



# MINUTES

## Council Meeting

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Tuesday, 15 August 2017 at 6.34pm

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT THE EAST FREMANTLE YACHT CLUB (RIVER ROOM), PETRA STREET EAST FREMANTLE ON TUESDAY, 15 AUGUST 2017.**

**1. OFFICIAL OPENING**

The Presiding Member opened the meeting at 6.34pm.

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. RECORD OF ATTENDANCE**

**3.1 Attendance**

The following members were in attendance:

Mayor J O'Neill	Presiding Member
Cr C Collinson	
Cr J Harrington	
Cr A McPhail	
Cr M McPhail	
Cr D Nardi	
Cr L Nicholson	
Cr T Watkins	
Cr A White	

The following staff were in attendance:

Mr G Tuffin	Chief Executive Officer
Mr D Taylor	Executive Manager Community & Corporate Services
Mr A Malone	Executive Manager Regulatory Services
Ms J May	Minute Secretary

There were no members of the public in attendance.

**3.2 Apologies**

Nil.

**3.3 Approved Leave of Absence**

Nil.

**4. DISCLOSURES OF INTEREST**

**4.1 Financial**

Nil.

**4.2 Proximity**

**4.2.1 Cr Collinson – Item 17.1**

Cr Collinson declared a proximity interest in Item 17.1 Leasing of 128A George Street East Fremantle.

**4.3 Impartiality**

Nil.

**5. PUBLIC QUESTION TIME**

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

**5.1.1 Ms C Gepp, Coolgardie Avenue**

*“Why are the Education and Welfare expenditures within the draft budget significantly higher than last year (\$400,000 difference between revenue and expenditure) when East Fremantle’s population is decreasing?”*

Income – Decrease of \$34,000

In 2016/2017 Council received \$842,000 in Home and Community Care funding (HACC), whereas in 2017/2018 funding is \$815,000 resulting in a reduction of \$27,000 funding.

During 2016/2017 Council recorded a Profit on disposal of assets (vehicle replacement) of \$4,163, whereas there are no vehicle disposals in 17/18 for this program.

There are other small variations in fees and charges throughout the schedule.

Expenditure – Increase of \$209,000

2017/2018 shows an increase of \$98,000 in administration allocation. This is the result of a rework of the calculations behind these. This is a re-allocation of administrative costs throughout the schedules.

2017/2018 shows an increase in Plant Operating Costs (POC) of \$55,000. This is a result of accurately reflecting the depreciation being applied to the HACC fleet within the POC calculations. Operational costs such as fuel, oil, maintenance are comparable year on year.

The 2017/2018 budget has a provision for increase in salaries and wages by \$53,000. This is a result of a provision being made for staff increases in line with the Minimum Wage increase combined with staffing requirements. Included within this increase are additional salaries in order to cover periods of Long Service Leave due to staff members.

**5.2 Public Question Time**

Nil.

**6. PRESENTATIONS/DEPUTATIONS**

**6.1 Presentations**

Nil.

**6.2 Deputations**

Nil.

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

**7.1 Cr Harrington**

Cr Harrington sought leave of absence for the Council Meeting on 19 September 2017.

**7.1 COUNCIL RESOLUTION 010817**

Moved Cr M McPhail, seconded Cr Nardi

That Leave of Absence be granted to Cr Harrington for the Council Meeting to be held on 19 September 2017.

(CARRIED 9:0)

**8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**8.1 Ordinary Meeting of Council (18 July 2017)**

**8.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 020917**

Move Cr Harrington, seconded Cr Watkins

That the minutes of the Ordinary meeting of Council held on Tuesday, 18 July 2017 be confirmed as a true and correct record of proceedings.

(CARRIED 9:0)

**9. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

Nil.

**10. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS**

Nil.

## 11. REPORTS AND RECOMMENDATIONS OF COMMITTEES

### 11.1 Town Planning & Building Committee Meeting (1 August 2017)

<b>Applicant:</b>	N/A
<b>File ref</b>	C/MTP1
<b>Prepared by</b>	Andrew Malone, Executive Manager Regulatory Services
<b>Meeting Date:</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	1. Town Planning & Building Committee Minutes

#### **Purpose**

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

#### **Executive Summary**

The Committee, at its meeting on 1 August 2017, exercised its delegation in all statutory matters.

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

#### **Consultation**

Town Planning & Building Committee.

#### **Statutory Environment**

Nil.

#### **Policy Implications**

Nil.

#### **Financial Implications**

Nil.

#### **Strategic Implications**

Nil.

#### **Site Inspection**

Not applicable.

#### **Comment**

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

#### **11.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 030817**

**Moved Cr Collinson, seconded Cr M McPhail**

**That the unconfirmed Minutes of the Town Planning & Building Committee Meeting held on 1 August 2017 be received.**

**(CARRIED 9:0)**

## 12.1 FINANCE REPORTS

### 12.1.1 Monthly Financial Activity Statement 31 July 2017

<b>File ref</b>	F/FNS2
<b>Prepared by</b>	Terry Paparone, Manager Administration and Finance
<b>Supervised by</b>	David Taylor, Executive Manager Corp. and Comm. Services
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	1. Monthly Financial Activity Statement

#### **Purpose**

For Council to receive the Monthly Financial Activity Statement.

#### **Executive Summary**

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

Staff recommend that Council receives the Financial Activity Statement for the period ending 31 July 2017.

#### **Background**

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

The monthly Financial Activity Statement for the period ending 31 July 2017 is appended and includes the following:

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

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

#### **Consultation**

Nil.

#### **Statutory Environment**

*Local Government Act 1995 (As amended)*

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

#### **Policy Implications**

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

### Financial Implications

The July 2017 Financial Activity Statement shows variances in income and expenditure when compared with year to date draft budget estimates.

There are no proposed changes to the current budget forecast.

All amounts quoted in this report are exclusive of GST.

### Strategic Implications

The matter being put to the council is not likely to have a direct impact on the strategies of the council.

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

### Site Inspection

Not applicable

### Comment

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

#### Revised Budget Forecast

In the following budget summary, items marked with a + require more funds from the budget, whereas those marked – are adding funds back to the budget

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

#### Operating YTD Actuals (compared to the YTD Budget)

The July 2017 Financial Activity Statement shows variances in income and expenditure when compared with year to date current budget estimates.

Operating Revenue 98%; is \$8,000 less than the YTD budget. (Unfavourable)

Operating Expenditure 25%; is \$723,000 less than the YTD budget. (Favourable)

After non-cash adjustments, the total operating cash forecast is \$512,000 more than the YTD budget (Favourable).

Operating Revenue is 2% Unfavourable to the year to date budget.  
There are no significant items of variance within these programs.

Operating Expenditure is 75% Favourable to the year to date budget.

The main areas of favourable variation for operating expenditure are timing differences in;

- Governance – Employee Costs - \$47,000 which will be offset during the year, and General Insurance \$28,000 which will be offset in August.

- Education & Welfare – HACC Salaries - \$46,000 which will be offset once a journal is processed in August. The Council contribution towards the Glyde-In Centre - \$25,000 which will be offset in August.
- Community Amenities – Domestic Refuse Collection - \$20,000 and SMRC Waste Composting Facility \$43,000 which is mainly due to invoices received in the following month;
- Town Planning Salaries - \$21,000 which is a timing variance and will be offset during the year.

The significant areas of unfavourable variation for operating expenditure include;  
Governance – Subscriptions - \$24,000 which is a WALGA subscription which will be offset in August.

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

The majority of Infrastructure projects have not been mobilised during July.

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

Capital Programs YTD Progress Summaries

Annual Timeline 0% of year elapsed

Land & Buildings 0% expended

Infrastructure Assets 0% expended

Plant & Equipment 0% expended

Furniture & Equipment 0% expended

Capital expenditure is \$4,446,000 less than the YTD budget (Favourable) which represents 100% of the capital programs to be completed. The major capital items are yet to mobilise at this early stage.

All amounts quoted in this report are exclusive of GST.

**12.1.1. OFFICER RECOMMENDATION/COUNCIL RESOLUTION 040817**

**Moved Cr White, seconded Cr A McPhail**

**That Council receives the Financial Activity Statement for the period ending 31 July 2017.**

**(CARRIED 9:0)**

### 12.1.2 Accounts for Payment – July 2017

<b>File ref</b>	F/FNS2
<b>Prepared by</b>	Terry Paparone, Manager Administration and Finance
<b>Supervised by</b>	David Taylor, Executive Manager Corp. and Comm. Services
<b>Meeting Date</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	1. Monthly List of Payments – July 2017

#### **Purpose**

For Council to receive the monthly list of accounts paid.

#### **Executive Summary**

To endorse the list of payments made under delegated authority for the month of July 2017.

It is therefore recommended that Council receives the Lists of Accounts paid for the period 1 July to 31 July 2017, as per the summary table.

#### **Background**

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

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

#### **Consultation**

Nil.

#### **Statutory Environment**

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

#### **Policy Implications**

Policy F8.1 Ordering of Goods and Services.

#### **Financial Implications**

Accounts for Payment are sourced from budget allocations.

All amounts quoted in this report are inclusive of GST.

#### **Strategic Implications**

The Town of East Fremantle Strategic Community Plan 2015 – 2025 states as follows:

#### **KEY FOCUS AREA 4: Governance and leadership**

**Aspiration:** *The community is served by a leading and listening local government*

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

**Site Inspection**

Not applicable.

**Comment**

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

**12.1.2 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 050817**

Moved Cr A McPhail, seconded Cr Collinson

That the list of accounts paid for the period 1 July to 31 July 2017 be received, as per the following summary table:

JULY 2017		
Voucher No	Account	Amount
5094 – 5097	Municipal (Cheques)	\$10,025.63
EFT24456 – EFT24509	Electronic Transfer Funds	\$165,942.72
Payroll	Electronic Transfer Funds	\$218,430.98
Superannuation	Electronic Transfer Funds	\$36,255.23
Credit Card	Corporate Credit Card	\$4,341.90
	<b>Total Payments</b>	<b>\$434,996.46</b>
		<u>(CARRIED 9:0)</u>

## 12.2 GOVERNANCE REPORTS

### 12.2.1 Draft Strategic Community Plan 2017- 2027

<b>File ref</b>	A/RSCP
<b>Prepared by</b>	Wendy Cooke, Project Coordinator
<b>Supervised by</b>	Gary Tuffin, Chief Executive Officer
<b>Meeting Date</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil.
<b>Attachments</b>	Draft Strategic Community Plan 2017-2027

#### **Purpose**

The purpose of this report is to seek Council authorisation to advertise the draft Strategic Community Plan 2017-2027 (the Plan), for public comment for a period of 21 days.

#### **Executive Summary**

Learning Horizons Consultants have been working with elected members, staff and the community on the biennial review of the existing Strategic Community Plan 2015-2025. Two workshops, a survey and the Community Perceptions Survey 2017 have provided input into the revised document. It is recommended that the draft Plan (August 2017) be advertised for public comment prior to adoption by Council.

#### **Background**

The Town engaged Learning Horizons to undertake the biennial review of the Plan. The Plan is part of our fulfilment of the Integrated Planning and Reporting (IPR) Framework. All local governments in Western Australia are required to implement IPR. The Plan is a long-term planning document setting out the community's vision, aspirations for the future, and the key strategies we will need to focus on to achieve our aspirations.

The Plan will be used to:

- guide Council decision-making and priority setting
- engage local residents and ratepayers, local businesses, community groups, and education providers that contribute to the future of our community
- inform decision-making with respect to other partners and agencies, including the State Government, other local governments, WALGA, and the private sector
- provide a clear avenue to pursue funding and grant opportunities by demonstrating how projects align with the aspirations of our Council, and within the strategic direction outlined in this Plan
- inform future partners of our key priorities, and the ways in which we seek to grow and develop
- provide a framework for monitoring progress against the community's vision and aspirations

#### **Consultation**

Before undertaking consultation with the community for this plan, we reviewed feedback from our bi-ennial Community Perception Survey (2017) and the community engagement carried out in the previous year across other areas.

The consultation and engagement aspects of the project have included two workshops (business community and general community), a targeted survey, (printed and available online) and consultation with elected members and senior staff members.

### **Statutory Environment**

Section 5.56 of the Local Government Act 1995 states;

#### **5.56 Planning for the future**

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

Local Government (Administration) Regulations 1996

#### **19C Strategic community plans, requirements for (Act s. 5.56)**

- (1) *A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.*
- (3) *A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.*
- (4) *A local government is to review the current strategic community plan for its district at least once every 4 years.*
- (5) *In making or reviewing a strategic community plan, a local government is to have regard to —*
  - (a) *the capacity of its current resources and the anticipated capacity of its future resources; and*
  - (b) *strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and*
  - (c) *demographic trends.*
- (6) *Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.*
- (7) *A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.*
- (8) *If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*
- (9) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.*
- (10) *A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.*

*\*Absolute majority required.*

**19D. Adoption of plan, public notice of to be given**

- (1) After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).
- (2) The local public notice is to contain —
  - (a) notification that —
    - (i) a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and
    - (ii) details of where and when the plan may be inspected;or
  - (b) where a strategic community plan for the district has been modified —
    - (i) notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and
    - (ii) details of where and when the modified plan may be inspected.

**Policy Implications**

N/A

**Financial Implications**

Various financial implications have been included in the Annual Budget, Four Year Corporate Plan and the Town's 10 Year Financial Plan.

**Strategic Implications**

The Integrated Planning and Reporting Framework sets out the requirements for three levels of integrated strategic planning:

- Level 1: Strategic Community Plan (10+ years);
- Level 2: Corporate Business Plan (4+ years); and
- Level 3: Operational Plans (1 year).

The Plan articulates the community's vision and priorities for the future and shows how the Council intends to make progress over a ten-year period. The Plan is reviewed every two years. The two yearly reviews alternate between a minor review (updating as needed) and a major review (going through all the steps again).

**Comment**

Following the public comment period, the report will be finalised and presented to Council for adoption.

**12.2.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 060817**

Moved Cr Harrington, seconded Cr Nicholson

That Council authorise the Chief Executive Officer to advertise the Draft Strategic Community Plan 2017-2027 (August 2017) for public comment for a period of 21 days.

(CARRIED 9:0)

### 12.2.2 Draft Public Art Strategy (August 2017)

<b>File ref</b>	A/ART1
<b>Prepared by</b>	Wendy Cooke, Project Coordinator
<b>Supervised by</b>	Gary Tuffin, Chief Executive Officer
<b>Meeting Date</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	1. Draft Public Art Strategy 2. Draft Public Art Policy (August 2017)

#### **Purpose**

The purpose of this report is to seek Council authorisation to advertise the draft Public Art Strategy (the Strategy), for public comment for a period of 21 days.

#### **Executive Summary**

Helen Curtis from Apparatus has been working with elected members, staff and the community on the development of the Town's Public Art Strategy. A draft Strategy and Policy has been prepared.

It is recommended that the draft Strategy (August 2017) be advertised for public comment prior to adoption by Council.

#### **Background**

The Strategy was developed to align with the Town of East Fremantle's operational strategies including the Recreation and Community Facilities Strategy, Town Centre Redevelopment Guidelines, Foreshore Management Plan, Local Planning Scheme No. 3, the Strategic Community Plan and the Corporate Business Plan.

A review was undertaken of the Town's existing policy and framework, and subsequently a revised Public Art Policy (attached), a (new) Percent for Public Art Policy and Public Action Plans are currently being drafted.

The draft Policy was discussed at the Council Concept Forum on 8 August 2017 and further investigation will be given to the possible inclusion of references to corporate public art donations and the acquisition of artworks for Council buildings, prior to the Policy being submitted for adoption.

#### **Consultation**

The Town of East Fremantle has endeavoured to provide a clear process in the development of the Strategy. Consultation included meetings with Town of East Fremantle staff members, a presentation and feedback session with the Elected Members and a Community Workshop with members of the community to present and discuss the initial Strategy concepts.

#### **Statutory Environment**

N/A

#### **Policy Implications**

A new Public Art Policy has been developed for consideration by Council and is included with the Draft Public Art Strategy.

### Financial Implications

An amount is allocated in the Annual Budget for Public Art acquisition, with accumulated funds currently in the Public Art Reserve.

### Strategic Implications

KEY FOCUS AREA 1: Community strength and identity

*Aspiration: Our community is strong, safe and close-knit: we support and foster a sense of identity and belonging*

*1.2 Celebrate and develop of the community's identity through arts and culture*

### Comment

Following the public comment period, the strategy document and policy will be finalised and presented to Council for adoption.

#### **12.2.2 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 070817**

**Moved Cr Harrington, seconded Cr Collinson**

**That Council authorise the Chief Executive Officer to advertise the Draft Public Art Strategy (August 2017) for public comment for a period of 21 days.**

**(CARRIED 9:0)**

### 12.2.3 Adoption of Policy - Use of the Town of East Fremantle Crest and Logo

<b>File ref</b>	A/COM1
<b>Prepared by</b>	Wendy Cooke, Project Coordinator
<b>Supervised by</b>	Gary Tuffin, Chief Executive Officer
<b>Meeting Date:</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil.
<b>Attachments</b>	1. Use of the Town of East Fremantle Crest and Logo Policy

#### Purpose

The purpose of this report is for Council to consider adopting a Policy that outlines the use of the Town's crest and new logo.

#### Executive Summary

Council has approved the new Town of East Fremantle Logo and are currently phasing in the new logo on stationery items, uniforms and vehicle branding. The development of a comprehensive Corporate Style Guide for the Logo use outlines protocols for ensuring the best use of the Logo. The proposed policy also outlines the protocols for using the existing Crest.

#### Background

In May 2016 Council (Resolution 110517) endorsed the new corporate logo and authorised the Chief Executive Officer to proceed with phasing in the application and use of the logo in line with the corporate style guide. It was also endorsed that the Town continue to use the existing crest for civic purposes and official council documents, more specifically minutes, reports and agendas.

Example below:



The attached Policy outlines guidelines for the use of the Town's Crest, Logo and name.

#### Consultation

Not applicable.

#### Statutory Environment

Nil

#### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

KEY FOCUS AREA 1: Community Strength and Identity

*Aspiration: Our community is strong, safe and close-knit: we support and foster a sense of identity and belonging*

### Site Inspection

Not applicable

### Comment

It is common for local governments who have developed a logo and also have a Council Crest to provide guidelines and protocols for the use of their logo and crest. The policy is an important tool for outside entities in the use of the Town's Crest or Logo when they are required to promote support or sponsorships provided by the Town. It will also help ensure overall consistency in the design of marketing collateral promoting the Town of East Fremantle

While the Town of East Fremantle Crest will not be utilised as the primary brand element, it remains an integral link to the Town's heritage and an important statement of the official nature of Council business.

#### **12.2.3 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 080817**

**Moved Cr Nicholson, seconded Cr Collinson**

**That Council adopt the Policy titled "Use of the Town of East Fremantle Crest and Logo".**

**(CARRIED 9:0)**

#### 12.2.4 Annual Leave - Chief Executive Officer

<b>File ref</b>	A/ST1
<b>Prepared by</b>	Gary Tuffin, Chief Executive Officer
<b>Supervised by</b>	Gary Tuffin, Chief Executive Officer
<b>Meeting Date</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil.

#### **Purpose**

To inform Council of the Chief Executive Officer's approved annual leave.

#### **Executive Summary**

The Mayor has approved the Chief Executive Officer's request for annual leave from the 26 January 2018 to 16 February 2018.

Mr Andrew Malone (Executive Manager Regulatory Services) has been appointed as the Acting Chief Executive Officer for the period 26 January to 2 February 2018.

Mr David Taylor (Executive Manager Corporate & Community Services) has been appointed as the Acting Chief Executive Officer for the period 3 February to 16 February 2018

#### **Background**

An annual leave request form was submitted, and approved by the Mayor in accordance with policy 4.1.1.

#### **Consultation**

Mayor O'Neill

#### **Statutory Environment**

Not applicable.

#### **Policy Implications**

"Policy 4.1.1 - CEO Approval" in part states;

*The Chief Executive Officer shall liaise with, and obtain the approval of the Mayor prior to the taking of any form of leave accrued in accordance with the Chief Executive Officer's contract of employment.*

*Councillors will be advised when leave has been approved and the arrangements for an Acting Chief Executive Officer.*

#### Delegation DA1 – Acting Chief Executive Officer

*On making any appointment under this delegation the Chief Executive Officer shall inform the Council of the details of the appointment.*

#### **Financial Implications**

The Acting CEO will be paid higher duties for the period 26 January to 16 February 2018.

**Site Inspection**

Not applicable

**Comment**

The Mayor has approved the Chief Executive Officer's request for annual leave for the following period;

- 26 January 2018 to 16 February 2018.

The Executive Manager Regulatory Services (Mr Andrew Malone) has been appointed for the first week, and Executive Manager Corporate & Community Services (David Taylor) has been appointed for the balance of the period as the Acting Chief Executive Officer pursuant to delegation DA1.

**12.2.4 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 090817**

Moved Cr A McPhail, seconded Cr Nicholson

That Council notes:

- (1) the Chief Executive Officer's annual leave approval for the period 26 January to 16 February 2018.
- (2) the appointment of Mr Andrew Malone (Executive Manager Regulatory Services) as the Acting Chief Executive Officer for the period 26 January 2017 to 2 February 2018.
- (3) the appointment of Mr David Taylor (Executive Manager Corporate & Community Services) as the Acting Chief Executive Officer for the period 3 February to 16 February 2018.

(CARRIED 9:0)

### 12.2.5 WA Play Strategy in Early Childhood Education & Care

<b>File ref</b>	H/CEC
<b>Prepared by</b>	Gary Tuffin, Chief Executive Officer
<b>Supervised by</b>	Gary Tuffin, Chief Executive Officer
<b>Meeting Date</b>	15 August 2017
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	1. Letter dated 1st April 2017 2. A Call for a WA Play Strategy in Early Childhood Education and Care 3. Endorsement Form

#### **Purpose**

To consider providing endorsement to the development of a state wide Play Strategy in Early Childhood Education and Care (ECEC).

#### **Executive Summary**

A request has been received from Early Childhood Australia (WA) to sign a letter of endorsement for the development of a state wide Play Strategy in Early Childhood Education and Care.

#### **Background**

In 2013, Early Childhood Australia (WA) identified the diminishing opportunities for children to access high quality play in early childhood education and care environments as a major concern.

To address this issue, ECA WA has pledged a commitment to both elevating the status of play in WA early childhood education and care (relevant to both indoor and outdoor learning environments) and to the development of a state-wide play strategy for children aged birth to eight years.

ECA have written a discussion paper "*A Call for a WA Play Strategy in Early Childhood Education and Care*" which identifies four basic reasons as to why it is important and timely to develop a WA Play Strategy, being;

1. *WA is experiencing the demise in play in ECEC settings*
2. *Play is a fundamental right of the child (and a fundamental right of the educator to provide it)*
3. *Play is a central activity in the lives of healthy children*
4. *Quality early learning is achieved through play*

#### **Consultation**

A presentation was provided by Ms Jayne Kaiko and Dr Sandra Hesterman (both from ECA) to council at a forum held on the 8 August 2017.

#### **Statutory Environment**

Not applicable.

#### **Policy Implications**

There are no significant policy implication in considering this item.

### Financial Implications

There is currently no requirement for financial support for the development of the strategy.

### Site Inspection

Not applicable

### Comment

Early Childhood Australia (WA) has identified the following potential benefits of a State Play Strategy;

- 1. A WA Play Strategy has the potential to lift the status of play and become a tool for advocating its importance. This could be achieved by an organised campaign to provide information to all stakeholders about the importance of giving children frequent opportunities to engage with others in child-directed play for the enhancement of their creativity, social and emotional competence and cognitive and physical skills.*
- 2. A WA Play Strategy will contribute to the development of a shared language across a range of stakeholders so that actions and thinking come from a common understanding of play. This will provide a common platform for stakeholders' discussion and recommendations in relation to the need to restore the focus on play-based learning for children in a range of settings*
- 3. As part of the WA Play strategy, a targeted campaign directed at education policy and practice will be organised to challenge the demise of play based practice in ECEC settings, including the early years of school. The campaign will highlight the importance and benefits of child-directed play, the right of the child to play, and the position of the EYLF on play. The campaign will provide examples of the existing best practice. In addition, the campaign will support educators' right and obligation to provide play-based learning in ECEC settings.*
- 4. As part of the WA Play strategy, a targeted campaign directed at parents and the wider community will be organised. The provision of play-related information and resources for parents can empower parents in making informed decisions about the quality and type of their children's play activities and their role in those activities*
- 5. A WA Play Strategy will provide a platform to involve local councils and community organisations in discussing and decision making in relation to the provision of resources and spaces to encourage child-directed play. The planning of such places should be organised in consultation with community members including parents and children.*

Council is requested to give consideration to supporting the development of a State Wide Play Strategy by authorising the Chief Executive Officer to sign and return the Strategy endorsement form.

By signing the endorsement form Council would be agreeing to the following;

1. The Town supports the idea of developing the WA State-wide Play Strategy.

2. The Town gives permission to ECA WA Branch to identify the Town (in public and written communication) as a key stakeholder who supports the development of a WA Play Strategy.
3. The Town would be giving permission for its logo to be displayed on the front page of the ECA WA 2016 Discussion Paper.

**12.2.5 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 100817**

**Moved Cr Collinson, seconded Cr Nardi**

**That Council:**

1. **supports the development of a State Wide Play Strategy in Early Childhood Education and Care.**
2. **authorises the Chief Executive Officer to sign and return the Strategy endorsement form to Early Childhood Australia (WA).**

**(CARRIED 9:0)**

UNCONFIRMED

13. **MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**  
Nil.
14. **NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING**  
Nil.
15. **QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**  
Nil.
16. **NEW BUSINESS OF AN URGENT NATURE**  
Nil.
17. **MATTERS BEHIND CLOSED DOORS**

*Cr Collinson declared a proximity interest in the matter of 128A George Street and left the meeting at 7.23pm.*

**17. PROCEDURAL MOTION**

Moved M McPhail, seconded Cr Harrington

That Council resolve the meeting be closed to the public to discuss item 17.1 under the terms of the *Local Government Act 1995, Section 5.23(2)(c) & (e)*.

(CARRIED 8:0)

**17.1 128A George Street Lease**

Elected members considered a confidential report prepared by the Executive Manager Corporate & Community Services.

**CONFIDENTIAL ATTACHMENT**

**17.1 OFFICER RECOMMENDATION/COUNCIL RESOLUTION 110817**

Moved Cr M McPhail, seconded Cr A McPhail

That Council

1. in accordance with section 3.58 of the Local Government Act 1995 advertise its intention to accept option 2 for the of lease 128A George Street, East Fremantle to Lantern Architecture for up to a maximum period of 5 years.
2. subject to not receiving any submissions, authorises the Chief Executive Officer to finalise a lease with Lantern Architecture, which is to contain a redevelopment termination provision to allow the Town to cancel the lease.
3. authorises the Mayor and Chief Executive Officer to sign and affix the Common Seal to the lease agreement for 128A George Street.

(CARRIED 8:0)

**PROCEDURAL MOTION**

**Moved Cr Watkins, seconded Cr Harrington**

**That the meeting be opened to the public.**

**(CARRIED 8:0)**

*Cr Collinson returned to the meeting at 7.33pm and it was noted he did not speak or vote on the previous motion.*

**18. CLOSURE**

There being no further business, the Presiding member declared the meeting closed at 7.33pm.

*I hereby certify that the Minutes of the meeting of the **Council** of the Town of East Fremantle, held on **15 August 2017**, Minute Book reference **1. to 18.** were confirmed at the meeting of the Council on*

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*Presiding Member*