Cultural activities, including the Community Assistance Grants program Asset Management Plans incorporated into Strategic Resource Plan. COVID-19 safety measures implemented across all Council buildings and assets including playgrounds Enhanced Ranger Services with two new casual Rangers appointed reflecting community diversity 		
1.3 Strong community connection within a safe and vibrant lifestyle	1.3.1 Partner and educate to build a strong sense of community safety 1.3.2 Facilitate opportunities for people to develop community connections through community celebrations 1.3.3 Enrich identity, culture and heritage through programs, events and celebrations 1.3.4 Facilitate community group capacity building	<ul style="list-style-type: none"> Community perception of value of vibrancy and connectivity Increase community perception of safety Increase in community participation and satisfaction with events
<p>2020 / 21 Achievements</p> <ul style="list-style-type: none"> Look Local campaign to encourage residents and visitors to patronise local business, especially supporting takeaway sales during lockdowns Continued major sponsorship to the Glyde-In Community Centre worth \$87k per annum New brochures developed on parking, customer service charter, welcome packs and new community facilities map Community-led initiatives: Peace Pole (Merv Cowan Park), Fairy Gardens, community Facebook groups <p>Community Assistance Grants</p> <ul style="list-style-type: none"> Community Assistance Grants were paused due to COVID-19, but support was offered through waiver of rates for Clubs and tenants of Council buildings etc 		



Strategic Priority 2

ECONOMIC

"Sustainable, 'locally' focused and easy to do business with."

Throughout the pandemic, and afterwards, the Town supported local business



Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
<p>2.1 Actively support new business activity and existing local businesses</p>	<p>2.1.1 Ensure a "local" focus through supporting and promoting opportunities for local business</p> <p>2.1.2 Investigate the development of business hubs and shared offices spaces</p> <p>2.1.3 Facilitate opportunities / forums where local business people can meet and share ideas</p>	<ul style="list-style-type: none"> • Increased participation in attendance at business forums held in the Town • Community perception of value of support provided to business
<p>2.2 Continue to develop and revitalise local business activity centres</p>	<p>2.2.1 Facilitate local small business access for community and business growth</p>	
<p>2020/21 Achievements</p> <ul style="list-style-type: none"> • Hosted a number of small business forums in partnership with the Small Business Development Corporation • Partnership with South West Group of Local Governments to explore economic opportunities for the sub-region • Assisted local businesses, sporting clubs, churches, community groups and tenants of Town buildings with COVID-19 Safety Plan prior to reopening and providing advice during pandemic to assist with compliance • Enhanced engagement with local business through Town of East Fremantle's LinkedIn profile and social media • Updates to community business directory via Town of East Fremantle website • Local businesses supported through procurement of printing and design services for Town publications • Commitment to include local businesses as part of the redevelopment of East Fremantle Oval Precinct where possible 		

Strategic Priority 3

BUILT ENVIRONMENT

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

Objectives <i>What we need to achieve</i>	Strategies <i>How we’re going to do it</i>	Measures of Success <i>How we will be judged</i>
<p>3.1 Facilitate sustainable growth with housing options to meet future community needs</p>	<p>3.1.1 Advocate for a desirable planning and community outcome for all major strategic development sites</p>	<p>Community perception of value of strategic development site outcomes</p>
	<p>3.1.2 Plan for a mix of inclusive diversified housing options</p>	
<p>2020 / 21 Achievements</p> <ul style="list-style-type: none"> • Draft Local Planning Strategy is updated in consultation with the Department of Planning, Lands & Heritage for consideration as suitable to be advertised • Facilitating Leeuwin Barracks Divestment with Department of Defence and consultants to deliver Planning Scheme Admendments • Major planning developments underway including: <ul style="list-style-type: none"> • Royal George Hotel – restoration and redevelopment • Former Woodside Maternity Hospital (Dalgety Street) – restoration and construction of aged care facilities • Roofing 2000 – development proposal to provide apartments and commercial opportunities 		
<p>3.2 Maintaining and enhancing the Town’s character</p>	<p>3.2.1 Ensure appropriate planning policies to protect the Town’s existing built form</p>	<p>Community perception of value of the Town’s preservation of character</p>
<p>2020 / 21 Achievements</p> <ul style="list-style-type: none"> • Scheme Amendment 14 – Roofing 2000 site (91-93 Canning Highway) – approved by the Minister for Planning and redevelopment plans under preparation • Scheme Amendment 17 (7-27 Canning Highway) – Council initiated the Scheme Amendment for advertising to reflect the Town’s position, guiding future development • Draft Local Planning Strategy finalised • Urban Streetscape and Public Realm Style Guide endorsed by Council 		
<p>3.3 Plan and maintain the Town’s assets to ensure they are accessible, inviting and well connected</p>	<p>3.3.1 Continue to improve asset management within resource capabilities</p>	<ul style="list-style-type: none"> • Asset Sustainability Ratio: 0.34 • Asset Consumption Ratio: 0.98 • Asset Renewal Funding Ratio: 1.37 <p>Ratios indicate all Town assets are well maintained and in good order</p>
	<p>3.3.2 Optimal management of assets within resource capabilities</p>	
	<p>3.3.3 Plan and advocate for improved access and connectivity</p>	
<p>2020 / 21 Achievements</p> <ul style="list-style-type: none"> • Strategic Resource Plan (Long Term Financial Plan – 15 yrs) under implementation • Funding strategies under development for delivery of capital works such as redevelopment of East Fremantle Oval • Development of Integrated Traffic Management and Movement Strategy - under consideration by Council 		



Strategic Priority 4

NATURAL ENVIRONMENT

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

As part of the Town's commitment to sustainability, it funded the Native Plant Subsidy Scheme



Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
<p>4.1 Conserve, maintain and enhance the Town's open spaces</p>	<p>4.1.1 Partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore</p> <p>4.1.2 Plan for improved streetscapes, parks and reserves</p>	<ul style="list-style-type: none"> • Community perception of value of the Town's conservation and management • Recycling Rates – kilogram per capita (maintain and aim to improve) • Waste to landfill – kilograms per capita (maintain or decrease)
<p>4.2 Enhance environmental values and sustainable natural resource use</p>	<p>4.2.1 Reduce waste through sustainable waste management practices, including effective community and business education</p>	
<p>4.3 Acknowledge the change in our climate and understand the impact of those changes</p>	<p>4.3.1 Improve systems and infrastructure standards to assist with mitigating climate change impacts</p>	
<p>2020/21 Achievements</p> <ul style="list-style-type: none"> • John Tonkin Reserve headlands works co-funded with State Government (DBCA), including replacement/construction of new rock headland, upgraded drainage and importation of 200 cubic metres of sand, plus new revegetation - project now complete • Successful completion of year one of FOGO rollout • Resource Recovery Group (formerly SMRC) awarded tender for waste-to-energy – Town considering participation within contract • Continued waste management partnership with RRG and successful joint campaigns to reduce waste and optimise FOGO and recycling • Key targets met, including: <ul style="list-style-type: none"> • Green waste collection diversion rate of 100% • Diversion rate of mixed solid waste was 65% of total waste (State's waste diversion target of 65% of all waste by 2020) • Recycling diversion rate was 84%, well above the State diversion target • Action on Climate Change: <ul style="list-style-type: none"> • Climate Action Reference Group formed in 2020 - Strategic Objectives developed and endorsed by Council, including Climate Energy Strategy and Sustainable Event Policy among other initiatives being developed 		

Strategic Priority 5

LEADERSHIP & GOVERNANCE

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

The Town's approach to sustainability is guided by the Climate Action Reference Group



Objectives <i>What we need to achieve</i>	Strategies <i>How we're going to do it</i>	Measures of Success <i>How we will be judged</i>
5.1 Strengthen organisational accountability and transparency	5.1.1 Strengthen governance, risk management and compliance 5.1.2 Ensure an effective engagement with community and stakeholders 5.1.3 Improve the efficiency and effectiveness of services	<ul style="list-style-type: none"> Achieve an unqualified audit Community perception of value of the Town's communication and consultation processes Community satisfied with Town's responsiveness % of customer requests/enquiries responded to within target timeframes Financial ratio levels for benchmarking of local governments
5.2 Proactively collaborate with the community and other stakeholders	5.2.1 Foster and promote strategic collaborative relationships with neighbouring LGAs, State and Federal government representatives and agencies and NGOs	
5.3 Strive for excellence in leadership and governance	5.3.1 Deliver community outcomes through sustainable finance and human resource management 5.3.2 Improve organisational systems with a focus on innovation 5.3.3 Increased focus on strengthening and fostering a positive customer service experience	

Strategic Priority 5

LEADERSHIP & GOVERNANCE

The community gathered at the unveiling of a new public art installation recalling the Town's horse racing history on 1 August 2020



2020 / 21 Achievements

Business System Improvements and Continuity Assured

The Town has continued its strong record of financial management with an unqualified Audit expected in 2020/21. Enhancements have been made to governance including review/endorsement of Delegated Authority Register in April 2020. Implementation of the Town's new Record Keeping Improvement Plan and Business Improvement Program including new payroll system successfully rolled out across the organisation.

Business Continuity Plan deployed during COVID-19 including remote working arrangements and online services provided during Town Hall closures caused by the pandemic.

Improvements in Services for Residents

Customer Service Improvement Project well underway with good results already achieved including:

- Ongoing improvements to customer service systems and processes, new personnel and deployment of Customer Service Charter
- Customer service statistics now shared monthly online to increase transparency and visibility of service standards
- Implementation/integration of Snap Send Solve app for reporting of external maintenance requests in the Town
- New Fact Sheets covering 36 content areas – now available in hard copy and online
- New three-year Library Services Agreement in place, new Library scheduled to open in December 2021
- Online services and payments including e-rates, pet registration renewals, building application lodgements and tracking
- Ongoing enhancements for Town Business Enterprise System and internal reporting mechanisms
- Customer service system improvements have resulted in First Call Resolutions rising from 56% to 74%

Advocacy and leadership

Continued collaboration with SWG and SMRC on waste management, business systems, environmental and river management and key transport issues including the Swan River Crossings project plus Smart Cities technology.

Building and Developing a Strong Team

- Workforce Plan review implemented - new employees including Community Engagement Officer, Manager Assets and Infrastructure
- Implementation of Communications and Engagement Strategy (endorsed August 2020) yielding strong results - doubling of readership of e-news which is #1 rated in WA LGAs
- Town developed and implemented Definitiv payroll system, generating savings and efficiencies in staff time
- Implementation of E-Learning Platform LEARN RITE, including online performance appraisals

Working the RITE way – embedding workplace safety and health and our values of Respect, Integrity, Teamwork, Empathy

- Values project developed and being implemented incorporating internal communications, Town Culture Club, recruitment, workplace health and safety
- WSH Committee prioritised reflecting new workplace health and safety challenges re: COVID-19/business continuity

Fast Facts 2020-2021



3,280 residential dwellings

7,908 Population

Rates \$7.99m

Total operating revenue \$10.63m

50 staff



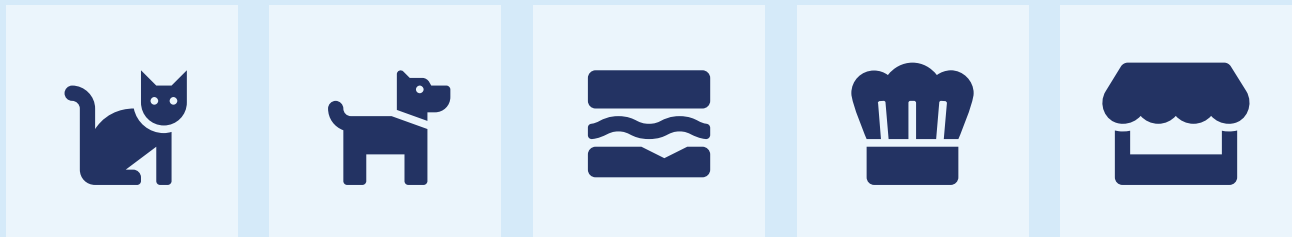
42 citizens affirmed

140 Development applications worth \$27,346,739

The average processing time for planning applications was 38 days

Building Permit applications – 186

Total Development Value: \$21,763,096



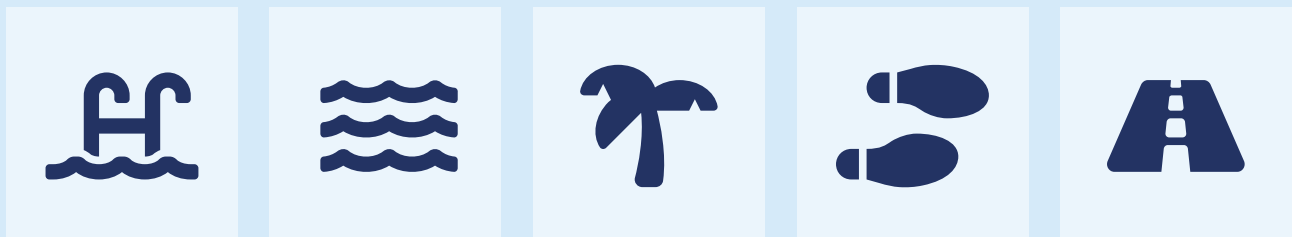
Registered cats - 290

Registered dogs – 1,129

Foodsafe audits – 4

Foodsafe Online training – 13 food handlers

Public building Inspections – 10



Public Swimming Pool samples – 16

River samples – 18

210,000m2 of parks maintained:21 ha

1,600m2 of footpath upgrades

46kms of roads swept



4km of Swan River foreshore maintained
100,000m2 of natural bushland cared for including at Locke Crescent, Niergarup Track and Jerrat Drive cliff top





Communication and Community Engagement

The Town has significantly expanded its commitment to and delivery of communications and engagement in 2020/21. In July 2020, the Town’s Communication and Engagement Strategy was refined and formally adopted and is generating strong results – in the words of one of our elected officials: “is transforming, and has transformed, the Town’s relationship with the community”. Highlights of our achievements include:

E-Newsletter – The E-Newsletter is produced and circulated to subscribers on a monthly basis and provides information and links to relevant and timely information on the Town’s website. The community perception survey conducted by CATALYSE in April 2021 revealed that the Town has the highest rated e-newsletter in the sector in WA, which is read by 2,500 people on a monthly (and often more regular) basis.

Website – the Town has made significant improvements to the website by implementing the findings of an independent audit into its

functionality and accessibility and has put in place a new framework for quarterly content checks, as well as appointing content champions from among our team of talented content experts. Funding has been allocated for a complete overhaul of the site within the next year. To follow our progress, visit www.eastfremantle.wa.gov.au.

Social Media – the Town has a twin presence on Facebook in its own right and as the curator and organiser of East Fremantle’s George Street Festival. The readership of both pages is growing strongly, and together reaches over 7,000 people. During the year, the Town launched its Instagram feed that now reaches over 1,000 people, as well as a revamped presence on LinkedIn which we use for corporate messaging. We also commissioned new videos to share our achievements in an engaging and contemporary way via YouTube, and we were the first WA local government to develop our own TikTok channel. Stay tuned as we develop our presence in these growing channels.



Filming at Riverside Road



Town Hall Open Days were well attended - pictured here are Peter and Bron from Corporate Services

Town Hall Open Days

The Town developed a new model for engagement in late 2020 that reflects the scope and scale of the many important projects underway that are led both by the Town and external partners. Open Days were held in August 2020 and March 2021 and were well attended and well-received by our community.

Community Engagement – during 2020/21 the Town’s capacity in this area lifted following the completion of training by several staff in the best practice models and principles of the International Association for Public Participation (IAP2). Although many events were cancelled due to COVID-19, fun gatherings were held at Christmas, and during special events for our youth and seniors, and at Christmas time.

Capacity Building – In March 2021, the Town farewelled Karen Dore, who worked tirelessly and with great energy across many projects in the Town (pictured here on graduating with her Diploma in Community Development). We thank her for her enormous contribution over many years. In June 2021 the Town welcomed Carly Filbey into the newly created position of Community Engagement Officer, and already her strong experience in events and local government is recognised.



Community Engagement Officer Carly Filbey was appointed in June 2020



Coordinator Community Engagement, Karen Dore, receiving her Diploma of Community Development from The Hon David Templeman MLA, then Minister for Local Government

Corporate Services

The Corporate Services team is a multidisciplinary business unit that manages and oversees the Town's finances and systems, as well as leading and coordinating our Ranger and Customer Services for our community. The Corporate Services Department is responsible for a diverse range of internal and external services ranging from Neighbourhood Link (Aged Care Services), Ranger Services, Customer Services, Financial Services including Rates, Records Management, Information Technology, Leasing and Contracts. Below is an overview of some of these services, and a listing of achievements and activities for the 2020/21 financial year.

Neighbourhood Link Services

Neighbourhood Link provides personalised support service that allow clients to get the most out of life and stay active, independent, and connected. As part of our personalised approach, we work in partnership with clients and caregivers to meet their needs and foster independence. Support is offered to eligible clients over the age of 65 years through the Commonwealth Home Support Program (CHSP). An assessment is required through My Aged Care for eligibility. Clients receiving a Home Care Package (HCP) may also access these services through a brokerage agreement with Neighbourhood Link and the clients Home Care Package provider.

Ranger Services

Ranger Services are responsible for managing compliance with State Government Legislation and Local Government Local Laws, including the Dog Act, Cat Act, Litter Act, Bushfires Act, Local Government Act and Parking Local Laws. The breadth of responsibility is very significant.

To assist the community in understanding the requirements under different legislation, numerous Fact Sheets were developed during the 2020/21 financial year and are available on the Town's website:

- Dog Exercise Areas
- Nuisance Barking Dog
- Untethered Vehicles

- School Parking
- Skip Bin Permit
- Barking Dog Card
- Dog and Cat Registrations

The Town is focused on community education and voluntary compliance resulting in 2,817 cautions being issued in the report year, compared to 1,032 infringement notices. Ranger Services also captured 467 graffiti reports and 574 maintenance reports.

Customer Services

The Town of East Fremantle is proud of its history working together with the local community to provide essential services to the customer. The needs of the community are at the forefront of everything we do, therefore it is important to us that we strive to deliver customer service to the highest standard. The Town has published a Customer Service Charter which outlines the Town's service levels. Numerous documents were produced in the report year to support the Town's commitment under this Charter, including Fact Sheets on such subjects as rates, parks and reserves, parking, and venue hire, and the location of defibrillators in the Town, to name a few.

As part of our focus on continuous improvement, the team are focused on enhancements to the services we offer our residents, with the following enhancements made during 2020/21.

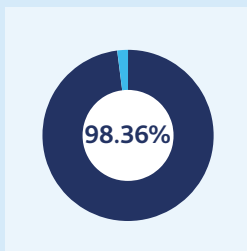
- Customer Service Request procedures
- Reserve Hire Booking Form
- Skip Bin Permit Form
- Monthly Stats Reports
- Building Maintenance Form
- Mooring Pen Form
- Launching Ramp Permit Form
- Dog Registration Form

Our busy team processed 5,765 customer service requests in the report year and registered 21,256 corporate records.



Mayor O'Neill with Bron and Rachael receiving the Town's new bus during Volunteers Week, May 2020

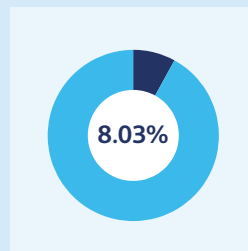
Financial and Other Services - Fast Facts



The Town collected 98.36% of rates levied including arrears



The Town made a total of 2,047 payments and processed 3,538 supplier invoices



8.03% of payments were made to businesses with an East Fremantle post code



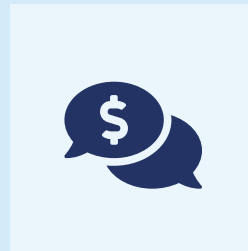
The Town provided direct funding of \$238k to community groups and sporting clubs



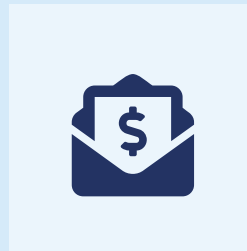
Staff reviewed and implemented 60+ internal financial and audit controls



Staff manage 24 lease and community license agreements



Staff processed 53 maintenance requests under tenure agreements



The Town prepared and administered 5 funding agreements with community groups

Technical Services and Operations

The Technical Services team oversees, manages, and maintains the Town's infrastructure including roads, streets, footpaths and verges, parks and reserves, waterways and foreshore and the maintenance of the Town's built assets.

New Management

The most significant change that took place during the year was the departure of Steve Gallagher as Manager Operations and the commencement of Nicholas King as Executive Manager Technical Services. We thank Steve for his many years of service to the Town. Following his departure we are already seeing major changes in the strategic direction in this area, with the creation of a new position of Supervisor – Infrastructure and Assets, now filled by James Morrison, to support Nick. Both come to the Town with a wealth of local government experience which is already being put to good use.

Field Staff

The staffing complement remains in place, and they have successfully implemented a new, digital method of tracking and recording their time in the field, which is generating administrative savings for the team. The crew provide invaluable support to the administrative team across a broad range of areas, and this will only continue.

Upgrades to Riverside Road and Niergarup Track

The highest profile and most prominent project delivered by the team during 2020/21 was the completion of the Riverside Road upgrades, worth \$1.9 million, two-thirds of which was funded through grants from Main Roads. The Town conducted extensive community consultation on the landscaping plan, and the species choice was guided through input from industry experts and prioritised local and native species that are waterwise and fauna-friendly. Significant works were also undertaken on the Niergarup Track, including the upgrading of the limestone walkway and a landscaping plan which was developed but has been postponed until the next planting season begins in mid-2022.

Footpath Upgrades

Major progress has been made on the implementation of the upgrades to the Town's network of footpaths, a process that began in 2019. During this year, improvements were made to Stratford Street (north of Canning Highway), Fortescue Street footpath upgrade, south of Canning Highway, and further works in this area will be ongoing.

John Tonkin Foreshore

The Town's Operations staff completed a multi-year project to upgrade the foreshore at John Tonkin Reserve, including enhancements to the river groyne and beach inlet, which we know is a well-used local spot given its proximity to the river, cafes, and playgrounds. The Town co-funded this work with the majority of resources coming via the Department of Biodiversity, Conservation and Attractions. We are grateful for their ongoing support.

Silas Street Reserve Dog Park

During COVID-19, the need to walk and conduct socially-distance appropriate exercise was highly important, and with this in mind, the Town identified the need for an off-leash park where residents could walk their dogs. To deliver this, Silas Street Reserve is now a dog park and is already very popular with residents. Part of this project included installing and reorienting the seating in the park so that visitors can face towards it, and improvements to the overall amenity.

Parks and Reserves

Lee Park is now well-irrigated and maintained following the replacement of the bore in that park – this is one of many waterwise initiatives undertaken by the Town that balances the maintenance of green spaces with using precious water resources efficiently.



Newly upgraded footpaths

Infrastructure Upgrades

The team had significant input into the planning and technical aspects of major infrastructure upgrades in the Town, partnering with Main Roads’ community engagement on the Swan River Crossings (replacement/redesign of bridges spanning the Swan River), Water Corporation (Pipes for Perth – urgent upgrades to the water pipes running under the Town adjacent to Canning Highway) and others, including plans to replace the Town’s lighting with LEDs and a major overhaul of the drainage system.

The team had significant input into the planning and technical aspects of major infrastructure upgrades in the Town

Safe and efficient movement through our Town is important to our residents



Regulatory Services – Town Planning and Building

Town Planning

During 2020/21 the Town's Regulatory Services team continued the important work of protecting the environment, aesthetic value, heritage, and overall character of the Town. Major headway on several important strategic projects was made by Council. Other projects were commenced that will guide and shape the Town's built environment beyond 2021 including:

- The Local Planning Strategy;
- Heritage Area Precincts;
- Local Commercial Centres Needs Assessment and Strategy;

It is expected these projects will continue to strengthen the Town's overall planning framework. The following projects were completed in 2020/2021:

Urban Public Realm and Streetscape Style Guide

The Urban Streetscape and Public Realm Style Guide is a design guide that combines three documents; the Contextual document, the Urban Streetscape and Public Realm Style Guide (Style Guide) and the Precinct Pamphlets which together provide a set of appropriate and consistent design guidelines for the road reserves, footpaths and public spaces and includes such aspects as materials, verges, and public furniture.

The Town undertook an extensive engagement strategy prior to finalising the Guide. The submissions received were generally supportive of the document and provided useful additional information and suggestions. Council in December 2020 endorsed the suite of documents for implementation and the Operations Department is actively working with the documents to improve the Town's streets and verges.

Scheme Amendment 14 for the Roofing 2000 site was approved by the Minister for Planning in January 2020. Plans for the redevelopment of the site are now being prepared.

Scheme Amendment 17

In July 2021 Scheme Amendment 17 was endorsed by Council. Advertising of the Amendment took place earlier in 2021. Amendment 17 proposes to modify the Scheme Text. The Amendment site comprises six lots on the south side of Canning Highway between East and Glyde Street. This land has been identified in the draft Local Planning Strategy as a western gateway site which can facilitate urban consolidation by promoting residential land use intensification within an identified urban (transport and development) corridor.

The intent of the Scheme Amendment is to allow for more intensive residential development of these six lots most likely in the form of apartments. The future redevelopment of the lots would be guided by a Local Development Plan (to be prepared). It is envisaged that redevelopment would occur at a density of Residential R80 which could facilitate the development of approximately 29 apartments and/or town houses in buildings ranging from two to four storeys.

The Department of Defence (Defence) advises that they are temporarily suspending the disposal of Leeuwin Barracks to allow for a study of the long-term Defence estate requirements in the Perth and Fremantle region. The study is expected to be completed by the first quarter of 2022, and pending the findings, Defence will inform the community about the outcome for the future use of Leeuwin Barracks. For updates, visit: defence.gov.au/id/propertydisposals/Leeuwin.asp



The preservation of the style of historic George Street precinct, and other key zones in the Town, was protected in the Urban Streetscape and Public Realm Style Guide

Community members and stakeholders will be invited to attend these community consultation workshops to learn more about the site, speak with the project team and share their thoughts about the Development Principles. The consultation workshops were to be scheduled for the first half of 2020. However, with the social distancing measures and other constraints in place as a result of COVID-19, the workshops will be rescheduled at an appropriate time. Defence and the Town look forward to re-engaging with the community and stakeholders and will provide further updates in due course.



Environmental, Waste Reduction and Climate Change

Action on Climate Change

Over the last year, the Town has continued to work towards a green and sustainable future for East Fremantle. In November 2019 the Town of East Fremantle recognised the Climate Emergency and supported the community call for action on climate change on both a local and international level. Furthermore, as a result of the Annual Electors meeting on 17 March 2020 the Town resolved to form a Climate Action Reference Group (CARG) to assist with the formation of a Climate Emergency Strategy and Climate Emergency Action Plan. Then in June 2020, a call was made for expressions of interest to form the CARG whose task is 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.
- Act as a conduit between the Council and community in providing recommendations to assist the Town in developing a Climate Emergency Strategy, Climate Emergency Action Plan and provide expertise and opinion on other sustainability issues.

On 20 July 2020, Council formally accepted the Strategic Objectives formulated by the Climate Action Reference Group. These Strategic Objectives will feed into the Climate Emergency Strategy which is planned to be completed by the end of 2021. The Strategy will be a guiding document providing the framework for Council to address the climate emergency. It will be the first part of Council's three-step response:

Step 1 Climate Emergency Strategy

Includes visions and high-level goals to set the direction for how Council responds to the climate emergency.

Step 2 Climate Emergency Action Plan

Includes detailed programs, projects, and actions to meet the high-level goals and visions set out in the Climate Emergency Strategy, including budgetary costings

Step 3 Implementation

Puts the programs, projects, and actions in place.

Waste

Since the rollout of the Three Bin Food Organics, Garden Organics (FOGO) service in July 2019, the Town has continued to provide residents with ongoing education and support to ensure low contamination across all waste streams. In total, the Town has provided the FOGO waste service to over 96% of residential properties and provided the service to a number of commercial businesses and community groups. To aid residents and to reduce contamination the Town has continued to provide free compostable liners to residents and has provided over 700 rolls of compostable liners to residents in the last financial year alone.

To further improve recovery rates, the Southern Metropolitan Regional Council provided bin tagging to over 1,000 properties in the Town aimed at improving behaviour relating to correct waste separation.



Containers for Change

Bulk and Green Waste

164
Mattresses recycled
through Soft Landings

233 tonnes
of Green Waste

122 tonnes
bulk waste collected

Fremantle Recycling Centre

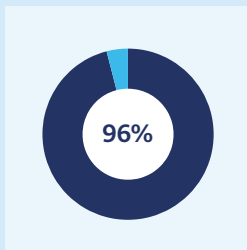
-  Town partnered with Fremantle Recycling Centre for third year
-  Highest visitation Jan 2020 (280 visits)
-  HHW site opened at Fremantle Recycling Centre
-  Fremantle Recycling Centre opens as a Container Deposit facility
-  Town staff worked with City of Fremantle to deliver Containers for Change bins to Richmond Primary School, East Fremantle Town Hall, and Depot, as well as various businesses and community groups across the Town



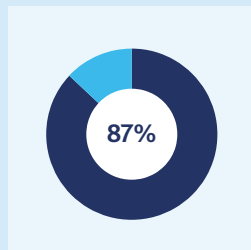


Caring for our Swan River foreshore, Town awarded significant funds for Coastal Hazard Risk Management Adaptation Plan

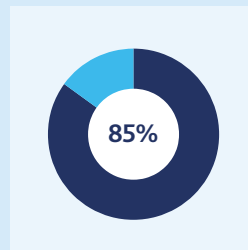
Key Facts on Sustainability



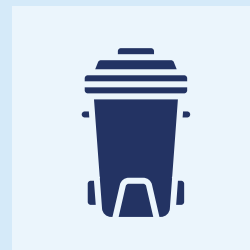
FOGO waste service provided to 96% of residential properties in the Town as well as businesses and community groups



87% recovery on Food Organics Garden Organics (FOGO) bin



85% recovery on Recycling (Yellow top recycling bin)



2 rounds of bin tagging to over 1,000 properties across the Town



700 rolls of compostable liners provided to residents free of charge



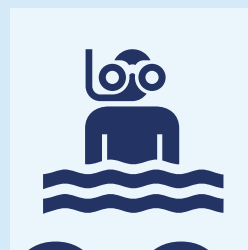
\$47,00 in funding for the implementation of the Town's Waste Plan



SMRC Winner Waste Sorted Awards for 20-year project Regional Resource Recovery Centre (April 2021)



Collection of
104kg of bottle tops
115kg of bottles
25kg of light bulbs
23kg of printer cartridges





2 dive cleanups removing over 500k of waste from the Swan River





The Town planted hundreds of new trees during 2020/21


Sustainability in Action


- 

Waterwise Council Award from WaterCorp – August 2020. Town endorsed as a Waterwise Council for a second year
- 

Partnered with Plastic Free July in 2020 for the second year
- 

Development of Waterwise Verge Policy, Sustainable Event Policy and Pool and Spa Cover Policy
- 

Operations planted 80 verge trees and 90 park trees
- 

Awarded \$47,500 in funding for a Coastal Hazard Risk Management Adaptation Plan
- 

Annual Native Plant Sale in May 2021
- 

Sustainability Tent at East Fremantle Youth Festival showcasing FOGO potting mix and native plants from APACE nursery

Environmental Health

COVID-19 response procedures implemented at Council Facilities, including:

- Pandemic Plan activated during snap lockdowns in February and April 2021 ongoing provision of QR codes
- Hand sanitiser available for all staff and Council vehicles and masks
- Metropolitan Environmental Health Managers Group (MEHMG) Meetings
- PEHO attended the inaugural combined District Emergency Management Committee (DEMC) meeting and Navitas training exercise



Community Health and Safety

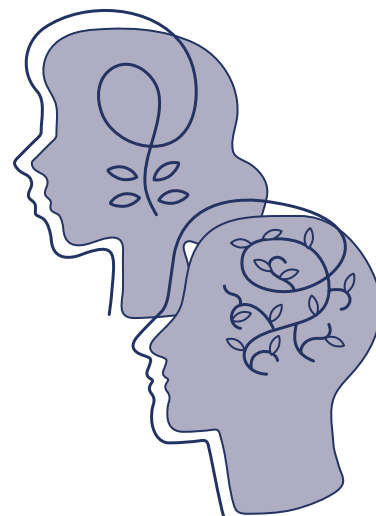
Physical Health

	Launch of Move Your Body event hosted at the East Fremantle Tennis Club (February 2021)
	Disability and Access Inclusion Plan – endorsed by Council (February 2021)
	Flu vaccination for 35 staff (March/April 2021)
	All staff attended disability Awareness Training (Autism) at the Town Hall in (April 2021)
	South Metropolitan Public Health Service Injury Matters, City of Fremantle and City of Melville
	Skin checks completed for 30 staff (June 2021)
	Feel Good February Staff Calendar developed

Mental Health

Attendance at a Local Government workforce Risk Forum (April 2021) which aimed to assist with:

- Creating happy and resilient teams and productive workplaces
- Methods to improve psychological health and stress management
- Men's mental health event for World Mental Health Day with a guest speaker from Bouncing Back and whole of staff attendance at a morning tea
- Attendance at a Mental Health Promotion Forum delivered by South Metropolitan Health Service in partnership with the Mental Health Commission, aimed at Mental Illness, Alcohol and Other Drug Prevention to help guide local governments to increase optimal mental health and wellbeing (May 2021)





Community Health - Fast Facts



Food Poisoning Investigation – two cases at a local premise – E coli and Campylobacter



Notification of Notifiable Diseases – 2 cases of Ross River Virus



High and medium risk food premises inspections = 38



Low risk food premises inspections = 9



Foodsafe audits = 4



Foodsafe Online training = 13 food handlers



Public building inspections = 10



Public swimming pool samples = 16



River samples = 18



Asbestos samples = 5

Statutory Reports

Record Keeping Plan (RKP)

The Town undertook the 5-year statutory review of the RKP in 2018, which was approved by State Records in November 2018. The RKP includes a 5-year improvement plan, which has commenced. The RKP will be benchmarked against the Western Australian Auditor General Report of Record Management in Local Government (April 2019). The RKP addresses the six recordkeeping principles each of which contains minimum compliance requirements:

- Principle One: Proper and Adequate Records
- Principle Two: Policies and Procedures
- Principle Three: Language Control
- Principle Four: Preservation
- Principle Five: Retention and Disposal
- Principle Six: Compliance

National Competition Policy

The Competition Principles Agreement is an intergovernmental agreement between the Commonwealth and State/Territory Governments that sets out how government will apply National Competition Policy principles to public sector organisations within their jurisdiction.

The State Government released a Policy Statement effective from July 1996 called the Clause 7 Statement, which forms part of the Competition Principles Agreement. The Clause 7 policy document sets out nominated principles from the Agreement that now apply to Local Government.

The provisions of Clause 7 of the Competition Principles Agreement require local government to report annually as to the implementation, application, and effects of the Competition Policy. The Competition Principles Agreement, under Clause 7, specifies three broad areas of reporting.

These are:

- Competitive Neutrality
- Structural Review of Public Monopolies
- Legislative Review

In accordance with the requirements of the National Competition Policy, the Town of East Fremantle makes the following disclosures for 2020/21.

Competitive Neutrality

The objective of competitive neutrality is introducing measures which effectively remove any net competitive advantages arising as a result of government ownership of a business entity. The Town of East Fremantle has previously assessed its operations and considers that it does not have any business activity that would be classed as significant under the current guidelines.

The Town of East Fremantle does not operate a business enterprise that has been classified by the Australian Bureau of Statistics as either a Public Trading Enterprise or Public Financial Enterprise. All activities within the Town are continually being examined to identify opportunities to generate efficiency improvements. This must be balanced with the type and level of service provision and statutory requirements.

The number of activities to which competitive neutrality principles have been considered but not applied in the reporting period is zero. During the reporting period the Town did not become aware of any allegations of non-compliance with the competitive neutrality principles made by a private entity against the Town.

Legislative Review

All local laws have been reviewed for compliance with NCP and all amendments to existing, and all future local laws are monitored to ensure no anti-competitive practices are included. In the year under review the Town undertook no activities that met the financial benchmark for disclosure.

Structural Reform of Public Monopolies

The Town of East Fremantle is not classified as a natural monopoly, nor does it conduct any business activities that could be classified as public monopolies.

Register of Complaints (Rules of Conduct)

Minor breaches of the rules of conduct or a local law adopted in accordance with the Local Government Act 1995 by Council members and any action taken are recorded in a register of complaints. No complaints pursuant to the Rules of Conduct were received by the Town in the year under review.

Employee Remuneration

In accordance with Regulation 19B of the Local Government (Administration) Regulations 1996 the Town is required to disclose the number of employees with an annual cash salary of more than \$130,000.

The number of employees with an annual salary entitlement that falls within each band for 2020 is as follows:

\$130,000 - \$140,000	1
\$140,000 - \$150,000	1
\$150,000 - \$160,000	1
\$170,000 - \$180,999	0
\$180,000 - \$190,000	0
\$190,000 - \$200,000	1

Local Laws

The Town currently has nine (9) Local Laws:

- Waste Local Law 2017
- Waste Amendment Local Law 2017
- Meeting Procedure Local Law 2016
- Public Places and Local Government Property Local Law 2016
- Cat Local Law 2016
- Dog Local Law 2016
- Parking Local Law 2016
- Penalty Units Local Law 2016
- Fencing Local Law 2016

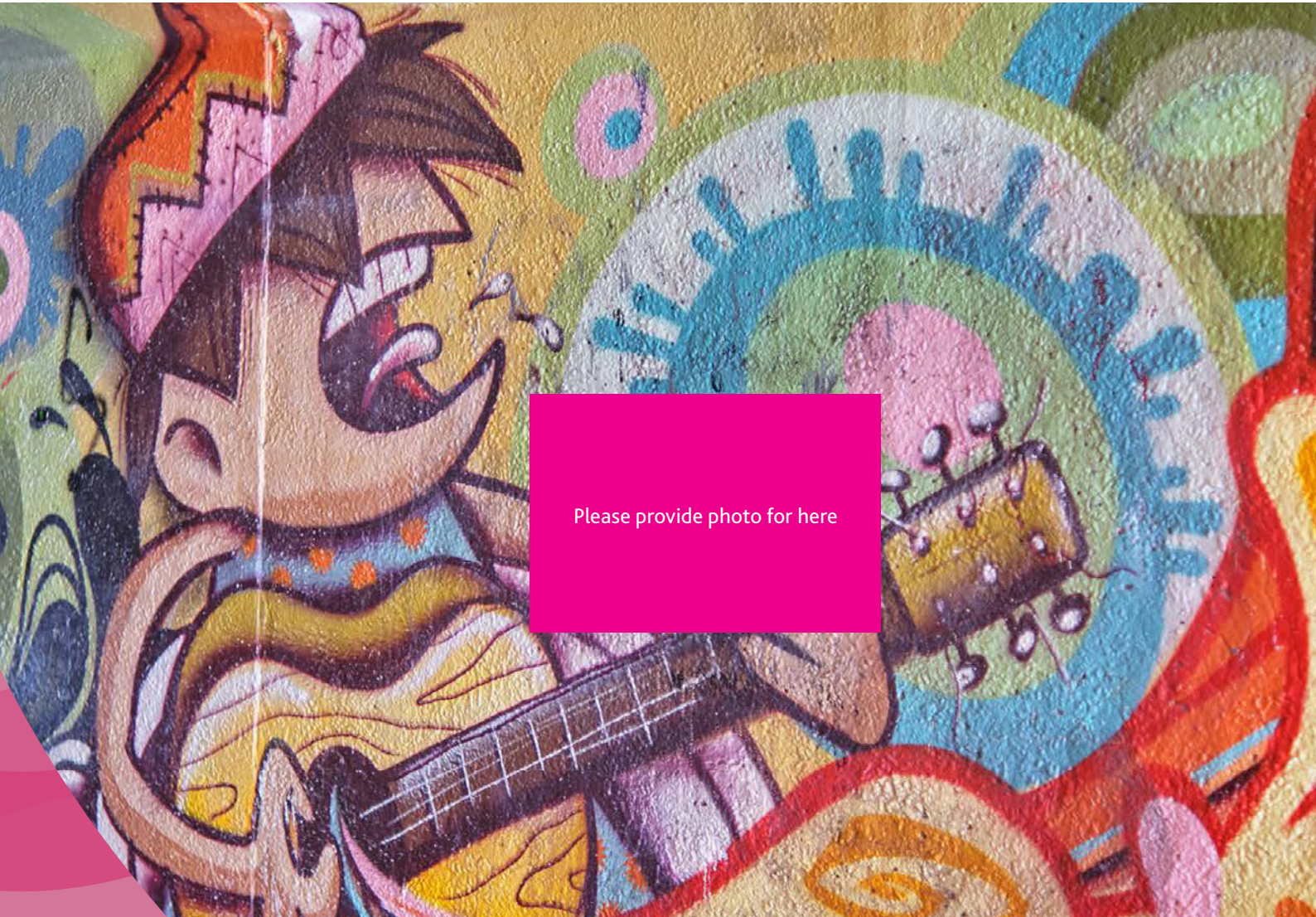
In the year under review 1,147 infringements and 3,279 cautions were issued in relation to breaches of local laws. 2,817 cautions being issued in the report year, compared to 1,032 infringement notices. Ranger Services also captured 467 graffiti reports and 574 maintenance reports.



Ward Map



FINANCIAL STATEMENTS 2020/21



Please provide photo for here

Any quote can go here?

Please provide quote / statement



TOWN of
EAST FREMANTLE



Financial Statements Content

- # Director's Report
- # Independence Declaration
- # Statement by the Directors
- # Independent Audit Report
- # Statement of Financial Position
- # Statement of Comprehensive Income

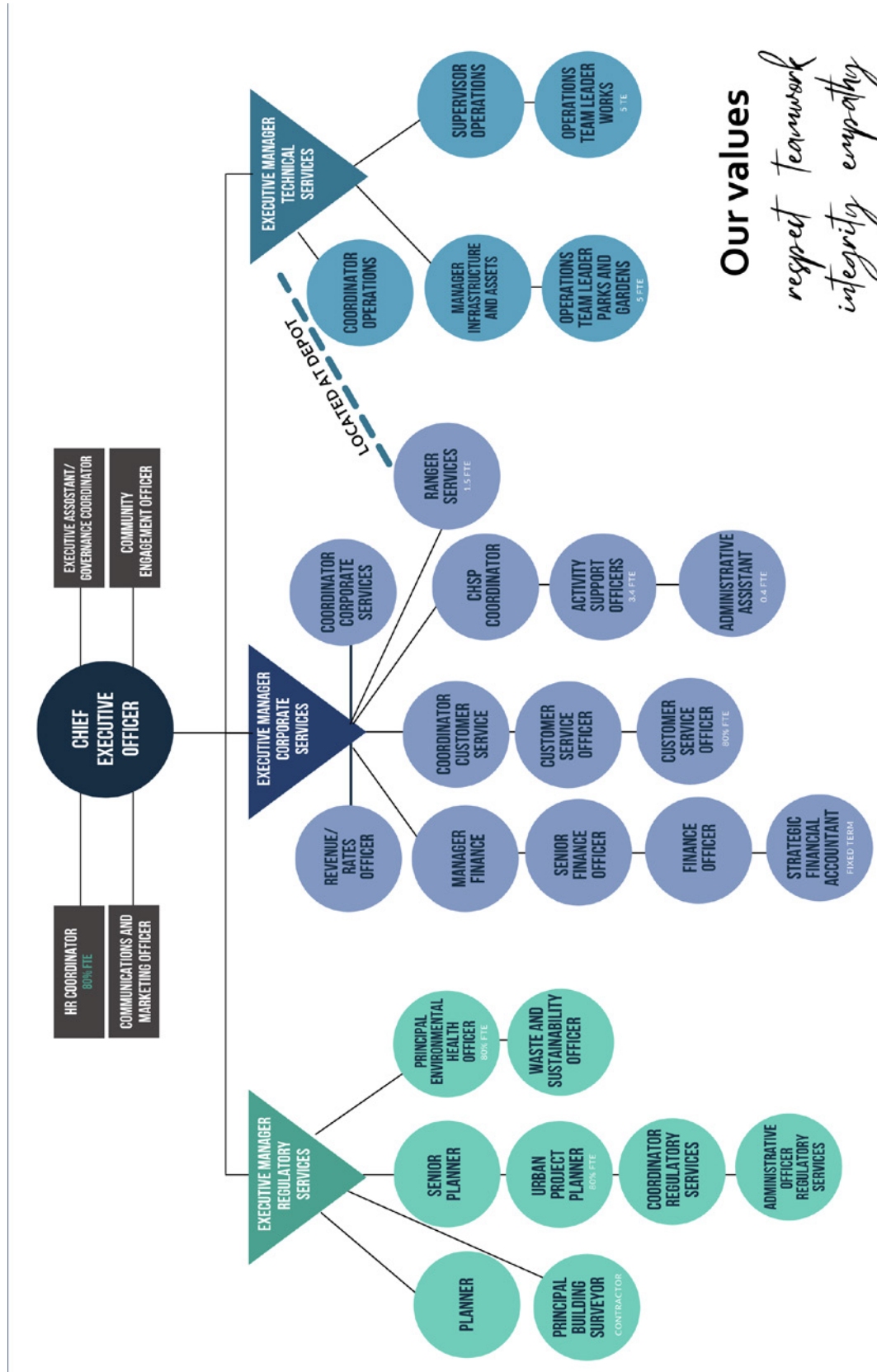
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Director's Report

For the year 2020/21

To add all the financials

Organisational Chart 30 June 2021



Our values
respect teamwork
integrity empathy



Bougainvillea on George Street



TOWN of

EAST FREMANTLE



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▶ Town of East Fremantle

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TOWN OF EAST FREMANTLE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

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COMMUNITY VISION

Inclusive community, balancing growth and lifestyle.

Principal place of business:
135 Canning Highway
East Fremantle 6158

**TOWN OF EAST FREMANTLE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Town of East Fremantle for the financial year ended 30 June 2021 is based on proper accounts and records to present fairly the financial position of the Town of East Fremantle at 30 June 2021 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the _____ day of _____ 2021

Chief Executive Officer

Gary Tuffin

Name of Chief Executive Officer

TOWN OF EAST FREMANTLE
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
Revenue				
Rates	27(a)	7,988,354	7,997,275	8,049,151
Operating grants, subsidies and contributions	2(a)	1,167,731	1,175,019	1,254,252
Fees and charges	2(a)	1,333,141	1,187,609	1,204,084
Interest earnings	2(a)	49,133	120,000	139,330
Other revenue	2(a)	92,210	37,500	58,296
		10,630,569	10,517,403	10,705,113
Expenses				
Employee costs		(4,059,144)	(4,173,445)	(4,482,185)
Materials and contracts		(3,748,551)	(4,279,617)	(4,088,907)
Utility charges		(318,407)	(299,300)	(304,475)
Depreciation on non-current assets	10(b)	(2,513,795)	(1,578,900)	(1,804,235)
Interest expenses	2(b)	(19,150)	(14,960)	(24,169)
Insurance expenses		(187,201)	(180,320)	(178,282)
Other expenditure		(692,904)	(442,520)	(551,454)
		(11,539,152)	(10,969,062)	(11,433,707)
		(908,583)	(451,659)	(728,594)
Non-operating grants, subsidies and contributions	2(a)	180,505	180,000	958,842
Profit on asset disposals	10(a)	1,430	0	2,210
(Loss) on asset disposals	10(a)	(80,927)	0	(37,165)
Fair value adjustments to financial assets at fair value through profit or loss		2,586	0	0
Share of net profit of associates accounted for using the equity method	24(a)	324,767	0	21,238
		428,361	180,000	945,125
Net result for the period		(480,222)	(271,659)	216,531
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	12	(9,702,402)	0	5,789,215
Share of comprehensive income of associates accounted for using the equity method	24	10,468	0	140,704
Total other comprehensive income for the period		(9,691,934)	0	5,929,919
Total comprehensive income for the period		(10,172,156)	(271,659)	6,146,450

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

TOWN OF EAST FREMANTLE
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
Revenue				
	2(a)			
Governance		11,485	10,000	10,107
General purpose funding		8,370,582	8,325,928	8,522,541
Law, order, public safety		30,692	33,200	31,003
Health		17,847	13,409	14,826
Education and welfare		753,984	713,766	885,563
Housing		83,451	84,000	82,093
Community amenities		251,420	205,000	192,596
Recreation and culture		541,058	648,800	413,971
Transport		351,452	353,800	406,317
Economic services		122,789	80,500	84,024
Other property and services		95,809	49,000	62,072
		10,630,569	10,517,403	10,705,113
Expenses				
	2(b)			
Governance		(1,313,244)	(1,198,448)	(1,295,064)
General purpose funding		(108,820)	(155,287)	(245,822)
Law, order, public safety		(184,664)	(175,539)	(161,607)
Health		(213,215)	(215,419)	(187,211)
Education and welfare		(1,034,104)	(1,116,999)	(1,064,095)
Housing		(41,007)	(45,320)	(37,517)
Community amenities		(2,614,943)	(2,736,038)	(2,853,772)
Recreation and culture		(2,910,620)	(2,334,470)	(2,503,568)
Transport		(2,768,421)	(2,703,195)	(2,678,934)
Economic services		(135,276)	(115,287)	(109,235)
Other property and services		(195,688)	(158,100)	(272,713)
		(11,520,002)	(10,954,102)	(11,409,538)
Finance Costs				
	2(b)			
Community amenities		(11,172)	(14,960)	(15,311)
Recreation and culture		(7,978)	0	(8,858)
		(19,150)	(14,960)	(24,169)
		(908,583)	(451,659)	(728,594)
Non-operating grants, subsidies and contributions	2(a)	180,505	180,000	958,842
Profit on disposal of assets	10(a)	1,430	0	2,210
(Loss) on disposal of assets	10(a)	(80,927)	0	(37,165)
Fair value adjustments to financial assets at fair value through profit or loss		2,586	0	0
Share of net profit of associates accounted for using the equity method	24(a)	324,767	0	21,238
		428,361	180,000	945,125
Net result for the period		(480,222)	(271,659)	216,531
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	12	(9,702,402)	0	5,789,215
Share of comprehensive income of associates accounted for using the equity method	24	10,468	0	140,704
Total other comprehensive income for the period		(9,691,934)	0	5,929,919
Total comprehensive income for the period		(10,172,156)	(271,659)	6,146,450

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

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

	NOTE	2021	2020
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	3,711,886	3,316,938
Trade and other receivables	6	294,462	646,018
Other assets	7	61,327	34,570
TOTAL CURRENT ASSETS		4,067,675	3,997,526
NON-CURRENT ASSETS			
Trade and other receivables	6	64,586	73,901
Other financial assets	5(b)	73,807	71,221
Investment in associate	24(a)	1,429,853	1,094,618
Property, plant and equipment	8	32,347,125	33,495,255
Infrastructure	9	38,921,827	49,031,948
Right-of-use assets	11(a)	276,841	319,009
TOTAL NON-CURRENT ASSETS		73,114,039	84,085,952
TOTAL ASSETS		77,181,714	88,083,478
CURRENT LIABILITIES			
Trade and other payables	13	1,192,841	2,080,598
Other liabilities	14	328,153	0
Lease liabilities	15(a)	37,499	36,635
Borrowings	16(a)	104,343	177,797
Employee related provisions	17	667,795	698,807
TOTAL CURRENT LIABILITIES		2,330,631	2,993,837
NON-CURRENT LIABILITIES			
Lease liabilities	15(a)	253,765	286,288
Borrowings	16(a)	174,953	204,842
Employee related provisions	17	95,032	99,022
TOTAL NON-CURRENT LIABILITIES		523,750	590,152
TOTAL LIABILITIES		2,854,381	3,583,989
NET ASSETS		74,327,333	84,499,489
EQUITY			
Retained surplus		33,798,518	34,273,282
Reserves - cash backed	4	985,793	991,251
Revaluation surplus	12	39,543,022	49,234,956
TOTAL EQUITY		74,327,333	84,499,489

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

TOWN OF EAST FREMANTLE
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2019		32,853,826	2,194,176	43,305,037	78,353,039
Comprehensive income					
Net result for the period		216,531	0	0	216,531
Other comprehensive income	12	0	0	5,929,919	5,929,919
Total comprehensive income		216,531	0	5,929,919	6,146,450
Transfers from reserves	4	1,239,407	(1,239,407)	0	0
Transfers to reserves	4	(36,482)	36,482	0	0
Balance as at 30 June 2020		34,273,282	991,251	49,234,956	84,499,489
Balance at 1 July 2020		34,273,282	991,251	49,234,956	84,499,489
Comprehensive income					
Net result for the period		(480,222)	0	0	(480,222)
Other comprehensive income	12	0	0	(9,691,934)	(9,691,934)
Total comprehensive income		(480,222)	0	(9,691,934)	(10,172,156)
Transfers from reserves	4	746,331	(746,331)	0	0
Transfers to reserves	4	(740,873)	740,873	0	0
Balance as at 30 June 2021		33,798,518	985,793	39,543,022	74,327,333

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

TOWN OF EAST FREMANTLE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$	
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates	8,156,430	7,997,275	7,911,771	
Operating grants, subsidies and contributions	1,236,629	1,090,716	1,254,252	
Fees and charges	1,509,586	1,187,609	1,777,528	
Interest received	49,044	120,000	151,816	
Goods and services tax received	812,511	210,530	619,268	
Other revenue	89,688	37,500	58,296	
	11,853,888	10,643,630	11,772,931	
Payments				
Employee costs	(4,106,243)	(4,173,445)	(4,432,636)	
Materials and contracts	(5,308,750)	(4,279,617)	(4,189,481)	
Utility charges	(318,407)	(299,300)	(304,475)	
Interest expenses	(19,150)	(14,960)	(24,169)	
Insurance paid	(187,201)	(180,320)	(178,282)	
Goods and services tax paid	(138,290)	(210,530)	(112,418)	
Other expenditure	(692,904)	(442,520)	(527,301)	
	(10,770,945)	(9,600,692)	(9,768,762)	
Net cash provided by (used in) operating activities	18	1,082,943	1,042,938	2,004,169
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	8(a)	(338,794)	(292,500)	(829,272)
Payments for construction of infrastructure	9(a)	(677,628)	(734,181)	(2,910,889)
Non-operating grants, subsidies and contributions	2(a)	439,760	180,000	958,842
Proceeds from sale of property, plant & equipment	10(a)	18,855	30,000	36,398
Net cash provided by (used in) investment activities		(557,807)	(816,681)	(2,744,921)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	16(b)	(100,821)	(95,160)	(98,059)
Payments for principal portion of lease liabilities	15(b)	(29,367)	0	(35,511)
Net cash provided by (used in) financing activities		(130,188)	(95,160)	(133,570)
Net increase (decrease) in cash held		394,948	131,097	(874,322)
Cash at beginning of year		3,316,938	2,313,114	4,191,260
Cash and cash equivalents at the end of the year	18	3,711,886	2,444,211	3,316,938

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

TOWN OF EAST FREMANTLE
RATE SETTING STATEMENT
 FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2021 Actual \$	2021 Budget \$	2020 Actual \$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	28 (b)	226,870	160,328	775,201
		226,870	160,328	775,201
Revenue from operating activities (excluding rates)				
Governance		11,485	10,000	12,317
General purpose funding		382,228	328,653	473,390
Law, order, public safety		30,692	33,200	31,003
Health		17,847	13,409	14,826
Education and welfare		755,414	713,766	885,563
Housing		83,451	84,000	82,093
Community amenities		251,420	205,000	192,596
Recreation and culture		541,058	648,800	413,971
Transport		351,452	353,800	406,317
Economic services		122,789	80,500	84,024
Other property and services		423,162	49,000	83,310
		2,970,998	2,520,128	2,679,410
Expenditure from operating activities				
Governance		(1,321,750)	(1,198,448)	(1,295,064)
General purpose funding		(108,820)	(155,287)	(245,822)
Law, order, public safety		(184,664)	(175,539)	(161,607)
Health		(213,215)	(215,419)	(187,211)
Education and welfare		(1,034,104)	(1,116,999)	(1,064,095)
Housing		(41,007)	(45,320)	(37,517)
Community amenities		(2,698,203)	(2,750,998)	(2,869,083)
Recreation and culture		(2,918,931)	(2,334,470)	(2,542,977)
Transport		(2,768,421)	(2,703,195)	(2,678,934)
Economic services		(135,276)	(115,287)	(109,235)
Other property and services		(195,688)	(158,100)	(279,327)
		(11,620,079)	(10,969,062)	(11,470,872)
Non-cash amounts excluded from operating activities	28(a)	2,268,742	1,578,900	1,869,546
Amount attributable to operating activities		(6,153,469)	(6,709,706)	(6,146,715)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	2(a)	180,505	180,000	958,842
Proceeds from disposal of assets	10(a)	18,855	30,000	36,398.0
Purchase of property, plant and equipment	8(a)	(338,794)	(292,500)	(829,272.0)
Purchase and construction of infrastructure	9(a)	(677,628)	(734,181)	(2,910,889)
Amount attributable to investing activities		(817,062)	(816,681)	(2,744,921)
FINANCING ACTIVITIES				
Repayment of borrowings	16(b)	(100,821)	(95,160)	(98,059)
Payments for principal portion of lease liabilities	15(b)	(29,367)	0	(35,511)
Transfers to reserves (restricted assets)	4	(740,873)	(967,228)	(36,482)
Transfers from reserves (restricted assets)	4	746,331	591,500	1,239,407
Transfers to Restricted Assets (Unspent Grants)	14	(316,844)	0	0
Amount attributable to financing activities		(441,574)	(470,888)	1,069,355
Surplus/(deficit) before imposition of general rates		(7,412,105)	(7,997,275)	(7,822,281)
Total amount raised from general rates	27(a)	7,988,354	7,997,275	8,049,151
Surplus/(deficit) after imposition of general rates	28(b)	576,249	0	226,870

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

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TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Town to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Town controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 32 to these financial statements.

INITIAL APPLICATION OF ACCOUNTING STANDARDS

During the current year, the Town adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

These were:

- AASB 1059 *Service Concession Arrangements: Grantors*
- AASB 2018-7 *Amendments to Australian Accounting Standards - Definition of Materiality*

The impact of adoption of these standards is described at Note 31.

NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

The following new accounting standards will have application to local government in future years:

- AASB 2020-1 *Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current*
- AASB 2020-3 *Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments*
- AASB 2021-2 *Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates*

It is not expected these standards will have an impact on the financial report.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

2. REVENUE AND EXPENSES

(a) Grant revenue

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Operating grants, subsidies and contributions			
General purpose funding	248,432	111,653	235,168
Education and welfare	601,748	601,566	759,088
Community amenities	43,554	26,000	28,923
Recreation and culture	239,466	402,000	157,803
Transport	34,531	33,800	73,270
	<u>1,167,731</u>	<u>1,175,019</u>	<u>1,254,252</u>
Non-operating grants, subsidies and contributions			
Transport	180,505	180,000	958,842
	<u>180,505</u>	<u>180,000</u>	<u>958,842</u>
Total grants, subsidies and contributions	<u>1,348,236</u>	<u>1,355,019</u>	<u>2,213,094</u>
Fees and charges			
Governance	130	0	157
General purpose funding	84,663	97,000	98,892
Law, order, public safety	30,692	33,200	31,003
Health	17,847	13,409	14,826
Education and welfare	152,233	112,200	126,475
Housing	82,249	81,000	80,153
Community amenities	207,867	179,000	163,673
Recreation and culture	275,214	232,800	237,548
Transport	316,923	320,000	332,327
Economic services	120,805	80,000	84,044
Other property and services	44,518	39,000	34,986
	<u>1,333,141</u>	<u>1,187,609</u>	<u>1,204,084</u>

There were no changes to the amounts of fees or charges detailed in the original budget.

SIGNIFICANT ACCOUNTING POLICIES

Grants, subsidies and contributions

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature.

Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

Fees and Charges

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Contracts with customers and transfers for recognisable non-financial assets

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Town was recognised during the year for the following nature or types of goods or services:

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Operating grants, subsidies and contributions	882,205	864,566	826,353
Fees and charges	1,009,464	845,709	867,054
Other revenue	19,675	5,500	11,474
Non-operating grants, subsidies and contributions	180,505	180,000	958,842
	<u>2,091,849</u>	<u>1,895,775</u>	<u>2,663,723</u>

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the Town is comprised of:

Revenue from contracts with customers recognised during the year	1,911,344	1,715,775	1,704,881
Revenue from transfers intended for acquiring or constructing recognisable non financial assets during the year	180,505	180,000	958,842
	<u>2,091,849</u>	<u>1,895,775</u>	<u>2,663,723</u>

Information about receivables, contract assets and contract liabilities from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

Trade and other receivables from contracts with customers			
Contract liabilities from contracts with customers	11,309	0	0
Grant liabilities from transfers for recognisable non financial assets	259,255	0	0

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

Revenue from statutory requirements

Revenue from statutory requirements was recognised during the year for the following nature or types of goods or services:

- General rates
- Statutory permits and licences
- Fines
- Waste refuse charges (additional services)

Assets and services acquired below fair value

- Grants, subsidies and contributions

Other revenue

- Reimbursements and recoveries
- Other

Interest earnings

- Interest on reserve funds
- Rates instalment and penalty interest (refer Note 27(c))
- Other interest earnings

	2021 Actual \$	2021 Budget \$	2020 Actual \$
General rates	7,988,354	7,997,275	8,049,151
Statutory permits and licences	72,408	60,500	61,424
Fines	153,606	180,400	180,621
Waste refuse charges (additional services)	97,663	101,000	94,985
	<u>8,312,031</u>	<u>8,339,175</u>	<u>8,386,181</u>
Grants, subsidies and contributions	285,526	310,453	427,899
Reimbursements and recoveries	72,535	32,000	46,822
Other	19,675	5,500	11,474
	<u>92,210</u>	<u>37,500</u>	<u>58,296</u>
Interest on reserve funds	3,706	40,000	29,939
Rates instalment and penalty interest (refer Note 27(c))	37,046	30,000	70,914
Other interest earnings	8,381	50,000	38,477
	<u>49,133</u>	<u>120,000</u>	<u>139,330</u>

SIGNIFICANT ACCOUNTING POLICIES

Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Interest earnings (continued)

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

2. REVENUE AND EXPENSES (Continued)

(b) Expenses	Note	2021 Actual \$	2021 Budget \$	2020 Actual \$
Auditors remuneration				
Audit of the Annual Financial Report		43,396	35,000	41,384
		43,396	35,000	41,384
Interest expenses (finance costs)				
Borrowings	16(b)	11,172	14,960	15,311
Lease liabilities	15(b)	7,978	0	8,858
		19,150	14,960	24,169
Other expenditure				
Impairment loss on trade and other receivables (infringements - AASB 1058)		15,858	0	10,500
Sundry expenses		677,046	442,520	540,954
		692,904	442,520	551,454

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

2. REVENUE AND EXPENSES

REVENUE RECOGNITION POLICY

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Rates - general rates	General rates	Over time	Payment dates adopted by council during the year	None	Adopted by council annually	When taxable occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the funding body	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms	Output method based on project milestones and/or completion date matched to performance obligations
Grants, subsidies or contributions with no contractual commitments	General appropriations and contributions with no reciprocal commitment	No obligation	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment of the licence, registration or approval
Fees and charges - pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Fees and charges - other inspections	Regulatory food, health and safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Fees and charges - waste management collections	Kerbside collection service	Over time	Payment dates adopted by council during the year	None	Adopted by council annually	When taxable occurs	Not applicable	When rates notice is issued
Fees and charges - property hire	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by council annually	Based on timing of entry to facility	Returns limited to repayment of transaction	On entry or at conclusion of hire
Fees and charges for other goods and services	Reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Fees and charges - fines	Fines issued for breaches of local laws	Single point in time	Payment in full within defined time	None	Adopted by council through local law	When taxable occurs	Not applicable	When fine notice is issued
Other revenue - reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed
Fees & Charges Mooring Pen	Leasing Mooring Pen	Single point in time	Payment in full in advance	Contract	Adopted by annually	Based on of entry to	Returns repayment transaction cancellation	On entry or at conclusion of hire
Fees & Charges Property	Leasing of or Residential Properties	Single point in time	Payment in full in advance	Contract	Adopted by annually	Based on of entry to	Returns repayment transaction cancellation	On entry or at conclusion of hire
Fees & Charges Commonwealth Home Support Services	Aged Care Services	Single point in time	Payment in for claimable	None	Adopted by annually	Based on of provision	Not applicable	Output method based on provision of service or completion of works

3. CASH AND CASH EQUIVALENTS

NOTE	2021	2020
	\$	\$
Cash at bank and on hand	2,227,221	1,571,852
Term deposits	1,484,665	1,745,086
Total cash and cash equivalents	3,711,886	3,316,938
Restrictions		
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:		
- Cash and cash equivalents	1,302,637	991,251
	1,302,637	991,251

The restricted assets are a result of the following specific purposes to which the assets may be used:

Reserves - cash backed	4	985,793	991,251
Contract liabilities from contracts with customers	14	57,589	0
Grants for transfers for recognisable non financial assets	14	259,255	0
Total restricted assets		1,302,637	991,251

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted assets

Restricted asset balances are not available for general use by the local government due to externally imposed restrictions. Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

4. RESERVES - CASH BACKED

	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance	2021 Budget Opening Balance	2021 Budget Transfer to	2021 Budget Transfer (from)	2021 Budget Closing Balance	2020 Actual Opening Balance	2020 Actual Transfer to	2020 Actual Transfer (from)	2020 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
(a) Non Current Leave Entitlements Reserve	10,000	0	0	10,000	10,000	0	0	10,000	10,000	0	0	10,000
(b) Unspent Grants and Restricted Cash Reserve	0	0	0	0	0	0	0	0	0	0	0	0
(b) Vehicle, Plant and Equipment Reserve	91,627	0	(7,500)	84,127	91,627	0	(7,500)	84,127	171,247	0	(79,620)	91,627
(c) Aged Services Reserve	176,803	0	(165,000)	11,803	177,037	0	(145,000)	32,037	217,037	0	(40,234)	176,803
(d) Strategic Asset Management Reserve	491,049	3,645	(487,152)	7,542	502,567	40,000	(100,000)	442,567	615,677	36,482	(161,110)	491,049
(e) Arts and Sculpture Reserve	171,772	0	(15,000)	156,772	192,022	0	(95,000)	97,022	192,022	0	(20,250)	171,772
(f) Waste Reserve	0	0	0	0	0	0	0	0	200,308	0	(200,308)	0
(g) Committed Works Reserve	0	0	0	0	0	0	0	0	737,885	0	(737,885)	0
(h) Streetscape Reserve	50,000	25,000	0	75,000	50,000	25,000	0	75,000	50,000	0	0	50,000
(i) Drainage Reserve	0	150,000	0	150,000	0	150,000	0	150,000	0	0	0	0
(j) East Fremantle Oval Redevelopment Reserve	0	298,228	0	298,228	0	298,228	0	298,228	0	0	0	0
(k) Preston Point Facilities Reserve	0	100,000	(64,179)	35,821	0	100,000	0	100,000	0	0	0	0
(l) Foreshore Master Plan Reserve	0	0	0	0	0	75,000	(75,000)	0	0	0	0	0
(m) Sustainability and Environmental Reserve	0	90,000	0	90,000	0	80,000	(20,000)	60,000	0	0	0	0
(n) Town Planning Reserve	0	50,000	0	50,000	0	100,000	(50,000)	50,000	0	0	0	0
(o) Business Improvement Reserve	0	0	0	0	0	75,000	(75,000)	0	0	0	0	0
(p) Old Police Station Reserve	0	24,000	(7,500)	16,500	0	24,000	(24,000)	0	0	0	0	0
	991,251	740,873	(746,331)	985,793	1,023,253	967,228	(591,500)	1,398,981	2,194,176	36,482	(1,239,407)	991,251

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of Reserve	Anticipated date of use	Purpose of the reserve
(a) Non Current Leave Entitlements Reserve	30/06/2022	To fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided for in the Provision for Leave current liability account.
(b) Unspent Grants and Restricted Cash Reserve	ongoing	To restrict unspent grants and contributions at end of year.
(b) Vehicle, Plant and Equipment Reserve	ongoing	To support the funding of vehicle, plant and equipment purchases.
(c) Aged Services Reserve	ongoing	To retain surplus CHSP program funds for future periods, and to fund all activities and assets relating to the provision of this service.
(d) Strategic Asset Management Reserve	ongoing	To fund the acquisition of new and renewal of existing Town infrastructure, buildings and other assets.
(e) Arts and Sculpture Reserve	ongoing	To provide for the commissioning and purchase of public art works in accordance with the Town's Public Arts Strategy.
(f) Waste Reserve	ongoing	To fund and support waste management services including but not limited to refuse collection, waste management initiatives and programs, infrastructure and buildings and legal expenses associated with waste management.
(g) Committed Works Reserve	ongoing	To transfer unspent municipal expenditure on specific projects to enable identification of carryover expenditure into the next financial year.
(h) Streetscape Reserve	ongoing	To implement Streetscape initiatives including the redevelopment of George Street.
(i) Drainage Reserve	ongoing	To fund drainage asset management requirements.
(j) East Fremantle Oval Redevelopment Reserve	ongoing	To fund all costs associated with the redevelopment of the East Fremantle Oval precinct.
(k) Preston Point Facilities Reserve	ongoing	To fund all costs associated with the implementation of the Preston Point Facilities Master Plan.
(l) Foreshore Master Plan Reserve	ongoing	To fund all costs associated with the implementation of the Foreshore Management Plan.
(m) Sustainability and Environmental Reserve	ongoing	To fund sustainability and environmental initiatives as well as support actions/recommendations from the Community Climate Action Plan.
(n) Town Planning Reserve	ongoing	To fund planning and building works associated with the protection and amenity of the built environment.
(o) Business Improvement Reserve	ongoing	To fund the implementation of business improvement initiatives including the Town's enterprise resource planning system.
(p) Old Police Station Reserve	ongoing	To receive the net income from the Old Police Station for building maintenance and renewal purposes.

5. OTHER FINANCIAL ASSETS**(b) Non-current assets**

Financial assets at fair value through profit and loss

Financial assets at fair value through profit and loss

Units in Local Government House Trust

	2021	2020
	\$	\$
	73,807	71,221
	73,807	71,221
	73,807	71,221
	73,807	71,221

SIGNIFICANT ACCOUNTING POLICIES**Other financial assets at amortised cost**

The Town classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at fair value through profit and loss

The Town classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Town has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 29.

6. TRADE AND OTHER RECEIVABLES**Current**

Rates receivable	
Trade and other receivables	
GST receivable	
Allowance for impairment of receivables	
Loans receivable - clubs/institutions - Current	

Non-current

Pensioner's rates and ESL deferred	
Loans receivable - clubs/institutions - Non Current	

	2021	2020
	\$	\$
	162,223	320,511
	81,861	82,765
	73,736	250,242
	(26,358)	(10,500)
	3,000	3,000
	294,462	646,018
	46,586	52,901
	18,000	21,000
	64,586	73,901

SIGNIFICANT ACCOUNTING POLICIES**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 29.

SIGNIFICANT ACCOUNTING POLICIES (Continued)**Classification and subsequent measurement**

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

7. OTHER ASSETS

	2021	2020
	\$	\$
Other assets - current		
Prepayments	37,041	31,324
Accrued income	24,286	3,246
	61,327	34,570

SIGNIFICANT ACCOUNTING POLICIES

Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land	Buildings - non- specialised - Level 2	Buildings - non- specialised - Level 3	Buildings - specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Work in Progress	Total property, plant and equipment
	\$	\$		\$	\$	\$	\$		\$
Balance at 1 July 2019	4,451,000	50,350	487,562	21,703,329	26,692,241	265,486	959,175	0	27,916,902
Additions	0	0	54,763	379,647	434,410	52,584	342,278	0	829,272
(Disposals)	0	0		(6,615)	(6,615)	0	(64,738)	0	(71,353)
Revaluation increments / (decrements) transferred to revaluation surplus	(120,100)	6,475	75,134	5,827,706	5,789,215	0	0	0	5,789,215
Depreciation (expense)	0	(1,325)	(13,459)	(603,187)	(617,971)	(45,970)	(291,360)	0	(955,301)
Transfers	0	0	0	(13,480)	(13,480)	0	0	0	(13,480)
Balance at 30 June 2020	4,330,900	55,500	604,000	27,287,400	32,277,800	272,100	945,355	0	33,495,255
Comprises:									
Gross balance amount at 30 June 2020	4,330,900	55,500	604,000	27,287,400	32,277,800	318,070	1,226,453	0	33,822,323
Accumulated depreciation at 30 June 2020	0	0	0	0	0	(45,970)	(281,098)	0	(327,068)
Balance at 30 June 2020	4,330,900	55,500	604,000	27,287,400	32,277,800	272,100	945,355	0	33,495,255
Additions	0	0	0	34,415	34,415	85,921	204,458	14,000	338,794
Replacement/Renewal	0	0	0	34,415	34,415	6,973	194,158		235,546
New/Upgrade	0	0	0	0	0	78,948	10,300	14,000	103,248
(Disposals)	0	0		0	0	(8,506)	(17,758)	0	(26,264)
Depreciation (expense)	0	(1,387)	(47,402)	(1,082,529)	(1,131,318)	(62,213)	(290,160)	0	(1,483,691)
Transfers							61,918	0	61,918
Assets expensed to P&L							(38,887)		(38,887)
Balance at 30 June 2021	4,330,900	54,113	556,598	26,239,286	31,180,897	287,302	864,926	14,000	32,347,125
Comprises:									
Gross balance amount at 30 June 2021	4,330,900	55,500	604,000	27,321,815	32,312,215	390,262	1,370,000	14,000	34,086,477
Accumulated depreciation at 30 June 2021	0	(1,387)	(47,402)	(1,082,529)	(1,131,318)	(102,960)	(505,074)	0	(1,739,352)
Balance at 30 June 2021	4,330,900	54,113	556,598	26,239,286	31,180,897	287,302	864,926	14,000	32,347,125

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Land and buildings					
Land	Level 2	Market approach using recent observable market data for similar properties/income approach using discount cash flow methodology.	Independent Registered Valuers	June 2020	Price per hectare / market borrowing rate.
Buildings - non-specialised - Level	Level 2	Market approach using recent observable market data for similar properties/income approach using discount cash flow methodology.	Independent Registered Valuers	June 2020	Improvements to land using construction costs and current condition, residual values and remaining useful life assessment.
Buildings - non-specialised	Level 3	Improvements to land using cost approach of depreciated replacement cost.	Independent Registered Valuers	June 2020	Improvements to land using construction costs and current condition, residual values and remaining useful life assessment.
Buildings - specialised	Level 3	Improvements to land using cost approach of depreciated replacement cost.	Independent Registered Valuers	June 2020	Improvements to land using construction costs and current condition, residual values and remaining useful life assessment.
Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.					
During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.					
(ii) Cost					
Furniture and equipment		Cost	Cost		Purchase cost
Plant and equipment		Cost	Cost		Purchase cost

Following a change to Local Government (Financial Management) Regulation 17A, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change was effective from 1 July 2019 and represented a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximated cost at the date of change.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

9. INFRASTRUCTURE

(a) Movements in Balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Infrastructure - Drainage	Infrastructure - Parks & Ovals	Infrastructure - Footpaths & Cycleways	Infrastructure - Car Parks	Infrastructure - Bus Shelters	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2019	30,320,778	1,894,677	5,905,774	5,566,040	3,118,168	111,653	46,917,089
Additions	1,739,731	131,725	395,403	242,019	402,010	0	2,910,889
Depreciation (expense)	(444,106)	(38,148)	(199,100)	(90,430)	(33,448)	(4,278)	(809,510)
Transfers	0	0	13,480	0	0	0	13,480
Balance at 30 June 2020	31,616,403	1,988,254	6,115,557	5,717,629	3,486,730	107,375	49,031,948
Comprises:							
Gross balance at 30 June 2020	32,436,248	2,061,417	6,502,710	5,887,480	3,553,747	115,931	50,557,533
Accumulated depreciation at 30 June 2020	(819,845)	(73,163)	(387,153)	(169,851)	(67,017)	(8,556)	(1,525,585)
Balance at 30 June 2020	31,616,403	1,988,254	6,115,557	5,717,629	3,486,730	107,375	49,031,948
Additions	252,255	0	255,057	170,316	0	0	677,628
Replacement/Renewal	252,255	0	184,583	170,316	0	0	607,154
New/Upgrade	0	0	70,474	0	0	0	70,474
(Disposals)	0	0	0	0	0	0	0
Revaluation increments / (decrements) transferred to revaluation surplus	(8,633,617)	2,283,408	(2,053,127)	(262,876)	(1,152,640)	116,450	(9,702,402)
Depreciation (expense)	(593,767)	(41,228)	(218,974)	(98,327)	(33,654)	(4,278)	(990,228)
Transfers			(61,918)				(61,918)
Assets expensed to P&L			(33,201)				(33,201)
Balance at 30 June 2021	22,641,274	4,230,434	4,003,394	5,526,742	2,300,436	219,547	38,921,827
Comprises:							
Gross balance at 30 June 2021	22,641,274	4,230,434	4,101,110	5,526,742	2,300,436	219,547	39,019,543
Accumulated depreciation at 30 June 2021	0	0	(97,716)	0	0	0	(97,716)
Balance at 30 June 2021	22,641,274	4,230,434	4,003,394	5,526,742	2,300,436	219,547	38,921,827

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

9. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value					
Infrastructure - roads	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.
Infrastructure - Drainage	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.
Infrastructure - Parks & Ovals	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.
Infrastructure - Footpaths & Cycleways	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.
Infrastructure - Car Parks	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.
Infrastructure - Bus Shelters	Level 3	Cost approach using depreciated replacement cost.	Independent Registered Valuation	June 2021	Construction cost and current condition, residual value and remaining useful life assessments (level 3) inputs.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

The Town of East Fremantle ('Town') is required to undertake a revaluation of their assets in accordance with the requirements of the Local Government (Financial Management) Regulations 1996. In the current financial year the Town has revalued Roads, Carparks, Drainage, Pathway, Parks and Bus Shelter assets. The Town engaged an independent expert to assist in the valuation of these assets. As shown in Note 9 the total revaluation decrement in the current financial year was \$9.702m. The Town relies on the expertise and professional judgement of the consultants they engage in undertaking the valuations and note that valuations may be subject to significant change.

During the 2020/21 process, consideration was given to:

- Applicable standards
- Asset inventory condition
- Asset componentisation
- Benchmarking of unit rates with other local governments

A significant change arose for the road and drainage assets due to a change in the estimation of unit rates for the calculations and change in the pattern of consumption applied to estimate the remaining useful life. Whilst the 2021 valuation has given rise to a significant decrease in the value of the assets, the Town considers the decrease to be a change in estimate in accordance with AASB 108. As a result of the uncertainties inherent in business activities, many items in financial statements cannot be measured with precision but can only be estimated. Estimation involves judgements based on the latest available, reliable information. Infrastructure assets in Local Government are 'deemed' to be 'specialised' assets with valuation based on level 3 inputs in accordance with AASB 13, which are unobservable inputs for the assets. Unobservable inputs require professional judgement. With the Town engaging and relying on the expertise of different consultants who make judgements based on the available information, for each valuation, the Town undertakes an internal process to obtain confidence in the process adopted and recommended by the consultant. In all cases this was adequately provided and evidenced in the valuation reports. Thus, the Town is satisfied that the current valuation is acceptable at this time.

10. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Town includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Town.

Revaluation (Continued)

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under roads from 1 July 2019

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, is treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Town to measure the vested improvements as part of the related right-of-use assets at zero cost.

Refer to Note 11 that details the significant accounting policies applying to leases (including right-of-use assets).

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2021

10. FIXED ASSETS

(a) Disposals of Assets

	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss	2021 Budget Net Book Value	2021 Budget Sale Proceeds	2021 Budget Profit	2021 Budget Loss	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Buildings - specialised	0	0	0	0	0	0	0	0	6,615	0	0	(6,615)
Furniture and equipment	8,506	0	0	(8,506)	0	0	0	0	0	0	0	0
Plant and equipment	56,645	18,855	1,430	(39,220)	30,000	30,000	0	0	64,738	36,398	2,210	(30,550)
Infrastructure - Parks & Ovals	33,201	0	0	(33,201)	0	0	0	0	0	0	0	0
	98,352	18,855	1,430	(80,927)	30,000	30,000	0	0	71,353	36,398	2,210	(37,165)

The following assets were disposed of during the year.

	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
Plant and Equipment				
Education and welfare				
PEMV 234 - Mitsubishi Rosa Bus	17,425	18,855	1,430	0
Community amenities				
PE281 - Kitchen caddies & compostable liners	38,887	0	0	(38,887)
Recreation and culture				
PE184 - Wacker Vibrating Plate	333	0	0	(333)
	56,645	18,855	1,430	(39,220)
Furniture & Equipment				
Governance				
FE301 - Workstation computer replacements 17/18	8,506	0	0	(8,506)
	8,506	0	0	(8,506)
Infrastructure - Parks & Ovals				
Community Amenities				
LB264 - Mooring Pen Jetties	33,201	0	0	(33,201)
	33,201	0	0	(33,201)
	98,352	18,855	1,430	(80,927)

The above disposal of FE301 relates to a partial disposal of computer desktops that are no longer in use. The monitors that formed part of the original acquisition are still in use by the Town.

Fully depreciated asset disposals

The following assets were fully depreciated and disposed of during the year.

	2021 Gross Carrying Amount	2021 Accumulated Depreciation Amount	2021 Actual Net Book Value	2021 Actual Profit/ Loss
Plant and Equipment				
Community amenities				
PE138 - Recycling bins - 99/00	6,000	(6,000)	0	0
Recreation and culture				
PE262 - Vibrating Pedestrian Roller	2,500	(2,500)	0	0
PEMV261 - Ford Ranger Utility (Works)	18,000	(18,000)	0	0
Furniture & Equipment				
Other Property and Services				
FE221 - Depot Workstations & cupboard	1,000	(1,000)	0	0

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

10. FIXED ASSETS

(b) Depreciation

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Buildings - non-specialised - Level 2	1,387	1,400	1,325
Buildings - non-specialised - Level 3	47,402	47,500	13,459
Buildings - specialised	1,082,529	303,194	603,187
Furniture and equipment	62,213	44,051	45,970
Plant and equipment	290,160	280,097	291,360
Infrastructure - roads	593,767	503,158	444,106
Infrastructure - Drainage	41,228	40,000	38,148
Infrastructure - Parks & Ovals	218,974	220,000	199,100
Infrastructure - Footpaths & Cycleways	98,327	100,000	90,430
Infrastructure - Car Parks	33,654	35,000	33,448
Infrastructure - Bus Shelters	4,278	4,500	4,278
Right-of-use assets - Land - Property, plant and equipment	39,876	0	39,425
	2,513,795	1,578,900	1,804,235

Explanation of significant change in depreciation

Buildings - In 2019/20 the Town's buildings were revalued and this saw an overall reduction in remaining useful lives (RUL's) which meant an increase in depreciation rates. The average depreciation rate for buildings prior to revaluation was 2.6% and it is now 7.2%. The Town also recognised buildings not previously recognised at 30 June 2020. These buildings had a depreciated replacement cost of \$8.15m and increased the depreciation expense by \$290k for 20/21.

Roads - The Town capitalised \$1.5m of capital expenditure to depreciable components of road assets at 30 June 2020. This led to an increase in depreciation for 20/21.

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Buildings	3 to 50 years
Furniture and equipment	2 to 20 years
Plant and equipment	2 to 20 years
Plant and equipment - Motor Vehicles - Light Fleet	4 to 10 years
Plant and equipment - Motor Vehicles - Heavy Fleet	5 to 10 years
Sealed roads, streets and carparks formation (subgrade)	not depreciated
Sealed pavement (roads/carparks)	85 to 100 years
Surface (roads/carparks)	30 to 35 years
Kerbing	60 years
Surface water channels (roads/carparks)	55 to 60 years
Footpaths	40 to 80 years
Bus Shelter	25 to 30 years
Drainage - Pit	80 years
Drainage - Pipe	80 years
Right-of-use (river seabed)	Based on the remaining lease

Depreciation on revaluation

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- (b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Amortisation

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income and in the note above.

Asset Class	Useful life
Parks and Ovals - minor structure polygon	10 to 70 years
Parks and Ovals - playground polygon	25 years
Parks and Ovals - amenities	20 to 25 years
Parks and Ovals - bin	15 to 20 years
Parks and Ovals - lighting	20 years
Parks and Ovals - playground point	15 to 25 years
Parks and Ovals - playground lines	40 to 70 years
Parks and Ovals - sign	15 to 40 years
Parks and Ovals - fence	25 to 70 years
Parks and Ovals - gate	15 to 40 years
Parks and Ovals - irrigation	30 to 35 years
Parks and Ovals - minor structure	20 to 25 years
Parks and Ovals - other improvements	20 to 25 years

11. LEASES

(a) Right-of-Use Assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

	Right-of-use assets - Land - Property, plant and equipment	Right-of-use assets Total
	\$	
Balance at 1 July 2019	350,517	350,517
Additions	7,917	7,917
Depreciation (expense)	(39,425)	(39,425)
Balance at 30 June 2020	319,009	319,009
Adjustments	(2,292)	(2,292)
Depreciation (expense)	(39,876)	(39,876)
Balance at 30 June 2021	276,841	276,841

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:

	2021 Actual	2020 Actual
	\$	\$
Depreciation expense on lease liabilities	(39,876)	(39,425)
Interest expense on lease liabilities	(7,978)	(8,858)
Total amount recognised in the statement of comprehensive income	(47,854)	(48,283)
Total cash outflow from leases	(37,345)	(44,369)

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Town assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Town uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Leases for right-of-use assets are secured over the asset being leased.

Right-of-use assets - valuation

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 for details on the significant accounting policies applying to vested improvements.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Town anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

11. LEASES (CONTINUED)

(b) Property, Plant and Equipment Subject to Lease

The table below represents a maturity analysis of the undiscounted lease payments to be received after the reporting date.

	2021 Actual	2020 Actual
	\$	\$
Less than 1 year	248,212	272,653
1 to 2 years	196,602	248,212
2 to 3 years	154,380	196,602
3 to 4 years	141,310	154,380
4 to 5 years	141,310	141,310
> 5 years	1,103,419	1,238,480
	1,985,233	2,251,637

The Town leases buildings and mooring pens to external parties with rentals payable monthly/annually. These leases are classified as operating leases as they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets.

SIGNIFICANT ACCOUNTING POLICIES

The Town as Lessor

Upon entering into each contract as a lessor, the Town assesses if the lease is a finance or operating lease.

The contract is classified as a finance lease when the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee. All other leases not within this definition are classified as operating leases. Rental income received from operating leases is recognised on a straight-line basis over the term of the specific lease.

Initial direct costs incurred in entering into an operating lease (eg legal cost, cost to setup) are included in the carrying amount of the leased asset and recognised as an expense on a straight-line basis over the lease term.

When a contract is determined to include lease and non-lease components, the Entity applies AASB 15 to allocate the consideration under the contract to each component.

TOWN OF EAST FREMANTLE
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 FOR THE YEAR ENDED 30 JUNE 2021

12. REVALUATION SURPLUS

	2021 Opening Balance	2021 Revaluation Increment	2021 Revaluation (Decrement)	Total Movement on Revaluation	2021 Closing Balance	2020 Opening Balance	2020 Revaluation Increment	2020 Revaluation (Decrement)	Total Movement on Revaluation	2020 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	3,840,900	0	0	0	3,840,900	3,961,000	0	(120,100)	(120,100)	3,840,900
Revaluation surplus - Buildings - non-specialised	585,380	0	0	0	585,380	503,771	81,609	0	81,609	585,380
Revaluation surplus - Buildings - specialised	11,158,410	0	0	0	11,158,410	5,330,703	5,827,706	0	5,827,706	11,158,410
Revaluation surplus - Plant and equipment	469,638	0	0	0	469,638	469,638	0	0	0	469,638
Revaluation surplus - Infrastructure - roads	23,839,041	0	(8,633,617)	(8,633,617)	15,205,424	23,839,041	0	0	0	23,839,041
Revaluation surplus - Infrastructure - Drainage	1,057,781	2,283,408	0	2,283,408	3,341,189	1,057,781	0	0	0	1,057,781
Revaluation surplus - Infrastructure - Parks & Ovals	3,852,171	0	(2,053,127)	(2,053,127)	1,799,044	3,852,171	0	0	0	3,852,171
Revaluation surplus - Infrastructure - Footpaths & Cycleways	2,593,889	0	(262,876)	(262,876)	2,331,013	2,593,889	0	0	0	2,593,889
Revaluation surplus - Infrastructure - Car Parks	1,369,047	0	(1,152,640)	(1,152,640)	216,407	1,369,047	0	0	0	1,369,047
Revaluation surplus - Infrastructure - Bus Shelters	0	116,450	0	116,450	116,450	0	0	0	0	0
Revaluation surplus - Share of other comprehensive income of associate	468,699	10,468	0	10,468	479,167	327,995	140,704	0	140,704	468,699
	49,234,956	2,410,326	(12,102,260)	(9,691,934)	39,543,022	43,305,036	6,050,019	(120,100)	5,929,919	49,234,956

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

13. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Prepaid rates
Accrued salaries and wages
ATO liabilities
Bonds and deposits held

2021	2020
\$	\$
531,241	1,449,718
106,206	102,733
13,841	23,695
109,234	145,316
432,319	359,136
1,192,841	2,080,598

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Town prior to the end of the financial year that are unpaid and arise when the Town becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition

Prepaid rates

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Town recognises revenue for the prepaid rates that have not been refunded.

14. OTHER LIABILITIES

Current

Contract liabilities - Accrued income
 Contract liabilities - Unspent grants
 Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity

2021	2020
\$	\$
11,309	0
57,589	0
259,255	0
328,153	0

Performance obligations for each type of liability are expected to be recognised as revenue in accordance with the following time bands:

Less than 1 year

Contract liabilities	Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity
\$	\$
68,898	259,255
68,898	259,255

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

Contract liabilities represent the the Town's obligation to transfer goods or services to a customer for which the Town has received consideration from the customer.

With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Liabilities under transfers to acquire or construct non-financial assets to be controlled by the entity

Grant liabilities represent the Town's performance obligations to construct recognisable non-financial assets to identified specifications which are yet to be satisfied.

Grant liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

Service concession liabilities

Service concession liabilities relate to the grant of right to an operator in respect of an asset controlled by the Town. They represent the unearned revenue related to the grant of right, and is recognised as revenue according to the economic substance of the service concession arrangement.

TOWN OF EAST FREMANTLE
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 FOR THE YEAR ENDED 30 JUNE 2021

15. LEASE LIABILITIES

(a) Lease Liabilities	2021	2020
	\$	\$
Current	37,499	36,635
Non-current	253,765	286,288
	291,264	322,923

(b) Movements in Carrying Amounts

Purpose	Institution	Lease Interest Rate	Lease Term (Months)	Actual	30 June 2021	30 June 2021	30 June 2021	30 June 2021	Budget	30 June 2021	30 June 2021	30 June 2021	Actual	30 June 2020	30 June 2020	30 June 2020	30 June 2020
				Lease Principal 1 July 2020	CPI Adjustment Decreases	Actual Lease Principal Repayments	Actual Lease Principal Outstanding	Actual Lease Interest Repayments	Lease Principal 1 July 2020	Budget Lease Principal Repayments	Budget Lease Principal Outstanding	Budget Lease Interest Repayments	Lease Principal 1 July 2019	CPI Adjustment Increases	Actual Lease Principal Repayments	Actual Lease Principal Outstanding	Actual Lease Interest Repayments
Recreation and culture				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
River seabed (mooring pens)	Department of Tr	2.60%	110	322,923	(2,292)	(29,367)	291,264	(7,978)	322,923	0	322,923	0	350,517	7,917	(35,511)	322,923	(8,858)
				322,923	(2,292)	(29,367)	291,264	(7,978)	322,923	0	322,923	0	350,517	7,917	(35,511)	322,923	(8,858)

TOWN OF EAST FREMANTLE
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16. INFORMATION ON BORROWINGS

(a) Borrowings	2021	2020
	\$	\$
Current	104,343	177,797
Non-current	174,953	204,842
	279,296	382,639

(b) Repayments - Borrowings

Particulars	Maturity Date	30 June 2021					30 June 2021				30 June 2020				
		Actual Principal 1 July 2020	Actual Principal repayments	Adjustment to Principal	Actual Interest repayments	Actual Principal outstanding	Budget Principal 1 July 2020	Budget Principal repayments	Budget Interest repayments	Budget Principal outstanding	Actual Principal 1 July 2019	Actual Principal repayments	Adjustment to Principal	Actual Interest repayments	Actual Principal outstanding
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Governance															
SMRC - Regional Resource Recovery Centre Loan	30/06/2023	305,779	(100,821)	(1,442)	(11,172)	203,516	310,458	(95,160)	(14,960)	215,298	408,305	(98,059)	(4,467)	(15,311)	305,779
SMRC - Administration Building (9 Aldous Place, Booragoon) Loan	30/06/2023	76,860	0	(1,080)	0	75,780	48,240	0	0	48,240	48,240	0	28,620	0	76,860
		382,639	(100,821)	(2,522)	(11,172)	279,296	358,698	(95,160)	(14,960)	263,538	456,545	(98,059)	24,153	(15,311)	382,639

* Share of SMRC Loan Liability is adjusted annually based on proportional population of member local governments.

There is an obligation between the Town of East Fremantle and the Southern Metropolitan Regional Council (SMRC) to pay its share of the loan liability to the SMRC which will eventually be paid to the Western Australian Treasury Corporation via the SMRC. A loan payable balance is to be recorded in the financial statements of the Town with the corresponding entry as an investment in associate. This determination is based on the Charge Agreement, with the Town's share of loan payment to SMRC formally established. In the event of default by the SMRC, the Town guarantees to pay its share of loan directly to the Western Australian Treasury Corporation.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

16. INFORMATION ON BORROWINGS (Continued)

(c) New Borrowings - 2020/21

The Town of East Fremantle did not undertake any new borrowings in the reporting period.

(d) Unspent Borrowings

The Town of East Fremantle did not have any unspent borrowings as at the reporting date.

	2021	2020
	\$	\$
(e) Undrawn Borrowing Facilities		
Credit Standby Arrangements		
Bank overdraft limit	1,000,000	1,000,000
Bank overdraft at balance date	0	0
Credit card limit	20,000	20,000
Credit card balance at balance date	(63)	(577)
Total amount of credit unused	1,019,937	1,019,423
Loan facilities		
Loan facilities - current	104,343	177,797
Loan facilities - non-current	174,953	204,842
Lease liabilities - current	37,499	36,635
Lease liabilities - non-current	253,765	286,288
Total facilities in use at balance date	570,560	705,562
Unused loan facilities at balance date	0	0

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the Town becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Borrowing costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Risk

Information regarding exposure to risk can be found at Note 29.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

17. EMPLOYEE RELATED PROVISIONS

(a) Employee Related Provisions

	Provision for Annual Leave	Provision for Rostered Days Off	Provision for Time in Lieu	Provision for Long Service Leave	Total
	\$	\$	\$	\$	\$
Opening balance at 1 July 2020					
Current provisions	418,679	54,231	0	225,897	698,807
Non-current provisions	0	0	0	99,022	99,022
	418,679	54,231	0	324,919	797,829
Increase/(Decrease) in provision	(7,988)	(32,195)	5,054	127	(35,002)
Balance at 30 June 2021	410,691	22,036	5,054	325,046	762,827
Comprises					
Current	410,691	22,036	5,054	230,014	667,795
Non-current	0	0	0	95,032	95,032
	410,691	22,036	5,054	325,046	762,827
Amounts are expected to be settled on the following basis:	2021	2020			
Less than 12 months after the reporting date	\$ 314,593	\$ 267,110			
More than 12 months from reporting date	448,234	530,719			
	762,827	797,829			

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends. The Town has a policy with regards to employees being able to accrue no more than three (3) Rostered Days Off. It is expected that all accrued Rostered Days Off and Time in Lieu will be settled within a 12 month period. The Town now accounts for Time in Lieu provision separately, previously this balance was held under the Rostered Days Off Provision, there is no comparatives for Time in Lieu for 19/20.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Town's obligations for employees' annual leave, long service leave, rostered days off and time in lieu entitlements and accruals are recognised as provisions in the statement of financial position.

Short-term employee benefits

Provision is made for the Town's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Town's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

Other long-term employee benefits (Continued)

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Town's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Town does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the Town has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

18. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2021 Actual	2021 Budget	2020 Actual
	\$	\$	\$
Cash and cash equivalents	3,711,886	2,444,211	3,316,938
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(480,222)	(271,659)	216,531
Non-cash flows in Net result:			
Population adjustment to share of SMRC loan liability	(2,522)	0	24,152
Adjustments to fair value of financial assets at fair value through profit and loss	(2,586)	0	0
Depreciation on non-current assets	2,513,795	1,578,900	1,804,235
(Profit)/loss on sale of asset	79,497	0	34,955
Share of profits of associates	(324,767)	0	(21,238)
Changes in assets and liabilities:			
(Increase)/decrease in receivables	360,871	0	(155,528)
(Increase)/decrease in other assets	(26,757)	0	(16,718)
Increase/(decrease) in payables	(887,757)	0	977,628
Increase/(decrease) in employee provisions	(35,002)	0	98,994
Increase/(decrease) in other liabilities	328,153	(84,303)	0
Non-operating grants, subsidies and contributions	(439,760)	(180,000)	(958,842)
Net cash from operating activities	1,082,943	1,042,938	2,004,169

19. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2021	2020
	\$	\$
Governance	10,876,360	9,128,977
General purpose funding	2,961,841	2,707,675
Law, order, public safety	38,261	3,000
Health	193,786	29,500
Education and welfare	2,137,869	1,329,636
Housing	213,571	230,000
Community amenities	2,107,935	1,426,993
Recreation and culture	21,464,434	24,795,559
Transport	35,180,555	47,256,977
Economic services	35,821	50,000
Other property and services	1,971,281	1,125,161
Unallocated	0	0
	<u>77,181,714</u>	<u>88,083,478</u>

TOWN OF EAST FREMANTLE
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 FOR THE YEAR ENDED 30 JUNE 2021

20. CONTINGENT LIABILITIES

(a) Regional Resource Recovery Centre (RRRC) - Lending Facility

The Town is a participant in the RRRC. The project was established through the Southern Metropolitan Regional Council (SMRC) and involves the cities of Canning, Cockburn, Fremantle, Melville and the Town of East Fremantle in the development of a waste processing plant and a recyclable and green waste facility at Canning Vale.

The capital construction of the RRRC facility was funded by borrowings from the Western Australian Treasury Corporation (WATC). A \$40m lending facility was initially set up for this purpose (repayable over a term of 20 years) and this facility has since been extended to a total of \$55m. The SMRC administer the borrowings with the project participants making quarterly contributions equal to the repayment costs of these borrowings.

The Town's estimated share of the project funding is based on population percentages as derived from the Australian Bureau of Statistics census. These are now revised yearly over the life of the lending facility.

As at 30 June 2020, the balance outstanding against the lending facility stood at \$9,913,250 with the Town's share of this liability being \$306,319 (3.09%).

As at 30 June 2021, the balance outstanding against the lending facility stood at \$6,629,191 with the Town's share of this liability being \$203,516 (3.07%).

		2021	2020
Liability Share	\$	203,516	306,319
Liability Sharing Ratio	%	3.07	3.09

The Town has no reason to believe the SMRC would be unable to meet its future obligations in relation to the payment of the loan facility and does not currently expect to make any payments in relation to the loan facility. Should a payment be required there is no possibility of any reimbursement.

(b) Southern Metropolitan Regional Council (SMRC) - Office Project

As a SMRC participant, Council has guaranteed by way of security to the Western Australian Treasury Corporation, a charge over its 'general funds for its' share of any outstanding debenture borrowings provided for the SMRC administration building at 9 Aldous Place Booragoon. This facility has a limit of \$2m.

As at 30 June 2020, the balance outstanding against the lending facility stood at \$1.8m with the Town's share of this liability being \$76,320 (4.24%).

As at 30 June 2021, the balance outstanding against the lending facility stood at \$1.8m with the Town's share of this liability being \$75,780 (4.21%).

		2021	2020
Liability Share	\$	75,780	76,320
Liability Sharing Ratio	%	4.21	4.24

The Town has no reason to believe the SMRC would be unable to meet its future obligations in relation to the payment of the loan facility and does not currently expect to make any payments in relation to the loan facility. Should a payment be required there is no possibility of any reimbursement.

(c) Southern Metropolitan Regional Council (SMRC) - Remediation Costs

The SMRC has made provision for remediation costs (make good provision for lease) in relation to the decommissioning and restoration of the land upon which its operations are based. Since the Town accounts for its share in the SMRC by way of an investment in associate, this provision is inherently included in the Town's share of the net assets of the SMRC. As such, the Town is not required to make any provisions for these remediation costs. Any movement in this provision will be negligible and the Town does not identify any financial risk associated with this provision.

(d) Bank Guarantee

The Town has provided a bank guarantee in favour of the Department of Parks and Wildlife for the amount of \$41,676. The bank guarantee has been issued in accordance with the requirements of the Riverbed lease for the boat pens in the Swan River, East Fremantle.

21. CAPITAL AND LEASING COMMITMENTS**(a) Capital Expenditure Commitments**

Contracted for:

	2021	2020
	\$	\$
- capital expenditure projects (Infrastructure)	37,478	155,000
- capital expenditure projects (Plant & Equipment)	63,531	0
- contract liabilities for capital works	259,255	0
	360,264	155,000
Payable:		
- not later than one year	360,264	155,000

Capital expenditure projects outstanding at the end of the current reporting period are:

Public Art Program	34,650
Works Utility Vehicle	28,881
Bore works	37,478

The above capital expenditure commitments relate to open purchase orders, whereby work is still currently being undertaken at 30 June 2021 (WIP), or goods and/or services have not been provided to the Town at the end of the reporting period.

Contract liabilities for capital works:

Local Roads and Community Infrastructure Program	259,255
--	---------

(b) Operating Expenditure Commitments

- (i) The Town of East Fremantle is a member of the South West Group which operates under an agreed charter to collaborate on resource sharing and regional advocacy. Payments made to the South West Group are considered as a normal transaction with the Host Council (City of Melville). There is an annual fixed fee payable under the Charter, as detailed below:

	2021	2020
	\$	\$
Payable:		
- not later than one year	43,179	53,287
	43,179	53,287

- (ii) The Town of East Fremantle is a member of the Southern Metropolitan Regional Council (SMRC). Under the Establishment Agreement, member local governments are required to provide an annual contribution towards the operating expenses of the SMRC, covering the following activities; Governance, Office Project, Research and Development, Communication and Education.

	2021	2020
	\$	\$
Payable:		
- not later than one year	28,072	28,312
- later than one year but not later than five years	112,288	113,248
	140,360	141,560

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22. ELECTED MEMBERS REMUNERATION

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Mayor J. O'Neill			
Mayor's annual allowance	28,000	28,000	25,000
Meeting attendance fees	25,000	25,000	25,000
Annual allowance for ICT expenses	3,500	3,000	3,000
	56,500	56,000	53,000
Cr J. Harrington			
Deputy Mayor's annual allowance	7,000	7,000	4,335
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	26,004	25,500	22,839
Cr K. Donovan			
Meeting attendance fees	15,504	15,500	10,753
Annual allowance for ICT expenses	3,500	3,000	2,000
	19,004	18,500	12,753
Cr A. McPhail			
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	19,004	18,500	18,504
Cr M. McPhail			
Deputy Mayor's annual allowance	0	0	2,083
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	19,004	18,500	20,587
Cr D. Nardi			
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	19,004	18,500	18,504
Cr A. Natale			
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	19,004	18,500	18,504
Cr A. Watkins			
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	3,000
	19,004	18,500	18,504
Cr C. Collinson			
Meeting attendance fees	15,504	15,500	15,504
Annual allowance for ICT expenses	3,500	3,000	2,000
	19,004	18,500	17,504
	215,532	211,000	200,699
Fees, expenses and allowances to be paid or reimbursed to elected council members.			
Mayor's allowance	28,000	28,000	25,000
Deputy Mayor's allowance	7,000	7,000	6,418
Meeting attendance fees	149,032	149,000	144,281
Annual allowance for ICT expenses	31,500	27,000	25,000
	215,532	211,000	200,699

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

23. RELATED PARTY TRANSACTIONS

Key Management Personnel (KMP) Compensation Disclosure

	2021 Actual	2020 Actual
The total of remuneration paid to KMP of the Town during the year are as follows:	\$	\$
Short-term employee benefits	578,033	595,531
Post-employment benefits	90,178	95,333
Other long-term benefits	54,022	65,009
Termination benefits	722,233	755,873

Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the Town's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

23. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

Transactions between related parties and the Town are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guaranties exist in relation to related parties at year end.

	2021 Actual	2020 Actual
The following transactions occurred with related parties:	\$	\$
Purchase of goods and services	663,532	706,073
Loan Repayments plus interest and Guarantee Fees	111,082	112,317
Annual contribution towards operating expenditure	31,900	25,738
Amounts payable to related parties:		
Trade and other payables	1,090	11,686

Related Parties

The Town's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. Other Related Parties

An associate person of KMP was employed by the Town under normal employment terms and conditions.

Any entity that is controlled by or over which KMP, or close family members of KMP, have authority and responsibility for planning, directing and controlling the activity of the entity, directly or indirectly, are considered related parties in relation to the Town.

iii. Entities subject to significant influence by the Town

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

The Town of East Fremantle is a participant in the Canning Vale Regional Resource Recovery Centre (RRRC). The RRRC is controlled by a regional local government established in accordance with the Local Government Act 1995. The regional local government, being the Southern Metropolitan Regional Council, consists of four local governments which are participants in the Canning Vale RRRC. Participating local governments are required to contribute an annual fee to cover the capital cost in the establishment of the facility and pay gate fees for each tonne of waste they deliver to the facility to cover the operating costs. Transactions between parties are on normal commercial terms.

24. INVESTMENT IN ASSOCIATE

(a) Balance of investment in associate

	2021	2020
	\$	\$
Current assets	942,331	765,029
Non current assets	1,273,462	1,323,444
Total assets	2,215,793	2,088,473
Current liabilities	256,211	488,466
Non current liabilities	529,729	888,028
Total liabilities	785,940	1,376,494
Net assets	1,429,853	711,979
Net increase/(decrease) in share of associate entity's net assets	717,874	235,848
- Share of associates profit/(loss) from ordinary activities	324,767	21,238
- Share of associates other comprehensive income arising during the period	10,468	140,704
- Share of associates total comprehensive income arising during the period	335,235	161,942
Balance at 1 July	1,094,618	932,676
- Share of associates total comprehensive income arising during the period	335,235	161,942
Balance at 30 June	1,429,853	1,094,618

SIGNIFICANT ACCOUNTING POLICIES

Investment in associates

An associate is an entity over which the Town has significant influence. Significant influence is the power to participate in the financial operating policy decisions of that entity but is not control or joint control of those policies. Investments in associates are accounted for in the financial statements by applying the equity method of accounting, whereby the investment is initially recognised at cost and adjusted thereafter for the post-acquisition change in the Town's share of net assets of the associate. In addition, the Town's share of the profit or loss of the associate is included in the Town's profit or loss.

The carrying amount of the investment includes, where applicable, goodwill relating to the associate. Any discount on acquisition, whereby the Town's share of the net fair value of the associate exceeds the cost of investment, is recognised in profit or loss in the period in which the investment is acquired.

Investment in associates (Continued)

Profits and losses resulting from transactions between the Town and the associate are eliminated to the extent of the Town's interest in the associate. When the Town's share of losses in an associate equals or exceeds its interest in the associate, the Town discontinues recognising its share of further losses unless it has incurred legal or constructive obligations or made payments on behalf of the associate. When the associate subsequently makes profits, the Town will resume recognising its share of those profits once its share of the profits equals the share of the losses not recognised.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

24. INVESTMENT IN ASSOCIATES

The Southern Metropolitan Regional Council (SMRC) is a statutory local government authority established in 1991 by the local governments of Canning, Cockburn, Fremantle, East Fremantle, Kwinana, Melville and Rockingham.

Contractual sharing arrangements exist between the Town and the Southern Metropolitan Regional Council (SMRC), a legal constituted regional local government entity, for the provision of waste services. Control of the SMRC rests with the SMRC Council, which is comprised of a member from each participant Council.

According to clause 8.4 of the Establishment Agreement, a decision to proceed with a project, by project participants, is required to be unanimous. All other decisions of the SMRC require a simple majority, with the exception of decisions requiring an absolute majority in accordance with the Local Government Act 1995 and the decision to consider a project proposal.

As the Town currently has 33.33% voting rights in the SMRC, it is considered to have significant influence over the SMRC and meets the definition of an associate under AASB 128.3. Investment in the SMRC as an associate is required by AASB 128.16 to be accounted for using the Equity Method.

Member local governments may participate in regional projects that are governed by a Participants Project Agreement. There are two core projects, being:

1. The Regional Resource Recovery Centre (RRRC) Project, and;
2. The Office Accommodation Project

Both projects were established through separate project participants' agreements. In addition to the above two projects, the support activities of the SMRC such as Administrative activities, Education and Marketing, Research and Development, are referred to as Existing Undertakings.

Over the period the following local governments have since withdrawn from the Regional Council: City of Canning in June 2010, City of Rockingham in June 2012, the City of Cockburn in June 2019 and City of Kwinana in June 2021.

(a) Existing Undertakings

The historical annual contributions made by Participants to the Existing Undertakings are used to determine the proportional contribution percentage of each Participant to the Existing Undertakings.

The Town's share as at 30 June 2021:

SMRC Existing Undertakings Proportional Equity Share	4.38%	(2020: 4.39%)
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(b) Regional Resource Recovery Centre (RRRC) Project

RRRC Project Participants shall make an annual contribution towards the acquisition of any asset of a capital nature required by the Project, plus pay gate fees for each tonne of waste they deliver to the facility to cover the operating costs.

The annual contribution shall be an amount which bears the same proportion to the cost of the acquisition disclosed in the Project Budget for the financial year as the Population of the Project Participant bears to the total of the Populations of all Project Participants.

The capital costs for each participating Local Government member is based on the Australian Bureau of Statistics population statistics. Each project participant will develop equity in the project equal to the relevant proportion of the total capital loan repayments made by that project participant.

The Town's share as at 30 June 2021:

RRRC Project Proportional Equity Share	5.35%	(2020: 5.34%)
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RRRC - Lending Facility

The Capital construction of the RRRC facility was funded by borrowings from Western Australian Treasury Corporation (WATC). The lending facility will be fully repaid on the 30 June 2023.

The SMRC administer the borrowings with the project participants making quarterly contributions equal to the repayment costs of these borrowings.

The Town guaranteed by way of agreement to its share of the loan liability to the SMRC and the WATC. The Town's estimated share of the project funding is based on population percentages as derived from the Australian Bureau of Statistics census. These are revised yearly over the life of the lending facility.

As at 30 June 2021, the balance outstanding against the lending facility stood at:	\$6,629,191
with the Town's share of this liability being:	\$203,516
using the current cost/profit sharing percentage of:	3.07%

(c) Office Accommodation Project

The Office Accommodation Project pertains to SMRC's Office located at 9 Aldous Place, Booragoon, Western Australia.

The Town's equity share of the project is based on proportional population.

The Town's share as at 30 June 2021:

Office Accommodation Project Proportional Equity Share	4.36%	(2020: 4.37%)
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Office Accommodation - Lending facility

As a SMRC participant, the Town has guaranteed by way of security to the Western Australian Treasury Corporation, a charge over its' general funds for its' share of any outstanding debenture borrowings provided for the SMRC administration building at 9 Aldous Place Booragoon. This facility has a limit of \$2 million.

As at 30 June 2021, the balance outstanding against the lending facility stood at:	\$1,800,000
with the Town's share of this liability being:	\$75,780

25. MAJOR LAND TRANSACTIONS

The Town of East Fremantle did not participate in any major land transactions during the reporting period.

26. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

The Town of East Fremantle did not participate in any trading undertakings or major trading transactions during the reporting period.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

27. RATING INFORMATION

(a) Rates

RATE TYPE	Rate in \$	Number of Properties	2020/21 Actual Rateable Value \$	2020/21 Actual Rate Revenue \$	2020/21 Actual Interim Rates \$	2020/21 Actual Total Revenue \$	2020/21 Budget Rate Revenue \$	2020/21 Budget Interim Rate \$	2020/21 Budget Total Revenue \$	2019/20 Actual Total Revenue \$
Differential general rate / general rate										
Gross rental valuations										
Residential GRV	0.074225	2,954	86,072,665	6,348,512	14,854	6,363,366	6,345,613	30,000	6,375,613	6,404,368
Commercial GRV	0.110543	115	11,541,395	1,276,467	3,323	1,279,790	1,275,992	0	1,275,992	1,334,605
Sub-Total		3,069	97,614,060	7,624,979	18,177	7,643,156	7,621,605	30,000	7,651,605	7,738,973
Minimum payment										
Gross rental valuations										
Residential GRV	1,106	331	4,219,274	366,086	2,825	368,911	368,298	0	368,298	291,984
Commercial GRV	1,654	12	117,220	19,848	(506)	19,342	19,848	0	19,848	18,194
Sub-Total		343	4,336,494	385,934	2,319	388,253	388,146	0	388,146	310,178
		3,412	101,950,554	8,010,913	20,496	8,031,409	8,009,751	30,000	8,039,751	8,049,151
Discounts/concessions (Note 27(b))						(43,055)			(42,476)	0
Total amount raised from general rate						7,988,354			7,997,275	8,049,151
Totals						7,988,354			7,997,275	8,049,151

SIGNIFICANT ACCOUNTING POLICIES

Rates

Control over assets acquired from rates is obtained at the commencement of the rating period.

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer.

Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Town recognises revenue for the prepaid rates that have not been refunded.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

27. RATING INFORMATION (Continued)

27. RATING INFORMATION (Continued)

(b) Discounts, Incentives, Concessions, & Write-offs

Waivers or Concessions

Rate or Fee and Charge to which the Waiver or Concession is Granted	Type	Discount %	Discount \$	2021 Actual \$	2021 Budget \$	2020 Actual \$
GRV Commercial - Sporting Clubs General Rate	Concession	25.00%		43,055	42,476	0
				43,055	42,476	0
Total discounts/concessions (Note 27(a))				43,055	42,476	0

Rate or Fee and Charge to which the Waiver or Concession is Granted	Circumstances in which the Waiver or Concession is Granted and to whom it was available	Objects and reasons of the Waiver or Concession
GRV Commercial - Sporting Clubs General Rate	GRV Commercial - Where properties are categorised as 'Sporting Clubs - Commercial'	Due to the economic impact arising from social distancing, and the cessation of club activities, the Town will provide rate relief for the 2020/21 financial year in accordance with the Rates Concession Policy.

27. RATING INFORMATION (Continued)

(c) Interest Charges & Instalments

Instalment Options	Date Due	Instalment Plan Admin Charge \$	Instalment Plan Interest Rate %	Unpaid Rates Interest Rate %
Option One				
Single full payment	7/09/2020	0.00	0.00%	8.00%
Option Two				
First instalment	7/09/2020	0.00	0.00%	8.00%
Second instalment	11/01/2021	16.50	0.00%	8.00%
Option Three				
First instalment	7/09/2020	0.00	0.00%	8.00%
Second instalment	9/11/2020	16.50	0.00%	8.00%
Third instalment	11/01/2021	16.50	0.00%	8.00%
Fourth instalment	11/03/2021	16.50	0.00%	8.00%

	2021 Actual \$	2021 Budget \$	2020 Actual \$
Interest on unpaid rates	37,046	30,000	34,564
Interest on instalment plan	0	0	36,350
Charges on instalment plan	37,670	42,000	40,854
	74,716	72,000	111,768

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

28. RATE SETTING STATEMENT INFORMATION

Note	2020/21	2020/21	2020/21	2019/20
	(30 June 2021)	Budget	2020/21	(30 June 2020)
	Carried Forward	Carried Forward	Brought Forward	Carried Forward
	\$	\$	\$	\$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
Less: Profit on asset disposals	10(a)	(1,430)	0	(2,210)
Population adjustment to SMRC Loan Balance		(2,522)	0	24,153
Less: Fair value adjustments to financial assets at fair value through profit and loss		(2,586)	0	0
Less: Share of net profit of associates and joint ventures accounted for using the equity method		(324,767)	0	(21,238)
Movement in receivables (non-current)		3,000	0	0
Movement in pensioner deferred rates (non-current)		6,315	0	(8,063)
Movement in employee benefit provisions (non-current)		(3,990)	0	35,504
Add: Loss on disposal of assets	10(a)	80,927	0	37,165
Add: Depreciation on non-current assets	10(b)	2,513,795	1,578,900	1,804,235
Non cash amounts excluded from operating activities		2,268,742	1,578,900	1,869,546
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
Less: Reserves - cash backed	4	(985,793)	(1,398,981)	(991,251)
Less: Restricted cash - contract liabilities		(316,844)	0	0
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	16(a)	104,343	95,160	177,797
- Current portion of lease liabilities		37,499	0	36,635
Total adjustments to net current assets		(1,160,795)	(1,303,821)	(776,819)
Net current assets used in the Rate Setting Statement				
Total current assets		4,067,675	2,960,616	3,997,526
Less: Total current liabilities		(2,330,631)	(1,656,795)	(2,993,837)
Less: Total adjustments to net current assets		(1,160,795)	(1,303,821)	(776,819)
Net current assets used in the Rate Setting Statement		576,249	0	226,870

29. FINANCIAL RISK MANAGEMENT

This note explains the Town's exposure to financial risks and how these risks could affect the Town's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The Town does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council. The finance area identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents

The Town's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the Town to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Town to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2021					
Cash and cash equivalents	0.04%	3,711,886	1,484,665	1,818,287	408,934
2020					
Cash and cash equivalents	0.44%	3,316,938	1,745,086	893,690	678,162

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2021	2020
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	18,183	8,937

* Holding all other variables constant

Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The Town manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The Town does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 16(b).

29. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The Town's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The Town manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of the Town to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. Whilst the Town was historically able to charge interest on overdue rates and annual charges at higher than market rates, which further encourage payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The Town applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2019 or 1 July 2020 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors.

Infringements receivable aged more than three (3) years are presented to Council for write-off on an annual basis. These infringements are subsequently de-registered from Fines Enforcement Registry (FER).

The loss allowance as at 30 June 2021 for infringements receivables was determined as follows:

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
30 June 2021					
Infringements receivables					
Expected credit loss	22.34%	46.57%	64.63%	0.00%	
Gross carrying amount	30,014	16,591	18,454	0	65,059
Loss allowance	6,705	7,726	11,927	0	26,358
30 June 2020					
Infringements receivables					
Expected credit loss	0.00%	0.00%	78.14%	0.00%	
Gross carrying amount	31,209	22,527	13,438	0	67,174
Loss allowance			10,500		10,500

The loss allowance as at 30 June 2021 and 30 June 2020 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2021					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	10,512	226	0	6,064	16,802
Loss allowance	0	0	0	0	0
30 June 2020					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	12,260	0	622	2,710	15,592
Loss allowance	0	0	0	0	0

29. FINANCIAL RISK MANAGEMENT (Continued)**(c) Liquidity risk****Payables and borrowings**

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The Town manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 16(e).

The contractual undiscounted cash flows of the Town's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<u>2021</u>					
Payables	1,192,841	0	0	1,192,841	1,192,841
Borrowings	104,343	174,953	0	279,296	279,296
Contract liabilities	328,153	0	0	328,153	328,153
Lease liabilities	44,546	178,185	96,517	319,248	291,264
	<u>1,669,883</u>	<u>353,138</u>	<u>96,517</u>	<u>2,119,538</u>	<u>2,091,554</u>
<u>2020</u>					
Payables	2,080,598	0	0	2,080,598	2,080,598
Borrowings	177,797	204,842	0	382,639	382,639
Lease liabilities	44,651	178,604	141,395	364,650	322,923
	<u>2,303,046</u>	<u>383,446</u>	<u>141,395</u>	<u>2,827,887</u>	<u>2,786,160</u>

30. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

The Town of East Fremantle is not aware of any material events occurring after the end of the reporting period that may impact these financial statements.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

31. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the year, the Town adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

(a) AASB 1059 Service Concession Arrangements: Grantors

The Town does not meet the definition of a grantor for any contractual agreements in the year ended 30 June 2021 and as such does not have any service concession arrangements in place. The Town will need to consider AASB 1059 once the East Fremantle Oval precinct is redeveloped and a management body is appointed to manage the facility.

(b) AASB 2018-7 Amendments to the Australian Accounting Standards - Definition of Material

The Town understands the new requirement in AASB 2018-7 which introduces the concept of obscuring financial information in the preparation of the Annual Financial Statements, together with the existing requirements in considering materiality of omitting or misstating financial information when preparing financial statements.

The Town will ensure that the Annual Financial Statements will not contain immaterial information which then obscures the users understanding in making decisions based on the information provided in the financial statements.

In making disclosures, the Town will ensure that these are made in accordance with the Local Government Act 1995, Local Government (Financial Management) Regulations 1996, and all applicable Australian Accounting Standards.

32. TRUST FUNDS

Funds held at balance date which are required to be held in trust and which are not included in the financial statements are as follows:

	1 July 2020	Amounts Received	Amounts Paid	30 June 2021
	\$	\$	\$	\$
Developer Cash in Lieu	376,663	1,312	(240,965)	137,010
	376,663	1,312	(240,965)	137,010

Developer cash in lieu contributions for parking were included in the Town's 2021/22 annual budget as a transfer to reserve. This satisfies the requirement set out in the Planning and Development (Local Planning Schemes) Regulations 2015.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

33. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Town's operational cycle. In the case of liabilities where the Town does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Town's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Town applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Town contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Town contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Town would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Town selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Town are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Town gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

In accordance with Australian Accounting Standards the Town's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the end of the reporting period.

TOWN OF EAST FREMANTLE
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 FOR THE YEAR ENDED 30 JUNE 2021

34. ACTIVITIES/PROGRAMS

Town operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available assisting elected members and ratepayers on matters which do not concern specific council services but are strategic in nature.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the allocation to services.

Rating, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to ensure bushfire prevention, animal control and community safety.

Supervision and enforcement of various local laws and acts relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Inspection of food outlets and their control, food quality testing, pest control, noise control, waste disposal compliance and child health services.

EDUCATION AND WELFARE

To provide assistance to senior citizens welfare and home and community care.

Provision and maintenance of home and community care programs including in home care, senior outings and respite

HOUSING

To assist with housing for staff and the community.

Provision and maintenance of residential rental properties.

COMMUNITY AMENITIES

To provide community amenities and other infrastructure as required by the community.

Rubbish collection, recycling and disposal, joint maintenance of SMRC waste management facility, administration of Town Planning Schemes, heritage protection and townscapes, maintenance of urban stormwater drainage and protection of the environment.

RECREATION AND CULTURE

To plan, establish and efficiently manage sport and recreation infrastructure and resources which will help the social well being and health and community.

The provision and maintenance of various community infrastructure including public halls, recreation grounds, sports pavillions, playgrounds, parks, gardens, beaches and the joint operation of the City of Fremantle Library.

TRANSPORT

To provide safe, effective and efficient transport infrastructure to the community.

Construction and maintenance of streets, roads, footpaths, depots, cycleways, street trees, parking facilities, traffic control, cleaning and lighting of streets.

ECONOMIC SERVICES

To help promote the Town and improve its economic wellbeing.

The regulation and provision of tourism, area promotion activities and building control.

OTHER PROPERTY AND SERVICES

To monitor and control plant and depot operations, and to provide other property services not included elsewhere.

Private works operation, plant operating costs, depot operations and unclassified property functions.

35. FINANCIAL RATIOS

	2021 Actual	2020 Actual	2019 Actual
Current ratio	1.38	1.01	1.50
Asset consumption ratio*	0.55	0.59	0.57
Asset renewal funding ratio	1.37	1.43	1.70
Asset sustainability ratio*	0.33	1.86	0.77
Debt service cover ratio	16.65	9.58	11.48
Operating surplus ratio	(0.07)	(0.08)	(0.02)
Own source revenue coverage ratio	0.81	0.82	0.89

*The Town has restated the Asset Consumption Ratio and the Asset Sustainability Ratio for the 19/20 and 18/19 comparative years.

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

13.3.2 Audit Committee – External Independent Appointment

File ref	F/AUD1
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting Date:	14 December 2021
Voting requirements	Absolute Majority
Documents tabled	Nil
Attachments	1. Application – Mr. Ben Arnold (Confidential)

Purpose

Council is requested to consider the appointment of an external independent member to the Audit Committee.

Executive Summary

At the March 2021 Audit Committee, the Chair Cr Natale requested that a report be submitted to the July meeting considering the appointment of independent external members to the Committee.

The Committee subsequently endorsed amendments to its Terms of Reference at its July meeting to make provision for the appointment of two (2) external independent members.

Expressions of Interest were advertised on the Town's Website and in the Fremantle Herald on 11 September and Perth Now on Thursday 16 September, with submissions closing on 30 September 2021.

Following interviews with prospective applicants on Thursday 2 December 2021, a recommendation is being made for appointment to the Audit Committee.

Background

The Audit Committee is established under section 7.1A of the *Local Government Act 1995*. Regulation 16 of the Local Government (Audit) Regulations 1996 outlines the Audit Committee functions:

16. Functions of audit committee

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —*
 - (i) its functions under Part 6 of the Act; and*
 - (ii) its functions relating to other audits and other matters related to financial management;*
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —*
 - (i) report to the council the results of that review; and*
 - (ii) give a copy of the CEO's report to the council;*

- (d) *to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —*
 - (i) *regulation 17(1); and*
 - (ii) *the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) *to oversee the implementation of any action that the local government —*
 - (i) *is required to take by section 7.12A(3); and*
 - (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
 - (iii) *has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and*
 - (iv) *has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (g) *to perform any other function conferred on the audit committee by these regulations or another written law.*

The Audit Committee amended its Terms of Reference at its July 2021 meeting, making provision for the appointment of two (2) external independent members:

5.2 The Audit Committee will comprise of up to two (2) external independent members. An external member will be a person independent to the local government and will not have provided paid services to the Town either directly or indirectly.

5.3 External independent members will be selected based on the following criteria:

- a) A demonstrated high level of expertise and knowledge in financial management, reporting, governance and audit; and*
- b) Relevant skills and experience in providing independent expert advice.*

5.4 Appointments of external independent members will be made following a public advertisement. The Chief Executive Officer will evaluate potential members and make a recommendation to Council.

5.5 External members shall be appointed for a period of up to two (2) years terminating on the day of the Local Government Ordinary Elections, unless Council resolves otherwise.

Consultation

Chief Executive Officer

Chair of Audit Committee, Deputy Mayor Natale

Statutory Environment

Pursuant to section 5.10 of the *Local Government Act 1995*, Council is to resolve by absolute majority on persons appointed to Committees.

Policy Implications

There are no Council Policies relevant to this item.

Financial Implications

There are negligible financial implications relevant to this item, as Council has resolved to provide reimbursement of expenses only to external members to the Audit Committee.

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

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)
The Audit Committee may not be able to adequately meet its functions without skilled and qualified members	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

Risk Matrix

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

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

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

Comment

At its last meeting of 4 November 2021, the Audit Committee recommended to Council that only one independent member be appointed to the Audit Committee, with a commencement date being the first meeting in 2022 (ie February).

The Chair of the Audit Committee, the Chief Executive Officer and the Executive Manager Corporate Services met with the two applicants on Thursday 2 December 2021. Both applicants are to be congratulated for their interest in being appointed to the Audit Committee, and both have specific professional experience and qualifications that would be of value to the Committee.

Given the preference for a single appointment, it is recommended that Mr. Ben Arnold be appointed. He is highly qualified (see attached confidential attachment) and being a local resident is considered advantageous.

13.3.2 OFFICER RECOMMENDATION

That Council, pursuant to section 5.10 of the *Local Government Act 1995*, resolve to appoint Mr Ben Arnold as an external independent member to the Audit Committee, for a term commencing in February 2022, and expiring upon Council elections in October 2023 (at which point all committee positions are spilled).

13.3.3 Department of Local Government, Sport and Cultural Industries and Fremantle City Football Club agreements

File ref	F/RFQ06-2021/22
Prepared by	Nicholas King, Executive Manager of Technical Services
Supervised by	Gary Tuffin, CEO
Meeting Date	14 December 2021
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none">1. Draft Financial assistance agreement – Election commitment – Fremantle City Football club2. Draft project financial agreement – Fremantle City Football Club3. Existing Floor Plan

Purpose

To consider and authorise the execution of the draft funding agreement from the Department of Local Government, Sport and Cultural Industries for the upgrade of the Fremantle City Women's Football Club, and draft project financial assistance agreement between the Town and Fremantle City Women's Football Club.

Executive Summary

Prior to the 2021 Election the Labor Government committed \$600,000 towards the upgrade of facilities for the Fremantle City Women's Football Club at Wauhop Park. In addition to this the Club itself has also committed \$120,000 towards the project, with the project total of \$720,000 to upgrade the building facilities to be a more female friendly facility. To progress with the project, agreements need to be signed by the Town and the two funding providers in Department of Local Government, Sport and Cultural Industries and the Fremantle City Women's Football Club.

Background

Following an election commitment by the Labor Government prior to the 2021 election, committing \$600,000 towards the upgrading of the Fremantle City Women's Football Club building facility, the State Government committed the funds to the Town with the understanding that it would project manage the project. After confirmation of the State Government commitment, the Club also confirmed they would commit \$120,000 towards the project, to try and get the best outcome for the club and its members.

The aim of the project is to upgrade the current facilities to a more female friendly facility, which will give the club a state of the art, compliant facility to be able to adhere to the Western Australian peak footballing body Football West. This may include the installation of more changerooms, improved canteen facilities, and disability compliant facilities.

Consultation

The Fremantle City Women's Football Club has been consulted in regard to early project discussions, with the club at a committee meeting on the night of Monday 29 November 2021 confirming the additional funding of \$120,000 for the project.

Department of Local Government, Sport and Cultural Industries have been consulted in regard to the draft agreement, as per the relevant attachment.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil.

Financial Implications

This project has not been allocated within the Town's 2021/2022 financial budget, however noting that the project is 100% non-municipal funding there will be no direct impact to the Town's budget.

The budget will need to be amended to account for the additional \$720,000 income and expenditure

Income Increased by	\$720,000
Expenditure increased by	\$720,000

The proposed funding agreement with the Fremantle City Women's Football Club proposes the following payments to the Town

No	Milestone	Instalment Amount
1	Upon execution of this agreement	\$80,000
2	Completion of onsite works	\$40,000

Strategic Implications

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

Strategic Priority 1: Social – A socially connected, inclusive and safe community

1.1 Facilitate appropriate local services for the health and wellbeing of the community

- 1.1.1 Facilitate or partner to ensure a range of quality services are provided at a local level
- 1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation.

1.2 Inviting open spaces, meeting places and recreational facilities

- 1.2.1 Provision of adequate recreational, sporting and social facilities
- 1.2.2 Activate inviting open spaces that encourage social connection

Site Inspection

Not applicable.

Risk Implications

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)
Possible reduction in services	Possible (3)	Insignificant (1)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

Risk Matrix

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

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

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

Comment

It is considered both agreements clearly outline the obligations of each party, and it is therefore recommended authority be granted to execute the two separate agreements.

13.3.3 OFFICER RECOMMENDATION

That Council:

1. authorise the Mayor and Chief Executive Officer to sign and affix the Common Seal to the financial assistance agreement, between the Town and the Department of Local Government, Sport, and cultural industries.
2. authorise the Mayor and Chief Executive Officer to sign and affix the Common Seal to the project assistance agreement, between the Town and the Fremantle City Women's Football Club.
3. pursuant to section 6.8 of the *Local Government Act* authorise the additional expenditure of \$720,000 and contra grant funding of \$720,000, and amend its budget accordingly.



GOVERNMENT OF
WESTERN AUSTRALIA

**FINANCIAL ASSISTANCE AGREEMENT – Election Commitment –
Fremantle City Football Club**

21/2100

**THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT
AND CULTURAL INDUSTRIES**

AND

TOWN OF EAST FREMANTLE

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THIS Agreement is made between:

State of Western Australia acting through the Department of Local Government, Sport and Cultural Industries of 246 Vincent Street Leederville WA 6007 (DLGSC)

and

Town of East Fremantle of 135 Canning Highway, East Fremantle, WA 6058 ABN 80 052 365 302 (Recipient)

OPERATIVE PART

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Agreement, unless repugnant to the context:

Agreement means this Financial Assistance Agreement including any schedules or annexures.

Acquittal occurs when DLGSC has advised the Recipient that the reports and financial information provided by the Recipient in accordance with clause 3.5 (c) are satisfactory.

Approved Budget means the budget approved by DLGSC and set out in Schedule 4.

Auditor means a person who is an approved auditor for the purposes of the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth) or a Registered Company Auditor and who is independent of the Recipient.

Auditor General means the Auditor General for the State of Western Australia.

Business Day means a day, not being a Saturday, Sunday or public holiday, on which banks are open for general banking business in Western Australia.

Completion Date means that date for completion of the Project as specified in, or ascertainable from, Schedule 4.

DLGSC means Department of Local Government, Sport and Cultural Industries entering into this Agreement or such other body or instrumentality that is charged with the administration of this Agreement from time to time on behalf of the State.

Evaluation or Audit includes to audit, examine, investigate, inspect, review or evaluate.

Funding means the amount specified in Schedule 4, including any interest accrued on that amount.

Insolvency Event means the happening of any of these events:

- a. an order is made, or an application is made to a court for an order, that a body corporate be wound up; or
- b. except to reconstruct or amalgamate while solvent, a body corporate:
 - (i) is wound up or dissolved; or
 - (ii) resolves to wind itself up or otherwise dissolve itself, or gives notice of intention to do so; or
 - (iii) enters into, or resolves to enter into, any form of formal or informal arrangement for the benefit of all or any class of its creditors, including a scheme of arrangement, deed of company arrangement, compromise or composition with, or assignment for the benefit of, all or any class of its creditors; or
- c. a special administrator is appointed under Chapter 11 of the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Cth); or
- d. a liquidator or provisional liquidator is appointed (whether or not under an order), or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- e. a receiver, manager, receiver and manager, trustee, administrator, controller (as defined in section 9 of the *Corporations Act 2001* (Cth)) or similar officer is appointed, or an application is made to a court for an order, or a meeting is convened or a resolution is passed, to make such an appointment, in respect of a body corporate; or
- f. any step is taken to enforce security over, or a distress, attachment, execution or other similar process is levied, enforced or served out against, any asset or undertaking of a body corporate; or
- g. the process of any court or authority is invoked against a body corporate, or any asset or undertaking of a body corporate, to enforce any judgment or order for the payment of money or the recovery of any property; or
- h. a body corporate:
 - (i) takes any step to obtain protection, or is granted protection, from its creditors under any applicable legislation; or
 - (ii) stops or suspends payment of all, or a class of, its debts; or
 - (iii) is or is taken by any applicable legislation to be, or states that it is, or makes a statement from which it may be reasonably deduced that it is:
 - (a) insolvent or unable to pay its debts when they fall due; or
 - (b) the subject of an event described in section 459C(2)(b) or section 585 of the *Corporations Act 2001* (Cth); or

- (iv) is taken to have failed to comply with a statutory demand as a result of the operation of section 459F (1) of the *Corporations Act 2001* (Cth); or
- (v) ceases, or threatens to cease, to carry on all or a material part of its business; or
- i. a person becomes an insolvent under administration as defined in section 9 of the *Corporations Act 2001* (Cth) or action is taken which could result in that event; or
- j. anything analogous or having a similar effect to any of the events specified above happens under the law of any applicable jurisdiction.

Milestones means the milestones and outcomes howsoever expressly or impliedly set out in Schedule 4 (if any).

Obligation means obligation under this Agreement.

Party means each of DLGSC or the Recipient as the context requires and **Parties** means both of them.

Probity Event means an event that:

- (a) has a material adverse effect upon the character, honesty and integrity of an officer of the Recipient;
- (b) relates to an officer of the Recipient and has a material adverse effect upon the public interest;
- (c) involves a material failure to achieve or maintain reasonable standards of ethical behaviour;
- (d) involves a material failure to achieve or maintain good corporate citizenship;
- (e) involves a material failure to maintain the avoidance of conflicts of interest; or
- (f) involves a material failure to achieve or maintain standards of behaviour expected of a person engaged in a State funded project.

Project means the initiative or activities funded for the purpose described in Schedule 4.

Registered Company Auditor means a person who is, for the time being, registered as an auditor or taken to be registered as an auditor under Part 9.2 of the *Corporations Act 2001* (Cth).

Schedule means any schedule to, and forming part of, this Agreement.

Special Conditions means any conditions specified as such in Schedule 4.

State means the State of Western Australia.

Term means the term of this Agreement.

1.2 Interpretation

In this Agreement unless the context otherwise requires:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing any gender include the other genders;
- (c) references to persons include corporations;
- (d) references to a person include the legal personal representatives, successors and assigns of that person;
- (e) a reference to a statute, ordinance, code, or other law includes regulations, by-laws, rules and other statutory instruments under it for the time being in force and consolidations, amendments, re-enactments, or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- (f) references to this Agreement or any other instrument include this Agreement or other instrument as varied or replaced, and notwithstanding any change in the identity of the Parties;
- (g) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and include e-mail and facsimile transmission;
- (h) an Obligation incurred in favour of two or more persons is enforceable by them jointly and severally;
- (i) if a word or a phrase is defined, other parts of speech and grammatical forms of that word or phrase have corresponding meanings;
- (j) references to this Agreement include its recitals, schedules and annexures;
- (k) headings are inserted for ease of reference only and are to be ignored in construing this Agreement;
- (l) references to time are local time in Perth, Western Australia;
- (m) where time is to be reckoned from a day or event, that day or the day of that event is to be included;
- (n) references to currency are to Australian currency unless otherwise stated;
- (o) no rule of construction applies to the disadvantage of a Party on the basis that the Party put forward this Agreement or any part thereof;
- (p) a reference to any thing is a reference to the whole and each part of it, and a reference to a group of persons is a reference to all of them collectively, to any two or more of them collectively and to each of them individually;
- (q) when the day or last day for doing an act is not a Business Day, then the day or last day for doing the act will be the directly preceding Business Day;

- (r) if the word “including” or “includes” is used, the words, “without limitation” are taken to immediately follow; and
- (s) the phrases "described in", "set out" and "specified in" must all read as if the words "expressly or impliedly" appeared immediately before them.

2. SCOPE OF THIS AGREEMENT

- (a) The Recipient must:
 - (i) acquit and carry out all aspects of the Project in a competent, diligent, satisfactory and professional manner, and to a high standard;
 - (ii) comply with this Agreement; and
 - (iii) where necessary, provide appropriate additional funding and other resources, including staff with the capacity to meet its Obligations.
- (b) The DLGSC must pay to the Recipient the Funding in the manner set out in Schedule 4 and Schedule 5.
- (c) The Recipient must:
 - (i) notify DLGSC of legal proceedings, arbitration or administrative proceedings or debt recovery actions pending or threatened against the Recipient as soon as practicable after the institution of those proceedings or that debt recovery action;
 - (ii) notify DLGSC immediately if the Recipient is in breach of any law or act, receives an audit qualification or is under scrutiny through an inquiry or decree or any consent, registration, approval, licence or permit or agreement, order or award binding on the Recipient;
 - (iii) notify DLGSC immediately if the Recipient becomes aware of any fraud or corruption with regards to the Project or the Funding;
 - (iv) keep and maintain accurate, complete, up-to-date, properly detailed written records of income, expenditure, work, activities, progress, setbacks, problems and business and commercial arrangements and dealings in relation to either or both of this Agreement and the Project, and promptly provide DLGSC with information or documentation (relating in any way to the Project or this Agreement) requested by DLGSC. The Recipient must ensure that all such information or documentation (as the case may be) is accurate, complete, up-to-date, properly detailed and not in any way misleading or deceptive;
 - (v) establish a separate account or cost centre within its financial system solely for the Funding;
 - (vi) immediately notify DLGSC in writing if it forms the opinion that it will be unable to, or be unlikely to be able to, satisfy any of its financial obligations in relation to the Project from the financial resources available, or likely to be available, to it, at the time the financial obligation is due;

- (vii) if a conflict of interest arises:
 - (A) promptly notify DLGSC that the conflict has arisen and provide full details; and
 - (B) take reasonable steps in consultation with DLGSC to remove the conflict.

If the Recipient does not notify DLGSC of a conflict of interest which exists or if the conflict cannot be removed, DLGSC may, without limiting any other remedy, by notice to the Recipient, immediately terminate this Agreement;

- (viii) not offer or give or agree to give any person employed by the Government of Western Australia any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or performance of this Agreement; and
- (ix) ensure that any "Lobbyist" (as that term is defined in Public Sector Commissioner's Instruction) which can be found at: [CI 16 - Government representatives contact with registrants and lobbyists.pdf \(www.wa.gov.au\)](http://www.wa.gov.au)

that it or any of its officers, employees, agents or contractors has employed, engaged or has otherwise involved, directly or indirectly, in connection with this Agreement, is duly registered as a "Lobbyist" in terms of that Public Sector Commissioner's Instruction and has fully complied with its obligations under it.

3. OBLIGATIONS OF RECIPIENT

3.1 Use of Funding

The Recipient must use the Funding only for the carrying out of the Project in accordance with this Agreement and the Approved Budget and expend such funds by the Completion Date. All such expenditure must be effected in a commercially prudent, sensible and reasonable manner. Furthermore, the Recipient must meet all Milestones in accordance with Schedule 4.

3.2 No Changes

The Recipient must not make any changes to the Project or the Approved Budget without the prior written consent of DLGSC, which consent may be withheld at DLGSC discretion.

3.3 No Endorsement

The Recipient agrees that nothing in this Agreement constitutes an endorsement by DLGSC of any goods or services provided by the Recipient.

3.4 Acknowledgement of DLGSC

- (a) Any activity including presentations, publications, signage, articles, newsletters, or other literary works relating to the Project must:

- (i) give equal representation to the Parties in the display of logos and party names where agreed and as deemed appropriate; and
 - (ii) be consistent with DLGSC Marketing, Communications and Acknowledgements Policy.
- (b) The respective roles of the Parties must be acknowledged at relevant forums, conferences, and project launches where the Project is promoted.
- (c) The Parties must:
- (i) work cooperatively at the senior management and officer levels;
 - (ii) maintain open communication, both formal and informal, to progress the objectives of this Agreement;
 - (iii) share information and knowledge as practicable; and
 - (iv) advise any shared stakeholders about arrangements between the Parties.
- (d) The Parties must coordinate joint communications when dealing with the media and shared stakeholders in relation to the Project referred to in this Agreement on issues of significance or mutual concern, including circulating draft media statements, advertising proposals and advertisements between the Parties for comment prior to publication.
- (e) The Recipient must coordinate joint communications with DLGSC prior to the release of any media statement, advertising proposal and advertisement by the Recipient in relation to the Project.

3.5 Accounts, Acquittal and Reporting

- (a) The Recipient must provide to DLGSC progress reports on a half-yearly basis (as at 31 December and 30 June), or as determined from time to time by DLGSC, until the completion of the Project, which must include:
- (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient), as detailed in Schedule 2; and
 - (ii) an evaluation report as per Schedule 3, showing how and to what extent the Funding was spent and the extent to which the Milestones and outcomes were achieved.

Quarterly reports must be submitted within one (1) month after the end of each quarter.

- (b) The Recipient must provide to DLGSC an annual report on the Project based on a financial year ending 30 June which must include:
- (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient and audited by an Auditor), outlining income and expenditure in respect to the Project, in Schedule 2; and
 - (ii) an evaluation report as per Schedule 3, showing how and to what extent the Funding was spent and the extent to which the Milestones and outcomes were achieved.

The annual report on the Project must be submitted within three (3) months after the end of the financial year.

- (c) The Recipient must provide to DLGSC a report (**the Acquittal**) at the completion of the Project or the conclusion of this Agreement (whichever occurs first), which must include:
- (i) a financial report (certified by the Chief Financial Officer or Accountable Officer of the Recipient and audited by an Auditor) certifying that the Funding was used for the Project, such certification to address the issues itemised in Schedule 2; and
 - (ii) an evaluation report as per Schedule 3, showing how and to what extent the Funding was spent and the extent to which the Milestones were achieved.

The Acquittal must be submitted within three (3) months after the completion of the Project.

- (d) The DLGSC will provide reporting templates to assist the Recipient with its reporting Obligations set out in clause 3.5.

3.6 General Undertakings of the Recipient

The Recipient must:

- (a) at all times duly perform and observe its Obligations and must promptly inform DLGSC of any occurrence that might adversely affect its ability to do so in a material way;
- (b) undertake its Obligations with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or Obligations under this Agreement;
- (d) comply with all State and Commonwealth laws; and
- (e) cooperate fully with DLGSC in the administration of this Agreement.

3.7 Negation of Employment, Partnership and Agency

- (a) The Recipient must not represent itself, and must ensure that its employees, contractors, sub-contractors or agents do not represent themselves, as being an employee, partner or agent of the State or DLGSC or as otherwise able to bind or represent the State or DLGSC.
- (b) The Recipient is not by virtue of this Agreement, and is not deemed to be, an employee, partner, or agent of the State or DLGSC, or have any power or authority to bind or represent the State or DLGSC.

3.8 Procurement of Goods and Services

Unless otherwise agreed in writing by DLGSC, if procuring any goods and services in connection with the Project using the Funding the Recipient:

- (a) must ensure that all contracts having a value:

- (i) up to \$50,000.00 must have been awarded on the basis that the Recipient obtained at least three (3) verbal quotes;
 - (ii) over \$50,000.00 up to \$250,000 must have been awarded on the basis that the Recipient obtained at least three (3) written quotes; and
 - (iii) over \$250,000.00 must have been awarded after a public tendering process,
- and the Recipient must not "contract split" to avoid the intent of this clause; and
- (b) must also comply with the Western Australian Government's Aboriginal Procurement and Buy Local policies.

4. EVALUATION OR AUDIT RIGHTS

- (a) The DLGSC may arrange for an Evaluation or Audit to be carried out in respect of the Project. If DLGSC arranges for an Evaluation or Audit:
 - (i) the DLGSC will notify the Recipient that DLGSC has arranged or will arrange for an Evaluation or Audit to be carried out; and
 - (ii) the Recipient must allow all persons appointed by DLGSC to carry out the Evaluation or Audit to have full access to the records and premises in the control or possession of the Recipient for the purpose of carrying out the Evaluation or Audit.
- (b) Clause 4 survives the end of this Agreement by five (5) years.

5. CONTACT OFFICERS

- (a) The Parties must appoint Contact Officers. The Contact Officer for each Party is authorised to act for that Party in relation to this Agreement and is the first point of contact for the other Party in relation to any disputes arising under the Agreement.
- (b) The details of each Party's Contact Officer are set out in Schedule 1.
- (c) If a Party changes its Contact Officer that Party must notify the other Party in writing of the new contact details within five (5) Business Days after the change.

6. REPAYMENT AND RETENTION OF THE FUNDING

At the completion of the Project or the conclusion of this Agreement (whichever occurs first) the Recipient must remit to DLGSC within twenty (20) Business Days any Funding that DLGSC has paid and that has not been used or committed in accordance with this Agreement.

7. LIMITATION OF LIABILITY

Neither DLGSC nor the State has no responsibility or liability for the success or otherwise of the Project and is not liable for any losses suffered by the Recipient in undertaking the Project. If the Funding is insufficient for the Recipient to properly meet all of its Obligations, then the Recipient is solely responsible for funding any shortfall.

8. INSURANCE AND INDEMNITY

- (a) The Recipient must affect and maintain throughout the Term adequate insurance, with a reputable insurer, to provide cover for the Project undertaken by the Recipient, including Public Liability and Workers' Compensation insurances and property insurance covering loss of or damage to any property that the Recipient uses on the Project for its full replacement value.

If and when requested by DLGSC, the Recipient must provide either or both of the following:

- (i) a written statement of the applicable insurance cover held by the Recipient; and
 - (ii) a copy of any policy of insurance, a Certificate of Currency, and receipts for premiums in connection with any policy of insurance.
- (b) The Recipient indemnifies and must keep indemnified the State and DLGSC and to hold them and their respective officers, employees and agents harmless from and against all claims, costs, damages, expenses, losses and liabilities claimed, suffered or incurred by the State or DLGSC or any of their respective officers, employees and agents whether before or after the date of this Agreement to the extent caused by any:
- (i) breach of any Obligation by the Recipient;
 - (ii) act or omission of the Recipient or its employees, contractors, officers or agents; or
 - (iii) breach of a State or Commonwealth law by the Recipient or any of its employees, contractors, officers or agents.
- (c) This indemnity will survive expiration or termination of this Agreement.

9. **FREEDOM OF INFORMATION ACT 1992, FINANCIAL MANAGEMENT ACT 2006 AND AUDITOR GENERAL ACT 2006**

- (a) This Agreement and information regarding it is subject to the *Freedom of Information Act 1992 (WA)*. The DLGSC may publicly disclose information in relation to this Agreement, including its terms and the details of the Recipient.
- (b) Despite any express or implied provision of this Agreement to the contrary, the powers and responsibilities of the Auditor General under the *Financial Management Act 2006 (WA)* and the *Auditor General Act 2006 (WA)* are not limited or affected by this Agreement. The Recipient must allow the Auditor General, or an authorised representative, to have access to and examine the Recipient's records and information concerning this Agreement.

10. WARRANTIES

Except where the Recipient has otherwise disclosed in writing to DLGSC, and DLGSC has given its prior written consent to the matter disclosed, the Recipient warrants in favour of DLGSC and the State that:

- (a) the Recipient has no conflict of interest arising out of this Agreement;
- (b) the Recipient is properly authorised and has the power to enter into this Agreement and perform the Obligations;
- (c) the Recipient's Obligations under this Agreement are valid and binding and are enforceable against the Recipient;
- (d) all information provided by the Recipient to DLGSC in connection with this Agreement is true and correct;
- (e) there is no litigation or arbitration, and there are no administrative proceedings, taking place, pending or threatened against the Recipient which could have a materially adverse effect on the Recipient's ability to perform its Obligations;
- (f) neither the Recipient nor any officer of the Recipient has been convicted of a criminal offence that is punishable by imprisonment or detention; and
- (g) there is nothing that prevents the Recipient from complying with any of its Obligations.

11. PROBITY

- (a) The Recipient must notify DLGSC if they consider a Probity Event has occurred or may occur. Such notice must describe the circumstances giving rise to the occurrence (or possible occurrence) of the Probity Event.
- (b) The DLGSC may, at any time, make any inquiries of the Recipient in relation to any issue or matter which may constitute a Probity Event, by giving the Recipient a notice setting out those issues or matters.
- (c) The Recipient must, within five (5) Business Days of receipt of a notice under sub-clause (b), provide full details of the matters or issues requested by DLGSC.
- (d) If the Recipient notifies DLGSC under sub-clause (a), or if the information provided by the Recipient under sub-clause (c) leads DLGSC to believe on reasonable grounds that a Probity Event has occurred, then sub-clauses (e) and (f) shall apply.
- (e) Within three (3) Business Days of receipt of a notice under either of sub-clauses (a) or (d), the Parties must meet in good faith and discuss the occurrence of such an event and endeavour to agree on the actions to be taken by the Recipient to resolve such Probity Event.

If the Parties agree on a course of action then the Recipient must ensure that the actions are taken immediately following such agreement.

- (f) If the Parties are unable to reach agreement under sub-clause (e) within five (5) Business Days of meeting, or the Recipient fails to meet with DLGSC in accordance with sub-clause (e), then DLGSC may serve a further notice on the Recipient setting out the action that DLGSC requires the Recipient to take to address the adverse effects of the Probity Event and the time within which such action must be taken including without limitation any or all of the following:
 - (i) terminating any contract; or

- (ii) procuring that a person cease to have shares, entitlements, contracts, arrangements, significant influence, or power of control over the Recipient; or
- (iii) removing a person from any involvement with the Project.

12. DEFAULT AND TERMINATION

12.1 Event of Default by the Recipient

An Event of Default occurs if:

- (a) the Recipient breaches any Obligation which (if remediable) continues without remedy for ten (10) Business Days after notice in writing has been served on the Recipient by DLGSC; or
- (b) the Recipient breaches this Agreement and such breach cannot be remedied; or
- (c) the Recipient suffers or is or becomes subject to an Insolvency Event; or
- (d) the DLGSC has reasonable grounds to believe that the Recipient is unwilling or unable to comply with its Obligations; or
- (e) any aspect of this Agreement is or is held to be void, unenforceable, or invalid for whatever reason; or
- (f) a representation or warranty made by the Recipient under this Agreement is or becomes untrue or is breached; or
- (g) the Recipient persistently, regularly, consistently or continually breaches this Agreement; or
- (h) any officer of the Recipient is convicted of a criminal offence that is punishable by imprisonment or detention; or
- (i) the Recipient is convicted of a criminal or statutory offence that is punishable by a fine or penalty of, or exceeding, \$10,000; or
- (j) if in the reasonable opinion of DLGSC, the reputation of DLGSC, the State of Western Australia or the Government of Western Australia is, or is likely to be, damaged by any act or omission of the Recipient.

12.2 Effect of Event of Default

If an Event of Default occurs, DLGSC may terminate this Agreement by providing further notice in writing to the Recipient and in any such event without limiting DLGSC rights at law the Recipient must immediately refund all unexpended Funding to DLGSC.

13. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 13 and Schedule 5:
 - (i) "GST" means the goods and services tax applicable to any taxable supplies as determined by the GST Act;

- (ii) "GST Act" means *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and includes all associated legislation and regulations; and
 - (iii) the terms "supply", "tax invoice", "taxable supply" and "value" have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Funding is inclusive of GST.
 - (c) The Obligation of DLGSC to pay the GST on any supply by the Recipient under this Agreement is conditional upon the prior issue by the Recipient to DLGSC of a tax invoice that complies with the GST Act. This provision applies notwithstanding any law to the contrary.

14. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:
 - (i) hand-delivered or sent by prepaid post to the address of the Party receiving the notice as set out in item 1 of Schedule 1; or
 - (ii) sent by facsimile to the facsimile number of the Party receiving the notice as set out in item 1 of Schedule 1; or
 - (iii) if item 1 of Schedule 1 includes email addresses, sent to that email address and the notice is in an attachment in .pdf format;
- (d) subject to paragraph (e), is taken to be received:
 - (i) in the case of hand delivery, on the date of delivery;
 - (ii) in the case of post, on the seventh Business Day after posting;
 - (iii) in the case of facsimile, on the date of transmission; and
 - (iv) in the case of email on the date of sending unless the sender does receives a notification that the email has not been delivered; and
- (e) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

15. WAIVER

- (a) No right under this Agreement will be deemed to be waived except by notice in writing signed by both Parties.
- (b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights.

16. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the Parties and supersedes all communications, negotiations, arrangements and agreements between the Parties with respect to the subject matter of this Agreement.

17. ASSIGNMENT ETC.

- (a) This Agreement is personal to the Recipient and may not be assigned, novated, encumbered or otherwise dealt with by the Recipient without DLGSC consent, which may be withheld at DLGSC discretion.
- (b) The Recipient will be deemed to have assigned this Agreement if any act, matter or thing is done or occurs, the effect of which is, in the opinion of DLGSC, to transfer, directly or indirectly, the management or control of the Recipient.
- (c) The DLGSC may deal with its rights and Obligations under this Agreement as it sees fit.

18. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing, duly executed by both Parties.

19. RIGHTS AND REMEDIES

The rights, powers and remedies in this Agreement are in addition to, and not exclusive of, the rights, powers and remedies existing at law or in equity.

20. GOVERNING LAW

This Agreement is governed by the laws of Western Australia. Each Party irrevocably submits to the exclusive jurisdiction of the courts of Western Australia.

21. SCHEDULES

- (a) Any express or implied provision of any Schedule hereto is hereby deemed to be a provision of this Agreement and therefore must be complied with (by the relevant Party) in accordance with its terms.
- (b) In sub-clause 21(a), 'provision' includes term, condition, warranty, stipulation, right, Obligation, representation and the like.
- (c) Without limiting the preceding provisions of this clause 21, the Recipient must comply with the Special Conditions, if any.

22. DISPUTE RESOLUTION

- (a) Subject to clause 22(j), the Parties agree that unless and until a Party has complied with the requirements of this Clause 22, a Party may not commence any court proceedings in respect of any dispute.
- (b) If at any time a dispute exists:

- (i) between DLGSC and the Recipient either party may refer the dispute to the relevant Contact Officers appointed under clause 5 and specified at items 2.1 and 2.2 respectively for resolution and
 - (ii) the relevant Contact Officers will consider the dispute referred to them and in doing so, give due consideration to submissions by the Parties in connection with the dispute.
- (c) If a dispute remains unresolved ten (10) Business Days after the referral of the dispute to the relevant Contact Officers under sub-clause (b), a Party may give a written notice to other party in accordance with this sub-clause (c) (**Dispute Notice**).
- (d) The Dispute Notice must:
- (i) state that the notice is given under this clause 22;
 - (ii) describe the nature of the Dispute; and
 - (iii) nominate the Party's authorised officer for resolution of the Dispute (**Authorised Officer**).
- (e) Within two (2) Business Days after receipt of a Dispute Notice, the recipient Party must give a written notice to the other Party nominating its Authorised Officer.
- (f) The Parties must ensure that their Authorised Officers meet and negotiate with a view to resolving the Dispute within five (5) Business Days after the receipt of the notice referred to sub-clause (c).
- (g) If the Parties' Authorised Officers fail to resolve the Dispute within ten (10) Business Days after receipt of the Dispute Notice given by a Party in accordance with sub-clause (c), the Parties' Authorised Officers may agree a dispute resolution process for the resolution of the Dispute in which case the Dispute will be resolved in accordance with such process.
- (h) Either Party may commence litigation if:
- (i) the Parties fail to resolve the Dispute in accordance with paragraph (f) and fail to agree a dispute resolution process in accordance with paragraph (g) within ten (10) Business Days after the receipt of a Dispute Notice given by a party in accordance with paragraph (c);
 - (ii) either Party fails to comply with any of the requirements of this Clause 22; or
 - (iii) either Party fails to comply with any dispute resolution process agreed in accordance with paragraph (g).
- (i) The Parties must continue to perform their obligations under this Agreement despite the existence of any dispute between the Parties.
- (j) This clause does not apply:
- (i) if a Party considers it necessary to seek an urgent interim determination; or

where DLGSC considers that an Event of Default has occurred under this Agreement.

SCHEDULE 1 – CONTACT OFFICERS

1. Notice addresses

1.1 DLGSC

Mail:	PO Box 8349, Perth Business Centre, WA 6849
Email:	communityinfrastructure@dlgsc.wa.gov.au

1.2 Recipient

Mail:	PO Box 1097 Fremantle, WA 6959
Email:	admin@eastfremantle.wa.gov.au

2. Contact Officers

2.1 DLGSC

Name:	Kim Lateef
Job title:	Senior Project Officer
Phone:	08 9492 9764
Email:	Kim.Lateef@dlgsc.wa.gov.au
Postal address:	PO Box 8349, Perth Business Centre, WA 6849
Street address:	246 Vincent St, Leederville WA 6007

2.2 Recipient

Name:	Gary Tuffin
Job title:	Chief Executive Officer
Phone:	9339 9339
Email:	gtuffin@eastfremantle.wa.gov.au
Postal address:	PO Box 1097 Fremantle 6959
Street address:	135 Canning Highway, East Fremantle

2.3 Recipient financial contact

Name:	Peter Kocian
Job title:	Executive Manager Corporate Services
Phone:	9339 9339
Email:	pkocian@eastfremantle.wa.gov.au
Postal address:	PO Box 1097 Fremantle 6959
Street address:	135 Canning Highway, East Fremantle

SCHEDULE 2 – FINANCIAL REPORT

The DLGSC will provide relevant reporting templates to assist the Recipient in completing its reporting Obligations under this Schedule as per Clause 3.5 of the Agreement.

The information listed below, is indicative of the information requested by DLGSC and may be properly varied from time to time.

1. Total approved budget for the current financial year.
2. Balance brought forward from previous reporting period.
3. Payments received from DLGSC to date.
4. Total committed in the current period from funds received.
5. Actual expenditure to date.
6. Initial estimated cost of the Project.
7. Amount of interest earned.
8. Amount of funding leveraged from other sources.
9. Forecast cost to complete the Project.
10. Use of funds: Infrastructure/Services/Administration

SCHEDULE 3 – EVALUATION REPORT

The DLGSC will provide relevant reporting templates to assist the Recipient in completing its reporting Obligations under this Schedule as per Clause 3.5 of the Agreement.

The information listed below, is indicative of the information requested by DLGSC and may be properly varied from time to time.

1. Project outputs/outcomes (Key Performance Indicators).
2. Linkage to outcomes.
3. Project indicators.
4. Milestones/achievements target for the reporting period.
5. Milestones/actual achievements for the reporting period.
6. Explanation of variances between target and actual achievements, including impediments encountered, action taken to overcome these and potential future impediments if any.
7. Funding allocation by project category.
8. What precisely the Funding received has been spent on.

SCHEDULE 4 – PROJECT DETAILS

1. Project

The purpose of the Funding is to assist the Town of East Fremantle (the Town) with upgrades to the women’s facilities at Fremantle City Football Club (the Club).

2. Funding Amount

\$600,000 will be provided for the Project noted in Clause 1 above.

The payment of the Funding will be subject to ongoing assessment of Project expenditure by DLGSC.

3. Manner in which Funding is to be Paid

After this Agreement has been executed by both Parties, DLGSC will authorise the payment of the full amount of Funding to the Recipient in the manner described in Schedule 4 and Schedule 5.

The transfer of the Funding will be subject to an assessment, with DLGSC being satisfied with the results of the assessment, of actual Project expenditure and material cash at bank balances of the Funding previously paid and available to the Recipient.

3.1. Manner of Payment

- a. The Grant is to be paid by instalments based upon the achievement of the milestones set out in the table below.
- b. The State will pay each instalment specified in column C upon receiving evidence from the Recipient certifying the achievement of the corresponding milestone specified in column B if the State is satisfied:
- c. For the avoidance of doubt each milestone relates to the Project.

A Serial	B Milestone	C Instalment Amount
1	Execution of this agreement	\$450,000
2	Evidence of practical completion	\$150,000

4. Detailed Description of Project

4.1. Project Description

In the 2021 State Election, an election commitment of \$600,000 was made towards upgrades to the women’s facilities at the Club.

The facilities at the Club are used collectively by the: Fremantle City women’s football club

The upgrades to the women’s facilities will include: changerooms, toilets and showers to be unisex and universally accessible

4.2. Project Outcome

The outcomes/outputs and the performance measures of the Project are as follows:

Outcome	Performance Measures
To provide the local sporting clubs with fit for purpose and fully accessible facilities.	The upgrade of women's facilities at the Fremantle City Football Club.

Job Creation reporting

Output	Performance Measures
Job creation	Number of people employed in the following demographics: <ul style="list-style-type: none"> • local; • Aboriginal people; • persons aged 18 to 25 and • women.
Apprenticeships and training	Number of apprenticeships and training opportunities provided.

4.3. Project timeframe

The Recipient agrees to commence the Project within 3 months after execution of this Agreement and to finalise the Project within 6 months after the Project Completion Date noted in the table below.

Main Activities / milestones	Milestone date
Execution of Agreement	November 2021
Commencement of construction	April 2022
Awarding of construction contract	March 2022
Project completion date	July 2022

4.4. Project budget

Project items	Funds under this Agreement (\$)	Other Funding (\$)	Name of Sources of Other Funding	Total Funds (\$)
As detailed in 4.1 Project description	\$600,000	\$120,000	Fremantle City women's Football club	\$720,000
TOTALS	\$600,000	\$120,000		\$720,000

5. Term of Agreement

The Term of this Agreement commences on the execution date of this Agreement and ends 18 months after the execution date.

The preceding paragraph is subject to those provisions of this Agreement that expressly or impliedly survive the expiration of this Agreement.

6. Special Conditions

6.1. Project Savings

The Recipient must inform the State if any savings associated with the cost of the Project are made by the Recipient in, or during, the delivery of the Project. The State will decide, in its sole discretion, whether any savings made may be used by the Recipient in accordance with the Approved Purpose, or whether they must be paid to the State.

6.2. Interest Earned

The Recipient must inform the State if any interest accrues on Grant monies paid to the Recipient. The State will decide, in its sole discretion, whether any interest accrued on Grant monies must either be used by the Recipient in accordance with the Approved Purpose, or must be paid to the State, or retained by the Recipient for its own purposes.

6.3. Pre-Funding Requirements

The Recipient must, prior to any payment of Grant monies being made by the State, meet the following obligations:

a. Bank Account

The Recipient opening a separate cost centre for the Grant to be deposited into.

b. Project Control Group

The Recipient appointing a suitably qualified internal Project Control Group, with delegated authority to make decisions on behalf of the Recipient regarding the design and delivery of the Project. The DLGSC reserves the right to appoint a non-voting representative to the Project Control Group.

c. Project Manager

The Recipient appointing a suitably experienced and qualified Project Manager whose experience and qualifications must first be approved by DLGSC in writing. The Project Manager will be part of the Project Control Group. The costs associated with the Project Manager will be met by the Recipient. The Recipient must promptly notify the State of any proposed change to the appointment of the Project Manager and obtain the State's prior approval in writing to any replacement.

6.4. No Additional Funding

The Recipient acknowledges that the Grant is the maximum total commitment towards the Project by the State and that the Recipient is responsible for any shortfall.

6.5. Business Case

The Recipient must adhere to the Business Case (if any) which has been approved by the State in all material respects. Any material variation to the Business Case must first be approved by DLGSC in writing.

6.6. Project approvals

Prior to commencing work the Recipient must obtain all necessary statutory approvals and provide evidence of that fact to DLGSC.

6.7. Works

Works must be carried out to the satisfaction of DLGSC.

SCHEDULE 5 – PAYMENT OF THE FUNDING

Funding will be made available as a conditional grant specifically for the delivery of the Project outlined in Schedule 4.

The Recipient will forward an invoice to DLGSC for the amount of the Funding outlined in Schedule 4. The payment will be processed by DLGSC and the payment cheque to the Recipient will then be electronic funds transferred to:

Account name:	Town of East Fremantle
BSB:	066121
Account number:	00540326

The DLGSC through its internal process may raise a recipient-created tax invoice (RCTI) for the Funding amount identified in Schedule 4. The terms of the RCTI are governed by the following:

- (a) The Recipient warrants that it has an Australian Business Number and is registered for GST.
- (b) The Recipient must immediately notify DLGSC in writing of any change to the Recipient's registration for GST.
- (c) If any supply is made by the Recipient after the date of this Agreement in connection with the Funding, DLGSC may issue a RCTI in respect of the supply and the Recipient will not issue a tax invoice in respect of that supply.
- (d) The Recipient and DLGSC may agree that the provisions of the agreement to use recipient-created tax invoices will not apply in respect of a particular supply, in which case the Recipient must issue a tax invoice in respect of that supply.
- (e) The DLGSC or the Recipient may terminate agreement to use RCTIs at any time by giving written notice to the other Party.
- (f) In this Agreement the terms "supply", "registered", "tax invoice", "recipient-created tax invoice" and "GST" have the same meaning as in the GST Act and "GST Act" means the *A New Tax System (Goods and Services Tax) Act 1999*.

EXECUTION OF THIS AGREEMENT

Authorised on behalf of the **Minister for Sport and Recreation** by **Lisa Fanciulli**, Executive Director Infrastructure at the Department of Local Government, Sport and Cultural Industries.

Lisa Fanciulli

Date

Authorised on behalf of the
Town of East Fremantle
[signed]
[Print name]
[Position]
Date

in the presence of:

(Witness Sign)

(Print name)

(Witness Position)

Affix Common Seal here (if applicable):



**PROJECT FINANCIAL AGREEMENT –
Fremantle City Football Club**

Grant number? If applicable?

**THE TOWN OF EAST FREMANTLE
AND
FREMANTLE CITY FOOTBALL CLUB**

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THIS Agreement is made between:

Town of East Fremantle (TOEF) of 135 Canning Highway, East Fremantle, WA 6058 ABN 80 052 365 302 (Recipient)

and

Fremantle City Football Club (FCFC) of address

OPERATIVE PART

THE PARTIES AGREE as follows:

1. SCOPE OF THIS AGREEMENT

(a) The TOEF must:

- (i) acquit and carry out all aspects of the Project in a competent, diligent, satisfactory and professional manner, and to a high standard.

(b) The FCFC must pay to the Recipient their project funding Contribution in the manner set out below:

- I. The Contribution is to be paid by instalments based upon the achievement of the milestones set out in the table below.
- II. The FCFC will pay the instalment amount upon request by TOEF, at the milestones below.

No	Milestone	Instalment Amount
1	Upon execution of this agreement	\$80,000
2	Completion of onsite works	\$40,000

2. PROJECT PARTICULARS

2.1 Use of Funding

The TOEF must use the Funding only for the carrying out of the Project in accordance with this Agreement and the Approved Budget. Project description is as outlined below in (a):

(a) Project Description

The upgrades to the women's facilities will include: changerooms refurbishment, toilets and showers to be unisex and universally accessible.

The works will be staged and may include additional site works such as increased seating areas (external), improved player race accessibility, and other necessary works agreed between the TOEF and FCFC, subject to budget constraints.

(b) Project timeframe

The TOEF agrees to commence the Project as per the table below.

Main Activities / milestones	Milestone date
Execution of Agreement	December 2021
Appoint Architect & complete Tender docs & detailed design drawings and specifications	February 2021
Request for Tenders (RFT) – Construction works	February 2021
Awarding of construction contract	March 2022
Commencement of construction	April 2022
Project completion date	July 2022

(c) Project total budget

Project items	Funds under this Agreement (\$)	Other Funding (\$)	Name of Sources of Other Funding	Total Funds (\$)
FCFC facility and site upgrades	\$120,000	\$600,000	Department of Local Government, Sport and Cultural Industries	\$720,000
TOTALS	\$120,000	\$600,000		\$720,000

(d) Payment of Funds

The TOEF will forward an invoice to FCFC for the amount of the Funding outlined in the agreement. The payment will be processed by electronic funds transferred to:

Account name:	Town of East Fremantle
BSB:	066121
Account number:	00540326

3. REPAYMENT AND RETENTION OF THE FUNDS

At the completion of the Project, a Statement of Income and Expenditure will be provided to the FCFC, and if any portion of the FCFC funds (Contribution) remain unspent, it will be returned to the FCFC on a pro-rata basis, in accordance with State Government's (DLGSC) conditions of funding agreement (Agreement #21/2100).

4. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) must be:
 - (i) hand-delivered or sent by prepaid post to the address of the Party receiving the notice as set out in this agreement; or
 - (ii) email addresses, sent to that email address and the notice is in an attachment in .pdf format;

SCHEDULE 1 – CONTACT OFFICERS

1. Notice addresses

1.1 Town of East Fremantle

Mail:	PO Box 1097 Fremantle, WA 6959
Email:	admin@eastfremantle.wa.gov.au

1.2 Fremantle City Football Club

Mail:	
Email:	

2. Contact Officers

2.1 Town of East Fremantle

Name:	Nicholas King
Job title:	Executive Manager Technical Services
Phone:	9339 9339
Email:	nking@eastfremantle.wa.gov.au
Postal address:	PO Box 1097 Fremantle 6959
Street address:	135 Canning Highway, East Fremantle

2.2 Fremantle City Football Club – Contact 1

Name:	
Club title:	
Phone:	
Email:	
Postal address:	

2.3 Fremantle City Football Club – Contact 2

Name:	
Job title:	
Phone:	
Email:	
Postal address:	

EXECUTION OF THIS AGREEMENT

THE COMMON SEAL of the TOWN)
OF EAST FREMANTLE was hereunto)
Affixed in the presence of)
)

Signature of Mayor

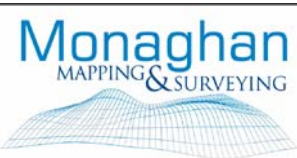
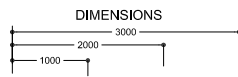
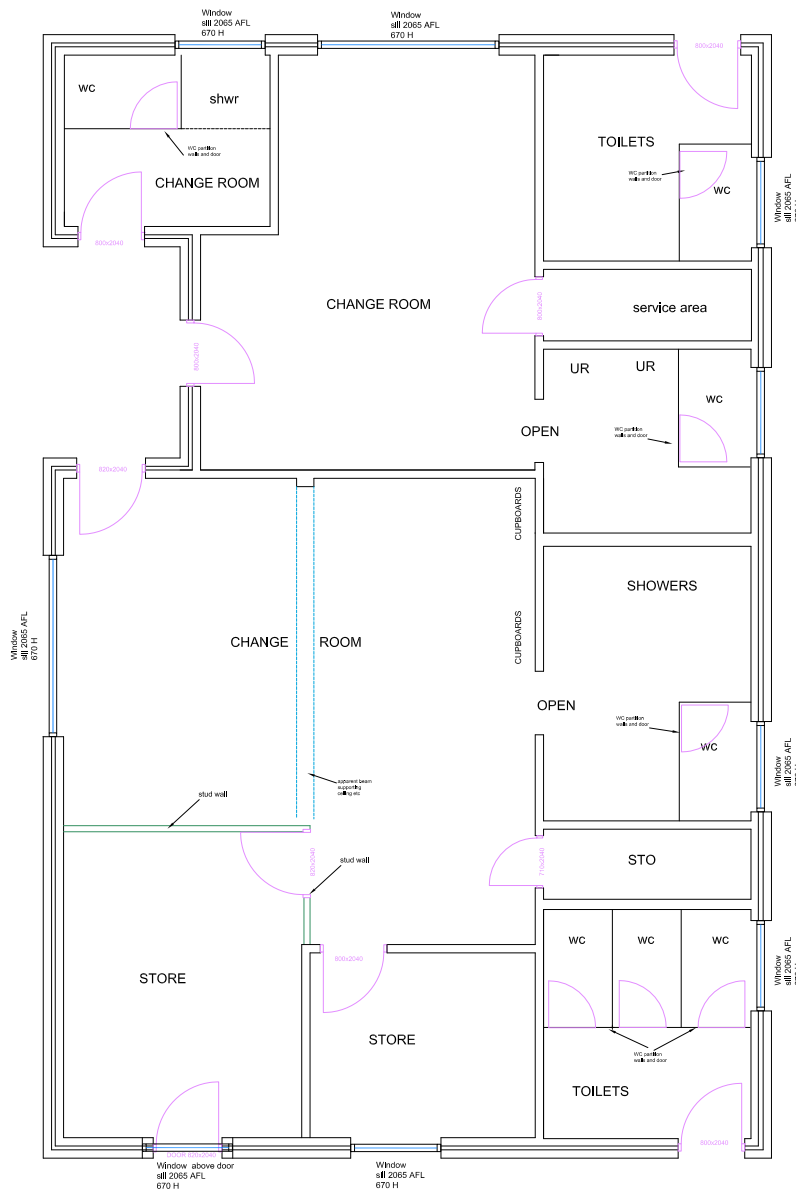
Full name of Mayor

Signature of Chief Executive Officer

Full name of Chief Executive Officer

NOTES

1. Widths of windows can be dimensioned off the plan. Critical dimensions should be checked on site.
2. Window dimensions are of the wall opening.
3. Quoted doors sizes are of the inside of the frame and not the actual wall opening. Door frame sizes are nominal.
4. No cupboards or fittings are shown only walls and wall openings.
5. Window detail is illustrative only and does not show actual sizes or configuration of window components or all components. Position of window in opening is only illustrative.
6. Door frame depiction is only illustrative. Please check size shape and material if necessary. Position of door in opening is only illustrative.
7. Where indicated in red check dims and locations, materials.
8. Where possible we have made compensation for wall tiles in order to give more representative dimensions between walls.
9. Raked and complex ceilings will not show detail of the structure and heights except where noted.



UNIT 11 / 4 FLINDELL ST,
 OCONNOR, W.A. 6163.
 Mob 0418 928065
 Email : jmon @ aapt.net.au
 Web: www.fremantlesurveying.com.au

	BY	DATE
DRAWN	JTM	8.12.21
CHK'D	JTM	8.12.21
APP'D		8.12.21
ISSUED	JTM	8.12.21

FLOOR AND OPENING PLAN
 EAST FREMANTLE FOOTBALL
 CLUBROOMS
 WAUHOP STREET
 EAST FREMANTLE

CLIENT	T.O.E.F.
SCALE	1:100A3
DATE	2.12.21
DATUM	AHD
DRAWN	JTM

DRAWING
 REVISION

WAU.FP 001

13.3.4 RFQ11-2021/22 Legal Services - East Fremantle Oval Precinct Redevelopment

Applicant	Not Applicable
File ref	R/RSO9
Prepared by	Gary Tuffin, Chief Executive Officer
Meeting Date:	14 December 2021
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	1. Initial Legal Services assessment (Confidential)

Tabled	1. McLeods – fee proposal 2. DLA Piper – fee proposal 3. Jackson McDonald – fee proposal
---------------	--

Conflict of Interest

None advised.

Purpose

This report is seeking authorisation to increase the Chief Executive Officer's authority for legal service for the East Fremantle Oval Project only, to be in line with the CEO's general delegated authority of \$150,000 for all other external services or goods.

Executive Summary

The Chief Executive Officer's current delegation in relation to the engagement of legal services provides the following;

The authority is restricted to legal advice of an operational nature that is required to protect the interests of the Town and to an initial value not exceeding \$20,000.

It is recommended this delegation be increased to \$150,000 for the provision of legal services for the East Fremantle Oval Precinct Redevelopment Project to ensure the project can continue to proceed without further delay.

Background

RFQ11 – 2021/22 was developed for various legal services required to support the delivery of the EF Oval Precinct Redevelopment Project.

The scope included the following

- a) **Project Governance Structure**
The Town anticipates setting up a subcommittee of Council to oversee the project and the Town will require advice in relation to the structuring of that subcommittee.

- b) **Procurement of the Precinct Operator**
The Town intends to appoint an independent Operator to manage the precinct and requires legal advice to the set-up of lease and Management and Operations Agreement with the Operator.

The procurement of the management and operations services will be subject to s3.57 of the Local Government Act and the grant of the lease to the operator will be subject to s3.58 of the Local Government Act.

The Town will undertake an expression of interest process followed by either a private tender or a public tender with the expression of interest describing the management and operation services being sought.

In relation to the management and operations agreement, the following will be required to be documented:

- *The role of the operator in ensuring the design is fit for purpose, assisting the Town in structuring the management arrangements and supporting the Town during the design and construction process;*
- *The sharing of the returns from the commercial aspects;*
- *Performance standards;*
- *Key personnel;*
- *Management of staff and subcontractors;*
- *How the occupiers will be managed;*
- *Preparation of annual management and operational plans;*
- *Dealing with conflicts between occupiers;*
- *The ability to replace and change occupiers over time;*
- *The generation of collaboration and synergies amongst the occupiers;*
- *The securing of long term public access;*
- *The securing of the expected community benefit from the project by the Town;*
- *Management of and engagement with the stakeholders in the precinct;*
- *How usage fees will be determined; and*
- *The amount of any capital contribution by the operator and the circumstances when that contribution has to be repaid.*

In relation to the lease to the operator, the type of matters that will need to consider include:

- *The commercial terms, including consideration of fixed rent, turnover rent or a combination of both;*
- *Responsibility for outgoings and the apportionment of outgoings amongst occupiers;*
- *Allocation of repair and maintenance responsibility;*
- *Allocation of capital and structural responsibility;*
- *Whether or not to set up a repair and maintenance fund;*
- *Whether or not to set up a capital and structural upgrades fund;*
- *The requirements in relation to granting of sublease and the terminating of subleases;*
- *The operator's rights and powers in relation to the other occupiers;*
- *The Town's ability to intervene in negotiations and disputes between the operator and other occupiers;*
- *The apportionment of risk and liability between the various occupiers;*
- *The requirements of the Minister for Lands;*
- *The amount of "commercial activity" the Minister will permit on Crown land;*
- *Rights in relation to the sale of liquor and the holding of events;*

- *Damage and destruction obligations;*
- *The insurance obligations of the Operator and the Town; and*
- *The length of tenure, given that the amount of any capital contribution will increase as the length of tenure increases.*

c) **Granting of tenure to occupiers**

The Town intends to grant tenure to the following existing tenants:

- *East Fremantle Football Club;*
- *East Fremantle Bowls Club; and*
- *East Fremantle Croquet Club.*

In relation to the grant of tenure to the occupiers, the type of matters that will need to be considered, include:

- *The agreed term and options;*
- *Tenure will be either by sublease or a licence (as there will be a lease in place to the operator);*
- *The Town will want to put the initial suite of tenure arrangements in place to ensure that original occupiers are all secured;*
- *The Operator will then "take over" the initial tenure arrangements;*
- *The role the Town plays in the management of the occupiers, (e.g. the Town will require the Operator seek the Town's agreement to terminate the sublease to an occupier);*
- *The fees that the Operator can and cannot pass onto occupiers;*
- *The apportionment of repair and maintenance and capital and structural costs between the operator and the occupiers;*
- *The permitted use and changes to that use; and*
- *Securing of commercial opportunities.*

d) **Procurement of the builder**

Assistance with a proposed hybrid early contractor involvement (ECI) procurement method to ensure its compliance with the Local Government Act and/or advice as to how the process could be altered such that it stills meets the requirements of the Town but also complies with the Local Government Act:

- *RFT is issued seeking to appoint a contractor to enter into a building contract;*
- *RFT assessment criteria to include:*
 - *Margin and prelims;*
 - *A guaranteed not to exceed estimated price;*
 - *Other non price specific criteria such as innovation and value engineering elements; resourcing; capacity;*
 - *A fee (or hourly rates) for the work to be done (similar to an ECI fee) before*
- *RFT to:*
 - *The successful tenderer will enter into a building contract subject to the satisfactory completion of a workshop period (Condition Precedent Period or CP period) designed to address certain conditions precedent namely the completion of design development and fixing of the scope and the lump sum price; and*

- *The Town can terminate the building contract whenever it likes, and that it will come to an end if the conditions precedent are not satisfactorily completed.*
 - *The idea is that:*
 - *During the Conditions Period (CP) period, the contractor and the Town will embark on a process of workshopping the designs, scope and price, engaging with trade subcontractors and the design team, with the aim of fixing those three components;*
 - *If successfully completed, the parties will be able to update/amend the building contract with the precise scope and lump sum price, and the builder can commence works; and*
 - *If the process is NOT completed satisfactorily, the Town will be able to take the outputs generated to date, and revert to public tender to select a fresh contractor.*
 - *It will be important to ensure that the process of updating / amending the building contract noted above and entering into a variation to clarify and finalise matters relating to the building contract does not contravene regulation 21A of the Local Government (Functions and General) Regulations 1996. I.e, the variation must be:*
 - *necessary in order for the building work to be done; and*
 - *there is no change to the scope of the building work.*
 - *The process would also:*
 - *Clearly set out the fact that a variation will be required; and*
 - *The scope of the building work would not change*
- e) **Contracting with a builder.**
- *Contract documentation – inclusive of ability to novate contract in the event Head contractor goes into liquidation.*
 - *Inclusive of establishing a Project Bank Account*

Consultation

The RFQ for legal services was provided to 3 law firms

- McLeods & Co
- Jackson McDonald
- DLA Piper

Statutory Environment

Local Government Act 1995

DA12 – Legal Advice – maximum value \$20,000 without Council authority.

Policy Implications

TOEF Purchasing Policy applies – three quotations have been received.

Financial Implications

The fees received have been provided in the confidential assessment table in Attachment 1.

Strategic Implications

The successful delivery of the project and ongoing operations of the facility will rely heavily on obtaining appropriate legal advice.

Risk Implications

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
If legal services are not engaged prior to the February council meeting, serious delays could result for the EF Oval Project.	Possible (3_	Moderate (3)	Moderate (5-9)	REPUTATIONAL Unsubstantiated, low impact, low profile or 'no news' item	Accept Officer Recommendation

Risk Matrix

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

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

Risk Rating	9
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 next formal Ordinary meeting of Council is not scheduled until February 2022, and it has not been possible to undertake a full assessment of the legal fee proposals prior to this meeting. Whilst an initial assessment has been undertaken, it is recommended a more thorough investigation into the proposals be undertaken before engaging any services to ensure the project scope has been properly understood and priced by the quoters.

Therefore, to allow for a further assessment to be undertaken and prevent project delays, it is recommended that the Chief Executive Officer be authorised to engage legal services for the East Fremantle Oval Precinct Redevelopment up to a maximum value of \$150,000.

13.3.4 OFFICER RECOMMENDATION

That Council authorise

- 1. the Chief Executive Officer to engage a legal firm(s) for services as detailed in RFQ11 – 2021/22 up to a maximum value of \$150,000 for the East Fremantle Oval Precinct Redevelopment Project.**
- 2. the Mayor & Chief Executive Officer to affix the Common Seal and sign the related contract for legal services for RFQ11-2021/22.**

-
14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
 15. NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING
 16. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
 17. NEW BUSINESS OF AN URGENT NATURE
 18. MATTERS BEHIND CLOSED DOORS

PROCEDURAL MOTION

That the meeting be closed to the public to discuss Item 18.1 under the terms of the *Local Government Act 1995, Section 5.23(2)(c) & (e)*.

- 18.1 Tender Approval – Minor Asphalt Services
(Confidential Report)

PROCEDURAL MOTION

That the meeting be reopened to the public.

19. CLOSURE