



Additional information

Ordinary Meeting of Council

Wednesday, 27 May 2020, 6.00 pm

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**C2005-12 HAMPTON ROAD, NO.229B (LOT 100), SOUTH FREMANTLE -
MIXED USE COMMERCIAL DEVELOPMENT (PETROL FILLING
STATION, OFFICE AND WAREHOUSE – (JL DAP002/20)**

Additional Information 1 – Site Photos



Photo 1 – No.229b Hampton Road, South Fremantle



Photo 2 - No.229b Hampton Road, South Fremantle – Corner of Brockman Place and Hampton Road



Photo 3 – Subject site viewed from Brockman Place



Photo 4 - Neighbouring Southern properties to subject site



Photo 4 - Adjacent Northern properties to subject site



Photo 5 – Adjacent Eastern properties to subject site

C2005-13 HIGH STREET, NO. 96 (LOT 22) FREMANTLE – CHANGE OF USE TO TAVERN (TG DA0114/20)

Additional Information 1 – Site Photos



Additional Information 2 - House Management Policy, Code of Conduct Management Plan

CITY OF FREMANTLE
These Plans Form Part of

DA0114/20

30 Mar 2020



**House Management Policy
Code of Conduct
Management Plan**

Liquor Control Act 1988



Prepared with assistance from Lavan
1 William Street, Perth
lavan.com.au

House Management Policy



House Management Policy

Palace Arcade Fremantle

To operate the tavern licence and any associated extended trading permit in a responsible, friendly and professional manner to the satisfaction of all patrons, neighbouring businesses, nearby residents and other people in Fremantle.

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Code of Conduct



Code of Conduct

Palace Arcade Fremantle

The licensee is committed to **responsible serving practices** which include:

- **Controlling drunken persons** by refusing them entry to the premises or to remain on the premises and by not providing them with liquor when on the premises and by taking appropriate care to protect both them and others they may come into contact with. Any incident involving a drunk person that is required to be recorded must be so recorded in the incident register.
- **Controlling juveniles** by refusing them entry when they are not accompanied by a responsible adult acting as a guardian and when they are on the licensed premises, by not providing them with liquor. Any incident involving a juvenile that is required to be recorded must be so recorded in the incident register.
- **The responsible promotion of liquor.** This includes the advertising, marketing and manner of supply of liquor.
- **Minimising any potential for harm** to be caused by the use of liquor at the Palace Arcade Fremantle.
- **Avoiding disturbing the amenity** of the local area by respecting the rights of nearby businesses and residents.
- **Addressing any complaints** from patrons, nearby businesses and residents expeditiously and reasonably.
- **Caring** for patrons properly by establishing harm minimisation strategies to enable them to enjoy themselves without causing harm to themselves or others and to assist them where need be to obtain safe transport home.

Management Plan



Management Plan

Palace Arcade Fremantle

The aim of the *Management Plan* is to implement the *House Management Policy* and *Code of Conduct* and generally to facilitate the proper conduct of business. The *Management Plan* will be implemented by:

1 Conducting Training

- 1.1 To ensure the required accredited liquor licensing training courses have been completed by relevant employees.
- 1.2 To ensure staff are trained in responsible server practices before being permitted to serve liquor in accordance with legal requirements or as directed by the Director of Liquor Licensing, which training is to be refreshed and reinforced in-house.
- 1.3 To ensure staff are trained to be proactive in preventing drunkenness and by:
 - 1.3.1 adopting a responsible approach to advertising liquor;
 - 1.3.2 avoiding unacceptable drink promotions;
 - 1.3.3 promoting low and non-alcoholic products; and
 - 1.3.4 promoting and recommending that food and non-liquor products be consumed whilst drinking liquor.
- 1.4 To ensure staff are trained to identify early signs of drunkenness by recognising:
 - 1.4.1 noticeable changes in behaviour (such as slurring or mistakes in speech, confusion and delays in responding to requests);
 - 1.4.2 liquor related clumsiness (such as knocking things over and fumbling with change);
 - 1.4.3 loss of balance and co-ordination; and
 - 1.4.4 the strong smell of alcohol on patrons' breath or clothing.
- 1.5 To ensure staff are trained to deal with drunken, rowdy, difficult or offensive patrons.

Management Plan

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- 1.6 To ensure staff are trained to responsibly refuse service to patrons when appropriate by:
 - 1.6.1 firmly, but politely and without causing embarrassment, not supplying liquor;
 - 1.6.2 remaining calm when explaining reasons for refusal of service;
 - 1.6.3 remaining ever courteous;
 - 1.6.4 offering alternatives such as non-liquor products;
 - 1.6.5 reporting any problems with patrons to management;
 - 1.6.6 being consistent in communicating with patrons; and
 - 1.6.7 removing any drunk or disorderly patrons.
- 1.7 To ensure staff are trained to check for identification and be alert for forged identification, which may be confiscated. The only acceptable forms of identification are those identified in the *Liquor Control Regulations 1989 (WA)* which must be current and have a photograph. Some of the acceptable forms of identification include the:
 - 1.7.1 Australian driver's licence.
 - 1.7.2 Australian learner driver's permit.
 - 1.7.3 Passport.
 - 1.7.4 WA photo card, as defined in the *Liquor Control Regulations 1989 (WA)*.
 - 1.7.5 Photo Card issued in accordance with the *Photo Card Act 2005 (NSW)*.
 - 1.7.6 Proof of age card issued in accordance with the *Liquor Control Regulations 1989 (WA)*.
 - 1.7.7 Card issued under the law of another Australian State or Territory that is equivalent to a proof of age card or photo card referred to in the *Liquor Control Regulations 1989 (WA)*.
 - 1.7.8 Hard copy proof of age card known as a "Keypass identity card" issued by Australia Post, as defined in the *Australian Postal Corporation Act 1989 (Commonwealth)*.
- 1.8 To ensure staff are trained to and to comply with in-house standards.
- 1.9 To ensure an incident register is kept at the premises and maintained, in the form approved by the Director of Liquor Licensing, recording all required

Management Plan

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incidents. Staff are to be properly trained as regards the obligations associated with the incident register.

- 1.10 To ensure a register of staff training is kept and maintained in accordance with requirements.

2 Responsible Server Practices

Palace Arcade staff shall do the following:

- 2.1 Promote the responsible serving and sale of liquor at all times.
- 2.2 Responsibly promote liquor by, amongst others, complying with the following policy practices of the Director of Liquor Licensing.
 - 2.2.1 Limiting 'happy hours' to 2 periods of 60 minutes per day during or immediately following normal daytime working hours, provided there is at least 4 hours separation between each happy hour and any happy hour ceases by 7 pm.
 - 2.2.2 Promoting low alcohol beer and non liquor products.
 - 2.2.3 Only having in-house offers of a consistent price of a particular type or brand of liquor across the entire trading hours of the premises on a given day or night, providing the price is not so low that it will, in itself, encourage the excessive consumption of alcohol and intoxication.
 - 2.2.4 Only promoting particular brands of liquor that provide incentives to purchase the brand by virtue of a consistent discounted price, offer of a prize or other means, that do **not** provide an incentive to consume the product rapidly and to excess.
 - 2.2.5 Not providing liquor free of charge unless providing a complementary drink to invited guests, if the invitation is with a mail list or other direct correspondence maintained as part of a bona fide club/reward system.
- 2.3 Generally complete the training that is made available and put into practice the Management Plan at all times.

Palace Arcade staff shall **not** do the following:

- 2.4 Serve any patron who is drunk.
- 2.5 Serve any liquor to juveniles.
- 2.6 Serve patrons, whom, it is suspected, are obtaining liquor for a juvenile or a person who is drunk.

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- 2.7 Conduct any promotions or incentives that encourage patrons to purchase and consume cheap or discounted liquor irresponsibly. This includes ensuring the following does **not** occur.
 - 2.7.1 Externally advertising a complementary alcoholic drink upon arrival, unless the drink is provided ancillary to another service such as food.
 - 2.7.2 Offering alcoholic drinks in non-standard measures, which by virtue of their emotive titles (such as 'laybacks', 'shooters', 'slammers', 'test tubes' or 'blasters') and method of consumption encourages irresponsible drinking habits which are likely to result in rapid consumption.
 - 2.7.3 Offering drink cards, free drinks, extreme discounts or discounts of limited duration that create incentives for patrons to consume liquor more rapidly or in greater amounts than otherwise.
 - 2.7.4 Conducting any promotion which encourages a patron to consume liquor excessively (including 'all you can drink offers', 'free drinks for women', 'two for one') or in an unreasonably short time period.
 - 2.7.5 Offering promotional cards, vouchers or incentives providing free or discounted drinks which are distributed away from the licensed premises.
 - 2.7.6 Labelling or describing promotions that may encourage patrons to consume liquor irresponsibly and excessively to drunken state.
 - 2.7.7 Refusing to serve half measures of spirits on request or provide reasonably priced non-alcoholic drinks.
- 3 **Complaints Procedures**
 - 3.1 Palace Arcade staff shall inform the duty manager of any complaint as soon as practicable.
 - 3.2 The duty manager shall attend to the complaint immediately and identify any alleged problem.
 - 3.3 The duty manager shall report to the Police any activity that warrants Police involvement.
 - 3.4 The duty manager shall advise the complainant of the action to be taken, including the time frame and shall confirm what action has been taken when requested to do so.
 - 3.5 The duty manager shall record and report to senior management all complaints received and action taken.

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4 Patron Care

The care of patrons at Palace Arcade Fremantle is paramount and shall be achieved by the following:

- 4.1 Promoting the responsible purchase and consumption of liquor.
- 4.2 Making both food and non-liquor products available.
- 4.3 Not serving liquor to seemingly drunk patrons.
- 4.4 Attempting to arrange safe transport from the premises for patrons where required. Encouraging patrons to use the transport options offered and not to walk home.
- 4.5 Generally creating a safe and non-threatening environment.

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Palace Arcade - Management Plan

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Control of Noise

Palace Arcade is located centrally in Fremantle, one of Western Australia's premier nightlife entertainment precinct. Persons who resort to or live and work in Fremantle expect a higher level of ambient noise to be present, especially on weekend nights. Palace Arcade is not near any residential areas. Palace Arcade has no business neighbours likely to be adversely affected by the noise of an operational tavern.

Palace Arcade is concerned for the auditory health of our staff and patrons. The sound system at Palace Arcade Fremantle is fitted with limiters that prevent the sound exceeding a maximum peak of INSERT dB(A) in the inside bar area. It is intended that an increase of volume level will only be used at times when the venue is at full capacity and sound levels will be adjusted appropriately (ie lowered) in response to the number of patrons present. Sound levels will be set in accordance with relevant codes and standards, including *Environmental Protection (Noise) Regulations 1997*, and tested by our audio services provider when the sound system is re-installed at the completion of the renovation to ensure compliance.

Control of Patron Behaviour

Palace Arcade employs experienced Approved Managers who set high expectations of the standard of patron behaviour and diligently monitor patrons to ensure those standards are adhered to. Palace Arcade adopts a firm but fair approach with patrons and will not hesitate to remove any patrons from the premises who's behaviour is, or has the potential to adversely impact upon their own, staff members or other patrons, health or safety.

Much of the control of our patrons behaviour is based on the responsible service of alcohol and providing a safe and comfortable environment within our premises. Palace Arcade has a existing excellent record with it's Northbridge venue. One of extremely low incidents. We put this down to our level of professional staff management and training as well as adhering to strict RSA.

Responsible Serving Practices Adopted

Palace Arcade is committed to practicing harm-minimisation techniques as intrinsic and fundamental to the way we manage our licensed premises and patrons.

Palace Arcade recognises that the responsible service of alcohol is intrinsic in providing our patrons with the safest possible environment in which to enjoy themselves and the entertainment we provide.

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Staff Training

Palace Arcade recognises that appropriately skilled staff are an asset to our business and supports the principles outlined in the Directors policy on mandatory training. All bar staff and floor staff at Palace Arcade have attained at least the minimum required approved training in the responsible service of alcohol.

In addition to the required training staff, Palace Arcade received ongoing informal training from our Managers with particular focus on; recognising the signs of intoxication, techniques in refusing service to intoxicated patrons and dealing with argumentative patrons and other conflict situations.

Training Register

Palace Arcade maintains a training register, as required by the Directors policy on mandatory training, which details staff information and their training compliance along with a copy of the training certificate detailing the qualifications achieved by each staff member. This is updated immediately as soon as a new staff member is hired.

Approved Managers

Palace Arcade endeavours to have more than one Approved Manager at the premises during trading. All our Approved Managers have, as a minimum, completed the Short Course in Liquor Licensing, through Accredited Training organisations, as required under the Directors mandatory training policy. One of our Approved Managers is also a director of the licensee company and is at the premises on most nights of trade.

Provision of Drinking Water

Palace Arcade recognises our responsibility under the Act to minimize the potential dangers of dehydration to patrons, as well as an alternative to alcoholic beverage. Palace Arcade's training of bar staff in the importance of hydration to the patron as one of the highest degree.

Palace Arcade makes drinking water available to patrons in two ways;

- Bottles of fresh water in 1L containers. These are easily visible at the end of the bar along with a plentiful amount of serving glass wear. The patron is able to self-serve and even take a bottle to their table.
- Asking the bartenders for cold ice water in a larger glass vessel. This along with bar staff asking every patron if they would like a glass a water on presentation at the bar.

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Intoxication Policy

Palace Arcade does not have a 'cut off' policy. If a patron is deemed too intoxicated to serve we also consider them to be too intoxicated to remain on the premises.

Responsible Promotion of Liquor Practices

Palace Arcade supports the responsible service, promotion and consumption of liquor through the adoption of the Director's guideline for the responsible promotion of liquor.

Palace Arcade does not engage in any 'unacceptable practices' that would encourage irresponsible drinking. The main focus of our business is high quality service and high end products in an exclusive yet fun environment. In doing this it is not necessary or desirable for us to discount liquor to attract patrons. Palace Arcade's offering of Retro Arcade games, American Comfort food and top line bar offering is our draw card.

Alcoholic Drinks Pricing

The lowest cost alcoholic drink available at Palace Arcade is canned Tecate beer at \$5. The lowest priced bottles full strength beer is \$7.50. Palace Arcade serves tap beer which at it's lowest price is \$7 a schooner (425ml). The lowest price measure (30mL) of spirits is \$10. The most popular alcoholic drinks range in price from \$10 to \$18. We believe these prices are not 'cheap' and therefore do not act as an enticement to attract patrons to our premises for the purpose of consuming alcohol irresponsibly. Nor do we believe the pricing of liquor at our premises creates any incentive for patrons to consume liquor irresponsibly.

Provision of Non-alcoholic Alternatives

In addition to water Palace also offers non alcoholic alternatives including soft drinks by the can, a variety of soft drink by the bottle, and fruit juice. Bar staff are also able to suggest mocktails as an alternative to the alcohol equivalent of cocktails.

Illicit Drugs Policy

Palace Arcade does not support, promote or condone the use of illegal drugs. Palace Arcade is primarily a fun family environment. Illicit drug use would not align with our environment presented.

This policy is supported by a code of practice, developed through our Managing Director's participation in the Night Venues.

- Provide adequate and accessible free drinking water



- Ensure adequate ventilation
- Prevent overcrowding
- Provide at least one first aid trained staff member at the premises
- Keep an incident register
- Inform and educate patrons
- Support relevant public education campaigns
- Provide training for key staff on alcohol and drug risk management

Ventilation and Air Conditioning

Palace Arcade recognises the potential dangers of overheating to patrons.

To maintain the most comfortable environment for patrons and to prevent overheating all Palace Arcade's venues have a combination of reverse cycle air conditioning and evaporative.

These air conditioning units operated by the Approved Manager under a set of guidelines. Determined by outside ambient temperature, the amount of patrons inside the venue and time of day/night.

Due to the large openings at the Fremantle location through to the alfresco and front of the building, it is easy to achieve a high air change rate in allowing, through the management of the air conditioning system, the premises to maintain a very comfortable environment on even the hottest and most humid of nights at the peak of summer.

Security and Crowd Control Measures

The safety and security of our staff and patrons is our primary concern at Palace Arcade.

Crowd Controllers

Palace Arcade Fremantle will employ crowd controllers through a third party contractor, NPB Security Services. They will be utilised in the peak periods of trade alike it's Northbridge and Victoria Park locations.

We have an excellent working relationship with our security contractor NPB. They only employ the best and most professional guards. Palace Arcade has a focus on the experience of patrons. This focus extends to security personnel whom work for Palace Arcade. NPB know to only supply Palace with the best customer service specialised guards whom have a high experience level.

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Palace Arcade intends on having a two security starting at 11pm close at 2am on Friday and Saturday nights. Running to the same format as it's Northbridge location and Victoria Park (12am close).

From 8pm the guards will take numbers currently in the venue. They will then both be positioned at the front door and with regularly check the venue and patrons every half hour.

Two Way Radio Communications

Palace Arcade uses GME TX680 3 Watt VHF two way radios with ear pieces for communication. All crowd controllers, managers and key staff have radios. There is also a radio in each bar for the staff to use in emergencies. Radios are used by the manager to communicate instructions to crowd controllers and staff. Crowd controllers use the radios to co-ordinate their movements, call for assistance or report issues. Staff can use radios to alert crowd controllers in emergency situations.

CCTV

Palace Arcade has a **INSERT SYSTEM** digital CCTV system with **INSERT** cameras covering the front door, rear fire exit, reception, cloakroom, bars and staff areas. The system records 24 hours seven days a week with motion sensors initiating recording for each camera. Images are currently stored for approximately 28 days before being overwritten.

The CCTV system at Palace Arcade exceeds the minimum system requirement and capabilities as described in the Directors policy on 'Security at licensed premises'.

Communication With Police

Approved Managers all carry mobile phones with the phone number for the Police 13 444 or 000. The level of emergency can be accessed by the approved manager. They can then deem what number to call based on urgency.

Description of Entry Procedure

Patrons enter Palace Arcade Fremantle via the front door located on 96 High Street. There will be no other entry to Palace Arcade Fremantle.

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ID Check

On presentation at the bar any patron deemed to be close to the age of 25 will be checked for ID by the bartenders. On Friday and Saturday nights from 8pm till 2am all entering patrons will be checked for ID by security. If under the age of 18 and not accompanied by a legal guardian the person will be asked to leave. All training will be provided by Palace Arcade in checking of ID's of all Patrons. As Palace Arcade policy all minors accompanied by a legal guardian will be only allowed to stay at the venue till 8.30pm. All staff will be versed in our policies and procedures in regards to ID checks and minors.

Hours of Operation

It is anticipated that Palace Arcade when opened after renovations have been completed, will operate between 4pm till 12am Wednesday and Thursday, 12pm till 2am Friday and Saturday and 12pm till 10pm Sunday.

Venue Capacity

The venue capacity is to be re-calculated for the applicable tavern licence and will be deemed by Liquor Licencing and the Fremantle City Council.

**C2005-14 MORAN COURT, NO. 26 (LOT 20), BEACONSFIELD – REAR
EXTENSION AND ALTERATIONS TO AN EXISTING SINGLE HOUSE – (NB
DA0091/20)**

Additional Information 1 – Site Photos



Photo 1: Streetscape



Photo 2: Southern boundary showing level differences between the two properties



Photo 3: View from adjoining southern lot to existing dividing fence and retaining wall



Photo 4: Rear view from adjoining southern site

**C2005-15 DAVIS PARK PRECINCT LOCAL STRUCTURE PLAN,
BEACONSFIELD - OUTCOMES OF COMMUNITY CONSULTATION
AND RECOMMENDATION**

Additional Information: Centre Scale Examples



Source: Nearmaps/ Google Street View



Source: Nearmaps/ Google Street View





Source: Nearmaps/ Google Street View



DAVIS PARK - COMPARATIVE CENTRES WINTHROP VILLAGE

DATE: 12.05.2020

JOB NO: PA1371



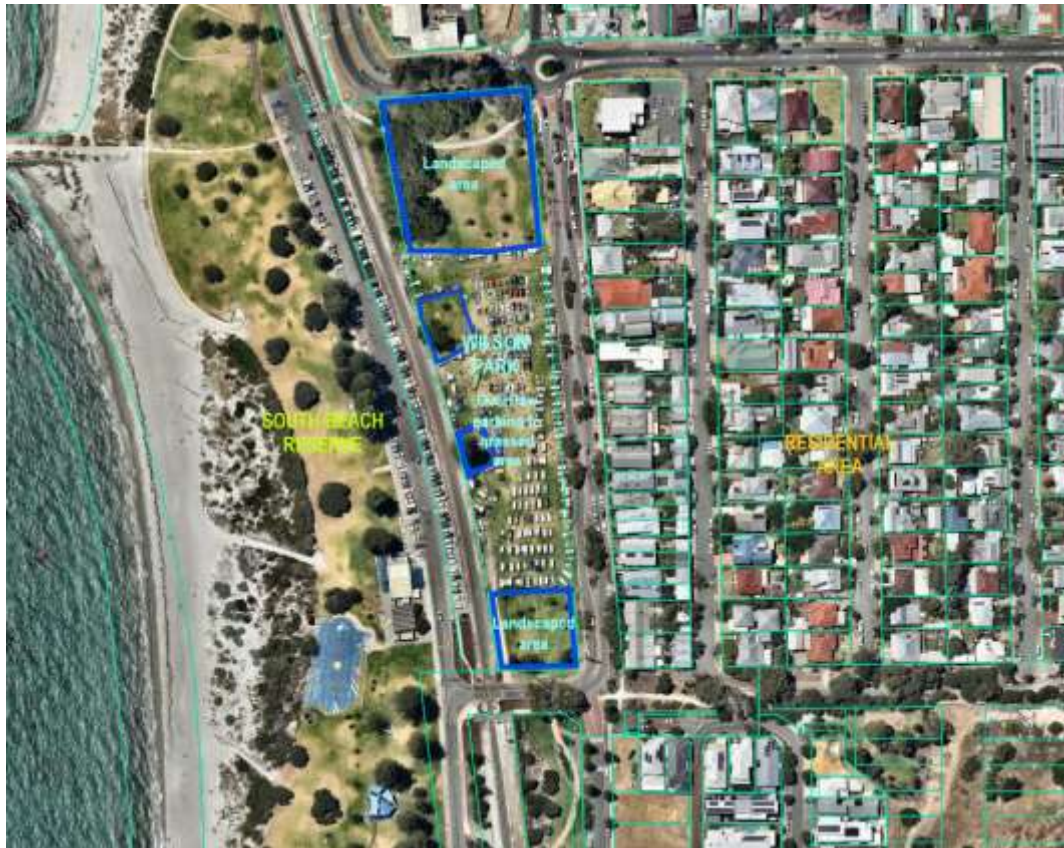
Source: Nearmaps/ Google Street View



Source: Nearmaps/ Google Street View

**C2005-27 ELECTED MEMBER MOTION – RESERVE 8965 SOUTH TERRACE,
SOUTH FREMANTLE ‘WILSON PARK’ – COUNCILLOR MARIJA
VUJCIC**

Attachments



Aerial photo Sunday 8 December 2019 copyright Nearmap



Wilson Park Reserve, damage caused when used for parking



Wilson Park Reserve, damage caused when used for parking



Wilson Park Reserve, damage caused when used for parking



Wilson Park Reserve, damage caused when used for parking

Some bits of the history of Wilson Park, Fremantle Suburban Lot 85, Reserve
No. 39729 - Area: 1.5631 hectares.

As provided from 'Fremantle City Library, Local History Collection' - in
approximately 1989.

1st Title 16.10.1897 - Queen Victoria issued to Mayor, Councillors and Burgesses of
Town of Fremantle "solely for the purposes of recreation".

9.10.1903 - transferred to His Majesty King Edward the Seventh.

14.12.1904 - Edward the Seventh granted to the Mayor and councillors of the
Municipality of Fremantle. "To be used & trust solely for
recreation purposes" (specified in on certificate of title).

24.6.1971 - transferred and surrendered to Her Majesty Queen Elizabeth the
Second.

24.12.1986 - vested in Fremantle City Council [as per 'Letter from the
Governor', below].

The above is essentially quoted verbatim from the information received from
Fremantle City Library, and the following 3 lines is a note that I made at the time:

Entry in Government Gazette W.A. p.4977, 24.12.1986. File No. 306/03.
Fremantle - No. 39729 (Recreation), Suburban Lot No.85 (1.5631 Hectares).
Diagram 60/155, Public Plan Perth 1:2 000 07.11 (Ocean Road).

Letter from the Governor of WA 16.12.1986 states:

"Vesting Order
File No. 306/03

I, Professor Gordon Reid, Companion of the Order of Australia, Governor of the
State of Western Australia, do hereby, in pursuance of the powers enabling me in
that behalf, and under and by virtue of the provisions of Section 33 of the Land Act,
1933, direct that Reserve No. 39729 (Fremantle Suburban Lot 85) shall vest in and
be held by the city of Fremantle

In trust for the following objects and purposes (that is to say)

"Recreation"

subject nevertheless to the powers reserved to me by Section 37 of the said act."

Background information relating to Wilson Park Reserve and its use.

See Council Grant 325-185



DEPARTMENT OF LAND ADMINISTRATION
Cathedral Avenue,
Perth,
Western Australia 6000

Your Ref. _____
Our Ref. 306/03 CH:JG
Telephone Enquiries 323 1276

Town Clerk
City of Fremantle
FREMANTLE CDO

CITY OF FREMANTLE

Date: - 6 FEB 1987

Reg. ☒ YES ☐ NO

File No. _____

Dept. *W/PLD*

City ☒ YES ☐ NO

Color _____

Telephone _____

Other Action _____

658776

Dear Sir

RESERVE 8965 SOUTH TERRACE, SOUTH FREMANTLE

Further to my letter dated August 25, 1986 I advise for your information that Executive Council has approved of Fremantle Suburban Lot 85 being set apart as Reserve No. 39729 for the purpose of "Recreation" and issued an Order in Council directing that Reserve No 39729 (Fremantle Suburban Lot 85) vest in and be held by the City of Fremantle in trust for the purpose of "Recreation".

Notice to this effect was published in the Government Gazette of December 24, 1986 and I enclose a print showing the said reserve and the relevant Vesting Order.

Yours faithfully

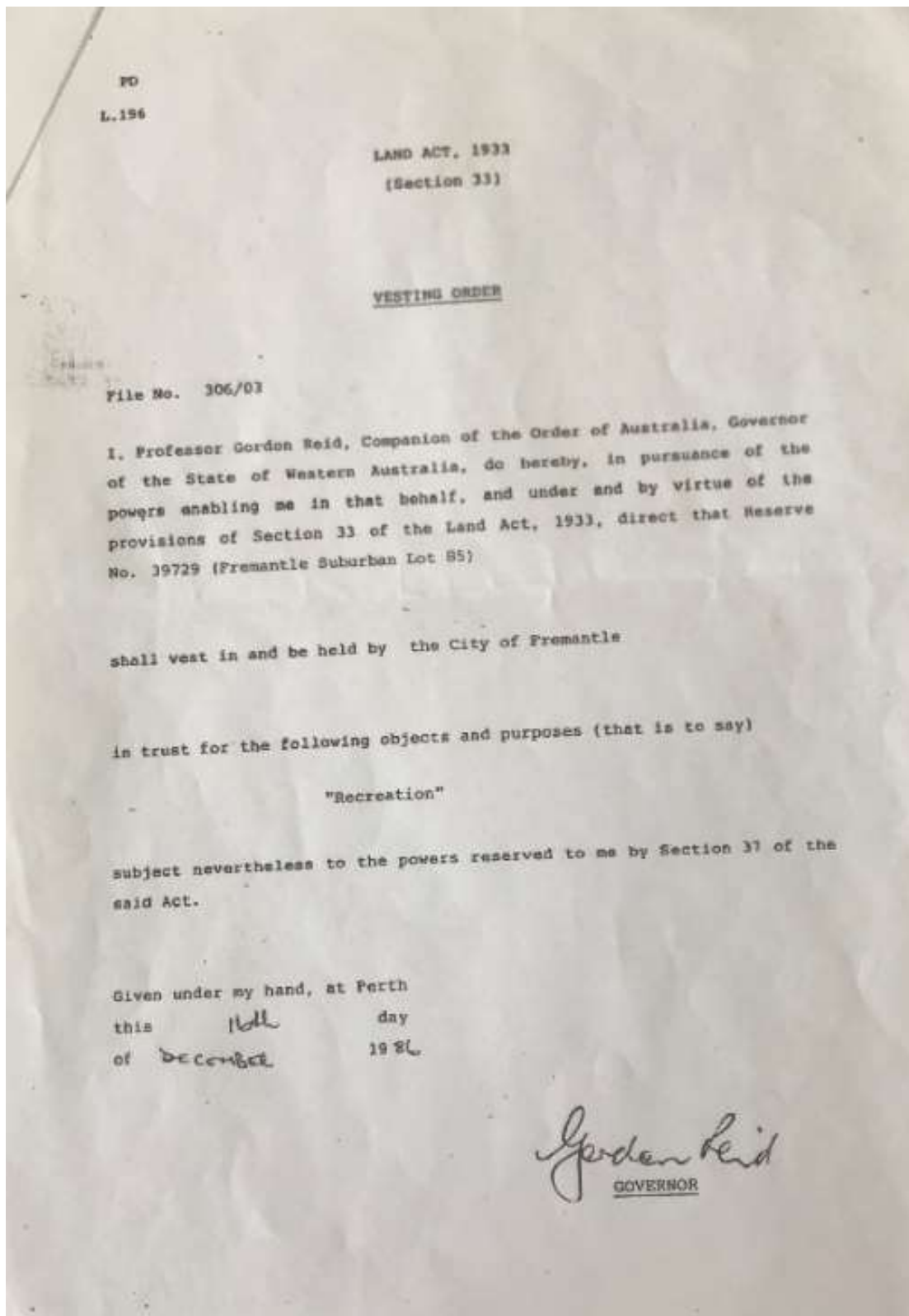
N. J. Smyke
EXECUTIVE DIRECTOR

February 3, 1987

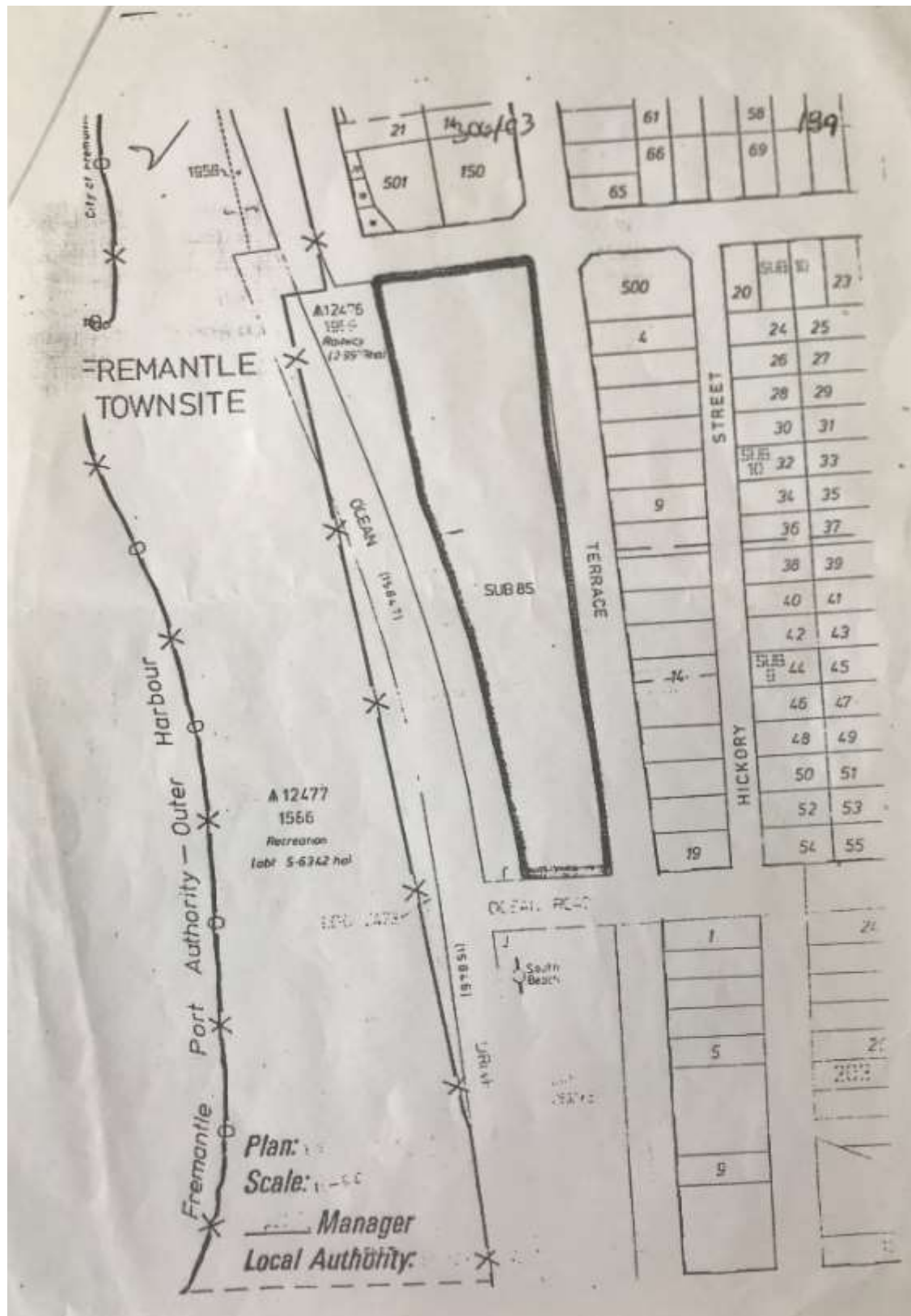
enc

Telephone: 323 1222 Telex: LANDS AA83784 Telegrams: LANDWEST Perth

Background information relating to Wilson Park Reserve and vesting order.



Background information relating to Wilson Park Reserve and vesting order.



Background information relating to Wilson Park Reserve and vesting order.