

MINUTES

Council Meeting

Tuesday, 15 November 2022 at 6:30 PM

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MINUTES

MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, 135 CANNING HIGHWAY EAST FREMANTLE ON TUESDAY 15 NOVEMBER 2022.

1 OFFICIAL OPENING

The Presiding Member opened the meeting at 6.30pm.

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

The following members were in attendance:

Cr A Natale	Presiding Member
Cr C Collinson	
Cr K Donovan	
Cr A McPhail	
Cr D Nardi	
Cr A White	
Cr M Wilson	

The following staff were in attendance:

Mr G Tuffin	Chief Executive Officer
Mr A Malone	Executive Manager Regulatory Services
Mr P Kocian	Executive Manager Corporate Services
Mr N King	Executive Manager Technical Services
Ms J May	Minute Secretary

There were no members of the public in attendance

4.2 APOLOGIES

Mayor J O'Neill.

4.3 APPROVED

Cr Mascaro

5 DISCLOSURES OF INTEREST

5.1 FINANCIAL

Nil

5.2 PROXIMITY

Nil

5.3 IMPARTIALITY

Nil

6 PUBLIC QUESTION TIME

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

6.1.1 BRON SIBREE, 41 DALGETY STREET

Given the astonishing number of inconsistencies across the various documents related to the Woodside development application and its Appendices regarding uses for the additional facilities it proposes to establish onsite, could the Council please outline a list of exactly what ancillary/incidental facilities and land uses from the development application documentation are being included for assessment in the Responsible Authority Report; on what basis this list has been determined; and which ancillary/incidental facilities and land uses from the development application have been excluded and why. Please give detailed attention to each on the list of examples submitted with this question and please also detail exactly who will be using these facilities, in what capacity and amount, and whether each of these uses complies with the existing land use regulations?

Officer Response

The proposal identifies several uses on the site in addition to the aged care accommodation including the Wellness Centre, café, and staff training facilities. The Council included a response to the matter of 'additional uses' in a related matter listed for discussion at the Special Meeting of Electors held on 15 September 2022. The matter listed was "iii) The Council to identify clearly any commercial functions which have scope and uses beyond the provision of services for the residents, their visitors and staff of the site in question, and which are likely to detract from the amenity of affected local residents and ratepayers."

The response provided was:

It is the Council's understanding that there are some commercial functions (for example, a training or educational establishment or external catering service) which have the scope to be approved by the DAP under Local Planning Scheme No. 3. However, in the Town's view these uses would not be considered incidental to the aged care facility use and would be required to be the subject of a separate development application and advertised for community comment before a decision maker could determine the application.

Further to the above, the Town is aware that the supporting information in the development application does mention other uses in addition to the residential aged care facility, supported independent living dwellings, wellness

centre and café (as outlined in the question on notice). The Town has sought clarification from the applicant in this regard and at this point the applicant has stated that the proposed uses for the site include the following:

- Residential aged care facility and associated operating functions and amenities for residents and on-site staff only e.g. administration offices, kitchen, laundry, library, dining rooms, staff facilities and amenities, maintenance rooms, storage etc;
- Supported Independent Living accommodation in the two single dwellings on Dalgety and Fortescue Streets;
- Café for the use of on-site aged care residents, their visitors and staff at the facility (the ground floor of Woodside House and the surrounding gardens are not for use by, or open to the general public);
- Training/professional development facilities only for staff working at the facility; and
- Wellness centre (various uses as identified on the plans, including consulting rooms, salon, hydrotherapy pool, massage and exercise studio) to be available for the on-site residents, residents of other Hall & Prior facilities and Hall & Prior clients who receive in-home care).

The applicant has confirmed they are seeking approval for the above uses as part of the development application. The Town's Administration will therefore assess and discuss each of these uses in the Responsible Authority Report (RAR) and make a recommendation, for Council's consideration, in respect to whether the various uses should be refused, approved, or approved with conditions.

As the issue of 'additional uses' was unclear and inconsistent in the supporting information and was raised in the submissions, the Town has formally requested the following from the applicant:

- Hall & Prior to clarify in writing that catering services supplying other aged care facilities / other venues / and in-home care clients will not be provided from the subject site; and
- Hall & Prior to clarify in writing that professional development/ staff training / industry training will not be conducted on the subject site other than for staff employed only at the subject residential aged care facility.

It is expected that this written clarification will be provided in due course as it was part of the formal request for further information from the applicant covering several land use, planning and traffic issues.

However, it should be noted that the Council is not the decision maker in respect to what is considered an incidental use on the site. The JDAP will consider and ultimately determine the proposed incidental uses.

6.1.2 JENNY FOLEY, 17 FORTESCUE STREET

1. Has the council already approved the provision of parking spaces on the road reserve in Fortescue Street on the crest of the hill adjacent to the Woodside Hospital site? If so, was this done at the request of the developer, when did this occur and why was the local community not consulted?

Officer Response

The Council has not approved the provision and use of parking spaces in the verge on Fortescue Street in relation to the current application. The car parking in the current configuration perpendicular to the kerb is proposed to be removed. Car parking (11 bays as shown on the plans) is proposed to be installed on Fortescue Street, in a configuration parallel to the kerb, as part of the development proposal. The car parking is still subject to assessment by the Town's Administration. Council has not formally considered the provision, number, configuration or use of parking spaces located in the road reserve in Fortescue Street. This matter will be discussed in the RAR report presented to Council for its consideration and recommendation to the JDAP.

2. In regard to the Woodside Hospital site development, will the council request cone of vision assessment for both southern and northern boundaries at 18 Dalgety Street to provide more information of the impact on neighbour amenity for consideration at the JDAP meeting?

Officer Response

A preliminary assessment of the visual privacy setbacks (overlooking) under the Residential Design Codes has been undertaken. The southern balconies have been preliminarily assessed to comply with the 'Deemed to Comply' provisions of the Residential Design Codes. The northern balconies technically do not comply with the 'Deemed to Comply' provisions as per the Town's preliminary assessment. The Town has raised the issue of privacy and overlooking of the adjoining properties to the north and south with the applicant and requested that this be reviewed with the view to potentially providing increased privacy and reducing overlooking. The matter is being considered by the applicant.

As part of the additional information package previously requested by the Town, the applicant was asked to provide cone of vision diagrams for the balconies on the northern elevation only because the balconies on the southern elevation comply with the provisions of the Residential Design Codes. However, as mentioned above the applicant has been requested to consider means of further addressing the overlooking concerns raised in submissions and by the Town in respect to the southern boundary as well as the northern boundary.

6.1.3 MIKE SAUNDERS, 39 FORTESCUE STREET

Can you explain why the East Fremantle council are not rejecting the planning proposal for the Woodside Age Care Facility, given that the proposed building design does not comply with the accommodation recommendation 45 of the Royal Commission into Aged Care Quality and Safety final Report?

Recommendation 45 (see below) clearly states that small household type buildings should be the design of future Age Care Facilities.

Have we not learned our lessons from the Covid Pandemic? Multi room hotel style accommodation is not the way to go unless we want to repeat the high fatalities in our age care facilities of the future?

Recommendation 45: Improving the design of aged care accommodation

The Australian Government should guide the design of the best and most appropriate residential aged care accommodation for older people by:

- a. developing and publishing by 1 July 2022 a comprehensive set of National Aged Care Design Principles and Guidelines on accessible and dementia friendly design for residential aged care, which should be:*
 - i. capable of application to 'small household' models of accommodation as well as to enablement and respite accommodation settings.*
 - ii. amended from time to time as necessary to reflect contemporary best practice*
- b. implementing by no later than 1 July 2023 a program to promote adoption of these National Aged Care Design Principles and Guidelines in design and construction of residential aged care buildings, which should include:*
 - i. industry education, including sharing of best practice models*
 - ii. financial incentives, whether by increased accommodation supplements or capital grants or other measures or a combination of such measures, for residential aged care buildings that comply with the Guidelines*
- c. advancing to the National Federation Reform Council by 1 July 2025 a proposal for any amendments to Class 9c of the National Construction Code to reflect accessible and dementia-friendly design standards for new residential aged care buildings, or those proposed to be substantially refurbished, according to specifications informed by the National Aged Care Design Principles and Guidelines.*

Officer Response

Council cannot reject the planning proposal. Under the planning legislation the applicant is within their rights to submit a development application for assessment and consideration based on their preferred outcome for the site. The JDAP development application is required to be assessed and determined under the current planning legislation and framework which requires the decision maker, in this case the JDAP, to consider all matters relevant to the orderly and proper planning of the site and the surrounding locality.

Under cl. 67 (1) and (2) of the Deemed Provisions of Schedule 2 of the (Planning and Development (LPS) Regulations, 2015, the Council and the JDAP, in considering an application for development approval, is to have due regard to those matters relevant to the development, the aims and objectives of the Scheme and the requirements of orderly and proper planning which includes a comprehensive list of planning and related matters.

The Royal Commission into Aged Care Quality and Safety Final Report is not a planning document and the Town's Administration and Council does not have the authority or responsibility to assess the proposal in relation to the findings and recommendations of this document or any other aged care accommodation matter that is subject to approval and regulation under Federal aged care legislation. So, the Town's Administration will not be undertaking an assessment of the application in relation to the Royal Commission into Aged Care Quality and Safety Final Report.

6.2 PUBLIC QUESTION TIME

Nil

7 PRESENTATIONS/DEPUTATIONS**7.1 PRESENTATIONS**

Nil

7.2 DEPUTATIONS

Nil

8 APPLICATIONS FOR LEAVE OF ABSENCE**8.1 CR WILSON**

Cr Wilson sought leave of absence for the period 24 to 27 November 2022.

OFFICER RECOMMENDATION

Moved Cr Nardi, seconded Cr McPhail

That Leave of Absence be granted to Cr Wilson from 24 to 27 November 2022.

(CARRIED UNANIMOUSLY)

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 MEETING OF COUNCIL (18 OCTOBER 2022)

OFFICER RECOMMENDATION

Moved Cr White, seconded Cr Donovan

That the minutes of the Ordinary meeting of Council held on Tuesday, 18 October 2022 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil.

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Reports start on the next page

12.1 TOWN PLANNING COMMITTEE REPORT

Report Reference Number	OCR-1551
Prepared by	Andrew Malone Executive Manager Regulatory Services
Supervised by	Gary Tuffin Chief Executive Officer
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil.
Attachments	

1. Town Planning Committee Minutes 1 November 2022

PURPOSE

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

EXECUTIVE SUMMARY

The Committee, at its meeting on 1 November 2022, exercised its delegation in two statutory matters where at least four members voted in favour of the Reporting Officer's recommendation.

BACKGROUND

Nil.

CONSULTATION

Town Planning Committee

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Nil.

CONCLUSION

The unconfirmed minutes of the Town Planning Committee meeting held on 1 November 2022 are now presented to Council for receipt.

12.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 011511

OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr White

That the unconfirmed Minutes of the Town Planning Committee Meeting held on 1 November 2022 be received.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page



MINUTES

Town Planning Committee Tuesday, 1 November 2022 at 6:30 PM

Disclaimer

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MINUTES

1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

Presiding member opened the meeting at 6.30 pm and welcomed members of the gallery.

2 ACKNOWLEDGEMENT OF COUNTRY

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

The following members were in attendance:

Cr C Collinson	Presiding Member
Mayor J O'Neill	
Cr A Natale	
Cr D Nardi	
Cr A White	

The following staff were in attendance:

A Malone	Executive Manager Regulatory Services
K Culkin	Minutes Secretary

4.2 APOLOGIES

Nil

4.3 APPROVED LEAVE

Cr L Mascaro

5 MEMORANDUM OF OUTSTANDING BUSINESS

Nil

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6 DISCLOSURES OF INTEREST

Nil

6.1 FINANCIAL

Mayor O'Neill declared a financial interest in the matter of Item 12.2, 97 King Street, as he has a contractual arrangement with the applicant, Mr John Chisolm.

6.2 PROXIMITY

Nil

6.3 IMPARTIALITY

Nil

7 7. PUBLIC QUESTION TIME

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

Nil

7.2 PUBLIC QUESTION TIME

Nil

8 PRESENTATIONS/DEPUTATIONS

8.1 PRESENTATIONS

Nil

8.2 DEPUTATIONS

Nil

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 TOWN PLANNING COMMITTEE (6 SEPTEMBER 2022)

9.1 OFFICER RECOMMENDATION

Moved Cr White, seconded Mayor O'Neill

That the minutes of the Town Planning Committee meeting held on 6 September 2022 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



11 REPORTS OF COMMITTEES

Nil



12 REPORTS OF OFFICERS (COMMITTEE DELEGATION)

12.1 14 GEORGE STREET - ALTERATIONS AND ADDITIONS

Owner	William & Kylie Telfer
Applicant	Brennan Architecture
Report Reference Number	TPR-1119
Planning Reference Code	P73/22
Prepared by	James Bannerman
Supervised by	Andrew Malone
Meeting date	Tuesday, 1 November 2022
Voting requirements	Simple majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Photos
3. Plans submitted 23 August 2022
4. Place record form
5. Community consultation checklist

PURPOSE

The purpose of this report is for Council to consider a development application for proposed alterations and additions at 14 (Lot 2) George Street, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes alterations and additions to 14 (Lot 2) George Street, East Fremantle. It is located within the George Street Designated Heritage Area that is zoned mixed use and has a density code of R40. A previous development application was approved on the site in 2022 proposing a larger development, however the applicant has subsequently sought approval for this redesigned small proposal.

There is an existing Category C heritage dwelling that is on site with old sheds at the rear and a carport at the side of the building. The works include the proposed demolition of the sheds and carport. The removal of these structures does not impact on the character or features of the heritage dwelling and do not negatively affect the heritage significance of the place as they were additions made much later than the original structure.

The original Category C heritage dwelling is being retained and enhanced to ensure that it is a more liveable dwelling. The existing dwelling will be renovated with a new ensuite, walk in robe and bathroom being added within the footprint of the existing dwelling. At the rear of the lot a ground floor addition will be added which has a new kitchen and dining area, combined laundry and pantry, and additional kids' living area. An upper storey with 2 bedrooms and 2 bathrooms will be located at the rear to minimise impact on the streetscape. A new single width garage, storage area and home gym will be constructed to the east of the heritage dwelling in the approximate location of the old carport. The following variations are requested to the Local Planning Scheme No 3 and Residential Design Codes Volume 1 with regards to this development;

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- (i) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback – Laundry, Pantry, Kid’s Lounge – Ground Floor – Eastern Wall - 0m required, 1.2m provided
- (ii) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback - Outdoor Store, Laundry, Pantry, Parapet Wall – North Wall- 1.5m required, 0m provided
- (iii) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback - Bathrooms, Hall – East Wall – Upper Storey - 0m required, 1.2m provided
- (iv) Clause 5.8.3 – Local Planning Scheme No 3 – Plot Ratio – 0.5 required, 0.54 provided
- (v) Clause 5.8.2 (c) – Local Planning Scheme No 3 – Maximum Wall Height – 5.5m required, 6.08m provided
- (vi) Clause 5.8.1 – Local Planning Scheme No 3 – Garage Setback – 0m required, 3.963m provided

It is recommended that Council support the proposed development subject to the conditions included in the final recommendation.

BACKGROUND

Zoning	Mixed Use R40
Site Area	450m ²
Heritage	Category C, George Street Designated Heritage Area
Fremantle Port Buffer	Area 2
Previous Decisions of Council and/or History of Issue Onsite	DA P100/21 - approved 1 February 2022 - alterations & additions

CONSULTATION

The proposed development was advertised from 24 August to 9 September 2022. No submissions were received.

Community Design Advisory Committee

This application was not provided to the Community Design Advisory Committee (CDAC) as administration has determined at this time it is not appropriate to undertake the CDAC meeting because of restrictions and risks associated with the Covid virus.

External Consultation

Nil

Internal Consultation

Comment was received from The Town’s Operations Department. There was concern that the widening of the driveway might result in the verge tree being struck by reversing vehicles. A condition and advice note has been included in the final recommendation that requires the tree to be left unaltered and cannot be lopped or shaped and must be protected during construction.

STATUTORY ENVIRONMENT

Planning and Development Act 2005
Residential Design Codes (Volume 1)
Local Planning Scheme No 3

POLICY IMPLICATIONS

Nil



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 Facilitates 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.

RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

SITE INSPECTION

A site inspection was undertaken.

COMMENT

Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No 3, the Residential Design Codes and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

Local Planning Scheme No 3/Residential Design Guidelines/Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback – existing heritage dwelling – no change			N/A
Garage setback	0m	3.963m	D
Minor incursions			N/A
Lot Boundary Setbacks			
Garage – eastern wall	0m	0m	A
Kids living, outdoor store/utility – eastern wall	0m	1.202m	D
Outdoor store, laundry, pantry, parapet wall – north wall	1.5m	0m	D
Window seat, bathroom – north wall	1.5m	>1.5m	A
Kitchen, dining – western wall	1.8m	5m	A
Bathrooms, hall – east wall – upper storey	0m	1.2m	D

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Bathroom, bed 2 – north wall – upper storey	1.2m	1.636m	A
Bed 2 & 3 – west wall – upper storey	3m	5m	A
Open Space – Plot Ratio	0.5	0.54	D
Car Parking	2 car bays	2 car bays	A
Maximum roof height	8m	6.775m	A
Maximum wall height	5.5m	6.08m	D
Site Works			N/A
Visual Privacy			
Bedroom 2	4.5m	4.5m	A
Bedroom 3	4.5m	>4.5m	A
Overshadowing	25%	Overshadows subject lot	A
Roof form and pitch	Metal roof Roof to be concealed	Metal roof Roof concealed from front – skillion with shallow pitch	A
Materials and colours	As indicated on plans	As indicated on plans	A
Landscaping	2m x 2m planting zone and tree	2m x 2m planting zone and tree	A
Front fence – no change	Existing fence	Existing fence	N/A
Footpaths and crossovers – no change	N/A		
Drainage	To be conditioned		

From George Street Designated Heritage Area - General Principles

i. Maintenance, repairs, additions, and alterations to significant fabric is to be in accordance with conservation principles of the National Heritage Convention 2008 (HERCON) Criteria (refer to Appendix 3).	Condition
ii. Additions and alterations to contributory buildings are to duly consider the significance and character of the existing building, adjoining buildings, and its contribution to the character of the Heritage Area.	Complies
iii. The Place Record Form for each contributory building will be a primary source of information relevant to the place in the assessment of development applications.	Complies
iv. Additions and alterations to contributory buildings are to be of high-quality design with minimal interference to the existing building.	Complies
v. Alterations should not generally remove, change, or obscure significant materials or detailing other than as part of required conservation works.	Complies
vi. Alterations should not introduce new heritage detailing that is inconsistent with the style of building and/or the physical or documentary evidence.	Complies
vii. Where the opportunity arises, any features or elements that are intrusive to the heritage values of the Heritage Area should be removed, replaced, or altered to more sympathetic detailing.	Complies

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viii. Restoration/reconstruction of original fabric is encouraged where such fabric has significantly deteriorated, previously been removed, or unsympathetically altered. Where deteriorated fabric requires replacement, a like for like approach based on physical or documentary evidence is encouraged.	Complies
ix. Additions are not to be dominant from the primary street.	Complies
x. Additions and alterations should visually contrast to a contributory place. Differentiation may be major or subtle.	Complies
xi. Additions and alterations are to respect and complement the scale, setbacks, bulk and proportions of the existing place and streetscape.	Complies
xii. Conservation of significant and contributory places is preferred and encouraged. Other than the removal of inappropriate alterations, additions and works that detract from the cultural significance of the place, demolition of contributory buildings is not generally supported without significant justification.	Complies
xiii. Where a contributory building that was not originally designed for retail purposes is proposed be converted to include a shopfront, the Town may require a Heritage Impact Statement to be prepared by the applicant.	N/A

This development application proposes alterations and additions to 14 (Lot 2) George Street East Fremantle. It is located within the George Street Designated Heritage Area that is zoned mixed use and has a density code of R40. There is an existing Category C heritage dwelling that is on site with old sheds at the rear and a carport at the side of the building. The works include the proposed demolition of the sheds and carport. The removal of these structures does not impact on the character or features of the heritage dwelling and do not negatively affect the heritage significance of the place as they were additions made much later than the original structure.

The original Category C heritage dwelling is being retained and enhanced to ensure that it is a more liveable dwelling. The existing dwelling will be renovated with a new ensuite, walk in robe and bathroom being added within the footprint of the existing dwelling. At the rear of the lot a ground floor addition will be added which has a new kitchen and dining area, combined laundry and pantry, and additional kids' living area. An upper storey with 2 bedrooms and 2 bathrooms will be located at the rear to minimise impact on the streetscape. A new single width garage, storage area and home gym will be added to the east of the heritage dwelling in the approximate location of the old carport.

The existing heritage dwelling is being enhanced while the new additions have a more contemporary design that clearly differentiates between the old and new elements of the dwelling. The new development is setback from the street such that the heritage dwelling is not overwhelmed by the new additions. They have been designed in such a way that the skillion roof on top of the upper storey component faces away from the street, the garage roof is low and concealed and new single storey element of the design is hidden behind the existing dwelling. The exterior of the rear addition will be shrouded in black charred timber cladding with black timber window frames which will contrast with the limestone and metal roof of the original dwelling.

It is noted that there was a previous development application (DA P100/21) that was approved by Town Planning Committee in February of this year. This included a larger, higher and more ambitious development, however, a new development application has been submitted that presents a scaled back version of the original design; the third storey roof terrace and underground basement have been removed from the proposal.

The requirements of Local Planning Scheme No 3 in relation to mixed use zones, the George Street Designated Heritage Area Local Planning Policy 3.1.6, and the Residential Design Codes Volume 1 are required to be utilised for the assessment of the proposed development. In many instances, the below development criteria are for



commercial properties and therefore facilitate a development which could be closer to the boundary and of a greater impact to neighbours. The proposal increases the planning requirement to provide for appropriate setbacks that would be akin to a residential area. Six variations to the Local Planning Scheme and Residential Design Codes requirements are requested in relation to lot boundary setbacks (3 locations) plot ratio, maximum wall height, and garage setback. The proposed development is supportable. It is noted that there were no submissions from advertising.

Lot Boundary Setback - Kids Living, Outdoor Store/Utility – Eastern Wall

In accordance with Local Planning Scheme No 3 clause 5.8.1 lot boundary setbacks are required to be 0m within the mixed-use zone for those properties that are adjacent to other mixed-use sites. In this case the lot boundary setback is 1.202m for this section of the dwelling. This property is intended to be residential and therefore the setback ensures that there is space between neighbouring properties and ensures that other services can be designed into the building, including the requirement for adequate space for rubbish bins, adequate space for air conditioning units, and a small garden. For this reason, the increased lot boundary setback can be supported.

Lot Boundary Setback - Outdoor Store, Laundry, Pantry, Parapet Wall – North Wall

In accordance with Local Planning Scheme No 3 clause 5.8.1 lot boundary setbacks are required to meet the setbacks of the neighbouring residential site where it is zoned Residential R20. In this case the lot boundary setback is 1.5m for this section of the dwelling. Part of the wall is a parapet wall that is located on the boundary for 5.87m long and 3.11m high while there is a section that is 5.03m long that is setback 1.635m. The property is intended to be residential. The parapet wall will provide privacy for the neighbouring residential property to the north and sufficient setback for the laundry and storeroom to access the outdoors and have space to walk around the building. For this reason, the proposed lot boundary setback can be supported.

Lot Boundary Setback - Bathrooms, Hall – East Wall – Upper Storey

In accordance with Local Planning Scheme No 3 clause 5.8.1 lot boundary setbacks are required to be built up to the boundary (0m setback) within the mixed-use zone. In this case the lot boundary setback is 1.2m for this section of the dwelling which is 7.39m long and 6.08m high on the eastern side of the property. This property is intended to be residential and therefore the setback ensures that there is space between neighbouring properties that increases visual privacy and reduces amenity impacts. For this reason, the increased lot boundary setback can be supported.

Plot Ratio

In accordance with Local Planning Scheme No 3 the plot ratio of properties within mixed use zones in the Town are required to be 0.5. In this case the plot ratio is at 0.54 This is higher than permitted under Local Planning Scheme No 3 clause 5.8.3. Plot ratio is used rather than open space to consider not only site coverage but also height of the building. Nonetheless, the total open space that is provided is 172m² or 38% of the lot area. Although the open space is less than required for a typical R40 residential property it is more than nearby commercial properties in George Street. The property is located in close proximity to Glasson Park and whilst there is a variation to the plot ratio requirement, the open space provided is considered of a high quality for the property. For this reason, the increased plot ratio can be supported.

Maximum Wall Height

Local Planning Scheme No 3 clause 5.8.2 (c) requires that the maximum wall height in a mixed-use zone is no more than 5.5m high. In this case the maximum wall height is 6.08m (for the wall of the double storey addition at the rear of the site). This is for a limited part of the dwelling and only marginally higher than the maximum wall height that is permitted for structures in the George Street mixed use zone. It is noted that the building is lower than the neighbouring property to the west, and the Harbour Heights development directly over the road from this proposed development.



Garage Setback

In accordance with Local Planning Scheme No 3 clause 5.8.1 buildings are required to be located on the front boundary. To lessen the impact of the additions that are proposed to the existing dwelling the garage has been setback 3.963m from the front boundary and approximately 2.5m behind the existing building line which ensures that the garage does not become the dominant feature of the proposed dwelling. By doing this the impact of the additions is lessened and the character and features of the heritage property are not denigrated.

CONCLUSION

Based on the preceding assessment and report the proposed development can be supported. The modifications to the design that were previously approved in DA P100/21 have reduced the impact of the design on the surrounding properties and George Street. The proposed development is a lower and less imposing development that protects the existing heritage dwelling (Category C) and will ensure that a dwelling on the western end of George Street is renovated and modernised. In many instances the above variations are actually greater than those required by the Local Planning Scheme, meaning the amenity to the streetscape and adjoining neighbours is enhanced.

The applicant has had multiple discussions with the Town, and adopted advice provided by the Town to produce a design that meets the Town's requirements which will ensure that the George Street precinct is enhanced, and heritage elements are protected. It is recommended that Council support the proposal with the attached conditions.

OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

12.1 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP011101

Moved Mayor O'Neill, seconded Cr Nardi

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

- (i) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback – Laundry, Pantry, Kid's Lounge – Ground Floor – Eastern Wall - 0m required, 1.2m provided
- (ii) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback - Outdoor Store, Laundry, Pantry, Parapet Wall – North Wall- 1.5m required, 0m provided
- (iii) Clause 5.8.1 – Local Planning Scheme No 3 – Lot Boundary Setback - Bathrooms, Hall – East Wall – Upper Storey - 0m required, 1.2m provided
- (iv) Clause 5.8.3 – Local Planning Scheme No 3 – Plot Ratio – 0.5 required, 0.54 provided
- (v) Clause 5.8.2 (c) – Local Planning Scheme No 3 – Maximum Wall Height – 5.5m required, 6.08m provided
- (vi) Clause 5.8.1 – Local Planning Scheme No 3 – Garage Setback – 0m required, 3.963m provided

for alterations and additions at 14 (Lot 2) George Street, East Fremantle, in accordance with the plans submitted 23 August 2022, subject to the following conditions:

- (1) Maintenance, repairs, additions, and alterations to significant fabric is to be in accordance with conservation principles of the National Heritage Convention 2008 (HERCON) Criteria.
- (2) Existing trees located within the verge are a Local Government asset and as such must be retained and not pruned, shaped, or modified except where otherwise approved for removal or modification by the Local Government.
- (3) During construction the verge tree is to be protected with a cage to ensure that it is not damaged by surrounding works, vehicles, or materials.
- (4) Prior to lodging an application for a building permit, the applicant must submit and have approved by the Local Government, and thereafter implement to the satisfaction of the Local Government, a construction management plan addressing the following matters:
 - a) How materials and equipment will be delivered and removed from the site.
 - b) How materials and equipment will be stored on site.



- c) Parking arrangements for contractors.
 - d) Construction waste disposal strategy and location of waste disposal bins.
 - e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction.
 - f) How risks of wind and/or waterborne erosion and sedimentation will be minimised during and after the works.
 - g) Other matters likely to impact on the surrounding properties.
- (5) The crossover widths are not to exceed the width of the crossovers indicated on the plans submitted 23 August 2022 and to be in accordance with Council's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide.
 - (6) 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.
 - (7) 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.
 - (8) 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.
 - (9) 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.
 - (10) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
 - (11) 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.
 - (12) 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.
 - (13) 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:
- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
 - (b) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
 - (c) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Council's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;*



Crossover Specifications

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover Specification 2017.pdf>

Residential Design Guidelines

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3 1 1 LPP Residential Design Guidelines Amended 17 May 2016.pdf>

Urban Streetscape and Public Realm Style Guide

<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>

Application to Conduct Crossover Works

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application to conduct crossover works.pdf>

- (d) It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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.**
- (e) 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).**
- (f) Matters relating to dividing fences are subject to the Dividing Fences Act 1961.**
- (g) Trees on verges are the property of the Town of East Fremantle. They are not to be damaged, pruned or removed. Any actions which harm verge trees will result in the Town acting against the owners/builders/contractors responsible. If there are concerns regarding trees owners/builders/contractors are asked to contact the Town to seek further advice.**

(CARRIED UNANIMOUSLY)

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 21 June 2022, this application is deemed determined, on behalf of Council, under delegated authority.

REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

14 George Street – Location and Advertising Plan



Attachment -1

Attachment -2

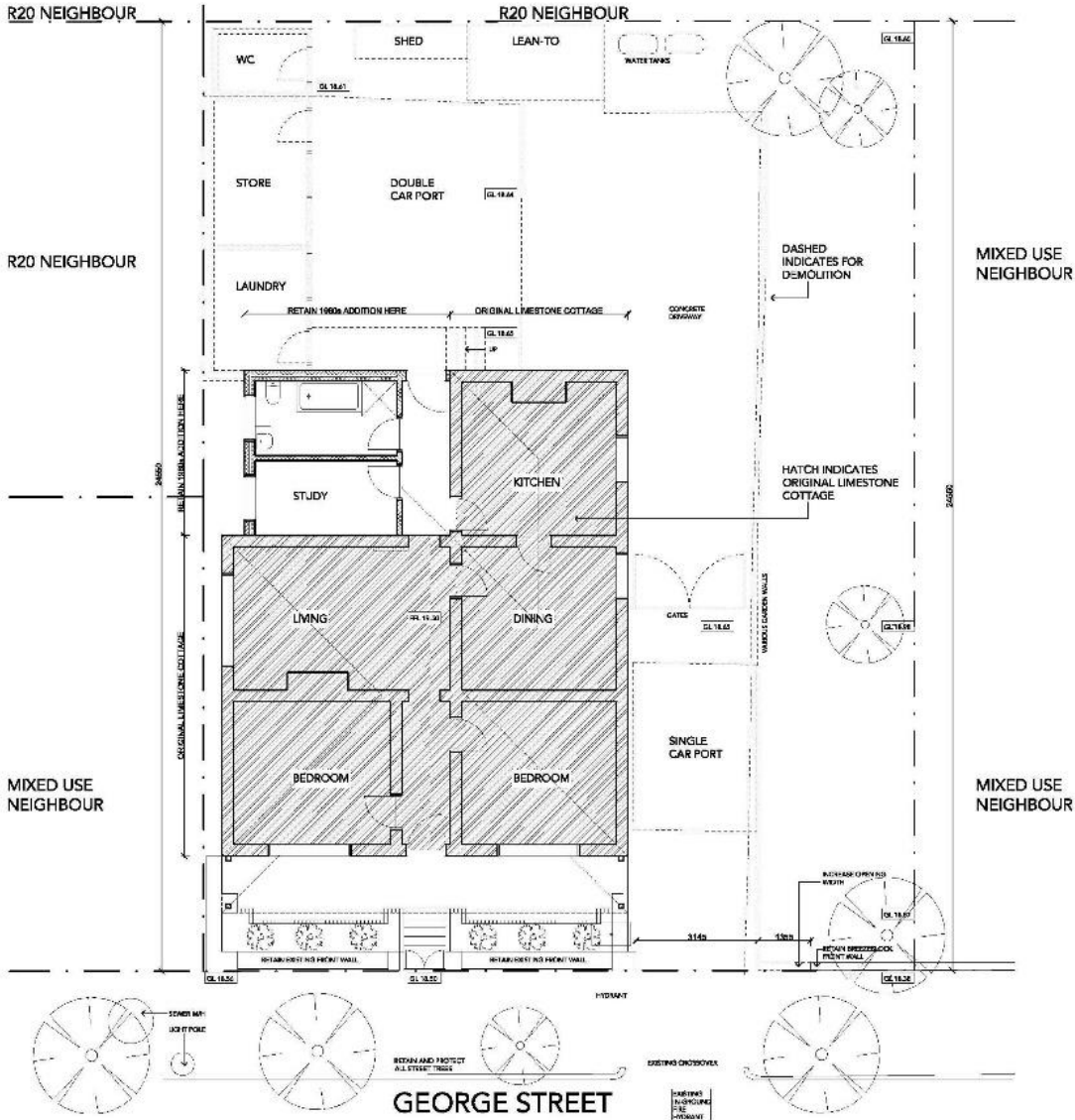
14 George Street – Photos



Attachment -2



Attachment -3



B	A	15/08/22	Issue for Development Approval
Rev	Date	Details	

BRENNAN ARCHITECTURE

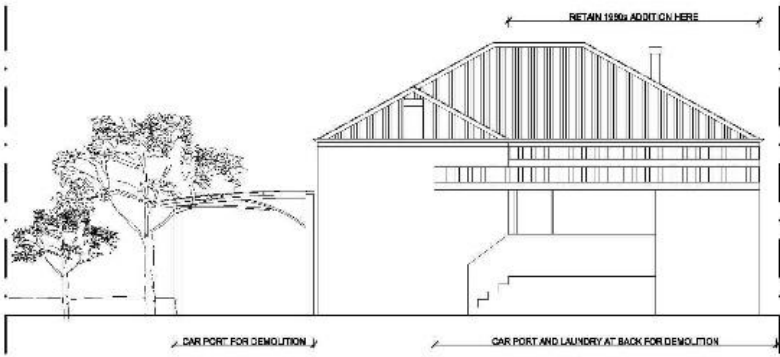
Existing House Floor Plan and Demolition

14 George Street, East Fremantle - Alterations and Additions

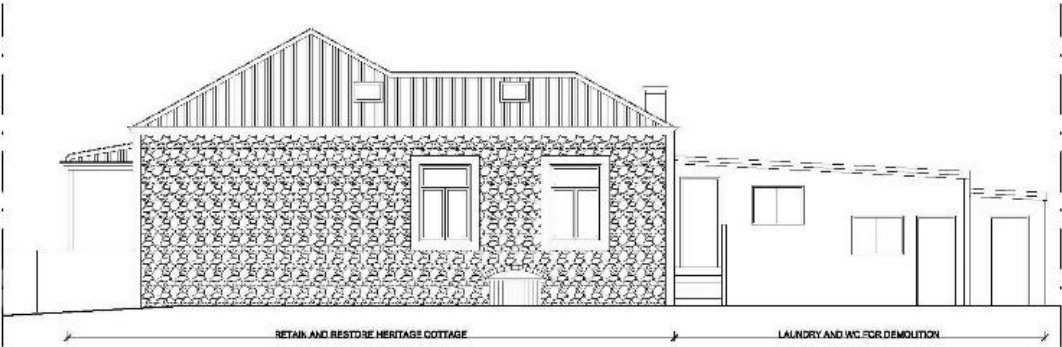
DA2.E.01.A Jul 2022 1:100 @ A3



Existing Front Elevation (South)



Existing Back Elevation (North)

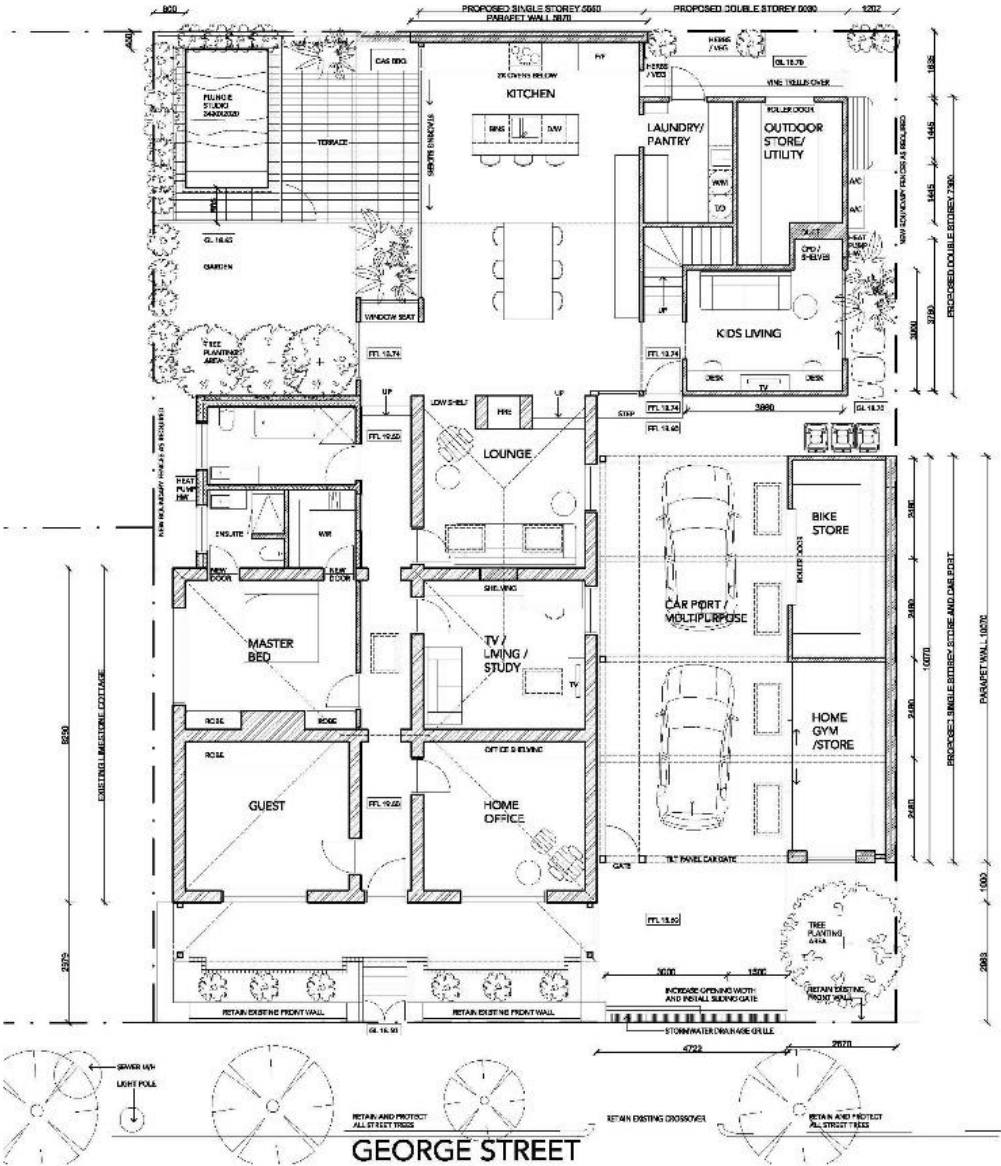


Existing Side Elevation (East)

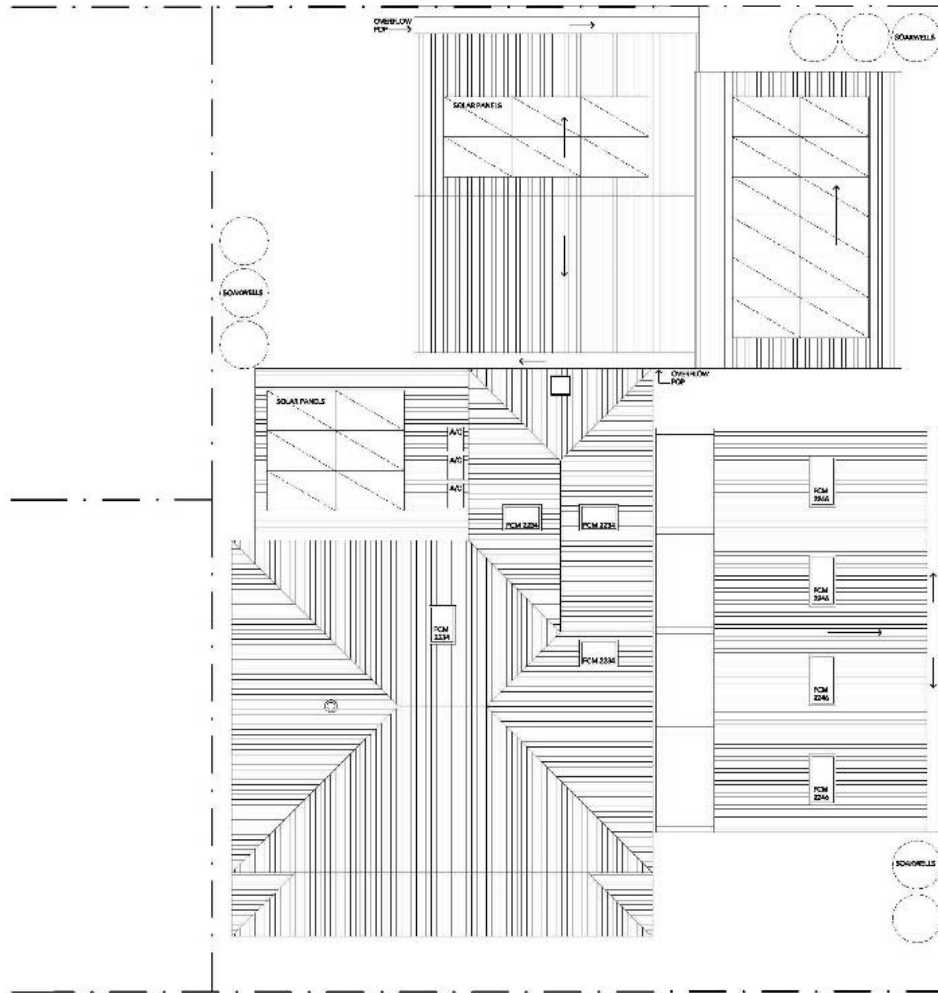


Existing Side Elevation (West)

B	A	13/08/22	Issue for Development Approval	Date	Details	14 George Street, East Fremantle - Alterations and Additions	BRENNAN ARCHITECTURE brennan-architecture.com.au	DA2 E.02 1A	Jul 2022	1:100 @ A3



B	18/08/22 Issue for Development Approval
A	Date
Rev	Details
<div>  BRENNAN ARCHITECTURE <small>COMMERCIAL ARCHITECTS</small> </div>	
14 George Street, East Fremantle - Alterations and Additions Proposed Ground Floor Plan	
DA2.F.01 1A Jul 2022 1:100 @ A3	



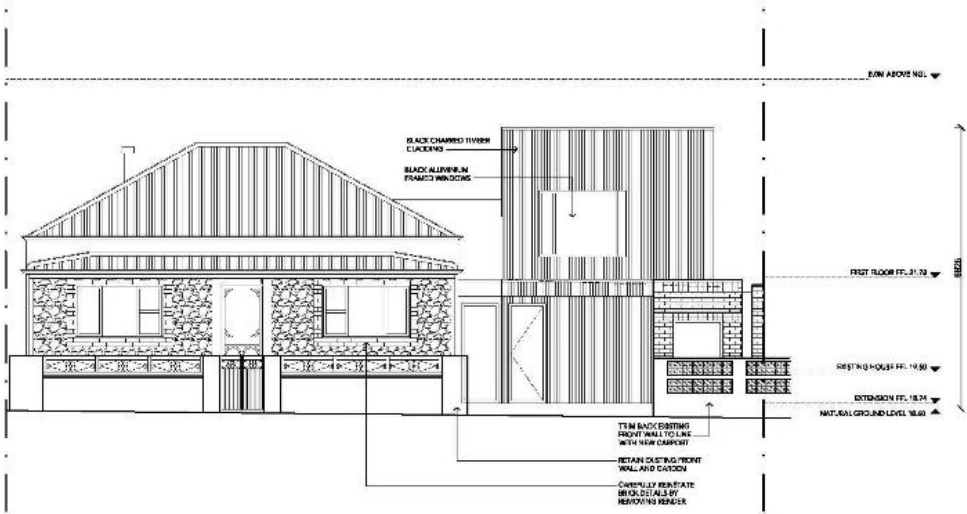
B		
A	19/08/22	Issue for Development Approval
Rev	Date	Details



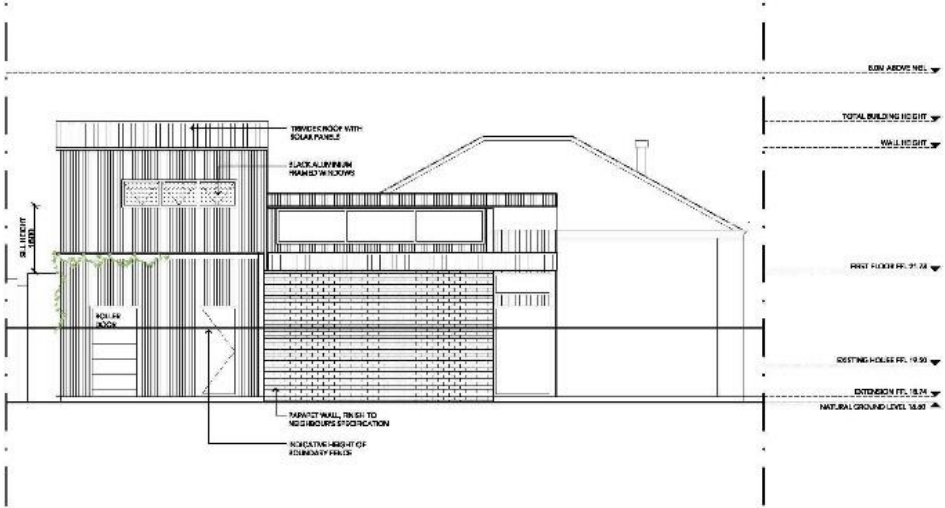
BRENNAN ARCHITECTURE
BrennanArchitecture.com
404.337.3773
Atlanta, GA

Proposed Roof Plan

DA2.P.03 A	Jul 2022	1:100 @ A3
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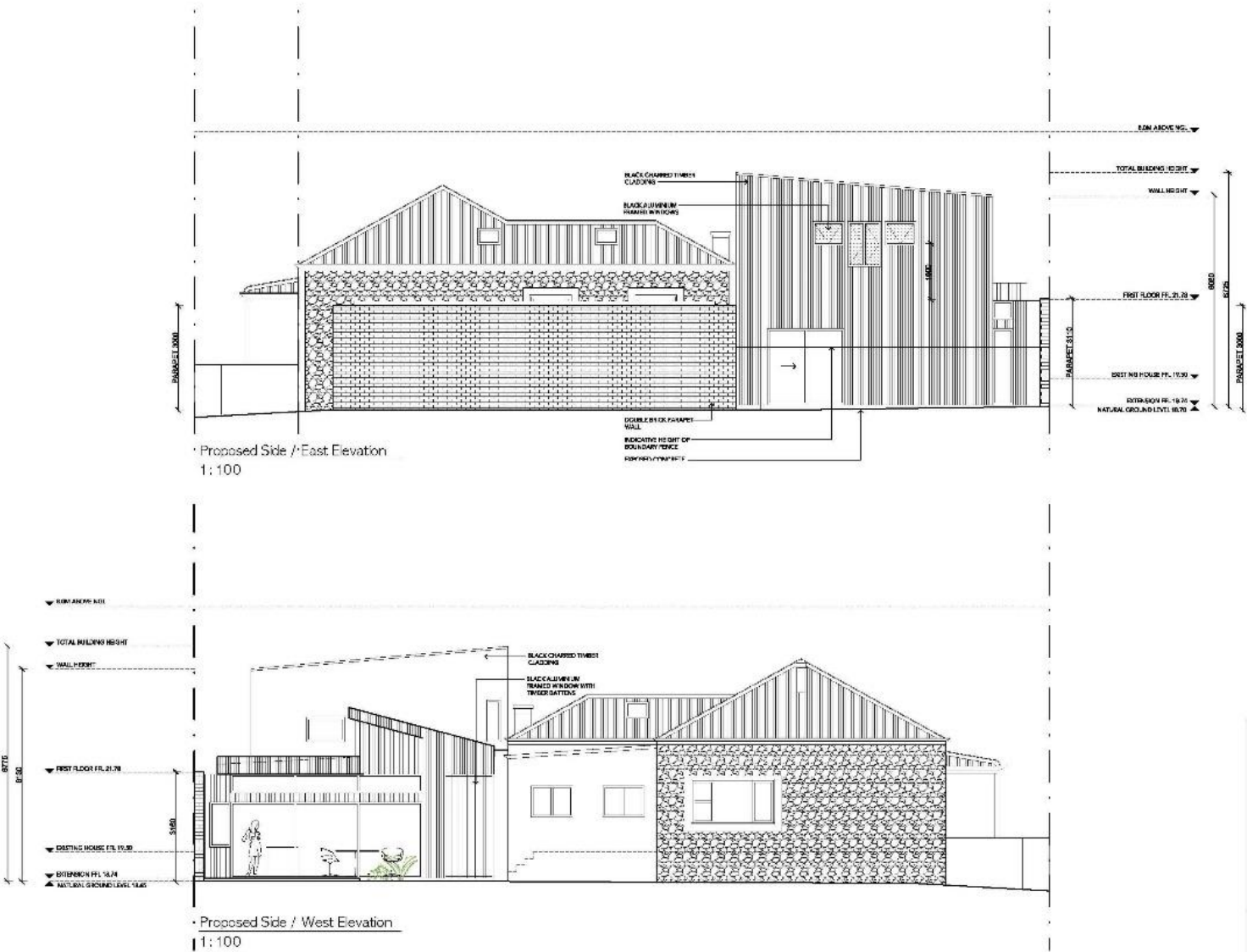


Proposed Front / South Elevation
1:100

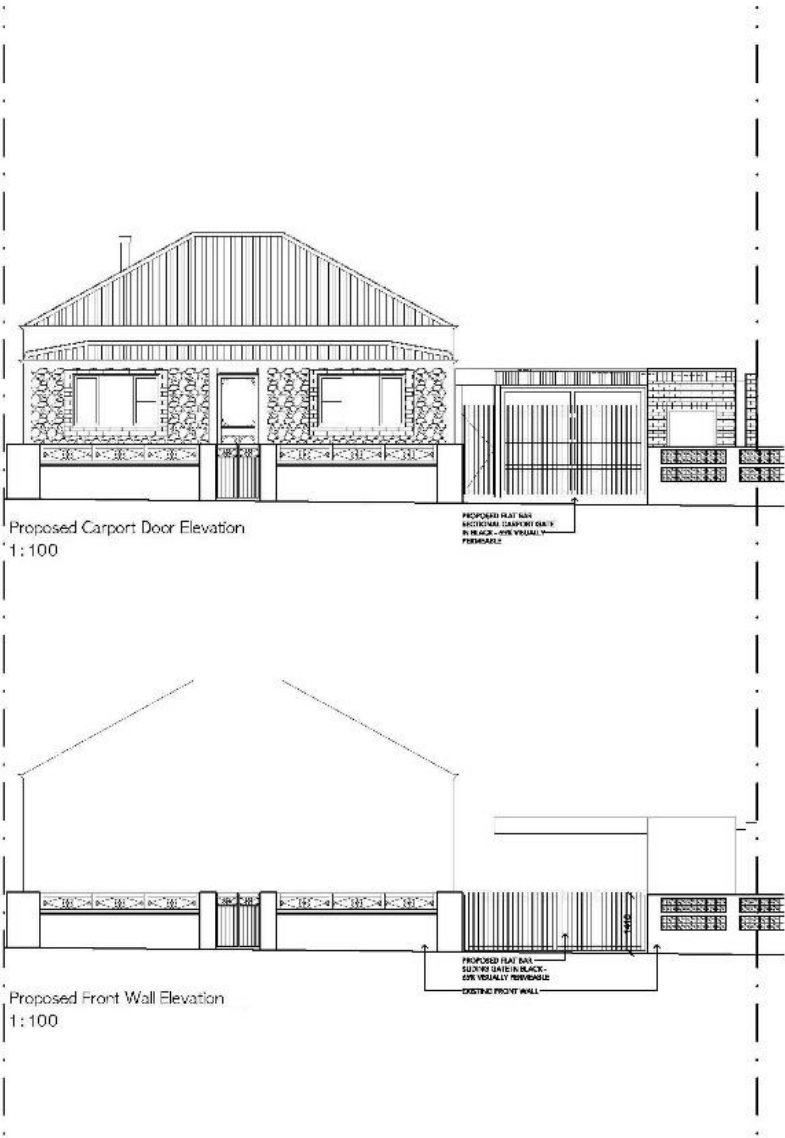


Proposed Back / North Elevation
1:100

9	A	19/08/22	Issue for Development Approval	Detail	BRENNAN ARCHITECTURE brennanarchitect.com.au 14 George Street, East Fremantle - Alterations and Additions	DA2.P.04.A Jul 2022	1:100 @ A3

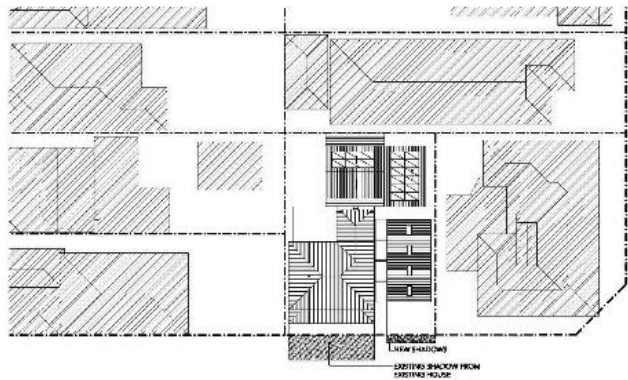


B		15/08/22 Issue for Development Approval	
Rev	Date	Details	
Brennan Architecture		14 George Street, East Fremantle - Alterations and Additions	
D42.P.05.14		Jul 2022	
1:100 @ A3			

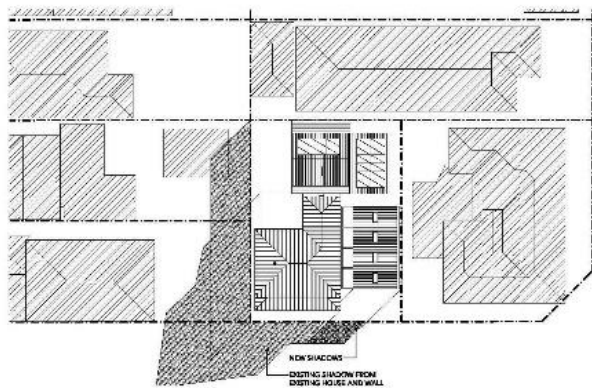


B	Rev	Date	Issue for Development Approval	
			Details	
<div><div></div><div><div>BRENNAN ARCHITECTURE</div><div>14 GEORGE STREET, EAST FREMANTLE WESTERN AUSTRALIA 6155</div></div><div>14 George Street, East Fremantle - Alterations and Additions</div><div>Proposed Elevations</div><div>D42.P.06 (A) Jul 2022</div><div>1:100 @ A3</div></div>				

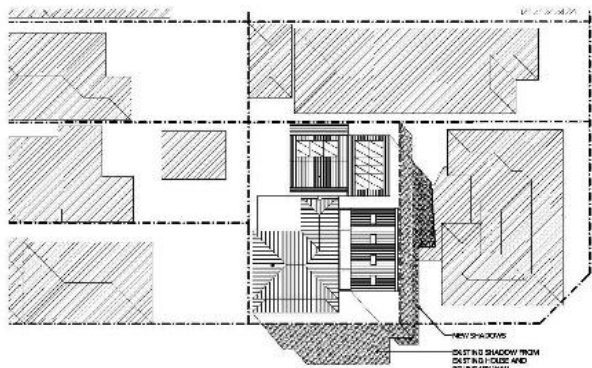
Attachment -3



Overshadowing 30th June, 12pm
1:500



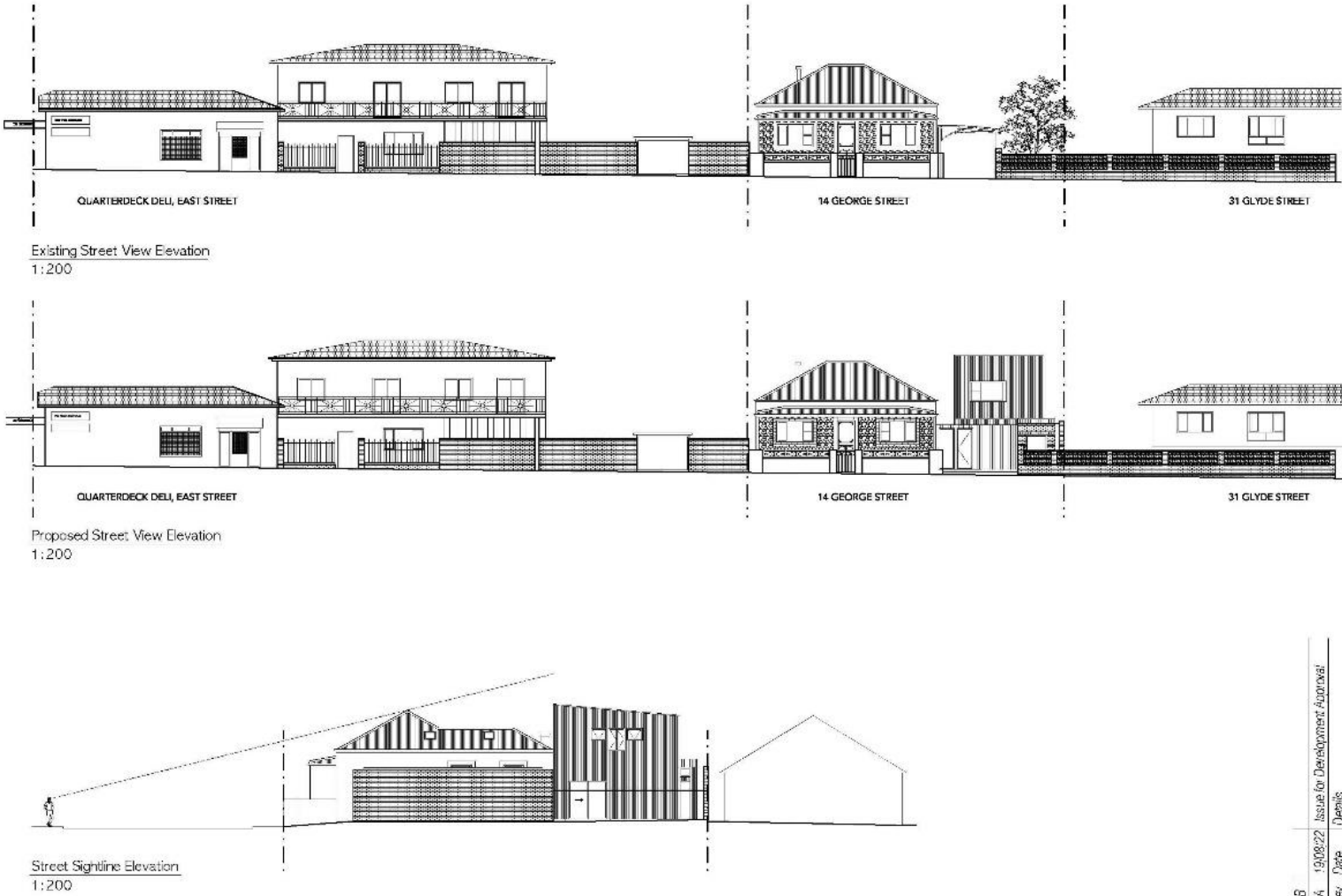
Overshadowing 30th June, 9am
1:500



Overshadowing 30th June, 3pm
1:500

B	Issue for Development Approval			Brennan Architecture brennanarchitecture.com	Overshadowing Diagrams	DA2.P.07 1A Jul 2022	1:500 @ A3
	Rev	Date	Details				
A	19/08/22	19/08/22	19/08/22	14 George Street, East Fremantle - Alterations and Additions	Overshadowing Diagrams	DA2.P.07 1A Jul 2022	1:500 @ A3

Attachment -3



Rev	Date	Description
A	19/08/22	Issue for Development Approval
B		Details

BRENNAN ARCHITECTURE
14 GEORGE STREET, EAST FERMANAGH

14 George Street, East Fermanagh - Alterations and Additions

Existing and Proposed Street Elevation, Sightline

DA2.P.08.A Jul 2022

1:200 @ A3

Attachment -4

PLACE RECORD FORM

PRECINCT	Plympton
ADDRESS	14 George Street
PROPERTY NAME	N/A
LOT NO	Lot 2
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1896
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category C
PHYSICAL DESCRIPTION	<p>No 14 George Street is a single storey residence constructed of limestone with a hipped corrugated iron roof. It is a good example of a Federation Bungalow style house partly restyled in the Inter-War period. The front elevation is symmetrically planned with a central door flanked by picture windows with casement and awning lights. The facade features a full width bullnose roof verandah supported on timber posts.</p> <p>There are additions to the rear.</p> <p>The place is consistent with the pattern of development in Plympton and plays an important role in the pattern of development of a working class suburb and an example of the capacity for adaptation of the first generation of houses.</p>

Attachment -4

HISTORICAL NOTES

Plympton is a cohesive precinct where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.

No 14 George Street is a good example of a house in the Federation Bungalow style adapted sympathetically in the Inter-War period.

OWNERS

Unknown

HISTORIC THEME

Demographic Settlements - Residential Subdivision

CONSTRUCTION MATERIALS

Walls – Limestone

Roof – Corrugated iron sheeting

PHYSICAL SETTING

The residence is located on a sloping site with a low rendered retaining wall topped with decorative iron fencing at the lot boundary.

STATEMENT OF SIGNIFICANCE

No 14 George Street is a single storey residence constructed in limestone with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place.

The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow style house and it retains a moderate to high degree of authenticity and a moderate degree of integrity.

The rear additions have no significance.

AESTHETIC SIGNIFICANCE

No 14 George Street has some aesthetic value as a good example of Federation Bungalow style house that retains most of the characteristic features of the style.

HISTORIC SIGNIFICANCE

No 14 George Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1890s.

SCIENTIFIC SIGNIFICANCE

N/A

SOCIAL SIGNIFICANCE

No 14 George Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.

RARITY

No 14 George Street is not rare in the immediate context, but Plympton has rarity value as a working class suburb.

CONDITION

No 14 George Street is in good condition.

INTEGRITY

No 14 George Street retains a moderate degree of integrity.

AUTHENTICITY

No 14 George Street retains a moderate to high degree of authenticity.

MAIN SOURCES

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



Attachment - 5



Community Engagement Checklist

Development Application P73/22 – 14 George Street

Objective of Engagement	Neighbour Consultation			
Lead Officer:	Regulatory Services			
Stakeholders				
Stakeholders to be Considered <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
Staff to be notified:	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
Community Engagement Plan				
Methods	Responsible	Date Due	Reference / Notes	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	9/09/2022	<input checked="" type="checkbox"/> Advertised to 5 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
^Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Evaluation			
Summary of...		Date Due	Completed / Attached
Feedback / Results/ Outcomes / Recommendations		9/09/2022	
Outcomes Shared			
Methods	Responsible	Date Due	Reference / Notes
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.
	<input type="checkbox"/>		
	<input type="checkbox"/>		
Notes			

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



Mayor O'Neill declared a financial interest in the matter of Item 12.2, 97 King Street, as he has a contractual arrangement with the applicant, Mr John Chisholm and left the meeting at 6.34pm.

12.2 97 KING STREET - ALTERATIONS AND ADDITIONS

Owner	John Farley
Applicant	John Chisholm Design
Report Reference Number	TPR-1117
Planning Reference Code	P74/22
Prepared by	James Bannerman
Supervised by	Andrew Malone
Meeting date	Tuesday, 1 November 2022
Voting requirements	Simple majority
Documents tabled	Nil

Attachments

1. Location and advertising plan
2. Photos
3. Plans submitted 28 September 2022
4. Easement Plan
5. Place record form
6. Community consultation checklist

PURPOSE

The purpose of this report is for Council to consider a development application for proposed alterations and additions at 97 (Lot 343) King Street, East Fremantle.

EXECUTIVE SUMMARY

This development application proposes alterations and additions at 97 (Lot 343) King Street East Fremantle. The original dwelling is a Category B heritage listed property. The existing rear fibro lean to and old corrugated steel sheds in the backyard are to be demolished. These elements of the building do not have any significance to the heritage property according to the property's place record.

The heritage dwelling consists of a symmetrical front verandah and 4 main rooms which are all being retained. The front yard is enclosed by a low masonry fence. The proposed new additions are concentrated to the rear of the heritage dwelling and minimal changes are being undertaken on the original building. The new additions include 2 bathrooms, a laundry, kitchen and dining room, and new master bedroom.

No variations to either the Residential Design Codes or the Residential Design Guidelines are requested.

Nonetheless, a development application is required because the dwelling is on the heritage list which requires development to be assessed by way of a development application in accordance with the Planning and Development

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



(Local Planning Schemes) Regulations 2015 clause 61 (1) 7. The proposal requires consideration by Council because there was a submission received during the advertising period.

It is recommended that the proposed development be supported subject to the conditions included in the final recommendation.

BACKGROUND

Zoning	Residential R20
Site Area	508m ²
Heritage	Category B
Fremantle Port Buffer	Area 3
Previous Decisions of Council and/or History of Issue Onsite	Nil

CONSULTATION

The proposed development was advertised from 25 August to 12 September 2022.

Submission	Applicant Response	Officer Response
<p>I have some concerns I wish to address.</p> <p>We note the entry door and side window in the new link between old and new build is clear glass. What are the plans with the courtyard - will there be a tall gate at entry to courtyard to provide privacy? If not, will obscure glass be considered for the door and side window?</p> <p>Can we please be notified in due course to contribute and review any decisions regarding the parapet wall.</p>	<p>This glass will be amended to obscure glass.</p> <p>There was no intention to put in a gate, and as the link / courtyard glass will be obscured, we felt this should provide adequate privacy for both property owners.</p>	<p>The design of the entry door, side windows and courtyard is as presented. There are no plans for a gate. The glazing in the door and window will be obscure glass as shown on amended plans. There is no requirement to achieve privacy setbacks or apply privacy screening or obscure glazing at this entry as it is not a habitable room that is connected to the door and window, but rather a corridor.</p> <p>Submitters will be notified of the presentation of the development application at Town Planning Committee before the meeting date.</p> <p>There are no variations to the Residential Design Codes or the Residential Design Guidelines being presented with regards to the proposed development. The design meets the deemed to comply and acceptable development provisions of the Residential Design Codes and the Residential Design Guidelines respectively.</p> <p>Despite the proposed development being in compliance with the Residential Design Codes and Residential Design Guidelines in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 all development related to heritage listed properties such as this requires a development application.</p> <p>The parapet wall is permitted in accordance with deemed to comply clause C3.2 iii of the Residential Design Codes.</p> <p>The proposed development is being presented to Town Planning Committee to make a final decision to either support or refuse the development application.</p> <p>A condition will be included in the final recommendation for the owner/applicant to</p>

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



		discuss and negotiate the wall finish and colour of the parapet wall.
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Community Design Advisory Committee

This application was not provided to the Community Design Advisory Committee (CDAC) as administration has determined at this time it is not appropriate to undertake the CDAC meeting because of restrictions and risks associated with the Covid virus.

External Consultation

Nil

Internal Consultation

Nil

 STATUTORY ENVIRONMENT

Planning and Development Act 2005
Residential Design Codes (Volume 1)
Local Planning Scheme No 3

 POLICY IMPLICATIONS

Town of East Fremantle Residential Design Guidelines 2016

 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 Facilitates 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.

 RISK IMPLICATIONS

A risk assessment was undertaken and the risk to the Town in determining this application was deemed to be negligible.

 SITE INSPECTION

A site inspection was undertaken.

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



COMMENT

Statutory Assessment

This development application was assessed against the Town's Local Planning Scheme No 3, the Residential Design Codes and the Residential Design Guidelines.

A summary of the assessment is included in the following tables.

Legend	
A	Acceptable
D	Discretionary
N/A	Not applicable

Residential Design Codes

Design Element	Required	Proposed	Status
Street Front Setback			N/A
Minor incursions			N/A
Lot Boundary Setbacks			
Southern wall - kitchen	1.1m	1.5m	A
Southern wall – living, laundry, ensuite	1m	0m	A
Southern wall – bedroom 1	2.3m	2.3m	A
Western wall – bedroom 1	2m	3.091m	A
Northern wall – bedroom 1, study	1.5m	4.7m	A
Northern wall -alfresco, bathroom	1m	1.1m	A
Southern wall – yard/corridor	1m	6m	A
Northern wall – yard/corridor	1m	4.4m	A
Open Space	50%	51%	A
Car Parking	Does not have to be provided in Plympton	Not provided	A
Maximum roof height	10m	<7m	A
Maximum wall height	7m	<10m	A
Site Works	Maximum of 0.5m above ground level	No changes	N/A
Visual Privacy – development at ground level N/A			
Overshadowing	25% maximum	24%	A
Drainage	To be conditioned		

Residential Design Guidelines

Design Element	Required	Proposed	Status
Primary Street Setback		No change proposed	N/A
Roof form and pitch	28 to 36 degrees	30 degrees	A
Materials and colours	Colours and materials shown		A
Landscaping	2m x 2m planting zone and tree		A
Front fence		No change proposed	N/A
Pergolas			N/A
Footpaths and crossovers – no change	N/A		

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



Garages and carport	30% maximum lot width	No garage or carport proposed	N/A
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This development application proposes alterations and additions at 97 (Lot 343) King Street East Fremantle. The original dwelling is a Category B heritage listed property. The existing rear fibro lean to and old corrugated steel sheds in the backyard are to be demolished. These elements of the building do not have any significance to the heritage property according to the property's place record.

The proposed new additions are concentrated to the rear of the heritage dwelling and minimal changes are being undertaken on the original building. The heritage dwelling consists of a symmetrical front verandah and 4 main rooms which are all being retained. The front yard is enclosed by a low masonry fence. The new additions include 2 bathrooms, a laundry, kitchen and dining room, and new master bedroom. No variations to either the Residential Design Codes or the Residential Design Guidelines are requested. Nonetheless, a development application is required because the dwelling is on the heritage list which requires development to be assessed by way of a development application in accordance with clause 61 (1) 7 of the Planning and Development (Local Planning Schemes) Regulations 2015. The proposal requires consideration by Council because there was a submission received during the advertising period.

It is noted that the development does not have a carport or garage, however, this is not required in the Plympton precinct as the Residential Design Guidelines recognises that the area was established in the pre-car era and the Town does endeavour to emphasise the heritage dwellings in the area, rather than allow car storage to become the dominant feature of residential dwellings. It is also noted that there is a 2m easement located on the southern side of the property as indicated on the plans provided in this report (Attachment 4) and when combined with the easement on the northern side of the property to the south it creates a 4m driveway that can provide vehicle access to the rear yard of 99 King Street (southern property) and 97 King Street (subject property). In this case the new alterations and additions do not provide a carport or garage in the design and the rear yard of 97 King Street will not be able to be directly accessed from the easement. It is also noted that the easement is not a parking bay and vehicles should not be left parked in the easement at any time. It is an access way to ensure access to the rear yards of both 97 King Street and 99 King Street. It does not represent a substitute car park. Car parking will only be available on the street for 97 King Street if the proposed development is undertaken.

A submission was made from the neighbouring property regarding the proposed development.

CONCLUSION

Based on the preceding assessment and report the proposed development can be supported. The changes proposed are concentrated at the rear of the existing Category B heritage dwelling. There are minimal changes being made to the heritage dwelling and the rear extension is single storey. No variations are requested to either the Residential Design Codes or the Residential Design Guidelines, but a development application was required due to the heritage status of the subject property. It is considered that it will have minimal impacts on the surrounding properties but will significantly improve the existing property.

OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

12.2 OFFICER RECOMMENDATION/COMMITTEE RESOLUTION TP021122

Moved Cr White, seconded Cr Nardi

That development approval is granted for alterations and additions at No. 97 King (Lot 343) King Street, East Fremantle, in accordance with the plans submitted 28 September 2022, subject to the following conditions:

- (1) The owner/applicant is to discuss and negotiate with the owner of 99 King Street the final surface finish and colour of the parapet wall at the rear of 97 King Street, East Fremantle.**



- (2) The crossover widths are not to exceed the width of the crossovers indicated on the plans submitted 23 & 26 August 2022 and to be in accordance with Council's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide.
- (3) All fencing within the street setback area is to be in compliance with the front fence provisions of the Residential Design Guidelines. Any proposed new fencing or walls in the front setback area will require the submission of a development application for the consideration of the Town.
- (4) 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.
- (5) 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.
- (6) 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.
- (7) 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.
- (8) If requested by Council within the first two years following installation, the roofing to be treated to reduce reflectivity. The treatment to be to the satisfaction of the Chief Executive Officer in consultation with relevant officers and all associated costs to be borne by the owner.
- (9) All introduced filling of earth to the lot or excavated cutting into the existing ground level of the lot, either temporary or permanent, shall be adequately controlled to prevent damage to structures on adjoining lots or in the case of fill, not be allowed to encroach beyond the lot boundaries. This shall be in the form of structurally adequate retaining walls and/or sloping of fill at the natural angle of repose and/or another method as approved by the Town of East Fremantle.
- (10) Where this development requires that any facility or service within a street verge (street trees, footpath, crossover, light pole, drainage point or similar) is to be removed, modified, or relocated then such works must be approved by Council and if approved, the total cost to be borne by the applicant. Council must act reasonably and not refuse any reasonable proposal for the removal, modification or relocation of such facilities or services (including, without limitation any works associated with the proposal) which are required by another statutory or public authority.
- (11) This 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.

- (a) *This decision does not include acknowledgement or approval of any unauthorised development which may be on site.*
- (b) *A copy of the approved plans as stamped by Council are attached and the application for a Building Permit is to conform with the approved plans unless otherwise approved by Council.*
- (c) *An application for a new crossover is to be submitted to the Operations Department of the Town and plans are to be included with the application that meets the requirements of the Council's crossover policy, the Residential Design Guidelines and the Urban Streetscape and Public Realm Style Guide. This application and relevant information are available at the following links;*

Crossover Specifications

<https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Crossover Specification 2017.pdf>

Residential Design Guidelines



[https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf)

[policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf](https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Document-Centre/local-planning-policies/3_1_1_LPP_Residential_Design_Guidelines_Amended_17_May_2016.pdf)

Urban Streetscape and Public Realm Style Guide

<https://www.eastfremantle.wa.gov.au/documents/914/urban-streetscape-and-public-realm-style-guide>

Application to Conduct Crossover Works

https://www.eastfremantle.wa.gov.au/Profiles/eastfremantle/Assets/ClientData/Documents/works-reserves/Application_to_conduct_crossover_works.pdf

- (d) *It is recommended that the applicant provides a structural engineer's dilapidation report, at the applicant/owner 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.***
- (e) *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).***
- (f) *Matters relating to dividing fences are subject to the Dividing Fences Act 1961.***
- (g) *Trees on verges are the property of the Town of East Fremantle. They are not to be damaged, pruned or removed. Any actions which harm verge trees will result in the Town acting against the owners/builders/contractors responsible for such actions. If there are concerns regarding trees owners/builders/contractors are asked to contact the Town to seek further advice.***

(CARRIED UNANIMOUSLY)

Note: As 4 Committee members voted in favour of the Reporting Officer's recommendation, pursuant to Council's decision regarding delegated decision making made on 21 June 2022, this application is deemed determined, on behalf of Council, under delegated authority.

Mayor O'Neill returned to the meeting at 6.37pm. It was noted he did not speak or vote on the previous motion.

REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

97 King Street – Location and Advertising Plan

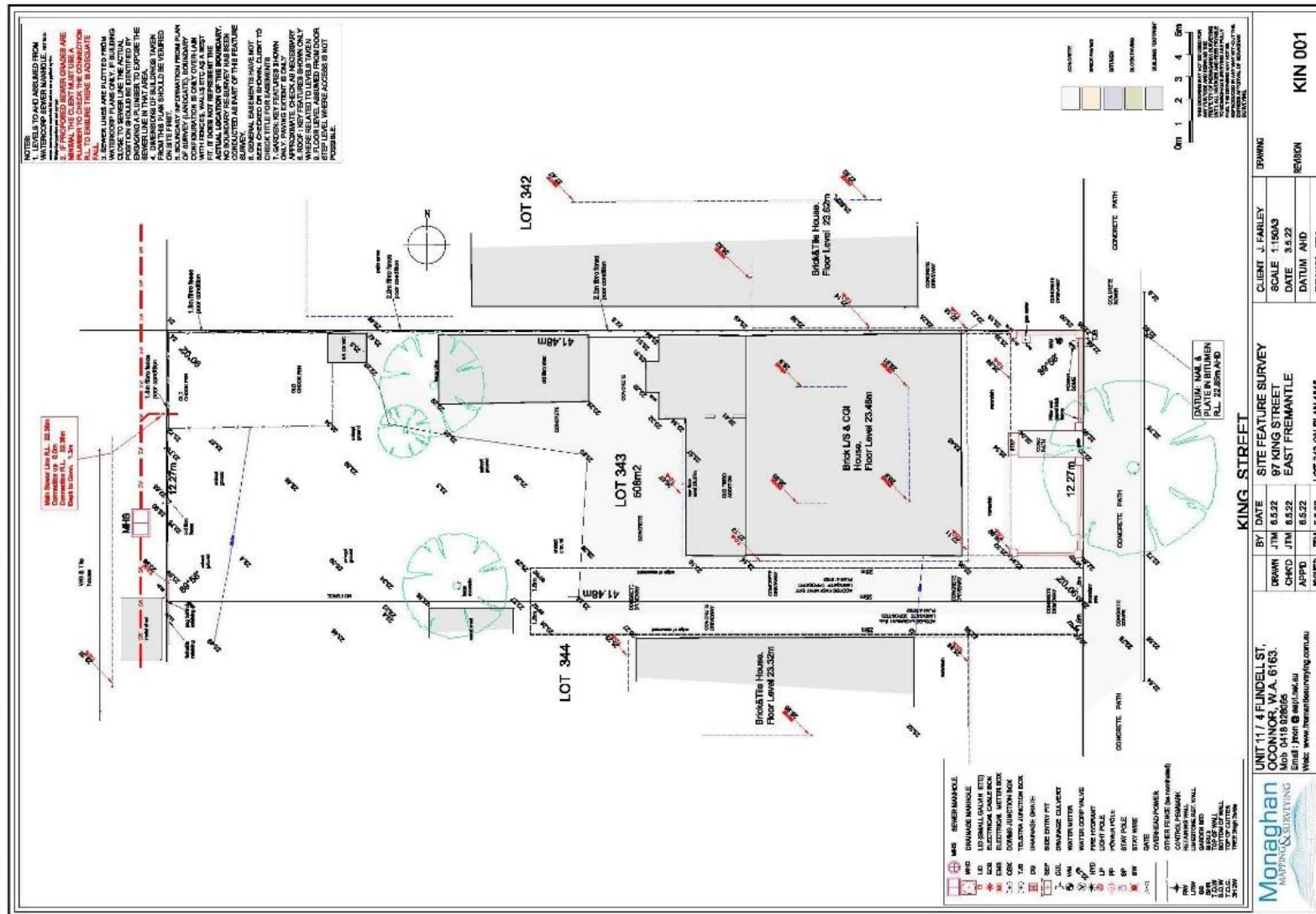


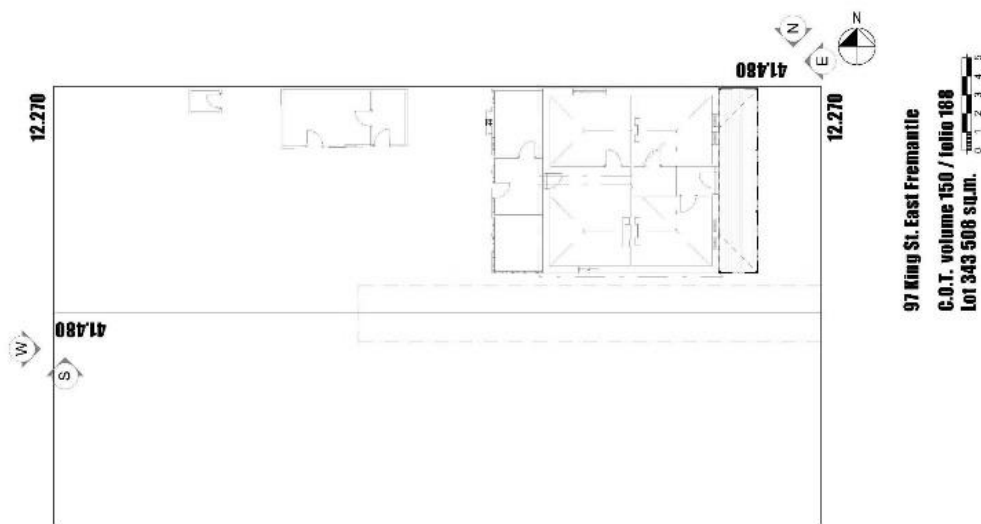
Attachment -2
97 King Street – Photos




Attachment -2



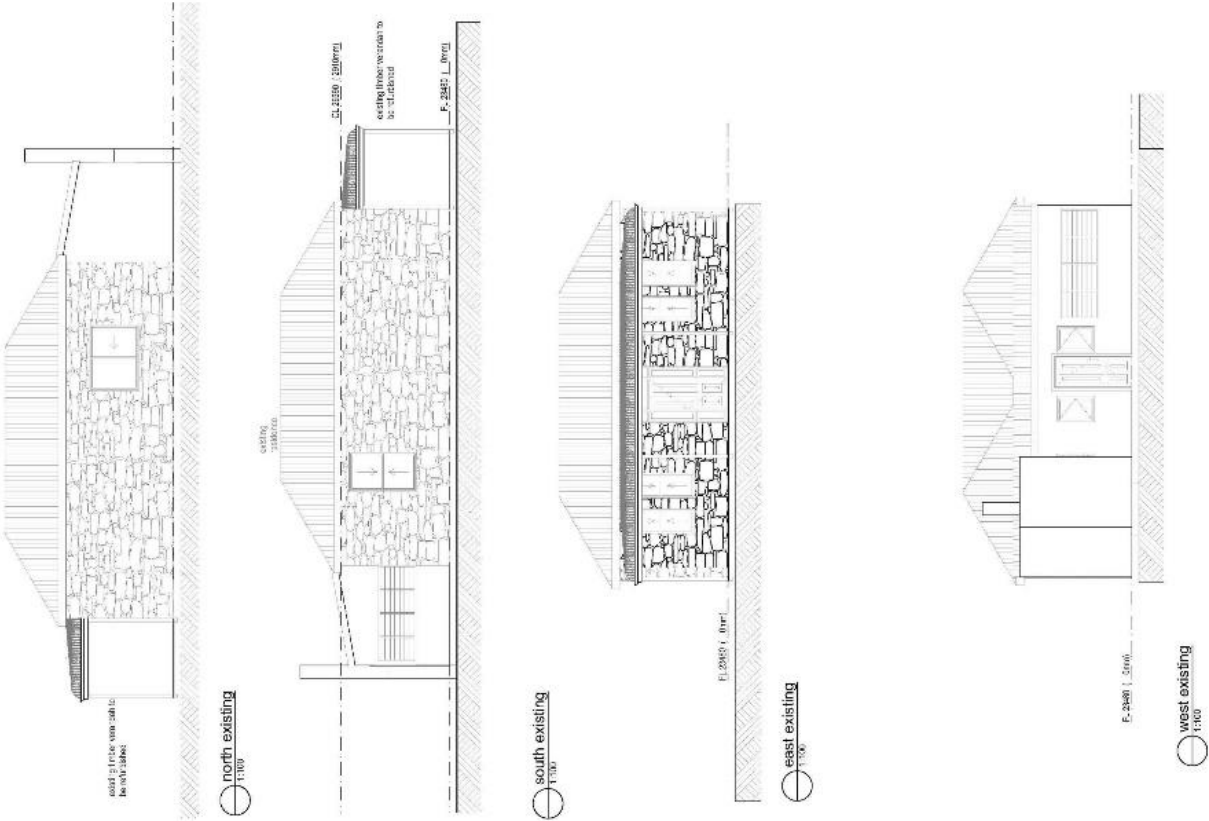




 chris holt design interior architecture • design • construction	alterations & additions 97 King St. East Fremantle	DATE	22/08/2022	BY	JC		
		PROJECT NO.	2225	DATE	22/08/2022	BY	EX100 1
		THE CLIENT HAS REVIEWED AND APPROVED THIS DRAWING.					
		THIS DRAWING IS VALID FOR 12 MONTHS FROM DATE.					

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planning



JOHN

Chisholm design

commercial • heritage • contemporary

2023

ARCHITECTS

1000 S. 10TH AVE. SUITE 100

SEATTLE, WA 98104

© Copyright

PROJECT

Alterations & Additions

97 King St.

East Fremantle

DATE

22-03-2022

BY

JC

NO.

EX301

1

DATE

22-03-2022

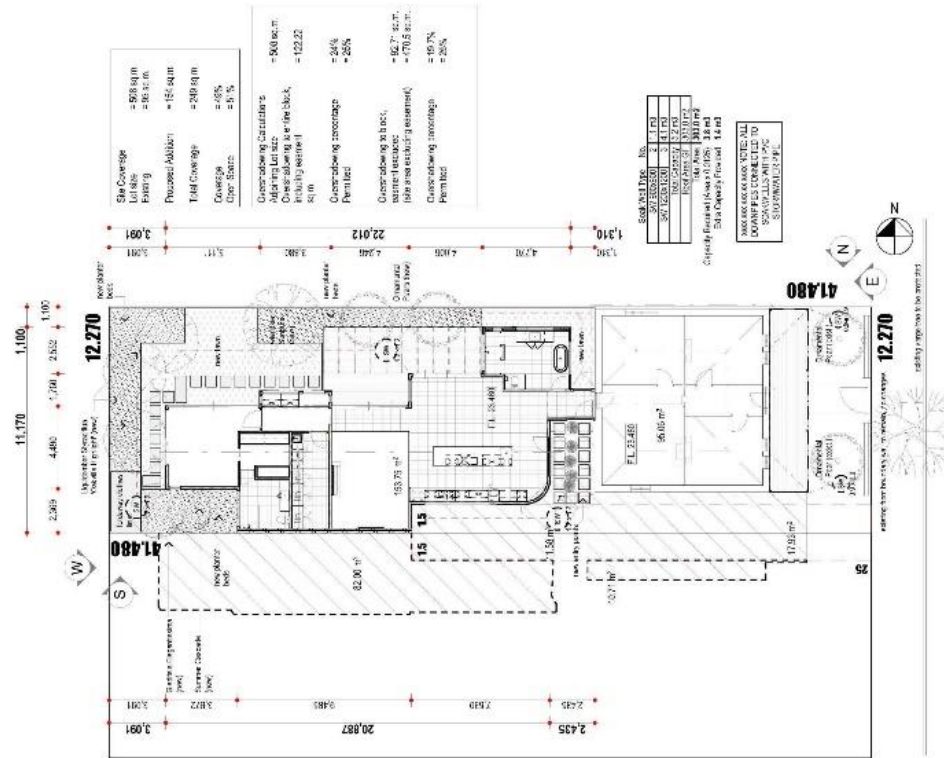
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JC

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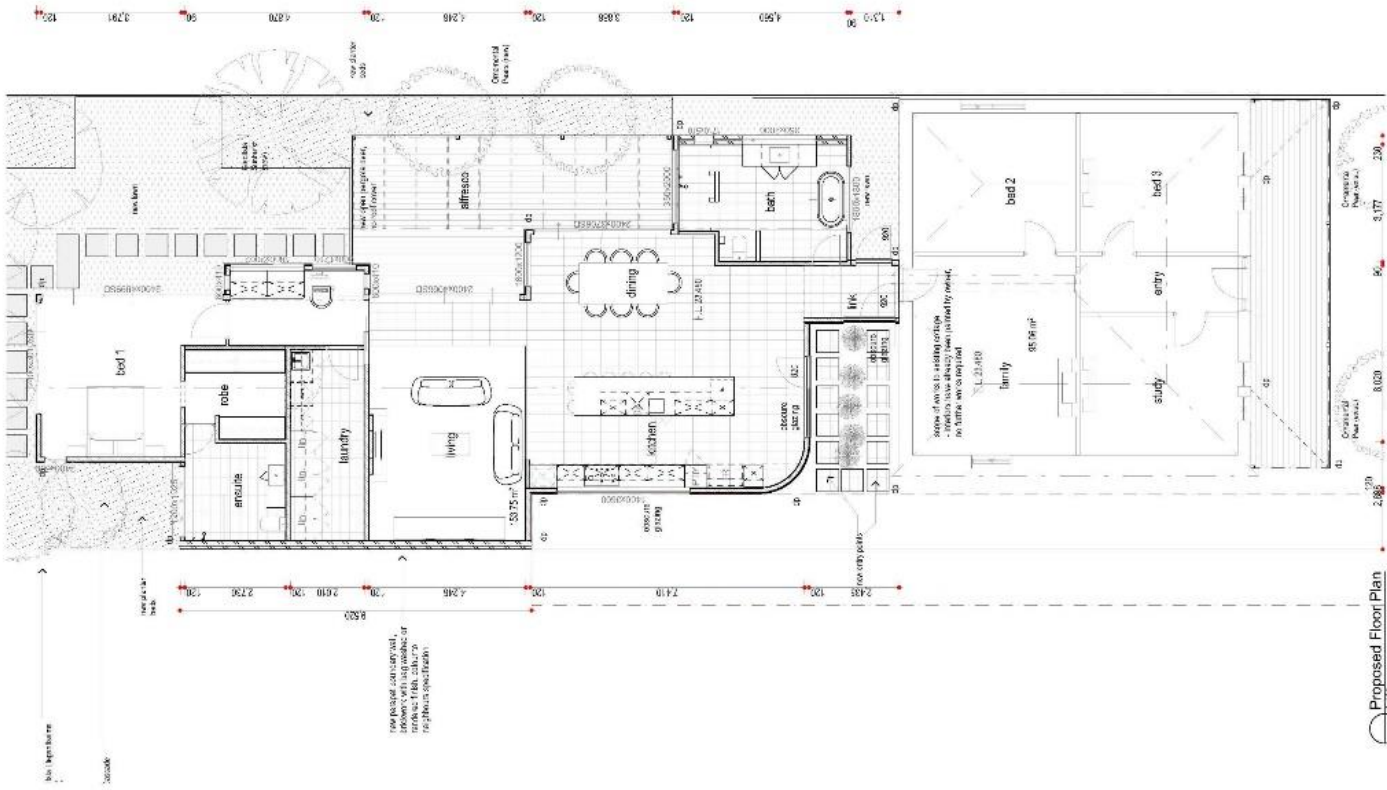
97 King St. East Fremantle

C.O.T. volume 150 / folio 188

folio 188

SITE PLAN
1203

John Christensen design architectural • interior design • landscape architecture 1000 S. 1st Avenue, Suite 100, Phoenix, AZ 85004 Tel: 602.254.0000 • Fax: 602.254.0001 www.jchristensendesign.com	 NATIONAL ASSOCIATION OF ARCHITECTS 1115 N. 1st Street, Suite 100, Phoenix, AZ 85004 Tel: 602.254.0000 • Fax: 602.254.0001 www.naarchitects.com	Project Alterations & Additions 97 King St. East Fremantle		Drawn 21/09/2022	Date JC
		Scale 1:100	Sheet No. 22/26	Sheet No. A101	Notes To be checked with client for finalisation



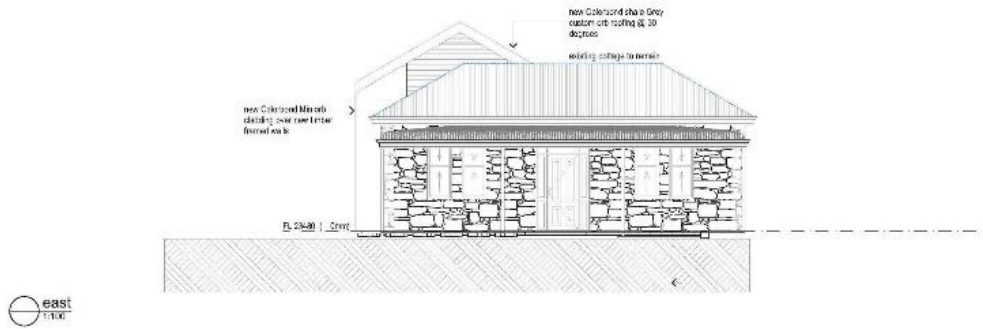
Attachment -3



F:\projects\2225\plan\terry\dwg\97 king street 3.pex

planning

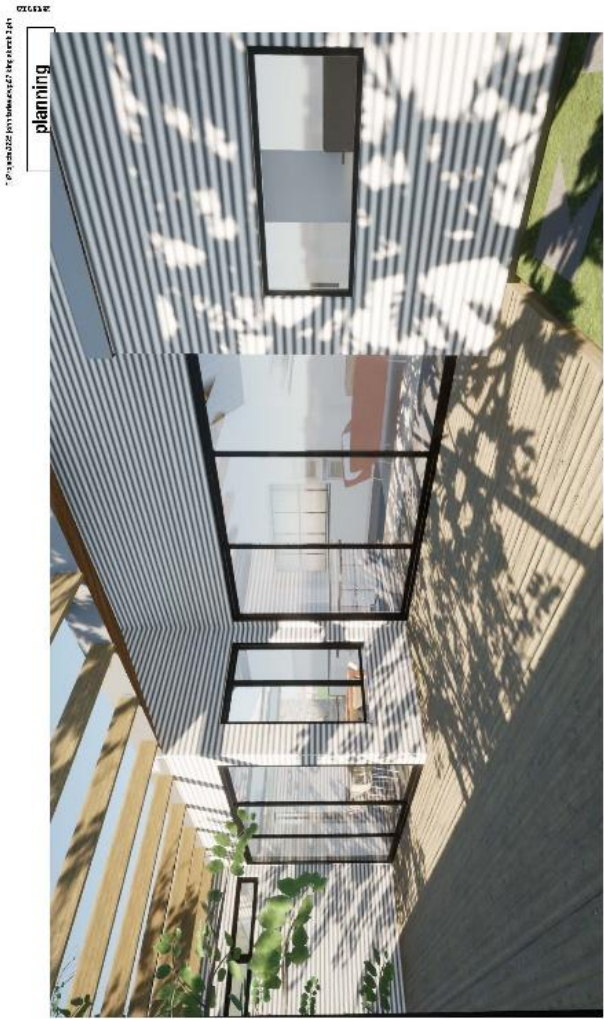
25/09/2022



<div><div>Chisholm design</div><div>contemporary</div><div>modern</div><div>contemporary</div></div>	<div><div>NATIONAL ASSOCIATION OF ARCHITECTS</div><div>WESTERN AUSTRALIAN BRANCH</div><div>Copyright</div></div>	Project Alterations & Additions 97 King St. East Fremantle	Drawings Elevations		Date 21/09/2022	Drawn JC
					Scale 2:225	Proj No A302
				1. Revise for planning	21/09/2022	Rev 2
				2. Revise for planning	20/09/2022	

[illegible]

Attachment -3



let's caisholm design commercial • residential • interior design 1000 888 8888	 City of Vancouver City of Richmond	Project Alterations & Additions 97 King St. East Fremantle	Date 21/03/2022	Page 2	Project A304	Page 2

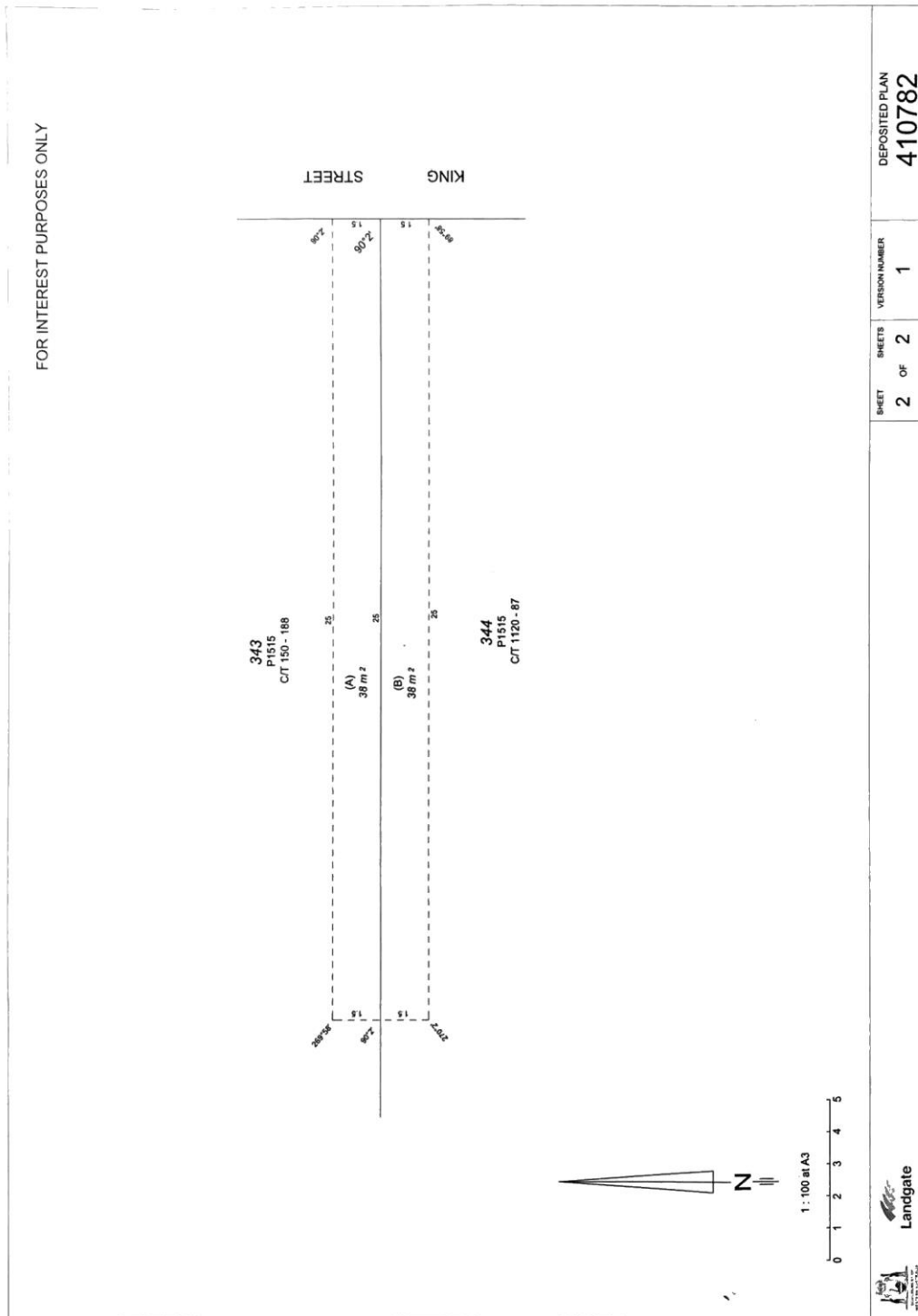
Plan Information Tenure Type: Freehold Plan Type: Deposited Plan Plan Purpose: Interest Only Plan Heading: PLANS, OTHER INTEREST OVER LOTS 343 AND 344 ON P1515		Survey Details Field Records: NO Quoted as Special Survey: NO Survey and Plan Notation:		Former Tenure New Lot / Land:		Subject Land Description Title Reference:	
Locality & Local Government Locality: EAST FREMANTLE Local Government: TOWN OF EAST FREMANTLE Department of Planning, Lands and Heritage File Number:		Former Tenure Interests and Notifications Subject:		Statutory Reference:		Land Burdened:	
Examination Examined: 9-Dec-2021 Planning Approval: EXEMPT FROM WAPC APPROVAL Planning Authority:		Purpose:		Origin:		Benefit To:	
Initial Interests Subject: (A) EASEMENT (B) EASEMENT		Statutory Reference:		Land Burdened:		Benefit To:	
Comments:		Comments:		Comments:		Comments:	
New Memorials and Notifications Subject:		Statutory Reference:		Land Burdened:		Benefit To:	
Comments:		Comments:		Comments:		Comments:	
Veiling Lots Lot:		Statutory Reference:		Origin:		Comments:	

Survey Certificate - Regulation 54 I, J. MACKAY hereby certify that the plan is accurate and is a correct representation of the: (a) survey; and (b) calculations from measurements recorded in the field notes, and that the plan is true and correct and that it complies with the relevant provisions of the Survey Act 1988 and the Regulations made thereunder. Signed: <i>[Signature]</i> Date: 2021-12-09 Ian Mackay NLR 08-33+08:00	
Survey Organisation Name: WILSON & MACKAY Address: 118 COPLEY ROAD UPPER SWAN 6009 Phone: (08) 92941162 Email: wilsonmackay@icloud.com.au Reference:	

Delegated under s. 16 P/LD Act 2005 Date:	
In Order For Dealings Subject To:	
Simultaneous Lodgement of Easement Documents <i>[Signature]</i> 8-Dec-2021 Date:	
For Registrar of Titles Date:	
Plan Approved Date:	
Inspector of Plans and Surveys Date:	

SHEET 1 OF 2	DEPOSITED PLAN 410782

LANDGATE COPY OF ORIGINAL NOT TO SCALE 12/01/2022 08:50 AM Request number: 63048730



PLACE RECORD FORM

PRECINCT	Plympton
ADDRESS	97 King Street
PROPERTY NAME	N/A
LOT NO	Lot 343
PLACE TYPE	Residence
CONSTRUCTION DATE	C 1914
ARCHITECTURAL STYLE	Federation Bungalow
USE/S	Original Use: Residence/ Current Use: Residence
STATE REGISTER	N/A
OTHER LISTINGS	N/A
MANAGEMENT CATEGORY	Category B
PHYSICAL DESCRIPTION	<p>No 97 King Street is a single storey cottage constructed in limestone with a hipped 'M' format corrugated iron roof. It is a simple expression of the Federation Bungalow style. The front elevation is symmetrically planned with a central door and hopper light flanked by sidelights and pairs of double hung sash windows. The facade features a full width bullnosed verandah supported on turned timber posts with a decorative frieze.</p> <p>There are additions to the rear.</p>

Attachment -5

	The place is consistent with the pattern of development in Plympton and plays an important role in the pattern of development of a working-class suburb.
HISTORICAL NOTES	Plympton is a cohesive precinct where most of the places were constructed in the late nineteenth century and the first quarter of the twentieth century. It is comprised primarily of homes for workers and their families with a high concentration of small lots with timber, brick and stone cottages.
OWNERS	Unknown
HISTORIC THEME	Demographic Settlements - Residential Subdivision
CONSTRUCTION MATERIALS	Walls - Limestone Roof - Corrugated roof sheeting
PHYSICAL SETTING	The residence is situated on a relatively flat site with a rendered masonry and steel palisade fence at the lot boundary.
STATEMENT OF SIGNIFICANCE	No 97 King Street is a single storey house constructed in limestone with a corrugated iron roof. The place has historic and aesthetic value with its contribution to Plympton's high concentration of worker's cottages and associated buildings. It contributes to the local community's sense of place. The place has some heritage value for its intrinsic aesthetic value as a Federation Bungalow and it retains a moderate degree of authenticity and a high degree of integrity. The additions to the rear have no significance.
AESTHETIC SIGNIFICANCE	No 97 King Street has considerable aesthetic value as a typical Federation Bungalow. It retains all the characteristics of the period.
HISTORIC SIGNIFICANCE	No 97 King Street has some historic value. It was part of the suburban residential development associated with the expansion of East Fremantle during the Goldrush period of the 1880s and 1897s.
SCIENTIFIC SIGNIFICANCE	N/A
SOCIAL SIGNIFICANCE	No 97 King Street has some social value. It is associated with a significant area of worker's cottages which contributes to the community's sense of place.
RARITY	No 97 King Street is not rare in the immediate context, <u>(CARRIED UNANIMOUSLY)</u> but Plympton has rarity value as a working-class suburb.
CONDITION	No 97 King Street is in good condition.
INTEGRITY	No 97 King Street retains a high degree of integrity.
AUTHENTICITY	No 97 King Street retains a moderate degree of authenticity.
MAIN SOURCES	



Community Engagement Checklist

Development Application P74/22 – 97 King Street

Objective of Engagement	Neighbour Consultation			
Lead Officer:	Regulatory Services			
Stakeholders				
Stakeholders to be Considered <i>Please highlight those to be targeted during engagement</i>	Aged	<input type="checkbox"/>	Ratepayers (all / targeted)	<input type="checkbox"/>
	Businesses	<input type="checkbox"/>	Residents (all / targeted)	<input checked="" type="checkbox"/>
	Children (School / Playground)	<input type="checkbox"/>	Service Providers	<input type="checkbox"/>
	Community Groups	<input type="checkbox"/>	Unemployed	<input type="checkbox"/>
	Disabled People	<input type="checkbox"/>	Visitors	<input type="checkbox"/>
	Environmental	<input type="checkbox"/>	Volunteers	<input type="checkbox"/>
	Families	<input type="checkbox"/>	Workers	<input type="checkbox"/>
	Govt. Bodies	<input type="checkbox"/>	Youth	<input type="checkbox"/>
	Indigenous	<input type="checkbox"/>		<input type="checkbox"/>
	Neighbouring LGs	<input type="checkbox"/>		<input type="checkbox"/>
Staff to be notified:	Office of the CEO	<input type="checkbox"/>	Councillors	<input type="checkbox"/>
	Corporate Services	<input type="checkbox"/>	Consultants	<input type="checkbox"/>
	Development Services	<input type="checkbox"/>		<input type="checkbox"/>
	Operational (Parks/Works)	<input type="checkbox"/>		<input type="checkbox"/>
Community Engagement Plan				
Methods	Responsible	Date Due	Reference / Notes	
1.1 E News	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.2 Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.3 Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.4 Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.5 Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.6 Fact Sheet	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
1.7 Media Rel/Interview	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.1 Information Stalls	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.2 Public Meeting/Forum	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
2.3 Survey/Questionnaire	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.1 Focus Groups	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.2 Referendum/Ballot	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
3.3 Workshop	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.1 Council Committee	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
4.2 Working Group	<input type="checkbox"/> Executive Direction	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
*Statutory Consultation	<input checked="" type="checkbox"/> Relevant Officer	12/09/2022	<input checked="" type="checkbox"/> Advertised to 4 surrounding properties	
#Heritage Consultation	<input type="checkbox"/> Regulatory Services	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
^Mail Out (note: timelines)	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Evaluation				
Summary of...		Date Due	Completed / Attached	
Feedback / Results/ Outcomes / Recommendations		12/09/2022		
Outcomes Shared				
Methods	Responsible	Date Due	Reference / Notes	
E-Newsletter	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Email Notification	<input type="checkbox"/> Relevant Officer	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Website	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Facebook	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Media Release	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
Advert – Newspaper	<input type="checkbox"/> Communications	Click or tap to enter a date.	<input type="checkbox"/> Click or tap here to enter text.	
	<input type="checkbox"/>			
	<input type="checkbox"/>			
Notes				

MINUTES OF TOWN PLANNING MEETING TUESDAY, 1 NOVEMBER 2022



13 MATTERS BEHIND CLOSED DOORS

Nil

14 CLOSURE OF MEETING

There being no further business, the Presiding member declared the meeting closed at 6.37 pm.

*I hereby certify that the Minutes of the ordinary meeting of the **Town Planning Committee** of the Town of East Fremantle, held on **1 November 2022**, Minute Book reference **1. to 14.** were confirmed at the meeting of the Committee on:*

.....

Presiding Member

12.2 AUDIT COMMITTEE REPORT

Report Reference Number	OCR-1575
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	
Attachments	

1. Audit Committee Minutes 15 November 2022

PURPOSE

To

- submit the minutes of the Audit Committee for receipt by Council
- consider the Committee's recommendations in relation to
 - Financial Audit – Management Position Papers
 - Draft Annual Financial Statements for the year ended 30 June 2022
 - Risk Register
 - Information Systems Audit
 - Status Report
 - 2023 Meeting Schedule and Audit Work Plan

EXECUTIVE SUMMARY

The Committee, at its meeting on 2 November 2022, considered matters relating to its terms of reference with six items referred to Council for consideration.

BACKGROUND

Nil

CONSULTATION

Audit Committee

STATUTORY ENVIRONMENT

Part 7 of the Local Government Act 1995 deals with the audit of the financial accounts of local governments including the conduct of audits. Division 1A deals with Audit Committees.

The Department of Local Government, Sport and Cultural Industries has published Operational Guideline Number 09 – The appointment, function and responsibilities of Audit Committees.

Section 5.41 of the Local Government Act 1995 details the functions of the CEO.

Regulation of the Local Government (Financial Management) Regulations 1996 details the CEOs duties as to the financial management of the local government.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Not Applicable

RISK IMPLICATIONS

Not Applicable

SITE INSPECTION

Not Applicable

COMMENT

Nil.

CONCLUSION

The unconfirmed minutes of the Audit Committee are now presented to Council for receipt.

12.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 021511

OFFICER RECOMMENDATION:

Moved Cr McPhail, seconded Cr Nardi

That the unconfirmed Minutes of the Audit Committee Meeting held on 2 November 2022 be received.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page



MINUTES

Audit Committee Meeting **Wednesday, 2 November 2022 at 6:30 PM**

Disclaimer

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 I) 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 the Minutes 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. 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.

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MINUTES

1 DECLARATION OF OPENING OF MEETING/ANNOUNCEMENTS OF VISITORS

The Presiding Member opened the meeting at 6.26pm.

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 RECORD OF ATTENDANCE

3.1 ATTENDANCE

The following members were in attendance:

Cr T Natale	Presiding Member
Mayor J O'Neill	
Cr A McPhail	
Cr K Donovan	
Cr A White	

The following staff were in attendance:

Mr Gary Tuffin	Chief Executive Officer
Mr Peter Kocian	Executive Manager, Corporate Services
Mr Phil Garoni	Manager, Finance
Mrs Bron Browning	Minute Secretary

3.2 APOLOGIES

Cr M Wilson

3.3 APPROVED LEAVE

Ben Arnold

4 MEMORANDUM OF OUTSTANDING BUSINESS

Nil.

5 DISCLOSURES OF INTEREST

Nil.

6 PUBLIC QUESTION TIME

Nil.

7 PRESENTATIONS/DEPUTATIONS

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

8.1 AUDIT COMMITTEE (6 JULY 2022)

OFFICER RECOMMENDATION

Moved Cr McPhail, seconded Cr White

That the minutes of the Audit Committee meeting held on Wednesday, 6 July 2022 be confirmed as a true and correct record of proceedings.

(CARRIED UNANIMOUSLY)

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER

Cr Natale advised he attended the Head of Agencies Agreement meeting on 3 October 2022. Cr Natale stated that he sat at the same table as representatives from the Office of Auditor General and discussed local government audit matters including the level of audit fees.

10 REPORTS

Reports start on the next page

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



10.1 FINANCIAL AUDIT - MANAGEMENT POSITION PAPERS

Report Reference Number	ACR-350
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none"> 1. Management Consideration of Correction to Prior Year Amounts – SMRC 2. Management Review of Fair Value, RUL's, Residual Values, Depreciation and Impairment of Assets 3. Revenue Recognition – East Fremantle Oval Redevelopment Project – Grant Income

PURPOSE

The purpose of this report is to advise the Committee of Management's position with regards to specific accounting treatments and the impact on the financial statements.

EXECUTIVE SUMMARY

One of the objectives of the Audit Committee is to assess the integrity of external financial reporting, including accounting policies (3.1 of Terms of Reference). As such, three (3) Management Position Papers are presented to the Audit Committee to increase awareness of significant account balances and audit emphasis.

BACKGROUND

Prior to the commencement of the annual final audit, the Office of the Auditor General (OAG) provides the Town with a Planning Summary which is discussed at an entrance meeting. The Planning Summary includes significant risks and audit emphasis and significant account balances identified by OAG, extrapolated below for the 21/22 Audit:

4. Significant risks and other audit issues

Through discussions with your staff and our prior knowledge of your operations, we have identified the following issues and key areas of risk affecting the audit.

Details of risk / issue	Audit approach
Significant projects the Town is undertaking in the current year: <ul style="list-style-type: none"> • East Fremantle oval precinct redevelopment • Planned disposal of assets at 128 & 128a George Street, East Fremantle 	We will review management's assessment of the impact of the projects, determine whether, to the extent necessary, the Town's accounting treatment of the events and transactions is correct.
The following annual financial report items are derived from accounting estimates and hence will receive specific audit attention: <ul style="list-style-type: none"> • provision for annual and long service leave • fair value and impairment of assets • reasonableness of useful lives of property, plant and equipment and infrastructure • expected credit loss assessment 	We will review the method and underlying data that management, and where applicable third parties, use when determining critical accounting estimates. This will include considering the reasonableness of assumptions and corroborating representations.
Accounting for the Town's investment in associate: <ul style="list-style-type: none"> • Southern Metropolitan Regional Council 	We will review management's take up of the Town's interest in the associate and ensure this reflects the net investment. In addition, we will review all material disclosures relating to the Town's investment in associate to ensure compliance with the relevant accounting standards.

OAG's Better Practice Guide recommends that Position Papers should be prepared where there is an event or change to the operating environment, government policy, legislation, business development etc. that impacts the financial statements and for the Audit Committee to be briefed.

3. Anticipating and responding to change: Significant changes to the entity, the reporting framework or the entity's environment that impact on the financial statements are identified, communicated and addressed in a timely manner.

3.1 An event or change to the operating environment, government policy, legislation, business development

- Entities should be alert to any event or change which would impact their financial statements on an ongoing basis, not just at the time the financial statements are being prepared.
- Once a change has been identified as having an impact on the financial statements, an assessment should be undertaken to determine if it is material to the financial statements.
- Position papers and potential adjustments should be prepared. The audit committee and accountable authority should be briefed and approval obtained. The OAG should be consulted early and advised of any material adjustments.

3.2 Change to accounting requirements

- Assign specific responsibility for monitoring, identifying and assessing new and revised requirements. Attendance at CFO forums, member body conferences, professional firm updates and OAG entrance and exit meetings provides an avenue to keep up-to-date with accounting developments relevant to the public sector.
- Where changes to accounting requirements will affect, in a substantive way, the entity's accounting policies and presentation and disclosure in the financial statements, position papers should be prepared outlining the implications of the changes, including how the changes will be implemented. Entities should seek independent accounting advice where appropriate. The OAG should be consulted promptly to obtain early agreement.
- Review the statements at least annually and assess whether the most appropriate accounting policies have been selected and whether presentation can be improved. Accounting policies should only be changed when required by an AAS, or when the changes would result in the financial statements providing reliable and more relevant information about the effects of transactions, other events or conditions on the entity's financial position, financial performance or cash flows.
- Prepare draft pro-forma statements including accounting policy notes for review and agreement by the OAG well in advance of year-end.
- Brief the accountable authority and audit committee, as required, on any changes that are likely to have significant implications on the financial statements, how these affect the financial performance and position of the entity, and obtain approval of proposed changes, where appropriate.

CONSULTATION

Kelli Small – Consultant
Office of Auditor General

STATUTORY ENVIRONMENT

The Audit Committee is constituted under the *Local Government Act 1995* and operates under the Terms of Reference approved by Council.

POLICY IMPLICATIONS

There are no Council Policies relevant to this item.

FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

Risks

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Failure to prepare Position Papers may result in OAG not accepting accounting estimates and treatments, either delaying audit or resulting in a qualified audit report	Likely (4)	Major (4)	High (10-16)	COMPLIANCE Short term non-compliance but with significant regulatory requirements imposed	Accept Officer Recommendation

Risk Matrix

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

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

RISK RATING

Risk Rating	16
Does this item need to be added to the Town's Risk Register	Yes
Is a Risk Treatment Plan Required	No

 SITE INSPECTION

Not Applicable.

 COMMENT

Three Positions Papers have been prepared aligned to the areas of risk and audit emphasis identified by OAG in their Planning Summary:

1. Management Consideration of Correction to Prior Year Amounts – SMRC
2. Management Review of Fair Value, RUL's, Residual Values, Depreciation and Impairment of Assets
3. Revenue Recognition – East Fremantle Oval Redevelopment Project – Grant Income

The Position Papers have been approved by the Executive Manager Corporate Services and submitted to OAG, and subsequently reviewed by their technical team.

The Position Papers are very comprehensive and illustrate the depth of work required to enable audit clearance to be provided in a timely manner. The first two papers will need to be prepared on an annual basis whilst the third paper is specific to the revenue recognition of the \$25m grant from the State Government for the EF Oval Redevelopment Project.

Revenue Recognition – East Fremantle Oval Redevelopment Project

OAG agree with the Town that the income from the \$25m East Fremantle Oval Grant should be accounted for under AASB 1058 capital grant requirements – that is, the income should be recognised as the obligation to construct the asset is satisfied.

However, there is a difference in position between Towns' Management and the OAG with respect to the application of the measure to recognise income (Statement of Comprehensive Income) and deferred income (Statement of Financial Position – capital grant liability).

OAG's technical team have advised that the income to be recognised should be proportional to the total project cost:

i.e. $\text{Income to be recognised} = (\text{Costs incurred to date} / \text{total project cost}) \times \text{grant amount}$

This compares to the Town's approach of recognising income based on actual costs incurred.

The difference in the calculation for the 21/22 FY is as follows:

1. OAG - $\$928,770 \text{ actual expenditure} / \$32,500,000 \text{ project budget} \times \$25,000,000 \text{ grant} = \$714,438 \text{ income to be recognized}$
2. Town - $\$928,770 \text{ actual expenditure} = \$928,770 \text{ income to be recognized.}$

Whilst the variance of \$214,332 is not considered to be material for the 21/22 FY, the difference in approach to measurement will give rise to a material variance in 22/23 FY – see below:

1. OAG - $\$13,000,000 \text{ budget expenditure} / \$32,500,000 \text{ project budget} \times \$25,000,000 \text{ grant} = \$10,000,000 \text{ income to be recognized}$
2. Town - $\$13,000,000 \text{ budget expenditure} = \$13,000,000 \text{ income to be recognized}$

The Town has provided the following information, subsequent to the Position Paper, to OAG to reaffirm its position:

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



- It was always intended that the Town would apply State Government Funding to the project first, prior to own source revenue contributions (this cash flow model was negotiated with the State and underpins the payment milestones; it also informed the Town's reserve funding strategy as well as the future draw down date for the loan)
- There are no performance obligations in the Grant Agreement that state that payment milestones are conditional on the Town funding project expenditure on a proportional basis to trigger the next payment
- The Town has provided OAG with an extract of AASB paragraphs 31-36 which states that an entity shall adopt a suitable approach and disclose the methods used to recognize the amount and timing of income arising from Transfers.

Transfers to enable an entity to acquire or construct a recognisable non-financial asset to be controlled by the entity

- 31 An entity shall disclose the opening and closing balances of financial assets arising from transfers to enable an entity to acquire or construct recognisable non-financial assets to be controlled by the entity and the associated liabilities arising from such transfers, if not otherwise separately presented or disclosed. An entity shall also disclose income recognised in the reporting period arising from the reduction of an associated liability.
- 32 An entity shall disclose information about its obligations under such transfers, including a description of when the entity typically satisfies its obligations (for example, as the asset is constructed, upon completion of construction or when the asset is acquired).
- 33 An entity shall disclose an explanation of when it expects to recognise as income any liability for unsatisfied obligations as at the end of the reporting period. An entity may disclose this information in either of the following ways:
- (a) on a quantitative basis using the time bands that would be most appropriate for the duration of the remaining obligations; or
 - (b) through qualitative information.
- 34 An entity shall disclose the judgements, and changes in the judgements, made in applying this Standard that significantly affect the determination of the amount and timing of income arising from transfers to enable an entity to acquire or construct a recognisable non-financial asset to be controlled by the entity. In particular, an entity shall explain the judgements, and changes in the judgements, made in determining the timing of satisfaction of obligations (see paragraphs 35 and 36).
- 35 For obligations that an entity satisfies over time, an entity shall disclose both of the following:
- (a) the methods used to recognise income (for example, a description of the output methods or input methods used and how those methods are applied); and
 - (b) an explanation of why the methods used provide a faithful depiction of the entity's progress toward satisfying its obligations.
- 36 For obligations satisfied at a point in time, an entity shall disclose the significant judgements made in evaluating when it has satisfied its obligations.

Should the Town be required to adopt the accounting treatment advised by OAG, this will result in a \$3m budget deficit in 22/23, as the adopted budget is predicated on \$13m matching income against \$13m project expenditure. This budget deficit will need to be addressed and will be largely corrected by bringing forward the transfer from the East Fremantle Oval Redevelopment Reserve (\$2.2m originally budgeted in 23/24), although this will still leave a budget gap. A future report will be presented to Council discussing this matter.

CONCLUSION

That the Position Papers be received by the Audit Committee. Clarifications are welcome.

10.1 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 010211

OFFICER RECOMMENDATION

Moved Cr Donovan, seconded Cr White

That the Audit Committee receive and endorse the following Position Papers prepared by Management:

- 1. Management Consideration of Correction to Prior Year Amounts – SMRC**
- 2. Management Review of Fair Value, RUL's, Residual Values, Depreciation and Impairment of Assets**
- 3. Revenue Recognition – East Fremantle Oval Redevelopment Project – Grant Income, noting that this accounting treatment has yet to be fully agreed by the Office of the Auditor General.**

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

Attachment -1

OUR REF:
ENQUIRIES:



Memorandum

To: OAG - Auditor 2021-22
From: Consultant / Executive Manager Corporate Services
Subject: Management Consideration of Correction to Prior Year Amounts - SMRC
Date: 27 September 2022

PURPOSE

The purpose of this position paper is to outline the management consideration of any requirement to restate prior year actuals for the audited information provided by the Southern Metropolitan Regional Council (SMRC) share of associates net profit/(loss) (P&L) and asset value of Investment in Associates.

BACKGROUND

To account for the Town's Investment in Associate (SMRC) the Town utilises the best available information at the time, being the unaudited financial statements provided by the SMRC for each year, unless where available the audited financial statements.

In 2020/21 the Town provided for a share of associates net profit/(loss) of \$260,305 (unaudited) and the carrying value of Investments in Associates (Asset) being \$1,429,853 (unaudited). Upon receiving the information to complete the 2021/22 financial statements, audited financial statements of the SMRC for 2020/21 were provided, showing a share of associates net profit/(loss) of \$275,456 for the Town in 2020/21 and the carrying value of Investments in Associates (Asset) being \$1,445,004 - resulting in a difference of \$15,151 for the 2020/21 financial year values.

The 2021/22 share of associates net profit/(loss) is (\$62,566) with the carrying value of the asset at 30 June 2022 being \$1,382,443. Determined by information provided by the SMRC (unaudited) as at 30 September 2022.

ASSESSMENT

AASB 108 provides for the distinction between the use of accounting estimates and errors in the financial statements.



Attachment -1

A change in accounting estimate is an adjustment of the carrying amount of an asset or a liability, or the amount of the periodic consumption of an asset, that results from the assessment of the present status of, and expected future benefits and obligations associated with, assets and liabilities. Changes in accounting estimates result from new information or new developments and, accordingly, are not corrections of errors.

Accounting estimates involve judgements based on the latest available, reliable information. For example estimates may be required for:

- Bad debts;
- Fair value of financial assets or financial liabilities;
- Depreciable Asset information (useful lives);
- Etc.

Changes in accounting estimates

- 32 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. For example, estimates may be required of:
- (a) bad debts;
 - (b) inventory obsolescence;
 - (c) the fair value of financial assets or financial liabilities;
 - (d) the useful lives of, or expected pattern of consumption of the future economic benefits embodied in, depreciable assets; and
 - (e) warranty obligations.
- 33 The use of reasonable estimates is an essential part of the preparation of financial statements and does not undermine their reliability.
- 34 An estimate may need revision if changes occur in the circumstances on which the estimate was based or as a result of new information or more experience. By its nature, the revision of an estimate does not relate to prior periods and is not the correction of an error.
- 35 A change in the measurement basis applied is a change in an accounting policy, and is not a change in an accounting estimate. When it is difficult to distinguish a change in an accounting policy from a change in an accounting estimate, the change is treated as a change in an accounting estimate.
- 36 The effect of a change in an accounting estimate, other than a change to which paragraph 37 applies, shall be recognised prospectively by including it in profit or loss in:
- (a) the period of the change, if the change affects that period only; or
 - (b) the period of the change and future periods, if the change affects both.
- 37 To the extent that a change in an accounting estimate gives rise to changes in assets and liabilities, or relates to an item of equity, it shall be recognised by adjusting the carrying amount of the related asset, liability or equity item in the period of the change.
- 38 Prospective recognition of the effect of a change in an accounting estimate means that the change is applied to transactions, other events and conditions from the date of the change in estimate. A change in an accounting estimate may affect only the current period's profit or loss, or the profit or loss of both the current period and future periods. For example, a change in the estimate of the amount of bad debts affects only the current period's profit or loss and therefore is recognised in the current period. However, a change in the estimated useful life of, or the expected pattern of consumption of the future economic benefits embodied in, a depreciable asset affects depreciation expense for the current period and for each future period during the asset's remaining useful life. In both cases, the effect of the change relating to the current period is recognised as income or expense in the current period. The effect, if any, on future periods is recognised as income or expense in those future periods.



Attachment -1

A change in accounting estimate does not relate to prior periods and is not the correction of an error (108.34). A change in accounting estimate is applied prospectively (108.36).

Accounting errors can also arise when preparing financial statements. Prior period errors are omissions from, and misstatements in, the entity's financial statements for one or more prior periods arising from a failure to use, or misuse of, reliable information that:

- (a) was available when financial statements for those periods were authorised for issue; and
- (b) could reasonably be expected to have been obtained and taken into account in the preparation and presentation of those financial statements. Such errors include the effects of mathematical mistakes, mistakes in applying accounting policies, oversights or misinterpretations of facts, and fraud.

AASB 108.42 provides that an entity shall correct material prior period errors retrospectively in the first set of financial statements authorised for issue after their discovery.

Errors

- 41 Errors can arise in respect of the recognition, measurement, presentation or disclosure of elements of financial statements. Financial statements do not comply with Australian Accounting Standards if they contain either material errors or immaterial errors made intentionally to achieve a particular presentation of an entity's financial position, financial performance or cash flows. Potential current period errors discovered in that period are corrected before the financial statements are authorised for issue. However, material errors are sometimes not discovered until a subsequent period, and these prior period errors are corrected in the comparative information presented in the financial statements for that subsequent period (see paragraphs 42–47).
- 42 **Subject to paragraph 43, an entity shall correct material prior period errors retrospectively in the first set of financial statements authorised for issue after their discovery by:**
- (a) **restating the comparative amounts for the prior period(s) presented in which the error occurred; or**
 - (b) **if the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and equity for the earliest prior period presented.**

To account for the Town's share of associates net profit/(loss) (P&L) and asset value of Investment in Associates, the information that the Town is relying on at the time of producing its financial statements is the unaudited financial statements of the SMRC as provided by the SMRC. The SMRC is required by legislation to have their accounts submitted to their auditor no later than 30 September of each year, as does the Town. The timing of the completion of their audit and publishing of their financial statements does not necessarily coincide with the completion of the Town's audit and authorization of issue of the Town's Annual Financial Statements.



Attachment -1

Generally, any new developments as a result of the finalisation of the audit of the SMRC are not made available until after the reporting timeframes of the Town.

CONCLUSION

The Town utilises the best information available at the time and makes judgements where required in accounting for estimates to complete its financial statements.

The use of information provided to the Town by the SMRC, being the unaudited financial statements, to determine the value of its share in associates is deemed by management to be the use of an accounting estimate. Changes in accounting estimates are recognised prospectively when the information is made available.

Where the Town has audited information of the SMRC available to it prior to the authorising of issue its financial statements (completion of audit), the Town would take up any material changes in its financial statements for that period – hence to avoid any errors in its statements.

The impact of the change to accounting estimate in 2021/22 presents the share of associates net profit/(loss) of (\$47,415) with the assets carrying value being \$1,382,443 at 30 June 2022.

Prepared By:

Kelli Small

ToEF Consultant

**Peter
Kocian**

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by Peter Kocian
Date:
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Reviewed By:

Peter Kocian

Exec Manager Corporate Services



OUR REF:
ENQUIRIES:



Memorandum

To: OAG - Auditor 2021-22
From: Consultant / Executive Manager Corporate Services
Subject: Management Review of Fair Value, RULs, Residual Values, Depreciation and Impairment of Assets
Date: June 2022

PURPOSE

The purpose of this position paper is to outline the management consideration and review of the following aspects as required by the Australian Accounting Standards and Local Government (Financial Management) Regulations 1996. The review considers each class of asset with a review being conducted on:

- Useful Life Estimates
- Residual Value Estimates
- Fair Value (where relevant)
- Depreciation Method
- Impairment
- Investment Property (AASB 140)

BACKGROUND

Regulation 17A of the *Local Government (Financial Management) Regulations 1996* states that local governments must revalue a non-financial asset:

- Whenever the local government is of the opinion that the fair value of the asset is likely to be **materially different** from its carrying amount; and
- In any event, within a period of no more than 5 years after the day on which the asset was last valued or revalued.
- A non-financial asset is to be excluded from the assets of a local government if the fair value of the asset as at the date of acquisition by the local government is under \$5k.
- The carrying amount of plant and equipment will be measured using the cost model.
- The carrying amount of right of use assets will be measured using the cost model.

AASB 116 requires:



- (116.31) After recognition as an asset, an item of property, plant and equipment whose fair value can be measured reliably shall be carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. **Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.**
- (116.36) If an item of property, plant and equipment is revalued, the entire class of property, plant and equipment to which that asset belongs shall be revalued.
- (116.51) The **residual value** and the **useful life** of an asset shall be **reviewed at least at each financial year-end** and, if expectations differ from previous estimates, the change(s) shall be accounted for as a change in an accounting estimate in accordance with AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors.
- (116.61) The **depreciation method** applied to an asset shall be **reviewed at least at each financial year-end and**, if there has been a significant change in the expected pattern of consumption of the future economic benefits embodied in the asset, the method shall be changed to reflect the changed pattern. Such a change shall be accounted for as a change in an accounting estimate in accordance with AASB 108.

The Town has the following Classes of Assets

- Land
- Buildings – Non Specialised – Level 2
- Buildings – Non Specialised – Level 3
- Buildings – Specialised – Level 3
- Infrastructure – Roads
- Infrastructure – Drainage
- Infrastructure – Parks & Ovals
- Infrastructure - Footpaths and Cycleways
- Infrastructure – Car Parks
- Infrastructure – Bus Shelters
- Plant and Equipment
- Furniture and Equipment



ASSESSMENT**Land**

There are 12 assets that make up this class. Included within the land assets is LB401 – 128/128A George Street.

This property (LB401) is being re-classified at 30 June 2022 as Assets Held for Sale, it is Councils intention to Auction this property (land and building) on 13 August 2022 (confirmed offer and acceptance at auction).

AASB116.36 requires the entire class to be revalued where an item of PPE is revalued. A revaluation of the Asset Class will be conducted as at 30 June 2022 and prior to reclassification of LB401 to Assets Held for Sale. This is in accordance with AASB, para 18:

- 18 Immediately before the initial classification of the asset (or disposal group) as held for sale, the carrying amounts of the asset (or all the assets and liabilities in the group) shall be measured in accordance with applicable Australian Accounting Standards.

External valuers Griffin Valuation Advisory were engaged to complete the valuation of all land assets at 30 June 2022. The revaluation resulted in a gain of \$1,268,100, posted to the land revaluation reserve. The average percentage increase across all land assets was 20.38%. (LB401 increased from \$1,095,000 to \$1,400,000 – 27.85%)

Land has an unlimited useful life and therefore is not depreciated.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model – prior to Reclassification to Assets Held for Sale for LB401
Class Total Carrying Amount:	\$4,330,900	\$5,599,000
Last Revaluation Year:	30 June 2020	30 June 2022
Depreciation Method:	Not Depreciated	Not Depreciated
Useful Life:	Unlimited	Unlimited
Residual Value:	Not Applicable	Not Applicable

Being Land, management is satisfied that there is no evidence to conclude that the current Useful Life, Depreciation Method, or Residual Value should change for any asset in this class as at 30 June 2022.



Attachment -2

Buildings Non-Specialised Level 2

There is one asset in this class being, 128/128A George Street Building (LB223). In determining whether a building is specialised or non-specialised, the Town has applied the following guidance from the NSW Office of Local Government:

2. Buildings

In relation to buildings, questions have been raised regarding the level to which the building should be divided into components when revaluing. When revaluing council owned and controlled buildings, councils should utilise the classifications of "non-specialised buildings" and "specialised buildings". Non-specialised buildings are general purpose or commercial buildings where there is a secondary market and a market value can be determined by appraisal. Specialised buildings are those buildings that are designed for a particular purpose. Where there is no market-based evidence available specialised buildings should be valued at depreciated replacement cost.

This property is being re-classified at 30 June 2022 as Assets Held for Sale, it is Councils intention to Auction this property (land and building) on 13 August 2022. A valuation for the land and building was completed in January 2022, with the building components fair value deemed \$69,948 at 30 June 2022. As there is only one asset in this asset class, this valuation has been relied upon as a fair estimate of the fair value of the building at 30 June 2022, with no material changes since January. As it was a combined valuation (L&B), the value splits in the June 2020 valuation was utilised to calculate the building valuation.

128 George Street is the Town's only non-specialised building that is valued using level 2 inputs – i.e. market approach using recent observable market data. The Town has 4 other non-specialised buildings being the 2 x pre-primary centres, the community learning centre and the infant health centre – all are used for community purposes and are valued using level 3 inputs. The remaining building assets are all specialised and are valued using level 3 inputs.

Due to the differences in approach between a level 2 and a level 3 an increase in valuation attributable to level 2 inputs does not necessarily correlate to an increase in valuation using level 3 inputs.

As mentioned above - 2020 Revaluation %age split		Revaluation Amount - June 2020	% of land and building	Split for Building
LB223	128 GEORGE STREET EAST FREMANTLE - COMMERCIAL BUILDING	55,500.00	4.82%	69,947.85
LB401	128 GEORGE STREET EAST FREMANTLE LAND ONLY	1,095,000.00	95.18%	
Total Revaluation Land and Buildings		1,150,500.00	100.00%	

A revaluation of the Asset Class (this sole asset) will be conducted prior to reclassification to Assets Held for Sale. This is in accordance with AASB, para 18:



- 18 Immediately before the initial classification of the asset (or disposal group) as held for sale, the carrying amounts of the asset (or all the assets and liabilities in the group) shall be measured in accordance with applicable Australian Accounting Standards.

Management is satisfied that there is no evidence to conclude that the current Useful Life, Depreciation Method, or Residual Value should change as at 30 June 2022.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model – prior to Reclassification to Assets Held for Sale
Class Total Carrying Amount:	\$52,725.06	\$69,947.85
Last Revaluation Year:	30 June 2020	30 June 2022
Depreciation Method:	Straightline	Straightline
Useful Life:	40 (2.5%)	40 (2.5%)
Residual Value:	Nil	Nil



Buildings Non-Specialised Level 3

There are 4 assets/asset groups that make up this class; the assets being:

- LB235 - JP McKenzie Pre Primary School - 61 George Street East Fremantle
- LB236 – Glyde In Community Learning Centre - 42 Glyde Street East Fremantle
- LB237 - EH Grey Old Infant Health Clinic Building - 80 Canning Highway East Fremantle
- LB238 - Richmond Early Childhood Centre - Cnr Fraser Street And Osborne Road East Fremantle

In determining whether a building is specialised or non-specialised, the Town has applied the following guidance from the NSW Office of Local Government:

2. Buildings

In relation to buildings, questions have been raised regarding the level to which the building should be divided into components when revaluing. When revaluing council owned and controlled buildings, councils should utilise the classifications of "non-specialised buildings" and "specialised buildings". Non-specialised buildings are general purpose or commercial buildings where there is a secondary market and a market value can be determined by appraisal. Specialised buildings are those buildings that are designed for a particular purpose. Where there is no market-based evidence available specialised buildings should be valued at depreciated replacement cost.

An independent Valuation was undertaken by Griffin Valuation Advisory of all land and buildings as at 30 June 2020. As a result, remaining useful lives were reduced on all buildings, resulting in an increase in depreciation rates. The new depreciation rates were updated in Synergysoft to reflect the new RUL's as per the valuation report.

A high level review of this asset class has been completed to enable management to make the judgement as to whether any material changes have occurred since the last revaluation. To conduct the high level review the Town has utilised any of its own data and market information where the information has been obtainable without exhaustive efforts.

Where no new information has been available without extensive effort and cost to the Town, no new information has been assumed and given the last valuation was only 12 months prior, the inputs are deemed as being materially appropriate.

No new information has been achievable to the satisfaction of management to warrant a reliable change in estimates for Fair Value for this asset class.

Management is satisfied that there is no evidence to conclude that the current Useful Life, Depreciation Method, or Residual Value should change as at 30 June 2022.



	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$509,195.14	\$509,195.14
Last Revaluation Year:	30 June 2020	30 June 2020
Depreciation Method:	Straight-line	Straight-line
Useful Life:	9-12 years (6.67-11.11%)	9-12 years (6.67-11.11%)
Residual Value:	Nil	Nil



Buildings Specialised Level 3

There are 47 assets/asset groups that make up this class of specialised buildings.

In determining whether a building is specialised or non-specialised, the Town has applied the following guidance from the NSW Office of Local Government:

2. Buildings

In relation to buildings, questions have been raised regarding the level to which the building should be divided into components when revaluing. When revaluing council owned and controlled buildings, councils should utilise the classifications of "non-specialised buildings" and "specialised buildings". Non-specialised buildings are general purpose or commercial buildings where there is a secondary market and a market value can be determined by appraisal. Specialised buildings are those buildings that are designed for a particular purpose. Where there is no market-based evidence available specialised buildings should be valued at depreciated replacement cost.

An independent Valuation was undertaken by Griffin Valuation Advisory of all land and buildings as at 30 June 2020. As a result, remaining useful lives were reduced on all buildings, resulting in an increase in depreciation rates. The new depreciation rates were updated in Synergyssoft to reflect the new RUL's as per the valuation report.

A high level review of this asset class has been completed to enable management to make the judgement as to whether any material changes have occurred since the last revaluation. To conduct the high level review the Town has utilised any of its own data and market information where the information has been obtainable without exhaustive efforts.

Where no new information has been available without extensive effort and cost to the Town, no new information has been assumed and given the last valuation was only 12 months prior, the inputs are deemed as being materially appropriate.

No new information has been achievable to the satisfaction of management to warrant a reliable change in estimates for Fair Value for this asset class.

Management is satisfied that there is no evidence to conclude that the current Useful Life, Depreciation Method, or Residual Value should change as at 30 June 2022.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$25,174,624.78	\$25,174,624.78
Last Revaluation Year:	30 June 2020	30 June 2020
Depreciation Method:	Straight-line	Straight-line



Attachment 1

Attachment -2

Useful Life:	3-50 years (2%-33.33%)	3-50 years (2%-33.33%)
Residual Value:	Nil	Nil



Attachment -2

Furniture and Equipment

There are 15 assets/asset groups that make up this class. The assets are predominantly IT/Audio Visual Equipment and Office Furniture/Equipment.

AASB 116.60 states that the depreciation method used shall reflect the pattern in which the assets future economic benefits are expected to be consumed. The economic benefit is consumed equally over time and the straight-line method of depreciation remains appropriate.

The following general advice was received in regards to aggregating/grouping assets when determining their capitalization threshold:

There may be circumstances where agencies should apply the standard asset capitalisation threshold of \$5,000 to the aggregate value of a group or network of assets (a group is a collection of similar assets and a network is a chain of interconnected but dissimilar assets for the provision of one simultaneous service e.g. computer system or office furniture). That is, the cost of individual items (assets) may be below the threshold but collectively the cost of items in the group or network exceeds the threshold. Generally, aggregations of assets should only be considered where they have long useful lives and high aggregate values. It is also relevant to compare patterns of asset consumption (i.e. consumption of future economic benefits embodied in the asset or consumption of service potential) with patterns of asset replacement expenditure to identify whether there is a material periodic difference between depreciation expense and the on-going expensing of acquisitions. Where asset replacement expenditure is both lumpy and significant and depreciation expense is determined using the straight-line method, there may be a case for capitalising the assets. To aggregate assets, the impact must be material in the overall context of an agency's financial statement. The cost benefit of capitalising expenditures in such circumstances must be considered. For example, a general fit-out may involve a material outlay and yield future economic benefits over a long period of time and consequently would generally be capitalised. Although the individual items may be below the capitalisation threshold, the fit-out can be considered a network for capitalisation purposes.

Based on the above, the Town has determined to capitalise its computer hardware replacement (annual 3 year full year replacement program), as well as the FOGO bins (\$247k aggregate).

The Town operates an IT Hardware replacement program on a 3-year basis which is reflective in the useful lives of the assets.

In most instances items are scrapped or the sale price is nominal upon completion of their useful lives. The residual values of the assets within the Furniture and Equipment class is nil, and is deemed insignificant and therefore immaterial in the calculation of the depreciable amount.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Cost Model	Cost Model
Class Total Carrying Amount:	226,710	\$226,710
Last Revaluation Year:	Not Applicable	Not Applicable



Attachment 1

Attachment -2

Depreciation Method:	Straight-line	Straight-line
Useful Life:	3-19 years (5.26% - 33.33%)	3-19 years (5.26% - 33.33%)
Residual Value:	Nil	Nil

An asset stock take has been completed for all furniture and equipment assets and portable and attractive assets not listed on the asset register.



Plant and Equipment

There are 37 assets/asset groups that make up this class. The assets consist of light fleet, heavy plant and other equipment.

AASB 116.60 states that the depreciation method used shall reflect the pattern in which the assets future economic benefits are expected to be consumed. The economic benefit is consumed equally over time for most vehicles and plant and the straightline method of depreciation remains appropriate.

A review of the plant and equipment useful lives has been completed for the year ended 30 June 2022. The review resulted in a number of plant items having their residual values updated based on renewed estimates and inclusion where previously it may not have been included – where appropriate. Useful lives were still appropriate for each asset.

The application of the revised residual lives have been updated in June 2022 and any changes to the depreciation calculations have been applied prospectively in accordance with AASB108 – change in estimates and effective in the June Depreciation Calculation.

The system has been checked for application, and:

- where the Residual Value is still less than the remaining depreciable amount, the depreciation calculation has been applied prospectively taking into consideration the revised calculation requirements - in accordance with AASB108 – see PE284 below
- where the carrying amount has exceed the revised residual value, the depreciation calculation has been paused - should a later review of residual value change to be lower than carrying value, depreciation calculation will recommence - in accordance with AASB108 - see PEMV269 below

PE284

Depreciation calculation for June has been lowered with the increase to the Residual Value estimate.

Transaction History						
Date	Post Year	Period	Trans Type	Reference	Val Amt	Dep Amt
15/02/2021	21/22	12	Depreciation	DEP JUNE 2022		333.94
05/06/2022	21/22	11	Depreciation	DEP MAY 2022		430.00
06/05/2022	21/22	10	Depreciation	DEP APR 2022		416.13
04/04/2022	21/22	09	Depreciation	DEP MARCH 22		430.00
05/03/2022	21/22	08	Depreciation	DEP FEB 22		368.35
03/02/2022	21/22	07	Depreciation	DEP JAN 22		430.00
27/01/2022	21/22	06	Depreciation	DEP NOV 21		416.13
27/01/2022	21/22	04	Depreciation	DEP OCT 21		430.00
27/01/2022	21/22	03	Depreciation	DEP SEP 21		416.13
27/01/2022	21/22	02	Depreciation	DEP AUG 21		430.00
27/01/2022	21/22	01	Depreciation	DEP JULY 21		430.00
27/01/2022	21/22	05	Depreciation	DEP DEC 21		430.00
25/06/2021	20/21	12	Depreciation	DEP JUNE 2021		416.13



PEMV269

No depreciation has been calculated for June as the asset is already fully depreciated based on the change in the estimate of the Residual Value.

Transaction History						
Date	Post Year	Period	Trans Type	Reference	Val Amt	Dep Amt/Description
02/05/2022	21/22	11	Depreciation	DEP MAY 2022		445.89 DEPRECIATION MAY 2022
06/05/2022	21/22	10	Depreciation	DEP APRIL 2022		431.90 DEPRECIATION APRIL 2022
04/04/2022	21/22	09	Depreciation	DEP MARCH 22		445.89 DEPRECIATION MARCH 2022
08/03/2022	21/22	08	Depreciation	DEP FEB 22		402.73 DEPRECIATION FEBRUARY 2022
01/02/2022	21/22	07	Depreciation	DEP JAN 22		445.89 DEPRECIATION JANUARY 2022
21/01/2022	21/22	06	Depreciation	DEP DEC 21		445.89 DEPRECIATION DECEMBER 2021
21/01/2022	21/22	05	Depreciation	DEP NOV 21		431.90 DEPRECIATION NOVEMBER 2021
21/01/2022	21/22	04	Depreciation	DEP OCT 21		445.89 DEPRECIATION OCTOBER 2021
21/01/2022	21/22	03	Depreciation	DEP SEP 21		431.90 DEPRECIATION SEPTEMBER 2021
21/01/2022	21/22	02	Depreciation	DEP AUG 21		445.89 DEPRECIATION AUGUST 2021
21/01/2022	21/22	01	Depreciation	DEP JULY 21		445.89 DEPRECIATION JULY 2021
25/06/2021	20/21	12	Depreciation	DEP JUNE 2021		431.90 DEPRECIATION JUNE 2021
26/05/2021	20/21	11	Depreciation	DEP MAY 2021		445.89 DEPRECIATION MAY 2021
30/04/2021	20/21	10	Depreciation	DEP APR 2021		431.90 DEPRECIATION APRIL 2021
30/03/2021	20/21	09	Depreciation	DEP MARCH 2021		445.89 DEPRECIATION MARCH 2021
26/02/2021	20/21	08	Depreciation	DEP FEB 2021		402.73 DEPRECIATION FEBRUARY 2021
25/01/2021	20/21	07	Depreciation	DEP JAN 2021		445.89 DEPRECIATION JANUARY 2021
05/01/2021	20/21	06	Depreciation	DEP DEC 2020		445.89 DEPRECIATION DECEMBER 2020

2.1.14 Motor Vehicle Acquisition & Usage Policy

Replacement of vehicles

All vehicles are to be replaced at the optimum period for changeover (see table below) , in order to achieve the lowest possible operating costs for each vehicle and as per the Town's plant and equipment replacement program and budgets.

Sedans 2 years or 40,000km
Utilities (Petrol) 3 years or 60,000km
Utilities (Diesel) 4 years or 80,000km
Trucks and heavy plant 3 to 8 years

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Cost Model	Cost Model
Class Total Carrying Amount:	\$740,344 (30 June)	\$740,344 (30 June)
Last Revaluation Year:	Not Applicable	Not Applicable
Depreciation Method:	Straight-line	Straight-line
Useful Life:	2-10 years (10% - 50%)	2-10 years (10% - 50%)
Residual Value:	Various	Various - updated

An asset stock take has been completed for all plant and equipment assets and portable and attractive assets not listed on the asset register.



Infrastructure – All Classes Comments

Fair Value

AASB 116 requires revaluations to be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

All classes of Infrastructure were revalued for Fair Value as at 30 June 2021 – 12 months prior (sufficient regularity).

FM Reg 17A requires all non-current assets that are subsequently measured at Fair Value to be revalued:

- Whenever the local government is of the opinion that the fair value of the asset is likely to be **materially different** from its carrying amount; and
- In any event, within a period of no more than 5 years after the day on which the asset was last valued or revalued.

When reviewing Level 3 inputs, AASB 13.89 states:

- An entity shall develop unobservable inputs using the best information available in the circumstances, which might include the entity's own data. In developing unobservable inputs, an entity may begin with its own data, but it shall adjust those data if reasonably available information indicates that other market participants would use different data or there is something particular to the entity that is not available to other market participants (eg an entity-specific synergy).
- An entity need not **undertake exhaustive efforts** to obtain information about market participant assumptions. However, an entity shall take into account all information about market participant assumptions that is reasonably available.

A high level review of each Infrastructure asset class has been completed to enable management to make the judgement as to whether any material changes to the cost approach and replacement cost inputs have occurred since the last revaluation. To conduct the high level review the Town has utilised any of its own data and market information where the information has been obtainable without exhaustive efforts.

Where no new information has been available without extensive effort and cost to the Town, no new information has been assumed and given the last valuation was only 12 months prior, the inputs are deemed as being materially appropriate.

Obtaining comparable inputs for replacement cost unit rates has not been achievable to the satisfaction of management to warrant a reliable change in estimates.



Residual Value

The use of residual value as it relates to public infrastructure is not applicable for reasons being:

- a) the ordinary meaning of the words needs to be considered in the context of the relevant accounting standard definition, including in conjunction with the definition of useful life;
- b) disposal involves the entity losing control of the asset at the end of its useful life to the entity – the relocation of an asset into another asset or location does not involve any loss of control of the asset by the entity; and
- c) where an entity has control of an asset and intends to continue to consume the future economic benefits embodied in the asset through use, the asset cannot be regarded as having reached the end of its useful life to the entity. In the case of public sector assets held for their current service potential, the useful life is unlikely to end before all the service potential in that asset is substantially consumed, at which time no cost savings from re-use of the asset, or a part thereof, would remain available to the entity.
- d) by nature of the asset being constructed through the use of various materials of which upon the end of its useful life is unlikely to be able to be re-used or on-sold in any market and hence has no residual value.

The reasons above remain consistent and there has been no change in estimates to residual values (nil RV) of infrastructure assets.

Useful Life

Remaining useful life (RUL) is an estimation of the remaining service potential of the asset component based on its condition. The determination of precise physical condition by visual assessment is considered appropriate to determine RUL for valuation purposes, however without extensive and expensive mechanistic or laboratory testing, supported by reliable historic data, the RUL will be an estimation at the network level. For example, visual inspections of drainage is not practicable without the use of extensive and expensive technology and the result is deemed immaterial to the resulting outcomes on RULs.

The pattern of consumption of the asset component needs to be appropriate. Different asset types have varying lifecycles with commonly accepted examples being in a straight line with a uniform loss of value of its lifecycle, or a curve which considers potentially accelerated periods of consumption. For example, many assets will appear and actually be functioning very effectively for most of their lives, but then appear to rapidly deteriorate towards the end of life. Those types of assets might be assessed with average condition rating until nearing end of life.



The RULs for all infrastructure asset classes were reviewed as part of the 2021 Valuation of Infrastructure. Regular/cyclical inspections of infrastructure assets are being incorporated as part of the Town's regular Asset Management practices. In 2021/22 a visual inspection of the asset class – Footpaths and Cycleways was conducted. The results of this are discussed under the relevant header below.

Unless as otherwise identified, the RULs for all infrastructure assets are deemed to be appropriate given the last valuation was conducted only 12 months prior.

Management Improvements to Infrastructure Asset Data

The Town is committed to continuously improving the data quality of its infrastructure assets. The following steps have been identified as significant steps towards achieving better Asset Management practice, as well supporting future valuations and are being progressively implemented as resources and capability become available. The steps and management comments/updates are provided below:

- Asset Register – identify one source of truth for all assets and record in a consolidated asset register. Infrastructure assets are currently held in multiple registers.

This is a large project and systems changes will be required – work is yet to commence on this project.

- Asset ID's – Consistency is difficult to maintain across multiple valuations, when source information/assets are not linked to a unique TEF ID. The importance can become more evident when different valuers assess information from year to year. This can be resolved through a consolidated asset register.

This is a large project and systems changes will be required – work is yet to commence on this project.

- Spatial Information – the development of a GIS database will further support validation of the asset register and ongoing asset audits. This is especially helpful for tracking non-stagnant assets and assets with shorter useful lives, such parks assets. Other AM value can be derived from known drainage locations etc.

The Town does not currently have spatial information or mapping software. This is a significant change to the way the Town would conduct its operations and requires



investment of a new system implementation along with commitment to change management across the organisation – work is yet to commence on this project and is not likely to commence in the short-medium term as it is cost prohibitive.

- Regular Asset Inspections – Cost efficiencies can be realised from conducting large scale/all-encompassing asset inspections on a cycle basis, but it would be more efficient for the Town to implement rolling asset inspection programs for various asset classes. It may be more practical (resources/costs/data usefulness) to perform annual inspections on differing asset classes. Some classes may benefit from more regular audits than others.
 - Drainage inspections were carried out in 2020. The asset inspections identified a significant number of assets previously not recognised, and thus an increase in the overall drainage asset inventory. An additional 182 drainage pipes with varying lengths and dimensions and fifteen drainage pits were identified. The net worth of drainage assets increased proportionately as part of the 2021 valuation of infrastructure. Management has a high level of confidence that no less than 95% of the drainage network has been picked up and accounted for.
 - The Town has commenced regular asset inspections starting with Footpaths and Cycleways. The intention is to undertake a physical footpath inspection every 2 years.
 - Other Infrastructure Asset Classes will be considered for cyclical inspections in the future.
- Gap Analysis – It may be prudent to define the key valuation inputs (asset related fields) and assess the existing gaps in data. This can inform the requirements going forward.

The Town is comfortable with the level of information held for each Infrastructure Asset Class to enable sufficient professional judgement to be applied when considering the valuation inputs. However, for continuous improvement, gap analysis forms part of incorporating all of the proposed improvement actions as stated here.

- Inspection Standards/Manuals – develop condition rating manuals which guide the asset inspection process, define levels of service for the relevant asset classes and specify applicable standards. This creates ongoing consistency and supports scrutiny surrounding condition rating standards and practices.



WALGA has developed various inspection manuals including a "Road Visual Condition Assessment Manual". The Town will consider implementing asset inspection sheets for roads and footpaths subject to resourcing capability.

- Asset Management Practice – further development of organisation wide asset management practice/framework in consultation with finance. This may include further development of AM procedures, processes, work order management etc.

This action will form part of the overall improvement of the organisations asset management. This is a large project in its entirety, however through focusing on implementing the above actions the Town will improve its Asset Management Practices.



Infrastructure – Roads

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped into their respective component and depreciated on a straight-line basis as follows:

- Subgrade – Not depreciated
- Sealed Pavement – 85-100 years
- Pavement Surface – 30-35 years
- Surface Water Channels - 55-60 years

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$22,326,443.68	\$22,326,443.68
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Average RUL:	Not Dep. – 100 years (0% - 3.33%)	Not Dep. – 100 years (0% - 3.33%)
Residual Value:	Nil	Nil



Attachment -2

Infrastructure – Drainage

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped into their respective component and depreciated on a straight-line basis as follows:

- Pipe – 80 years
- Pit – 80 years

Drainage inspections were carried out in 2020. The asset inspections identified a significant number of assets previously not recognised, and thus an increase in the overall drainage asset inventory. An additional 182 drainage pipes with varying lengths and dimensions and fifteen drainage pits were identified. The net worth of drainage assets increased proportionately as part of the 2021 valuation of infrastructure. Management has a high level of confidence that no less than 95% of the drainage network has been picked up and accounted for.

Additional Drainage quantities were as follows:

	2018	2021	Additional
Drainage Pipes	11,129 m	12,596 m	1,467 m
Drainage Pits	689 Qty	704 Qty	15 Qty

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$4,400,680.02	\$4,400,680.02
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Useful Life:	80 years (1.25%)	80 years (1.25%)
Residual Value:	Nil	Nil



Infrastructure – Parks and Ovals

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped into their respective component and depreciated on a straight-line basis as follows:

- Parks & Ovals - Bore and Pump – 20 years
- Parks & Ovals – Signage – 15-40 years
- Parks & Ovals – Fence – 25-70 years
- Parks & Ovals – Gate – 15-40 years
- Parks & Ovals - Minor Structure Polygon – 10-70 years
- Parks & Ovals - Playground Polygon – 27 years
- Parks & Ovals - Irrigation – 30-35 years
- Parks & Ovals – Turf – Not Depreciated
- Parks & Ovals - Minor Structure – 20-25 years
- Parks & Ovals – Amenities – 20-25 years
- Parks & Ovals – Bin – 15-20 years
- Parks & Ovals – Lighting – 20 years
- Parks & Ovals - Playground Point - 15-25 years
- Parks & Ovals - Playground Lines – 40-70 years
- Parks & Ovals - Other Improvements – 20-25 years

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$4,090,750.61	\$4,090,750.61
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Useful Life:	10-70 years (1.43-10%)	10-70 years (1.43-10%)
Residual Value:	Nil	Nil



Infrastructure – Footpaths & Cycleways

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped as Footpaths and depreciated on a straight-line basis as follows:

- Footpaths – 40-80 years

In March 2022 the Town commissioned a data pick up of Footpaths – this involved a full visual inspection of the entire footpath network. Inspection resulted in a pick up of the Town's footpath network totaling 59.646km which is consistent with the data provided to Talis for the previous valuation (59.7km). The average condition rating of the data pick up conducted in 2021/22 is equivalent to that of Talis' report, being between a rating of 2-3. Suggesting there is no material change to the fair value due to the asset volume or condition is required.

3 Infrastructure Asset Classes

Talis was commissioned to provide a valuation for the infrastructure asset class including Assets detailed in Table 3-1:

Table 3-1 Asset Classes for Valuation

Asset Class/Sub Class	Unit of Measurement	Quantity
Roads	Kilometre	36.7km
Drainage - Pipes	Each	629
Drainage - Pits	Each	704
Footpaths	Kilometres	59.7km
Bus Shelters	Each	30
Car Parks	Each	17
Park Assets	Each	1259

Source: Talis – 2021 Valuation Report

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$5,624,738.27	\$5,624,738.27
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Useful Life:	40-80 years (1.3% - 2.5%)	40-80 years (1.3% - 2.5%)
Residual Value:	Nil	Nil



Infrastructure – Car Parks

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped into their respective component and depreciated on a straight-line basis as follows:

- Subgrade – Not depreciated
- Sealed Pavement – 85-100 years
- Pavement Surface – 30-35 years
- Surface Water Channels - 55-60 years

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$2,301,880.64	\$2,301,880.64
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Useful Life:	Not Dep. – 100 years (0% - 3.33%)	Not Dep. – 100 years (0% - 3.33%)
Residual Value:	Nil	Nil



Infrastructure – Bus Shelters

The Asset system reflects the last valuation in 2021 plus any additions to date. Assets are grouped as Bus Shelters and depreciated on a straight-line basis as follows:

- Bus Shelters – 25-30 years

No new information is available to suggest that the current valuation is materially different to fair value at 30 June 2022. No action taken.

	Pre-Assessment	Post-Assessment
Measurement after Recognition Model:	Revaluation Model	Revaluation Model
Class Total Carrying Amount:	\$211,248.21	\$211,248.21
Last Revaluation Year:	30 June 2021	30 June 2021
Depreciation Method:	Straight-line	Straight-line
Useful Life:	25-30 years (4% - 3.33%)	25-30 years (4% - 3.33%)
Residual Value:	Nil	Nil



Investment Property

There are no assets that fall under the application of AASB 140. As with prior year assessments the only property that could be assessed as an Investment Property is 128 and 128A George Street. The building envelope of this parcel is being leased to a private party, with the Town deriving an annual rent of circa \$16,500.

Management have however determined this property does not meet the definition of an investment property, and is accounted for under AASB 116 (although for 30 June 2022 is being reclassified to Assets Held for Resale – refer above Land and Buildings):

AASB 140 Paragraph 9.1

In respect of not-for-profit entities, property may be held for service delivery objectives rather than to earn rental or for capital appreciation. In such situations the property will not meet the definition of investment property and will be accounted for under AASB 116, for example:

- *Property held for strategic purposes; and*
- *Property held to provide a social service, including those which generate cash inflows where the rental revenue is incidental to the purpose for holding the property.*

The majority of the property is being used as a public carpark (hard stand area behind building envelope). There is a distinct shortage of parking areas in the George Street Precinct, and the provision of car parking in this area is critical to support small business turnover. The rental return of \$16,500 per annum is incidental, and is used to maintain and provide parking infrastructure in this precinct. As such, the property is held for strategic purposes as the predominant land use is for public purposes.



Impairment

Management has reviewed all indicators of Impairment and is satisfied that there is no indication of impairment loss for any asset as at 30 June 2022. An impairment questionnaire was completed considering internal, external and other indicators as part of this assessment.

IMPAIRMENT REVIEW/QUESTIONNAIRE 2021/22

Indicator Question	Yes	No	Comments
External Indicators			
Are there observable indications that an asset's value has declined during the period significantly more than would be expected as a result of the passage of time or normal use?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Have any significant changes with an adverse effect on the local government taken place during the period, or will take place in the near future, in the technological, market, economic or legal environment in which the local government operates or in the market to which an asset is dedicated?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Have market interest rates or other market rates of return on investments increased during the period; and those increases are likely to affect the discount rate used in calculating an asset's value in use and decrease the asset's recoverable amount materially?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Internal Indicators			
Is there any evidence is available of obsolescence or physical damage of an asset?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Have any significant changes with an adverse effect on the local government taken place during the period, or are expected to take place in the near future, in the extent to which, or manner in which, an asset is used or is expected to be used?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Is there any evidence available from internal reporting that indicates that the economic performance of an asset is, or will be, worse than expected?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Other Indicators			
Are there any other indicators of impairment not previously considered?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p><i>If any question has been answered "Yes" and any indication is present - make a formal estimate of recoverable amount. If the recoverable amount is less than the asset's carrying amount, the carrying amount of the asset must be reduced to its recoverable amount.</i></p> <p><i>If all questions have been answered "No" - no formal estimate of recoverable amount is required to be made if no indication of an impairment loss is present.</i></p>			

Peter
Kocian

Digitally signed
by Peter Kocian
Date: 2022.08.10
16:07:36 +08'00'

Prepared/Reviewed By:

Peter Kocian
Exec Manager Corporate Services



Attachment 1

Attachment -2

Prepared By:

Kelli Small

ToEF Consultant

**Peter
Kocian**

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by Peter Kocian
Date:
2022.10.10
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Reviewed By:

Peter Kocian

Exec Manager Corporate Services



Attachment -3

OUR REF:
ENQUIRIES:



Memorandum

To: OAG - Auditor 2021-22
From: Consultant / Executive Manager Corporate Services
Subject: Revenue Recognition – East Fremantle Oval Redevelopment Project – Grant
Income
Date: 5 October 2022

PURPOSE

The purpose of this position paper is to outline the revenue recognition principles applied to grant income associated with the East Fremantle Oval Redevelopment Project ("the Project").

Contained as an appendix to this paper is the procedure for reconciling the project funding and recognizing the income at the end of each month.

BACKGROUND

In December 2021 the Town entered into a financial assistance agreement ("Agreement") with the Department of Local Government, Sport and Cultural Industries (DLGSC), to contribute funding toward the redevelopment of the East Fremantle Oval. The original Agreement was for DLGSC to contribute \$20,000,000 (\$20m) towards the cost of the project.

Subsequent to a review of the Project costings, a variation to the Agreement was entered into in July 2022 increasing the funding provided by DLGSC to \$25,000,000 (\$25m).

Provided below is an extract of the variation detailing the payment milestones.



DEED OF VARIATION

PARTIES

STATE OF WESTERN AUSTRALIA (State) acting through the Department of Local Government, Sport and Cultural Industries (ABN 14 445 022 107) of 246 Vincent Street, Leederville, WA 6007 (**DLGSC**)

AND

Town of East Fremantle (ABN 80 052 365 032) of 135 Canning Highway, East Fremantle, WA 6158 (**Recipient**)

BACKGROUND

- A. The State and the Recipient entered into a Financial Assistance Agreement on 2 December 2021 (**Agreement**) for the State to provide \$20 million state funding to support the East Fremantle Oval redevelopment (**Project**).
- B. Due to the current market conditions, the Project's estimated construction costs are expected to rise from \$26.5 million to \$32.5 million. As such, the Recipient requested from the State an additional \$5 million state funding to cover additional expected construction costs.
- C. In response, the Sport and Recreation Minister has approved and endorsed an additional State contribution of \$5 million funding towards the Project, to enable it to proceed in line with the intent of the election commitment and community expectations.
- D. The Parties have agreed to amend the Agreement terms to reflect the additional funding amount and certain other variations as set out in this Deed of Variation (No. 1) (**Deed**).

- (b) In Schedule 4, Item 3.1 (**Manner of Payment**) under paragraph 'c.', delete the table in its entirety and replace with the following table:

A Serial	B Milestone	C Instalment Amount
1	Execution of this agreement	\$2,500,000
2	Awarding of a construction contract	\$8,000,000
3	Evidence of commencement of physical works	\$5,000,000
4	Evidence of 50% completion	\$9,000,000
5	Evidence of practical completion	\$500,000

- (c) In Schedule 4, Item 4.4 (**Project budget**), delete the table in its entirety and replace with the following table:

Project items	Funds under this Agreement (\$)	Other Funding (\$)	Name of Sources of Other Funding	Total Funds (\$)
As detailed in 4.1 Project description	\$25,000,000			\$25,000,000
		\$7,000,000	Town of East Fremantle	\$7,000,000
		\$300,000	TBC	\$300,000
		\$200,000	AFL Facility Fund	\$200,000
TOTALS	\$ 25,000,000	\$7,500,000		\$ 32,500,000



The total Project funding is summarised in the table below:

<i>Project Funding (ex GST) - Cash Received</i>	\$
DLGSC - Financial Assistance Grant	25,000,000
Town of East Fremantle - Loan Borrowings	4,800,000
Town of East Fremantle - Sale proceeds George St Property	1,000,000
Town of East Fremantle - Reserve Funds	1,450,000
AFL Facilities Fund (WAFF)	250,000
Total	32,500,000

The total expenditure budget for the Project is \$32,500,000 and is detailed in the *Town of East Fremantle East Fremantle Oval Redevelopment – Design Development Gateway Report* dated 27 June 2022.



10 ESTIMATED COSTS

10.1 Cost Plan

The endorsed project budget is \$32.5m and this is considered sufficient to deliver a quality outcome in line with the expectations of ToEF and their stakeholders. The Cost Plan has been updated to reflect the current design which has been endorsed by stakeholders and has been developed in line with Gateway comments. The current Cost Plan indicates a cost of \$32.97m and this is provided in Appendix 3.

10.2 Cost Plan Outlook

This Cost Plan has been updated though has a similar outcome to the Cost Plan produced prior to Gateway 2. Whilst the Cost Plan has continued to highlight a potential budget exceedance of \$470k, there has been a drive to maintain all ToEF and stakeholder requirements some of which have resulted in cost increases from the Gateway 1 Cost Plan.

At this stage, having a Cost Plan higher than the budget is not considered an issue as there are opportunities to recover the 1.5% exceedance. Initiatives include:

- Further Value Management opportunities as design continues
- Opportunities through the MTT process in design, buildability, and materials
- PV procurement options
- Operator contributions

At this stage, the exceedance is an outcome of the stage of design and the budget of \$32.5m can be achieved through the initiatives noted above.

10.3 Contingencies

Within the Cost Plan, 5% Construction Contingencies have been maintained though, due to the date of the design, the Design Contingency has been reduced to 3%, maintaining a total contingency allowance of \$2.05m. Design Contingencies will be decreased/removed/allocated once the MTT has progressed through the TPA pricing stage.

10.4 Endorsement Required

Endorsement is sought for the following:

- Progress with the Design Documentation based on Cost Plan actions to reduce to \$32.5m or less

Updated Budget/Cost Breakdown

Item	Budget ¹	Gateway 2 ²	DD Cost Plan ³	Variance to Budget
Construction	\$ 24,987,000	\$ 24,760,454	\$ 25,205,110	\$ (218,110)
Headworks	\$ 0	\$ 292,000	\$ 296,500	\$ (296,500)
Design Contingency	\$ 2,498,700	\$ 1,237,623	\$ 756,153	\$ 1,742,547
Construction Contingency	\$ 1,374,300	\$ 1,299,399	\$ 1,298,063	\$ 76,237
Professional fees	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 0
FF&E	\$ 500,000	\$ 1,000,000	\$ 1,000,000	\$ (500,000)
Public Art	\$ 240,000	\$ 240,000	\$ 240,000	\$ 0
Escalation	\$ 0	\$ 1,260,932	\$ 1,273,217	\$ (1,273,217)
TOTAL	\$ 32,699,000	\$ 32,971,218	\$ 32,969,943	\$ (468,943)

¹Estimated breakdown based on \$32.5m

²DCWC Cost Plan dated 10 May 2022 (Gateway 2) - Superseded

³DCWC Cost Plan dated 27 June 2022 (Appendix 3)

Unless renegotiated with current funding bodies, or new funding is acquired, any expenditure over the Project budget will be the responsibility of the Town of East Fremantle to fund.

Two new accounting standards relevant to revenue recognition for local governments came into effect on 1 July 2019 being:

- AASB 15 *Contracts with Customers*; and
- AASB 1058 *Income of Not-for-Profit Entities*.



ASSESSMENT

AASB 15 Contracts with Customers

AASB 15 Revenue from Contracts with Customers establishes the accounting principles a local government shall apply in relation to the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer.

The core principle is that an entity will recognise revenue at an amount that reflects the consideration entitled in exchange for transferring goods or services to a customer.

AASB 15 provides a comprehensive framework for revenue recognition using the following five-step model:



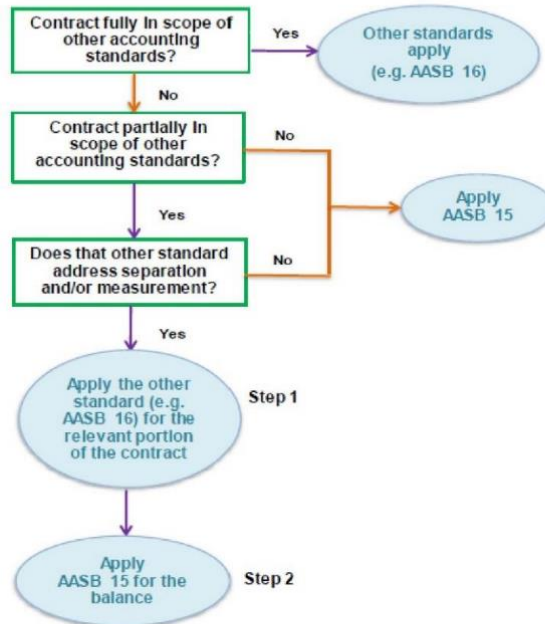
The standard requires a local government to recognise revenue aligned to the transfer of promised goods or services to customers for an amount that reflects the consideration the local government is entitled for those goods or services.

Each contract with a customer needs to be assessed to identify the performance obligations it creates. If there is a mismatch between the timing of performance obligations under a contract and receiving an asset in exchange, for example, cash, or undertaking works and services in advance, then a contract liability or contract asset is created until the performance obligation(s) under the contract are satisfied. Once the performance obligation(s) are satisfied, the associated level of revenue is recognised.

A contract with a customer may partially be in the scope of AASB 15 and partially within the scope of other Standards. In such instances, a local government is required to apply the other standard first, if those standards specify how to separate and/or initially measure one or more parts of the contract. The entity will then apply AASB 15 to the remaining components of the contract.



Decision tree for the application of AASB 15



AASB 1058 Income of Not-for-Profit Entities

AASB 1058 *Income of Not for Profit Entities* applies to local governments and significantly changed income/revenue recognition from its application date.

The purpose of AASB 1058 is to more closely recognise Not for Profit income transactions that are not contracts with customers in accordance with their economic reality. Therefore, AASB 1058 needs to be recognised in conjunction with AASB 15 Revenue from Contracts with Customers.

Local governments often receive a grant to either buy or construct a non-financial asset, such as a building, for their own future use.

A recognisable non-financial asset that is to be controlled by the entity in accordance with AASB 1058.15 is one that:

- a. requires the entity to use that financial asset to acquire or construct a recognisable non-financial asset to identified specifications;
- b. does not require the entity to transfer the non-financial asset to the transferor or other parties; and
- c. occurs under an enforceable agreement.

Financial assets transferred to a local government to construct or acquire a recognisable non-financial asset to be controlled by a local government are recognised initially, in accordance with AASB 9 Financial Instruments, on receipt of the financial asset. Subsequently the non-financial asset is recognised in accordance with AASB 116 on construction or acquisition.

When recognising the asset AASB 1058.9 requires increases in liabilities, decreases in assets and revenue to be recognised in accordance with the relevant accounting standard. The difference between the 'related amount' and the value of the non-financial asset recognised is required to be recognised as a liability by AASB 1058.16 until such time as the local government has satisfied its obligations under the initial transfer of the financial asset. When or as these obligations are satisfied the difference is recognised as income in profit or loss.

Transfers to enable an entity to acquire or construct a recognisable non-financial asset to be controlled by the entity

- 15 A transfer of a financial asset to enable an entity to acquire or construct a recognisable non-financial asset that is to be controlled by the entity is one that:
- (a) requires the entity to use that financial asset to acquire or construct a recognisable non-financial asset to identified specifications;
 - (b) does not require the entity to transfer the non-financial asset to the transferor or other parties; and
 - (c) occurs under an enforceable agreement.
- 16 An entity shall recognise a liability for the excess of the initial carrying amount of a financial asset received in a transfer to enable the entity to acquire or construct a recognisable non-financial asset that is to be controlled by the entity over any related amounts recognised in accordance with paragraph 9. The entity shall recognise income in profit or loss when (or as) the entity satisfies its obligations under the transfer.
- 17 In such circumstances, the transferor has in substance transferred a recognisable non-financial asset to the entity. The entity recognises the financial asset received in accordance with AASB 9 and subsequently recognises the acquired or constructed non-financial asset in accordance with the applicable Australian Accounting Standard (eg AASB 116 for property, plant and equipment). This Standard requires the entity to initially recognise a liability representing the entity's obligation to acquire or construct the non-financial asset and, if applicable, other performance obligations under AASB 15, which involve the transfer of goods or services to other parties. The liability in relation to acquiring or constructing the non-financial asset is initially measured at the carrying amount of the financial asset received from the transferor that is not attributable to related amounts for performance obligations under AASB 15, contributions by owners, etc. The liability is recognised until such time when (or as) the entity satisfies its obligations under the transfer.



Considering which Revenue Standard to Apply

To determine if AASB 15 or AASB 1058 applies requires a two-step process.

Step 1

Local government entities should first determine whether a transaction is a contract with a customer under AASB 15.

To be in scope of AASB 15, there should be:

1. an 'enforceable contract' – i.e. the contract between two or more parties must create enforceable rights and obligations
2. 'sufficiently specific performance obligations' – i.e. the NFP entity's promise to transfer a good or service must be sufficiently specific
3. 'underlying goods or services are not retained by the entity' – i.e. the goods or services will be transferred to the customer or to other parties on behalf of the customer (AASB 1058.IE5) and not retained by the entity for its own use.

If all criteria are met, income is recognised under AASB 15 when (or as) the performance obligations under the contract are satisfied. If any of these criteria are not met, then Step 2 applies.

Step 2

Determine if a volunteer service has been received or there is a significant 'donation' component in the contract. A donation component and thereby a donation transaction exists if:

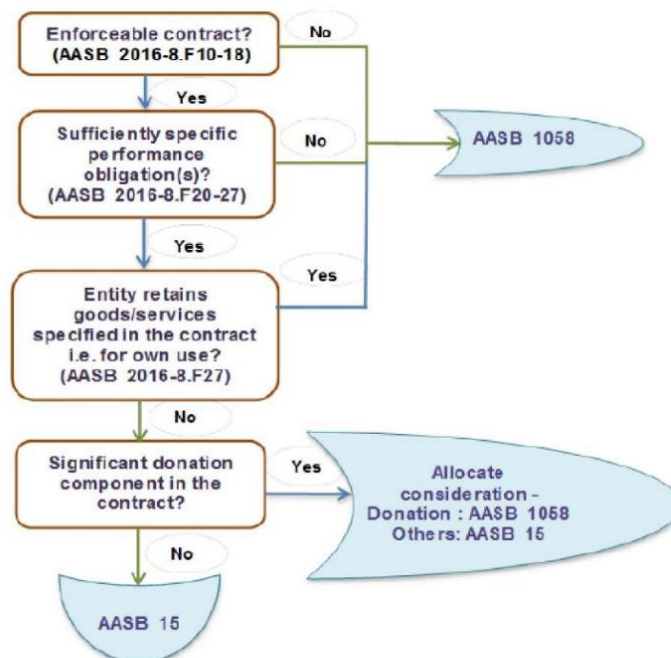
- the consideration to acquire an asset is significantly less than its fair value; and
- the intent is primarily to enable the NFP entity to further its objectives

AASB 1058 applies if NFP entities enter into 'donation' transactions as above or receive volunteer services.

In circumstances where a contract with a customer contains both a donation and non-donation component, the transaction should be allocated between AASB15 and AASB 1058 to ensure appropriate recognition.



Decision tree for which standard to apply



Specific transactions that fall under the scope of AASB 1058 include Transfers received to acquire or construct non-financial assets.

Application to Town of East Fremantle – East Fremantle Oval Redevelopment – DLGSC Financial Assistance Agreement

Below is the application of the above decision tree for which standard to apply for this Project and the Agreement:

1. Is there an enforceable contract?

Yes, the Financial Assistance Agreement was signed by both parties in December 2021, and a subsequent variation to the agreement signed in July 2022.

Yes: Go to Q2 No: AASB 1058

2. Are there sufficiently specific performance obligations?

Yes, the Agreement specifically outlines that the funds are to be utilised for the funding of the redevelopment of the East Fremantle Oval Precinct consistent with the *East Fremantle Oval Precinct Redevelopment Business Plan* and the *East Fremantle Oval Precinct Concept Masterplan*.



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,

SCHEDULE 4 – PROJECT DETAILS

1. Project

The purpose of the Funding is:

To redevelop the East Fremantle Oval Precinct consistent with the East Fremantle Oval Precinct Redevelopment Business Plan and the East Fremantle Oval Precinct Concept Masterplan.

Yes: Go to Q3

No: AASB 1058

3. Does the Town of East Fremantle retain the goods/services specified in the contract?

Yes, the land on which the EF Oval precinct sits in a Class A reserve vested to the Town of East Fremantle under management orders and forms part of the land assets of the Town.

The building/s are also assets constructed by the Town of East Fremantle and are and will remain assets of the Town.

Yes: AASB 1058 applies

No: Go to Q4

The financial assistance (grant) is a transfer received to acquire or construct non-financial assets

4. Is there a significant donation component within the contract?

Not Applicable as criteria for AASB 1058 met at Q3.

Application of AASB 1058

AASB 1058 requires Financial assets transferred to a local government to construct or acquire a recognisable non-financial asset to be controlled by a local government are recognised initially, in accordance with AASB 9 Financial Instruments, on receipt of the financial asset.

Subsequently the non-financial asset is recognised in accordance with AASB 116 on construction or acquisition.



Attachment -3

When recognising the asset AASB 1058.9 requires increases in liabilities, decreases in assets and revenue to be recognised in accordance with the relevant accounting standard. The difference between the 'related amount' and the value of the non-financial asset recognised is required to be recognised as a liability by AASB 1058.16 until such time as the local government has satisfied its obligations under the initial transfer of the financial asset. When or as these obligations are satisfied the difference is recognised as income in profit or loss.

Hence the following entries would be completed in order to apply the criteria of AASB 1058 in relation this Project:

1. When receiving funding from DLGSC (Initial or subsequent progress payments)

Dr Cash
 Cr Liability (Other) - transfers received to acquire or construct non-financial assets

2. Upon performance obligations being met; project expenditure and associated revenue recognition

Dr Capital Expenditure – EF Oval Redevelopment Project (WIP)
 Cr Cash

Dr Liability (Other) - transfers received to acquire or construct non-financial assets
 Cr Capital grants, subsidies and contributions

CONCLUSION

Working through the application of AASB 15 and AASB 1058, and the specifics of the Agreement for the Project, management are satisfied that recognition of the funding provided is to be accounted for in accordance with AASB 1058 Income of Not-for-Profit Entities, as it is a transfer received to acquire or construct a non-financial asset.

The performance obligations of the agreement are met over time as the project is constructed and relevant entries will be made in accordance with an accrual basis of accounting as goods/materials are received (controlled) and services rendered by the Town each period ending.

Management have determined that the financial assistance grant funds (with the exception of milestone 5 - Practical Completion \$500k) will be expended prior to any other funds being needed (ie. Loan borrowings etc), and the first \$24.5m of Project expenditure relates to meeting the performance obligations of the Agreement.

A Serial	B Milestone	C Instalment Amount
1	Execution of this agreement	\$2,500,000
2	Awarding of a construction contract	\$8,000,000
3	Evidence of commencement of physical works	\$5,000,000
4	Evidence of 50% completion	\$9,000,000
5	Evidence of practical completion	\$500,000

A procedure for the recognition of funds received, reconciliation of the Project expenditure (meeting of performance obligations) and recognition of the revenue at each period end and the subsequent



reconciliation of any liability or asset is provided as an attachment to this paper.

Prepared By:

Kelli Small

ToEF Consultant

Peter
Kocian

Digitally signed
by Peter Kocian
Date: 2022.10.10
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Reviewed By:

Peter Kocian

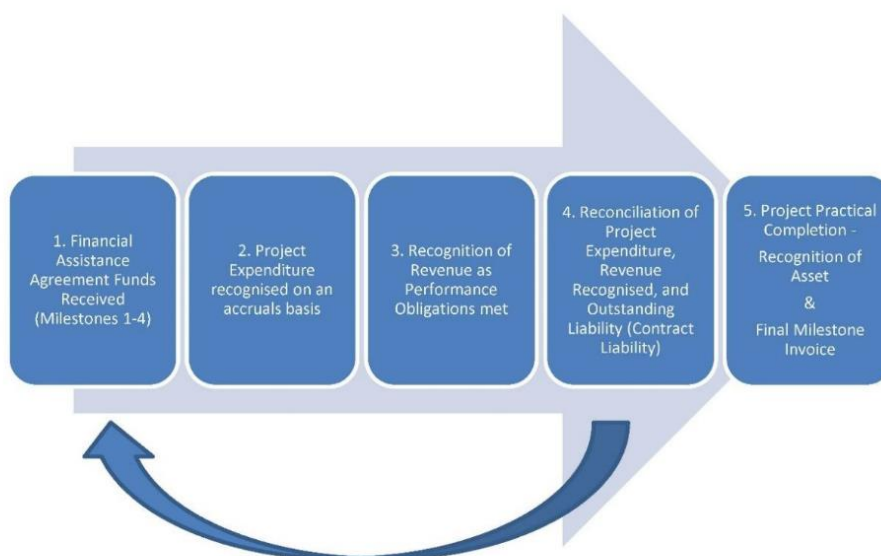
Exec Manager Corporate Services



PROCEDURE – FINANCIAL ASSISTANCE AGREEMENT (EF OVAL) AND RECOGNITION OF REVENUE AND EXPENDITURE

The following procedure outlines the recognition entries required for the capital grant funding received from DLGSC for the East Fremantle Oval Project. For information on the application of accounting standards, please refer to Position Paper 21-22 – Revenue Recognition – East Fremantle Oval Redevelopment Project.

The following diagram provides a pictorial of the steps required:



Step 1. Financial Assistance Agreement Funds Received (Milestones 1-4)

This step will recognise the funds as a liability on the balance sheet in accordance with AASB 1058. Invoices are to be raised in accordance with the Milestones contained within the Agreement.

A Serial	B Milestone	C Instalment Amount
1	Execution of this agreement	\$2,500,000
2	Awarding of a construction contract	\$8,000,000
3	Evidence of commencement of physical works	\$5,000,000
4	Evidence of 50% completion	\$9,000,000
5	Evidence of practical completion	\$500,000



Attachment -3

Step 1.1: Invoice to be raised (Project Manager)

Debtor Invoice Request to be provided to finance for processing in Synergy

Debtor: 300721 Department of Local Government Sport and Cultural Industries

Charge Code: 0096

Qty: 1

Price: Instalment amount plus GST (ie. Instalment 2 = \$8,800,000)

GST Indicator: C

Account: 10020890 - Current Liabilities - Contract Liabilities - East Fremantle Oval

Redevelopment Grant (DLGSC)

Description: Milestone # - Milestone Description (ie. Milestone 2 – Awarding of Construction Contract)

Step 1.2: Process invoice request (Finance Dept.)

Process invoice request in line with Debtor invoicing process within Synergyssoft finance system.

Provide PDF invoice to Project Manager.

Step 1.3: Submit invoice to DLGSC (Project Manager)

Project Manager to provide invoice to DLGSC for payment.



2. Project Expenditure recognised on an accruals basis

This step recognises the works/services completed for the period, accounting for it in the project expenditure.

At the end of each reporting period (month), expenditure for the Project is to be recognised on an accruals basis.

Step 2.1: Receive information of project costs completed for period from Project Manager

Where the Project Builder is able to provide a report showing work/services completed for the month within 7 days of month end, utilise these figures for the journal, otherwise the builders cashflow forecast will be relied upon to make the accrual entry.

BUDGET REPORT
Cashflow
Town of East Fremantle
East Fremantle Oval Redevelopment

Report: Monthly Report - July 2022
Date: 29 July 2022

Component Element	Component	Planned	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22
Professional Fees															
Architect	Caradine	Planned	-	-	-	-	91,210	94,358	34,557	83,548	141,581	85,441	82,884	82,884	82,884
	Actual	-	-	-	-	-	91,210	94,358	34,557	83,548	141,581	85,441	82,884	-	-
Project Manager	Donald Carr (Info) Carr	Planned	-	-	-	-	11,232	11,232	11,232	11,072	9,948	9,948	12,288	12,288	12,288
	Actual	-	-	-	-	-	11,232	11,232	11,072	9,948	9,948	12,288	12,288	-	-
Client Representative	Patrick Associates	Planned	-	-	-	-	7,892	7,892	7,892	7,892	7,892	7,892	7,892	7,892	7,892
	Actual	-	-	-	-	-	7,892	7,892	7,892	7,892	7,892	7,892	7,892	-	-
Quantity Surveyor	Donald Carr (Info) Carr	Planned	-	-	-	-	-	6,300	-	22,790	10,200	6,000	-	28,820	28,820
	Actual	-	-	-	-	-	-	6,300	-	22,790	10,200	6,000	-	28,820	28,820
Mechanical Engineer	Norman Disney & Young	Planned	-	-	-	-	-	18,369	18,369	4,819	6,860	6,742	6,742	6,742	1,861
	Actual	-	-	-	-	-	-	18,369	18,369	4,819	6,860	6,742	6,742	1,861	1,861
Electrical Engineer	Norman Disney & Young	Planned	-	-	-	-	-	20,828	20,828	4,239	10,248	10,248	10,248	1,729	1,729
	Actual	-	-	-	-	-	-	20,828	20,828	4,239	10,248	10,248	10,248	1,729	1,729
Structural Engineer	Norman Disney & Young	Planned	-	-	-	-	-	12,810	12,810	2,828	7,202	7,202	7,202	7,202	1,819
	Actual	-	-	-	-	-	-	12,810	12,810	2,828	7,202	7,202	7,202	1,819	1,819
Civil Engineer	Farm	Planned	-	-	-	-	-	4,000	2,800	4,076	4,000	4,000	9,800	13,128	20,833
	Actual	-	-	-	-	-	-	4,000	2,800	4,076	4,000	4,000	9,800	13,128	20,833
Structural Engineer	Farm	Planned	-	-	-	-	-	2,800	18,000	10,000	10,000	10,000	10,000	21,260	21,260
	Actual	-	-	-	-	-	-	2,800	18,000	10,000	10,000	10,000	10,000	21,260	21,260
Sports Surfaces	Upgrading	Planned	-	-	-	-	27,712	27,712	9,060	9,060	2,238	2,238	2,238	1,890	1,890
	Actual	-	-	-	-	-	27,712	27,712	9,060	9,060	2,238	2,238	2,238	1,890	1,890
Art Coordinator	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	2,400	2,400
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	2,400	2,400
PR&E Advisor	ABR	Planned	-	-	-	-	-	-	-	-	-	-	7,838	7,838	-
	Actual	-	-	-	-	-	-	-	-	-	-	-	7,838	7,838	-
Household	Executive Compass	Planned	-	-	-	-	-	1,600	6,000	-	1,428	2,388	2,388	2,388	-
	Actual	-	-	-	-	-	-	1,600	6,000	-	1,428	2,388	2,388	2,388	-
Legal	Jackson McCombs	Planned	-	-	-	-	-	-	-	-	-	75,000	75,000	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	75,000	75,000	-	-
Geotech Engineer	Chapman Partners	Planned	-	-	-	-	-	-	-	-	-	6,202	-	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	6,202	-	-	-
Total Professional Fees		Planned	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
	Actual	0	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
PR&E															
PR&E	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total PR&E		Planned	0	0	0	0	0	0	0	0	0	0	0	0	0
	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction															
Forward Works	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Construction	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	-	24,743
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	24,743
Total Construction		Planned	0	0	0	0	0	0	0	0	0	0	0	0	24,743
	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0	24,743
Roadworks and Utility															
Roadworks and Utility	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Roadworks and Utility		Planned	0	0	0	0	0	0	0	0	0	0	0	0	0
	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Art															
Art	BC	Planned	-	-	-	-	-	-	-	-	-	-	-	-	-
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Art		Planned	0	0	0	0	0	0	0	0	0	0	0	0	0
	Actual	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contingencies															
Design Contingency	N/A	Planned	-	-	-	-	-	-	-	-	-	183,208	183,208	183,208	183,208
	Actual	-	-	-	-	-	-	-	-	-	-	183,208	183,208	183,208	183,208
Fee Contingency	N/A	Planned	-	-	-	-	-	-	-	-	-	2,430	2,430	2,430	2,430
	Actual	-	-	-	-	-	-	-	-	-	-	2,430	2,430	2,430	2,430
Construction Contingency	N/A	Planned	-	-	-	-	-	-	-	-	-	-	-	-	84,534
	Actual	-	-	-	-	-	-	-	-	-	-	-	-	-	84,534
Total Contingencies		Planned	0	0	0	0	0	0	0	0	0	185,638	185,638	185,638	270,072
	Actual	0	0	0	0	0	0	0	0	0	0	185,638	185,638	185,638	270,072
TOTAL (inc. GST)		Planned	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
	Actual	0	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
TOTAL (inc. GST)		Planned	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
	Actual	0	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
TOTAL CUMULATIVE (inc. GST)		Planned	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
	Actual	0	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
TOTAL CUMULATIVE (inc. GST)		Planned	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893
	Actual	0	0	0	0	0	138,124	176,208	105,708	148,084	210,288	185,580	242,817	258,887	185,893

Step 2.2: Prepare Journal workings/General Journal Template

Complete the excel journal template and attached workings for review by Finance Manager or Exec Manager Corporate Services.

Journal entry is to be:

Dr Project expense Code (as this is a Job, a Cost Centre and Element Type is required:

Job – E11738



Cost Centre - 5001
Element Type - 4001

Cr Current Liability – Accrued Expense Account (10001200)

[illegible]

Step 2.3: Complete approved journal in Synergy

Process the approved journal into synergy per the Town's journal processing procedure.

Save journal Batch Transaction Listing and GL Impact with workpapers into Journal Register folder:

Y:\Corporate and Community\FINANCE\JOURNAL REGISTER\22-23

Step 2.4: Complete Reversing Journal for Accrued Expense

The subsequent reversing journal of the accrual is to be completed on the 1st day of the following period – repeat steps 2.2-2.3 with the amended entry:

Dr Current Liability – Accrued Expense Account (10001200)
Cr Project expense Code (E11738.5001.4001)



Attachment -3

3. Recognition of Revenue as Performance Obligations met

This step will recognise the grant funds as revenue in the profit and loss as performance obligations are met.

As part of month end procedures, a reconciliation of all contract liability accounts is completed, reviewing the expenditure to date and posting any required revenue recognition journal.

Code	Description	31	In-Force Analysis	Original Budget	Current Budget	YTD Budget	Opening Balance	YTD Actual	Total Actual
500010	Cash and Cash Equivalents - Restricted - Unspent Grants Investments	50	50 Code 00	\$0.00	\$0.00	\$0.00	\$2,879,448.23	\$0,000,000.00	\$2,879,448.23
500011	Current Assets - Cash and Cash Equivalents - Restricted - Unspent Grants	50	50 Code 00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL CASH			\$0.00	\$0.00	\$0.00	\$2,879,448.23	\$0,000,000.00	\$2,879,448.23
502001	Current Liabilities - Riverbank Funding Grant (John Tordoff Foreshore Stabilisation)	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$175,000.00	\$0.00	-\$175,000.00
502002	Current Liabilities - Better Bins Kerbside Collection Program (Operating Grant)	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$1,606.33	\$0.00	-\$1,606.33
502003	Current Liabilities - Contract Liabilities - Urban Canopy Grant Program	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$24,822.89	\$0.00	-\$24,822.89
502004	Current Liabilities - Contract Liabilities - UROP	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$19,589.03	-\$226,272.00	-\$245,861.03
502005	Current Liabilities - Contract Liabilities - East Fremantle Oval Redevelopment Grant (DLGSC)	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$5,171,229.24	-\$9,000,000.00	-\$14,171,229.24
502006	Current Liabilities - Contract Liabilities - Nature Playground Grant (DLGSC)	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$12,000.00	\$0.00	-\$12,000.00
502007	Current Liabilities - Contract Liabilities - CHMAP	50	50 Code 00	\$0.00	\$0.00	\$0.00	-\$18,433.71	\$0.00	-\$18,433.71
	TOTAL CONTRACT LIABILITIES			\$0.00	\$0.00	\$0.00	-\$15,809,448.23	-\$9,226,272.00	-\$25,035,720.23
111603	Infrastructure - Footpaths - Renouveau - Streets 12 (Signal Box - Junction Point Rd)			\$48,000.00	\$48,000.00	\$2,703.00	\$0.00	\$0.00	\$0.00
	Amount to be transferred from Contract Liability to Income Account							\$0.00	\$0.00
111601	Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - State - FF Oval Redevelopment	541	Grants & Subsidies - Capital	-\$13,000,000.00	-\$13,000,000.00	-\$3,000,000.00	\$0.00	\$0.00	\$0.00
111710	Buildings - East Fremantle Oval Precinct Redevelopment			\$13,000,000.00	\$13,000,000.00	\$3,000,000.00	\$0.00	\$798,605.46	\$798,605.46
	Amount to be transferred from Contract Liability to Income Account							\$798,605.46	\$798,605.46

The journal to recognise grant revenue from the contract liability account is:

Dr Contract Liability (2089)

Cr Non-Operating Grants, subsidies and Contributions (111160.141)

As this is not an in-depth reconciliation for each project, Step 4 is recommended each month to confirm what has been journalled here is also correct.

4. Reconciliation of Project Expenditure, Revenue Recognised, and Outstanding Liability (Contract Liability)

The Project Statement of Income and Expenditure is required to be audited and submitted to DLGSC with the Annual Report at the end of each financial year. Keeping this up to date regularly will assist with ensuring Steps 1, 2 & 3 have been completed correctly and reconciles appropriately as well as assisting in a quick turnaround at year end.


Step 4.1: Prepare Reconciliations and complete Project Income and Expenditure Statement

The Project Reconciliation and Income and Expenditure statement can be found here:

<Y:\Corporate and Community\Grants and Subsidies\DLGSC - East Fremantle Oval Redevelopment\2022-23\DLGSC East Fremantle Oval Redevelopment Reconciliation at 30 June 2023.xlsx>

To reconcile at the end of each month, bring in the transactions for income (111160), expenditure (E11738), Debtor (300721), Contract Liability Account (2089) into the appropriate tabs.



 TOWN of EAST FREMANTLE					
STATEMENT OF INCOME AND EXPENDITURE					
EAST FREMANTLE OVAL PRECINCT REDEVELOPMENT					
BETWEEN					
STATE OF WESTERN AUSTRALIA - DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES					
AND					
TOWN OF EAST FREMANTLE					
FOR YEAR ENDED 30 JUNE 2022 (as at Month End 30/09/2022)					
	Total Budget	Actual		TOTAL	Notes
		21/22	22/23		
Income					
Grant Income (ex GST) - Cash Received					
DLGSC - Financial Assistance Grant	25,000,000	2,500,000		2,500,000	
Town of East Fremantle - Loan Borrowings	4,800,000	-		-	
Town of East Fremantle - Sale proceeds George St Property	1,000,000				
Town of East Fremantle - Reserve Funds	1,450,000	-		-	
AFL Facilities Fund (WAFF)F	250,000	-		-	
Other	-	-		-	
Total Income	32,500,000	2,500,000	-	2,500,000	
Expenditure					
Construction	24,987,000	-		-	

[Inc-Exp Statement](#) | [2022-23>>](#) | [Income 22-23>>](#) | [2089 Contract Liab. 22-23](#) | [11160 22-23](#) | [Debtor 22-23](#) | [Exp 22-23>>](#) | [11738 22-23](#) | 2021- ... [+](#)



Review transactions and ensure that each ledger reconciles and is pulling through to the project income and expenditure statement (Inc-Exp Statement) correctly.

Ensure that Unspent Grant Balance equals the amount in contract liabilities GL account 2089

STATEMENT OF INCOME AND EXPENDITURE				
EAST FREMANTLE OVAL PRECINCT REDEVELOPMENT				
BETWEEN				
STATE OF WESTERN AUSTRALIA - DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES				
AND				
TOWN OF EAST FREMANTLE				
FOR YEAR ENDED 30 JUNE 2022 (as at Month End 30/09/2022)				
	Total Budget	Actual 21/22	22/23	TOTAL
Income				
<i>Grant Income (ex GST) - Cash Received</i>				
DLGSC - Financial Assistance Grant	25,000,000	2,500,000		2,500,000
Town of East Fremantle - Loan Borrowings	4,800,000	-		-
Town of East Fremantle - Sale proceeds George St Property	1,000,000			-
Town of East Fremantle - Reserve Funds	1,450,000	-		-
AFL Facilities Fund (WAFF)	250,000	-		-
Other	-	-		-
Total Income	32,500,000	2,500,000	-	2,500,000
Expenditure				
Construction	- 24,987,000	-		-
Headworks	-	-		-
Design Contingency	- 2,498,700	-		-
Construction Contingency	- 1,374,300	-		-
Professional Fees	- 2,900,000	- 928,771		- 928,771
FF&E	- 500,000	-		-
Public Art	- 240,000	-		-
Escalation	-	-		-
Total Expenditure	- 32,500,000	- 928,771	-	- 928,771
Net Income / Expenditure	-	1,571,229	-	1,571,229
Unspent Grant Balance to Contract Liabilities				1,571,229.24

Step 4.2: Process any adjusting journals required by step 4.1

If there are any adjustments that need to be made, process the adjusting journals required to ensure the income, expenditure and outstanding contract liability reconcile to the project reconciliation.

Update the Project Reconciliation and Income and Expenditure statement workbook after these have been processed to show all of the transactions and correct balances.



5. Project Practical Completion - Recognition of Asset & Final Milestone Invoice

This step is completed upon practical completion of the project. The final milestone invoice is due upon practical completion (\$500,000 PLUS gst). It will invoice and recognise the final performance obligation being met and recognise the associated grant revenue in the P&L as include recognising the asset in the Fixed Asset Register.

Step 5.1: Invoice to be raised (Project Manager)

Debtor Invoice Request to be provided to finance for processing in Synergy

Debtor: 300721 Department of Local Government Sport and Cultural Industries

Charge Code: 0096

Qty: 1

Price: Instalment amount plus GST (ie. Instalment 5 = \$550,000)

GST Indicator: C

Account: 1111600.141 - Non-Operating Grants, Subsidies and Contributions - Other Recreation & Sport - State - EF Oval Redevelopment (Note as the performance obligation has been met, invoice directly to income account NOT the contract liability account)

Description: Milestone # - Milestone Description (ie. Milestone 5 – Practical Completion of Project)

Step 5.2: Process invoice request (Finance Dept.)

Process invoice request in line with Debtor invoicing process within Synergysoft finance system.

Provide PDF invoice to Project Manager.

Step 5.3: Submit invoice to DLGSC (Project Manager)

Project Manager to provide invoice to DLGSC for payment.

Step 5.4: Add completed capital works to Fixed Asset Register

Refer to the Towns Fixed Asset Additions procedure to process the addition of the EF Oval Project to the Fixed Asset Register.



MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



10.2 DRAFT ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

Report Reference Number	ACR-346
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	The Annual Financial Report for the Year Ended 30 June 2022 (as submitted to the Auditors) will be tabled at the meeting
Attachments	Nil.

PURPOSE

The purpose of this report is for the Audit Committee to receive the Annual Financial Report for the year ended 30 June 2022. The Auditor's Report was not received in time for this Committee Meeting and is expected to be issued on the 25 November 2022. The Annual Financial Report is however the final version that was subject to Audit, and therefore material adjustments are unlikely.

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*. Local Governments are required to submit the annual financial report to its auditor by the 30 September.

BACKGROUND

The following audit timetable has been extrapolated from the Audit Planning Summary that was issued by the Office of the Auditor General on 27 June 2022. At the time of preparing this report, audit field work is nearing completion with expected completion on 28 October 2022. The audit process is expected to be finalised in the month of November with the Audit Opinion issued by the 25 November.

Part 7 of the *Local Government Act 1995* deals with matters specific to the conduct of local government audit. Section 7.12A requires that a local government do the following amongst other things:

- Examine the audit report;
- Determine if any matters raised by the audit report, require action to be taken;
- Ensure that appropriate action is taken in respect of those matters;
- Prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters;
- Provide a copy of that report to the Minister within 3 months after the audit report is received by the local government; and
- Within 14 days after a local government gives a report to the Minister, the CEO must publish a copy of the report on the local government's official website.

The Auditors Report will be considered at the first Committee Meeting in 2023, at which time representatives from the Office of Auditor General will be in attendance.

9. Proposed audit schedule

	Date
Audit planning	June 2022
Interim audit	27 June to 1 July 2022
Interim management letter	By 22 July 2022
Information systems audit	August 2022
Final trial balance	By 30 September 2022
Receipt of annual financial report	By 30 September 2022
Receipt of information for the following certifications Roads to Recovery <ul style="list-style-type: none"> Roads to Recovery Local Roads and Community Infrastructure Program Better Bin Plus Certification 	By 7 October 2022
Final audit	3 October to 28 October 2022
Audit opinions issued for the following certifications: <ul style="list-style-type: none"> Roads to Recovery Local Roads and Community Infrastructure Program Better Bin Plus Certification 	By 31 October 2022
Receipt of clearance on South Metropolitan Regional Council (SMRC) balances	By 31 October 2022*
Exit meeting (week ending)	18 November 2022*
Receipt of signed financial statements and management representation letter	18 November 2022*
Audit opinion issued	By 25 November 2022* (within 5 working days of the receipt of signed financial statements and management representation letter)

* The proposed date is dependent on the SMRC audit progress

CONSULTATION

Office of the Auditor General

STATUTORY ENVIRONMENT

Part 7 of the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996* applies to audit in local government.

After the annual financial report has been audited, the CEO is to sign and append to the report a declaration. A copy of the annual financial report is then to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.

POLICY IMPLICATIONS

The Department of Local Government has published Operational Guideline No. 9 Audit in Local Government that covers the appointment, functions and responsibilities of Audit Committees.

FINANCIAL IMPLICATIONS

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



The Town accrued expenditure of \$48,000 (Ex GST) in audit fees for 2020/21, being the indicative audit fee previously advised. The 2018/19 Audit Fee, being the first year of audit under OAG, was \$40,184.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

Risks

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
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
Likelihood		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

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

RISK RATING

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

SITE INSPECTION

Not Applicable.

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



COMMENT

The Annual Financial Report of the Town of East Fremantle for the financial year ended 30 June 2022 is based on proper accounts and records to fairly present the financial position of the Town of East Fremantle at 30 June 2022 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent they are not inconsistent with the Act, the Australian Accounting Standards.

CONCLUSION

The Audit Committee is requested to receive the tabled Annual Financial Report for the year ended 30 June 2022. Representatives from the Office of the Auditor General will be invited to meet with the Audit Committee in the new year, and there will be an opportunity to discuss the contents of the Annual Financial Report and Auditors Report.

10.2 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 020211

OFFICER RECOMMENDATION

Moved Cr McPhail, seconded Mayor O'Neill

That the Audit Committee recommend Council:

- 1. Receive the Annual Financial Report for the Year Ended 30 June 2022, inclusive of the Independent Auditor's Report which should be available by the December Council Meeting.**
- 2. Request that the Chief Executive Officer submit a copy of the Annual Financial Report, inclusive of the Independent Audit Report, to the Department Chief Executive Officer within 30 days of receipt of the Auditor's Report.**

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

TOWN OF EAST FREMANTLE
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

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The Town of East Fremantle conducts the operations of a local government with the following community vision:

Inclusive community, balancing growth and lifestyle.

Principal place of business:
135 Canning Highway
East Fremantle 6158

Attachment 1

TOWN OF EAST FREMANTLE
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2022

	NOTE	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
Revenue				
Rates	25(a),2(a)	8,302,387	8,289,211	7,988,354
Operating grants, subsidies and contributions	2(a)	1,082,054	984,759	1,167,731
Fees and charges	24(c),2(a)	1,382,038	1,328,630	1,333,141
Interest earnings	2(a)	72,311	105,000	49,133
Other revenue	2(a)	215,971	165,689	92,210
		11,054,761	10,873,289	10,630,569
Expenses				
Employee costs		(4,436,672)	(4,429,855)	(4,059,144)
Materials and contracts		(3,510,439)	(3,893,041)	(3,748,551)
Utility charges		(255,191)	(287,750)	(318,407)
Depreciation	9(a)	(2,071,668)	(2,571,177)	(2,513,795)
Finance costs	2(b)	(14,220)	(22,500)	(19,150)
Insurance		(197,780)	(215,216)	(187,201)
Other expenditure	2(b)	(798,313)	(775,034)	(692,904)
		(11,284,283)	(12,194,573)	(11,539,152)
		(229,522)	(1,321,284)	(908,583)
Capital grants, subsidies and contributions	2	1,156,549	10,317,662	180,505
Profit on asset disposals	9(b)	32,651	148,940	1,430
Loss on asset disposals	9(b)	(4,738)	0	(80,927)
Fair value adjustments to financial assets at fair value through profit or loss	4	3,997	0	2,586
Share of net profit of associate accounted for using the equity method	20	(47,410)	0	324,767
		1,141,049	10,466,602	428,361
Net result for the period	24(b)	911,527	9,145,318	(480,222)
Other comprehensive income for the period				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	15	1,285,323	0	(9,702,402)
Share of comprehensive income of associates and joint ventures accounted for using the equity method		0	0	10,468
Total other comprehensive income for the period	15	1,285,323	0	(9,691,934)
Total comprehensive income for the period		2,196,850	9,145,318	(10,172,156)

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

Attachment 1

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2022

	NOTE	2022	2021
		\$	\$
CURRENT ASSETS			
Cash and cash equivalents	3	7,067,665	3,711,886
Trade and other receivables	5	252,401	294,462
Other assets	6	52,099	61,327
Assets classified as held for sale	6	1,442,619	0
TOTAL CURRENT ASSETS		8,814,784	4,067,675
NON-CURRENT ASSETS			
Trade and other receivables	5	95,847	64,586
Other financial assets	4	77,804	73,807
Investment in associate	20(a)	1,382,443	1,429,853
Property, plant and equipment	7	31,855,046	32,347,125
Infrastructure	8	38,970,743	38,921,827
Right-of-use assets	10(a)	238,311	276,841
TOTAL NON-CURRENT ASSETS		72,620,194	73,114,039
TOTAL ASSETS		81,434,978	77,181,714
CURRENT LIABILITIES			
Trade and other payables	11	1,854,813	1,192,841
Other liabilities	12	1,801,616	328,153
Lease liabilities	10(b)	38,617	37,499
Borrowings	13	98,204	104,343
Employee related provisions	14	718,704	667,795
TOTAL CURRENT LIABILITIES		4,511,954	2,330,631
NON-CURRENT LIABILITIES			
Lease liabilities	10(b)	216,187	253,765
Borrowings	13	99,537	174,953
Employee related provisions	14	83,117	95,032
TOTAL NON-CURRENT LIABILITIES		398,841	523,750
TOTAL LIABILITIES		4,910,795	2,854,381
NET ASSETS		76,524,183	74,327,333
EQUITY			
Retained surplus		33,211,629	33,798,518
Reserve accounts	28	2,484,209	985,793
Revaluation surplus	15	40,828,345	39,543,022
TOTAL EQUITY		76,524,183	74,327,333

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

Attachment 1

**TOWN OF EAST FREMANTLE
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2020		34,273,282	991,251	49,234,956	84,499,489
Comprehensive income for the period					
Net result for the period		(480,222)	0	0	(480,222)
Other comprehensive income for the period	15	0	0	(9,691,934)	(9,691,934)
Total comprehensive income for the period		(480,222)	0	(9,691,934)	(10,172,156)
Transfers from reserves	28	746,331	(746,331)	0	0
Transfers to reserves	28	(740,873)	740,873	0	0
Balance as at 30 June 2021		33,798,518	985,793	39,543,022	74,327,333
Comprehensive income for the period					
Net result for the period		911,527	0	0	911,527
Other comprehensive income for the period	15	0	0	1,285,323	1,285,323
Total comprehensive income for the period		911,527	0	1,285,323	2,196,850
Transfers from reserves	28	43,720	(43,720)	0	0
Transfers to reserves	28	(1,542,136)	1,542,136	0	0
Balance as at 30 June 2022		33,211,629	2,484,209	40,828,345	76,524,183

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

Attachment 1

**TOWN OF EAST FREMANTLE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		8,360,130	8,289,211	8,156,430
Operating grants, subsidies and contributions		1,085,066	962,573	1,236,629
Fees and charges		1,729,304	1,328,630	1,509,586
Interest received		72,311	105,000	49,044
Goods and services tax received		504,668	223,354	812,511
Other revenue		237,520	165,689	89,688
		11,988,999	11,074,457	11,853,888
Payments				
Employee costs		(4,402,142)	(4,429,855)	(4,106,243)
Materials and contracts		(3,391,069)	(3,893,041)	(5,308,750)
Utility charges		(255,191)	(287,750)	(318,407)
Finance costs		(14,220)	(22,500)	(19,150)
Insurance paid		(197,780)	(215,216)	(187,201)
Goods and services tax paid		(342,582)	(223,354)	(138,290)
Other expenditure		(770,984)	(775,034)	(692,904)
		(9,373,968)	(9,846,750)	(10,770,945)
Net cash provided by (used in) operating activities	16(b)	2,615,031	1,227,707	1,082,943
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	7(a)	(1,154,983)	(15,730,400)	(338,794)
Payments for construction of infrastructure	8(a)	(657,402)	(765,064)	(677,628)
Non-operating grants, subsidies and contributions		2,627,000	10,317,662	439,760
Proceeds from sale of property, plant & equipment	9(b)	66,788	240,660	18,855
Net cash provided by (used in) investing activities		881,403	(5,937,142)	(557,807)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(103,104)	(95,160)	(100,821)
Payments for principal portion of lease liabilities	27(d)	(37,551)	(45,000)	(29,367)
Proceeds from new borrowings	27(a)	0	5,000,000	0
Net cash provided by (used in) financing activities		(140,655)	4,859,840	(130,188)
Net increase (decrease) in cash held		3,355,779	150,405	394,948
Cash at beginning of year		3,711,886	3,818,502	3,316,938
Cash and cash equivalents at the end of the year	16(a)	7,067,665	3,968,907	3,711,886

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 2022**

	NOTE	2022 Actual \$	2022 Budget \$	2021 Actual \$
NET CURRENT ASSETS - At start of financial year - surplus/(deficit)	26(b)	893,093	689,520	226,870
OPERATING ACTIVITIES				
Revenue from operating activities (excluding general rate)				
Operating grants, subsidies and contributions		1,082,054	984,759	1,167,731
Fees and charges		1,382,038	1,328,630	1,333,141
Interest earnings		72,311	105,000	49,133
Other revenue		215,971	165,689	92,210
Profit on asset disposals	9(b)	32,651	148,940	1,430
Fair value adjustments to financial assets at fair value through profit or loss		3,997	0	2,586
Share of net profit of associates and joint ventures accounted for using the equity method		(47,410)	0	324,767
		2,741,612	2,733,018	2,970,998
Expenditure from operating activities				
Employee costs		(4,436,672)	(4,429,855)	(4,059,144)
Materials and contracts		(3,510,439)	(3,893,041)	(3,748,551)
Utility charges		(255,191)	(287,750)	(318,407)
Depreciation		(2,071,668)	(2,571,177)	(2,513,795)
Finance costs		(14,220)	(22,500)	(19,150)
Insurance		(197,780)	(215,216)	(187,201)
Other expenditure		(798,313)	(775,034)	(692,904)
Loss on asset disposals	9(b)	(4,738)	0	(80,927)
Loss on revaluation of non-current assets		0	0	0
Reversal of prior year loss on revaluation of assets		0	0	0
		(11,289,021)	(12,194,573)	(11,620,079)
Non-cash amounts excluded from operating activities	26(a)	2,092,869	2,422,237	2,268,742
Amount attributable to operating activities		(6,454,540)	(7,039,318)	(6,380,339)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions		1,156,549	10,317,662	180,505
Proceeds from disposal of assets	9(b)	66,788	240,660	18,855
Purchase of property, plant and equipment	7(a)	(1,154,983)	(15,730,400)	(338,794)
Purchase and construction of infrastructure	8(a)	(657,402)	(765,064)	(677,628)
		(589,048)	(5,937,142)	(817,062)
Amount attributable to investing activities		(589,048)	(5,937,142)	(817,062)
FINANCING ACTIVITIES				
Repayment of borrowings	27(a)	(103,104)	(95,160)	(100,821)
Proceeds from borrowings	27(a)	0	5,000,000	0
Payments for principal portion of lease liabilities	27(d)	(37,551)	(45,000)	(29,367)
Transfers to restricted assets (unspent grants)		0	0	(316,844)
Transfers to reserves (restricted assets)	28	(1,542,136)	(2,126,477)	(740,873)
Transfers from reserves (restricted assets)	28	43,720	1,264,366	746,331
Amount attributable to financing activities		(1,639,071)	3,997,729	(441,574)
Surplus/(deficit) before imposition of general rates		(7,789,566)	(8,289,211)	(7,412,105)
Total amount raised from general rates	25(a)	8,302,387	8,289,211	7,988,354
Surplus/(deficit) after imposition of general rates	26(b)	512,821	0	576,249

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

**TOWN OF EAST FREMANTLE
FOR THE YEAR ENDED 30 JUNE 2022
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Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with the Local Government Act 1995 and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for 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 measurement 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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 29 of the financial report.

Judgements and 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.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, and infrastructure.
- estimation uncertainties made in relation to lease accounting

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers

Recognition of revenue is dependent 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 event 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 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 approval
Fees and charges - pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	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

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)

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
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 rates taxable event 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 event 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 Fees	Leasing Mooring Pen	Single point in time	Payment in full in advance	Contract obligation	Adopted by Council annually	Based on timing of entry to facility	Returns limited to repayment of transaction cancellation	On entry or at conclusion of hire
Fees & Charges - Property Leases	Leasing of Commercial or Residential Properties	Single point in time	Payment in full in advance	Contract obligation	Adopted by Council annually	Based on timing of entry to facility	Returns limited to repayment of transaction cancellation	On entry or at conclusion of hire
Fees & Charges - Commonwealth Home Support Services	Aged Care Services	Single point in time	Payment in arrears for claimable event	None	Adopted by Council annually	Based on timing of provision of service	Not applicable	Output method based on provision of service or completion of works

Consideration from contracts with customers is included in the transaction price.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

2. REVENUE AND EXPENSES (Continued)

Revenue Recognition

Revenue recognised during the year under each basis of recognition by nature or types of goods or services is provided in the table below:

For the year ended 30 June 2022

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	8,302,387	0	8,302,387
Operating grants, subsidies and contributions	1,082,054	0	0	0	1,082,054
Fees and charges	843,239	0	538,798	0	1,382,038
Interest earnings	0	0	52,143	20,188	72,311
Other revenue	78,962	0	137,009	0	215,971
Capital grants, subsidies and contributions	0	1,156,549	0	0	1,156,549
Total	2,004,255	1,156,549	9,030,338	20,188	12,211,310

For the year ended 30 June 2021

Nature or type	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	7,988,354	0	7,988,354
Operating grants, subsidies and contributions	1,167,731	0	0	0	1,167,731
Fees and charges	1,009,464	0	323,677	0	1,333,141
Interest earnings	4	0	37,046	12,087	49,137
Other revenue	92,210	0	0	0	92,210
Capital grants, subsidies and contributions	0	180,505	0	0	180,505
Total	2,269,409	180,505	8,349,077	12,087	10,811,078

Note	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Interest earnings			
Interest on reserve funds	7,323	10,000	3,706
Rates instalment and penalty interest (refer Note 25(c))	52,143	75,000	#VALUE!
Other interest earnings	12,845	20,000	8,381
	72,311	105,000	#VALUE!
(b) Expenses			
Auditors remuneration			
- Audit of the Annual Financial Report	49,960	55,000	43,396
	49,960	55,000	43,396
Finance costs			
Borrowings	27(a) 7,146	14,500	11,172
Lease liabilities	27(d) 7,074	8,000	7,978
	14,220	22,500	19,150
Other expenditure			
Sundry expenses	798,313	775,034	692,904
	798,313	775,034	692,904

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

3. CASH AND CASH EQUIVALENTS

	Note	2022 \$	2021 \$
Cash at bank and on hand		3,885,073	2,227,221
Term deposits		3,182,592	1,484,665
Total cash and cash equivalents	16(a)	7,067,665	3,711,886
Held as			
- Unrestricted cash and cash equivalents		2,781,840	2,409,249
- Restricted cash - Contract Liabilities from Contracts with Customers	12	71,910	57,589
- Restricted cash - Grants for transfers for recognisable Non-Financial Assets	12	1,729,706	259,255
- Restricted cash and cash equivalents (Reserves)	16(a)	2,484,209	985,793
		7,067,665	3,711,886

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.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Restricted financial assets

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. 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 and for which no liability has been recognised.

Details of restrictions on financial assets can be found at Note 16.

4. OTHER FINANCIAL ASSETS

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

	2022 \$	2021 \$
	77,804	73,807
	77,804	73,807
	77,804	73,807
	77,804	73,807

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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

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 21.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

5. TRADE AND OTHER RECEIVABLES

	Note	2022 \$	2021 \$
Current			
Rates receivable		76,390	162,223
Trade and other receivables		55,012	81,861
GST receivable		131,356	73,736
Allowance for credit losses of trade and other receivables	21(b)	(19,011)	(26,358)
Loan receivables - Clubs		3,000	3,000
Other receivables		5,654	0
		252,401	294,462
Non-current			
Pensioner's rates and ESL deferred		66,925	46,586
Loan receivables - Clubs		15,000	18,000
Other receivables		13,922	0
		95,847	64,586

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 grants, contributions, reimbursements, and goods sold and services performed in the ordinary course of business.

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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 21.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Town 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.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

6. OTHER ASSETS

	2022	2021
	\$	\$
Other assets - current		
Prepayments	45,768	37,041
Accrued income	6,331	24,286
	52,099	61,327
Non-current assets held for sale		
Land and Buildings - 128 George St	1,442,619	0
	1,442,619	0

Land classified as held for sale

Council at its ordinary council meeting held on 21 June 2022 resolved to appoint a selling agent for the disposal of 128 and 128A George Street (Land and Buildings) by way of auction. The auction date was 13 August 2022.

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.

Non-current assets held for sale

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

Non-current assets held for sale (Continued)

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 7 (b)(i).

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. 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.

	Note	Land	Buildings - non-specialised - level 2	Buildings - non-specialised - Level 3	Buildings - specialised	Total land and buildings	Furniture and equipment	Plant and equipment	Works in Progress	Total property, plant and equipment
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Balance at 1 July 2020		4,330,900	55,500	604,000	27,320,601	32,311,001	272,101	945,354	0	33,528,456
Additions		0	0	0	34,415	34,415	85,921	204,458	14,000	338,794
Disposals		0	0	0	(33,201)	(33,201)	(8,506)	(17,758)	0	(59,465)
Assets expensed to P+L		0	0	0	0	0	0	(38,887)	0	(38,887)
Depreciation	9(a)		(1,387)	(47,402)	(1,082,529)	(1,131,318)	(62,213)	(290,180)		(1,483,591)
Transfers						0		61,918	0	61,918
Balance at 30 June 2021		4,330,900	54,113	556,598	26,238,286	31,180,897	287,303	864,925	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	390,263	1,369,999	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	287,303	864,925	14,000	32,347,125
Additions		0	0	0	20,607	20,607	13,324	129,876	991,176	1,154,983
Disposals		0	0	0	0	0	0	(38,875)	0	(38,875)
Revaluation increments / (decrements) transferred to revaluation surplus		1,268,100	17,223	0	0	1,285,323	0	0	0	1,285,323
Revaluation (loss) / reversals transferred to profit or loss		0	0	0	0	0	0	0	0	0
Transfer to Assets classified as held for sale		(1,400,000)	(89,949)	0	0	(1,489,949)	0	0	0	(1,489,949)
Impairment (losses) / reversals		0	0	0	0	0	0	0	0	0
Depreciation	9(a)	0	(1,387)	(47,403)	(1,085,272)	(1,134,062)	(73,917)	(215,582)	0	(1,423,561)
Transfers		0	0	0	0	0	0	0	0	0
Balance at 30 June 2022		4,199,000	0	509,195	25,174,621	29,882,816	226,710	740,344	1,005,176	31,855,046
Comprises:										
Gross balance amount at 30 June 2022		4,199,000	0	604,000	27,342,422	32,145,422	403,587	1,416,749	1,005,176	34,970,934
Accumulated depreciation at 30 June 2022		0	0	(94,805)	(2,167,801)	(2,262,606)	(176,877)	(676,405)	0	(3,115,688)
Balance at 30 June 2022		4,199,000	0	509,195	25,174,621	29,882,816	226,710	740,344	1,005,176	31,855,046

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. 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 2022	Price per hectare / market borrowing rate.
Land	Level 3	Adjusted market approach using recent observable market data for similar urban fringe properties that are not cleared or developed/income approach using discount cash flow methodology.	Independent Registered Valuers	June 2022	Adjusted Price per hectare / market borrowing rate. Where there is no comparable sales or income approach to the land assets being valued, the default valuation approach is the Level 3 input, and reflects that the Town has departed from what is deemed to be no longer comparable rates and or values.
Buildings - non-specialised - level 2	Level 2	Market approach using recent observable market data for similar properties/income approach using discount cash flow methodology.	Independent Registered Valuers	June 2022	Improvements to land using construction costs and current condition, residual values and remaining useful life assessment.
Buildings - non-specialised - level 3	Level 3	Improvements to land (in-situ buildings) using cost approach of depreciated replacement cost.	Independent Registered Valuers	June 2020	Improvements to land (in-situ buildings) using construction costs and current condition, residual values and remaining useful life assessment.
Buildings - specialised	Level 3	Improvements to land (in-situ buildings) using cost approach of depreciated replacement cost.	Independent Registered Valuers	June 2020	Improvements to land (in-situ buildings) 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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

7. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Value Measurements (Continued)

(ii) Fair value measurements using significant unobservable inputs (Level 3)

For the 2021/22 financial year, the Town reviewed its fair value approach for all land assets. Land assets which are all either public purpose or park & recreation zoned land assets are very rarely traded or sold so there is limited direct market comparable sales evidence. Consistent with the approach of the Landgate Asset Section in WA, when valuing similar types of non-market or traded land assets urban fringe land assets that are typically large parcels of englobed land areas that are not cleared or developed are considered. This information is then used as the typical base rate per hectare or square meter and then adjusted to reflect the specific locality of the land being valued along with its use as cleared public open space or recreation land.

In the case of specific land parcels for the Town of East Fremantle, land assets valued using level 3 inputs are typically small and irregular shaped lots, therefore development potential is limited as well as restricted under the Town Planning Scheme. These land assets are generally parks, drainage sumps and land adjacent to road corridors where the Town holds freehold title.

The review of inputs for the valuation of land assets has resulted in \$289,000 of land assets being transferred from Level 2 to Level 3 within the fair value hierarchy.

The Town's policy for determining any transfers into or out of Level 3 fair value hierarchy is determined at the end of the reporting period.

	2022	
	Land	Buildings
Fair value at start of period (L3)	0	26,795,884
Additions	0	20,607
Transfers from/(to) Level 2	289,000	0
Depreciation	0	(1,132,675)
Fair value at end of period (L3)	289,000	25,683,816

(iii) Cost	Basis of		
	Valuation Technique	Valuation	Inputs Used
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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

8. 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:

Note	Infrastructure - roads \$	Infrastructure - Drainage \$	Infrastructure - Parks and Ovals \$	Infrastructure - Footpaths and Cycleways \$	Infrastructure - Car Parks \$	Infrastructure - Bus Shelters \$	Other infrastructure - Work in Progress \$	Total Infrastructure \$
Balance at 1 July 2020	31,616,403	1,988,254	6,115,557	5,717,629	3,486,730	107,375	0	49,031,948
Additions	252,255	0	255,057	170,315	0	0		677,628
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)
Assets expensed to Profit & Loss			(33,201)					(33,201)
Depreciation	9(a) (593,767)	(41,228)	(218,974)	(98,327)	(33,654)	(4,278)		(990,228)
Transfers			(61,918)					(61,918)
Balance at 30 June 2021	22,641,274	4,230,434	4,003,394	5,526,742	2,300,436	219,547	0	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	0	39,019,543
Accumulated depreciation at 30 June 2021	0	0	(97,716)	0	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	0	38,921,827
Additions	0	223,808	204,475	184,619	29,500	0	15,000	657,402
Depreciation	9(a) (314,829)	(53,562)	(117,119)	(85,622)	(28,055)	(8,299)	0	(608,486)
Balance at 30 June 2022	22,326,445	4,400,680	4,090,750	5,624,739	2,301,881	211,248	15,000	38,970,743
Comprises:								
Gross balance at 30 June 2022	22,641,274	4,454,242	4,305,585	5,711,361	2,329,936	219,547	15,000	39,676,945
Accumulated depreciation at 30 June 2022	(314,829)	(53,562)	(214,835)	(86,622)	(28,055)	(8,299)	0	(708,202)
Balance at 30 June 2022	22,326,445	4,400,680	4,090,750	5,624,739	2,301,881	211,248	15,000	38,970,743

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

8. INFRASTRUCTURE (Continued)

(b) Carrying Value Measurements

(f) Fair Value	Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
	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*. During the period there were no changes in the valuation techniques to determine the fair value of infrastructure using level 3 inputs.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS

(a) Depreciation

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Buildings - non-specialised - level 2	7(a)	1,387	1,388	1,387
Buildings - non-specialised - Level 3	7(a)	47,403	47,403	47,402
Buildings - specialised	7(a)	1,085,272	1,088,341	1,082,529
Furniture and equipment	7(a)	73,917	76,519	62,213
Plant and equipment	7(a)	215,582	285,846	290,160
Infrastructure - Roads	8(a)	314,829	612,010	593,767
Infrastructure - Drainage	8(a)	53,562	46,832	41,228
Infrastructure - Parks and Ovals	8(a)	117,119	233,568	218,974
Infrastructure - Footpaths and Cycleways	8(a)	86,622	101,461	98,327
Infrastructure - Car Parks	8(a)	28,055	33,655	33,654
Infrastructure - Bus Shelters	8(a)	8,299	4,278	4,278
Right of use assets	10(a)	39,621	39,876	0
		2,071,668	2,571,177	2,513,795

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	2 to 10 years
Plant and equipment - Motor Vehicles - Heavy Fleet	5 to 10 years
Sealed roads, streets and carpark 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
Parks and Ovals - minor structure polygon	10 to 70 years
Parks and Ovals - playground polygon	27 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

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

9. FIXED ASSETS (Continued)**(b) Disposals of assets**

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss	2022 Budget Net Book Value	2022 Budget Sale Proceeds	2022 Budget Profit	2022 Budget Loss	2021 Actual Net Book Value	2021 Actual Sale Proceeds	2021 Actual Profit	2021 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Infrastructure - Parks and Ovals	0	0	0	0	0	0	0	0	33,201	0	0	(33,201)
Furniture and equipment	0	0	0	0	0	0	0	0	8,506	0	0	(8,506)
Plant and equipment	38,875	66,788	32,651	(4,738)	91,720	240,660	148,940	0	56,645	18,855	1,430	(39,220)
	38,875	66,788	32,651	(4,738)	91,720	240,660	148,940	0	98,352	18,855	1,430	(80,927)

The following assets were disposed of during the year.

	2022 Actual Net Book Value	2022 Actual Sale Proceeds	2022 Actual Profit	2022 Actual Loss
Plant and Equipment				
Recreation and culture				
PEMV245 - Mitsubishi Fuso Tip Truck	23,713	56,364	32,651	0
PE279 - John Deere Green Gator	15,162	10,424	0	(4,738)

Attachment 1

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

9. FIXED ASSETS (Continued)

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either property, 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 for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for indicators of impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

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 scheduled revaluation dates 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 revaluation 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.

At the end of each period the carrying amount for each asset class 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.

Revaluation (continued)

For property, plant and equipment and infrastructure, 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. Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, 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 on revaluation

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

- (i) 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
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. LEASES

(a) Right-of-Use Assets

	Note	Right-of-use assets - Land - Property, Plant and Equipment \$	Right-of-use assets Total \$
Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.			
Balance at 1 July 2020		319,009	319,009
Adjustments		(2,292)	(2,292)
Depreciation		(39,876)	(39,876)
Balance at 30 June 2021		276,841	276,841
Adjustments		1,091	1,091
Depreciation	9(a)	(39,621)	(39,621)
Balance at 30 June 2022		238,311	238,311
The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the entity is the lessee:		2022 Actual \$	2021 Actual \$
Depreciation on right-of-use assets	9(a)	(39,621)	(39,876)
Interest expense on lease liabilities	27(d)	(7,074)	(7,978)
Total amount recognised in the statement of comprehensive income		(46,695)	(47,854)
Total cash outflow from leases		(44,625)	(37,345)
(b) Lease Liabilities			
Current		38,617	37,499
Non-current		216,187	253,765
	27(d)	254,804	291,264

Secured liabilities and assets pledged as security

Lease liabilities are effectively secured, as the rights to the leased assets recognised in the financial statements revert to the lessor in the event of default.

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 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.

Details of individual lease liabilities required by regulations are provided at Note 27(d).

Right-of-use assets - valuation measurement

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 9 under revaluation 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 shorter. 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.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

10. LEASES (Continued)

(c) Lessor - 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.

Less than 1 year

1 to 2 years

2 to 3 years

3 to 4 years

4 to 5 years

> 5 years

2022 Actual	2021 Actual
\$	\$
299,708	248,212
196,067	196,602
181,187	154,380
179,903	141,310
178,521	141,310
1,019,642	1,103,419
2,055,028	1,985,233

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 Town applies AASB 15 to allocate the consideration under the contract to each component.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

11. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Prepaid rates
Accrued payroll liabilities
ATO liabilities
Bonds and deposits held

2022	2021
\$	\$
1,035,605	531,241
98,455	106,206
30,976	13,841
89,393	109,234
600,384	432,319
1,854,813	1,192,841

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

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

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

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.

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 usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

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.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

12. OTHER LIABILITIES

Current

Contract Liabilities - Unspent operating grants

Contract Liabilities - Accrued Income

Capital grant/contributions liabilities

Reconciliation of changes in contract liabilities

Opening balance

Additions

Revenue from contract liabilities at the start of the period

The Town expects to satisfy the performance obligations from contracts liabilities unsatisfied at the end of the reporting period to be satisfied within the next 12 months.

Reconciliation of changes in capital grant/contribution liabilities

Opening balance

Additions

Revenue from capital grant/contributions held as a liability at the start of the period

Expected satisfaction of capital grant/contribution liabilities

Less than 1 year

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

SIGNIFICANT ACCOUNTING POLICIES

Contract liabilities

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

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

	2022 \$	2021 \$
Contract Liabilities - Unspent operating grants	71,910	57,589
Contract Liabilities - Accrued Income	0	11,309
Capital grant/contributions liabilities	1,729,706	259,255
	1,801,616	328,153
Reconciliation of changes in contract liabilities		
Opening balance	68,898	0
Additions	39,430	57,589
Revenue from contract liabilities at the start of the period	(36,418)	0
	71,910	57,589
Reconciliation of changes in capital grant/contribution liabilities		
Opening balance	259,255	0
Additions	1,698,229	11,309
Revenue from capital grant/contributions held as a liability at the start of the period	(227,778)	0
	1,729,706	11,309
Expected satisfaction of capital grant/contribution liabilities		
Less than 1 year	1,729,706	11,309

Capital grant/contribution liabilities

Capital grants are accounted for under AASB1058 Capital Grant Requirements. The revenue is recognised as the obligation to construct the asset is satisfied. Once the performance obligations are satisfied, the associated level of revenue is recognised.

Non-current capital grant/contribution liabilities fair values are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(ii)) due to the unobservable inputs, including own credit risk.

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

13. BORROWINGS

	Note	2022			2021		
		Current	Non-current	Total	Current	Non-current	Total
Secured		\$	\$	\$	\$	\$	\$
Debentures		98,204	99,537	197,741	104,343	174,953	279,296
Total secured borrowings	27(a)	98,204	99,537	197,741	104,343	174,953	279,296

Secured liabilities and assets pledged as security

Debentures, bank overdrafts and bank loans are secured by a floating charge over the assets of the Town of East Fremantle.

The Town of East Fremantle has complied with the financial covenants of its borrowing facilities during the 2022 and 2021 years.

SIGNIFICANT ACCOUNTING POLICIES

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.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

Risk

Information regarding exposure to risk can be found at Note 21. Details of individual borrowings required by regulations are provided at Note 27(a).

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

14. EMPLOYEE RELATED PROVISIONS

Employee Related Provisions

Current provisions

Employee benefit provisions

Annual Leave
Long Service Leave
Other employee provisions

Non-current provisions

Long Service Leave

	2022	2021
	\$	\$
Annual Leave	409,658	410,691
Long Service Leave	265,516	230,014
Other employee provisions	43,530	27,090
	718,704	667,795
Long Service Leave	83,117	95,032
	83,117	95,032
	801,821	762,827

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date
More than 12 months from reporting date

	2022	2021
	\$	\$
Less than 12 months after the reporting date	328,917	314,593
More than 12 months from reporting date	472,904	448,234
	801,821	762,827

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

The Town's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related 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 provisions 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 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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

15. REVALUATION SURPLUS

	2022 Opening Balance	2022 Revaluation Increment	2022 Revaluation (Decrement)	Total Movement on Revaluation	2022 Closing Balance	2021 Opening Balance	2021 Revaluation Increment	2021 Revaluation (Decrement)	Total Movement on Revaluation	2021 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Land - freehold land	3,840,900	1,268,100	0	1,268,100	5,109,000	3,840,900	0	0	0	3,840,900
Revaluation surplus - Buildings - non-specialised - level 2	0	17,223	0	17,223	17,223	0	0	0	0	0
Revaluation surplus - Buildings - specialised	11,158,410	0	0	0	11,158,410	11,158,410	0	0	0	11,158,410
Revaluation surplus - Buildings - non-specialised - Level 3	585,380	0	0	0	585,380	585,380	0	0	0	585,380
Revaluation surplus - Plant and equipment	469,638	0	0	0	469,638	469,638	0	0	0	469,638
Revaluation surplus - Infrastructure - roads	15,205,424	0	0	0	15,205,424	23,839,041	0	(8,633,617)	(8,633,617)	15,205,424
Revaluation surplus - Infrastructure - Drainage	3,341,189	0	0	0	3,341,189	1,057,781	2,283,408	0	2,283,408	3,341,189
Revaluation surplus - Infrastructure - Parks and Ovals	1,799,044	0	0	0	1,799,044	3,852,171	0	(2,053,127)	(2,053,127)	1,799,044
Revaluation surplus - Infrastructure - Footpaths and Cycleways	2,331,013	0	0	0	2,331,013	2,593,889	0	(262,876)	(262,876)	2,331,013
Revaluation surplus - Infrastructure - Car Parks	216,407	0	0	0	216,407	1,369,047	0	(1,152,640)	(1,152,640)	216,407
Revaluation surplus - Infrastructure - Bus Shelters	116,450	0	0	0	116,450	0	116,450	0	116,450	116,450
Revaluation surplus - Share of other comprehensive income of investment in associate	479,167	0	0	0	479,167	468,699	10,468	0	10,468	479,167
	39,543,022	1,285,323	0	1,285,323	40,828,345	49,234,956	2,410,326	(12,102,260)	(9,691,934)	39,543,022

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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

16. NOTES TO THE STATEMENT OF CASH FLOWS

(a) 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:

	Note	2022 Actual \$	2022 Budget \$	2021 Actual \$
Cash and cash equivalents	3	7,067,665	3,968,907	3,711,886
Restrictions				
The following classes of financial 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	3	2,484,209	1,870,090	985,793
		2,484,209	1,870,090	985,793
The restricted financial assets are a result of the following specific purposes to which the assets may be used:				
Restricted reserve accounts	28	2,484,209	1,870,090	985,793
Total restricted financial assets		2,484,209	1,870,090	985,793
(b) Reconciliation of Net Result to Net Cash Provided By Operating Activities				
Net result		911,527	9,145,318	(480,222)
Non-cash items:				
Adjustments to fair value of financial assets at fair value through profit and loss		(3,997)	0	(2,586)
Population adjustment to share of SMRC loan liability		21,549	0	(2,522)
Depreciation/amortisation		2,071,668	2,571,177	2,513,795
(Profit)/loss on sale of asset		(27,913)	(148,940)	79,497
Share of net profit of associate accounted for using the equity method		47,410	0	(324,767)
Impairment loss on recognition of asset held for sale		27,329	0	0
Changes in assets and liabilities:				
(Increase)/decrease in trade and other receivables		10,800	0	360,871
(Increase)/decrease in other assets		9,229	0	(26,757)
Increase/(decrease) in trade and other payables		661,972	0	(887,757)
Increase/(decrease) in employee related provisions		38,994	0	(35,002)
Increase/(decrease) in other liabilities		1,473,463	(22,186)	328,153
Non-operating grants, subsidies and contributions		(2,627,000)	(10,317,662)	(439,760)
Net cash provided by/(used in) operating activities		2,615,031	1,227,707	1,082,943
(c) 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		(5,245)		(2,518)
Total amount of credit unused		1,014,755		1,017,482
Loan facilities				
Loan facilities - current		98,204		104,343
Loan facilities - non-current		99,537		174,953
Total facilities in use at balance date		197,741		279,296
Unused loan facilities at balance date		0		0

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**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

17. 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 involved 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 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%).

As at 30 June 2022, the balance outstanding against the lending facility stood at \$3,230,389 with the Town's share of this liability being \$98,204 (3.04%).

		2022	2021
Liability Share	\$	98,204	203,516
Liability Sharing Ratio	%	3.04	3.07

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 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%).

As at 30 June 2022, the balance outstanding against the lending facility stood at \$1.8m with the Town's share of this liability being \$99,537 (5.53%).

		2022	2021
Liability Share	\$	99,537	75,780
Liability Sharing Ratio	%	5.53	4.21

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.

**TOWN OF EAST FREMANTLE
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FOR THE YEAR ENDED 30 JUNE 2022**

17. CONTINGENT LIABILITIES (continued)

(e) Possible Contaminated Sites – East Fremantle Yacht Club and Swan Yacht Club

By way of a Management Order the East Fremantle Yacht Club and Swan Yacht Club sites are under the care and control of the Town of East Fremantle. These two sites are not registered on the Contaminated Sites Database, however memorials have been registered (on instruction by the Department of Environment and Conservation) against the land titles under section 58 of the Contaminated Sites Act 2003, with the site classification as 'Possibly Contaminated – Investigation Required'. The two sites were investigated in 2007, as commissioned by the then Swan River Trust (DBCA) and subsequently are not listed as 'Contaminated' on the Department of Water and Environmental Contaminated Sites Database. A memorial is placed on all yacht clubs on the Swan River due to the legacy presence of TBT's (Tributyltin) emanating from poor practises in boat maintenance such as scraping and sanding anti-foul paint combined with poor drainage leading to TBT's in paint flecks washing into the River and trapped in sediment.

TBT's break down naturally over time. The memorial serves the following purposes:

1. to provide advice on how to improve practises in boat maintenance
2. to manage any sediment disturbance such as dredging via license from DBCA

The Town has been advised:

- that the two sites in East Fremantle are low risk and low priority in the view of Department of Water and Environmental Regulation (DWER) – due to the low levels of contaminants and flushing effects of the tides in this part of the River; and
- that there was no need for further investigation unless the Town believed that there were unsafe work practises occurring or unless the Town seeks to have the memorial removed.

The Town has not conducted any further investigations to determine the presence and scope of contamination, or to further assess the risk, and on a risk based approach, the Town has not estimated any potential costs associated with remediation of these sites.

18. CAPITAL COMMITMENTS**(a) Capital Expenditure Commitments**

	2022	2021
	\$	\$
Contracted for:		
- capital expenditure projects (Infrastructure)	0	37,478
- capital expenditure projects (Plant & Equipment)	1,662,437	63,531
- contract liabilities for capital works	1,698,229	259,255
	3,360,666	360,264
Payable:		
- not later than one year	3,360,666	360,264

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

Public Art Program	57,849
East Fremantle Oval Redevelopment Project	1,604,588

The above capital expenditure commitments relate to open purchase orders, whereby work is still currently being undertaken at 30 June 2022 (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:

John Tonkin Foreshore Stabilisation - Riverbank Funding	75,000
East Fremantle Oval Redevelopment Project - DLGSC	1,571,229
Nature Playground - DLGSC	52,000

(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:

	2022	2021
	\$	\$
Payable:		
- not later than one year	54,131	43,179
	54,131	43,179

- (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.

	2022	2021
	\$	\$
Payable:		
- not later than one year	32,674	28,072
- later than one year but not later than five years	130,698	112,288
	163,372	140,360

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TOWN OF EAST FREMANTLE
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19. RELATED PARTY TRANSACTIONS

(a) Elected Member Remuneration		2022 Actual	2022 Budget	2021 Actual
Note		\$	\$	\$
	Mayor J. O'Neill			
	Mayor Annual Allowance	28,000	28,000	28,000
	Meeting attendance fees	25,000	25,000	25,000
	Annual allowance for ICT expenses	3,500	3,500	3,500
		56,500	56,500	56,500
	Cr J. Harrington (elected to October 2021)			
	Deputy Mayor Annual Allowance	2,032	7,000	7,000
	Meeting attendance fees	4,501	15,500	15,504
	Annual allowance for ICT expenses	1,016	3,500	3,500
		7,549	26,000	26,004
	Cr K. Donovan			
	Meeting attendance fees	15,504	15,500	15,504
	Annual allowance for ICT expenses	3,500	3,500	3,500
		19,004	19,000	19,004
	Cr A. McPhail			
	Meeting attendance fees	15,504	15,500	15,504
	Annual allowance for ICT expenses	3,500	3,500	3,500
		19,004	19,000	19,004
	Cr M. McPhail (elected to October 2021)			
	Meeting attendance fees	2,584	15,500	15,504
	Annual allowance for ICT expenses	583	3,500	3,500
		3,167	19,000	19,004
	Cr D. Nardi			
	Meeting attendance fees	15,504	15,500	15,504
	Annual allowance for ICT expenses	3,500	3,500	3,500
		19,004	19,000	19,004
	Cr A. Watkins (elected to October 2021)			
	Meeting attendance fees	4,501	15,500	15,504
	Annual allowance for ICT expenses	1,016	3,500	3,500
		5,517	19,000	19,004
	Cr C. Collinson			
	Meeting attendance fees	15,504	15,500	15,504
	Annual allowance for ICT expenses	3,500	3,500	3,500
		19,004	19,000	19,004
	Cr T. Natale			
	Deputy Mayor Annual Allowance	4,949	0	0
	Meeting attendance fees	15,504	15,500	15,504
	Annual allowance for ICT expenses	3,500	3,500	3,500
		23,953	19,000	19,004
	Cr L. Mascaro (elected October 2021)			
	Meeting attendance fees	10,961	0	0
	Annual allowance for ICT expenses	2,474	0	0
		13,435	0	0
	Cr M. Wilson (elected October 2021)			
	Meeting attendance fees	10,961	0	0
	Annual allowance for ICT expenses	2,474	0	0
		13,435	0	0
	Cr A. White (elected October 2021)			
	Meeting attendance fees	10,961	0	0
	Annual allowance for ICT expenses	2,474	0	0
		13,435	0	0
		213,007	215,500	215,532
	Fees, expenses and allowances to be paid or reimbursed to elected council members.	2022 Actual	2022 Budget	2021 Actual
		\$	\$	\$
	Mayor's annual allowance	28,000	28,000	28,000
	Deputy Mayor's annual allowance	6,981	7,000	7,000
	Meeting attendance fees	146,989	149,000	149,032
	Annual allowance for ICT expenses	31,037	31,500	31,500
19(b)		213,007	215,500	215,532

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

19. RELATED PARTY TRANSACTIONS

(b) Key Management Personnel (KMP) Compensation

The total of compensation paid to KMP of the Town during the year are as follows:

	2022 Actual \$	2021 Actual \$
Short-term employee benefits	635,714	578,033
Post-employment benefits	92,499	90,178
Employee - other long-term benefits	61,395	54,022
Employee - termination benefits	0	0
Council member costs	213,007	215,532
19(a)	1,002,615	937,765

Short-term employee benefits

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits

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

Other long-term benefits

These amounts represent annual leave and long service leave entitlements 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).

Council member costs

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

(c) 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.

In addition to KMP compensation above the following transactions occurred with related parties:

	2022 Actual \$	2021 Actual \$
Purchase of goods and services	586,959	663,532
Loan Repayments (including interest and guarantee fee)	111,161	111,082
Annual contribution towards operating expenditure	28,236	31,900
Amounts payable to related parties:		
Trade and other payables	48,121	1,090

(d) 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 council 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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

20. INVESTMENT IN ASSOCIATES

(a) Investment in associate

Set out in the table below are the associates of the Town. All associates are measured using the equity method. Western Australia is the principal place of business for all associates.

Name of entity	% of ownership interest		2022	2021
	2022	2021	Actual	Actual
			\$	\$
Southern Metropolitan Regional Council (SMRC) - Existing Undertakings Proportional Equity Share	5.37%	4.38%		
Southern Metropolitan Regional Council (SMRC) - Office Accommodation Project Proportional Equity Share	5.43%	4.36%		
Southern Metropolitan Regional Council (SMRC) - RRRC Project Proportional Equity Share	5.36%	5.35%		
Southern Metropolitan Regional Council (SMRC) - Consolidated			1,382,443	1,429,853
Total equity-accounted investments			1,382,443	1,429,853

(b) Share of investment in SMRC

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 2022:

SMRC Existing Undertakings Proportional Equity Share 5.37%

(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 2022:

RRRC Project Proportional Equity Share 5.36%

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 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 2022, the balance outstanding against the lending facility stood at: \$3,230,389
 with the Town's share of this liability being: \$88,204
 using the current cost/profit sharing percentage of: 3.04%

Attachment 1

**TOWN OF EAST FREMANTLE
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20. INVESTMENT IN ASSOCIATES (Continued)

(b) Share of Investment in SMRC (Continued)

(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 2022.

Office Accommodation Project Proportional Equity Share

5.43%

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 2022, the balance outstanding against the lending facility stood at:
with the Town's share of this liability being:
using the current cost/profit sharing percentage of:

\$1,800,000

\$99,537

5.53%

Summarised statement of comprehensive income (SMRC)

	2022 Actual \$	2021 Audited*	2021 Unaudited**
Revenue	17,412,446	33,576,555	\$
Interest income	20,805	37,894	
Interest expense	(543,876)	(702,177)	
Depreciation	(4,258,623)	(3,862,654)	
Profit/(loss) from continuing operations	(3,743,717)	3,601,738	
Profit/(loss) for the period	(3,743,717)	3,601,738	
Other comprehensive income	758,174	240,092	
Total comprehensive income for the period	(2,985,543)	3,841,830	

Summarised statement of financial position (SMRC)

Current Assets	18,601,201	21,796,742	21,290,734
Non-current assets	32,224,485	38,176,952	36,487,183
Total assets	50,825,686	59,973,694	57,777,917
Current liabilities	6,310,750	8,789,409	8,283,402
Total non-current liabilities	11,236,836	14,934,142	14,934,143
Total liabilities	17,547,586	23,723,551	23,217,545

Net assets (SMRC)

Reconciliation to carrying amounts (SMRC)

Opening net assets 1 July	36,250,143	32,408,313	32,408,313
Profit/(Loss) for the period	(3,743,717)	3,601,738	1,911,967
Other comprehensive income	758,174	240,092	240,092
Correction of Error 2020-21	13,500	0	0
Closing net assets 1 July	33,278,100	36,250,143	34,560,372

Carrying amount at 1 July (ToEF Investment in Associate)

- Share of associates net profit/(loss) for the period	1,429,853	1,094,618	1,094,618
- Change to Accounting Estimate from Prior Year	(103,279)	284,988	249,837
- Share of associates other comprehensive income arising during the period	15,151	74,930	74,930
	40,718	10,468	10,468

Carrying amount at 30 June (Refer to Note 20.(a))

	1,382,443	1,445,004	1,429,853
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* 2021 Actuals have been restated for the purposes of this note only showing the audited results of the SMRC.

**Due to the timing of information received by SMRC and finalising of the Town's financial statements, the Town accounts for unaudited financial information provided by the SMRC (Accounting Estimate). Any changes in the accounting estimate between the audited and unaudited accounts of the SMRC are accounted for in the following financial year.

In 2020/21 the Town provided for a share of associates net profit/(loss) of \$249,837 (unaudited), whereas the audited accounts provided for a share of associates net profit/(loss) of \$264,988. A difference of \$15,151 has been accounted for in the 2021/22 financial year, offset by the 2021/22 share of associates net profit/(loss) of (\$62,561).

The share of associates net profit/(loss) and comprehensive income of (\$47,410) is presented in the 2021/22 financial year.

The asset value of Investments in Associates (SMRC) presented in the 2021 Annual Financial Statements was \$1,429,853 (unaudited) versus the \$1,445,004 audited value presented in this Note. In accordance with AASB 108 - changes in accounting estimates, prior year actuals have not been amended throughout the remainder of the 2021/22 Financial Statements.

SIGNIFICANT ACCOUNTING POLICIES

Investments in associates

An associate is an entity over which the Town has the power to participate in the financial and operating policy decisions of the investee but not control or joint control of those policies.

Investments in associates are accounted for using the equity method. The equity method of accounting is 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.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. 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 rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	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, term deposits, and Treasury bonds 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 \$
2022					
Cash and cash equivalents	1.37%	7,067,665	3,182,592	2,402,000	1,483,073
2021					
Cash and cash equivalents	0.04%	3,711,886	1,484,665	1,818,287	408,934

Sensitivity

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

	2022 \$	2021 \$
Impact of a 1% movement in interest rates on profit and loss and equity*	24,020	18,183

* 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 27(a).

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

21. 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 2021 or 1 July 2022 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.

The loss allowance as at 30 June 2022 and 30 June 2021 for rates receivables was determined as follows:

	Current	More than 1 year past due	Total	Note
30 June 2022				
Rates receivable				
Expected credit loss	0.00%	0.00%		
Gross carrying amount	0	76,390	76,390	
Loss allowance	0	0	0	5
30 June 2021				
Rates receivable				
Expected credit loss	0.00%	0.00%		
Gross carrying amount	0	162,223	162,223	
Loss allowance	0	0	0	5

The loss allowance as at 30 June 2022 and 30 June 2021 for infringement receivables was determined as follows:

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total	Note
30 June 2022						
Infringement receivable						
Expected credit loss	14.05%	23.25%	32.36%	40.50%		
Gross carrying amount	4,500	3,970	3,103	40,624	52,197	
Loss allowance	632	923	1,004	16,452	19,011	5
30 June 2021						
Infringement receivable						
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	5

The loss allowance as at 30 June 2022 and 30 June 2021 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	Note
30 June 2022						
Trade and other receivables						
Expected credit loss	0.00%	0.00%	0.00%	0.00%		
Gross carrying amount	2,815	0	0	0	2,815	
Loss allowance	0	0	0	0	0	5
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	5

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

The loss allowances for trade receivables reconcile to the opening loss allowances as follows. The Town does not have any Contract Assets and does not recognise ECL on Rates Receivables as detailed above.

	Rates receivable		Trade and other receivables	
	2022 Actual	2021 Actual	2022 Actual	2021 Actual
	\$	\$	\$	\$
Opening loss allowance as at 1 July	0	0	26,358	
Increase in loss allowance recognised in profit or loss during the year	0	0	0	0
Receivables written off during the year as uncollectible		0	(8,328)	
Unused amount reversed	0	0	981	26,358
Closing loss allowance at 30 June	0	0	19,011	26,358

Trade receivables are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the Town, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on trade receivables are presented as net impairment losses within operating profit. Subsequent recoveries of amounts previously written off are credited against the same line item.

(c) Fair Value of Financial Assets and Liabilities

For each class of financial assets and liabilities, an entity shall disclose the fair value of that class of assets and liabilities in a way that permits to be compared with its carrying amount.

Fair value is determined as follows:

Cash and Cash Equivalents, Other Financial Assets, Receivables, Payables - estimated to the carrying value which approximates net market value.

Borrowings - long term borrowings are generally discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles. The split between the current portion and non-current portion is \$98,204 current and \$99,537 non-current. These cash flows therefore haven't been discounted as the fair value is considered approximate to the carrying value, with any variance considered negligible.

The Town held the following financial instruments at balance date:

	Carrying Value 2022	Fair Value 2022	Carrying Value 2021	Fair Value 2021
Financial Assets				
Cash and Cash Equivalents	7,067,665	7,067,665	3,711,886	3,711,886
Trade and Other Receivables	348,248	348,248	359,048	359,048
Other Financial Assets	129,903	129,903	135,134	135,134
	<u>7,545,816</u>	<u>7,545,816</u>	<u>4,206,068</u>	<u>4,206,068</u>
Financial Liabilities				
Trade and Other Payables	1,854,813	1,854,813	1,192,841	1,192,841
Borrowings	197,741	197,741	279,296	279,296
Lease Liabilities	254,804	254,804	291,264	291,264
Other Liabilities	1,801,616	1,801,616	328,153	328,153
	<u>4,108,974</u>	<u>4,108,974</u>	<u>2,091,554</u>	<u>2,091,554</u>

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

21. FINANCIAL RISK MANAGEMENT (Continued)

(d) 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(c).

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 \$
2022					
Trade and other payables	1,854,813	0	0	1,854,813	1,854,813
Borrowings	98,204	99,537	0	197,741	197,741
Lease liabilities	44,546	178,185	51,971	274,701	254,804
Other Liabilities	1,801,616	0	0	1,801,616	1,801,616
	3,799,179	277,722	51,971	4,128,871	4,108,974
2021					
Trade and other payables	1,192,841	0	0	1,192,841	1,192,841
Borrowings	104,343	174,953	0	279,296	279,296
Lease liabilities	44,546	178,185	96,517	319,248	291,264
Other Liabilities	328,153	0	0	328,153	328,153
	1,669,883	353,138	96,517	2,119,538	2,091,554

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD

An auction for the sale of lots 128 and 128A George Street (land and buildings) was held on 13 August 2022. The auction resulted in a contract of sale being entered into for both lots totalling \$1.85m excluding GST, with settlement completed on 29 September 2022. The sale is a non-adjusting event for the year ended 30 June 2022 as the lots were sold at auction and the sale price was not known at the reporting date.

The Town is not aware of any other material events occurring after the end of the reporting period that may impact these financial statements.

Attachment 1

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

23. 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) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost 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).

i) 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.

j) 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 regularity 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.

k) Initial application of accounting standards

During the current year, no new or revised Australian Accounting Standards and Interpretations were compiled, became mandatory and were applicable to its operations.

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
- AASB 2021-7 Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections

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

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

24. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

The Towns' operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective	Description
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.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

24. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Income excluding grants, subsidies and contributions			
Governance	25,457	25,194	11,485
General purpose funding	8,435,329	8,489,211	8,122,150
Law, order, public safety	29,268	27,000	30,692
Health	19,320	36,420	17,847
Education and welfare	136,835	208,290	153,666
Housing	88,042	78,500	83,451
Community amenities	200,468	191,759	207,866
Recreation and culture	321,388	329,747	301,592
Transport	493,038	462,010	316,921
Economic services	143,378	130,000	447,556
Other property and services	116,832	59,339	98,395
	10,009,355	10,037,470	9,791,621
Grants, subsidies and contributions			
Governance	0	0	0
General purpose funding	318,011	108,828	248,432
Law, order, public safety	0	0	0
Health	0	0	0
Education and welfare	615,559	591,000	601,748
Housing	0	0	0
Community amenities	18,599	56,076	43,554
Recreation and culture	1,026,470	10,253,336	239,466
Transport	259,964	293,181	215,036
Economic services	0	0	0
Other property and services	0	0	0
	2,238,603	11,302,421	1,348,236
Total Income	12,247,958	21,339,891	11,139,857
Expenses			
Governance	(1,229,792)	(1,308,739)	(1,321,750)
General purpose funding	(97,296)	(134,050)	(108,820)
Law, order, public safety	(171,463)	(192,744)	(184,664)
Health	(220,160)	(210,931)	(213,215)
Education and welfare	(1,110,593)	(1,160,391)	(1,034,104)
Housing	(41,591)	(40,650)	(41,007)
Community amenities	(2,667,571)	(3,010,434)	(2,698,203)
Recreation and culture	(2,810,142)	(2,954,981)	(2,918,931)
Transport	(2,611,820)	(2,847,092)	(2,768,421)
Economic services	(137,074)	(156,050)	(135,276)
Other property and services	(238,929)	(178,511)	(195,688)
Total expenses	(11,336,431)	(12,194,573)	(11,620,079)
Net result for the period	911,527	9,145,318	(480,222)

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

24. FUNCTION AND ACTIVITY (Continued)

(c) Fees and Charges

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
General purpose funding	60,632	95,000	84,663
Governance	1,382	0	130
Law, order, public safety	29,268	27,000	30,691
Health	19,321	21,900	17,847
Education and welfare	136,835	167,370	152,234
Housing	88,359	77,000	82,249
Community amenities	200,468	186,000	207,867
Recreation and culture	278,163	261,310	275,215
Transport	356,027	325,000	316,922
Economic services	143,198	126,800	120,805
Other property and services	68,385	41,250	44,518
	1,382,038	1,328,630	1,333,141

(d) Total Assets

	2022	2021
	\$	\$
Governance	11,277,049	10,876,360
General purpose funding	4,735,822	2,961,841
Law, order, public safety	25,399	38,261
Health	182,968	193,786
Education and welfare	2,272,292	2,137,869
Housing	197,143	213,571
Community amenities	1,992,730	2,107,935
Recreation and culture	21,832,642	21,464,434
Transport	36,327,245	35,180,555
Economic services	95,290	35,821
Other property and services	2,496,398	1,971,281
	81,434,978	77,181,714

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. RATING INFORMATION

(a) General Rates

RATE TYPE		Rate in \$	Number of Properties	2021/22 Actual Rateable Value *	2021/22 Actual Rate Revenue	2021/22 Actual Interim Rates	2021/22 Actual Back Rates	2021/22 Actual Total Revenue	2021/22 Budget Rate Revenue	2021/22 Budget Interim Rate	2021/22 Budget Back Rate	2021/22 Budget Total Revenue	2020/21 Actual Total Revenue
Rate Description	Basis of valuation			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Residential	Gross rental valuation	0.075377	2,969	86,471,538	6,573,973	20,736	1,111	6,595,820	6,570,499	20,000	0	6,590,499	6,363,366
Commercial	Gross rental valuation	0.113749	114	11,541,770	1,312,822	621	0	1,313,443	1,304,450	0	0	1,304,450	1,279,799
Sub-Total			3,083	98,013,308	7,886,795	21,357	1,111	7,909,263	7,874,949	20,000	0	7,894,949	7,643,166
Minimum payment													
Residential	Gross rental valuation	1.138	329	4,219,274	374,402	0	0	374,402	375,640	0	0	375,640	368,911
Commercial	Gross rental valuation	1.702	11	117,220	18,722	0	0	18,722	18,722	0	0	18,722	19,342
Sub-Total			340	4,336,494	393,124	0	0	393,124	394,262	0	0	394,262	388,253
			3,423	102,349,802	8,279,919	21,357	1,111	8,302,387	8,289,211	20,000	0	8,289,211	8,031,409
Concessions on general rates (Refer note 25(b))								0				0	(43,055)
Total amount raised from general rates								8,302,387				8,289,211	7,988,354
* Rateable value is based on the value of properties at the time the rate is raised.													
Total Rates								8,302,387				8,289,211	7,988,354

The entire balance of rates revenue has been recognised at a point in time in accordance with AASB 1058 *Income for not-for-profit entities*.

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

25. 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	Waiver/Concession	Discount %	Discount \$	2022 Actual \$	2022 Budget \$	2021 Actual \$
GRV Commercial - Sporting Clubs	Rate	Concession	25.00%		0	0	43,055
					0	0	43,055
Total discounts/concessions (Note 25)					0	0	43,055

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	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 provided rate relief for the 2020/21 financial year in accordance with the Rates Concession Policy.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

25. 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	23/08/2021	0.0	0.00%	7.00%
Option Two				
First instalment	23/08/2021	0.0	0.00%	7.00%
Second instalment	3/01/2022	16.5	5.50%	7.00%
Option Three				
First instalment	23/08/2021	0.0	0.00%	7.00%
Second instalment	25/10/2021	16.5	5.50%	7.00%
Third instalment	3/01/2022	16.5	5.50%	7.00%
Fourth instalment	28/02/2022	16.5	5.50%	7.00%

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Interest on unpaid rates	17,523	35,000	37,046
Interest on instalment plan	34,621	40,000	0**
Charges on instalment plan	37,125	40,000	37,670
	89,268	115,000	74,716

** As a COVID19 relief measure, Council resolved not to impose interest on instalments for 20/21

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

26. RATE SETTING STATEMENT INFORMATION

		2021/22 (30 June 2022 Carried Forward)	2021/22 Budget (30 June 2022 Carried Forward)	2021/22 (1 July 2021 Brought Forward)	2020/21 (30 June 2021 Carried Forward)
Note		\$	\$	\$	\$
(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	9(b) (32,651)	(148,940)	(1,430)	(1,430)
	Less: Population adjustment to SMRC Loan Balance	21,549	0	(2,522)	(2,522)
	Less: Fair value adjustments to financial assets at fair value through profit and loss	(3,997)	0	(2,586)	(2,586)
	Less: Share of net profit of associates and joint ventures accounted for using the equity method	47,410	0	(324,767)	(324,767)
	Add: Loss on disposal of assets	9(b) 4,738	0	80,927	80,927
	Add: Depreciation	9(a) 2,071,668	2,571,177	2,513,795	2,513,795
Non-cash movements in non-current assets and liabilities:					
	Pensioner deferred rates	(20,339)	0	6,315	6,315
	Assets held for sale (Impairment Fair Value less Costs to Sell)	27,329	0	0	0
	Employee benefit provisions	(11,915)	0	(3,990)	(3,990)
	Non-current receivables	(10,923)	0	3,000	3,000
Non-cash amounts excluded from operating activities		2,092,869	2,422,237	2,268,742	2,268,742
(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: Reserve accounts	28 (2,484,209)	(1,870,090)	(985,793)	(985,793)
	Less: Restricted cash - contract liabilities	0	0	0	(316,844)
	Less: Assets Held for Sale	6 (1,442,619)	0	0	0
	Add: Current liabilities not expected to be cleared at end of year				
	- Current portion of borrowings	13 98,204	95,160	104,343	104,343
	- Current portion of contract liability	0	0	0	0
	- Current portion of lease liabilities	10(b) 38,617	45,000	37,499	37,499
Total adjustments to net current assets		(3,790,007)	(1,729,930)	(843,951)	(1,160,795)
Net current assets used in the Rate Setting Statement					
	Total current assets	8,814,784	4,649,495	4,067,675	4,067,675
	Less: Total current liabilities	(4,511,956)	(2,919,565)	(2,330,631)	(2,330,631)
	Less: Total adjustments to net current assets	(3,790,007)	(1,729,930)	(843,951)	(1,160,795)
Net current assets used in the Rate Setting Statement		512,821	0	893,093	576,249

The Town has corrected its methodology for the calculation of net current assets, to appropriately account for contract liabilities held as restricted cash.

The Annual Financial Statements for the year ended 30 June 2021 stipulated net current assets of \$576,249 as at 30 June 2021. This has been amended to \$893,093, a variance \$316,844. This amount has been backed out from the Rate Setting Statement as a "Transfer to Restricted Assets" and similarly backed out of the "Adjustment to Net Current Assets" above. Restricted assets or liabilities associated with restricted cash should be excluded from the NCA calculation (i.e. contra amendment)

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

27. BORROWING AND LEASE LIABILITIES

(a) Borrowings

Purpose	Note	Actual						Budget			
		Principal at 1 July 2020	New Loans During 2020-21	Principal Repayments During 2020-21	Population Adjustment to Loan Principal	Principal at 30 June 2021	New Loans During 2021-22	Principal Repayments During 2021-22	Population Adjustment to Loan Principal	Principal at 30 June 2022	Principal at 1 July 2021
SMRC - Regional Resource Recovery Centre Loan		205,719	0	(100,821)	(1,442)	223,616	0	(100,104)	(2,200)	98,204	313,145
SMRC - Administration Building (9 Abbots Place, Boronia) Loan		76,860	0	0	(1,000)	75,780	0	0	23,797	96,937	46,240
East Fremantle Oval Redevelopment		0	0	0	0	0	0	0	0	0	0
Total Borrowings	13	282,579	0	(100,821)	(2,442)	299,296	0	(100,104)	21,597	199,743	359,385

* 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 is appropriate. 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.

Borrowing Interest Repayments

Purpose	Note	Function and activity	Loan Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021
SMRC - Regional Resource Recovery Centre Loan		Community amenities	Various	WATC	Various	(7,146)	(14,500)	(11,172)
SMRC - Administration Building (9 Abbots Place, Boronia) Loan		Community amenities	2-7	WATC	0.35%	0	0	0
East Fremantle Oval Redevelopment		Recreation and culture				0	0	0
Total Interest Repayments	2(b)					(7,146)	(14,500)	(11,172)

(b) New Borrowings - 2021/22

The Town of East Fremantle did not undertake any new borrowings in the reporting period. Whilst the Town budgeted for a loan of \$5m for the EF Oval Redevelopment Project, funding was not required as the building contract has yet to be awarded.

(c) Unrepaid Borrowings

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

(d) Lease Liabilities

Purpose	Note	Actual						Budget			
		Principal at 1 July 2020	Principal Repayments During 2020-21	Principal at 30 June 2021	CRF Adjustment 2021-22	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 1 July 2021	Principal Repayments During 2021-22	Principal at 30 June 2022	Principal at 30 June 2021
River seabed (mooring pens)		322,623	(29,367)	293,256	0	(27,551)	265,705	277,823	(45,000)	232,823	293,256
Total Lease Liabilities	10(b)	322,623	(29,367)	293,256	0	(27,551)	265,705	277,823	(45,000)	232,823	293,256

Purpose	Note	Function and activity	Lease Number	Institution	Interest Rate	Actual for year ending 30 June 2022	Budget for year ending 30 June 2022	Actual for year ending 30 June 2021	Lease Term (months)
River seabed (mooring pens)		Recreation and culture	N/A	Dep. Transport	2.60%	(7,074)	(8,000)	(7,878)	66
Total Interest Repayments	2(b)					(7,074)	(8,000)	(7,878)	

Attachment 1

TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022

28. RESERVE ACCOUNTS

	2022 Actual Opening Balance	2022 Actual Transfer to	2022 Actual Transfer (from)	2022 Actual Closing Balance	2022 Budget Opening Balance	2022 Budget Transfer to	2022 Budget Transfer (from)	2022 Budget Closing Balance	2021 Actual Opening Balance	2021 Actual Transfer to	2021 Actual Transfer (from)	2021 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by legislation/agreement												
(a) Non Current Leave Entitlements Reserve	10,000	0	(10,000)	0	10,000	0	(10,000)	0	10,000	0	0	10,000
(b) Unspent Grants and Restricted Cash Reserve	0	0	0	0	22,186	0	(22,186)	0	0	0	0	0
(c) Vehicle, Plant and Equipment Reserve	84,127	0	(33,720)	50,407	84,127	0	(84,127)	0	81,827	0	(7,500)	84,127
(d) Aged Services Reserve	11,803	0	0	11,803	11,803	0	(11,803)	0	176,803	0	(165,000)	11,803
(e) Strategic Asset Management Reserve	7,542	57,378	0	64,920	7,542	57,378	0	64,920	491,049	3,645	(487,152)	7,542
(f) Arts and Sculpture Reserve	156,772	0	0	156,772	156,772	45,000	(70,000)	131,772	171,772	0	(15,000)	156,772
(g) Waste Reserve	0	0	0	0	0	1,042,250	(1,042,250)	0	0	0	0	0
(h) Committed Works Reserve	0	0	0	0	0	0	0	0	0	0	0	0
(i) Streetscape Reserve	75,000	0	0	75,000	75,000	0	0	75,000	50,000	25,000	0	75,000
(j) Drainage Reserve	150,000	100,000	0	250,000	150,000	100,000	0	250,000	0	150,000	0	150,000
(k) East Fremantle Oval Redevelopment Reserve	298,228	777,942	0	1,076,170	298,228	400,502	0	698,730	0	298,228	0	298,228
(l) Preston Point Facilities Reserve	35,821	59,466	0	95,286	35,821	100,000	0	135,821	0	100,000	(64,178)	35,821
(m) Foreshore Master Plan Reserve	0	270,000	0	270,000	0	100,000	0	100,000	0	0	0	0
(n) Sustainability and Environmental Reserve	80,000	120,337	0	210,337	80,000	120,337	0	210,337	0	80,000	0	80,000
(o) Town Planning Reserve	50,000	20,000	0	70,000	50,000	0	0	50,000	0	50,000	0	50,000
(p) Business Improvement Reserve	0	0	0	0	0	0	0	0	0	0	0	0
(q) Old Police Station Reserve	16,500	0	0	16,500	16,500	24,000	(24,000)	16,500	0	24,000	(7,500)	16,500
(r) Payment in Lieu of Parking Reserve	0	137,010	0	137,010	0	137,010	0	137,010	0	0	0	0
(s) Payment in Lieu of Public Open Space Reserve	0	0	0	0	0	0	0	0	0	0	0	0
	955,755	1,542,136	(43,720)	2,454,209	1,007,979	2,126,477	(1,264,366)	1,870,090	991,251	740,873	(746,331)	965,793
	955,755	1,542,136	(43,720)	2,454,209	1,007,979	2,126,477	(1,264,366)	1,870,090	991,251	740,873	(746,331)	965,793

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-Jun-22	To fund the non-current liability amount of annual, sick and long service leave entitlements accrued in previous financial years beyond the amount provided
(b) Unspent Grants and Restricted Cash Reserve	ongoing	To restrict unspent grants and contributions at end of year.
(c) Vehicle, Plant and Equipment Reserve	ongoing	To support the funding of vehicle, plant and equipment purchases.
(d) 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.
(e) Strategic Asset Management Reserve	ongoing	To fund the acquisition of new and renewal of existing Town infrastructure, buildings and other assets.
(f) 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.
(g) Waste Reserve	ongoing	To fund and support waste management services including but not limited to refuse collection, waste management initiatives and programs, infrastructure
(h) Committed Works Reserve	ongoing	To transfer unspent municipal expenditure on specific projects to enable identification of carryover expenditure into the next financial year.
(i) Streetscape Reserve	ongoing	To implement Streetscape initiatives including the redevelopment of George Street.
(j) Drainage Reserve	ongoing	To fund drainage asset management requirements.
(k) East Fremantle Oval Redevelopment Reserve	ongoing	To fund all costs associated with the redevelopment of the East Fremantle Oval precinct.
(l) Preston Point Facilities Reserve	ongoing	To fund all costs associated with the implementation of the Preston Point Facilities Master Plan.
(m) Foreshore Master Plan Reserve	ongoing	To fund all costs associated with the implementation of the Foreshore Management Plan.
(n) Sustainability and Environmental Reserve	ongoing	To fund sustainability and environmental initiatives as well as support actions/recommendations from the Community Climate Action Plan.
(o) Town Planning Reserve	ongoing	To fund planning and building works associated with the protection and amenity of the built environment.
(p) Business Improvement Reserve	ongoing	To fund the implementation of business improvement initiatives including the Town's enterprise resource planning system.
(q) Old Police Station Reserve	ongoing	To receive the net income from the Old Police Station for building maintenance and renewal purposes.
(r) Payment in Lieu of Parking Reserve	ongoing	To receive and apply funds for payments received in lieu of parking.
(s) Payment in Lieu of Public Open Space Reserve	ongoing	To receive payment from developers in lieu of land set aside for public open space, with funds to be applied in accordance with section 154 of the Planning and Development Act 2005.

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

29. 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 2021	Amounts Received	Amounts Transferred to Reserve	30 June 2022
	\$	\$	\$	\$
Developer Cash in Lieu	137,010	0	(137,010)	0
	137,010	0	(137,010)	0

During the 2021/22 financial year, Developer Contributions received for cash in lieu of car parking were transferred to the Payment in Lieu of Parking reserve. This is in accordance with the Town's Annual Budget and 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 2022**

30. MAJOR LAND TRANSACTIONS

(a) Details

The Town prepared and advertised a Business Plan in the 2020/21 financial year as per the requirements of section 3.59 of the *Local Government Act 1995*.

The Plan is to replace the ageing East Fremantle Oval infrastructure with an Integrated Community Sport and Leisure Facility and associated precinct.

Project Summary:

- The land is vested with the Town of East Fremantle as A Class Reserve
- Broad scope for requirements to include:
 - Walking tracks around the oval
 - Sports oval
 - Removal of perimeter fence
 - Indoor multi-purpose hall
 - New playgroup facilities
 - Outdoor 1/2 hard court
 - Outdoor adventure playground
 - Enclosed dog exercise area
 - Skate zone
 - Improved community facilities including the oval tenant facilities as well as other amenities available for hire to the community.

The timetable is to build and open the proposed facility by early 2024.

(b) Current year transactions

	2022 Actual	2022 Budget	2021 Actual
	\$	\$	\$
Revenue			
- Non-Operating Grant	928,771	10,000,000	0
- Borrowings	0	5,000,000	0
Expenditure			
- Professional Services/Cost Plan	(928,771)	(15,132,000)	0
	0	(132,000)	0

The cost plan details a total project budget of \$32.5m including contingencies, funded as below:

State Government Grant	25,000,000
AFL Facilities Funding	200,000
Town of East Fremantle - Transfer from Reserves	1,300,000
Town of East Fremantle - Part Proceeds from Sale of 128 George	1,000,000
Town of East Fremantle - Loan Borrowings	5,000,000
	<u>32,500,000</u>

**TOWN OF EAST FREMANTLE
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

30. MAJOR LAND TRANSACTIONS

(c) Expected future cash flows

	2022 Actual	2022/23 Budget	2023/24 Budget
	\$	\$	\$
Cash outflows			
Capital Expenditure - Project Build as per QS Report	(928,771)	(13,000,000)	(17,000,000)
Annual Principal and Interest Repayments	0	0	0
Operating Expenses	0	0	0
	(928,771)	(13,000,000)	(17,000,000)
Cash Inflows			
State Government Grant	2,500,000	13,000,000	9,500,000
AFL Facilities Funding	0	0	200,000
Town of East Fremantle - Transfer from Reserves	0	0	1,300,000
Town of East Fremantle - Part Proceeds from Sale of 128 George Street	0	0	1,000,000
Town of East Fremantle - Loan Borrowings	0	0	5,000,000
	2,500,000	13,000,000	17,000,000
Net cash flows	1,571,229	0	0

The Business Plan includes the following 10-year cashflow forecast from the operations of the Facility.

Expected financial contribution from the Town for the first 10 years

	Year 1	Year 2	Year 3	Year 4	Year 5
Net Profit	-\$300,792	\$328,435	\$95,978	\$117,258	\$139,564
Contribution by others	\$180,792	0	0	0	0
Finance Repayment	-\$307,947	-\$307,947	-\$307,947	-\$307,947	-\$307,947
Total forecast payments by TOEF	-\$427,947	\$20,488	-\$211,969	-\$190,689	-\$168,383

	Year 6	Year 7	Year 8	Year 9	Year 10
Net Profit	\$182,793	\$208,047	\$234,480	\$281,651	\$330,877
Finance Repayment	-\$307,947	-\$307,947	-\$307,947	-\$310,351	-\$307,947
Total forecast payments by TOEF	-\$125,154	-\$99,900	-\$73,467	-\$28,700	\$22,930

31. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

The Town did not undertake any trading undertakings during the reporting period.

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



10.3 RISK REGISTER

Report Reference Number	ACR-352
Prepared by	Bron Browning, Manager Corporate Services
Supervised by	Peter Kocian, Executive Manager Corporate Services
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Dashboard Report

PURPOSE

It is recommended that the Audit Committee determine parameters for risks to be captured in the Risk Register, to inform future reporting to the Audit Committee.

EXECUTIVE SUMMARY

The Audit Committee previously requested for the Risk Register to be reformatted to a more conventional Risk Register. This is currently a work in progress, using a 365 Application, and in order to finalise this Register, the Committee is requested to determine risk parameters.

BACKGROUND

The Town had been using a Risk Dashboard Excel Workbook developed by Local Government Insurance Services (Risk Management Team), however, the Audit Committee at its meeting on 22 February 2022 requested that consideration be made to presenting the information in a more concise and user-friendly format.

The Town engaged Smart Office Systems to develop a Risk Register and Contracts Register via a Microsoft 365 application that will enable the creation, management and review of the registers. The first iteration of the Risk Register and Dashboard is attached for the Committee's review.

There are remaining tasks that need to be undertaken to update the currency of the Risk Register:

- This assigned risk owner is to assess the inherent risk rating (prior to the implementation of controls and treatments)
- The assigned risk owner is to assess the effectiveness and adequacy of risk controls and treatments
- The assigned risk owner is to assess the residual risk rating

It is envisaged that the above activities will be completed by the February 2023 Audit Committee meeting.

CONSULTATION

Executive Team

Training is to be provided to the wider organisation on the Town's Risk Management Framework and Risk Register Application.

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Regulations 1996* requires the CEO to review the appropriateness and effectiveness of a local governments systems and procedures in relation to risk management, internal control and

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



legislative compliance separately or all at the one time, on the provision that each matter is reviewed at least once every three years. The CEO is also required to report the results of that review to Council.

POLICY IMPLICATIONS

Council has adopted Policy 2.2.4 Risk Management.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report as the engagement has been finalised with the consultant.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

Risks

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That risk controls are not adequate	Possible (3)	Extreme (5)	High (10-16)	SERVICE INTERRUPTION Prolonged interruption of services - additional resources; performance affected <1 month	Control through oversight of high and extreme risks by the Audit Committee...

Risk Matrix

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

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

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

RISK RATING

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

SITE INSPECTION

Not Applicable

COMMENT

Under the Town's Risk Management Framework, the Town has adopted a 3 lines of defense model for the management of risk.

1st Line – all operational areas. Individual Officers are responsible for ensuring that risks within their scope of operations are identified, assessed, managed, monitored and reported. The online Risk Register includes a workflow to ensure that risks are reviewed at Officer level.

2nd Line – Management. The Management team convenes a quarterly risk review meeting to review the Risk Register and the status of risk treatments and controls.

3rd Line – Internal/External Audit (and Audit Committee). The Risk Register is presented to the Audit Committee for review and monitoring. It is recommended that the Audit Committee consider the following risk appetite parameters:

- Any risks with an inherent risk rating of "Low" (4 or less) do not need to be captured in the Risk Register. It is accepted that these Risks are managed at Officer level (1st line of defense) and present a low risk to the Town.
- Any risks with an inherent risk rating of "Moderate" and above (i.e. over 6) are to be recorded in the Risk Register.
- The Audit Committee accepts that Management (2nd line of defense) will monitor and manage risks with an inherent risk rating of "Moderate" and these individual risks will not generally be included in the Risk Register presented to the Audit Committee, unless specifically requested. Information on these risks will be included on the Dashboard Report.
- Any risks with an inherent risk rating of "High" and above (i.e. over 10) or any risk with a likelihood or consequence rating of level 5 are to be presented to the Audit Committee in the itemised Risk Register for review and monitoring.

CONCLUSION

The Audit Committee is requested to receive the Dashboard Report and resolve on a risk appetite statement.

10.3 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 030311

OFFICER RECOMMENDATION

Moved Cr White, seconded Cr Donovan

That the Audit Committee, under the Town's Risk Management Framework, establish the following risk appetite parameters:

- Any risks with an inherent risk rating of "Low" (4 or less) do not need to be captured in the Risk Register. It is accepted that these Risks are managed at Officer level (1st line of defense) and present a low risk to the Town.
- Any risks with an inherent risk rating of "Moderate" and above (i.e. over 6) are to be recorded in the Risk Register.
- The Audit Committee accepts that Management (2nd line of defense) will monitor and manage risks with an inherent risk rating of "Moderate" and these individual risks will not generally be included in the Risk Register presented to the Audit Committee, unless specifically requested. Information on these risks will be included on the Dashboard Report.
- Any risks with an inherent risk rating of "High" and above (i.e. over 10) or any risk with a likelihood or consequence rating of level 5 are to be presented to the Audit Committee in the itemised Risk Register for review and monitoring.

(CARRIED UNANIMOUSLY)

Comment – The Chair indicated that the Audit Committee are happy to receive Page 1 of the Risk Dashboard as a standing attachment as well as an itemised listing of the risk register for all risks with an inherent risk rating of 10 and above.

REPORT ATTACHMENTS

Attachments start on the next page

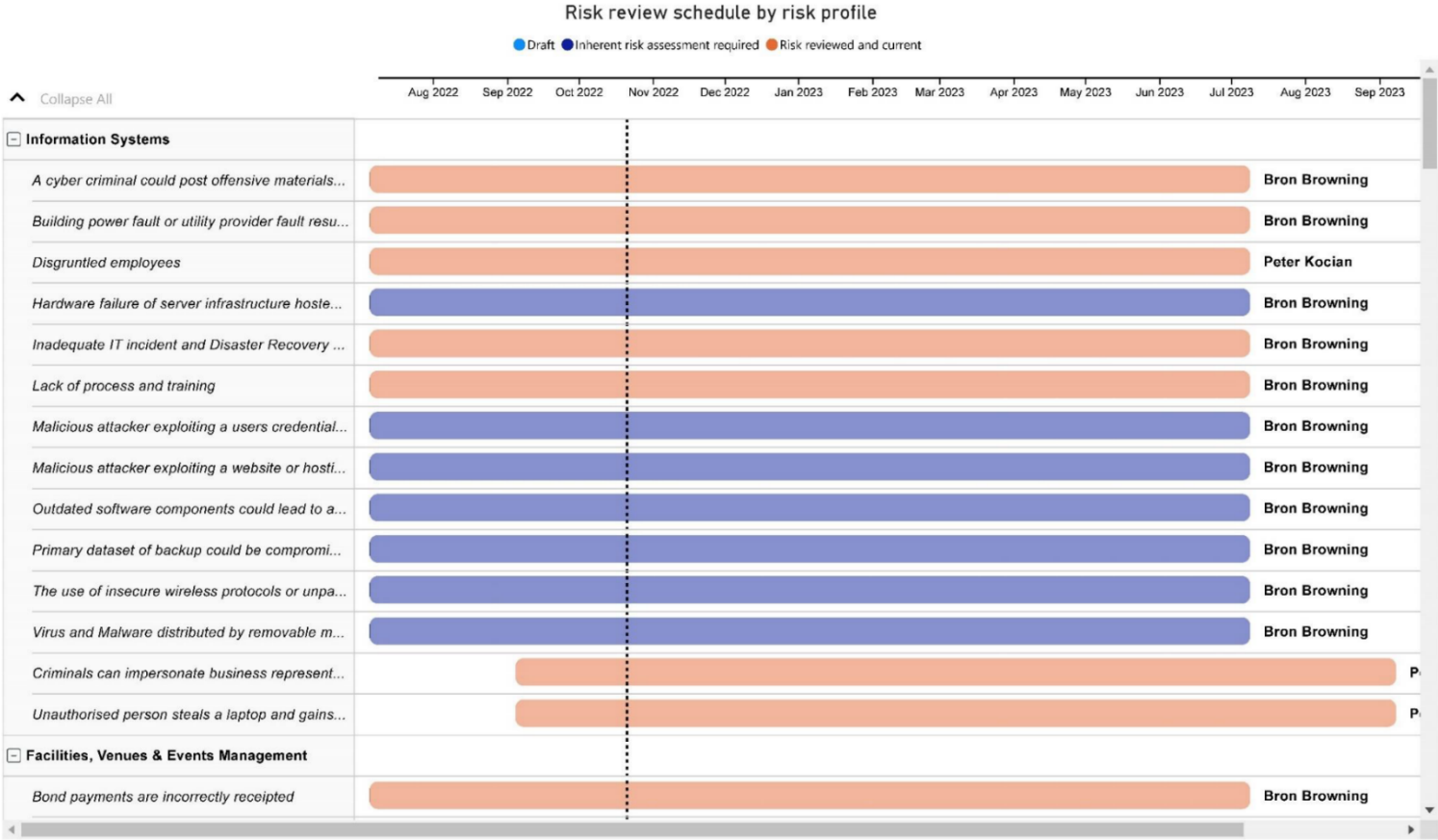
Attachment 1

Attachment -1

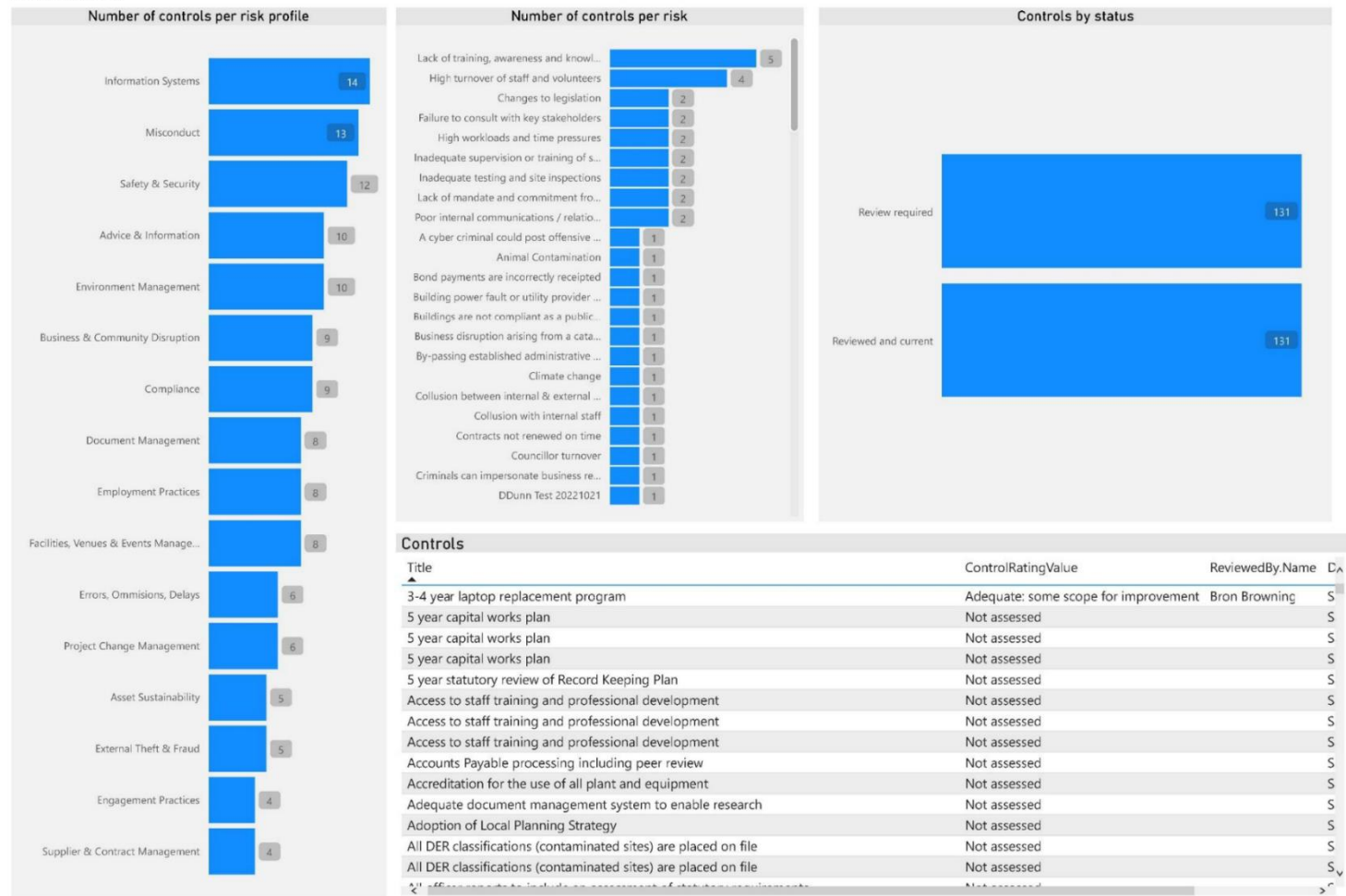


Click on a risk title to view and edit the risk details in the Risk Management App					
Risk	Processing Status	Risk Manager	Risk Owner	Business Area	Review Due Date
A cyber criminal could post offensive materials on Town websites to cause reputational damage or access sensitive information for inappropriate use	Risk reviewed and current	Bron Browning	Peter Kocian	Corporate Services	Sunday, July 09, 2023
Animal Contamination	Risk reviewed and current	Bron Browning	Peter Kocian	Rangers	Sunday, July 09, 2023
Bond payments are incorrectly receipted	Risk reviewed and current	Bron Browning	Peter Kocian	Corporate Services	Sunday, July 09, 2023
Building power fault or utility provider fault results in loss of power to server room	Risk reviewed and current	Bron Browning	Peter Kocian	Corporate Services	Sunday, July 09, 2023

Attachment -1



Attachment -1



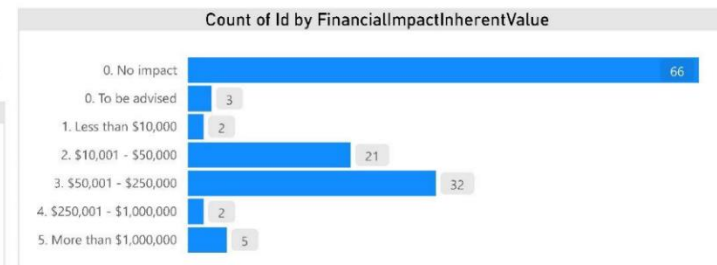
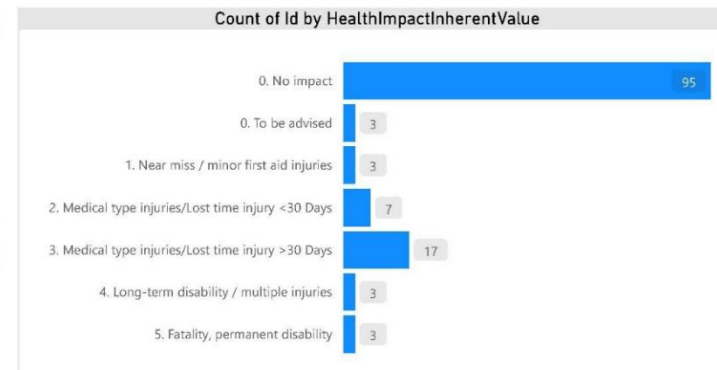
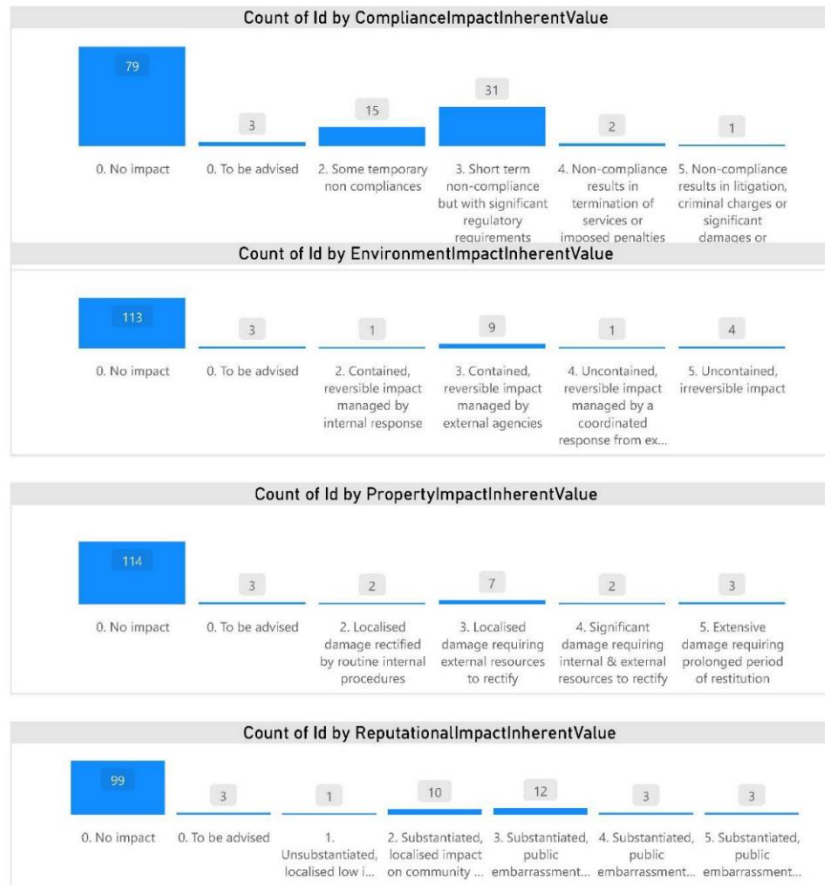
Attachment 1

Attachment -1



Attachment 1

Attachment -1



10.4 INFORMATION SYSTEMS AUDIT (CONFIDENTIAL)

Report Reference Number	ACR-348
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Garry Tuffin, Chief Executive Officer
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil

Attachments

1. Capability Maturity Assessment – 2022
2. Capability Maturity Assessment – 2019
3. Management Letter – 2022
4. Management Letter - 2019

PURPOSE

The Audit Committee is requested to receive the findings from the Information Systems Audit as detailed in the attachments, with key findings from the management letter to be incorporated into the Audit Committee Status Report for monitoring.

EXECUTIVE SUMMARY

The Office of the Auditor General recently performed an Information Systems Audit of the Town of East Fremantle. The previous (and inaugural Audit) was conducted in 2019 and serves as a baseline, hence information from this Audit has been re-presented.

The following is a summary of the audit methodology, which was discussed at the last Audit Committee Meeting:

Scope: the audit focused on:

- Policies and procedures – The entity should ensure that they have appropriate policies and procedures in place for key areas such as IT risk management, information security, business continuity and change control.
- Management of IT risks - The entity need to ensure that IT risks are identified, assessed and treated within appropriate timeframes and that these practices become a core part of business activities.
- Information security - The entity should ensure good security practices are implemented, up-to-date and regularly tested and enforced for key computer systems. Agencies must conduct ongoing reviews for user access to systems to ensure they are appropriate at all times.
- Business continuity - The entity should have a business continuity plan, a disaster recovery plan and an incident response plan. These plans should be tested on a periodic basis.
- Change control - change control processes should be well developed and consistently followed for changes to computer systems. All changes should be subject to thorough planning and impact assessment to minimise the likelihood of problems. Change control documentation should be current, and approved changes formally tracked.
- Physical security – The entity should develop and implement physical and environmental control mechanisms to prevent unauthorised access or accidental damage to computing infrastructure and systems.

Approach: as follows:

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- Determine whether appropriate controls are in place;
- Prepare and execute test plans to obtain assurance of the operation of controls,
- Review appropriate documentation,
- Evaluate the effectiveness of the controls.
- Internal vulnerability scans of Finance, HR systems and key operational systems identified.

Focused Audit: in addition to the above, a focus audit was performed against the ISO 27002:2015 standard. The testing focused on the International Security Standard 27002 (A/NZS ISO/IEC 27002: 2015). The standard sets out controls to ensure computer systems are designed, configured and managed to preserve the confidentiality, integrity and availability of information. A gap analysis of the entity's controls against the standard was performed. Results from these audits are published in the attachments and will form part of the Office of Auditor General's Annual Information Systems Audit Report to Parliament.

BACKGROUND

On 24 August 2017, amendments to the *Local Government Act 1995* were passed by State Parliament that enables the Auditor General to audit Council finances and performance. The reforms will change the way local government audits are conducted.

The Information Systems Audit is likely to be undertaken every three years and will dovetail into the financial audit.

CONSULTATION

Office of Auditor General

STATUTORY ENVIRONMENT

Part 7 of the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996* addresses the situation of audit. In relation to the duties of the local government with respect to audits –

- a. *the local government is to do everything in its power to –*
 - i. *assist the auditor to conduct an audit and carry out his or her other duties under the Act; and*
 - ii. *ensure that audits are conducted successfully and expeditiously;*
- b. *a local government is to meet with its auditor at least once in every year;*
- c. *a local government is to examine the report of the auditor and is to –*
 - i. *determine if any matters raised require action to be taken by the local government; and*
 - ii. *ensure that appropriate action is taken in respect of those matters;*
- d. *local government is to –*
 - i. *prepare a report on any actions taken in respect of any matters raised in the report of the auditor; and*
 - ii. *forward a copy of that report to the Minister by the end of the next financial year, or six months after the last report prepared by the auditor is received by the local government, whichever is the latest in time.*

POLICY IMPLICATIONS

There are no Council Policies relevant to this item.

FINANCIAL IMPLICATIONS

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There are costs associated with actioning findings from the Information Systems Audit. The following are examples of costs for remedial work arising from the 2019 Audit:

- Focus Quote QU-5782G (previously presented to the Audit Committee) \$16,337
- ICT Policy Document Library \$7,381
- Nessus Vulnerability Scan and Remedial Actions \$2,871
- Review of Strategic ICT Plan, DR Plan and IT Security Policy \$5,000 (est)
- Implementation of DUO Multi Factor Authentication \$3,000 (est)
- Installation of FOB access to Computer Room and Records Room \$5,000 (est)
- Cyber Awareness Training Set-Up \$907

An initial quote has been obtained from Focus for the implementation of the 2022 Audit findings amounting to \$XX. The Town will seek a quote for penetration testing and this activity will be considered by the Committee at a future meeting.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

Risks

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That key findings from the IS Audit are not actioned	Possible (3)	Moderate (3)	Moderate (5-9)	Service Interruption	Control through Audit Committee monitoring and ensuring adequate budget allocation

Risk Matrix

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

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

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



RISK RATING

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

SITE INSPECTION

COMMENT

The following table identifies the index of findings from the Information Systems Audit and their respective risk ratings. The findings will be incorporated into the Audit Committee Status Report and reported to each meeting for monitoring.

INDEX OF FINDINGS	RATING		
	Significant	Moderate	Minor
Findings identified in the current audit			
1. Application Security Management		✓	
2. Email Authentication		✓	
3. HR Security		✓	
4. Data Loss Prevention		✓	
5. Classification of Information			✓
6. Removal of User Access Rights			✓
7. Endpoint Security			✓
8. Remote Access Controls			✓
9. Cyber Security Incident Planning			✓
Matters outstanding from prior audits			
10. Management of Technical Vulnerabilities		✓	

It needs to be noted that some of the above items will require significant resource effort, and hence the 30 June 2023 has been nominated as the completion date for most items. The Town has a limited ICT budget, and any expenditures related to the implementation of the above controls will be captured and reported against each activity.

The Town's IT Provider, Focus Networks, has been requested to provide a quote to address the various OAG improvement findings identified above.

It is pleasing to note from the Capability Maturity Model that the Town has achieved a maturity level of at least 2 ("Repeatable") across the ten (10) categories, which is a marked improvement from the 2019 assessment. I have included extracts from OAG's IS Audit Report 2022 of LG Entities and IS Audit Report 2021 of State Government Entities below. There are a couple of apparent observations from these charts:

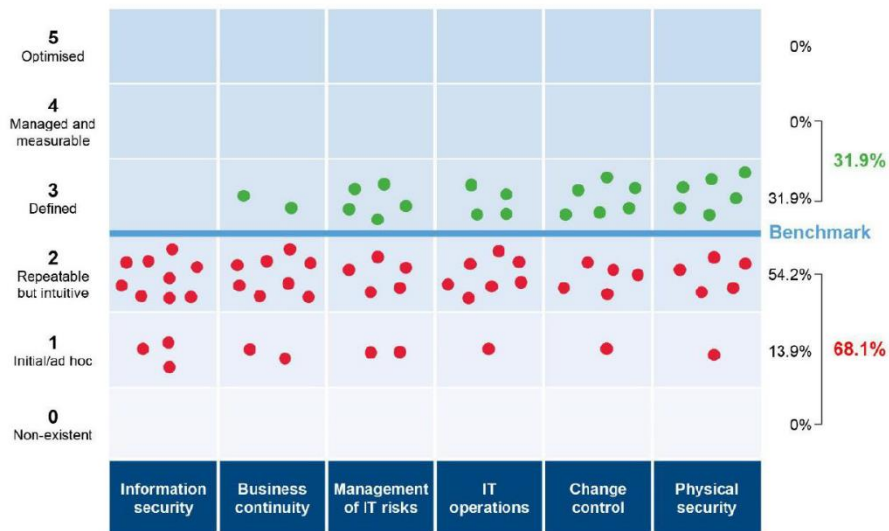
- State Government Entities overall have a higher level of maturity

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- The Town's results are not dissimilar to other LGs (based on the sample size) including larger local governments

LG Entities:



Source: OAG

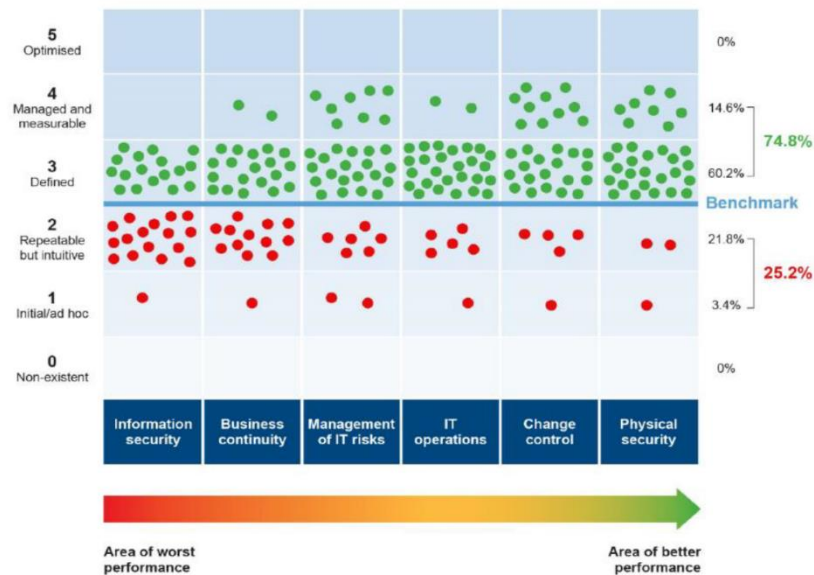
Figure 4: 2020-21 capability maturity model assessment results

State Entities:

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Figure 4 shows the results of our capability assessments across the 6 control categories.



Source: OAG

CONCLUSION

The Audit Committee should satisfy itself that the Town's performance in relation to the 2022 Information Systems Audit is acceptable and within the parameters of the Risk Framework.

10.4 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 040311

OFFICER RECOMMENDATION

Moved Cr McPhail, seconded Cr Donovan

That the Audit Committee recommend Council:

1. Receive the findings from the 2022 Information Systems Audit and note that the key findings will be incorporated into the Audit Committee Status Report for ongoing monitoring.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

Attachment 1

Attachment -1

Confidential Attachment

Attachment 1

Attachment -2

Confidential Attachment

Attachment 1

Attachment -3

Confidential Attachment

Attachment 1

Attachment -4

Confidential Attachment

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10.5 AUDIT COMMITTEE STATUS REPORT

Report Reference Number	ACR-354
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	<ol style="list-style-type: none"> 1. Consolidated Status Report 2. Contracts Register Snapshot

PURPOSE

It is recommended that the Audit Committee receive a status report on all outstanding matters raised in external audit reports, financial management reviews, performance audits, internal audit reports and any other review relevant to the Audit Committee's Terms of Reference.

EXECUTIVE SUMMARY

A status report has been prepared reporting against identified issues with respect to audit, risk management, internal controls, procurement matters and legislative compliance. The status report is not an exhaustive listing and will become a living document and updated as issues are identified. It is presented to the Audit Committee to assist in their role to report to Council and provide advice and recommendations on matters relevant to its terms of reference.

BACKGROUND

The Department of Local Government has published an Operational Guideline on Audit in Local Government. Appendix 3 of this Guideline lists several matters that should be presented to an Audit Committee for review and monitoring:

Risk Management:

- Reviewing whether the local government has an effective risk management system;
- Reviewing whether the local government has a current and effective business continuity plan;
- Reviewing areas of potential non-compliance with legislation, regulations and standards and local governments policies;
- Reviewing the following; litigation and claims, misconduct, and significant business risks;
- Obtaining regular risk reports, which identify key risks, the status and the effectiveness of the risk management systems, to ensure that identified risks are monitored and new risks are identified, mitigated and reported;
- Assessing the adequacy of local government processes to manage insurable risks and ensure the adequacy of insurance cover, and if applicable, the level of self-insurance;
- Reviewing the effectiveness of the local governments internal control system with management and the internal and external auditors;
- Assessing whether management has controls in place for unusual types of transactions and/or any potential transactions that might carry more than an acceptable degree of risk;
- Assessing the local government's procurement framework with a focus on the probity and transparency of policies and procedures/processes and whether these are being applied.

Internal Control Systems:

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- Separation of roles and functions, processing and authorisation;
- Control of approval of documents, letters and financial records;
- Limit of direct physical access to assets and records;
- Control of computer applications and information system standards;
- Regular maintenance and review of financial control accounts and trial balances;
- Comparison and analysis of financial results with budgeted amounts;
- Report, review and approval of financial payments and reconciliations;
- Comparison of the result of physical cash and inventory counts with accounting records.

Legislative Compliance:

- Monitoring compliance with legislation and regulations;
- Reviewing the annual Compliance Audit Return and reporting to Council the results of that review;
- Reviewing whether the local government has procedures for it to receive, retain and treat complaints, including confidential and anonymous employee complaints;
- Obtaining assurance that adverse trends are identified and review managements plans to deal with these;
- Reviewing management disclosures in financial reports of the effect of significant compliance issues;
- Considering the internal auditors role in assessing compliance and ethics risks in their plan;
- Monitoring the local government's compliance frameworks dealing with relevant external legislation and regulatory requirements.

CONSULTATION

Executive Leadership Team
Manager Corporate Services

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (Audit) Regulations 1996* requires the CEO to review the appropriateness and effectiveness of a local governments systems and procedures in relation to risk management, internal control and legislative compliance separately or all at the one time, on the provision that each matter is reviewed at least once every three years. The CEO is also required to report the results of that review to Council.

POLICY IMPLICATIONS

There are no Council Policies relevant to this matter.

FINANCIAL IMPLICATIONS

There are no direct financial implications stemming from the Officer's Recommendation. However, should the Audit Committee request independent assurance that controls have been implemented, then 3rd party costs will be incurred.

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

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022

*Risks*

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That key audit findings are not actioned within a timely manner	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Some temporary non-compliance	Control through oversight by the Audit Committee and ensuring adequate budget allocation for resourcing.

Risk Matrix

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

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

RISK RATING

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

SITE INSPECTION

Not Applicable.

COMMENT

The consolidated status report has been updated with management comment. There was a total of 69 audit findings in the original status report that predominantly arose from the external audit, general computer control audit, financial management review and audit reg 17 reviews completed in 2019. All items that were marked as complete from the prior status report have been hidden within the document, leaving only those findings as incomplete or ongoing, with updated comment. Note that audit findings from the 2022 Information Systems Audit have yet to be added into the status report.

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Risk Category	No. Active Findings	Underway	Not Commenced
High	2	2	0
Medium	2	2	0
Low	1	1	0
	5	5	0

CONCLUSION

The Audit Committee should satisfy itself that the Town's performance in relation to completion against the Consolidated Status Report is acceptable and within the parameters of the Risk Framework.

10.5 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 050311

OFFICER RECOMMENDATION

Moved Cr White, seconded Mayor O'Neill

That the Audit Committee receives the Consolidated Status Report on items relevant to its Terms of Reference.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

Attachment 1

Attachment -1

Town of East Fremantle - Risk Assessment

Audit Finding	Risk Assessment Category Risk Issue and Future Modes	Risk Identified	Date of initial risk identification	Source of Audit Finding (FMR/Audit Reg 17 GCC Audit/Audit Management Letter/Internal)	Likelihood	Strategic Consequences	Operational Consequences	Combined Consequence	Maximum Rating	Level of concern	Risk Category	Action Required	Mitigation and Management Strategy (Possible Future Controls)	Responsible Officer	Progress Update
59	Through our limited testing, we noted several instances where evidence of correspondence on employee files to support the current rate of pay applied through the payroll varied from the information recorded on employee files.	Failure to identify risks or adequately treat identified risks.	1/12/2019	FMR/Audit Reg 17 Review - December 2019	Possible	Moderate	Moderate				Medium	Planned action required	Undertake a review of all personnel to reconcile documentation relating to conditions of employment, remuneration, roles and responsibilities.	Office of CEO	Completed: An audit of all new hires occurred with the remuneration review undertaken in June, with new pay rates effective from the first pay period in July.
60	Develops Contract Register and Contract Management System		1/12/2019	FMR/Audit Reg 17 Review - December 2019	Unlikely	Major	Moderate		Underway		High	Prioritised action required	A review of vital records has commenced.	Corporate Services	Completed. Online Contract Register is now live. Training has been completed with all internal stakeholders. Sample Contract Register provided with this report.
61	Privileged Access Rights	Increased risk of unauthorised access to, or modification of the Town's IT systems and information	1/12/2019	2019 GCC Audit	Possible	Moderate	Moderate	Moderate	3	3	Medium	Planned action required		Corporate Services	Completed. The Town underwent a 2022 Information System Audit and all audit findings from the 2019 Audit (with the exception of Technical Vulnerabilities) have been closed and confirmed by the IS Auditors.
62	Unauthorized Network Devices	Without appropriate controls in place to restrict the use of unauthorised devices on the network, there is an increased risk that they could be used to attack internal systems.	1/12/2019	2019 GCC Audit	Possible	Moderate	Moderate	Moderate	3	3	Medium	Planned action required	The recently implemented 802.1X / RADIUS authentication for wireless networks at all sites, will be extended to wired / network switches at all sites. Non-Windows devices that do not support this function will be locked down to MAC addresses.	Corporate Services	Completed. The Town underwent a 2022 Information System Audit and all audit findings from the 2019 Audit (with the exception of Technical Vulnerabilities) have been closed and confirmed by the IS Auditors.
63	Process for amending or changing procedures are not formalised. This creates opportunities for unauthorised and undocumented changes to procedures and a breakdown in key controls.	Failure to identify risks or adequately treat identified risks.	1/12/2019	2019 GCC Audit	Possible	Major	Major				High	Prioritised action required	Establish a process for the development, review, amendment and authorisation of procedures, checklists and other internal control documentation, throughout the organisation to assist with managing changes to procedures.	Corporate Services	Completed. The Town underwent a 2022 Information System Audit and all audit findings from the 2019 Audit (with the exception of Technical Vulnerabilities) have been closed and confirmed by the IS Auditors.
64	Planned staff training needs for employees are currently identified and recorded in a training matrix. Further value from this initiative can be added through refining the current matrix toward a more formal required staff training structure, applied throughout the organisation.	Internal control or compliance breach.	1/12/2019	FMR/Audit Reg 17 Review - December 2019	Possible	Moderate	Moderate				Medium	Planned action required	Refine the current staff training matrix to identify staff training needs relevant to their role, ensuring it is co-ordinated across the organisation and monitors currency of required licences and qualifications.	Office of CEO	Training Matrix has been implemented for all business units and is being maintained by a Responsible Officer in each area.
65	Workflow diagrams have not been compiled for undocumented procedures.	Breakdown of internal controls. Controls relies on the capability and honesty of staff.	1/12/2019	FMR/Audit Reg 17 Review - December 2019	Possible	Major	Major				Medium	Planned action required	In conjunction with, or as an alternative to, the development of documented procedures and checklists, update and development of workflow process diagrams may assist in clearly identifying controls and processes to be followed where procedures or checklists do not exist.	Wide Entry	12 processes have been mapped. 15 processes under review.
66	Contractors' insurances are not always assessed prior to award of contracts in all cases. Reference is placed on contract managers to ensure copies of insurances are provided.	Lack of probity. Financial loss. Breakdown in internal controls.	1/12/2019	FMR/Audit Reg 17 Review - December 2019	Likely	Major	Major	Major	4	4	High	Prioritised action required	To help ensure all contractors have the relevant licences and have adequate insurance cover for the work they undertake for the Town, procedures should be developed, and records maintained to ensure copies of contractor's insurances are held on file.	Operations	A Register of Contractor Insurance has been developed.

Attachment 1

Attachment -1

Town of East Fremantle - Risk Assessment

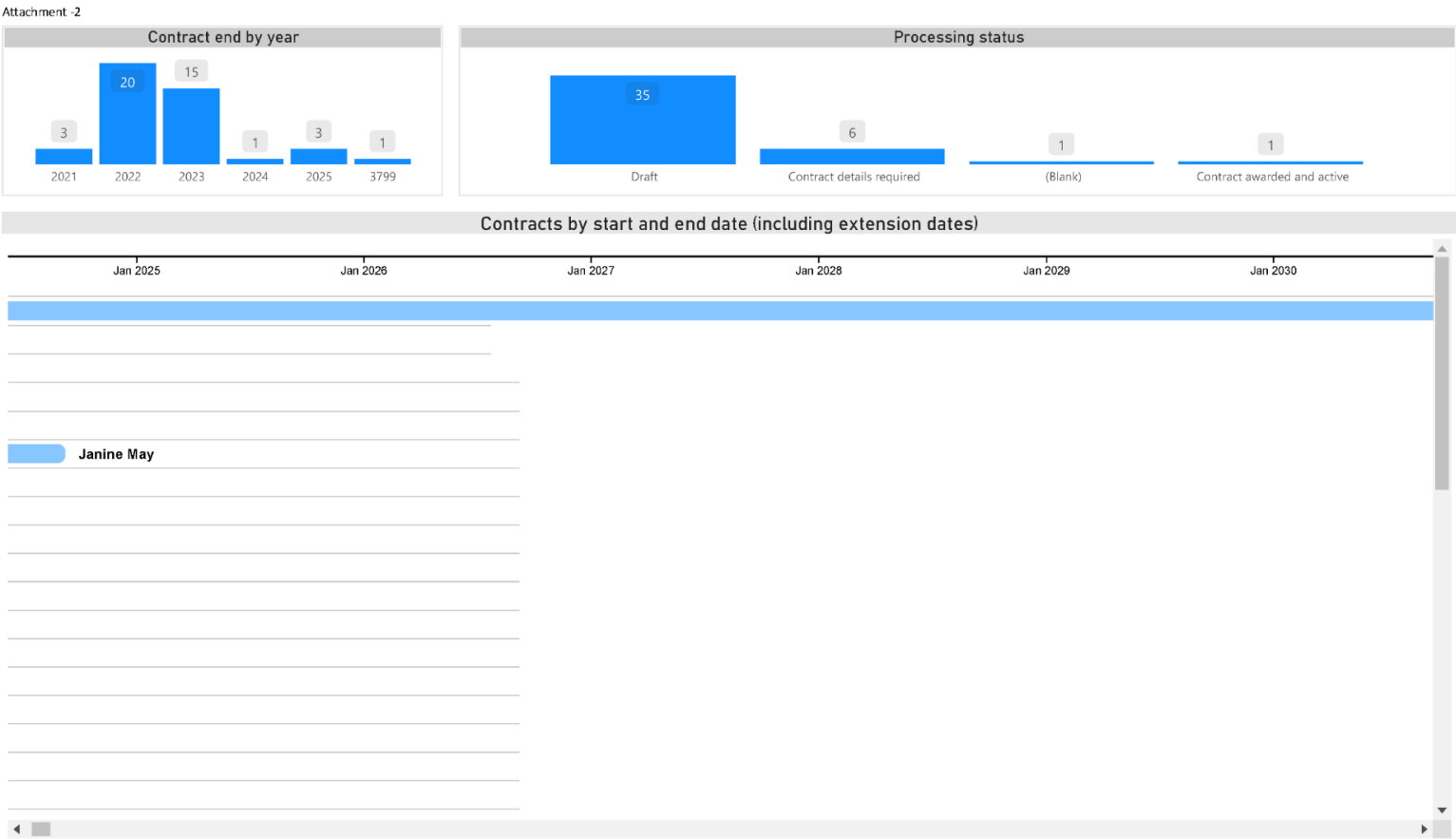
Audit Finding	Risk Assessment Category Risk Issue and Failure Modes	Risk Identified	Date of initial risk identification	Source of Audit Finding (RM/Reg 17/GCC Audit/Audit Management Letter/Internal)	Likelihood	Strategic Consequences	Operational Consequences	Controlled Consequences	Maximum Rating	Unlikelihood rating	Risk Category	Action Required	Mitigation and Management Strategy (Possible Future Controls)	Responsible Officer	Progress Update
67	Review the Municipal Heritage Inventory		1/12/2019	RM/Audit Reg 17 Review - December 2019	Rare	Moderate	Minor	Moderate	3	1	Low	Planned action required	Scheduled in the Corporate Business Plan for 2021/22	Regulatory Services	Heritage Consultancy: Heritage Local Heritage Survey, Review of Proposed Heritage Areas, and update and Creation of Place Record Forms. The Town received grant (Draft funding) funding from the Department of Planning, Land and Heritage. The Town has accepted a quotation by Hocking Heritage + Architects consultants and have been appointed to undertake/ complete above works. Draft provided to the Town. Significant errors and inaccuracies were identified with the presented work. Consultants currently undertaking works to update the draft. Due for completion July/ August 2022.
68	Creditors invoices are processed and entered only at year time where a routine creditors payment risk is scheduled resulting in month end creditor balances being nil in certain months.	Lack of probity, fraud risk, internal control or compliance breach, Financial loss.	1/12/2019	2019 Audit Management Letter	Possible	Major	Major				High	Prioritised action required	Supplier invoices should be processed in a timely fashion and entered through the Town's ERP system as soon as practicable after receipt to provide a more accurate representation of the Town's liabilities at any given time.	Corporate Services	Invoices are filed according to their payment date being 7 days, 14 days, 28 days or greater. This process is currently under review. The AP process has been mapped and will be covered into a Value Flowchart. Control Weakness still exists - process change needs to occur - will be improved on implementation of Share Point - late payment or omitted payment risk is low as follow-up would be instigated by the creditor).
69	Information Risk	Register to track and record information risk does not exist	1/12/2019	2019 GCC Audit	Possible	Moderate	Moderate				Medium	Planned action required	The Town will create an Information Risk Management Register, which will be presented to the Audit Committee as a standing item. The 12 key findings in the GCC Management Letter will form the basis of this Register, which will be continually updated based on management assessment as well as the key findings from future internal/external audit work.	Corporate Services	This Audit Finding has been superseded by a finding in the 2022 IS Audit - the Town is required to prepare an Information Classification Policy.

Attachment 1

Attachment -2



Attachment 1



10.6 2023 MEETING SCHEDULE AND AUDIT WORK PLAN

Report Reference Number	ACR-367
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Wednesday, 2 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Endorsed Work Plan (2019-2022)

PURPOSE

The Audit Committee is requested to endorse the proposed work plan and meeting schedule for the 2023 calendar year.

EXECUTIVE SUMMARY

The Audit Committee endorsed the attached Work Plan at its November 2021 Meeting. It is recommended that the Audit Committee meet 3 times in the 2023 calendar year (4th Wednesday of the month), with the suggested work plan as follows:

Month	Activity
February	<ul style="list-style-type: none"> • Compliance Audit Return • Audit Report, Management Letter and Annual Meeting with Auditor • Mid-Year Budget Review • Presentation of the Financial Management and Audit Regulation 17 Review
July	<ul style="list-style-type: none"> • Risk Register (Standing Item) • Update on Implementation of IS Audit Findings • Audit of Purchase Requisitions over \$5k • Status Report (Standing Item)
November	<ul style="list-style-type: none"> • Risk Register (Standing Item) • Draft Annual Financial Statements • Interim Audit – Management Letter • Status Report (Standing Item)

BACKGROUND

The Department of Local Government has prepared operational guidelines on audit in local government. The guidelines outline audit requirements including the establishment of an audit committee and key functions.

The Guidelines define the role of the Audit committee “to support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability”.

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The Guidelines also state that the Audit committee needs to form an opinion of the local governments internal audit requirements and recommend a course of action that ensures that any internal audit processes adopted are appropriate, accountable and transparent.

Legislative Audit Framework:

The *Local Government Act 1995*, *Local Government (Audit) Regulations 1996* and *Local Government (Financial Management) Regulations 1996* detail the statutory requirements with respect to audit of local government. The following reporting requirements to the audit committee are mandatory:

Item	Requirements	Legislation
External Audit Report	The Auditor is to provide a report (annually) giving an opinion on the financial position of the local government and the results of the operations of the local government. Where it is considered by the auditor appropriate to do so, the audit is to prepare a management report to accompany the auditor's report.	Regulation 10 of the <i>Local Government (Audit) Regulations 1996</i>
Compliance Audit Return	Local Governments are required to complete a statutory compliance return (Compliance Audit Return) annually and have the return adopted by Council. The return is a checklist of a local government's compliance with the requirements of the Act and its Regulations, concentrating on areas of compliance considered 'high risk'. The audit committee is to review the Compliance Audit Return and report to the Council the results of that review.	Regulation 14 of the <i>Local Government (Audit) Regulations 1996</i>
Risk Management/Internal Controls/Legislative Framework	The CEO is to review the appropriateness and effectiveness of a local governments and procedures in relation to risk management, internal control and legislative compliance at least once every three years and report to the audit committee the results of that review.	Regulation 17 of the <i>Local Government (Audit) Regulations 1996</i>
Financial Management Review	The CEO is review the appropriateness and effectiveness of the financial management systems and procedures of the local government at least once every years and reports the results of that review.	Regulation 5 of the <i>Local Government (Financial Management) Regulations 1996</i>

External Audit Framework:

Pursuant to section 7.2 of the *Local Government Act 1995*, the accounts and annual financial report of a local government for each financial year are required to be audited. The Act and Regulations prescribe the scope of the

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external audit of the annual financial statements of the local government. The operational guidelines also include a minimum standard audit specification.

The critical matters for audit are:

- Revenue – rates revenue, government grants, fees and charges
- Expenditure – salaries and wages, depreciation, materials and contract expense, insurance
- Current Assets – bank and short-term assets, receivables, inventory
- Non-Current Assets – property, plant, furniture and equipment, infrastructure and depreciation
- Liabilities – creditors and accruals, loan borrowings, provision for annual and long service leave entitlements
- Reserve Funds
- Contingent Liabilities
- Capital Commitments
- Accounting Policies
- Cash Flow Statement
- Financial Ratios

Internal Audit Framework:

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve the effectiveness of risk management, control, and governance processes. Establishing a formal internal audit function is not a legislative requirement but the development of appropriate internal controls will enhance risk management processes. The internal audit function can either be resourced internally or contracted out.

All internal audit reports must be referred to the Audit Committee for consideration. Internal auditor's activities should typically include the following:

- Examination of financial and operating information that includes detailed testing of transactions, balances and procedures;
- A risk assessment with the intention of minimizing exposure to all forms of risk on the local government;
- A review of the efficiency and effectiveness of operations and services including non-financial controls of a local government;
- A review of compliance with management policies and directives and any other internal requirements;
- Review of the annual Compliance Audit Return;
- Assist in the CEOs biennial reviews of the appropriateness and effectiveness of the local government's systems and procedures in regard to risk management, internal control and legislative compliance.

The internal auditor should report functionally to the audit committee and administratively to the CEO. It should be remembered that pursuant to section 5.41 of the Act, the CEO is responsible for the day to day management of local government activities including the direction of staff and implicitly the internal audit function. The CEO may choose to delegate this responsibility.

CONSULTATION

Chief Executive Officer
Office of the Auditor General
Manager Corporate Services

STATUTORY ENVIRONMENT

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

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



Regulation 12 of the *Local Government (Administration) Regulations 1996* requires a local government to give local public notice of the dates on which and the time and place at which Council and Committee Meetings are to be held in the next 12 months.

POLICY IMPLICATIONS

Council has adopted an Internal Audit Charter, which outlines various objectives with respect to internal audit activities.

FINANCIAL IMPLICATIONS

Each year, Council approves an annual budget ranging between \$10,000 - \$25,000 for internal audit activities.

STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency

5.3 Strive for excellence in leadership and governance

RISK IMPLICATIONS

Risks

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

Risk Matrix

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

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

RISK RATING

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

SITE INSPECTION

Not Applicable

COMMENT

The Audit Committee Terms of Reference requires the Audit Committee to meet at least three times per year, with the dates to be set each year by Council, with authority to convene additional meetings, as circumstances require.

Clause 6.7 of the Terms of Reference also requires the Audit Committee to develop a forward meeting schedule that includes the dates, location, and proposed work plan for each meeting for the forthcoming year, that cover all the responsibilities outlined. These responsibilities include:

- Risk Management
- Business Continuity
- Internal Control
- Review of Annual Financial Statements
- Internal/external performance audits

Regulation 6 of the *Local Government (Financial Management) Regulations 1996* states that:

"A local government is to ensure that an employee to whom is delegated responsibility for the day-to-day accounting or financial management operations of a local government is not also delegated the responsibility for –

- (a) conducting an internal audit; or
- (b) reviewing the discharge of duties by that employee,

or for managing, directing or supervising a person who carries out a function referred to in paragraph (a) or (b).

So, functionally the performance of the internal audit function should be independent to the finance team. This is however problematic given the Town's size and structure, which is highlighted by the fact that the majority of audit work plan in the last 3 years has been performed by the finance team. Of relevance, the Select Committee into Local Government recommended, as part of the recent review of the Local Government Act, that the Government give active consideration to facilitating, through the Department of Local Government, Sport and Cultural Industries, a shared internal audit service for the Local Government sector, particularly to assist small and medium councils.

Financial Management, Risk Management, Legislative Compliance and Internal Controls Systems Review

The Town undertook a Request for Quote for the provision of the above services. Moore Australia was the successful respondent. The engagement kicked off in October, with field work to be completed in November. The final report will be delivered to the Chief Executive Officer in December. The scope does include a presentation to the Audit Committee on findings, with the presentation proposed for the February 2023 Audit Committee Meeting.

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022

**Compliance Audit Return**

The Audit Committee has previously discussed the merits of an independent party reviewing the Compliance Audit Return to provide an assurance as to the accuracy of the return. Quotes are being sought for this independent review, and subject to price and availability, this work may be scheduled in January, with the Compliance Audit Return to be presented to the February 2023 Audit Committee Meeting.

CONCLUSION

Given the above constraints, a moderate work plan has been recommended for the 2023 calendar year, which is reflective of resourcing capacity.

10.6 OFFICER RECOMMENDATION / COMMITTEE RESOLUTION

Committee Resolution 060311 OFFICER RECOMMENDATION Moved Cr McPhail, seconded Cr Donovan That the Audit Committee recommend Council approve the following meeting schedule and work plan for the 2023 Calendar Year:	
Date (@ 6.00pm)	Activity
Thursday 1 March 2023	<ul style="list-style-type: none"> • Compliance Audit Return • Audit Report, Management Letter and Annual Meeting with Auditor • Mid-Year Budget Review • Presentation of the Financial Management and Audit Regulation 17 Review
Wednesday 26 July 2023	<ul style="list-style-type: none"> • Risk Register (Standing Item) • Update on Implementation of IS Audit Findings • Audit of Purchase Requisitions over \$5k • Status Report (Standing Item)
Wednesday 22 November 2023	<ul style="list-style-type: none"> • Risk Register (Standing Item) • Draft Annual Financial Statements • Interim Audit – Management Letter • Status Report (Standing Item)
	<u>(CARRIED UNANIMOUSLY)</u>

REPORT ATTACHMENTS

Attachments start on the next page

[illegible]

MINUTES OF AUDIT COMMITTEE MEETING WEDNESDAY, 2 NOVEMBER 2022



11 MATTERS BEHIND CLOSED DOORS

12 CLOSURE OF MEETING

Meeting closed at 7.33pm.

*I hereby certify that the Minutes of the ordinary meeting of the **Audit Committee** of the Town of East Fremantle, held on **2 November 2022**, Minute Book reference 1 to 12. were confirmed at the meeting of the Council on*

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Presiding Member

13 REPORTS – FINANCE

Reports start on the next page

13.1 MONTHLY FINANCIAL REPORT OCTOBER 22

Report Reference Number	OCR-1572
Prepared by	Peter Kocian, Executive Manager Corporate Services
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil.
Attachments	

1. Monthly Financial Report – October 2022

PURPOSE

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature and Type) for the month ended 31 October 2022. The Capital Works report has been incorporated into the workbook.

EXECUTIVE SUMMARY

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

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

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

BACKGROUND

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

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

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

- Operational financial performance against budget expectations.
- Explanations for identified variances from expectations.
- Financial position of the Town at the end of each month.

Understanding the Financials

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

- Favourable variance (F)
- Unfavourable variance (U)
- Timing variance (T)

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

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

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

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

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

CONSULTATION

Budget Managers are provided with a monthly Responsible Officer report for review.

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2022/23 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 2022/23 for reporting material variances shall be:

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

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

STRATEGIC IMPLICATIONS

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

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

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Major (4)	Low (1-4)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by monthly review of financial statements and key financial information
Grant funding received for specific purpose is not spent in current financial year and funds cannot be acquitted in a timely matter	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,000 - \$1,000,000	Manage by reviewing unspent grant funding each month and responsible department to ensure timely delivery of projects against funding.

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Not applicable.

COMMENT

This report presents the Statement of Financial Activity by Nature and Type for the month ended 31 October 2022.

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

	Original Budget	YTD Budget	YTD Actuals	Variance	F/U/T
Opening Surplus	517,692	517,692	512,823	(4,869)	U
Operating Revenue	11,622,370	9,778,034	9,823,548	45,514	T
Operating Expenditure	(12,148,015)	(4,116,688)	(3,933,867)	182,821	T
Capital Expenditure	(15,363,577)	(2,618,914)	(1,717,098)	901,816	T
Capital Income	15,766,681	4,430,438	3,430,764	(999,674)	U
Financing Activities	(1,996,976)	(1,897,999)	(1,894,073)	(3,926)	T
Non-Cash Items	1,601,825	687,230	679,961	(7,269)	T
Forecast Surplus/(Deficit)	0	6,779,794	6,901,428	121,634	T

The Net Current Asset Position (Forecast Surplus above) indicates a YTD net current position of \$6,901,428 versus the YTD budget of \$6,779,794. The favorable surplus is mainly attributable to a stronger operating result (as a result of cash flow timings).

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

- Rate Notices were issued on the 19 July. The Town has receipted \$7.75m in rates and charges revenue (including rates, ESL, service charges) by the end of October, equating to 74% of total rates and charges paid. This is a great early result for revenue collection.

2nd instalments were issued on the 28th of September with a due date of 25 October 2022. The following table provides a breakdown of instalments:

Instalment Number	Due Date	No. Assessments	Total
2 nd Instalment	25/10/22	853	\$660,351
3 rd Instalment	03/01/23	1180	\$1,102,700
4 th Instalment	07/03/23	853	\$701,544

- Capital works has yet to substantially commence. 85% of the total capital expenditure budget relates to the East Fremantle Oval project. As previously advised, planned expenditure based on the project cash flow budget, will be accrued at the end of each month as there will be a lag in receiving/processing invoices, and this expenditure will be reflected in the capital works report. The accrual amount for October was \$719k. The Town has requested a new cash flow model from the builder/project manager due to the deferred schedule, as the accrual amount for October is based on the original October commencement date for construction.
- The Town invoiced the Department of Local Government, Sport and Cultural Industries \$8m + GST for the 2nd milestone payment of the \$25 million grant. Payment was received in September, with surplus funds invested according to project cash flow requirements.

- Grant revenue is only recognised as income as it is expended. The unspent portion is classified as a grant liability on the balance sheet. The Town has recognized \$1.485m in non-operating income for the East Fremantle Oval Project, which is equivalent to the capital expenditure amount (including the accrued expense). As outlined in the report to the November Audit Committee, there is a difference in position between the Town and the Office of the Auditor General regarding the measurement of income to be recognised, and this is still to be resolved.
- Settlement of the sale of 128 George Street occurred on the 29 September 2022. Proceeds from sale were transferred to the respective Reserves as per Council resolution. The forecast balance of the East Fremantle Oval Redevelopment Reserve is \$2.726m.
- End of year accounting process are finalised for 2021/22. The carried forward surplus of \$512,823 in the Statement of Financial Activity is nearly exact to budgeted opening funds of \$517,692. Therefore, there will not be any unallocated surplus available.
- The Town is holding \$19.882m in cash at the end of October. \$16.344m is invested in term deposits with terms varying from 60 days to 210 days, depending on cash flow requirements. The weighted average interest rate on these deposits is 3.27%. There is also \$2m sitting in the Town's On-Call Account, which attracts an interest rate of 2.67%. Interest earnings on the current investment portfolio will be upwards of \$190k, compared to budget interest earnings of \$40k. This is a favourable budget result that will be further improved from the placement of additional term deposits throughout the course of the year. The budget will be amended during the mid-year review, at which time Council can determine how it wishes to allocate the surplus. When adopting the 2022/23 Annual Budget, Council did resolve to transfer 100% of interest earnings from the investment of Reserves into the East Fremantle Oval Redevelopment Reserve. If this was to occur, then the forecast closing balance of the EF Oval Redevelopment Reserve would be in excess of \$2.9m.

CONCLUSION

That Council receives this report and consider the recommendations below.

13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 031511

OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr Nardi

That Council:

- 1. receives the Monthly Financial Report for the month ended 31 October 2022, as presented as attachment 1 to this report, inclusive of:**
 - (i) Statement of Financial Activity by Nature and Type**
 - (ii) Capital Expenditure Report**
- 2. notes the unrestricted municipal surplus of \$6,901,428 for the month ended 31 October 2022.**

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

TOWN OF EAST FREMANTLE
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 October 2022

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

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MONTHLY FINANCIAL REPORT
For the Period Ended 31 October 2022

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$0.52 M	\$0.52 M	\$0.51 M	(\$0.00 M)
Closing	\$0.00 M	\$6.78 M	\$6.90 M	\$0.12 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$19.88 M	% of total		\$2,575.7 K	% Outstanding		\$2.79 M	% Collected
Unrestricted Cash	\$7.27 M	36.6%	Trade Payables			Rates Receivable	\$2.71 M	74.18%
Restricted Cash	\$12.61 M	63.4%	0 to 30 Days	\$2,575.7 K	100.0%	Trade Receivable	\$23.8 K	% Outstanding
			30 to 60 Days	\$0.0 K	0.0%	Current	\$7.7 K	32.13%
			Over 60 Days	\$0.0 K	0.0%	30 to 90 Days	\$9.7 K	40.60%
						Over 90 Days	\$6.5 K	27.27%
						Infringements	\$53.4 K	

Refer to Note 3 - Cash and Investments

Refer to Note 4 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.10 M	\$6.35 M	\$6.57 M	\$0.22 M

Refer to Statement of Financial Activity

Rates Revenue			Operating Grants and Contributions			Fees and Charges		
YTD Actual	\$8.64 M	% Variance	YTD Actual	\$432.6 K	% Variance	YTD Actual	\$685.1 K	% Variance
YTD Budget	\$8.65 M	(0.0%)	YTD Budget	\$374.8 K	15.4%	YTD Budget	\$714.7 K	(4.1%)

Refer to Statement of Financial Activity

Refer to Statement of Financial Activity

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)
\$0.75 M	\$1.81 M	\$1.71 M	(\$0.10 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$1,850.0 K	%	YTD Actual	\$1.72 M	% Spent	YTD Actual	\$1.58 M	% Received
Amended Budget	\$2,017.6 K	91.7%	Amended Budget	\$15.36 M	11.2%	Amended Budget	\$14.10 M	11.2%

Refer to Note 6 - Disposal of Assets

Refer to Statement of Financial Activity

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)
(\$2.35 M)	(\$1.90 M)	(\$1.89 M)	\$0.00 M

Refer to Statement of Financial Activity

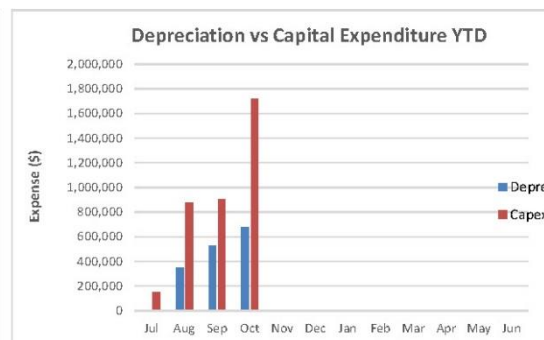
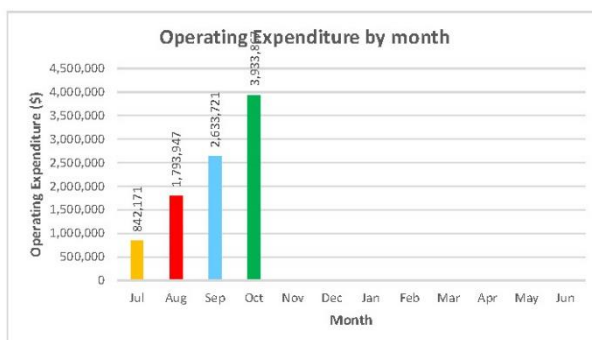
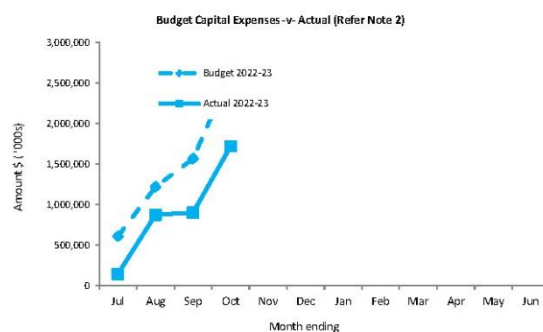
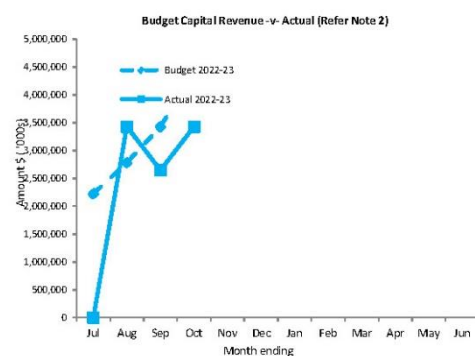
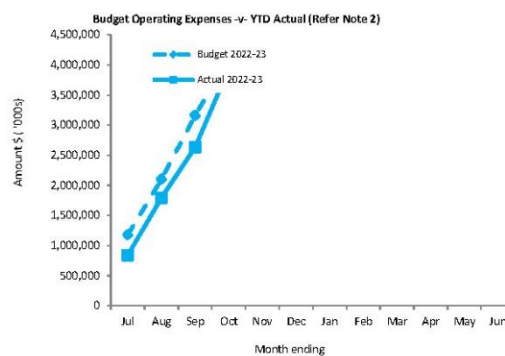
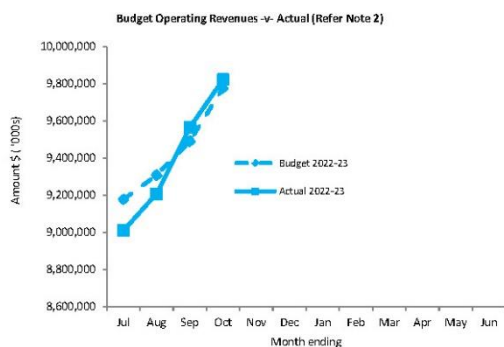
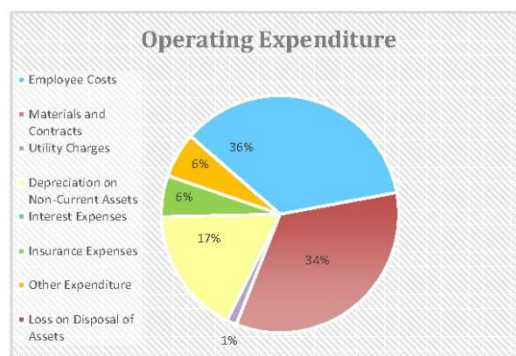
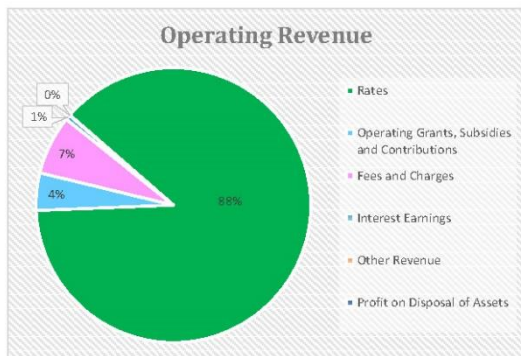
Borrowings			Reserves			Preparation		
Principal repayments	\$26.4 K		Reserves balance	\$4.33 M		Prepared by:		
Interest expense	\$0.8 K		Interest earned	\$0.0 K		Reviewed by: Peter Kocian		

Refer to Note 5 - Cash Backed Reserves

Date Prepared:

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

**Town of East Fremantle
Information Summary
For the Period Ended 31 October 2022**



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

TOWN OF EAST FREMANTLE
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 October 2022

		Annual Budget -		Amended	YTD	Var. \$	Var. %	
	Note	Synergy	Current Budget	YTD Budget	Actual (b)	(b)-(a)	(b)-(a)/(a)	Var.
				\$	\$	\$	%	
Opening Funding Surplus (Deficit)	3	517,692	517,692	517,692	512,823	(4,869)	(1%)	
Revenue from operating activities								
Rates	9	8,660,135	8,660,135	8,646,803	8,642,996	(3,807)	(0%)	
Operating grants, subsidies and contributions		907,014	970,110	374,846	432,624	57,778	15%	▲
Fees and Charges		1,442,358	1,442,358	714,665	685,110	(29,555)	(4%)	
Interest Earnings		98,000	98,000	32,664	58,724	26,060	80%	▲
Other Revenue		27,170	27,170	9,056	4,094	(4,962)	(55%)	
Profit on asset disposals	8	487,693	487,693	0	0	0		
		11,622,370	11,685,466	9,778,034	9,823,548			
Expenditure from operating activities								
Employee Costs		(4,736,197)	(4,736,197)	(1,502,433)	(1,403,628)	98,804	7%	
Materials and Contracts		(4,028,396)	(4,063,219)	(1,327,947)	(1,336,055)	(8,108)	(1%)	
Utility Charges		(259,034)	(259,034)	(86,372)	(53,432)	32,940	38%	▲
Depreciation on Non-Current Assets		(2,103,440)	(2,103,440)	(701,152)	(678,285)	22,867	3%	
Interest Expenses		(16,250)	(16,250)	(5,420)	(838)	4,582	85%	
Insurance Expenses		(228,901)	(228,901)	(228,901)	(220,112)	8,789	4%	
Other Expenditure		(775,797)	(775,797)	(264,463)	(241,516)	22,947	9%	
Loss on asset disposals	8	0	0	0	0	0		
		(12,148,015)	(12,182,838)	(4,116,688)	(3,933,867)			
Operating activities excluded from budget								
Add back Depreciation		2,103,440	2,103,440	701,152	678,285	(22,867)	(3%)	
Adjust (Profit)/Loss on Asset Disposal	8	(487,693)	(487,693)	0	0	0		
Movement in Deferred Rates		0	0	0	1,675	1,675		
Movement in accrued income (non-current)		(13,922)	(13,922)	(13,922)	0			
		1,601,825	1,601,825	687,230	679,961	(21,191)	(1%)	
Amount attributable to operating activities		1,076,180	1,104,453	6,348,577	6,569,642			
Investing activities								
Non-operating Grants, Subsidies and Contributions	11	14,099,113	14,099,113	2,412,870	1,580,764	(832,106)	(34%)	▼
Proceeds from Disposal of Assets	8	1,667,568	2,017,568	2,017,568	1,850,000	(167,568)	(8%)	
Purchase of Property, Plant and Equipment		(14,220,450)	(14,220,450)	(2,237,870)	(1,572,137)	665,733	30%	▲
Purchase and Construction of Infrastructure		(1,143,127)	(1,143,127)	(381,044)	(144,961)	236,083	62%	▲
Amount attributable to investing activities		403,104	753,104	1,811,524	1,713,667			
Financing Activities								
Transfers from Reserves	7	494,250	494,250	0	0	0		
Payments for principal portion of lease liabilities		(45,000)	(45,000)	(22,500)	(18,312)	4,188	19%	
Repayment of borrowings	10	(102,000)	(102,000)	(25,500)	(26,391)	(891)	(3%)	
Transfers to Reserves	7	(2,344,226)	(2,694,226)	(1,849,999)	(1,850,000)	(1)	(0%)	
Amount attributable to financing activities		(1,996,976)	(2,346,976)	(1,897,999)	(1,894,703)			
Closing Funding Surplus (Deficit)	3	0	28,273	6,779,794	6,901,428	121,635	2%	

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

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 2022/23 year is \$10,000 or 10% whichever is the greater.

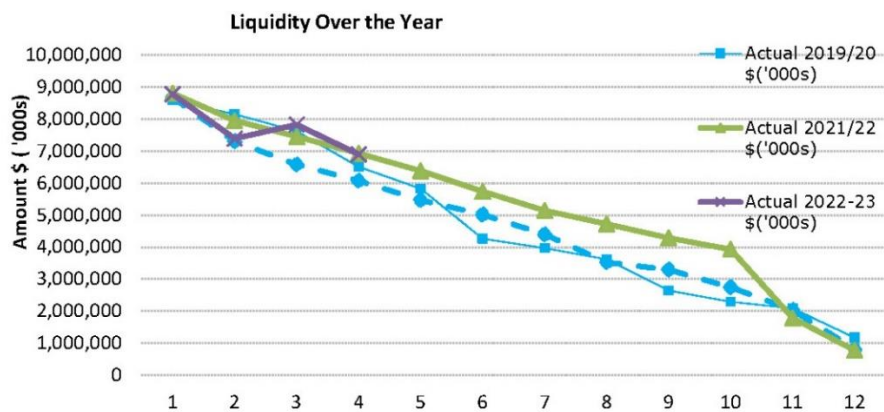
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Depreciation	(22,867)	(3%)		Timing	Depreciation has now been run in the asset register
Capital Revenues					
Grants, Subsidies and Contributions	(832,106)	(34%)		Timing	A budget amendment may be required regarding the accounting treatment and recognition of income v deferred income, as outlined in the Position Paper submitted to the Audit Committee
Proceeds from Disposal of Assets	(167,568)	(8%)		Timing	Settlement of 128 Geotge St finalised. Proceeds transferred to Reserve
Capital Expenses					
Purchase Property, Plant and Equipment	665,733	30%		Timing	See Capital Works Report
Purchase and Construction of Infrastructure	236,083	62%		Timing	See Capital Works Report
Financing					
Transfers from Reserves	-				Reserve transfers generally processed in May
Payments for principal portion of lease liabilities	-				
Repayment of borrowings	4,188	19%		Timing	
Transfers to Reserves	(891)	(3%)			Settlement of 128 Geotge St finalised. Proceeds transferred to Reserve
Nature and Type Classifications:					
Rates	(3,807)	(0%)			Rates Raised in July, in accordance with Budget.
Operating Grants, Subsidies and Contributions	57,778	15%		Timing	CHSP Operating Grant now accrued on a monthly basis
Fees and Charges	(29,555)	(4%)		Timing	Not Material
Interest Earnings	26,060	80%		Permanent	A significant favourable variation is forecast upwards of \$200k
Other Revenue	(4,962)	(55%)		Timing	Not Material
Profit on asset disposals	-				
Employee Costs	98,804	7%		Timing	Not Material
Materials and Contracts	(8,108)	(1%)		Timing	Not Material
Utility Charges	32,940	38%		Timing	Favourable
Depreciation on Non Current Assets	22,867	3%		Timing	Non-Cash
Interest Expenses	4,582	85%		Timing	Favourable
Insurance Expenses	8,789	4%		Permanent	Favourable
Other Expenditure	22,947	9%		Timing	Favourable

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

Note 2: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Last Years Closing	Current
Note	30 June 2022	31 Oct 2022
	\$	\$
Current Assets		
Cash Unrestricted	2,781,841	7,266,324
Cash Restricted - Reserves	2,484,208	4,334,208
Cash Restricted - Unspent Grants	1,801,616	8,279,341
Receivables - Rates	76,390	2,684,871
Receivables - Other	96,754	125,442
Interest/ATO Receivable/Trust	131,356	120,286
Inventories	0	0
	7,372,165	22,810,472
Less: Current Liabilities		
Payables	(1,854,814)	(2,575,653)
Contract Liabilities - Unspent grants	(1,801,616)	(8,279,341)
Loan/Lease Liability	(136,821)	(136,821)
Provisions	(718,703)	(719,841)
	(4,511,955)	(11,711,656)
Less: Restricted Cash - Reserves	(2,484,208)	(4,334,208)
Less: Restricted Cash - Unspent Grants	(1,801,616)	(8,279,341)
Add: Current Loan/Lease Liability	136,821	136,821
Add: Contract Liabilities held in restricted cash	1,801,616	8,279,341
	(2,347,388)	(4,197,388)
Net Current Funding Position	512,823	6,901,428



TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

Note 3: Cash and Investments

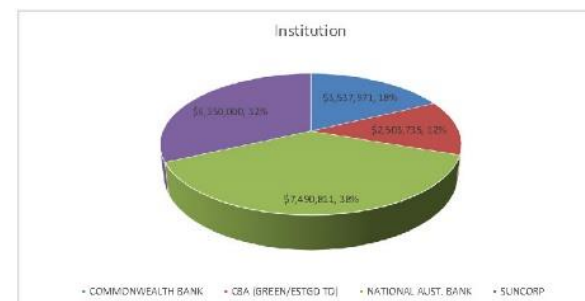
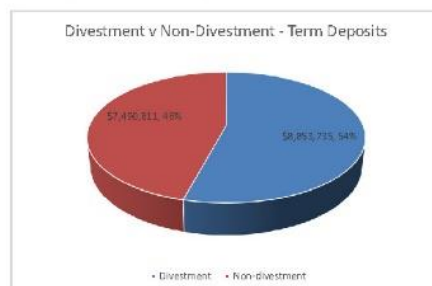
	Unrestricted	Restricted	Trust	Total Amount	Term Deposit Reference	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
	\$	\$	\$	\$					
(a) Cash Deposits									
Municipal Bank Account - On-Call	2,000,000			2,000,000		CBA	AA-	2.67%	At Call
Municipal Bank Account	978,216			978,216		CBA	AA-		At Call
Municipal Bonds & Deposits Account	559,755			559,755		CBA	AA-		At Call
Reserve Bank Account (Reserves)			0	0		CBA	AA-		At Call
Reserve Bank Account (Unspent Grants)			0	0		CBA	AA-		At Call
Cash On Hand	1,100			1,100		Petty Cash/Till Float		Nil	On Hand
(b) Term Deposits									
Pooled (Muni, Bonds and Grants)	1,002,272			1,002,272	220803062931	CBA (ESGTD)	AA-	2.72%	02-Dec-22
Pooled (Muni, Bonds and Grants)	501,463			501,463	220816053314	CBA (ESGTD)	AA-	2.60%	15-Nov-22
Pooled (Muni, Bonds and Grants)	1,000,000			1,000,000	220819078641	CBA (Green)	AA-	2.63%	17-Nov-22
Pooled (Muni, Bonds and Grants)	2,000,000			2,000,000	Deal No. 4204238	SUNCORP	AA-	2.84%	14-Nov-22
Pooled (Muni, Bonds and Grants)	4,350,000			4,350,000	Deal No. 4204257	SUNCORP	AA-	3.70%	27-Jan-23
Pooled (Muni, Bonds and Grants)	1,500,000			1,500,000	GMI-DEAL-10807877	NAB	AA-	2.90%	23-Nov-22
Pooled (Muni, Bonds and Grants)	1,650,000			1,650,000	GMI-DEAL-10808963	NAB	AA-	2.90%	28-Nov-22
Reserves		1,850,000		1,850,000	GMI-DEAL-10809253	NAB	AA-	3.91%	08-Mar-23
Reserves		1,128,901		1,128,901	GMI-DEAL-10809911	NAB	AA-	3.45%	08-Mar-23
Reserves		1,361,910		1,361,910	GMI-DEAL-10809927	NAB	AA-	3.45%	08-Mar-23
Total	15,542,806	4,340,811	0	19,883,617				3.27%	
Less: Cash on hand				(1,100)					
Total Investments and Cash Deposits				19,882,517					

Comments/Notes - Investments and Cash Deposits

(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0.00%
AA	MAX 100%	\$11,028,782	55.47%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$2,503,735	12.59%
AA (DIVESTMENT)	MAX 100%	\$5,350,000	31.94%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0.00%
		\$19,882,517	100.00%

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$3,537,971	AA-	17.79%
CBA (GREEN/ESTGD TD)	\$2,503,735	AA-	12.59%
NATIONAL AUSTRALIAN BANK	\$7,490,811	AA-	37.68%
SUNCORP	\$6,350,000	AA-	31.94%
WESTPAC	\$0	AA-	0.00%
	\$19,882,517		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 interest rate environment. The Town's investment policy precludes investing in term deposits for more than 12 months.



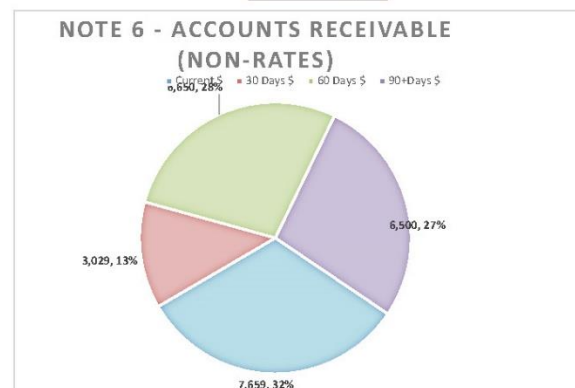
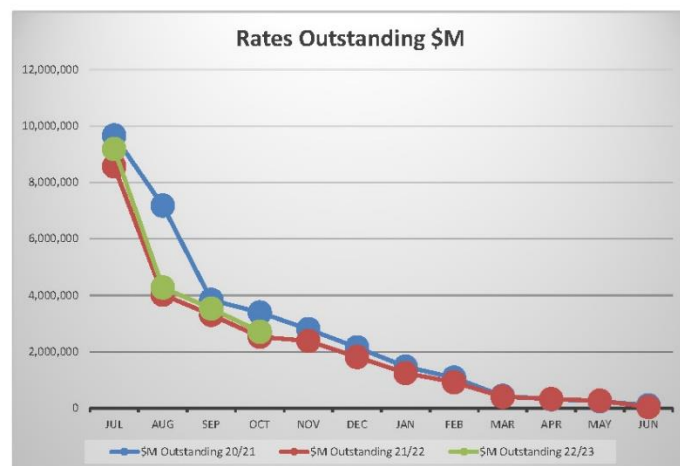
TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

Note 4: Receivables

Receivables - Rates Receivable	31 October 2022	30 June 2022	Receivables - General	Current	30 Days	60 Days	90+Days	Total
	\$	\$		\$	\$	\$	\$	
Opening Arrears Previous Years	44,860		Receivables - General	7,659	3,029	6,650	6,500	23,838
Rates, ESL and Service Charges Levied this year	10,459,526	10,124,477	Receivables - Infringements					53,376
Less Collections to date	-7,746,922	-10,079,617	East Fremantle Lawn & Tennis Club					18,000
Net Rates Collectable	2,712,604	44,860	Total Receivables General Outstanding					95,215
% Outstanding	25.82%							

Amounts shown above include GST (where applicable)

Control Account	GL	Balance
Sundry Debtors	104	23,838
SSL - Current EFTC	114	3,000
SSL - Non-Current EFTC	1684	15,000
Infringement Debtors	180	53,376
		95,215

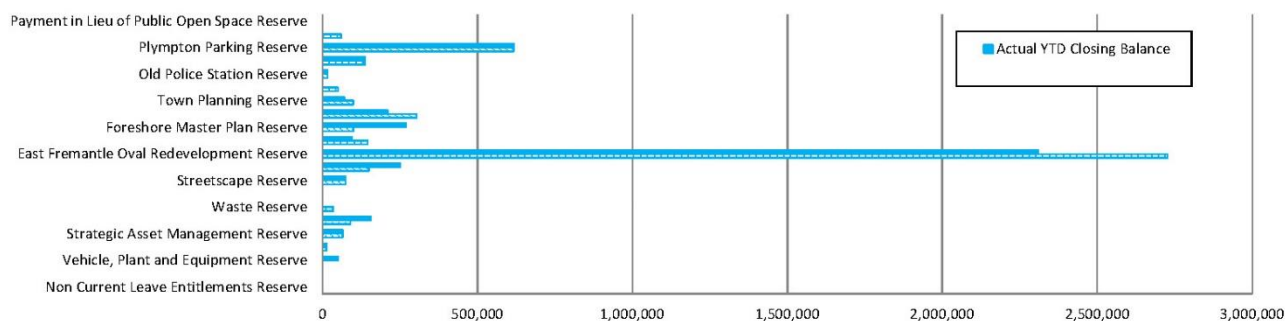


TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

Note 5: Cash Backed Reserves

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	0	0	0	0	0	0	0	0	0
Unspent Grants and Restricted Cash Reserve	0	0	0	0	0	0	0	0	0
Vehicle, Plant and Equipment Reserve	50,407	0	0	0	0	(50,000)	0	407	50,407
Aged Services Reserve	11,803	0	0	0	0	0	0	11,803	11,803
Strategic Asset Management Reserve	64,920	0	0	0	0	0	0	64,920	64,920
Arts and Sculpture Reserve	156,772	0	0	45,000	0	(111,250)	0	90,522	156,772
Waste Reserve	0	0	0	35,000	0	0	0	35,000	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	250,000	0	0	0	0	(100,000)	0	150,000	250,000
East Fremantle Oval Redevelopment Reserve	1,076,170	30,000	0	1,650,272	1,233,333	0	0	2,726,442	2,309,503
Preston Point Facilities Reserve	95,290	0	0	50,000	0	0	0	145,290	95,290
Foreshore Master Plan Reserve	270,000	0	0	0	0	(170,000)	0	100,000	270,000
Sustainability and Environmental Reserve	210,337	0	0	129,288	0	(35,000)	0	304,625	210,337
Town Planning Reserve	70,000	0	0	30,000	0	0	0	100,000	70,000
Business Improvement Reserve	0	0	0	50,000	0	0	0	50,000	0
Old Police Station Reserve	16,500	0	0	28,000	0	(28,000)	0	16,500	16,500
Payment in Lieu of Parking Reserve	137,010	0	0	0	0	0	0	137,010	137,010
Plympton Parking Reserve	0	0	0	616,666	616,667	0	0	616,666	616,667
Strategic Waste Reserve	0	0	0	60,000	0	0	0	60,000	0
Payment in Lieu of Public Open Space Reserve	0	0	0	0	0	0	0	0	0
	2,484,208	30,000	0	2,694,226	1,850,000	(494,250)	0	4,684,184	4,334,208

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 June 2023

Note 6: Rating Information

RATE TYPE	YTD Actual						Adopted Budget			
	Rate in	Number of Properties	Opening Rateable Value	Rate Revenue	Interim Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
Differential General Rate	\$		\$	\$	\$	\$	\$	\$	\$	\$
Residential GRV	0.079432	2,969	86,471,424	6,868,598		6,868,598	6,867,266	20,000	0	6,887,266
Commercial GRV	0.118300	114	11,541,770	1,365,391		1,365,391	1,363,277	0	0	1,363,277
Sub-Totals		3,083	98,013,194	8,233,990	-	8,233,990	8,230,543	20,000	0	8,250,543
Minimum Payment	Minimum \$									
Residential GRV	1,184.00	329	4,219,388	389,536		389,536	388,352	0	0	388,352
Commercial GRV	1,770.00	11	117,220	19,470		19,470	21,240	0	0	21,240
Sub-Totals		340	4,336,608	409,006	-	409,006	409,592	0	0	409,592
		3,423	102,349,802	8,642,996	-	8,642,996	8,640,135	20,000	0	8,660,135
Amount from General Rates						8,642,996				8,660,135
Less Concessions						0				
Totals				8,642,996		8,642,996	8,640,135	20,000	0	8,660,135

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022





Note 7: Disposal of Assets

Asset Number	Plant Number	Asset Description	2022/23				Proceeds	Profit	(Loss)
			Net Book Value	Forecast Proceeds	Budget Profit	Budget Loss			
			\$				\$	\$	\$
		Plant and Equipment							
PEMV273	P5013	CEO Vehicle	13,418	36,700	23,282				
PEMV272	P5012	EMRS Vehicle	8,000	24,000	16,000				
PEMV268	P5003	EMCS Vehicle	5,250	21,082	15,832				
PEMV269	P5006	EMTS Vehicle	5,250	21,082	15,832				
PEMV264	P4093	PEHO Vehicle	0	11,962	11,962				
PEMV266	P4098	Works Supervisor Vehicle	0	21,142	21,142				
PEMV236		Toyota Hilux Dual Cab Ute	0	8,400	8,400				
PEMV262		Ford Ranger Single Cab Ute (Oval and Verges)	0	11,200	11,200				
PE268		Toro Z Master 7000	0	12,000	12,000				
VARIOUS		128 George Street Land and Buildings	1,497,957	1,850,000	352,043				
			1,529,875	2,017,568	487,693		0	0	0

TOWN OF EAST FREMANTLE
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 October 2022

Note 8: Grants and Contributions

	Grant Provider	Purpose of Grant	Acquittal Date	Acquittal Requirement	Type	Current Budget Operating	Capital	YTD Budget	YTD Actual Revenue
						\$	\$	\$	\$
General Purpose Funding									
Grants Commission - General	WALGGC	Untied - General Purpose	NA	NA	Operating	61,545		15,386	15,386
Grants Commission - Roads	WALGGC	Untied - Road	NA	NA	Operating	18,998		4,750	4,750
Education and Welfare									
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	31-Oct	Financial Declaration Acquittal	Operating - Tied	621,284		310,642	207,260
Community Amenities									
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	NA	NA	Operating	4,100		0	0
Recycling Grant	Dept. Regional Development	Better Bins Program	31 July annually	Audited financial statement	Operating - Tied	18,440		0	4,993
Recreation and Culture									
CHRMAP Funding	WAPC - Dept. Planning	Coastal Hazard Risk Management Plan	22/23	Financial statement	Operating - Tied	23,875		0	24,727
Foreshore Erosion	DBCA	Various seawall works	NA	NA	Operating - Tied	75,000		0	75,000
State Government Election Commitment	DLGSC	Nature Play - Gourley Park	NA	NA	Operating - Tied	52,000		0	52,000
East Fremantle Festival	Port Authority	East Fremantle Festival Funding	NA	NA	Operating - Tied	38,000		0	26,364
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	NA	NA	Non-operating	0	13,000,000	2,182,870	1,485,445
Fremantle City Womens Football Club	State Government	Election Commitment			Non-operating		690,000	230,000	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	24,823		0	22,144
Transport									
Direct Grant	Main Roads	Direct Grant	July	Certificate of completion	Operating	19,245		19,245	0
Regional Road Group	Main Roads	Marmion Street Upgrade	July	Certificate of completion	Non-operating		240,751	0	95,319
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	168,362	0	0
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	NA		Operating	4,800		0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	NA		Operating	8,000		0	0
TOTALS						970,110	14,099,113	2,762,893	2,013,388
SUMMARY									
Operating	Operating Grants, Subsidies and Contributions					116,688	0	39,381	20,136
Operating - Tied	Tied - Operating Grants, Subsidies and Contributions					853,422	0	310,642	412,488
Non-operating	Non-operating Grants, Subsidies and Contributions					0	14,099,113	2,412,870	1,580,764
TOTALS						970,110	14,099,113	2,762,893	2,013,388

TOWN OF EAST FREMANTLE - CAPITAL WORKS REPORT - 31 October 2022											
COA/ Job	Description	Original Budget	Budget Amendments	Current Budget	YTD Actual	Order Value	Total Actual	Variance (\$)	Variance (%)	Indicator	Completion %
E04629	Plant & Equipment - Light Fleet - Capex - Renewal - Administration	\$86,200	\$0	\$86,200	\$0	\$0	\$0				0%
E04635	Capex - New - Ev Charging Station - Town Hall	\$0	\$0	\$0	\$0	\$0	\$0				
E07405	Plant & Equipment - Light Fleet - Capex - New - Health Inspection & Admin	\$40,000	\$0	\$40,000	\$0	\$0	\$0				0%
E10648	Plant & Equipment - Light Fleet - Capex - Renewal - Town Planning & Regional Development	\$40,000	\$0	\$40,000	\$0	\$0	\$0				0%
E11716	Plant & Equipment - Light Fleet - Capex - Renewal - Other Recreation & Sport	\$56,000	\$0	\$56,000	\$0	\$0	\$0				0%
E14609	Plant & Equipment - Light Fleet - Capex - Renewal - Unclassified Property	\$62,000	\$0	\$62,000	\$34,872	\$0	\$34,872				56%
E11685	Plant and Equipment - Public Art - Capex - New - Other Culture	\$85,000	\$0	\$85,000	\$0	\$13,090	\$13,090				0%
E11720	Plant & Equipment - Mobile Plant - Capex - Renewal - Other Recreation & Sport	\$30,000	\$0	\$30,000	\$0	\$0	\$0				0%
E11741	Plant & Equipment - Public Art - Capex - New - Other Culture - EF Oval Commemoration Artwork	\$26,250	\$0	\$26,250	\$13,000	\$13,500	\$26,500				50%
	Plant & Equipment	\$425,450	\$0	\$425,450	\$47,872	\$26,590	\$74,462	-\$377,578	-88.75%		11%
E04634	Furniture & Equipment - IT Equipment - Capex - New - Administration	\$25,000	\$0	\$25,000	\$10,077	\$2,700	\$12,777				40%
	Furniture & Equipment	\$25,000	\$0	\$25,000	\$10,077	\$2,700	\$12,777	-\$14,923	-59.69%		40%
E14605	Buildings - Specialised - Capex - Renewal - Unclassified Property	\$80,000	\$0	\$80,000	\$0	\$0	\$0	-\$80,000	-100.00%		0%
E11738	Buildings - East Fremantle Oval Precinct Redevelopment	\$13,000,000	\$0	\$13,000,000	\$1,509,953	\$1,030,229	\$2,540,182				12%
E11739	Buildings - Specialised - Capex - Fremantle Women's Football Club	\$690,000	\$0	\$690,000	\$4,235	\$727	\$4,962				1%
	Buildings	\$13,770,000	\$0	\$13,770,000	\$1,514,188	\$1,030,956	\$2,545,144	-\$12,255,812	-89.00%		11%
E11743	Infrastructure - Parks & Ovals - Playground - Various Upgrades	\$30,000	\$0	\$30,000	\$0.00	\$0	\$0				0%
E11744	Infrastructure - Parks & Ovals - Playgrounds - Nature Playground	\$120,000	\$0	\$120,000	\$124,960	\$0	\$124,960				104%
E11727	Infrastructure - Parks & Ovals - Turf - Capex - New - Other Recreation & Sport	\$0	\$0	\$0	\$0	\$0	\$0				
E11741	Infrastructure - Parks & Ovals - Retic Upgrades	\$50,000	\$0	\$50,000	\$0	\$8,736	\$8,736				0%
E11742	Infrastructure - Parks & Ovals - Retic Controllers	\$32,000	\$0	\$32,000	\$0	\$0	\$0				0%
E11740	Infrastructure - Parks & Ovals - Turf - Wauhop Oval	\$150,000	\$0	\$150,000	\$0	\$938	\$938				0%
E11734	Capex - Tricolore - Bbq Replacement	\$10,000	\$0	\$10,000	\$0	\$0	\$0				0%
E11735	Capex - Bench Seats - Various Locations	\$15,000	\$0	\$15,000	\$14,609	\$0	\$14,609				97%
E11745	Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	\$10,000	\$0	\$10,000	\$3,452	\$0	\$3,452				35%
E12827	Infrastructure - Car Parks - Surface/Pavement - Capex - Renewal - Maintenance Streets, Roads & Bridges	\$15,000	\$0	\$15,000	\$0	\$0	\$0				0%
E12833	Capex - Drainage Rationalisation - Foreshore	\$100,000	\$0	\$100,000	\$0	\$0	\$0				0%
E12840	Infrastructure - Roads - Renewal - Marmion St - East St	\$361,127	\$0	\$361,127	\$1,940	\$450	\$2,390				1%
E12841	Infrastructure - Footpaths - Renewal - Canning Hwy (Fortescue - Irwin)	\$66,000	\$0	\$66,000	\$0	\$1,700	\$1,700				0%
E12842	Infrastructure - Footpaths - Renewal - Canning Hwy (Irwin - Oakover)	\$80,000	\$0	\$80,000	\$0	\$0	\$0				0%
E12843	Infrastructure - Footpaths - Renewal - Petra St (View Tce - Preston Point Rd)	\$68,000	\$0	\$68,000	\$0	\$0	\$0				0%
E12844	Infrastructure - Footpaths - Renewal - George St (East St - Glyde St)	\$36,000	\$0	\$36,000	\$0	\$28,000	\$28,000				0%
E12648	TRAFFIC MANAGEMENT - MOSS/FLETCHER & MAY/ST PETERS	\$0	\$0	\$0	\$0	\$0	\$0				
E12835	Capex - Irwin Street Kerbing	\$0	\$0	\$0	\$0	\$0	\$0				
E12739	Infrastructure - Leeuwin Carpark Upgrades - Paid Parking Management Solution	\$0	\$0	\$0	\$0	\$0	\$0				
	Infrastructure	\$1,143,127	\$0	\$1,143,127	\$144,961	\$39,824	\$184,785	-\$998,166	-87.32%		
		\$15,363,577	\$0	\$15,363,577	\$1,717,098	\$1,100,070	\$2,817,168	-\$13,646,479	-88.82%		11%
Total Actual < Current Budget											
No Current Budget											
No YTD Actual											
Total Actual > Current Budget											

13.2 ACCOUNTS FOR PAYMENT OCTOBER 2022

Report Reference Number	OCR-1536
Prepared by	Natalie McGill Senior Finance Officer
Supervised by	Peter Kocian Executive Manager Corporate Services
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil.
Attachments	

1. Monthly List of Payments – October 2022

PURPOSE

That Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, receives the list of payments made under delegated authority for the month ending 31 October 2022.

EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that Council receives the List of Accounts paid for the period 1 October to 31 October 2022, as per the summary table.

BACKGROUND

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

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

The bulk of payments are processed by electronic funds transfer (EFT) with the exception of 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

All expenditure is incurred by authorised officers and made in accordance with the adopted Annual Budget.

All amounts quoted in this report are inclusive of GST.

STRATEGIC IMPLICATIONS

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

5.1 Strengthen organisational accountability and transparency

5.2 Strive for excellence in leadership and governance

RISK IMPLICATIONS

RISKS

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

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

N/A

COMMENT

Payments for the period include the following significant items.

Payee	Particulars	Amount (GST Inc)
CITY TOYOTA	TOYOTA RAV 4 HYBRID GXL 2WD – EMTS	38,752.39
CARABINER PTY LTD	RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT – OCTOBER 22	53,902.64
RESOURCE RECOVERY GROUP	WASTE & RECYCLING FEES	59,606.16
DONALD CANT WATTS CORKE (WA) PTY LTD	RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT - FOR OCTOBER 22	59,950.00
THREE CHILLIES DESIGN	GOURLEY PARK - DESIGN & CONSTRUCT PUMP BICYCLE TRACK	65,956.00
IT VISION	RENEW SYNERGYSOFT & UNIVERSE ANNUAL LICENSE FEES 01/07/22 - 30/06/23	77,252.25
J & V EARTHMOVING CONTRACTORS	RIVER WALL NORTH OF PIER ST – RIVER WALL UPGRADE. RIVER WALL NORTH OF PIER ST - RE-POINTING OF LIMESTONE WALL. SWAN YACHT CLUB - RIVER WALL UPGRADE & PATH UPGRADE. GOURLEY PARK PUMP TRACK - WATER TRUCK DELIVERY TO SITE	139,399.15
CARABINER PTY LTD	RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT - OCTOBER 22	142,461.00
LGISWA	22/23 INSURANCE RENEWALS - INSTALLMENT 2	154,117.56
AUSTRALIAN TAXATION OFFICE	GST PAYABLE SEPTEMBER 2022	1,022,681.00

CONCLUSION

Nil

13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**Council Resolution 041511****OFFICER RECOMMENDATION:**

Moved Cr McPhail, seconded Cr Wilson

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 2022.

October 2022		
Voucher No.	Account	Amount
5363	Municipal (Cheques)	\$ 217.80
EFT 34086-34249	Municipal (EFT)	\$ 2,360,715.48
Payroll	Municipal (EFT)	\$ 280,414.77
	Municipal (Direct Debit August 2022)	\$ 54,719.40
	Credit Card (August 2022)	\$ 1,936.07
	Total Payments	\$ 2,698,003.52

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

TOWN OF EAST FREMANTLE					
List of Accounts paid by the Chief Executive for October 2022 & submitted for the information of the Council Meeting to be held on Tuesday 15th November, 2022					
Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5363	12/10/2022	TOWN OF EAST FREMANTLE	ADMIN PETTY CASH RECOUP 30/09/22	217.8	217.8
			CHEQUE TOTAL	217.80	217.80
EFTS		Supplier	Description	Inv Amount	EFT
EFT34086	12/10/2022	AUSTRALIA POST	POSTAGE COSTS SEPTEMBER 22	1,533.08	1,533.08
EFT34087	12/10/2022	APACE AID (INC)	SEEDLINGS FOR HEADSPACE DAY 05/10/22	220.00	
			WEEDING AT JOHN TONKIN FORESHORE	594.00	814.00
EFT34088	12/10/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	395.14	395.14
EFT34089	12/10/2022	CONSTRUCTION TRAINING FUND	BCITF - SEPTEMBER 22	2,295.17	2,295.17
EFT34090	12/10/2022	CITY OF COCKBURN	TIP FEES - SEPTEMBER 2022	1,625.00	1,625.00
EFT34091	12/10/2022	FREMANTLE HERALD	ADVERTISING - REGULATORY SERVICES - FREMANTLE HERALD 08/10/22	569.69	569.69
EFT34092	12/10/2022	IT VISION	RENEW SYNERGYSOFT & UNIVERSE ANNUAL LICENSE FEES 01/07/22 - 30/06/23	77,252.25	
			IT VISION NATIONAL CONFERENCE - 3 X STAFF REGISTRATIONS	656.70	
			1 X STAFF REGISTRATION FOR ONLINE EXCEL INTEGRATION COURSE 23/8/2022	495.00	78,403.95
EFT34093	12/10/2022	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/10/22	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 10/10/22	15.00	30.00
EFT34094	12/10/2022	MCLEODS	LEGAL ADVICE - DAP APPLICATION SPECIAL ELECTORS MEETING 15/09/22	404.80	
			SETTLEMENT COSTS (INCLUDING REISSUE OF ORIGINAL TITLES) - 128 GEORGE STREET	1,247.27	
			SETTLEMENT COSTS (INCLUDING REISSUE OF ORIGINAL TITLES) - 128A GEORGE STREET	1,317.77	
			DRAFTING OF LICENCE AND FUNDING AGREEMENT	389.08	3,358.92
EFT34095	12/10/2022	WATER CORPORATION	WATER USE AND SERVICE CHARGES - VARIOUS LOCATIONS	6,408.98	6,408.98
EFT34096	12/10/2022	WORK CLOBBER	UNIFORM ITEMS FOR NEW RANGER	413.91	413.91
EFT34097	12/10/2022	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS SEPTEMBER	11,652.54	11,652.54
EFT34098	12/10/2022	YOUNGS PLUMBING SERVICE P/L	GLASSON PARK - INSPECT TAPS IN PUBLIC TOILETS	151.80	151.80
EFT34099	12/10/2022	LGISWA	22/23 INSURANCE RENEWAL - INSTALLMENT 2 - PERSONAL ACCIDENT, PUBLIC LIABILITY, CRIME, PROPERTY, MANAGEMENT LIABILITY, MOTOR VEHICLES, CORPORATE TRAVEL, WORKERS COMP	154,117.56	154,117.56
EFT34100	12/10/2022	STEANN PTY LTD	GREENWASTE VERGE COLLECTION 74.14TONNES - SEPTEMBER 2022 - TRANSPORT & DISPOSAL TO SMRC - RF011-2020/21	19,707.52	19,707.52
EFT34101	12/10/2022	RESOURCE RECOVERY GROUP	RRRC OVERHEADS & WCF FIXED COSTS MONTHLY CONTRIBUTION FOR SEPTEMBER 22	13,982.16	
			GREEN WASTE TRAILER PASS, WCF GATE FEES, GREEN FOGO - SEPTEMBER 22	23,706.28	
			RED BIN WASTE GATE FEES FOR SEPTEMBER 2022	14,294.96	
			MRF GATE FEES FOR SEPTEMBER 2022	7,622.76	59,606.16
EFT34102	12/10/2022	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	B5L SEPTEMBER 22	2,294.94	2,294.94
EFT34103	12/10/2022	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	ESL ON COUNCIL OWNED PROPERTIES	14,533.03	14,533.03
EFT34104	12/10/2022	SATELLITE SECURITY SERVICES	ALARM CODE UPDATES VARIOUS - SEPTEMBER 2022	55.00	55.00
EFT34105	12/10/2022	PETRA CLEAN	CLEANING SERVICES SEPTEMBER 22 - TOWN HALL, TRICOLORE, DEPOT, SUMPTON GREEN, GLASSON PARK PUBLIC TOILETS	9,457.40	9,457.40
EFT34106	12/10/2022	STRATA GREEN	2X AQUALOCK 20 LITRE AQL020, 2 X PELTOR H10 EXTREME NECKBAND EARMUFFS P910282, 2 X MAXISAFE CLEARVIEW VISOR EBG435, 5 X DENVER POLAROID SAFETY GLASSES EDE308 5 X NAVIGATOR SAFETY GLASSES ENA341, 50 X SUPERGRIP NITRILE GLOVES XL GNF124	1,601.96	1,601.96
EFT34107	12/10/2022	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES CHSP 20/09/22	7.80	
			WOOLWORTHS PURCHASES ADMINISTRATION - 20/09/22	84.71	
			WOOLWORTHS PURCHASES CHSP - 23/09/22	15.37	
			WOOLWORTHS PURCHASES CHSP 27/09/22	157.65	
			WOOLWORTHS PURCHASES ADMINISTRATION 29/09/22	7.40	272.93
EFT34108	12/10/2022	DAVID GRAY & CO. PTY LTD	COMPLETE SETS GENERAL WASTE BINS - NATURE GREEN BASE WITH RED LID, 240L RED LIDS, 240L YELLOW LIDS	2,264.90	2,264.90
EFT34109	12/10/2022	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	LABOUR HIRE CHSP W/E 25/09/22	292.82	
			LABOUR HIRE CHSP W/E 02/10/22	234.26	527.08
EFT34110	12/10/2022	WEST COAST SHADE	JOHN TONKIN - SHADE SAIL REPAIRS	2,365.00	
			RACEWAY PARK - REPLACEMENT SHADE SAIL	3,212.00	
			SHADE SAIL INSTALATION SUMMER 2022 - VARIOUS PARKS AND RESERVES	3,421.00	8,998.00
EFT34111	12/10/2022	LANDSCAPE YARD O'CONNOR	MATERIALS FOR LANDSCAPING WORKS	238.00	238.00
EFT34112	12/10/2022	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING AND COPYING FOR CHSP 01/09/22 - 30/09/22	28.49	28.49
EFT34113	12/10/2022	SUNNY SIGN COMPANY PTY LTD	LRCI SIGNS	303.60	
			AUTHORISED PARKING SIGNS FOR ADMIN BUILDING	34.10	337.70
EFT34114	12/10/2022	T-QUIP	PARTS FOR P5007 - TORO 7210 - HYDRAULIC LEAK	55.70	55.70
EFT34115	12/10/2022	FOODWORKS EAST FREMANTLE	WORKS & ADMIN CONSUMABLES SEPTEMBER 22	369.35	369.35
EFT34116	12/10/2022	DEPARTMENT OF TRANSPORT	MONTHLY VEHICLE SEARCH FEES - SEPTEMBER 22	266.50	266.50
EFT34117	12/10/2022	SUPERSEALING PTY LTD	ROAD CRACK SEALING PRESTON POINT ROAD	5,346.00	5,346.00
EFT34118	12/10/2022	FOCUS NETWORKS	MANAGED ICT SERVICES - MANAGED PROACTIVE SERVICE (IT SUPPORT) - SEPTEMBER 22	7,049.90	
			MANAGED ICT SERVICES- MANAGED BACKUP AND RECOVERY, MANAGED INFRASTRUCTURE, MANAGED FIREWALL, MICROSOFT LICENSING - OCTOBER 22	9,103.88	16,153.78
EFT34119	12/10/2022	TOWN OF EAST FREMANTLE	COMMISSION ON SETTLEMENT OF 128 & 128A GEORGE STREET	31,294.56	31,294.56
EFT34120	12/10/2022	ENVIRO SWEEP	STREET SWEEPING - SEPTEMBER 2022	4,908.20	4,908.20
EFT34121	12/10/2022	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	2022-23 MONTHLY CHARGES FOR PARKING MACHINES INCLUDING LICENCE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE AND PARTS - SEPTEMBER 22	165.00	
			2022-23 MONTHLY CHARGES FOR PARKING MACHINES- PAYABLE CREDIT CARD TRANSACTIONS VIA TILL FOR SEPTEMBER 22	251.33	416.33
EFT34122	12/10/2022	FREMANTLE CHAMBER OF COMMERCE	YEARLY MEMBERSHIP - FREMANTLE CHAMBER OF COMMERCE	2,860.00	2,860.00
EFT34123	12/10/2022	STATE WIDE TURF SERVICES	LOW MOW AND SWEEP, VETRI DRAIN AND TOP DRESS PRESTON POINT RESERVE	17,154.50	
			LOW MOW AND SWEEP, VETRI DRAIN AND TOP DRESS HENRY JEFFERY OVAL	17,154.50	34,309.00
EFT34124	12/10/2022	SIGNARAMA MYAREE	SIGNAGE - RIVER WALL UPGRADE COREFLUTE A2 X4	349.90	349.90
EFT34125	12/10/2022	COASTLINE MOWERS	6 X ROLLS BRUSHCUTTER CORD, 5 X 20-2 AUTO FEED HEADS, 5 X BRUSHCUTTER HEAD CAPS, 2X 5LITRE HP ULTRA 2 STROKE OIL	897.60	897.60
EFT34126	12/10/2022	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	RUBBISH PICK UP 46 EAST STREET - SEPTEMBER 22	811.67	811.67
EFT34127	12/10/2022	WINC	OFFICE STATIONERIES ORDERED 11/08/2022	39.93	
			OFFICE STATIONERY - ORDERED 13/09/2022	282.50	322.43
EFT34128	12/10/2022	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 28/09/22 & 30/09/22	30.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 05/10/22	14.00	44.00
EFT34129	12/10/2022	CONTRA-FLOW PTY LTD	TM FOR ROAD SEAL REPAIRS PRESTON POINT ROAD 16/09/22	885.18	
			TM FOR ROAD SEAL REPAIRS PRESTON POINT ROAD 28/09/22	1,829.70	2,714.88
EFT34130	12/10/2022	THE FRUIT BOX GROUP	FRUIT BOX DELIVERY TOWN HALL AND DEPOT - SEPTEMBER 22	282.00	282.00
EFT34131	12/10/2022	GRACE RECORDS MANAGEMENT (AUSTRALIA)	FILE RETRIEVAL FROM STORAGE - SEPTEMBER 22	219.22	
			TRANSPORT & STORAGE OF RECORDS - 01/10/22 - 31/10/22	269.90	489.12
EFT34132	12/10/2022	RED HOT DESIGN (WA) PTY LTD	CARGO - TSHIRTS FOR MEMBERS/COUNCILORS	1,111.22	1,111.22
EFT34133	12/10/2022	FRESH PROVISIONS BICTON	CATERING SERVICES 22/23 - ADMIN - 23/08/22	59.96	
			CATERING SERVICES 22/23 - CHSP 06/09/22	130.64	
			CATERING SERVICES 22/23 - CHSP 09/09/22	185.75	
			CATERING SERVICES 22/23 - CHSP - 13/09/22	103.76	
			CATERING SERVICES 22/23 - CHSP - 20/09/22	158.04	
			CATERING SERVICES 22/23 - CHSP - 04/7466	121.21	
			CATERING SERVICES 22/23 - CHSP - 27/09/22	173.93	933.29
EFT34134	12/10/2022	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS- FINANCE SEPTEMBER 22	86.59	86.59
EFT34135	12/10/2022	SOUTHERN BINS	BULK BINS - WAUHOOP ROAD - SEPTEMBER 2022	70.00	

			BULK BINS - WAUHOP ROAD - SEPTEMBER 2022	1,200.00	1,270.00
EFT34136	12/10/2022	PAATSCH CONSULTING PTY LTD	RFT01-2020/21 EAST FREMANTLE OVAL REDEVELOPMENT CLIENT PROJECT LEAD- SERVICES FOR SEPTEMBER 22	13,406.25	13,406.25
EFT34137	12/10/2022	M2M ONE PTY LTD	TOWN HALL UFT EMERGENCY SIM CARD - OCTOBER 22	18.70	18.70
EFT34138	12/10/2022	TPG NETWORK PTY LTD	INTERNET CHARGES 01/09/22 - 30/09/22	1,920.60	1,920.60
EFT34139	12/10/2022	THE ROYAL LIFE SAVING SOCIETY WA INC	4 X POOL INSPECTIONS - RL55WA - 01/07/22 - 31/07/22	321.20	321.20
EFT34140	12/10/2022	STA PRINT PTY LTD	ADVERTISING CORFLUTE SIGNS A1 - AMENDMENT 19	162.84	162.84
EFT34141	12/10/2022	VISIMAX	SKU 40288 "WA RANGER" (BLUE) CLOTH SHOULDER PATCHES FOR NEW RANGER	107.47	107.47
EFT34142	12/10/2022	SMART OFFICE SYSTEMS	PROFESSIONAL SERVICES AGREEMENT - SEPTEMBER 22	1,398.38	1,398.38
EFT34143	12/10/2022	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 03/10/22	12.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 10/10/22	15.00	27.00
EFT34144	12/10/2022	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 29/09/22	15.00	15.00
EFT34145	12/10/2022	K McDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 29/09/22	12.00	12.00
EFT34146	12/10/2022	DONALD CANT WATTS CORKE (WA) PTY LTD	RFT05-2021/22 QUANTITY SURVEYING SERVICES EFOVAL PRECINCT REDEVELOPMENT PROJECT	59,950.00	59,950.00
EFT34147	12/10/2022	MARKET CREATIONS AGENCY PTY LTD	UPDATES TO HOMEPAGE WEBSITE DESIGN INCLUDING REFORMATTING CONTENT AREAS MATRIX TO 3 X EQUAL, BACKGROUND COLOUR, LATEST NEWS FEED AND UPDATES TO FOOTER	3,009.00	3,009.00
EFT34148	12/10/2022	IRONBARK SUSTAINABILITY PTY LTD	RFQ03 - CLIMATE EMERGENCY STRATEGY - IRONBARK - MILESTONE 1- PROJECT INCEPTION	15,356.00	15,356.00
EFT34149	12/10/2022	MARKETLIFE PTY LTD	GEORGE STREET FESTIVAL 2022 - STALLHOLDER COORDINATION - PAYMENT 3	2,953.50	2,953.50
EFT34150	12/10/2022	SPORTENG	RFQ05-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - FIELD OF PLAY CONSULTANCY - PHASE - SPORTS OVAL- PRELIMINARY SITE INVESTIGATION	8,415.00	8,415.00
EFT34151	12/10/2022	JACKSON MCDONALD BARRISTERS & SOLICITORS	RFQ11-2021/22 LEGAL SERVICES EF OVAL REDEVELOPMENT - PROFESSIONAL SERVICES 05/09/22 - 30/09/22	19,181.80	19,181.80
EFT34152	12/10/2022	CARABINER PTY LTD (ATF THE SANDOVER PINDER UNIT TRUST)	RFT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT - ARCHITECT TO 85% (45% CLAIM), & TENDER TO 60% (20% CLAIM), SAFETY HEIGHTS TO 100%, LANDSCAPE - VARY 2 TO 100%, ACQUSTIC TO 50%	142,461.00	142,461.00
EFT34153	12/10/2022	MARCUS BEILBY	EAST FREMANTLE OVAL COMMISSIONED PAINTING - 3RD INSTALLMENT	14,300.00	14,300.00
EFT34154	12/10/2022	FORTH CONSULTING PTY LTD	RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - SEPTEMBER 22	6,050.00	
			RFQ16-2021/22 EAST FTLE OVAL REDEVELOPMENT CIVIL ENGINEERING - SEPTEMBER 22	13,200.00	19,250.00
EFT34155	12/10/2022	SCOUTTA PTY LTD T/A BUSINESS BEANIES	ASSIST WITH EOY 2022 16/09/22 - 30/09/22	3,588.75	3,588.75
EFT34156	12/10/2022	P TSEN	CHSP VOLUNTEER MEAL REIMBURSEMENT FOR 07/09/22	15.00	15.00
EFT34157	12/10/2022	GO DOORS PTY LTD	DEPOT - ALLEN STREET GATE REPAIR	2,984.67	2,984.67
EFT34158	12/10/2022	DIPLOMATIK PTY LTD	LABOUR HIRE OPS W/E 23/09/22	1,262.25	
			LABOUR HIRE OPS W/E 23/09/22	1,333.20	
			LABOUR HIRE OPS W/E 02/10/2	1,716.66	
			LABOUR HIRE OPS W/E 02/10/22	1,813.15	6,125.26
EFT34159	12/10/2022	REGEN STRATEGIC T /AS CGM COMMUNICATIONS PTY LTD	PREPARATION OF A COMMUNITY DEVELOPMENT STRATEGY - PHASE ONE	6,600.00	6,600.00
EFT34160	12/10/2022	THREE CHILLIES DESIGN	GOURLEY PARK - DESIGN & CONSTRUCT PUMP BICYCLE TRACK APPROX 60 LINEAL M	65,956.00	65,956.00
EFT34161	12/10/2022	UNIRACK WA PTY LTD	RACKING FOR DEPOT STORAGE SHED AS PER 50-14132	1,436.00	1,436.00
EFT34162	12/10/2022	CATERLINK T/A S CHRYSTAL & CO. PTY LTD	PURCHASE CONVECTION OVEN PLUS DELIVERY - DOVENBY HOUSE	1,398.10	1,398.10
EFT34163	12/10/2022	L J BARR	PARTIAL REFUND OF 2 X DOG LIFETIME REGISTRATIONS - DOGS NOW STERILISED	300.00	300.00
EFT34164	12/10/2022	M SCHMACK	PARTIAL REFUND OF LIFETIME DOG REGISTRATION - DOG NOW STERILISED	150.00	150.00
EFT34165	12/10/2022	AMPOL AUSTRALIA	FUEL USE 01/09/22 - 30/09/22	6,178.80	6,178.80
EFT34166	12/10/2022	M MEARS	INFRASTRUCTURE BOND REFUND	3,000.00	3,000.00
EFT34167	12/10/2022	D OLBROMSKI	REFUND OF BOND FOR SUMPTON GREEN HIRE	300.00	300.00
EFT34168	12/10/2022	J RUBERY	REFUND OF BOND FOR SUMPTON GREEN HIRE	300.00	300.00
EFT34169	12/10/2022	J HALLEY	INFRASTRUCTURE BOND REFUND	2,000.00	2,000.00
EFT34170	12/10/2022	M TURFREY	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT34171	12/10/2022	B WOODHEAD	INFRASTRUCTURE BOND REFUND	1,500.00	1,500.00
EFT34172	19/10/2022	AUSTRALIAN TAXATION OFFICE	GST PAYABLE SEPTEMBER 2022	1,022,681.00	1,022,681.00
EFT34173	19/10/2022	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES CHSP - OCTOBER 22	183.75	183.75
EFT34174	19/10/2022	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	LABOUR HIRE CHSP W/E 09/10/22	380.67	380.67
EFT34175	19/10/2022	STATE WIDE TURF SERVICES	APPLY FERTILIZER TO 1.4HA - HENRY JEFFRY OVAL	1,683.00	1,683.00
EFT34176	19/10/2022	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 12/10/22	15.00	15.00
EFT34177	19/10/2022	FRESH PROVISIONS BICTON	CHSP - 18 X CLIENT & VOLUNTEER LUNCHES 16/08/22	142.26	142.26
EFT34178	19/10/2022	PAPERSCOUT	DESIGN AND DEVELOPMENT OF REFLECT RAP DOCUMENT - TWO ROUNDS OF CLIENT AMENDMENTS AND WEB PREPARATION. FINAL WEB-FRIENDLY PDF - 24PP A4	2,475.00	2,475.00
EFT34179	19/10/2022	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 06/10/22	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 13/10/22	15.00	30.00
EFT34180	19/10/2022	G & J LYON	RATES REFUND	217.00	217.00
EFT34181	27/10/2022	APACE AID (INC)	WEED CONTROL ZONE 2 NIERGARUP TRACK - 30/09, 13/10 & 20/10	3,754.50	3,754.50
EFT34182	27/10/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	395.14	395.14
EFT34183	27/10/2022	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR ROAD AND STREET MAINTENANCE	451.63	
			MATERIALS FOR ROAD AND VERGE WORKS	261.58	713.21
EFT34184	27/10/2022	EAST FREMANTLE YACHT CLUB (INC)	DEPOSIT - SENIORS CHRISTMAS LUNCH 5/12/22	500.00	500.00
EFT34185	27/10/2022	IMPRINT PLASTIC	CARG BADGES - ADDITIONAL	18.70	18.70
EFT34186	27/10/2022	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/10/22	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 24/10/22	15.00	30.00
EFT34187	27/10/2022	MCLEODS	PROFESSIONAL FEES - LEGAL ADVICE ON TENDER - OPERATOR SERVICES EF OVAL PRECINCT	1,333.79	1,333.79
EFT34188	27/10/2022	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - OCTOBER 22	4,796.67	4,796.67
EFT34189	27/10/2022	TELSTRA	MONTHLY DATA FEES FOR OPERATIONS RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER - 04/10/22 - 03/11/22	722.00	
			DEPOT/MOBILE BACKUP 04/10/22 - 03/11/22	19.00	
			SUMPTON GREEN PHONES TO 07/10/22	64.77	805.77
EFT34190	27/10/2022	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS OCTOBER 22	2,918.92	2,918.92
EFT34191	27/10/2022	ZIPFORM PTY LTD	RATES PRINTING AND DISTRIBUTION SERVICES 2022/23 2ND INSTALLMENTS	1,841.20	1,841.20
EFT34192	27/10/2022	YOUNGS PLUMBING SERVICE P/L	UNBLOCK BAR DRIP TRAY / SINK EF BOWLING CLUB 20/10/22	189.75	189.75
EFT34193	27/10/2022	FASTA COURIERS	COURIER SERVICES FOR ENVIRONMENTAL SAMPLING PROGRAM 01/10 - 15/10	37.35	37.35
EFT34194	27/10/2022	ELLENBY TREE FARM	SUPPLY 7 X KPS BOTTLEBRUSH, 3 X TUCKEROO, 2 X ALLOCASUARINA	2,021.80	2,021.80
EFT34195	27/10/2022	FORESTVALE TREES	SUPPLY AND DELIVER 32 X JACARANDA, 5 X ANGOPHORA COSTATA, 22 X EUC. LEUCOXYLON, 4 X EUC SIDEROXYLON, 5 X BRADFORD PEAR, 3 X KURRAI LONG, 2 X CLARET ASH	14,927.00	14,927.00
EFT34196	27/10/2022	TOTAL PACKAGING (WA) PTY LTD	40 CARTONS OF DOG WASTE DISPOSAL BAGS	3,689.40	3,689.40
EFT34197	27/10/2022	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	1 X CR REGISTRATION FOR HEAD OF AGENCIES WALGA BREAKFAST 3/10/22	70.00	
			1 X CR FULL DELEGATE REGISTRATION WALGA ANNUAL CONVENTION 3/4 OCTOBER 2022	1,295.00	
			RECoup OF UNSPENT FUNDS - LOCAL GOVERNMENT URBAN CANOPY GRANT PROGRAM	2,945.80	4,310.80
EFT34198	27/10/2022	SATELLITE SECURITY SERVICES	TOWN HALL - 6 MONTHLY SMOKE DETECTOR TESTING - AUGUST 2022	484.00	484.00
EFT34199	27/10/2022	STRATA GREEN	3 X 20 LITRE ORGANIC HERBICIDE SLASHER SOH20	943.57	943.57
EFT34200	27/10/2022	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES ADMINISTRATION - 04/10/22	8.37	
			WOOLWORTHS PURCHASES ADMINISTRATION 13/10/22	42.00	
			WOOLWORTHS PURCHASES ADMINISTRATION 16/10/22	42.00	
			WOOLWORTHS PURCHASES CHSP - 18/10/22	92.89	

			WOOLWORTHS PURCHASES ADMINISTRATION 18/10/22	36.20	
			WOOLWORTHS PURCHASES CHSP 25/10/22	45.80	
			WOOLWORTHS PURCHASES CHSP 25/10/22	62.00	329.26
EFT34201	27/10/2022	CITY OF SOUTH PERTH	CAT IMPOUND FEES - SEPTEMBER 22	357.50	357.50
EFT34202	27/10/2022	INDIANIC GROUP PTY LTD	MOORING PENS - REPLACE FAILED PYLON ALONGSIDE B5 - EMERGENCY REPAIR WORKS	7,480.00	7,480.00
EFT34203	27/10/2022	CR. COLLINSON	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34204	27/10/2022	HAYS SPECIALIST RECRUITMENT (AUST) PTY LTD	LABOUR HIRE CHSP W/E 16/10/22	409.95	409.95
EFT34205	27/10/2022	CR. NARDI	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34206	27/10/2022	SUNNY SIGN COMPANY PTY LTD	STREET BLADES - GLYDE ST AND MARMION ST	135.30	135.30
EFT34207	27/10/2022	MP ROGERS & ASSOCIATES P/L	PROFESSIONAL FEES - COSTAL ENGINEERING SERVICES - RIVER WALLS	1,005.18	1,005.18
EFT34208	27/10/2022	CITY TOYOTA	TOYOTA RAV 4 HYBRID GXL 2WD - EMTS	38,752.39	38,752.39
EFT34209	27/10/2022	FOCUS NETWORKS	HP SMART 65 W AC ADAPTER PLUS POSTAGE	71.50	71.50
EFT34210	27/10/2022	LOCAL GOVERNMENT PLANNERS ASSOCIATION	3 X STAFF REGISTRATION AT DELIVERING AMENITY WORKSHOP	255.00	
			4 X STAFF REGISTRATION AT HEALTH STREETS WORKSHOP	340.00	
			2 X STAFF REGISTRATION AT MID TIER TRANSPORT PROJECT WORKSHOP	170.00	765.00
EFT34211	27/10/2022	THE WORKWEAR GROUP	STAFF UNIFORM	306.34	306.34
EFT34212	27/10/2022	SNAP PRINTING	100 REVERSE 40MM X 40MM DIAMETER CIRCLE STICKER, REVERSE PRINTED ON CLEAR SELF-ADHESIVE TRANSPARENT VEHICLE INTERNAL STICKERS	134.75	
			CARG - PULLUP BANNERS FOR GEORGE STREET FESTIVAL x 2	438.90	573.65
EFT34213	27/10/2022	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34214	27/10/2022	CR. WHITE	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34215	27/10/2022	TREE'S A CROWD TREE CARE	STREET TREE PRUNING - VARIOUS LOCATIONS - 18/10/22	4,510.00	4,510.00
EFT34216	27/10/2022	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - OCTOBER 22	2,204.17	2,204.17
EFT34217	27/10/2022	SEASHORE ENGINEERING PTY LTD	COASTAL ENGINEER SWAN YACHT CLUB SITE INSPECTIONS - 11/10 & 17/10 - RIVERWALLS	616.00	616.00
EFT34218	27/10/2022	VEOLIA RECYCLING & RECOVERY (FORMALLY SUEZ)	FOGO GREEN BINS RESIDENTIAL & PRIORITY, GENERAL WASTE RED BINS - RESIDENTIAL, PRIORITY, PARKS & RESERVES & STREET LITTER BINS, RECYCLING - YELLOW BINS - RESIDENTIAL & PRIORITY & STREET LITTER BINS. GENERAL WASTE - RED BINS - COMMERCIAL, RECYCLING - YELLOW BIN - COMMERCIAL, 48-50 ALEXANDRA ROAD - RECYCLE & GENERAL WASTE, SEPTEMBER 22	36,346.65	36,346.65
EFT34219	27/10/2022	WINC	OFFICE STATIONERY - ORDERED 13/09/2022	106.92	
			DEPOT STATIONARY ORDERED 19/10/22	91.88	
			DEPOT STATIONARY ORDERED 19/10/22 - BACKORDER	21.87	220.67
EFT34220	27/10/2022	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/11/22 - 26/12/22	295.85	295.85
EFT34221	27/10/2022	D G COLLING	RATES REFUND	1,782.25	1,782.25
EFT34222	27/10/2022	LINKIO	GPS VEHICLE TRACKING - OCTOBER 2022	145.20	145.20
EFT34223	27/10/2022	HURRICANE DRAGON BOAT AND OUTRIGGER CANOE CLUB INC	COMMUNITY ASSISTANCE GRANT 2022/2023	1,100.00	1,100.00
EFT34224	27/10/2022	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/10/22 & 19/10/22	30.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 21/10/22	15.00	45.00
EFT34225	27/10/2022	EASY ACCESS LIFTS	TOWN HALL - LIFT SERVICE - OCTOBER 2022	717.20	717.20
EFT34226	27/10/2022	CONTRA-FLOW PTY LTD	TRAFFIC MANAGEMENT PLAN FOR MARMION STREET ROAD WORKS	1,870.00	
			TRAFFIC MANAGEMENT FOR RIVERWALL WORKS AT PIER ST	6,362.90	
			TRAFFIC MANAGEMENT (4x2) FOR RIVERSIDE ROAD PROFILE AND RESEAL WORKS NEAR BOAT RAMP 18/10 & 20/10	3,330.98	
			TRAFFIC MANAGEMENT FOR RIVERWALL WORKS AT PIER ST 18-20 OCTOBER 22	2,162.91	13,726.79
EFT34227	27/10/2022	CENTURY AIR CONDITIONING	EFBC - A/C START-UP FOR SUMMER 2022 & FAULT FIND POSSIBLE WATER LEAK	406.00	406.00
EFT34228	27/10/2022	LIVING TURF	SUPPLY CONSTRUCTION SPECIFICATION AND PROGRAM FOR WAUHOP OVAL	5,489.00	5,489.00
EFT34229	27/10/2022	MOJO DIGITAL STUDIO	UPDATE ARTWORK FOR TOWNS PARKING MAP	176.00	176.00
EFT34230	27/10/2022	DRAFFIN STREET FURNITURE	REPLACEMENT DOUBLE BAY RECYCLING BIN SURROUND - INSURANCE CLAIM	4,982.78	4,982.78
EFT34231	27/10/2022	JAKO INDUSTRIES PTY LTD	TOWN HALL - AIRCONDITIONING MAINTENANCE SERVICE AGREEMENT 2022/23 - VISIT 2 - 12/10/22	846.45	846.45
EFT34232	27/10/2022	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34233	27/10/2022	SOUTHERN BINS	BULK BINS - WAUHOP ROAD - OCTOBER 2022 - 13/10/22	1,200.00	
			BULK BINS - WAUHOP ROAD - OCTOBER 2022 - MATTRESS PICKUP	35.00	1,235.00
EFT34234	27/10/2022	PROTEC ASPHALT	ROAD REPAIR OF VIEW TERRACE	1,760.00	
			VIEW TCE - CUTTING PATCH ACROSS ROAD, ROAD PATCHES 4 SITES - STIRLING HWY, VIEW TCE, HMAS CROSSOVER, DEPOT PATCH, CANNING HWY - CUTTING PATCH NEAR FOOTPATH PETRA ST	5,962.00	
			RIVERSIDE ROAD - CYCLE LANE PATCHING - PROFILE LANE 40MM INCL MOB/DEMOB, RIVERSIDE ROAD - CYCLE LANE PATCHING - ASPHALT LAYER AVG 40-50MM THICK	13,234.00	
			RIVERSIDE ROAD - CYCLE LANE & ROAD PATCHING - 40MM PROFILING INCL MOB & DEMOB, RIVERSIDE ROAD - CYCLE LANE & ROAD PATCHING - ASPHALT LAYER AVG 40-50MM THICK	14,964.00	35,920.00
EFT34235	27/10/2022	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 17/10/22	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 24/10/22	15.00	30.00
EFT34236	27/10/2022	X WANG	REIMBURSEMENT OF COST OF FUEL PURCHASE	78.10	78.10
EFT34237	27/10/2022	INSTANT TREE NURSERY PTY LTD	SUPPLY 3 X CORYMBIA FICIFOLIA 35L AND 5 X CALLISTEMON KPS 35 L	616.00	616.00
EFT34238	27/10/2022	J ENGLAND	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/10/22	15.00	15.00
EFT34239	27/10/2022	K McDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 20/10/22	15.00	15.00
EFT34240	27/10/2022	CR. WILSON	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34241	27/10/2022	CR. MASCARO	SITTING FEES & ICT ALLOWANCE - OCTOBER 22	1,609.17	1,609.17
EFT34242	27/10/2022	CARABINER PTY LTD (ATF THE SANDOVER PINDER UNIT TRUST)	RT03-2021/22 ARCHITECTURAL SERVICES - EF OVAL PRECINCT REDEVELOPMENT PROJECT - ARCHITECH TO 95% & TENDER TO 85% AND LANDSCAPE TO 80% IRRIGATION TO 40% AND ARBORIST TO 32%	53,902.64	53,902.64
EFT34243	27/10/2022	SCOUTTA PTY LTD T/A BUSINESS BEANIES	ASSIST WITH EOY 2022 - 01/10/22 - 14/10/22	3,753.75	
			ONGOING CONSULTANCY WORK - 15/10/22 - 19/10/22	1,815.00	5,568.75
EFT34244	27/10/2022	J & V EARTHMOVING CONTRACTORS	GOURLEY PARK PUMP TRACK - WATER TRUCK DELIVERY TO SITE 3	313.50	
			TANKS OF WATER - 20/09/22		
			GOURLEY PARK PUMP TRACK - WATER TRUCK DELIVERY TO SITE 21/09/22 - 23/09/22	627.00	
			RIVER WALL NORTH OF PIER ST - REMOVE FOOTPATH 100M2 PLUS OVER EXCAVATION REQUIRED AND NOT ORIGINALLY QUOTED, GEO ROLL INSTALLATION, ADDITIONAL RE-POINTING OF WALL, ADDITIONAL TEMP FENCING DAYS REQUIRED, RIVER WALL NORTH OF PIER ST - INSTALL FOOTPATH 100M2, RIVER WALL NORTH OF PIER ST - RE-POINTING OF LIMESTONE WALL	51,279.25	
			SWAN YACHT CLUB - RIVER WALL UPGRADE & PATH UPGRADE - REMOVE EXISTING & CONSTRUCTION OF NEW	87,179.40	139,399.15
EFT34245	27/10/2022	DIPLOMATIK PTY LTD	LABOUR HIRE OPS W/E 7/10/22	2,120.58	
			LABOUR HIRE OPS W/E 07/10/22	1,786.49	
			LABOUR HIRE OPS W/E 14/10/22	2,095.34	
			LABOUR HIRE OPS W/E 14/10/22	2,079.79	8,082.20
EFT34246	27/10/2022	PHOENIX CONTAINERS PTY LTD	2 X 20 FOOT SEA CONTAINERS TRANSPORT TO FOOTBALL CLUB - THEN TO TRICLORE	9,460.00	9,460.00
EFT34247	27/10/2022	ACCURAIT PTY LTD	LEASE MANAGEMENT SOLUTION MILESTONE 1 - KICK OFF MEETING (OCTOBER)	1,100.00	1,100.00
EFT34248	27/10/2022	T & A MAJOR	RATES REFUND	433.45	433.45
EFT34249	27/10/2022	A W ROUTLEDGE	RATES REFUND	5,697.38	5,697.38
			EFT TOTAL	2,360,715.48	2,360,715.48
	Direct Debit - October	Supplier	Description	Inv Amount	EFT
		CBA	MERCHANT FEE	553.42	553.42
		CBA	MERCHANT FEE	1,024.01	1,024.01
		SUPERCHOICE PTY LTD	EMPLOYEE SUPERANNUATION - AUGUST 2022	52,142.40	52,142.40

		AMEX	AMEX FEE	121.41	121.41
		TILL	TILL SIMPLEPAY FEE	426.50	426.50
		CBA	ACCOUNT SERVICE TRANSACTION FEES	11.50	11.50
		CBA	BPAY TRANSACTION FEES	253.12	253.12
		CBA	COMMBIZ TRANSACTION FEES	46.08	46.08
		CBA	BPOINT TRANSACTION FEES	36.96	36.96
		CBA	REJECT RETURN FEE	5.00	5.00
		EXETEL	EXETEL INTERNET TOWN HALL	99.00	99.00
			DIRECT DEBIT TOTAL	54,719.40	54,719.40
	Credit Cards - October	Supplier	Description	Inv Amount	EFT
			CREDIT CARD - ANDREW DRIVER	40.00	40.00
			CREDIT CARD - PETER KOJIAN	72.10	72.10
			ZOOM SUBSCRIPTION	138.53	138.53
			SUBWAY PALMYRA	59.00	59.00
			OFFICEWORKS	171.00	171.00
		CREDIT CARD - JANINE MAY	COLES MELVILLE	42.00	42.00
			SUBWAY PALMYRA	59.00	59.00
			LO PRESTI & SON	46.00	46.00
			SUBWAY PALMYRA	59.00	59.00
			THE GREEN EMPORIUM FREMANTLE	90.00	90.00
			HOUSE GATEWAY	29.99	29.99
			SPOTLIGHT MELVILLE	55.00	55.00
		CREDIT CARD - NICHOLAS KING	OFFICEWORKS	8.98	8.98
			TOTAL TOOLS O'CONNOR	177.60	177.60
			FREMANTLE POLICE STATION	217.00	217.00
			BUNNINGS O'CONNOR	12.00	12.00
		CREDIT CARD - LONG LE	OFFICE WORKS	80.83	80.83
			FOODWORKS EAST FREMANTLE	1.89	1.89
			SWAN YACHT CLUB	170.00	170.00
			OFFICE WORKS	24.80	24.80
			LORRAINE POULOS ASSOCIATION	253.00	253.00
			ST JOHN AMBULANCE BELMONT	119.90	119.90
			OFFICE WORKS	8.45	8.45
			DIRECT DEBIT TOTAL	1,936.07	1,936.07
			Description	NET PAY	EFT
			PAYROLL FORTNIGHT ENDING 04/10/22	136,483.94	136,483.94
			PAYROLL FORTNIGHT ENDING 18/10/22	143,930.83	143,930.83
			PAYROLL TOTALS	280,414.77	280,414.77
			GRAND TOTAL	2,643,284.12	2,643,284.12

13.3 HMAS PERTH MEMORIAL FOUNDATION

Report Reference Number	OCR-1534
Prepared by	Carly Filbey, Community Engagement Officer
Supervised by	Gary Tuffin, Chief Executive Officer
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. HMAS Perth (I) Memorial Foundation - Funding Application

PURPOSE

The purpose of this report is for Council to consider a request to provide funding to the HMAS Perth (I) Memorial Foundations through the Mayors Donation Budget.

EXECUTIVE SUMMARY

The HMAS Perth (I) Memorial in East Fremantle, part of the Navy League (WA) premises, is currently under construction and will be a fitting memorial to the ship and crew once complete.

The funds sought will enable the construction of an additional wall depicting the two vessels, USS Houston and HMAS Perth (I).

BACKGROUND

The HMAS Perth (I) Memorial Foundation applied for funding through the Community Assistance Grant program for 2022/2023. The original request was to fund the "Compass Rose" granite installation in front of the memorial wall, this request equaled \$4,745.00 for a third of the total cost.

During the selection process the Community Grants Committee were supportive of the project, however, felt that the funding should be requested outside of the Community Assistance Grant program as it is for a significant memorial within the Town.

Since the grants program the Foundation has requested funds be reassigned to the remaining wall structure which will be depict the two vessels which were sunk in March 1942 in the Sunda Strait.

CONSULTATION

Consultation with the HMAS Perth (I) Memorial Foundation committee members has been ongoing since the start of the memorial project in 2019.

STATUTORY ENVIRONMENT

Delegation DA51 states;

To consider applications for donations by community organisations and individuals, and donations to Emergency Relief Appeals.

Community Organisations and Individuals

Approval of donations to a maximum of \$500 which have the prior support of the Mayor.

POLICY IMPLICATIONS

Council **Policy 2.1.5 Donations** states;

Council will make an allocation in the annual budget of an amount for donations requested on an adhoc basis during the year. The criteria for allocating to requests will be on the following basis:

Charitable and Community Benefit Organisations

Public Appeals from organisations that provide a service to persons resident in the community of East Fremantle – Limit \$200

FINANCIAL IMPLICATIONS

A budget of \$10,200 was allocated to the Mayors Donation Fund in 2022/2023. To date a sum of \$2,500 has been allocated, leaving \$7,700 remaining to fund the HMAS Perth (I) Memorial Foundations request.

Whilst the request in the current application is for \$7,000, it is recommended the original amount requested be funded of \$4,745.00, which is just over 1/3 of the total project cost (Est \$12,000).

It has been estimated that the Town will provide approximately \$4,000 in kind support (reticulation, planting, concreting and asphaltting works).

STRATEGIC IMPLICATIONS

Community Strategic Plan 2020-2030

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

1.1.2 Strengthen the sense of place and belonging through inclusive community interaction and participation

1.3 Strong community connection within a safe and vibrant lifestyle

1.3.2 Facilitate opportunities for people to develop community connections and foster local pride

1.3.3 Enrich identity, culture and heritage through programs, events and celebrations

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Not applicable	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.

SITE INSPECTION

Not applicable

COMMENT

The application states that the requested funds would now be used;

“To extend the existing memorial in East Fremantle, currently part of the Navy League (WA) premises, to enable a fitting memorial to the ship and crew. Together with USS Houston, HMAS Perth was sunk by overwhelming enemy forces in March 1942 in the Sunda Strait after a stellar career supporting Australian and allied forces in the Mediterranean. Of the 681 personnel on board at the time of the sinking, less than one third returned home.

The funds sought will enable the construction of an additional wall depicting the two vessels and the Dedication, also noting the Navy League sponsor. As appropriate, it would also carry additional acknowledgement of the support of the Town of East Fremantle.

"Project" is defined as the separable portion of wall art and granite supply - not the entire memorial development which is in progress.

The Mayor was in agreement that the original request should be funded through the Mayor's Donation Fund, however, the CEO and Mayor only have authority to provide grants of up to \$500 per application.

CONCLUSION

That Council endorse the funding for the HMAS Perth (I) Memorial Foundation's request through the Mayors Donation Fund.

13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 051511

OFFICER RECOMMENDATION:

Moved Cr Nardi, seconded Cr Collinson

That Council endorse the funding for the HMAS Perth (I) Memorial Foundation's from Account E08203 (Mayors Donation Fund) up to a maximum of \$4,745.00, plus GST.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

REQUEST FOR FUNDING ASSISTANCE



Funding cannot be approved retrospectively. This application should therefore be received prior to works and expenditure commencing.

1. Submit between the first working day in January and last Wednesday in February (each year) for consideration during the Annual Budget process, with financial outcomes available in August each year (following adoption of the budget).
2. Submit between 1 March and 1 December for consideration to be undertaken in one of three ways:
 - a) via Report to Council as an unbudgeted item;
 - b) consideration for inclusion in the next financial year; or
 - c) consideration for inclusion in the Long Term Financial Plan.

Should your application for funding be successful the organisation will be required to enter in a funding agreement with the Town.

SECTION ONE: CLUB / ORGANISATION DETAILS

Organisation:	HMAS PERTH(I) MEMORIAL FOUNDATION INC		
Contact Person / Phone No.:	MICHAEL BAILEY	0411 887302	
Position:	PRESIDENT		
Postal Address:	PO BOX 735, FREMANTLE 6959		
Email:	michaelrbailey1950@gmail.com		
Are you incorporated?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you registered for GST?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
Do you have an ABN? If yes, please provide:	66916270950	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are you affiliated with your State Sporting Association?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> N/A	
Attach a copy of the Annual Report and /or accounts from your most recent AGM:	<input type="checkbox"/>	<input checked="" type="checkbox"/> No	
Attach a copy of the organisation Minutes endorsing the project:	<input type="checkbox"/>	<input checked="" type="checkbox"/> No	
Attach a copy of your current Public Liability Insurance Certificate of Currency:	<input type="checkbox"/>	<input checked="" type="checkbox"/> No	

Membership	Current	Last Year	Previous Year
Junior:			
Senior:			
Other (ie social):			
East Fremantle residents:			

SECTION TWO: FACILITY / LOCATION DETAILS

Facility / Site Name:	NAVY LEAGUE HEADQUARTERS		
Facility / Site Address:	LOT 7773, RIVERSIDE ROAD, EAST FREMANTLE 6158		
Do you have a lease agreement with the Town?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
If "No", is this project supported by the holder of the lease for the facility?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
If "Yes", please attach written evidence of this support.	<input type="checkbox"/>	<input checked="" type="checkbox"/> N/A	
Do you have the support of all other formal users of the facility?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
If "Yes", please attach written evidence of this support.	<input type="checkbox"/>	<input checked="" type="checkbox"/> N/A	

SECTION THREE: PROJECT DETAILS

Your proposed project should seek to achieve the following:

- value for money;
- sustainable utilisation levels;
- provide "fit-for-purpose" use;
- meet current standards;
- promote the strategic planning principles endorsed by Council; and
- minimise impacts from activities held at the location that may adversely affect local residents.

Description of Project (Output)

To extend the existing memorial in East Fremantle, currently part of the Navy League (WA) premises, to enable a fitting memorial to the ship and crew. Together with USS Houston, HMAS Perth was sunk by overwhelming enemy forces in March 1942 in the Sunda Strait after a stellar career supporting Australian and allied forces in the Mediterranean. Of the 681 personnel on board at the time of the sinking, less than one third returned home.

The funds sought will enable the construction of an additional wall depicting the two vessels and the Dedication, also noting the Navy League sponsor. As appropriate, it would also carry additional acknowledgement of the support of the Town of East Fremantle.

"Project" is defined as the separable portion of wall art and granite supply - not the entire memorial development which is in progress.

Project Plan:

☐  ☐ No

Site Plan / Design Drawings:

☒  ☐ No

What date do you propose to start the project?

immediate

What date will the project be completed?

1/3/22

Will there be additional facility maintenance following project completion?

☐ Yes ☒ No

If "Yes" has the organisation considered how to meet this responsibility?

☐ Yes ☒ N/A

If "Yes" please attach details (or excerpt from Project Plan).

☐  ☒ N/A

Who will coordinate / manage the project?

HMAS Perth(I) Memorial Foundation

SECTION FOUR: BUDGET

Estimated Total Cash Cost:

\$10,000

Two written quotes / estimates are attached.

☒  ☐ No

Proposed Total Cash Contributions:

\$

Applicant Organisation:

\$3,000

Town of East Fremantle (this request):

\$7,000

Other, please specify:

\$

Other, please specify:

\$

Other, please specify:

\$

Other, please specify:

\$

Other, please specify:

\$

Other, please specify:

\$

Evidence of financial support is attached.

☐  ☒ No

What is the value of any voluntary labour associated with the project?

\$2,000

What is the value of any donated materials associated with the project?

\$

Evidence of in-kind (voluntary / donated) support is attached.

☐  ☐ No

Cash Cost + Voluntary Labour + Donated Materials = **Total Project Value**

\$12,000

SECTION FIVE: CRITERIA

How did you establish a need for your project?

The complete memorial will be world class and will fittingly be placed in East Fremantle, the port being the final sight of Australia for many of the crew. The record of service of HMAS Perth(I) has already established the memorial as more than warranted - albeit overdue.

The connection with Houston and the USA is also strengthened by the wartime history.

How will the project benefit your organisation, increase community involvement, participation and / or physical activity in the Town of East Fremantle?

The memorial will be a national focus for the service of all RAN ships named 'Perth'. It will incorporate museum exhibits and will serve as an interpretive centre of groups - particularly school visits. It will collaborate with other similar national features, such as the HMAS Sydney(II) memorial in Geraldton, to enhance the maritime history of Western Australia.

Describe how critical the project is to your organisation's core activities and objectives. Please include reference to your organisation's future plans (ie strategic plan, attach if relevant).

The Project requiring funding is the separable element of the outer wall which will commemorate the final action of HMAS Perth(I) and USS Houston. It is complementary to the other parts of the memorial - Wall of Remembrance, wreath-laying area and garden, the glass-sided main building. Without this part of the overall program, the connection to the Battle of the Sunda Strait and the US ally is reduced.

How does your proposal link with the Town's Community Strategic Plan?

www.eastfremantle.wa.gov.au/community/community-consultations/east-fremantle-strategic-community-plan.aspx

The Project will:

- become part of the national memorial for the vessel in East Fremantle. It will have connections to existing maritime history sites;
- be a centre of annual remembrance ceremonies
- be an attraction for many, including: family members; historians; navy and service personnel; veterans and general public
- be made available to schools and community groups

SECTION SIX: DECLARATION

This application should be signed by the accountable officer of the applicant organisation, usually the President.

The Organisation acknowledges and agrees that this application is subject to the *Freedom of Information Act 1992* and that the Town of East Fremantle may publicly disclose information in relation to this application, including its terms and the details of the applicant.

The Town of East Fremantle may also wish to provide certain information (club name, sport, location, funding purpose, project activity and funding amount) to the media for promotional purposes.

I certify that the information given in this document is true and accurate.

Name: Michael Bailey

Position: President, HMAS Perth(I) Memorial Foundation Inc

Signature: Michael Robert Bailey

For electronic submissions, by entering your name you acknowledge your responsibility for this application.

Date: 12/8/22

SECTION SEVEN: SUBMISSION

This form, along with all required supporting documentation should be submitted to:

admin@eastfremantle.wa.gov.au, PO Box 1097, Fremantle WA 6959 or 135 Canning Highway, East Fremantle

For additional information please contact the Town's Coordinator Community Engagement on 9339 9342.

You will be notified in writing as to the outcome of the submission.

Checklist of Attachments

- ☒ Completed application form
- ☐ Annual Report and / or accounts from most recent AGM
- ☐ Minutes endorsing the project
- ☐ Certificate of Currency
- ☐ Support from leaseholder (if applicable)
- ☐ Support from other users (if applicable)
- ☐ Project Plan (if available)
- ☒ Site Plan / Design Drawings
- ☐ Ongoing maintenance (if applicable)
- ☐ Two written quotes
- ☐ Evidence of financial support (if applicable)
- ☐ Strategic Plan (if applicable)
- ☐ Dept. of Biodiversity Conservation & Attractions application (if applicable)
- ☐ Other

OFFICE USE ONLY

Received:	Date	Reference:	I
Acknowledged:	Date	Reference:	O
Outcome:	1	2	3a 3b 3c
Outcome Advised:	Date	Reference:	O

Town of East Fremantle – 135 Canning Highway, East Fremantle
www.eastfremantle.wa.gov.au admin@eastfremantle.wa.gov.au
9339 9339 Find us on Facebook

Document Control: Created – 04/03/21

ANNEX 1

ACHIEVEMENTS TO DATE

The exterior aspects of the memorial are essentially complete and funding is in place to proceed with the glass-walled structure. The final granite- faced wall, describing the ships, the final action and noting the executive organisation, is the subject of the current request for support



The Wall of Remembrance at night

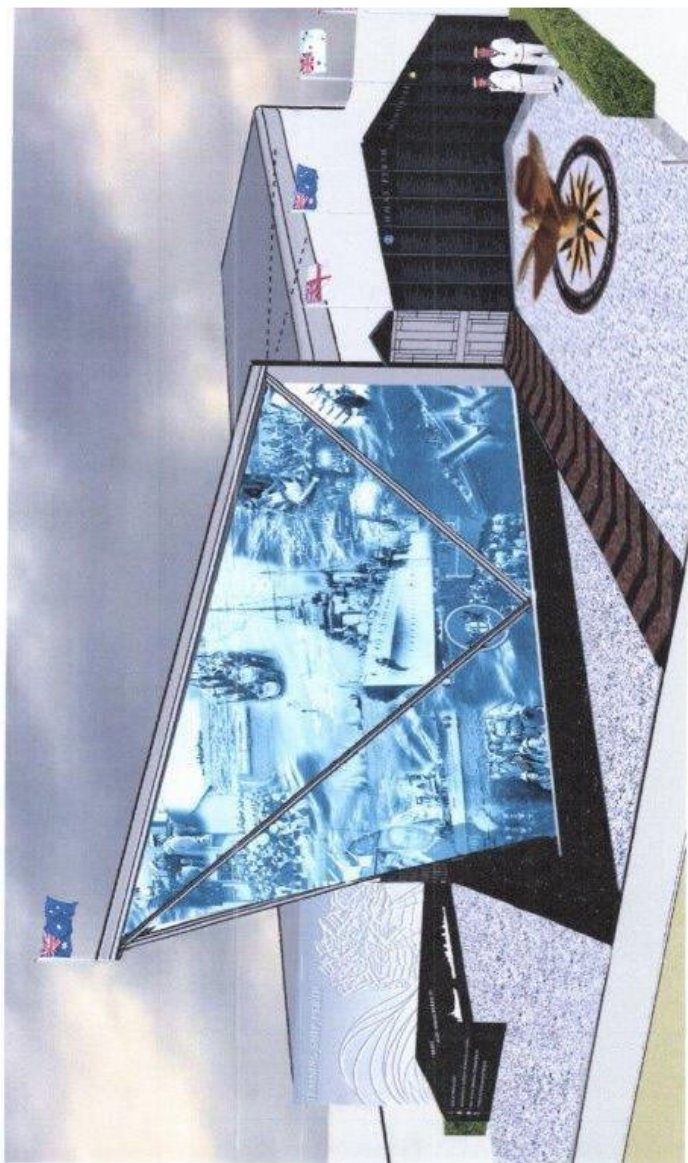


Images of HMAS Perth (I), (II), (III) on side of Mail Building

ANNEX 2

FINAL MEMORIAL WALL - SUBJECT OF THIS PROJECT FUNDING REQUEST

- i) Position of wall in overall memorial – artists impression
- ii) Quotation – sole sourced from the supplier of the remainder of the granite facing
- iii) Preliminary graphic concepts of the wall





Quotation

For
Project
Professional
People

Atten: Mr Jim

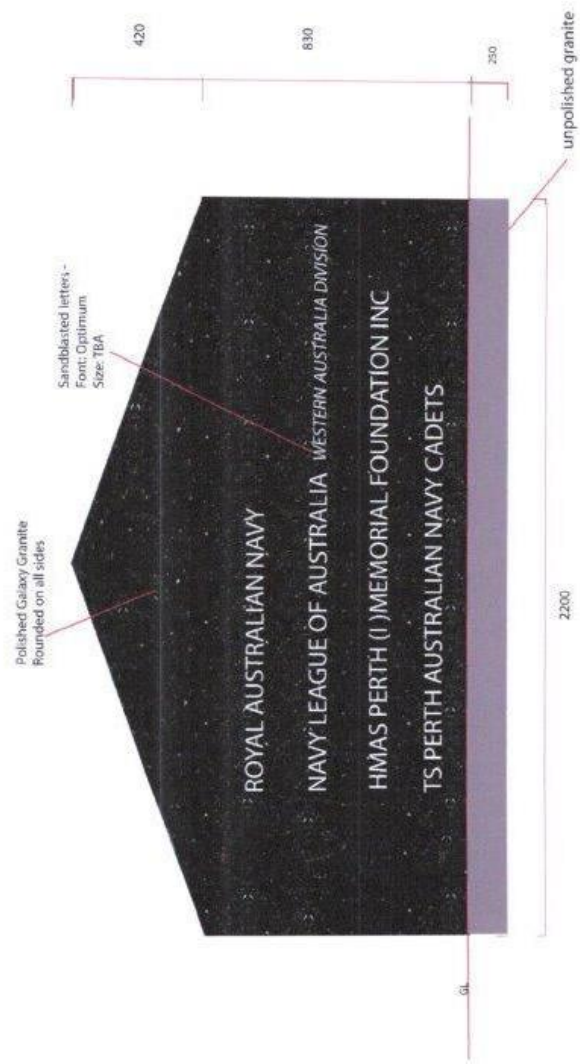
Date: 2022.07.25

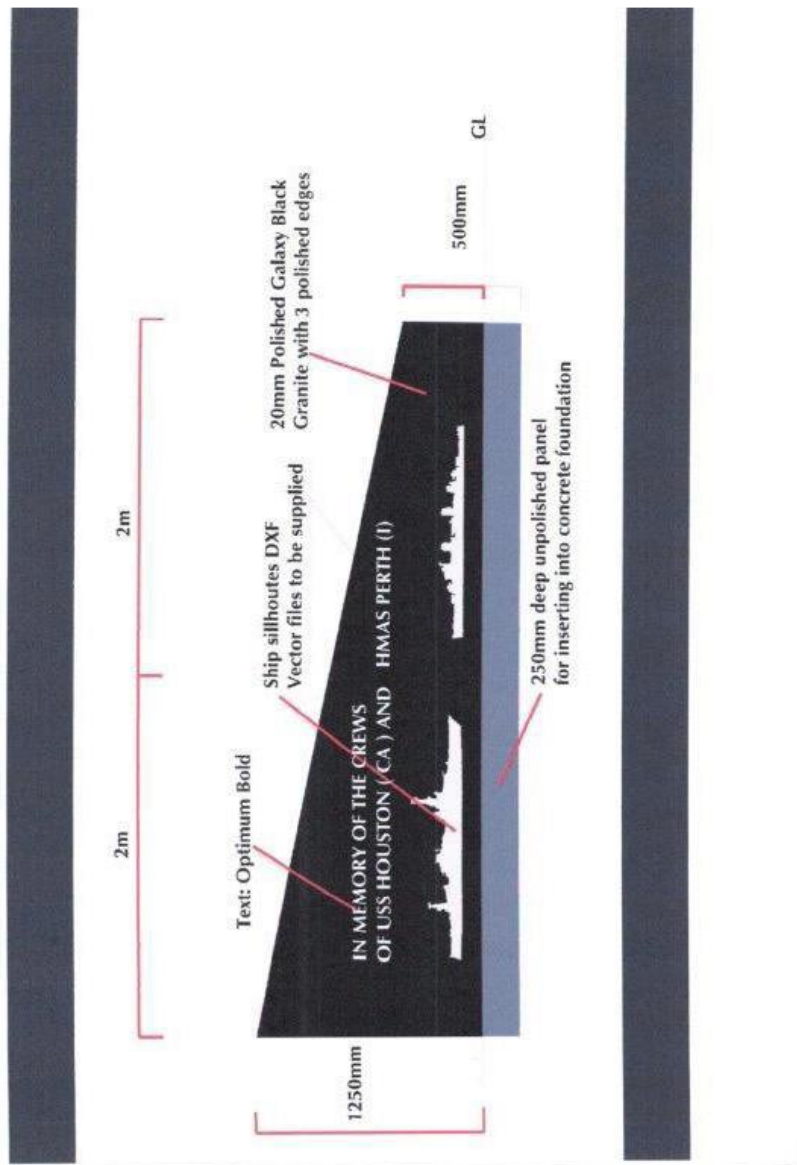
No.	Model	Design & Dimension	Quantity	Unit	Description	Unit Price (USD/SET)	Total
1	The memorial wall with boat and text		1	SET	<p>Three walls as design, and the granite to cover the wall edge like No. 1,2,3,4,5,6. Granite top surface polished, the text and boat to be sand blasted. 20mm thickness granite.</p> <p>The used granite material: G802 Black Galaxy</p>	\$7,800.00	\$7,800.00
The amount of granite goods							\$7,800.00
The cost for the plywood package, which no need for fumigation for wood material. Good for the export to Australia market.							\$200.00
The EXW amount							\$8,000.00

Remark

1. The above quotation is valid within 2 weeks







14 REPORTS – GOVERNANCE

Reports start on the next page

14.1 CORPORATE BUSINESS PLAN REPORT

Report Reference Number	OCR-1546
Prepared by	Janine May EA/Governance Coordinator
Supervised by	Gary Tuffin CEO
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil.
Attachments	

1. Quarterly Report 2022/23

PURPOSE

For Council to receive the Corporate Business Plan Progress Report.

EXECUTIVE SUMMARY

The Corporate Business Plan 2022-2026 contains a range of strategic and planning priorities which the Town proposes to deliver over the four-year period which and is aligned to the strategic direction and priorities set within the 10-year Strategic Community Plan 2021.

BACKGROUND

Section 5.56 of the *Local Government Act 1995 (the Act)* “*Planning for the Future*” requires a local government to plan for the future of the district and to make plans in accordance with the regulations. Regulations came into effect 1 July 2013 requiring all local governments to have developed and adopted a Strategic Community Plan (SCP) and a Corporate Business Plan, supported and informed by resourcing and delivery strategies.

These plans drive the development of the annual budget and through a process of continuous improvement, we should be better able to plan for and meet the needs of our community.

The reporting element is the process by which we inform the community and statutory bodies on our progress in delivering services, projects and other operations to meet the community’s short term, medium term and long-term aspirations.

Section 5.53 of the Act requires the annual report to contain an overview of the plan for the future of the district, including major initiatives that are proposed to commence or to continue in the next financial year.

The Corporate Business Plan under review was adopted by Council at its meeting held on the 15 June 2021.

CONSULTATION

Executive Leadership Team.

STATUTORY ENVIRONMENT

Section 5.56 of the *Local Government Act 1995* requires a local government to plan for the future of its district in accordance with any regulations made.

Regulation 19DA of the *Local Government (Administration) Regulations 1996* sets out the requirements for preparing, adopting, reviewing and modifying the Corporate Business Plan.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

All projects and programs identified to be undertaken in 2022/23 have been included in the 2022/23 Annual Budget.

Attachment 1 provides comparison between Budget and Actual year to date. Please note the list is not intended to be an exhaustive list, rather just to track those services or projects of possible interest to elected members.

STRATEGIC IMPLICATIONS

Strategic Priority 5: Leadership and Governance

Objective 5.1 - Strengthen organisational accountability and transparency

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
No identified risk – information item only	Choose an item.	Choose an item.	Choose an item.	Choose an item.	Choose an item.

SITE INSPECTION

Not applicable.

COMMENT

The Corporate Business Plan Progress Report provides information on progress against the milestones for the 2022/23 projects and programs within the Corporate Business Plan. A commentary is provided against each action, and project status is reported via colour coding which indicates if the project has been completed (green), is on track (orange) or at risk (red). Information is also provided on the budget status for each item.

It is anticipated that at this stage all listed activities and projects will be completed this financial year (2022/23).

CONCLUSION

That Council receives and notes the Corporate Business Plan Report for the 1st Quarter of 2022/23.

14.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 061511

OFFICER RECOMMENDATION:

Moved Cr Nardi, seconded Cr Donovan

That Council receives and notes the Corporate Business Plan report for the 1st Quarter of 2022/23.

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page

CORPORATE BUSINESS PLAN REPORTING (2022/23) - 1st Quarter

Social: A socially connected, inclusive and safe community											
Objective 1.1: Facilitate appropriate local services for the health and wellbeing of the community											
STRATEGY	ACTIONS	Status	Account	Budget	Actual	Quarterly Comments	Responsible officer	Measure - based on Com munity Scorecard Survey results 2021 (Town score/Industry Standard score)			
1.1.1: Facilitate or partner to ensure a range of quality services are provided at a local level	1.1.1.1 Implement the Public Health Plan (PHP)	ⓘ	E07211	\$ 108,351	\$ 38,008	Operating costs for Environmental Health Program Inspection undertaken for the quarter (2022/23) - River samplings 10 - Public Building inspections 4 - Food premises inspections 17 - Foodsafe Audits 0 - Microbiocidal food samples 0	PEHO	(2019/20) 12 Public Building inspections 23 Food premises inspections 96* Foodsafe Audits 8 Microbiocidal food samples 0	(2020/21) 35 20 76 7 10	(2021/22) 39 26 100 7 0	
							PEHO	Generally the community is satisfied with the Health Services provided it rated above the Industry Standard at 61/56			
	1.1.1.2 Continue support/provision for the ongoing shared public library services	ⓘ	E11249	\$ 153,000	\$ -	Council entered into a new 5 year Service (Funding) Agreement with the City of Fremantle for the provision of Public Library Services. (August OCM 2020)	CEO	(2019/20) 2,862 Library membership total active members 620 Toy Library membership (Families) 19	(2020/21) 3,028 756 23	(2021/22) 3,263 602 21	(2022/23)
	1.1.1.3 Implementation of the Business Plan assessing the continued provision of home and community care services (Commonwealth Home Support Program - CHSP), and in particular transport and day care activities	ⓘ	E08207	\$ 757,294	\$ 199,534	Monthly performance reports are being submitted to the EMCS. In home aged care reforms will now be delivered by 1 July 2024 as per the timeframe put forward by the Royal Commission, meaning that providers will continue to receive Block Funding until this time.	EMCS	Meet required service hours in accordance with funding agreement			
1.1.1.4 Continue service partnership with the Glyde In Community Learning Centre	ⓘ	E08205	\$ 89,982	\$ 44,991	Final Year of 3yr funding agreement (2020-2023) The Glyde-In continues to provide a quality service through provision of an extensive range of adult learning courses	EMCS	Access to Education and training generally rated below the Industry Average - possibly due to the limited education facilities in the Town Glyde-In provide financial statements & annual report on centre activities				
1.1.2: Strengthen the sense of place and identity through inclusive community interaction and participation	1.1.2.1 Prepare and implement the Community Development Strategy	ⓘ		\$ 27,000	\$ -	Consultant engaged, currently reviewing supporting documents Community Survey to be conducted during November, followed by a workshop with Council to present the results	EO	Industry High for Place to live 90/90 Reasonable level of awareness of community services 77%			
	1.1.2.2 Implement activities as per the Disability Access and Inclusion Plan	✖		\$ -	\$ -	The Annual Progress Report for the DAP was submitted to the Department of Communities	PEHO	General theme for more youth services & improved access for disabled Generally survey participants with a disability scored the Town lower across most performance measures. However, the overall score for DAI was above the industry standard 53/50			
	1.1.2.3 Finalise and implement the Reconciliation Action Plan	ⓘ	E11261	\$ 20,400	\$ 5,510	The final designed Reflect Reconciliation Action Plan (RAP) received official accreditation by Reconciliation Australia. Final accreditation has been communicated via the Town's website, LinkedIn, Facebook and Instagram and will be included in upcoming newsletters.	CEO	Interestingly this measure rated below the industry Standard (54/63), perhaps suggesting there is a dissatisfaction with level activity in this area, and a low level of understanding of the Town recent activities. 64% of respondents were familiar with this service area			
Objective 1.2: Inviting open spaces, meeting places and recreational facilities											
STRATEGY	ACTIONS					Quarterly Comments		Measures			
1.2.1: Provision of adequate facilities to support healthy and active lifestyles	1.2.1.1 Implement the Preston Point Road North Recreation Facility Master Plan (PPMP)						EMTS	Sports & Recreation continues to be a community priority Performance measure - It fell below industry standard (63/66), yet 85% of respondents provided positive ratings Resurfacing Henry Jeffery mentioned as a priority			
	- Wauhop Oval - surface upgrade	✖	E11740	\$ 150,000	\$ -		EMTS	Work to commence in Nov 2022 and to be completed by March 2023			
	- Wauhop BBQ replacement	✖	E11734	\$ 10,000	\$ -			On hold until change room upgrades completed in mid 2023			
	1.2.1.2 Implement actions from the Recreation and Community Facilities Strategy	ⓘ				Capital Works Program incorporated into Strategic Resource Plan	EMTS	Timely redevelopment of East Fremantle Oval Redevelopment			
1.2.1.3 Provide community facilities and infrastructure in line with asset management planning						Asset Management Plans incorporated into Strategic Resource Plan	EMCS	Excluding Youth, generally facilities rated just above the Industry Standard			
	- Natureplay Gourley Park	✔	E11744	\$ 120,000	\$ 124,960		EMTS	Playgrounds reviewed annually internally, with changes made whenever required. Gourelley Park nature play and pump track completed and a success.			
	- Cliff Management - Niergarup Track	✖	E11270	\$ -	\$ -		EMTS	Weeding undertaken October 2022			
	- Tricolore - BBQ Replacement	✖	E11734	\$ 10,000	\$ -		EMTS	On hold until change room upgrades completed in mid 2023			
	- Retic upgrades	✖	E11741	\$ 76,250	\$ 35,236		EMTS	Parts ordered, trying to install before December 2022			
	- Retic controllers	✖	E11742	\$ 32,000	\$ -			Parts ordered, trying to install before December 2022			
	- Bench seats	✖	E11735	\$ 15,000	\$ 14,609			Ordered seats, waiting on arrival			
	- Annual Playground Safety Audit	✖		\$ -	\$ -		EMTS	Audit to be undertaken			
	1.2.2: Activate inviting open spaces that encourage social connection across all ages	1.2.2.1 Undertake the redevelopment of the East Fremantle Oval Precinct subject to Budget Parameters	ⓘ	E11738	\$ 13,000,000	\$ 1,684,996	Total Project Budget of \$33.2 million secured Design Documentation complete & procurement process complete Currently finalising all pricing Expected commencement date November 2022	CEO	Identified as a priority community project in CSC & SCP Completed 100% detailed design Secured \$25 million funding commitment from State Government Complete project on Time & within Budget		
- Soccer changeroom upgrade	ⓘ	E11739	\$ 690,000	\$ 4,962	Architectural services being undertaken, works to tender in October 2022.	EMTS	Building contractor to market Nov 2022, works to commence Jan 2023				
Objective 1.3: Strong community connection within a safe and vibrant lifestyle											
STRATEGY	ACTIONS					Quarterly Comments		Measures			
1.3.1: Partner and educate to build a strong sense of community safety	1.3.1.1 Partner with neighbouring local governments and state agencies to promote community health and safety	✖		\$ -	\$ -	The Town has entered into a 3 year agreement with the City of South Perth for the use of their Animal Control Facility for impoundments.	CEO/EMCS	Whilst the score was just above the industry Standard 55/53 It has been identified as a community priority project			
	1.3.1.2 Provide effective regulatory (ranger) services and associated community education	ⓘ	E05203	\$ 21,049	\$ 8,012	Law Order & Safety	Rangers	Identified in the most recent SC as lacking... a perception more lighting is needed Not directly assessed - loosely falls within Crime & Safety			

	- Animal Control	<div></div>	E05230	\$	31,573	\$	10,513	Statistics included in monthly reports to Council	Rangers	Animal Management rated just above the Industry Standard at 58/55 Monthly statistics provided to EMs
1.3.1.3	Continue the partnership with the City of Fremantle with respect to joint emergency management arrangements	<div></div>						The Town has formed a joint LEMC & LEMA with the City of Fremantle	PEHO	Natural Disaster Management scored below the Industry Standard 52/57 and general awareness in this area was very low 40%
1.3.2: Facilitate opportunities to develop community connections through events and celebrations	1.3.2.1 Provide / facilitate grants for community assistance initiatives	<div></div>						Refer to 1.3.4.1	EO	Interestingly comments provided in this area are in direct conflict to recent meeting held with all sports clubs - who felt well supported
1.3.2.2	Encourage youth and general community engagement and participation	<div></div>	E11264	\$	15,000	\$	200	Headspace Day on Wednesday 5 October for Youth Mental Health. Planning a Youth Week event in April 2023 collaborating with WA Tree Festival	EO	Slight decline in this measure, however, still above the Industry standard 59/54
1.3.2.3	Implement the 4 year public art strategy	<div></div>	E11685	\$	85,000	\$	13,090	- Sila Street Roundabout installation complete, last invoice to be paid - Pier Street and Preston Point Road Roundabout installation, EO's out in early 2023 - Know Thy Neighbour program - Public Art maintenance	All	No specific CSS measure against this item
1.3.2.4	Deliver the East Fremantle George Street Festival	<div></div>	E13743	\$	76,250	\$	35,236	Marcus Bellby - Painting complete, still to be framed and transported to the Town		
		<div></div>	E11263	\$	152,898	\$	8,668	The George Street Festival will be on Sunday 4 December 2022, 11am-6pm	EO	Positive feedback and high attendance numbers
1.3.2.5	Prepare and implement an Annual Calendar of Events	<div></div>	E11228	\$	17,340	\$	40	Seniors Expo in collaboration with the City of Cockburn. Melville and Fremantle will be on Wednesday 22 March 2023	EO	
1.3.2.6	Undertake local heritage survey	<div></div>	E10215	\$	115,000	\$	36,603	Significantly complete, final review being undertaken with amendments being made as appropriate.	EMRS	Completion of project on time and on budget
1.3.2.7	Continue to promote the Town's culture and heritage	<div></div>	E10243	\$	1,020	\$	-	RAP Document formally endorsed, soft launch online Staff participated in the Reconciliation Week Virtual Breakfast Welcome to Country at all community events. Acknowledgement of Country at all meetings and on all formal documents Update email signature to include acknowledgement of traditional owners	EO	Reconciliation Action Working Group meetings held level of participation in NAIDOC week
1.3.3: Facilitate community group capacity building	1.3.4.1 Fund annual Community Assistance Grants Program	<div></div>	E04270	\$	15,000	\$	8,643	Total grants provided (OOM June 2022) Cockburn Dragon Boat Club \$865.25 Croquet Club \$1,000.00 Fremantle Outrigger Canoe Club \$1,000.00 Fremantle Swan Dragon Boat Club \$1,000.00 Hurricane Paddling Club \$1,000.00 Junior Cricket Club \$2,310.00 Lions Club \$728.82 Navy Cadets \$1,500.00 Richmond Primary School P & C \$1,000.00 Swan Yacht Club \$4,277.62 \$ Total \$14,681.69	EO	No specific CSS measure against this item

Economic – Sustainable, locally focussed and easy to do business with										
Objective 2.1: Actively support new business activity and existing local businesses										
STRATEGY	ACTIONS	Status		Budget	Actual	Quarterly Comments			Measures	
2.1.1 Ensure a "local" focus through supporting and promoting opportunities for local businesses	2.1.1.1 Continue to support and facilitate opportunities for business and community groups	<div></div>	E11231	\$	1,000	\$	555	Opportunities for local businesses to participate at the George Street Festival, the LOOK LOCAL Campaign, The Left Bank Triathlon	EO	37 local businesses completed the survey Place to operate a business rated just above the Industry standard 72/70
2.1.2: Facilitate opportunities/forums where local business people can meet and share ideas	2.1.3.1 Maintain strong relationships with business community	<div></div>						Previously facilitated quarterly Business-to-Business Networking sessions, however, due to low participation these have been discontinued - moved to "Here to Help" model	EO	No specific measure against this item
Objective 2.2: Continue to develop and revitalise local business activity centres										
STRATEGY	ACTIONS							Quarterly Comments		Measures
2.2.1: Facilitate local small business access through planning and activation to support community and business growth	2.2.1.1 Maintain business friendly status via the Small Business Development Corporation Charter	<div></div>						Bi-annual and annual reports submitted	EO	Small Business Friendly status maintained
	2.2.1.2 Undertake regular and frequent parking patrols to ensure parking availability and turnover in the Town centre	<div></div>	E12303	\$	200,718	\$	56,253	Statistics included in monthly forum reports to Council	Rangers	Score equal to the Industry average 52/52 One take away item was the provision of more bicycle parking - which has been identified in the ITMMS
	2.2.1.3 Development of a Local Commercial Centre Strategy	<div></div>	E10215	\$	204,000	\$	36,603	Draft to be presented to Council November 2022. Due for completion December 2022.	EMRS	Development & Activation of the Town Centre rated below the Industry standard 47/49

Built Environment – Accessible, well planned built landscapes which are in balance with the Town's unique heritage and open spaces										
Objective 3.1: Facilitate sustainable growth with housing options to meet future community needs										
STRATEGY	ACTIONS	Status	Budget	Actual	Quarterly Comments			Measures		
3.1.1: Advocate for a desirable planning and community outcome for all major strategic development sites	3.1.1.1 Actively represent the local community in relation to any major planning development projects				Major planning developments include:			Managing responsible growth & development rated above the Industry standard at 56/49 - Industry High 59		
	Roofing 2000 (Amd 14)	<div></div>			Application lodged with SDAU. Council had provided submission to SDAU during advertising period. Revised plans submitted to SDAU, a administration to provide comment to SDRP and draft report for Council's consideration.			EMRS	No specific measure against this item	
	Royal George Hotel (AMD 15)	<div></div>			WAPC approved development. Proposed amendment to be submitted to SDAU. Awaiting notification from SDAU.			EMRS	No specific measure against this item	

		Canning Highway (AMD 17)							Amendment gazetted.	EMRS	No specific measure against this item
		Woodside - DA under development							JDAP lodged July 2022. Request for further information - to be submitted by 5 December. Administration to prepare RAR for Council consideration.	EMRS	No specific measure against this item
		Leeuwin Barracks							Project on hold, subject to National Defence review	CEO/EMRS	
3.1.2: Plan for a mix of inclusive diversified housing options	3.1.2.1	Final adoption of the Local Planning Strategy (LPS)		\$	-	\$	-		Endorsed by WAPC. Strategy complete and published on website.	EMRS	*Access to housing that meets your needs* rated above the industry Standard at 61/57
3.1.3 Plan for improved streetscapes	3.1.3.1	Promote the Verge Policy & Implement the Urban Streetscape & Public Realm Style Guide		\$	-	\$	-			EMTS	Ongoing
Objective 3.2: Maintaining and enhancing the Town's character											
STRATEGY	ACTIONS			Quarterly Comments				Measures			
3.2.1: Ensure appropriate planning policies to protect the Town's existing built form	3.2.1.1	Finalise, advertise, and implement major review of the Local Planning Scheme (LPS)							LPS endorsed and completed. Scheme review to commence July 2023.	EMRS	Managing responsible growth & development rated above the industry standard at 56/49 - industry High 59
	3.2.1.2	Review Local Planning Policies, including Residential Design Guidelines							Preparation undertaken, actions to be initiated during 2022. Reviews underway.	EMRS	As above
	3.2.1.3	Implement the Bushfire Management Plan		\$	-	\$	-		Mitigation works to be undertaken later in the Financial year	EMTS	No specific measure against this item
	3.2.1.4	Develop and implement Heritage Precincts, including local heritage surveys		\$	204,000	\$	36,603	E10215	Heritage Precinct status implemented for George Street. \$35,550 contract. 50% funding received from State Govt to create another three precincts Plympton, Riverside & Woodside. Hocking Heritage and Architecture has been engaged to undertake work. Consultants work significantly completed. Final documentation check by administration.	EMRS	Heritage preservation rated just above the industry standard at 61/59
Objective 3.3: Plan and maintain the Town's assets to ensure they are accessible, inviting and well connected.											
STRATEGY	ACTIONS			Quarterly Comments				Measures			
3.3.1: Continue to improve asset management within resource capabilities	3.3.1.1	Maintain and implement current Asset Management Plans		In-house						EMTS	Marine Facilities set Industry high 71/71
		Buildings - Upgrades - Various Locations		E14605	\$	80,000	\$	-		EMTS	Work to be completed on time & budget
		- Drainage - Foreshore Rationalisation		E12833	\$	100,000	\$	-		EMTS	Major works for 2 sites completed by Nov 2022. More works to commence early 2023
		- Roads - Renewal - Marmion St - East St		E12840	\$	361,127	\$	2,390		EMTS	Works to commence Nov 2022
		- Footpaths - Renewal - Canning Hwy (Fortescue - Irwin)		E12841	\$	66,000	\$	1,700		EMTS	Works to commence Jan 2023
		- Footpaths - Renewal - Canning Hwy (Irwin - Oakover)		E12842	\$	80,000	\$	-		EMTS	Works to commence Jan 2023
		- Footpaths - Renewal - Petra St (View Tce - Preston Point Rd)		E12843	\$	68,000	\$	-		EMTS	Works to commence Nov 2022
		- Footpaths - Renewal - George St (East St - Glyde St)		E12844	\$	36,000	\$	-		EMTS	Works to commence Nov 2022
										EMTS	Work to be completed on time & budget
	3.3.1.2	Implement the 5 year capital works program in line with integrated strategic planning		various accounts					Annual works program 90% completed for 21-22 budget.	EMTS	Road maintenance rated above the industry Standard at 59/52 Footpaths & Cycleways rated just above the industry Standard 55/52
	3.3.1.3	Annual review of suitability and utilisation of light and heavy fleet including transitioning to EV vehicles		Various accounts			\$	-	Fleet vehicles on hold until can get stock in Country.	EMTS	No specific measure against this item Amended policy to be presented to Council at the June OCM
	3.3.1.4	Develop and implement proactive asset maintenance schedules for each asset class							Asset maintenance schedules have been developed for street sweeping, parks maintenance, drainage cleaning, playground inspections and all annual building maintenance recurring events	EMTS	Formal maintenance program to be provided by 30 June 2022
3.3.3: Plan and advocate for improved access and connectivity	3.3.3.1	Maintain community facilities in accordance with the Disability Access and Inclusion Plan							Improvements to Council facilities as and when the opportunity arise	EMTS	Refer to 1.1 2.4 above
	3.3.3.2	Continued involvement and support with the South West Group		E14444	\$	51,000	\$	19,605	Continue to attend SWG meetings Mayor is current chair & TOEP CEO is Chair of CEO Group	CEO	Attendance at SWG meetings Funding secured for the Fremantle Traffic Bridge replacement - IA submission
	3.3.3.3	Implement the Integrated Traffic Management and Movement Strategy		\$	-	\$	-		A schedule of priorities has been developed to provide a systematic approach over the next 10 years to deliver on the recommendation. Proposed works for 2021/22 include active transport initiatives for all larger scale developments	EMTS	Traffic Management rated below the industry Standard 54/56 and has been identified as a priority area
Natural Environment – Maintaining and enhancing our river foreshore and other green, open spaces with a focus on environmental sustainability and community amenity											
Objective 4.1: Conserve, maintain and enhance the Town's open spaces											
STRATEGY	ACTIONS			Status	Budget		Actual	Quarterly Comments			Measures
4.1.1: Partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore	4.1.1.1	Ongoing implementation of the Foreshore Management Plan subject to funding									Management of Foreshore & River rated above industry Standard at 65/60 Engineer design currently being undertaken, work to be completed 2021/22
		- maintenance work to be undertaken on seawall and creation of small creatures river pool		E10644	\$	245,000	\$	142,484	Riverwall designs being completed July 2022, works to commence October 2022.	EMTS	River wall works on track, with 2 sites completed by Nov 2022
		- Foreshore maintenance & bush restoration		E11258	\$	3,911	\$	-	Minor bush restoration works undertaken along Riverside Road.	EMTS	On-going revegetation program in conjunction with DBCA
	4.1.1.2	Continue to partner with stakeholders to actively protect, conserve and maintain the Swan River foreshore					\$	-	\$80k in funding secured from the State Govt Consultant for OHMAP Baird consultants appointed and works commenced and progressing to schedule.	EMRS	Friends of the Foreshore completed riverside clean-ups along Terrat drive collection litter
4.1.2: Plan for improved parks and reserves	4.1.2.1	Implement the Urban Streetscape and Public Realm Style Guide							Public realm style guide being implemented, reviews ongoing	EMRS/EMTS	Refer to 3.1.3.1
	4.1.2.2	Investigate opportunities for activating public open spaces							Refer to Action 1.3.2.1 and liaison with local organisations to encourage use of POS for events / activities	EMRS	No specific measure - some comments in CSC included Provide more public toilets within reasonable walking distance, more trees (Shade), More Dog friendly spaces
4.1.3 Improve and protect the urban forest and tree canopy	4.1.3.1	Continue with annual street planting program		E11295	\$	24,823	\$	22,144	In August 2022 the Town finalised the Urban Heat planting across the eight sites in the Town. 450 trees were planted in total.	EMTS/SWO	250 Number of trees planted per year
Objective 4.2: Enhance environmental values and sustainable natural resource use											
STRATEGY	ACTIONS			Quarterly Comments				Measures			

4.2.1: Reduce waste through sustainable waste management practices, including effective community and business education							Interestingly this measure (waste Management services) fell , however, still above the industry Standard at 69/66 - yet rated as a low community priority Provided 678 FOGO caddy liners, compared to 454 last year Rollout FOGO to single unit dwellings						
4.2.1.1	Implement Food Organics and Green Organics (FOGO) waste collection and disposal services, including commercial properties and multi-unit dwellings						Collection Stats up to September:						
- FOGO Collection & Disposal costs		(I)	E10100	\$	490,965	\$	65,310	1574 tonnes 21/22 FY (Veolia)	SWD				
- Recycling Collection & Disposal costs (Yellow bin)		(I)	E10101	\$	184,442	\$	33,120	780 tonnes 21/22 FY (Veolia)	SWD		21-22 Bin tagging program delivered to properties in Town & Waste Audit program. No tagging in 22-23		
- General Waste Collection & Disposal (red bin)		(I)	E10102	\$	229,852	\$	58,730	966 tonnes 21/22 FY (Veolia)	SWD		6 Community Waste Education session held + 20 Cloth Nappy Workshops in 2021/22		
- Commercial bins - collection & disposal		(I)	E10103	\$	33,309	\$	7,671	Included above	SWD				
- SMRC Overheads charge		(I)	E10232	\$	145,200	\$	35,450		SWD				
- Street & Parks bins		(I)	E10106	\$	28,274	\$	7,136	Included above	SWD		Already have met State Waste Avoidance & Resource Recovery Strategy 2030		
- Alexandra Rd - Special service		(I)	E10108	\$	12,817	\$	3,592	Included above	SWD		Target of 65% waste diversion rate by 2020. Current diversion rate 67% Increase recovery rate to 70% by 2025		
- Cockburn tip pass		(I)	E10203	\$	18,360	\$	4,077		SWD				
								135 tonnes Green Waste + 154 tonnes Bulk Waste collected 2021/22			(2022/23) 164 mattresses, up from last year		
- Bulk Verge Collection services		(I)		\$	89,250	\$	17,916		SWD		Hard Waste 154 tonnes collected in October 58.93 tonnes recovered Green waste 79 tonnes in october and 57 tonnes in March down from 141 tonnes in 2022/23 and 203 tonnes in 2019/20		
			E10204					79 tonnes of green waste September 2021 57.3 tonnes of Green Waste March 2022					
4.2.1.2	Partner with the City of Fremantle to provide free community access to the Fremantle Recycling Centre	(I)		\$	95,000	\$	-	Fremantle Recycle centre stats: - Number of users ~3,000 in 21/22 FY - 258 bags of FOGO compost to TOEF residents in 21-22 (28 August 2021 – 26 June 2022). 19% of total sales at Fremantle Recycling Centre (sales of compost began in August 2021)	SWD	compost sales year to date - 258 bags Number of users 3,150 in 21/22 FY			
			E10212										
4.2.1.3	Ongoing implementation of the Regional Waste Strategy	(I)				In-house		Signed Waste to Energy contract executed - facility construction has been delayed - awaiting educational material from RRG to begin education process	EMTS	Ongoing, with updates in the next qtr.			

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

STRATEGY	ACTIONS				Quarterly Comments				Measures	
4.3.1: Improve systems and infrastructure standards to assist with mitigating climate change impacts	4.3.1.1	Continue to support the Climate Action Reference Group to investigate further climate change and mitigation initiatives	①		CARG have hosted two information sessions to over 140 people in February and March 2022 supported by the Town. In March 2022, the Town endorsed the CES and CARG continue to assist with the Climate Emergency Action Plan (CEAP) with consultants Ironbark. CEAP on schedule to be completed by June 2023. EV bikes for staff, EV charger for the community as well as tree planting and CHRMAP. Council through				SWD	As above in 4.1.3.1 - CSC comments: "Insufficient action taken, lack of information, and poor commits regarding climate change"
		- Established a Sustainability & Environmental Projects Reserve balance as at 30 September 2021	①	002424	\$	129,288	\$	-	SWD	Conservation & Environmental management rated just below the Industry Standard 56/57
	4.3.1.2	Participant in Coastal Hazard Risk Management Adaption Planning Program (CHRMPP)	①		CHRMPP commenced and on Schedule to be completed 2023.				EMRS	
		- Annual Street Tree program (Maintenance)	①	E12245	\$	209,318	\$	25,999	EMTS	Urban canopy planting completed with over 400 trees, and street tree planting of over 100 trees.
		- Annual Tree planting (replacement) program	①	E12255	\$	87,397	\$	52,940	EMTS	349 trees planted (2022/23) compared to 143 last year (2021/22)
		- Annual Tree watering program	①	E12256	\$	88,254	\$	6,386	EMTS	Ongoing
	4.3.1.3	Achieve gold certification under Waterwise program	①	E10253	\$	10,200	\$	1,640	SWD	The Town is in conversation again with DWER regarding the Town's Water Licencing. Under the current allocation the Town is unable to obtain Gold accreditation.
	4.3.1.4	Ongoing implementation of the Asbestos Building Management Plan	①							As above in 4.1.3.1 - comments like Insufficient action taken, advocate for renewable energy, solar power
	4.3.1.5	Implement actions under the Climate Emergency Strategy	①							

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

Objective 5.1: Strengthen organisational accountability and transparency

STRATEGY	ACTIONS		Status	Budget	Actual	Quarterly Comments	Measures		
5.1.1: Strengthen governance, risk management and compliance	5.1.1.1	Maintain high level of legislative compliance across the organisation	<div><div></div><div></div></div>	E04235	\$ 56,100	-\$ 43,050	Unqualified audit received for 2020/21.	EMCS	Unqualified audit received & No significant issues recorded in the Annual Compliance Return
			<div><div></div><div></div></div>	E04240	\$ 10,000	\$ -	The Audit Committee has resolved on a work plan for 2022, with the first meeting in late Feb.	EMCS	Internal Audit Reports and presented to the Audit Committee on a periodic basis
	Rated above the industry standard for governs local area 60/55								
	5.1.1.2	Annual review the Policy Manual & Delegations	<div><div></div><div></div></div>				Delegated Authority Register reviewed and endorsed June 2022 OCM	CEO	Reviews undertaken
	5.1.1.3	Review the ICT Plan and IT Disaster Recovery Plan	<div><div></div><div></div></div>				DR Test completed April 2022.	EMCS	Updated & Tested annually
			<div><div></div><div></div></div>	E04221	\$ 342,565	\$ 207,939	Strategic ICT Plan has been renewed	EMCS	
	<div><div></div><div></div></div>	Computer support & licences	EMCS				No business (ICT) interruption experienced - Nil recorded to date		
	5.1.1.4	Implementation of the Audit Committee Work Plan & Risk Register	<div><div></div><div></div></div>				Reviewed by the Audit Committee at each committee meeting	EMCS	Identified Reg.17/FMR risks actioned
			<div><div></div><div></div></div>				Review undertaken 11/10/21	Exe Group	
			<div><div></div><div></div></div>				New Risk Register (SharePoint) under development.		
	5.1.1.5	Provide accurate & timely advice to Council	<div><div></div><div></div></div>					CEO/EMRS/EMCS/EMTS	Requisitions audit for purchases over \$5k. General Computer Controls
	5.1.1.6	Develop and implement a Elected Member Communications Plan	<div><div></div><div></div></div>					CEO	New Records Management Plan endorsed
	5.1.1.7	Develop and implement an Integrity Framework	<div><div></div><div></div></div>					CEO	New Records Management Plan endorsed
	5.1.1.8	5 year statutory review of RKP	<div><div></div><div></div></div>				A Project Plan is soon to be developed as statutory review due in 2023.	EMCS	New Records Management Plan endorsed
			<div><div></div><div></div></div>	NC	TBD		Investigate and implement new records management system	EMCS	
5.1.2: Ensure effective engagement with community and stakeholders	5.1.2.1	Undertake a Community Perception Survey	<div><div></div><div></div></div>	\$ -	\$ -	Not due until 2023	CEO	Council's leadership rated above the industry Standard 57/50	

5.1.2.2		Implement a Communications & Engagement Strategy	subject to funding			\$	71,400	\$	8,293		MCO	"Developed and communicated a clear vision" improved significantly to 46, with the Industry standard at 34
					E04266						MCO	"Community consultation" rated above the Industry Standard at 55/46, interestingly down 5 points from the last survey
										MCO	"Social media presence" rated above the Industry Standard 57/53 3,255 Facebook followers, up from 3,156 in June 2022 and 3,005 in January 2022 1,353 Instagram followers up from 1,284 in June 2022 and 1,150 in January 2022 812 LinkedIn followers up from 714 in June 2022 and 577 in January 2022 TikTok and YouTube accounts created.	
										MCO	Hold Industry Standard for "community e-newsletter" (2021 CSC) However, printed newsletter was just below the Standard at 63/64 E-news subscribers of 2,718, up from 2,671 in June 2022 and 2,396 in January 2022	
						\$	15,000	\$	-		MCO	The Town's Website rated above the Industry Standard at 64/57 Latest report of 18,000+ website views (for one month)
5.1.3: Improve the efficiency and effectiveness of services		5.1.3.1	Develop Service Team Plans for all Business Units & Finalisation of Operations Review								Exe Group	Customer Service rated equal to the Industry standard at 61/61 A drop of 4 out 5 measures was recorded, the largest decreases in Courteous (80 to 73), Knowledgeable 66 to 60, & Responsive 64 to 57.
											EMTS	Numbers in relation to Operations review Status Total 100% Ongoing 40% 61% Completed 15% 23% No Action 11% 17%
5.1.3.2		Continue current service partnerships including library services and waste services Fremantle Library & Recycle Centre with City of Fremantle Animal Care with City of South Perth									Exe Group Rangers	New 5 year Service (Funding) Agreement with the City of Fremantle (August OCM 2020)
5.1.3.3		Undertake market examination for future Enterprise Business Software or Enterprise Resource Planning				\$	-	\$	-		EMCS	
Objective 5.2: Proactively collaborate with the community and other stakeholders												
STRATEGY		ACTIONS			Quarterly Comments					Measures		
5.2.1: Foster and promote strategic collaborative relationships with neighbouring LGAs, State and Federal government representatives and agencies, NGOs		5.2.1.1	Continue to improve the profile within and external to the community			\$	-	\$	-	Refer to 5.1.2.2	MCO	Refer above 5.1.2.2
		5.2.1.2	Maintain working relationship with the South West Group (SWG) and Resource Recovery Group (RRG)								CEO	
											CEO/EMRS/EMCS	The Town was represented at all meetings
											CEO/EMCS/EMTS	The Town was presented at all SMRC Council meetings No reduction in overheads, or significant reduction in gate fees SMRC to meet proposed 50% reduction in overhead charges
5.2.1.3		Implementation of Stakeholder Plan								CEO	Advocacy & Lobbying on behalf of the community rated above the Industry Standard at 56/50	
											CEO	The Town Listens to & Respects Views was rated just above the Industry Standard 35/32
											CEO	Town has a good understanding of Community needs also increased significantly to 43, Industry Standard 33
Objective 5.3: Strive for excellence in leadership and governance												
STRATEGY		ACTIONS			Quarterly Comments					Measures		
5.3.1: Deliver community outcomes through sustainable finance and human resource management		5.3.1.1	Annual Review of Workforce Plan and update within proposed budget and timelines								CEO/HR	Staff turnover (or past 12 months)
		5.3.1.2	Provide opportunities for training and development for staff and elected members									
			- Councillor Training Expenses		E04252	\$	36,720	\$	2,141	Training scheduled for new Councillors, to be throughout 2022	CEO	Elected member training provided (___)
			- Organisational Development		E04248	\$	25,500	\$	6,243	Mental Health Workshop undertaken	CHR	Staff training provided for the past 12 months - 77 individual and separate courses attended, Number of staff with no training available/not attending training - 0
											HR	6 new online courses developed, and 420 online course activities completed by staff

5.3.1.3	Drive the implementation of the new Work, Health and Safety legislation	✓		All OSH Audit recommendations in the process of being implemented.	CEO	Number of workplace incidence - 1 - (2022/23) compared to 10 (2021/22)
		ⓘ			CHR	OSH Audit Results - April 2021 (overall 89% achievement) Management Commitment 88% Planning 83% Consultation & Planning 94% Hazard Management 81% Training & Supervision 100%
5.3.1.4	Ensure the effective and accountable application of the financial and physical resources	✓			EMTS CEO/EMCS	Inductions provided to 12 Contractors (in-person) and 6 online so total inductions 18 "Value for Money from Council Rates" scored above the Industry Standard at 51/44
5.3.2: Improve organisational systems with a focus on innovation						
5.3.2.1	Maximise online functionality for Council systems and services					"How the Town embraces technology & Innovation" rated equal to the Industry Standard 52/52
	- Creation of SharePoint Landing Page and new applications	ⓘ	\$ - \$	-	EMCS	Controlled documents application, live date Sep 2022 Risk Register and Contract Register 365 Applications finalised. A Project Plan has been prepared for the Accounts Payable automation project. A cost analysis has been undertaken of the current process. The average cost of processing an invoice end to end is \$17.57.
	- Automation of Accounts Payable	ⓘ	\$ - \$	-	EMCS	This project has been deferred although some maintenance of names and addresses is occurring weekly.
	- Names and Addresses database project	ⓘ	\$ - \$	-	CSO	Refer to 5.1.2.2 above
	- Major review of Town's website functionality & updates	ⓘ	\$ - \$	-	MCO	Placed on hold whilst further review of SharePoint as possible alternative solution - 2021/22 project
5.3.2.2	Continue to improve organisational systems and processes with a focus on innovation	ⓘ			CSO	"Customer Service" rated equal to the Industry standard at 61/61 A drop of 4 out 5 measures was recorded, the largest decreases in Courteous (80 to 73), Knowledgeable 66 to 60, & Responsive 64 to 57. 28 services were process mapped New resident Welcome packs introduced CSR modified to provide response with CSR reference number 10 additional fact sheets created and published
5.3.3 Increase focus on strengthening and fostering a positive customer service experience						
5.3.3.1	Fully implement the Customer Service Charter and Customer Service Policy (and associated procedures, workflow, and management reporting)	ⓘ			CSO	monitor
		✗	\$ - \$	-	EMRS	Planning Policies to be reviewed over the next 12 months. Schedule to be developed to review Planning Policies which require extensive amendments. Review commenced

At Risk
On track
Complete

15 REPORTS – OPERATIONS

Reports start on the next page

15.1 TOWN OF EAST FREMANTLE TREE MANAGEMENT POLICY

Report Reference Number	OCR-1370
Prepared by	Andrew Malone
Supervised by	Gary Tuffin
Meeting date	Tuesday, 15 November 2022
Voting requirements	Simple Majority
Documents tabled	Nil
Attachments	

1. Tree Management and Protection in Public Places Plan

PURPOSE

The purpose of this report is for Council to endorse the Tree Management and Protection Plan for public advertising.

EXECUTIVE SUMMARY

Council when considering the tree planting plan for Preston Point resolved to develop a tree management plan. Administration has drafted a Tree Management and Protection Plan to serve the whole Town with specific reference to Preston Point Road and consideration of view corridors.

This report seeks Council's endorsement to advertise the Policy prior to Council formally considering the submissions and the Policy.

BACKGROUND

In February 2021, WALGA released the grant program to all waterwise councils across the Perth and the Peel regions. A total of 14 of the 32 eligible Local Governments submitted grant applications for a portion of the \$750,000 funding. East Fremantle proposed 10 sites across the Town which are currently underused or would benefit from trees being planted. These sites registered urban heat readings greater than the surrounding areas and had low vegetation cover. On 19 May 2021 the Town advised Elected Members it was successful in receiving \$78,000, the highest amount of funding across all 32 Local Governments.

Round 1 planting included the planting of 157 trees primarily south of Canning Highway and this program was embraced by the community. The Town received an extensive amount of positive feedback regarding the planting in Round 1, with requests for additional planting. The Town contracted UDLA to undertake an assessment of the proposed planting and the plans were extensively advertised. Residents on Preston Point Road raised significant concerns regarding the planting and officers extended the engagement which included the Executive Manager undertaking extensive site visits to affected parties. Council determined Round 2 of the planting proposed in Preston Point Reserve and other areas because of opposition from residents on Preston Point Road.

Council on 21 June 2022 resolved at the Ordinary Council Meeting:

Urban Canopy Grant – Update Report

That Council endorse the Tree Planting Plan of the Preston Point Reserve area subject to the following conditions:

- 1. The planting is to be undertaken in conformity with the drawings and written information accompanying the tree planting program other than where varied by the Operations Supervisor.*
- 2. Where any tree illustrated on the Tree Planting Plan impacts any facility or service within the Reserves (street trees, footpath, crossover, light pole, drainage point, reticulation, pipes, playing surface or similar)*

the proposed tree planting position is to be moved as determined by the Executive Manager Technical Services.

3. *All trees to be satisfactorily watered for the first two years following installation to the satisfaction of the Chief Executive Officer in consultation with relevant officers.*
4. *A tree management plan to be developed within six months of the trees being planted and to be endorsed by Council*
5. *Any trees maliciously or willfully damaged prior to the endorsement of a tree management plan are to be replaced on a three to one ratio or as required in consultation with the Department of Biodiversity, Conservation and Attractions.*

The attached Tree Management Policy was prepared to address item 4 above.

CONSULTATION

Elected Members

Internal Council Officers

STATUTORY ENVIRONMENT

Public Places and Local Government Property Local Law 2016

Penalty Units Local Law 2016

Other related documents:

AS 4373 'Pruning of Amenity Trees' 2007

Council Policy 3.2.4 – Verge Treatment Policy

Council Policy 4.2.1 – Maintenance & Removal of Public and Verge Trees

Town of East Fremantle Climate Emergency Strategy 2022-32.

Urban Streetscape and Public Realm Style Guide

Delegations:

DA59 Wilful Damage of Trees and Other Council Property

DA64 Authorisation to Remove Dead or Dying Street Trees

DA65 Authorisation to Approve the Remove of Trees of Public Land

POLICY IMPLICATIONS

This report is proposed to seek endorsement to advertise a new Council Policy. The community responses will be considered, and a final report will be prepared for Council to consider adoption of the Policy.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

East Fremantle Climate Emergency Strategy 2022 -2032

Strategic Objective 3: Green Spaces

- 3.1 *Council commits to increasing the Town's total vegetation canopy cover to 30% by 2030.*
- 3.2 *Council will support greening initiatives on both public and private land.*
- 3.3 *Council will collaborate with multi-disciplinary organisations to increase and protect green spaces*

Town of East Fremantle Strategic Community Plan 2020-2030:

Strategic Priority 4: Natural Environment

- 4.1 *Conserve, maintain and enhance the Town's open spaces.*
- 4.2 *Enhance environmental values and sustainable natural resource use*
- 4.3 *Acknowledge the change in our climate and understand the impact of those changes.*

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council don't endorse the Policy for public advertising.	Unlikely (2)	Minor (2)	Low (1-4)	REPUTATIONAL Substantiated, low impact, low news item	Accept Officer Recommendation

RISK MATRIX

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

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

RISK RATING

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

SITE INSPECTION

Nil

COMMENT

This Policy has been drafted to address item 4 of Council's Ordinary Council Meeting resolution of 21 June 2022. The Policy has been drafted to be a whole of Town Policy with specific mention to Area A Preston Point Road, which has additional specific clauses relating to view corridors only relevant to Area A.

The Town's tree capacity was recently boosted as a result of the 2021/22 Western Australian Local Government Association (WALGA) Local Government Urban Canopy Grant program. The Town's successful application enabled the

planting of an additional 476 trees, with approximately 40% of these being planted in the Preston Point Road North Recreation Precinct vicinity, in specific areas considered to be impacted by the heat island effect.

Various clubs in Preston Point actively participated in the tree planting and two very successful tree planting days were held by the Town. Prior to the planting plan being approved by Council, some community members expressed dissatisfaction with the planting plan because trees may impede their views of the river or city. Officers at the Town met with 15 affected residents at their properties and amended the plans to address concerns. The Town also offered to draft a tree management policy to provide circumstances where the Town would consider management of the planted trees for the purposes of maintaining views.

This Tree Management Policy and Protection policy has been developed to:

- ensure community amenity and environmental sustainability of (new) trees by protecting and preserving trees in public places throughout the Town of East Fremantle (the Town), with specific reference to the Preston Point Road North Recreation Precinct.
- determine circumstances under which trees may be considered for removal and/or pruning.
- provide strategies to protect sensitive view corridors.
- mitigate against risk of vandalism and tree deaths in the Town.
- provide specifications for the replacement of trees that die from natural environmental conditions.
- provide specifications for the management and maintenance of trees.

It is now proposed to engage with the community and relevant stakeholders regarding the policy. The feedback provided will be reviewed and where appropriate may be included in the policy.

CONCLUSION

It is proposed to seek approval from Council to advertise the draft Tree Management and Protection on Public Places Plan for public comment.

15.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

Council Resolution 071511

OFFICER RECOMMENDATION:

Moved Cr Collinson, seconded Cr McPhail

That:

- 1. Council receive the draft Tree Management and Protection on Public Places Plan and endorse the plan for advertising the draft for a minimum of 28 days.**
- 2. any submission received after the closure of the advertising period be presented to the February Council Meeting.**
- 3. should no submissions be received, the Policy be adopted as presented.**

(CARRIED UNANIMOUSLY)

REPORT ATTACHMENTS

Attachments start on the next page



4.2.3 Tree Management and Protection in Public Places Plan

Type:	Operations – Public Infrastructure
Legislation:	Public Places and Local Government Property Local Law 2016 Penalty Units Local Law 2016
Other Related Document:	AS 4373 'Pruning of Amenity Trees' 2007 Council Policy 3.2.4 – Verge Treatment Policy Council Policy 4.2.1 – Maintenance & Removal of Public and Verge Trees Town of East Fremantle Climate Emergency Strategy 2022-32. Urban Streetscape and Public Realm Style Guide

Definitions

For the purposes of this policy:

"Naturally occurring tree" means a remnant of a natural area (for example bushland and river escarpment) that was originally intact but subsequently cleared for development as recreational parkland, residential lot, road reserve and the like.

"Public places" means any land under the care, maintenance and/ or control of the Town of East Fremantle.

Objective

This tree management and protection plan policy has been developed to:

- Ensure community amenity and environmental sustainability of (new) trees by protecting and preserving trees in public places throughout the Town of East Fremantle (the Town), with specific reference to the Preston Point Road North Recreation Precinct.
- Determine circumstances under which existing trees may be considered for removal and/or pruning.
- Mitigate against risk of vandalism and tree deaths in the Town.
- Provide specifications for the replacement of trees that die from natural environmental conditions.
- Provide specifications for the management and maintenance of trees.
- Provide strategies to protect sensitive view corridors.

Policy Scope

Trees form an important element of the public domain and a valued feature of the Town and need to be protected, retained and conserved. This policy applies to all trees and planting within the road verges and all public places under the management and control of the Town.

This Policy also specifically references tree management on the Preston Point Road North Recreation Precinct Area A between Preston Point Road and Jerrat Drive (including the verge/ top of escarpment to the north of Jerrat Drive) and the playground and Petra Street. Protection of view corridors will only be considered in Area A of the identified plan.

The management of the trees for the purposes of protecting view corridors will only be to those view corridors considered by Council to be sensitive, specifically:

- Blackwall Reach
- Bicton Baths
- Associated mooring areas located between Bicton Baths and Blackwall Reach
- Perth City skyline

Council may also consider other reasonable requests.

Swan Canning River Development Control Area and Riverpark

Part of the Town is located within the [Swan Canning River Development Control Area \(DCA\) and associated Swan Canning Riverpark](#). All development in the DCA is subject to approval and control under the Swan and Canning Rivers Management Act 2006 (SCRM Act) and is subject to the Swan and Canning Rivers Management Regulations 2007 (SCRM Regulations). The Department of Biodiversity, Conservation and Attractions (DBCA) has overall planning, protection and management responsibility for the Swan Canning River system.

All land adjoining the Swan River, including the Preston Point Road North Recreation Precinct is located within the DCA. If/Where this policy is inconsistent with the SCRM Regulations and/or DBCA policy and requirements, the latter will prevail.

Policy

Background

The Town has the responsibility of planning, establishing and maintaining all trees in public places however, there are some areas within the Town where the DBCA also has a role in tree planting approval.

The Town recognises that trees are a socially, environmentally and economically valuable asset, and this policy has been developed to retain and protect the urban tree canopy throughout all public areas under the management and control of the Town as a priority.

Trees, naturally occurring and planted, provide a number of significant benefits within the urban setting, including:

- Physical health benefits such as reduces pollution, provide shade and sun protection as well as providing a more comfortable environment to encourage walking, cycling and other exercise.
- Mental Health benefits by providing a pleasant environment for social activity (meeting people). In addition, exposure to nature can be restorative and calming.
- Provide habitat for local wildlife and biodiversity.
- Act as a carbon sink, provide oxygen and reduce level of urban heat.
- Contribute to the aesthetic presentation of the streetscape, parkland and public buildings.

The Town has committed to increasing its total vegetation canopy cover to 30% by 2030; to support greening initiatives on both public and private land; and to collaborate with multi-disciplinary organisations to increase and protect green spaces ('Strategic Objective 2 Green Spaces' of the Town's Climate Change Emergency Strategy 2022-32).

The Town's tree capacity was recently boosted as a result of the 2021/22 Western Australian Local Government Association (WALGA) Local Government Urban Canopy Grant program. The Town's successful application has enabled the planting of an additional 476 trees, with approximately 40% of these being planted in the Preston Point Road North Recreation Precinct vicinity.

Site Specific – Preston Point Road North Recreation Precinct

Notwithstanding [DBCA Development Control Area and associated Riverpark](#) requirements to the contrary, the following applies for land within the Preston Point Road North Recreation Precinct as depicted in Figure 1:



Figure 1 – Preston Point Road North Recreation Precinct – Area A Tree Management Zone

Area A:

The management, planting, and maintenance of trees in Area A will occur as required, and:

- Will take into consideration an assessment of view corridors from residential properties considered by Council to be sensitive, specifically: Blackwall Reach; Bicton Baths; Associated mooring areas located between Bicton Baths and Blackwall Reach; Perth City skyline; and other requests deemed to be reasonable by the Council.
- The Town may crown, thin, under prune, property line prune and remedial prune selected trees that impede view corridors, however it will not prune any tree for a period of 5 years after planting unless required to do so to ensure best practice in tree care.
- The height of the trees located to the south of the tennis courts adjoining Preston Point Road will be kept in line with the height of the top of the boundary fence of the tennis club along

Preston Point Road, to maintain view corridors. The height of the fence is a minimum of 1400mm from natural ground level at the verge adjoining the footpath on Preston Point Road.

- Where a tree exceeds a growth height of 4-6 metres for a 'small tree' and 6-8 metres for a 'medium tree' as advised during tree planting consultation for Preston Point Road North Recreation Precinct, the Town may consider the additional tree height as a reason to prune or crown the tree.

Maintenance and Management of Trees (General)

Ownership and maintenance of trees in public places is the responsibility of the Town. Residents and/or other persons not authorised by the Town are not permitted to prune, remove, or modify any tree in a public place. Where Council considers it to be appropriate, all naturally occurring trees in a public place are to be retained.

The Town will generally not support the removal of any public or street tree unless it is dead, dying or stunted.

Post planting

Unless otherwise required/ directed by the Town, the Town is responsible for the post planting care and maintenance of all of the trees in public areas, specifically:

- The Town will adopt appropriate practices of post planting care to ensure the survival of all trees planted.
- The Town will undertake the watering and maintenance of all new trees, as and when required, until the trees are established or for a period of not less than two (2) years.
- Tree watering will include all of the Town's programmed plantings.

Tree pruning

Selective pruning of tree canopies can help improve structural form and site safety. Correct tree pruning practices can reduce the likelihood of branch failures, limit pest and disease infestations, improve site safety and tree amenity, encourage sound structural development and extend tree longevity. Pruning may be also required in some circumstances for crown lifting for construction, vehicular or machinery access. Incorrect pruning is often irreversible, may negatively impact tree health and structure and create unnecessary hazards within and surrounding the tree.

Trees planted in the Town may be considered for pruning by an authorised person for the following reasons:

- A tree and or its limbs are deemed a safety risk to property and/or the community.
- Allow unobstructed pedestrian and vehicle movement on public thoroughfares.
- Ensure clear traffic sightlines.
- Improve tree form, structure and health.
- Remove dead or dying limbs
- Remove diseased or pest infested limbs.
- A tree is considered unsuitable by the Town.
- Retention of view corridors strictly relating to those trees in Area A only. Any tree that is replaced because of malicious damage, poisoning and willful actions does not fall with the

requirements of this criteria and therefore is not required to be considered under the provisions of managing sensitive view corridors. Replacement trees are as per the requirements of this Policy.

Trees will not be considered for pruning to:

- Reduce leaf or fruit litter, bark drop, bird droppings or similar.
- Reduce height without a justifiable arboriculture cause (unless to protect views in Area A and complies with the requirements of the area specific criteria and/ or is not a replacement tree).
- Reduce shade.
- Facilitate the construction of a new crossover.

Tree pruning specifications

Where a tree has been assessed by the Town and found to need pruning, the specified required works are to comply with the Australian Standards 4373 'Pruning of Amenity Trees' 2007 and are to be undertaken by a suitably trained and qualified arborist with a (minimum) Australian Qualification Framework (AFQ) Level 5 Arborist (Certificate 3 in Arboriculture/ Diploma in Arboriculture).

Procedure for request for pruning

Residents/ owners may request the Town to consider pruning a tree by writing to the Town specifying the reason for the pruning and provide any other information to support the request based on this policy.

Upon receipt of such a request for consideration, the Town will:

- Assess the request on the basis of those reasons previously stated in this policy for which pruning may be considered.
- Cause the tree to be physically inspected by an officer(s) of the Town or an officer appointed by the Town and an inspection report be completed, containing relevant statistical details (for example height, visual health etc). Where further technical information is required, the Town may seek the advice of a qualified arborist, the cost of the arborist and any technical information is to be borne by the applicant.
- In the case of Area A, an Officer of the Town will assess any claimed impact on view corridors and a report will be completed.
- The results and recommendations from these inspections and reports will be presented to the Town's Chief Executive Officer for a decision on action to be taken.
- A report may be presented to Council for consideration and determination where a specific issue relating to pruning of significant trees has not been agreed to the satisfaction of both the Town and the applicant, or in the instance where the request has been refused.

Tree replacement

Loss of tree/removal of dead tree due to natural environmental conditions

- Where any tree dies or is required to be removed because of natural environmental conditions or by disease, the tree will be replaced with a like-for-like species and at a ratio of 1 to 1.

- Removal of whole or part of a tree by an authorised person due to the death of a tree will result in the tree being replaced with a tree variety and size selected by the Town and where relevant, as per the requirements of the DBCA.

Loss of tree due to intentional damage, poisoning, or wilful actions

- Any tree within the Town that is willfully damaged, removed, poisoned, ring barked or otherwise damaged/killed, will be replaced by a species as recommended by DBCA (where relevant) and chosen by the Town at a ratio of 3 trees planted for any 1 tree removed.
- Where it is considered that further damage may occur to replacement or other nearby trees, the Town may erect signage or structures to identify a tree(s) was willfully damaged, prior to planting the 3 replacement trees. The time such signage or structures remains in situ is at the discretion of the Town.
- No height provision/restrictions will be considered for the replacement tree/s maliciously damaged/killed/removed, including replacement trees provided in Area A (Figure 1). Trees replaced because of intentional actions will not be pruned by the Town for the purposes of maintaining view corridors.
- The Town will not seek comment on the replacement trees maliciously damaged/killed/removed.
- The pruning of any tree without the Town's authorisation affecting tree growth and associated survival will be treated in the same manner with regard to replacement.

(Note: In addition to the action above, the Town's local laws allow for a penalty per unauthorised tree removal where it can be identified who removed the tree).

Other relevant requirements:

Town of East Fremantle - Delegations

- DA59 Wilful Damage of Trees and Other Council Property
- DA64 Authorisation to Remove Dead or Dying Street Trees
- DA65 Authorisation to Approve the Remove of Trees of Public Land

If/Where this policy is inconsistent with any other Council Policy or Delegation requirements, this Policy will prevail.

Responsible Directorate:	Operations
Reviewing Officer:	Executive Manager of Technical Services
Decision making Authority:	Council
Policy Adopted:	
Policy Amended/Reviewed:	

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

17 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

Nil

18 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

19 NEW BUSINESS OF AN URGENT NATURE

Nil

20 MATTERS BEHIND CLOSED DOORS

Nil

21 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 6.48pm

*I hereby certify that the Minutes of the ordinary meeting of the **Council** of the Town of East Fremantle, held on **15 November 2022**, Minute Book reference **1. to 21.** were confirmed at the meeting of the Council on*

13 DECEMBER 2022



Presiding Member