



Agenda

Ordinary Meeting of Council

Wednesday 23 November 2022 6pm



Notice of an Ordinary Meeting of Council

Elected Members

An Ordinary Meeting Council of the City of Fremantle will be held on **Wednesday 23 November 2022** in the Council Chamber at the Walyalup Civic Centre, located at 151 High Street, Fremantle commencing at 6.00 pm.

A handwritten signature in black ink, appearing to read "Glen Dougall".

Glen Dougall
Chief Executive Officer

18 November 2022



Table of Contents

1.	Official opening, welcome and acknowledgement.....	4
2.	Attendance, apologies and leave of absence	4
3.	Applications for leave of absence	4
4.	Disclosures of interest by members	4
5.	Responses to previous public questions taken on notice	4
6.	Public question time.....	4
7.	Petitions	4
8.	Deputations	5
8.1	Special deputations.....	5
8.2	Presentations	5
9.	Confirmation of minutes	5
10.	Elected member communication	5
11.	Reports and recommendations from committees	6
11.1	Planning Committee 2 November 2022.....	6
PC2211-4	AINSLIE ROAD, NO. 4 (LOT 28), NORTH FREMANTLE - SECOND STOREY ADDITION AND ALTERATIONS TO EXISTING SINGLE HOUSE (JCL DA0255/22)	6
PC2211-9	REVIEW OF LOCAL PLANNING POLICY D.B.M9 – TELECOMMUNICATIONS	31
PC2211-10	FREMANTLE OVAL DRAFT CONSERVATION MANAGEMENT PLAN	37
11.2	Finance, Policy, Operations and Legislation Committee 9 November 2022..	40
FPOL2211-6	DESTINATION MARKETING WORKING GROUP MEMBERSHIP	40
FPOL2211-7	SEASONAL TRADING POLICY.....	44
FPOL2211-8	FREMANTLE OVAL – ESTABLISHMENT OF A WORKING GROUP	52
FPOL2211-10	VIRGINIA RYAN PARK AND STEVENS RESERVE COMMUNITY CONSULTATION AND DOG MANAGEMENT	57
FPOL2211-11	ELECTRIC VEHICLE SUBSCRIPTION CONTRACT TRIAL REPORT	65
FPOL2211-12	BUDGET AMENDMENTS - NOVEMBER 2022	69

Agenda – Ordinary Meeting of Council
23 November 2022



12.	Reports and recommendations from officers	106
C2211-1	MONTHLY FINANCIAL REPORT – OCTOBER 2022.....	106
C2211-2	STATEMENT OF INVESTMENTS – OCTOBER 2022	119
C2211-3	SCHEDULE OF PAYMENTS – OCTOBER 2022.....	125
13.	Motions of which previous notice has been given	128
FPOL2211-13	NOTICE OF MOTION – TO ELECTRIFY EVERYTHING BY 2025 – CR RACHEL PEMBERTON.....	128
14.	Urgent business	131
15.	Late items	131
16.	Confidential business	131
17.	Closure	131



1. Official opening, welcome and acknowledgement

Ngala kaaditj Whadjuk moort keyen kaadak nidja Walyalup boodja wer djinang Whadjuk kaaditjin wer nyiting boola yeye.

We acknowledge the Whadjuk people as the traditional owners of the greater Fremantle/Walyalup area and we recognise that their cultural and heritage beliefs are still important today.

2. Attendance, apologies and leave of absence

There are no previously received apologies or approved leave of absence.

3. Applications for leave of absence

Cr Geoff Graham requests a leave of absence from 27 November 2022 to 9 December 2022 inclusive.

4. Disclosures of interest by members

Elected members must disclose any interests that may affect their decision-making. They may do this in a written notice given to the CEO; or at the meeting.

5. Responses to previous public questions taken on notice

There are no responses to public questions taken on notice at a previous meeting.

6. Public question time

Members of the public have the opportunity to ask a question or make a statement at council and committee meetings during public question time.

Further guidance on public question time can be viewed [here](#), or upon entering the meeting.

7. Petitions

Petitions to be presented to Council.

Petitions may be tabled at the meeting with agreement of the presiding member.



8. Deputations

8.1 Special deputations

A special deputation may be made to the meeting in accordance with the City of Fremantle Meeting Procedures Policy.

There are no special deputation requests.

8.2 Presentations

Elected members and members of the public may make presentations to the meeting in accordance with the City of Fremantle Meeting Procedures Policy.

9. Confirmation of minutes

OFFICER'S RECOMMENDATION

Council confirm the minutes of the Ordinary Meeting of Council dated 26 October 2022.

10. Elected member communication

Elected members may ask questions or make personal explanations on matters not included on the agenda.



11. Reports and recommendations from committees

11.1 Planning Committee 2 November 2022

PC2211-4 AINSLIE ROAD, NO. 4 (LOT 28), NORTH FREMANTLE - SECOND STOREY ADDITION AND ALTERATIONS TO EXISTING SINGLE HOUSE (JCL DA0255/22)

Meeting Date:	2 November 2022
Responsible Officer:	Manager Development Approvals
Decision Making Authority:	Committee
Attachments:	1. Amended Development Plans 2. 2nd Set Amended Plans Provided 4 November 2022
Additional information:	1. Site Photos

SUMMARY

Approval is sought for additions and alterations and garage addition to an existing Single house at No. 4 Ainslie Road, North Fremantle.

The proposal is referred to the Planning Committee (PC) due to the nature of some discretions being sought and comments received during the notification period that cannot be addressed through conditions of approval. The application seeks discretionary assessments against the Local Planning Scheme No. 4 (LPS4), Residential Design Codes (R-Codes) and Local Planning Policies. These discretionary assessments include the following:

- **Primary street setback (garage)**
- **Boundary wall (south)**
- **Side setbacks (north / south)**
- **Building height (external wall and roof)**
- **Visual privacy (north)**
- **Open space**
- **Site works**
- **Overshadowing**

The application is recommended for conditional approval.



PROPOSAL

Detail

Approval is sought for additions and alterations and garage addition to an existing Single house at No. 4 Ainslie Road, North Fremantle. The proposed works include:

- Demolition of rear portion of the existing Single house, including the rear decking, portion of southern dividing fence, non-compliant stairs, carport concrete slab, existing store, and portion of existing primary street fence along southern boundary;
- Construction of a two-storey addition to the rear of the existing Single house;
- Conversion of carport into a garage with permeable roller door due to the addition of a semi-permeable brick wall to partially enclose it; and,
- Provision of a first-floor balcony contained within the roof space of the existing portion of the dwelling.

The applicant submitted amended plans on 28 September 2022 including the following:

- Reduction in height of rear extension by 0.3m; and,
- Modification of front balcony to be contained within existing roof space.

Development plans are included as attachment 1.

Site/application information

Date received:	26 July 2022
Owner name:	Benjamin John Laird & Honor Lara Dowling
Submitted by:	Robeson Architects
Scheme:	Residential R25
Heritage listing:	Individually Listed Category 3 and North Fremantle Heritage Area
Existing land use:	Single house
Use class:	Single house
Use permissibility:	P



CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, due to the following identified variations:

- Boundary wall (south)
- Side setbacks (north / south)
- Building height (external wall and roof)
- Visual privacy (north / south)
- Open space
- Site works
- Overshadowing.

The advertising period concluded on 26 August 2022, and three submissions were received, two providing objections to the proposal, with one submission objecting to the proposal containing two separate documents with separate authors. A third submission was received, posing no objection, though requested a traffic/parking management plan be provided to allow for parking to be available. The following issues were raised (summarised):

- Visual privacy variations posed by balcony;
- Concern relating to overshadowing;
- Concern relating to scale and bulk of development;



- Proposal should be more sympathetic to heritage fabric of existing dwelling;
- Proposal will adversely impact property values;
- Concerns relating to stability of stone wall and its foundations on our property. This needs to be protected during construction and excavation of sewer line between our properties; and,
- No access for construction workers is permitted on our land.

In response to the above, the applicant submitted revised plans to address the above concerns:

- Building height;
- Overshadowing;
- Building bulk and scale;
- Heritage impact; and,
- Visual privacy.

The applicant has provided the following responses (summarised) to the above objections:

- *Please see revised design addressing the Heritage officers' concerns. The roof deck size has been revised to be contained within the footprint of the existing roof;*
- *There are no overlooking variations proposed to the backyard of 6 Ainslie Road. There is only 0.650m² of overlooking into the front garden of 6 Ainslie Road behind the street setback. Given this minor variation of less than 1m² we are council to show their discretion when assessing this variation. This minor variation is due to the narrow width of the lot, and screening devices and planting have been utilized to reduce this variation;*
- *The selected builder will undertake dilapidation reports prior to the commencement of construction;*
- *There are no proposed changes to the existing fencing, therefore the contractor should not require access to either adjoining properties during construction, except for providing the dilapidation report;*
- *As per the R-codes, there is no overlooking from the proposed ensuite as it is not a habitable room.*
- *The overall height of the revised proposal has been reduced to help mitigate the impact on the adjoining property. The Northwest wall height has been reduced to RL 30.80 (6.8m above NGL) and the north east wall height has been reduced to RL 30.591 (ranging height from 6.5m – 7m above NGL).*
- *The owners of 4 Ainslie Road should not be penalized for the neighbouring block not being developed. When the block is to be developed in future, the bulk of the proposed design will be largely concealed by the future development when viewed from approach.*
- *Below are two perspectives highlighting the difference between the empty block and if the block were to be developed to the front setback requirement;*



- *The revised proposal has reduced the overshadowing to 104m². We ask for councils' discretion when assessing this variation as it is minor in nature and only 4m² over the deemed to comply. Due to the lay of the land the upper floor is built over the higher natural ground level which is setback to the rear of the site. To reduce the overshadowing impact on adjacent properties the store floor level was sunken into the ground to reduce the wall height along the southwestern boundary. The current existing pitched roof overshadows the property more than the proposed store.*

In response to the above objections, the following comments are provided by officers:

- See body of report for relevant Design Principle and LPS4 discretionary assessment of the proposed variations;
- Per Heritage advice provide in the body of the report, the amended proposal is acceptable from a heritage perspective;
- Potential impact of development on property values is not a relevant planning consideration;
- The impact of development on the structural integrity of structures is not a planning consideration, noting that it is subject to separate legislation;
- Works impacting sewer lines are subject to approval from Water Corporation, and are not a planning consideration; and
- Access to adjoining sites for the purposes of construction is not a valid planning consideration and is subject of separate legislation.



The City further notes the comments provided by the applicant in response to the objections received and summarised above.

The remaining comments are addressed in the officer comment below.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies. Where a proposal does not meet the Deemed-to-comply requirements of the R-Codes, an assessment is made against the relevant Design principles of the R-Codes. Not meeting the Deemed-to-comply requirements cannot be used as a reason for refusal. In this particular application the areas outlined below do not meet the Deemed-to-comply or policy provisions and need to be assessed under the Design principles:

- Primary street setback (garage)
- Boundary wall (south)
- Side setbacks (north / south)
- Building height (external wall and roof)
- Visual privacy (north)
- Open space
- Site works
- Overshadowing

The above matters are discussed below.

Background

The subject site is located on the northern side of Ainslie Road, approximately 42m from the Rule Street intersection. The site has a land area of approximately 400m² and is currently a Single house. The site is zoned Residential and has a density coding of R25. The site is individually heritage listed and is located within the North Fremantle Heritage Area.

The site currently comprises a Single house with a carport with rear pool and deck. The site has a significant slope of up to approximately 3.4m.

A search of the property file has revealed the following history for the site:

- DA0487/14 - *Carport and outbuilding addition to existing Single House* – approved on 16 January 2015.

Land Use

A Single house is a 'P' use in the Residential Zone, which means that the use is permitted by the Scheme providing the use complies with the relevant development standards and requirements of the Scheme.



Heritage assessment

As the proposed development is located within the North Fremantle Heritage Area, it is subject to assessment against LPP 3.6 – Heritage Areas Local Planning Policy. Additionally, the site is on the City's Heritage List.

Per LPP 3.6, the intent of additions and alterations to existing dwellings is per the below:

When altering or adding to a place with heritage protection, the goal is for an outcome that does not reduce the cultural heritage significance of the place (whether this significance is individual to the site, or part of the broader significance of the area) and ideally, enhances it. This generally involves changing as little as possible but as much as necessary in order to retain the cultural heritage significance of the place and maintain its utility. Because the significance of each place and its context is different, assessment of the suitability of proposals requires that each proposal should be assessed on its own merits.

The amended proposal was assessed by the City's Heritage Officers, and it was considered that the proposal can be supported in its amended form, noting the following comments:

"...Heritage Impact Comments

The drawings for the proposed works were modified in September 2022 following negative feedback on the adverse heritage impact of the original upper level deck design on the heritage house and the streetscape of Ainslie Road.

The most significant part of 4 Ainslie Street is the front four roomed section of the original house including its roof form, chimneys and front verandah. While the rear of the roof has undergone some change in the 1990s the side roof planes are still visible from the street.

The construction of an upper level roof deck over the rear of the main section of the house is acceptable from a heritage perspective because the deck is concealed by parts of the roof of the heritage house and because the section of roof that is being modified to accommodate the deck is not original. The new deck will require some screening to provide visual privacy to adjoining neighbours, but this will be concealed from the street on the north east side by the adjacent house. The other screen will be visible on the south-west side of the house because the adjacent block is currently vacant, but it is likely to be concealed from the street when this property is developed in future. For these reasons the proposed upper-level deck will have only minor impact upon 4 Ainslie Road and its contribution to the heritage streetscape and the heritage character of the North Fremantle Heritage Area.



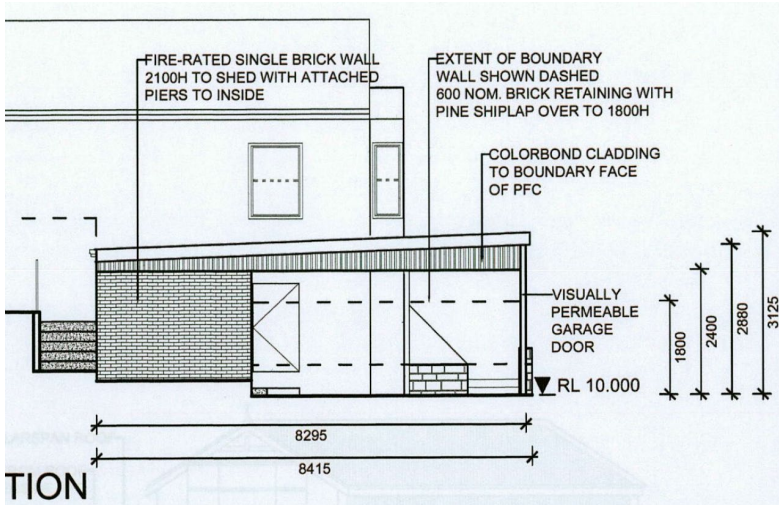
NOTE: All other proposed works are acceptable from a heritage perspective because they will have minimal impact on the significant part of the heritage house and its contribution to the streetscape of Ainslie Road.

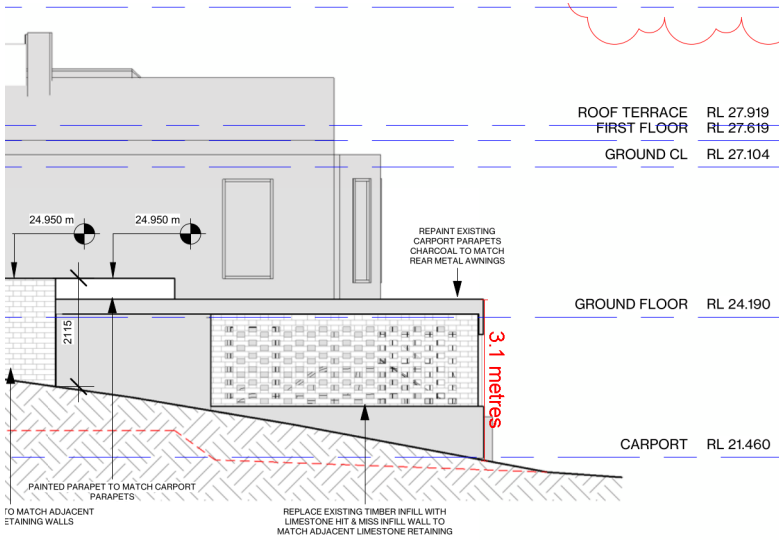
The proposed works are acceptable from a heritage perspective because they will have minimal effect on the heritage values of 4 Ainslie Road and the North Fremantle Heritage Area.

In accordance with LPP 3.6, new development in heritage areas needs to satisfy the following criteria (assessment against relevant criteria provided):

Element	Officer Comment
General	
Alterations and additions in heritage areas should respond sympathetically to the heritage values of the area as a whole and that part of the heritage area in the vicinity of the proposed development, with changes designed and sited in a manner that retains, conserves, respects and complements the heritage significance of the place and area.	Per the Heritage assessment above, in addition to the below assessment, it is considered that this requirement is met by the proposal.
Alterations and additions to contributory places should seek to change as little as reasonably possible.	The majority of demolition works occurs to the rear portion of the dwelling, which has limited heritage significance. The majority of the demolition to the dwelling is internal, with the retention of the entire length of the northern boundary wall and existing laundry and bathroom. Demolition of existing rear decking and portions of southern fence, stairs, and carport floor is also proposed, which is supportable from a heritage perspective. It is noted that a portion of the existing roof will be demolished, which is supported from a heritage perspective.
Retention of the contributory places, conservation, rear additions and internal adaptations are the preferred form of developing places within a heritage area. This approach allows for the retention of the	Rear additions proposed, with acceptable impact to the existing front portion of the dwelling, which has the greatest level of heritage significance.



Element	Officer Comment
significant elements of a place and assists in retaining the heritage streetscape, whilst allowing change to meet modern living standards and expectations.	
Where it can be demonstrated that original fabric of contributory places has been previously removed or unsympathetically altered, restoration / reconstruction of the street front facades to their original form and detailing is strongly encouraged. This should be based on evidence such as remaining traces of earlier fabric and old plans and photographs.	Proposal is acceptable without requiring restoration works.
Siting and scale	
Additions in front of contributory buildings or within the established building setback in the prevailing streetscape will generally not be supported unless restoring an original feature in the original architectural style (e.g. a verandah) spas (also see 'Garages and Carports' 'Ancillary Structures' and 'Street Fencing' sections below)	No new significant additions to the front of the existing dwelling. It is noted that minor works to the existing carport (to be converted to a garage) is proposed, though is supportable. The below shows the originally approved carport (approved in 2015):  The drawing shows a side elevation of a carport structure. Key features and dimensions include: Labels: - FIRE-RATED SINGLE BRICK WALL 2100H TO SHED WITH ATTACHED PIERS TO INSIDE - EXTENT OF BOUNDARY WALL SHOWN DASHED 600 NOM. BRICK RETAINING WITH PINE SHIPLAP OVER TO 1800H - COLORBOND CLADDING TO BOUNDARY FACE OF PFC - VISUALLY PERMEABLE GARAGE DOOR - RL 10.000 Dimensions: - Overall width: 8415 - Width of main structure: 8295 - Height markers on the right: 1800, 2400, 2880, 3125

Element	Officer Comment
	The below shows the proposed Garage (converted from above Carport). It is noted that the carport has been constructed per the below external form, with timber infill to the south-west side elevation (to be replaced per the below infill), with no garage door currently in place, though will be provided: 
Double storey additions to a contributory building may be considered where: • they are located to the rear of the original building; • they do not alter the original building roof line; • they are constructed so that the roof of the new addition is independent from the original building's roof form; • the roof form of the addition is not visible from the street (a minor variation to this may be permitted based on a proposal's impact on the streetscape); AND • if the addition is attached to the original building, in	The double storey additions are location to the rear of the existing dwelling. Whilst the additions alter the existing roof form, it is supported from a heritage perspective, noting that the existing roof form is not the original roof form. The proposed roof form, whilst visible from Ainslie Road, is considered to have an acceptable impact on the heritage significance of the site and locality. Additionally, the new addition is differentiated from the existing dwelling by way of a material change.



Element	Officer Comment
order to allow the original building to retain its original form, then this is to: • Be via a linked pavilion, or • Have side external walls of the extension set in from the side walls of the original building, or • Be supported by a material change at the junction of the old and new.	
Second storey additions over the main roof line of the original building (excluding later rear wings or skillion additions), or to the side of the main part of the house, will generally not be supported.	The proposal is supported per the Heritage comments.
Form	
Additions to places within a heritage area must respect and harmonise with and be sympathetic to the predominant form of the prevailing streetscape and existing building, without falsely mimicking heritage detailing.	It is considered that due to the significant primary street setback and design of the additions, their impact on the streetscape is acceptable and sympathetic to the heritage significance of the site and the locality.
Where a building form is highly repetitive, significant departures in form will appear at variance to the streetscape and should not be introduced.	The subject site is located towards the end of the street, adjoining a vacant site and a dwelling which is significantly different to the general heritage aesthetic of the streetscape. Additionally, as noted, there is an acceptable impact on the streetscape by the proposed additions. Therefore, there is no significant adverse impact of the proposal onto the consistency of the heritage streetscape.
The treatment of additions in terms of the roof form, proportions, materials, number, size and orientation of openings,	It is considered that these elements are acceptable from a heritage perspective. Moreover, they will have a minimal presentation to the streetscape.



Element	Officer Comment
ratio of window to wall etc. of an addition should relate to the existing contributory building and to its neighbours.	
Symmetry or asymmetry of facades in the prevailing streetscape is an element of form to be kept consistent.	No adverse impact on the symmetry or asymmetry of facades in the streetscape posed by the proposal.
Contemporary addition designs should respond to, and interpret, the scale, articulation and detail of the existing and nearby buildings in a modern, innovative and sympathetic way.	It is considered that this is achieved by the proposal.
Whilst the basic form, scale and structure of new development should be consistent with the character of the area, new additions should not seek to emulate heritage detailing to any great extent: 'Faux' or 'mock' heritage detracts from an understanding and appreciation of the original building and will not be supported. New development should blend in with the streetscape but be discernible as new when looked at more closely.	The proposed additions are considered generally complimentary to, yet distinct from, the existing dwelling contained on site, without having a 'faux' heritage impact.
Roofs	
Traditionally roof lines are a predominant element of the streetscape. Additions should respond to and reinforce the existing characteristics of a streetscape or neighbourhood with regards to plate and wall heights, roof form, ridge lines, parapet lines, roof slopes and eaves overhangs.	It is considered that the proposed additions have an acceptable impact on these elements.
Roof forms that are contemporary in style (i.e. flat /	The proposed roof form is flat, which is supported.



Element	Officer Comment
skillion) may be considered for rear and side additions.	
Materials, Colours and Detailing	
Significant original or early materials, and detailing to contributory places should be retained and conserved. Where it can be demonstrated that original fabric has been previously removed or unsympathetically altered, restoration/reconstruction of the street front facades to their original form and detailing is strongly encouraged. This should be based on documentary and/or physical evidence such as remaining traces of earlier fabric and old plans and photographs.	The front portion of the dwelling, comprising the highest degree of heritage significance, is retained with no amendments. The proposed additions have an acceptable material palette.
Intrusive finishes to heritage buildings should be removed. Intrusive finishes could be aesthetically intrusive or physically intrusive such as cement render or acrylic paints.	See comment above.
It is recommended that paint finishes or rendered finishes to previously unpainted or un-rendered surfaces on heritage buildings be avoided. Further, glossy materials or finishes on heritage buildings should be avoided unless there is a historical precedent for their use.	See comment above.
Use of original colours (based on physical inspection or paint scrapes) or traditional colours is encouraged. Where a contemporary paint colour scheme is being considered for a contributory building in a heritage area, consideration should be given to the traditional	See comment above.



Element	Officer Comment
tonal contrasts and façade detailing. Monochromatic schemes are not appropriate on heritage buildings and should be avoided.	

Primary street setback

Element	Requirement	Proposed	Extent of Variation
Garage – south-east	In line with, or behind front wall of the dwelling.	Nil	See below.

Clause 2.3 of LPP 2.9 states that:

Variations to the requirements of clause 2.1 or 2.2 above may be considered, at Council's discretion subject to the proposed development meeting at least one of the following criteria:

- i. *The proposed building is consistent with the character of buildings in the prevailing streetscape; or*
- ii. *The proposed setback of the building does not result in a projecting element into an established streetscape vista by virtue of the road and/or lot layout in the locality or the topography of the land; or*
- iii. *The proposed setback of the building will facilitate the retention of a mature, significant tree deemed by the Council to be worthy of retention (Refer also to LPP2.10 Landscaping of Development and Existing Vegetation on Development Sites); or*
- iv. *The carport is lightweight in construction, appears simple in design and is visually subservient to the form and proportion of the dwelling. Additionally, the front setback area is designed in such a way so as to maintain visibility of the dwelling from the street and surveillance from the dwelling to the street.*

Further to the above, Clause 2.4 of LPP 2.9 states that:

Additional to clause 2.3 above, where the property is on the Heritage List the proposed development's compatibility with and impact on the heritage significance of the property will be considered. Due consideration will be given to the heritage assessment prepared under Local Planning Policy 1.6 Preparing heritage assessments and approval will only be granted where the development is considered compatible with the heritage significance of the property.



It is considered that the proposal satisfies the above provisions of LPP 2.9 in the following ways:

- The structure, including the permeable roller door, is existing, and was previously approved at the site in its current location. The prominent development visible from the public realm is the provision of a semi-permeable masonry wall to the southern elevation of the garage. The other side of the carport facing into the subject site will comprise an aluminium flat bar enclosure, which is highly visually permeable, and poses no adverse impact; and,
- It is considered that the proposed semi-permeable wall has less of an impact than other structures that are visible from the street, noting that No. 8 Ainslie Road comprises a full height solid masonry wall.

Additionally, the City's Heritage department considers that the proposal has an acceptable impact. As such, it is considered that the proposed garage can be supported against Clause 2.4 above.

Boundary wall

Element	Requirement	Proposed	Extent of Variation
South	1m	Nil	1m

The southern boundary wall is considered to meet the Design principles of the R-Codes and the additional criteria of LPP2.4 in the following ways:

- The proposed boundary wall does not result in an unacceptable loss of access to daylight or direct sunlight despite its location on the southern boundary due to the following:
 - Large portions of the boundary wall are existing, with a portion of it comprising an enclosure to the carport within the existing dimensions (now considered a garage, see Figure 2 below);
 - The wall is located in the front portion of the site abutting a vacant site, which is unlikely to abut any future primary outdoor living areas (see Figure 1 below); and,
 - Given the significant slope of the site, the wall varies in height from 1.5m to the northern portion, to 3.1m to the southern portion at the primary street boundary (noting that the garage enclosure is within the existing dimensions, see Figure 2 below).
- The boundary wall is not considered to contribute to a sense of confinement or building bulk as it affects a relatively minor portion of the boundary, is relatively low in height, and the rest of the development is sufficiently setback from this boundary; and,
- The boundary wall does not impact on any views of significance or existing significant vegetation.



Figure 1: Location of southern boundary wall (highlighted in green)

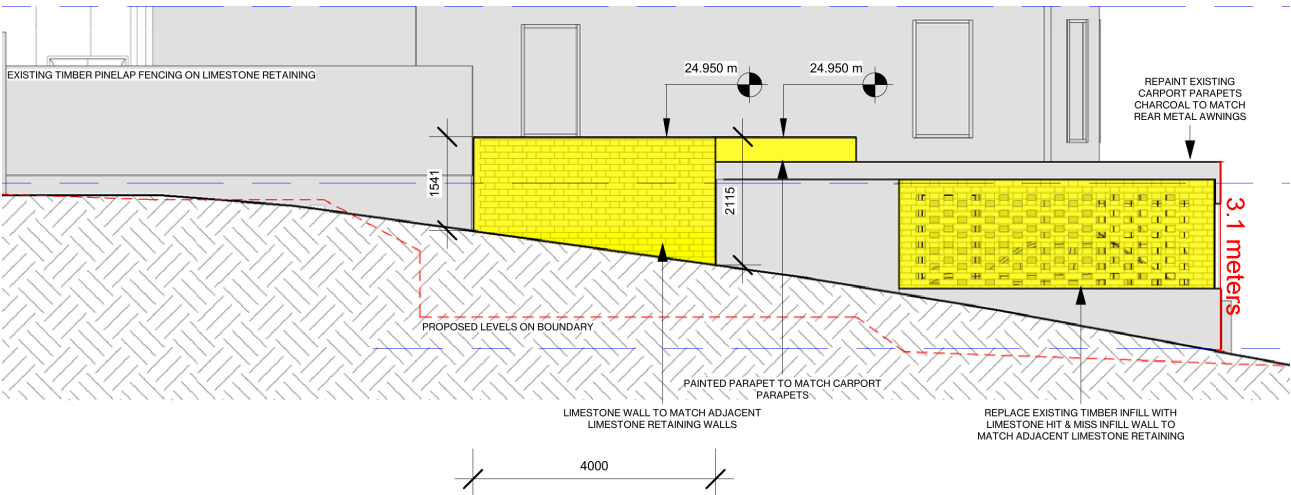


Figure 2: View of boundary wall (new built form highlighted in yellow)

Lot boundary setbacks

Element	Requirement	Proposed	Extent of Variation
North (upper floor)	2.3m	1.9m	0.4m
South (upper floor)	1.5m	1.2m	0.3m

The north upper floor setback variation is considered to meet the Design principles of the R-Codes in the following ways:

- The lesser setback does not result in a perception of adverse building bulk when viewed from the adjoining property, given it directly faces towards the northern neighbours roof (see Figure 3), and is not considered to have any unacceptably direct adverse impact to the neighbours outdoor living area;
- The lesser setback does not contribute adversely to a loss of direct sun, light generally or ventilation to major openings; and,
- The lesser setback does not result in any new merit based decision relating to visual privacy.



Figure 3: upper floor faces northern neighbours roof.

The south upper floor setback variation is considered to meet the Design principles of the R-Codes in the following ways:

- The lesser setback does not result in a perception of adverse building bulk when viewed from the adjoining property given the setback proposed, in addition to the staggered setbacks (see Figure 4) of 1.2m to 2.5m, thereby moderating the prominence of built form.
- The lesser setback does not contribute an unacceptable amount of sunlight loss (see discussion in body of the report), light generally or ventilation to major openings; and,
- The lesser setback does not result in any new merit-based decision relating to visual privacy.

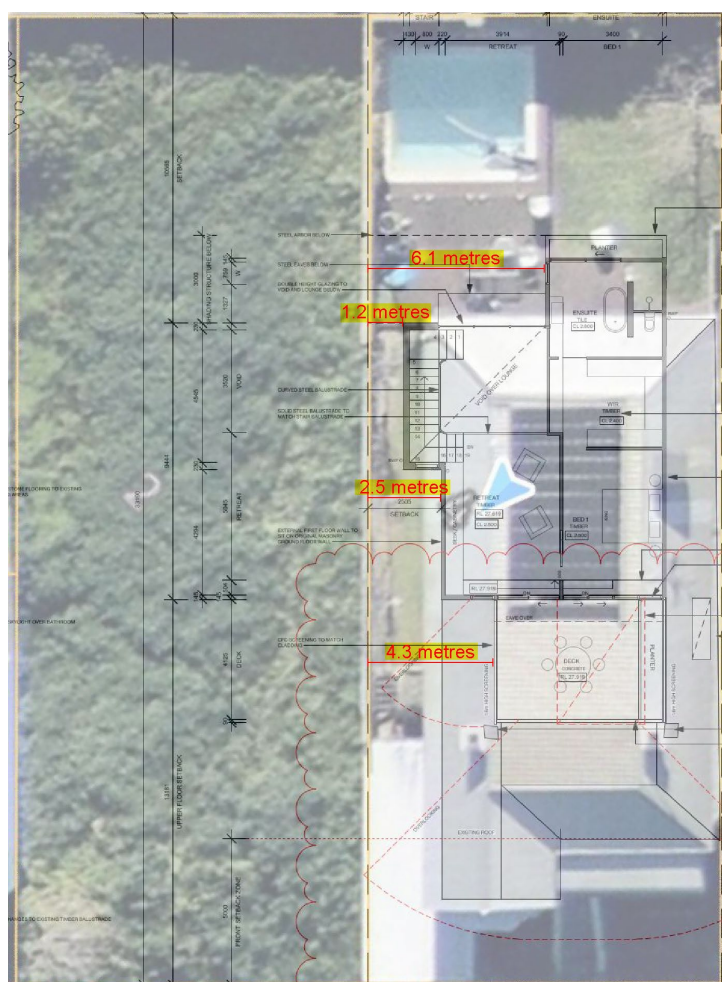


Figure 4: setbacks of upper floor to southern neighbour



Building height

Element	Requirement	Proposed	Extent of Variation
External wall and roof	5.5m	Up to 8.4m	2.9m

Clause 4.8.1 of LPS4 allows the City to consider variations to the building height provisions listed in LPS4. Clause 4.8.1.1 states the following:

Where sites contain or are adjacent to buildings that depict a height greater than that specified in the general or specific requirements in schedule 7, Council may vary the maximum height requirements subject to being satisfied in relation to all of the following —

- a) the variation would not be detrimental to the amenity of adjoining properties or the locality generally,*
- b) degree to which the proposed height of external walls effectively graduates the scale between buildings of varying heights within the locality,*
- c) conservation of the cultural heritage values of buildings on-site and adjoining, and*
- d) any other relevant matter outlined in Council's local planning policies*

The proposed building height variation is considered to meet the provisions of Clause 4.8.1.1 of LPS4 (above) in the following ways:

- The subject site is located adjacent to properties with a building height greater than the 5.5m allowed by LPS4. These sites comprise Nos. 4, 6, and 8 Rule Street;
- It is considered that the building height variation has an acceptable amenity impact, given the elements discussed in the body of the report against the Heritage Area policy and design principles of the R-Codes;
- The primary streetscape to which the additions will be visible is to Ainslie Street. Therefore, the height of No. 4 Rule Street is most relevant (Note: side elevation to Ainslie). It is considered that the graduation in heights as apparent to Ainslie Road is achieved given the predominant building bulk of 4 Rule Street is located close to Ainslie Road, whilst that of the subject site is set back 12.4m to the eaves, and 13.2m to the front wall of the extension (with rooftop balcony in front), thereby reducing the visual impact of the addition and transitioning it to an acceptable scale and visual impact (see Figure 5); and,
- Per the City's Heritage advice discussed in the body of the report, the proposed building height has an acceptable impact on the heritage values and aesthetic of the building and locality.



Figure 5: Transition from 4 Rule Street (left part of image) to subject site, noting predominant bulk impact of the former is located substantially closer to the street than that of the latter.

Visual privacy

Element	Requirement	Proposed	Extent of Variation
Balcony - north	7.5m	4m	3.5m

The proposal is considered to meet the design principles of the R-Codes in the following ways;

- The cone-of-vision does not impact on any primary outdoor living areas of the adjoining site, with the views only being afforded are to the neighbours roof; and,
- The cone-of-vision does not unreasonably impact on the privacy to major openings on the adjoining site.

Open space

Element	Requirement	Proposed	Extent of Variation
Open space	50% (200m ²)	45% (180m ²)	5% (20m ²)

The open space variation is considered to meet the Design principles of the R-Codes in the following ways:

- The amount of open space is offset by the provision of an outdoor living area of 102m², which is greater than that specified by the deemed-



to-comply criteria. This ensures suitable, useable outdoor space is available to residents of the dwelling;

- The locality surrounding the subject site consists of a number of dwelling with minimal open space provision;
- The extent of the discretion sought is relatively minor, and,
- The open space provided will not be apparent from the primary street. The scale of development is generally consistent with other dwellings in the streetscape when viewed from Ainslie Road.

Site works

Element	Requirement	Proposed	Extent of Variation
Excavation - south	0.5m	Up to 1.7m	Up to 1.2m

The excavation is considered to meet the Design principles of the R-Codes in the following ways:

- The non-compliant excavation is targeted to specific portions of the southern boundary insofar as they are required to enable reasonable development to occur given the slope of the site;
- The site works proposed are located in the side area of the site behind existing development, and will not alter the impression of natural ground level when viewed from the public street; and,
- The change to site levels do not otherwise result in other design principle assessments to relevant criteria such as building height or visual privacy that are not dealt with by appropriate conditions.

Overshadowing

Element	Requirement	Proposed	Extent of Variation
Overshadowing	73.3m ² (18.3% of site) (note that this is proportionate share of overshadowing allowance for subject site)	104m ² (26% of subject site)	30.7m ² (7.6% of subject site)

The overshadowing is considered to meet the Design principles of the R-Codes in the following ways:

- The affected site is currently vacant and experiences a significant slope, similar to that of the subject site. It is considered that the majority of the overshadowing proposed will be cast to the front half of the affected site (see Figure 6). Therefore, any new design on the block can accommodate a future outdoor living area unaffected by shadow from this dwelling.



CONCLUSION

On the basis of the above assessment and report, it is considered that the proposal can be supported. Therefore, the proposal is recommended for approval, subject to the conditions contained in the officer recommendation below.

STRATEGIC IMPLICATIONS

Nil



FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

COMMITTEE RECOMMENDATION ITEM PC2211-4 **(Officer's recommendation)**

Moved: Cr Bryn Jones

Seconded: Cr Geoff Graham

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, Second storey addition and alterations to existing Single house at No. 4 (Lot 28) Ainslie Road, North Fremantle, subject to the following conditions:

- 1. This approval relates only to the development as indicated on the approved plans, dated 28 September 2022. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.**
- 2. All storm water discharge from the development hereby approved shall be contained and disposed of on-site unless otherwise approved by the City of Fremantle.**
- 3. The works hereby approved shall be undertaken in a manner which does not irreparably damage any original or significant fabric of the building. Any damage shall be rectified to the satisfaction of City of Fremantle.**
- 4. Prior to the issue of a Building Permit for the development hereby approved, a detailed drawing showing how the balcony located on the north elevation, is to be screened in accordance with Clause 5.4.1/6.4.1 C1.1 of the Residential Design Codes by either:**
 - a) fixed obscured or fixed translucent glass to a minimum height of 1.60 metres above internal floor level, or**
 - b) fixed screening, with openings not wider than 5cm and with a maximum of 25% perforated surface area, to a minimum height of 1.60 metres above the internal floor level, or**
 - c) a minimum sill height of 1.60 metres above the internal floor level,**



Prior to occupation of the development hereby approved, the approved screening method shall be installed and maintained to the satisfaction of the City of Fremantle.

- 5. Prior to occupation/use of the development hereby approved, the boundary wall located on the south shall be of a clean finish in any of the following materials:**
- coloured sand render,
 - face brick,
 - painted surface,

and be thereafter maintained to the satisfaction of the City of Fremantle.

- 6. All works indicated on the approved plans, including any footings, shall be wholly located within the cadastral boundaries of the subject site.**
- 7. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.**

ADVICE NOTES

- i. A building permit is required to be obtained for the proposed building work. The building permit must be issued prior to commencing any works on site.**

**Carried: 4/3
For**

Mayor Hannah Fitzhardinge, Cr Bryn Jones, Cr Geoff Graham, Cr Ben Lawver

**Against
Cr Andrew Sullivan, Cr Su Groome, Cr Adin Lang**

The above item is referred to the Ordinary Meeting of Council for determination in accordance with the City of Fremantle Delegated Authority Register which requires that at least 5 members of the committee vote in favour of the Committee Recommendation in order to exercise its delegation.



ADDITIONAL OFFICER COMMENT

The applicant has submitted amended plans (dated 4 November 2022) which comprise the following minor amendments:

- Building height of certain portions of the upper floor of the extension is altered by reducing ceiling height and top of wall over the staircase by 1m and the top of the wall over the upper floor Retreat by 0.26m;
- Modification of gutter above upper floor Retreat to an eaves gutter from a box gutter;
- Reduction in width of the eave to the Lounge room by 0.25m; and,
- Reduction in overshadowing by 9m².

The changes have not introduced new design principal assessments, nor have the removed existing ones.

OFFICER'S PROPOSED AMENDMENT

In order to substitute in the amended plans, the following amendment to Condition 1 would be required -

- 1. This approval relates only to the development as indicated on the approved plans, dated ~~28 September 2022~~ 4 November 2022. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.**



**PC2211-9 REVIEW OF LOCAL PLANNING POLICY D.B.M9 –
TELECOMMUNICATIONS**

Meeting date:	2 November 2022
Responsible officer:	A/Manager Strategic Planning and City Design
Decision making authority:	Council
Attachments:	1. Draft revised D.B.M9 – Telecommunications
Additional information:	1. D.B.M9 – Telecommunications 2. Telecommunications (Low-impact Facilities) Determination 2018

SUMMARY

As part of the ongoing review of the City's local planning policy manual, officers have reviewed Telecommunications Policy (D.B.M9).

The policy relates to the management of non-'low-impact' telecommunications facilities. These are the significant pieces of mobile telecommunications infrastructure that are not exempted from requiring development approval under the under the Commonwealth *Telecommunications Act 1997* (Telecommunications Act) and *Telecommunications (Low-impact Facilities) Determination 2018*.

D.B.M9, as it exists, is significantly outdated. Since adoption, the Commonwealth legislative, and State Planning Policy and local planning frameworks having been updated, particularly in relation to public health considerations.

The policy has been updated to reflect these changes and to strengthen provisions that relate to the protection of heritage and environmental interests.

This report recommends that Council resolve to advertise the draft revised policy for public comment.



BACKGROUND

On 26 February 2020, Council considered a report on the status of the City's Local Planning Scheme. This identified (amongst other things) that several of the City's local planning policies, covering numerous matters relating to planning and development of land within Fremantle, are dated. The scheme review report concluded that the City's planning scheme is satisfactory in its existing form but should be maintained based on an agreed program of projects including periodic, recurrent and ongoing policy review for the purpose of rationalising the policy framework (SPT2002-4).

Maintenance of the local planning framework additionally supports the capability objectives of the City's Strategic Community Plan 2015-25 relating to governance. Revocation of superfluous policies reduces unnecessary administrative burden and strengthens the City's efficiency, effectiveness and credibility in review (i.e. on appeal).

The existing policy was adopted in July 2001 and has not been reviewed since that time.

The development of telecommunications infrastructure across Australia is controlled by the commonwealth *Telecommunications Act 1997*. Supplementing the Act is the *Telecommunications (Low-impact Facilities) Determination 2018* that defines the classes of telecommunications infrastructure and location of the facility to determine if it is a low-impact facility. Telecommunications facilities that meet the requirements of the *Telecommunications (Low-impact Facilities) Determination 2018* are exempt from the requirement to obtain development approval under City of Fremantle Local Planning Scheme No. 4 and the Metropolitan Region Scheme.

This policy will only provide requirements for (primarily mobile) non-low-impact telecommunications infrastructure that are not exempted from requiring local government development approval by the *Telecommunications (Low-impact Facilities) Determination 2018*.

Examples of exempted telecommunication items included in the *Telecommunications (Low-impact Facilities) Determination 2018* are radio facilities (e.g. certain sizes of dish, antenna, panels) and under and above ground housings and facilities (e.g. conduits, cables, pedestals, cabinets and pillars) where they meet specific size (e.g. height, length, area) and location (e.g. certain types of facility are only considered low-impact in industrial or commercial areas) requirements. New telecommunication towers not attached to a building are not defined as 'low-impact'.



For more information on what types of facilities are considered low-impact and exempt from planning approval see additional information 1. *Telecommunications (Low-impact Facilities) Determination 2018*.

FINANCIAL IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

The procedure for amending a local planning policy is provided for under Schedule 2, Part 2, Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015.

CONSULTATION

Should Council resolve to advertise the draft revised policy for public comment, a notice must be published on the City's website, and a copy of the document made available for public inspection at the Walyalup Civic Centre during normal business hours, for a period of not less than 21 days.

OFFICER COMMENT

The purpose of the policy is to balance the need for effective telecommunication services and effective roll-out of networks, with the community interest in protecting conservation and heritage values and the visual character of local areas.

Under the policy, development approvals received by the City for the erection and/or installation of a non-low-impact telecommunication facility would need to consider site selection, co-location, preferred sites, heritage, visual amenity and facility design, vegetation and natural aspects, public health and safety.

A number of changes to the previous policy (D.B.M9) are proposed as part of the review. The most significant changes pertain to the public health and safety, site selection and co-location, and heritage provisions.

Public health and safety

The existing policy states: *"Council recognises the need for a telecommunications network within the locality and equally recognises the community's concern over the potential health impacts from telecommunication facilities. The Council adopts a precautionary approach to the installation and operation of telecommunication facilities and considers it important to protect sensitive uses. This is based on inconclusive scientific evidence regarding the long term health impacts."*



However, *State Planning Policy 5.2 – Telecommunications Infrastructure* (SPP 5.2), adopted in September 2015, notes that telecommunications carriers **must** comply with the Australian Communications and Media Authority (ACMA) *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*. These licence conditions make mandatory the set limits for human exposure to radiofrequency electromagnetic fields from all sources, including telecommunications infrastructure in the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) Radiofrequency (RF) Standard.

ARPANSA is the primary Commonwealth agency responsible for protecting the health and safety of people and the environment from the harmful effects of radiation. Measurement surveys undertaken by ARPANSA demonstrate that environmental radiofrequency levels near base stations for the mobile telephone network are extremely low, i.e. typically well below one per cent of the Standard's public exposure limits. It concluded: *"given the very low levels recorded and the relatively low power of these types of transmitters, it is unlikely that the radiofrequency radiation from base stations would cause any adverse health effects, based on current medical research."*

As the standards set by ARPANSA incorporate substantial safety margins to address human health and safety matters, SPP 5.2 states that it is not within its scope to address health and safety matters. Accordingly based on ARPANSA's findings, setback distances for telecommunications infrastructure are not to be included in local planning schemes or local planning policies to address health or safety standards for human exposure to electromagnetic emissions. Therefore, the references to Council's "precautionary approach" to the siting of telecommunications facilities in relation to "sensitive uses" (any dwelling, childcare facility, kindergarten, preschool, school, aged care facility or hospital), and the subsequent development controls have been deleted from the draft revised local planning policy, bringing it into alignment with SPP 5.2.

Site selection and co-location

Similarly, provisions relating to site selection and co-location have been amended to remove references to public health, EME and sensitive uses. In the provisions relating to preferred sites for telecommunications facilities, the language has been softened slightly to refer to Council's preference for co-location where possible, rather than stating that facilities "should be" co-located. However, an additional provision has been introduced, requiring carriers to submit evidence that they have investigated co-location in the first instance.



Heritage

The provisions around heritage have been updated to refer to heritage “places” as is the current terminology, rather than “properties”. This has the added benefit of clarifying that the provisions pertain to all heritage places, whether private or public, including all built, natural and archaeological sites. The list of heritage places the policy includes has also been broadened to capture UNESCO World Heritage Sites (Fremantle Prison), along with places on the City of Fremantle Heritage List, within City of Fremantle Heritage Areas and all Aboriginal heritage sites. The description of places has also been expanded to include structures as well as buildings, and “architectural integrity” has been substituted with “identified heritage values and fabric”, to better capture both tangible and intangible cultural heritage considerations. Further clarification around the need to avoid adverse impacts on integrity or visual amenity of natural heritage sites, conservation areas and remnant vegetation areas has also been added to the draft revised policy.

Several other, more general changes have also been incorporated into the draft revised policy. These include:

- Updated references to associated legislation.
- Insertion of an ‘Introduction and Purpose’ section, consistent with the City’s current policy format. This uses text from the current policy and supplements it with an explanation of the *Mobile Phone Base Station Deployment Industry Code (C564:2020)* and a brief outline of why the policy is required.
- Refinement of the objectives to reflect other changes to the policy.
- Updated terminology (e.g. “development approval” rather than “planning approval”) and updated references to other local planning policies.
- Relocation of the ‘Vegetation and Natural Aspects’ provisions and improvement to the arrangement of the provisions.

The draft revised policy represents a contemporary approach to planning for non-low-impact telecommunications facilities, consistent with SPP 5.2. It is recommended that Council resolve to advertise the policy for public comment.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required



COMMITTEE RECOMMENDATION ITEM PC2211-8
(Officer's recommendation)

Moved: Cr Bryn Jones

Seconded: Mayor Hannah Fitzhardinge

Council adopt draft revised Local Planning Policy D.B.M9 – Telecommunications, provided in Attachment 1, for the purposes of public engagement in accordance with Schedule 2, Part 2, Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015 and Local Planning Policy 1.3.

Carried: 7/0

**Mayor Hannah Fitzhardinge, Cr Bryn Jones, Cr Geoff Graham,
Cr Andrew Sullivan, Cr Su Groome, Cr Adin Lang, Cr Ben Lawver**



PC2211-10 FREMANTLE OVAL DRAFT CONSERVATION MANAGEMENT PLAN

Meeting date: 2 November 2022
Responsible officer: A/Manager Strategic Planning and City Design
Decision making authority: Planning Committee
Attachments: 1. Draft Fremantle Oval Conservation Management Plan, Griffiths Architects, 2022
Additional information: Nil

SUMMARY

The purpose of this report is to provide Council with a copy of the draft Conservation Management Plan for Fremantle Oval and request Council endorse the draft plan for the purpose of community comment. Following community consultation, the final plan will be presented back to Council for adoption.

BACKGROUND

Fremantle Oval is a significant heritage place with a long association with recreation and public events as well as important links to the World Heritage listed Fremantle Prison. Part of the Convict Grant, the oval served as a parade ground for the Pensioner' Guards at the adjacent barracks building in the 1850s. The site was then used for football matches in the 1880s. following the transfer of the land to the Colonial Government after closure of the Convict Establishment in 1893, local sporting groups successfully lobbied for the land to be vested in the City of Fremantle for use as a sporting ground.

For almost 130 years Fremantle Oval has been the venue for football, sports and community and civic events. Victoria Pavilion within the site, is a rare and fine example of a Federation era grandstand as well as a significant local landmark.

In 1993 Fremantle Oval was included in the State Register of Heritage Places (RHP) as Victoria Pavilion (Fremantle Oval Grandstand) (Heritage Place no 00874). The curtilage includes the whole of Reserve 8704 which is Fremantle Oval.

In 1996 the first conservation management plan (CMP) for the place was prepared by Heritage Conservation Professionals.

In January 2022 Griffiths Architects were appointed to update and expand the CMP.



FINANCIAL IMPLICATIONS

The consultant fees for the preparation of the CMP for the Fremantle Oval is \$25,605 excluding GST. The contract was awarded in early 2022 and the project is due for completion this year.

LEGAL IMPLICATIONS

There are no legal implications to this report.

CONSULTATION

In February and March of this year the City of Fremantle carried out preliminary public engagement to better understand the social and historic significance of Fremantle Oval. The community was invited to comment on their connection to Fremantle Oval and to share stories, maps, photographs, newspaper clippings etc. The public responses were then compiled and presented to the heritage consultant for use in this CMP.

Following adoption of the draft CMP for community engagement, the City will further engage with the community and key stakeholders on the draft CMP and its recommendations.

OFFICER COMMENT

After 26 years, the original 1996 CMP for Fremantle Oval was in need of update to record recent changes and provide guidance to manage future conservation, maintenance and development of the site.

Updates to records include recognition of the:

- Whadjuk Nyoongar connections to the place and migrant history and archaeology
- Fremantle Dockers and their link to the oval
- Fremantle Prison's World Heritage Listing and identification of Fremantle Oval in the buffer zone for this place
- conservation and refurbishment work undertaken since 1998.

Additionally, as Fremantle Oval was an early inclusion on the State Register of Heritage Places the statement of significance required reconsideration and update to assist with how the whole of the place and its setting is to be regarded and conserved.

Accordingly, Griffiths Architects have updated the CMP to include:

- new records
- a revised statement of significance



- policies discussing how future change and development can be managed to retain the heritage values of the place
- a costed and prioritised list of works to allow for future asset management maintenance planning for the buildings, structures and landscape elements.

The revised CMP for Fremantle Oval will help the City of Fremantle to understand the place and its cultural heritage significance and will provide policies to enable this significance to be retained in its future use, interpretation, and development. It also includes a prioritised programme of staged conservation works to care for significant buildings, structures and landscape elements and provides a framework to consider future changes and development to accommodate modern requirements and ensure its ongoing use as a sporting facility and place for community events.

Consultation with the community and key stakeholders is an important part of the process of preparing a conservation plan. Preliminary consultation was undertaken at the beginning of this process to understand the importance of the place to the community. Now that the draft report has been completed further consultation on the report and its recommendations is required.

Following completion of community engagement, the feedback will be reviewed by the project team and the final CMP will be presented back to Council.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

COMMITTEE RECOMMENDATION ITEM PC2211-9 **(Officer's recommendation)**

Moved: Cr Bryn Jones

Seconded: Cr Geoff Graham

Council endorses the draft Fremantle Oval Conservation Management Plan, 2022, prepared by Griffiths Architects, for the purposes of community consultation.

Carried: 7/0

**Mayor Hannah Fitzhardinge, Cr Bryn Jones, Cr Geoff Graham,
Cr Andrew Sullivan, Cr Su Groome, Cr Adin Lang, Cr Ben Lawver**



11.2 Finance, Policy, Operations and Legislation Committee 9 November 2022

FPOL2211-6 DESTINATION MARKETING WORKING GROUP MEMBERSHIP

Meeting date:	9 November 2022
Responsible officer:	Manager Economic Development & Marketing
Decision making authority:	Council
Attachments:	1. Draft Destination Marketing Working Group Terms of Reference 2. <i>Confidential</i> - Summary of Shortlisted Applicants
Additional information:	Nil

SUMMARY

The purpose of this report is to seek Council approval to appoint an additional member to a vacant position on the Destination Marketing Working Group (DMWG) following a public Expression of Interest (EOI) process and to request the current terms of reference is amended to accommodate two additional working group members, in response to the strength of applications received.

This report recommends that Council update the terms of reference to accommodate up to seven industry representatives on the working group.

BACKGROUND

The purpose of the Destination Marketing Working Group (DMWG) is to provide external industry guidance and advice to officers to support the implementation of the City's Destination Marketing Strategic Plan, which supports all business-to-customer industries in Fremantle. This includes (but is not limited to) retail, hospitality, professional services, and traditional tourism attractions.

The DMWG is expected to provide advice and/or recommendations to Council on:

- The overall strategic marketing approach, including different stages over the term of the destination marketing strategic plan.
- The 'brand values' and 'unique selling points' of Fremantle within the context of global customer trends, disruptions to major industries such as retail, and the economic development aspirations of Fremantle.
- How to achieve ongoing business community engagement in marketing activities.
- Appointment of a marketing agency and/or marketing contractors (via a normal City procurement process) to deliver destination marketing services.

Agenda – Ordinary Meeting of Council
23 November 2022



- Sponsorship and delivery of existing and new private events and grass roots business activation projects.
- Updating and renewing the Destination Marketing Strategic Plan as required at the end of its specified term/s.

Members are appointed by Council and include:

- An independent chairperson
- Up to five of the following, taking into account the advice of the Chairperson:
 - A representative from the Fremantle Chamber of Commerce: must be a current board member or the Chief Executive Officer
 - A representative from Fremantle's arts and culture business sector
 - A representative from Fremantle's hospitality/accommodation sector
 - A representative from the Indigenous business sector
 - A representative from Fremantle's retail business sector
 - A representative from Fremantle's tourism business sector
 - A representative from Fremantle's professional service business sector (e.g. beauticians, banking, dentists)

In 2018, the DMWG was established to provide strategic advice to Council and assist with the development of the first Destination Marketing Strategic Plan.

The plan has delivered significant outcomes over the past four years and having come to the end of its initial term the City, in collaboration with the Destination Marketing Working Group is now refreshing the current plan to guide the next phase of delivery for the City's destination development program.

To date the DMWG has contributed to the City's delivery of the following outcomes:

- 7.04 million people reached through marketing campaigns
- 1 million page views of visitfremantle.com.au (since brand launch)
- 1.25 million people engaged on the city's social platforms
- Nearly 750,000 people attracted to events
- \$4.52 million in economic impact from activations and 70,312 people attended them

Following the departure of a previous working group member, officers conducted a public expression of interest process to seek a suitable candidate to fill the vacancy. This report presents the preferred applicant for council consideration and approval.

FINANCIAL IMPLICATIONS

Nil



LEGAL IMPLICATIONS

Nil

CONSULTATION

The Destination Marketing Working Group member EOI was advertised in Freo weekly, the Herald, the This Is Business e-newsletter, and the This Is Fremantle and City of Fremantle LinkedIn accounts.

The EOI was open for a four-week period and closed on Friday, 21 October 2022.

OFFICER COMMENT

1. The DMWG currently consists of an independent chairperson and representatives from:
 - Fremantle's tourism business sector
 - Fremantle's retail business sector
 - Fremantle's arts and culture business sector
 - and the Chief Executive Officer of the Fremantle Chamber of Commerce
2. Based on this current membership, and as per the terms of reference, the City recently called for expressions of interest to fill a vacant position on the working group, with the representative required to be from one of the following sectors:
 - Fremantle's hospitality/accommodation sector
 - Indigenous business sector
 - Professional service business sector (e.g. beauticians, banking, dentists)

The EOI was open for a four-week period and closed on Friday, 21 October 2022.

Five strong applications were received and three candidates were shortlisted. After an assessment of relevant experience against the criteria outlined in the terms of reference, a preferred candidate was identified to fill the current vacant position, being **Applicant A** as outlined in the confidential Summary of Shortlisted Applicants attachment.

Whilst a preferred candidate was selected, despite there only being one vacant position, the two other shortlisted applicants (**Applicant B and Applicant C as outlined in the confidential Summary of Shortlisted Applicants attachment**) also demonstrated strong experience and ability to add value to the working group.

Based on the calibre of experience of all three shortlisted applicants, officers recommend amending the current terms of reference to allow for an additional two members to participate in the group, increasing DMWG membership from five industry representatives, to up to seven industry representatives. The benefits of allowing the increase in membership include but are not limited to:

**Agenda – Ordinary Meeting of Council
23 November 2022**



- A broader and more diverse pool of experience being available to officers when seeking advice of matters relating to destination marketing.
- In the event that some working group members may be unavailable to attend meetings due to other work-based commitments, a reasonable level of participation can still be maintained at each working group meeting in order to seek the advice required.

The additional working group members being proposed will join the following current working group members:

- Linda Wayman – Independent Chairperson
- Danicia Quinlan – CEO Fremantle Chamber of Commerce
- Paula Nelson – Director Fremantle Prison
- Kate Hulett – Owner/Retailer Kate & Abel
- Andrew Lane – General Manager Sealink

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required.

COMMITTEE RECOMMENDATION ITEM FPOL2211-6
(Officer's recommendation)

Moved: Cr Jenny Archibald

Seconded: Cr Rachel Pemberton

Council:

- 1. Approve the amended Destination Marketing Working Group Terms of Reference, as provided in Attachment 1.**
- 2. Appoint the following candidates to the Destination Marketing Working Group for the period until the 2023 Local Government Elections:**
 - a.** _____
 - b.** _____
 - c.** _____

Carried en bloc: 6/0
Cr Jenny Archibald, Cr Fedele Camarda,
Cr Marija Vujcic, Cr Rachel Pemberton, Cr Ben Lawver, Cr Bryn Jones



FPOL2211-7 SEASONAL TRADING POLICY

Meeting date:	9 November 2022
Responsible officer:	Manager Economic Development & Marketing
Decision making authority:	Council
Attachments:	1. Seasonal Trading Policy
Additional information:	Nil

SUMMARY

The purpose of this report is to present a proposed Seasonal Trading Policy to Council for consideration and seek adoption of the policy, subject to approval of the trading locations by the Department of Planning, Lands and Heritage (DPLH).

This report recommends that Council adopt the attached Seasonal Trading Policy, subject to approval of the trading locations by the Department of Planning, Lands and Heritage.

BACKGROUND

The Seasonal Trading Policy is a new policy developed to bring consistency to Council's approach to managing temporary and seasonal commercial trading activity in public spaces throughout the City of Fremantle.

The City currently approves trading on public land by not-profit organisations in Walyalup Koort and Henderson Street Mall, and commercial trading by exception if there is deemed to be a community benefit from the trading activity.

This new policy introduces proposed trading locations and times in which temporary trading can occur, outlines how the City will enable the delivery of these activities, and how consistent and transparent decisions will be made.

The objectives of this policy are to:

- Allow for the operation of trading activities in a manner that does not interfere or conflict with the City's permanent retail and service traders.
- Fill a gap in the market by providing tourism and recreation related services that are not already available.
- Ensure that mobile trading activity is appropriate for the area and does not cause any nuisance to the surrounding residents or businesses.
- Ensure the amenity of the area is protected while enhancing the area's vibrancy.
- Encourage visitors to the City and contribute to Fremantle's destination brand.
- Promote equitable use of land with a focus on community benefit.
- Provide opportunity for businesses to trial a new business model.



FINANCIAL IMPLICATIONS

Adoption of the Seasonal Trading Policy will require adoption of new fees to enable the trading activity to occur.

This may positively impact revenue currently budgeted as part of the 2022/2023 adopted budget.

2022/2023 Seasonal Trading

Application Fee (non-refundable)	\$50
Seasonal commercial business trading	\$1,500 per season

Pro-rata fees applied if less than one season, minimum of 2 weeks.

Fees associated with this activity will be reviewed annually as part of the budget process.

As per the Local Government Act, local public notice will be given of the resulting change to the City's Fees and Charges.

LEGAL IMPLICATIONS

Applicants must comply with the *Activities in Thoroughfares and Public Places Trading Local Law 2005* and will be required to follow the City's trading approval process.

CONSULTATION

The principles and broad intent of this policy have been collaboratively developed internally to ensure compliance and approval processes are followed in accordance with the *Activities in Thoroughfares and Public Places Trading Local Law 2005*, *Planning* and the City's policies.

The City will also consult with the Department of Planning Lands and Heritage to ensure activities align with proposed land uses.

OFFICER COMMENT

Seasonal trading activity must be consistent with the City's vision *Fremantle: a destination city*, and the City's *This Is Fremantle* brand values of spirit, soul, and sea.

The policy introduces key guiding principles that trading activity must align with. Traders who wish to apply for a seasonal trading permit must ensure their proposed activity is aligned with the following principles:



Guiding Principles

1. Accessibility

Trading activity should be integrated into the location in a way that doesn't compromise existing uses, access, and pedestrian safety.

2. Unique, Distinctive, Diverse and Engaging

Trading activity should create interesting and diverse activity to encourage people to stay longer in Fremantle. It should fill a gap in the market and have a tourist appeal with a variety and range of products, services and activities that are complementary to the location.

3. Safety

Trading activity must be compliant, mobile (ability to be removed within 12 hours), should create comfortable and safe ambience for the community and not compromise the public amenity.

Activities should be non-invasive and respectful and should improve the environment and promote accessible places that encourage a feeling of safety and community participation.

4. Attractive and High Quality

The design and appearance of infrastructure or equipment associated with trading activity should complement Fremantle's character and the streetscape of the location.

Activities should be innovative and vibrant, be structurally sound and should create a seamless and attractive addition to the location.

5. Sustainable

Trading activity must be environmentally sustainable and integrate environmentally friendly practices in their operations.

6. Suitable

Trading activity must be considered suitable and acceptable in relation to its public appeal and amenity. Criteria such as evidence of quality, noise levels, risk management and the use of dangerous goods will be assessed in relation to the suitability of the trading activity.

Application & Approval Process

Trading applications will open on a seasonal basis as per the seasonal schedule outlined in the policy through an expression of interest (EOI) process.

Applications must meet the guiding principles outlined in the policy to be selected and progress to receive trading approval.

Stage 1 – EOI Process

The EOI process will be used to competitively seek a broad range of traders for each season.

Outside of the EOI process, if there are trading locations that are available, occasional trading can be approved through the same approval process on an ad-hoc basis.



Applications will be assessed based on how they demonstrate that they meet the guiding principles and further assessment is undertaken to ensure an appropriate, diverse mix of trading activity is delivered.

Once trading applications have been selected, each trader will be required to follow the City's standard statutory approval process.

Stage 2 – Operational Assessment

At this stage, the operations of the trader are assessed and required documentation and plans are submitted. This is to ensure the trading activity will be safe and will have the desired impact for the City and the community.

During this stage:

- All documentation is received, reviewed, and approved by all relevant internal stakeholders.
- Relevant external stakeholders are notified.

Stage 3 – Trading Approval and Payment

During this stage:

- Trading approval is granted.

Adherence to statutory requirements

While the proposed policy provides guiding principles, criteria, and a framework for approval of trading in a public location, all applications will still be subject to consideration and approval in line with existing statutory planning and health regulations.

While this policy is most suited for mobile structures that are not in situ for a period of more than 48 hrs, the policy still intends to provide a framework for consideration of more semi-permanent structures that can remain in place over a longer period.

Typically under the Metropolitan Region Scheme (MRS), if a structure is located in all but one of the proposed locations (Shipwrecks Gallery) for a period of more than 48 hours, they may require a development approval for a non-temporary activity and planning approval from DPLH to ensure the land use is consistent with that approved under the scheme.

An example of an activity or structure that may be required to remain in situ for more than 48 hours under the proposed policy is a retro-fitted shipping container. Under the policy a structure such as this would still only be in situ for the three-month seasonal trading period, however it would not be able to be removed from the site on a daily basis (as a mobile vehicle or trailer would be required to do).



The City has received a number of expressions of interest from potential operators and recently trialled this approach through enabling the operation of a seasonal trader at the northern end of South Beach from 1 June – 31 November 2022 to activate the area during the quieter winter months. The operator, South Beach Sauna was well utilised and well received by the community. The operator participated in the trial to assess the suitability of the trading location as part of the development of this policy, with the view to applying through the formal process upon adoption of the new policy.

Initially, the South Beach Sauna was proposed as a mobile trailer and would be removed each day. However, the operator made a change to the design resulting in it becoming a retro-fitted sea container.

Based on the information above, and given the South Beach Sauna is now operated out of a retro-fitted shipping container that is required to stay in situ for more than 48 hours, it will be eligible to trade for the three-month seasonal trading period under the proposed Seasonal Trading Policy via the EOI process, however may still be subject to achieving development approval, and planning approval from DPLH given the location in which they are trading.

In order to enable an activity such as this without the requirement for DA and Planning approval every time a trader applies for a 3-month trading period, officers have been engaging with DPLH to determine a more suitable approach.

Advice received from DPLH suggests that activities and locations identified in the policy (including semi-permanent structures such as a shipping container) would not warrant a development application or WAPC approval under the *de minimus* legal principle, if all of the proposed locations are vested in the City for recreation purposes and the City considers the temporary activity or development is appropriate in the context of managing/using these reserves.

Notwithstanding this advice, officers will continue to liaise with DPLH to ensure activities align with proposed land uses and any planning or statutory requirements.

VOTING AND OTHER SPECIAL REQUIREMENTS

Absolute majority required.



OFFICER'S RECOMMENDATION

Moved: Cr Jenny Archibald

Seconded: Cr Bryn Jones

Council:

1. Adopt the draft Seasonal Trading Policy (as amended) and provided in Attachment 1.
2. Adopt the following Seasonal Trading fees and charges, to be included in the 2022/2023 fees and charges schedule:

Seasonal Trading	
Application Fee (non-refundable)	\$50
Seasonal commercial business trading	Up to \$1,500 per season
<i>Pro-rata fees applied if less than one season, minimum of 2 weeks.</i>	

AMENDMENT 1

Moved: Cr Rachel Pemberton

Seconded: Cr Bryn Jones

Amend the Seasonal Trading Policy to remove the proposed Bathers Bay North of Kidogo location and replace it with a Bathers Bay South of Kidogo, as follows:

Bathers Bay North of Kidogo Bathers Bay area North of Kidogo on the beach.  Total area: 24m2	Summer	Up to 2 operators per season
---	--------	------------------------------

Bathers Bay South of Kidogo Bathers Bay area South of Kidogo on the beach.  Total area: 24m2	Summer	Up to 2 operators per season
--	----------------------	--

Amendment carried: 6/0
Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones

Reason for change:

In order to maintain the northern part of Bathers beach as a relatively peaceful area and focus commercial activity and activations on the southern half near the boardwalk.



COMMITTEE RECOMMENDATION ITEM FPOL2211-7
(Officer's recommendation)

Moved: Cr Jenny Archibald

Seconded: Cr Bryn Jones

Council:

- 1. Adopt the draft Seasonal Trading Policy (as amended) and provided in Attachment 1, with the following amendment to remove the proposed Bathers Bay North of Kidogo location and replace it with a Bathers Bay South of Kidogo, as follows:**

Bathers Bay South of Kidogo

Bathers Bay area South of Kidogo on the beach.



Total area: 24m2

Summer

Up to 2 operators per season

- 2. Adopt the following Seasonal Trading fees and charges, to be included in the 2022/2023 fees and charges schedule:**

Seasonal Trading

Application Fee (non-refundable)

\$50

Seasonal commercial business trading

Up to \$1,500 per season

Pro-rata fees applied if less than one season, minimum of 2 weeks.

Carried 6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**



FPOL2211-8 FREMANTLE OVAL – ESTABLISHMENT OF A WORKING GROUP

Meeting date: 9 November 2022
Responsible officer: Manager Strategic Planning and City Design
Decision making authority: Council
Attachments: 1. Terms of Reference: Fremantle Oval PCG
Additional information: Nil

SUMMARY

One of the recommendations in the council endorsed high-level Business Plan for Fremantle Oval, is to establish a project governance structure to assist guide the planning and early evolution of the project.

This report discusses the long-term and short-term governance structure, together with an indication as to the tasks and activities envisaged during the next stage of the project around advocacy and seeking government funding.

To assist with the process, this report recommends the establishment of a Project Control Group (PCG) with representation from project partners, including two elected members from the City of Fremantle.

This report seeks council support for the establishment of a PCG as well as two nominations for councillors to join the group. From a governance perspective, this group will have the formal status of a City working group.

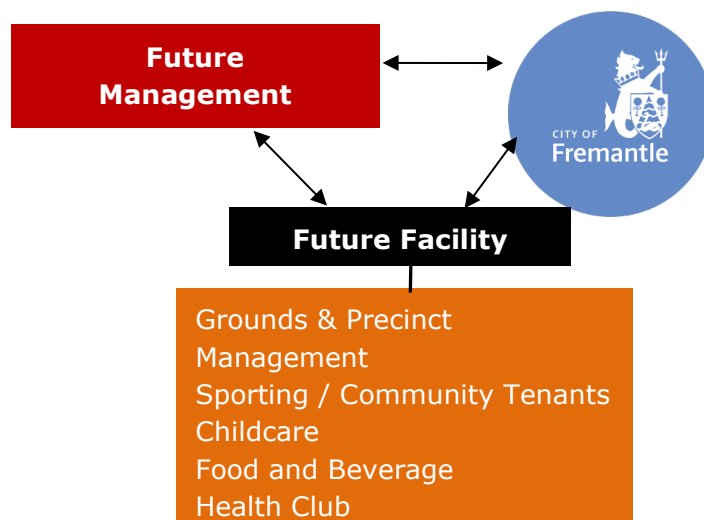
BACKGROUND

At its meeting on 27 July 2022 the council endorsed the Fremantle Oval Redevelopment Business Plan for the purpose of advancing project advocacy and seeking government funding - on condition that specific design matters are provided for in the final planning and design of the project. One of the key recommendations within the Business Plan is to establish the project governance early on to assist guide the planning and evolution of the project.



The long-term plan for the governance structure (if/when full funding of the project has been successful) has various options in the Business Plan, all of which can be summarised as:

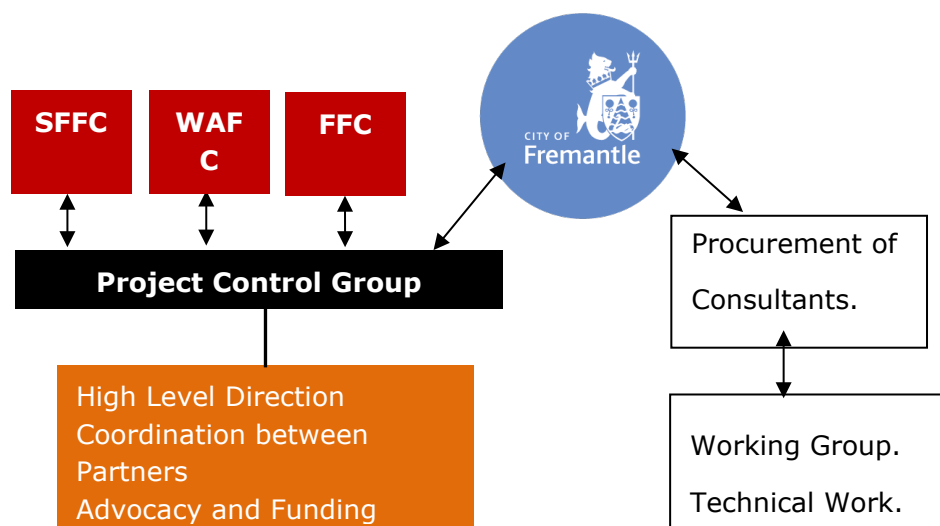
LONG TERM



The Future Management Committee would be represented by all key stakeholders including the four project partners, facility managers and other stakeholders and will require considerable work to establish its legal entity under the Local Government Act and Regulations.

In the short/medium-term, whilst the project is in its planning and feasibility stage, the City can establish a Project Working Group to continue to work with its key partners to advance the project.

SHORT/MEDIUM TERM





Under the existing Council Policy on Internal Groups, the following would apply to a Project Working Group for Fremantle Oval, and requires a resolution of council:

Category	Purpose	Outcomes	Duration	Membership	Facilitation
Working group	Work collaboratively with council to develop a council strategy/ plan or to develop a specific project	Determined by the group once the purpose is defined.	Disbands on adoption of the strategy/plan or project plan. May convert to a reference group once the planning is complete.	Elected members, community members and/or groups, external professionals in a relevant field, or from a relevant organisation, City officers.	Chaired by a member appointed by the group.

FINANCIAL IMPLICATIONS

There are no financial implications to this report.

LEGAL IMPLICATIONS

There are no legal implications to this report.

It is proposed that the Project Working Group will ultimately be replaced by a future management committee for the precinct. The future committee will require significant work to adequately deal with 'commercial enterprises' as described under Part 3 of the Local Government Act. It is not intended to initiate this larger piece of work until full project funding is established.

CONSULTATION

To date, consultation has occurred between key stakeholders and partners associated with the project. One of the key tasks for the PCG will be to consider how and when to commence engagement with the broader community regarding this potential major city project.

OFFICER COMMENT

To assist with advancing the governance and planning for this project, the establishment of a council Working Group is proposed. The definition of a Working Group (see above, under Background) aligns with the general requirements of a Project Control Group for a major project in its early stages.

See **attachment** for full details of the Terms of Reference.



The key role of the PCG is summarised as:

- To provide high-level project direction and coordination between partners.
- To identify advocacy and funding opportunities.
- To monitor progress and activities.
- To identify how and when community engagement should occur.

It will be the responsibility of each PCG member to consult internally with their respective organisations to ensure that the views and opinions being shared are representative of each project partner.

It is proposed that all key project partners have representation on the PCG, and that the City has two representatives:

- City of Fremantle – Councillor
- City of Fremantle – Councillor
- South Fremantle Football Club – Chief Executive Officer
- WA Football Commission – Executive Manager Facilities
- Fremantle Football Club – Executive General Manager Operations

Group meetings will also be attended by key ex-officio personnel to assist with the operations and effectiveness of the PCG, including:

- City of Fremantle's CEO, and/or their representative(s).
- Consultants and/or project managers on an 'as needs' basis.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Moved: Cr Jenny Archibald

Seconded: Cr Bryn Jones

Council:

1. Approves the establishment of the Fremantle Oval Project Control Group (PCG) as a formal working group of the City of Fremantle to assist with advancing the early stages of project planning, as described in the Terms of Reference in Attachment 1.
2. Appoint the following membership for the Fremantle Oval PCG:
 - a. Cr _____
 - b. Cr _____
 - c. Chief Executive Officer, City of Fremantle
 - d. Strategic Planning Officer, City of Fremantle
 - e. Chief Executive Officer, South Fremantle Football Club
 - f. Executive Manager Facilities, WA Football Commission
 - g. Executive General Manager Operations, Fremantle Football Club.



The Presiding Member advised that Councillors Sullivan, Mofflin and Camarda nominated to become members for the Fremantle Oval Project Control Group.

AMENDMENT 1

Moved: Cr Bryn Jones

Seconded: Cr Ben Lawver

Amend Part 2 to include Councillors Mofflin, Sullivan and Camarda as members on the Fremantle Oval Project Control Group.

Amendment carried:6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**

**COMMITTEE RECOMMENDATION ITEM FPOL2211-8
(Officer's recommendation)**

Moved: Cr Jenny Archibald

Seconded: Cr Bryn Jones

Council:

- 1. Approves the establishment of the Fremantle Oval Project Control Group (PCG) as a formal working group of the City of Fremantle to assist with advancing the early stages of project planning, as described in the amended Terms of Reference in Attachment 1.**
- 2. Appoint the following membership for the Fremantle Oval PCG:**
 - a. Cr Mofflin**
 - b. Cr Sullivan**
 - c. Cr Camarda**
 - d. Chief Executive Officer, City of Fremantle**
 - e. Strategic Planning Officer, City of Fremantle**
 - f. Chief Executive Officer, South Fremantle Football Club**
 - g. Executive Manager Facilities, WA Football Commission**
 - h. Executive General Manager Operations, Fremantle Football Club.**

Carried:6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**



**FPOL2211-10 VIRGINIA RYAN PARK AND STEVENS RESERVE
COMMUNITY CONSULTATION AND DOG MANAGEMENT**

Meeting date:	9 November 2022
Responsible officer:	A/Manager Field Services
Decision making authority:	Council
Attachments:	1. Virginia Ryan Park and Stevens Reserve Dog Exercise Consultation Report 2. Draft Dog Exercise and Prohibited Areas Policy
Additional information:	Nil

SUMMARY

The purpose of this report is to present the community consultation report for the proposed changes to Virginia Ryan Park and Stevens Reserve, and recommend implementation of those changes to assist in the management of dog exercise in those areas.

This report recommends that Council receives the Virginia Ryan Park Dog Exercise Consultation Report provided in attachment 1, amends the current dog exercise and prohibited areas policy provided in attachment 2 and implements a series of changes at both Virginia Ryan Park and Stevens Reserve to address the ongoing management of dog exercise in the area.

BACKGROUND

Stevens Reserve has been a dog exercise area since 2011, during that time there has been ongoing conflict between users of the Reserve, particularly relating to the use as a dog exercise space and those that use the park for sporting purposes. Disruptions to sporting matches, to training sessions and damage to the turf wickets caused by dogs has been reported by the current sporting groups at the Reserve.

Due to the continuing nature of this issue the City brought together relevant stakeholders to explore the possibility of finding a local area to accommodate a similar and secure alternative place for people to exercise their dogs when Stevens Reserve is being used for authorised sporting activity. Virginia Ryan Park was identified as the most suitable Park for this purpose.



In April 2022 Council approved officers to commence consultation with the community to seek their input into the below proposed changes:

1. Change the Dog Exercise & Prohibited areas Policy to make Virginia Ryan Park a gazetted dog off lead area.
2. Make changes to the Southern entry points into Stevens Reserve to create a chicane style entry point that would encourage dog owners to be more accountable for their pets.

This report provides an overview of the feedback received and recommends an approach to addressing current concerns being raised within the community.

FINANCIAL IMPLICATIONS

If Council determines to specify Virginia Ryan Park as a dog exercise area, the following minor improvements to the park to facilitate this additional use, would be recommended:

- New drink fountain with dog water bowl
- Additional seating
- Additional bin and dog bag dispensers.

A budget of \$63,000 was adopted against project P-12079 Program – Dog improvements for the 2022/23 financial year in the event the changes are required at Virginia Ryan Park and Stevens Reserve.

New fencing and a gate to the boundary along Watkins Street was also considered however will not be implemented at this time. The approximate cost associated with the addition of the fence and gate was \$9,000.

Additional implementation of educational resources at both Stevens Reserve and Virginia Ryan Park will also be required and covered with existing operational budget.

LEGAL IMPLICATIONS

Section 31 of the *Dog Act 1976* allows a local government to specify particular areas and conditions relating to dogs and the way in which this must be done:

- (3A) A local government may, by absolute majority as defined in the *Local Government Act 1995* section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.
- (3C) At least 28 days before specifying a place to be —
(a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or



(b) a dog exercise area under subsection (3A); or
(c) a rural leashing area under subsection (3B),
a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.

- (5) A local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district.

CONSULTATION

An online survey was the primary engagement tool used for the Virginia Ryan Park & Stevens Reserve Dog Exercise Area Consultation. The key elements of the online survey are outlined below:

- In accordance with the Dog Act (1976), the survey was open for 28 days, Friday July 22 to Friday August 19, and was completed by 233 people.
- The survey was primarily focussed on Virginia Ryan Park, which was the public open space in which the most significant policy and infrastructure changes have been proposed.
- The survey was promoted via: (1) emails to key stakeholders; (2) letter drops to residents in the immediate vicinity to Virginia Ryan Park; and (3) signage at Stevens Reserve and Virginia Ryan Park with QR codes.
- These promotion methods were used to capture three key stakeholder groups: (1) people primarily using Stevens Reserve (with or without dogs); (2) people primarily using Virginia Ryan Park; and, (3) residents in close proximity to Virginia Ryan Park.

OFFICER COMMENT

Stevens Reserve has been a dog exercise area since 2011. During that time, there has been concerns raised by sporting groups who utilise Stevens Reserve which highlight the ongoing challenges around the shared use of the space between sporting purposes and dog exercise purposes.

Disruptions to sporting matches, training sessions and damage to turf caused by dogs has been reported. Based on these reports, the City consulted relevant stakeholders to explore the possibility of finding a local area to accommodate a similar and secure alternative place for people to exercise their dogs.

Following a review of dog exercise areas by City Officers, Virginia Ryan Park was identified as an option for an additional off-lead dog exercise area which could assist in addressing some of the challenges being faced at Stevens Reserve by sporting club users.



In order to realise the proposed change, the City of Fremantle is required to amend the Dog Exercise and Prohibited Areas Policy (2018) to include Virginia Ryan Park as a dog exercise area. The following alterations to Virginia Ryan Park would also be recommended in order to support the change:

- Dog amenities: bins, bags, dog bowl/water fountain.
- Additional signage re dog exercise area change.
- Additional seating.

In addition to proposed changes at Virginia Ryan Park, a series of additional changes have been also proposed at Stevens Reserve in to support a response to addressing concerns raised by sporting club users. These include:

- Removal of the existing gates at the two entry points at Stevens Street and on the corner of Swanbourne and Stevens Street, and installation of a 'chicane' type entry at both locations with a barrier/fence that people will need to walk around to enter or leave the reserve. This is to prevent balls rolling out of the reserve and provide a level of protection, while also encouraging responsible dog ownership.
- Connect the footpath to the oval with an accessible concrete path.

The City of Fremantle conducted a survey of affected residents and stakeholders to seek feedback on the proposals above. A detailed summary of survey responses has been provided in the attached engagement report.

The following was identified as part of reviewing feedback received from survey respondents.

- The majority of survey respondents were users of Stevens Reserve, and most of those users did so with a dog.
- A very small number of survey respondents (approximately 10%) were existing users of Virginia Ryan Park, with only half of these users doing so with a dog.
- Based on feedback received from all respondents (the entire sample), support for the implementation of a dog off lead area at Virginia Ryan Park was split with an equal number of residents either supporting or opposing the proposal.
- When seeking feedback from respondents who lived within close proximity to Virginia Ryan Park, the majority of those respondents (64%) opposed the proposal to implement an off-lead dog exercise area at Virginia Ryan Park.
- Changes proposed to entry points at Stevens Reserve were opposed by most respondents.

**Agenda – Ordinary Meeting of Council
23 November 2022**



Based on feedback received via the surveys, officers have concluded the following:

- Those who are current users of Stevens Reserve are supportive of the implementation of a dog off lead area at Virginia Ryan Park, so long as Stevens Reserve is also maintained as an off-lead dog area and no changes are made to entry points at Stevens Reserve.
- Those who live in close proximity to Virginia Ryan park are not supportive of the implementation of dog off-lead exercise area at Virginia Ryan Park.

Given that an equal number of respondents either supported or opposed recommended changes, and noting that there is an immediate need to address some concerns being raised by sporting club users, the following approach is recommended:

- Amend the Dog Exercise & Prohibited areas Policy to make Virginia Ryan Park a gazetted dog off lead area, noting that no additional fencing is to be installed at this time.
- Make changes to the Southern entry points into Stevens Reserve to create a chicane style entry point that would encourage dog owners to be more accountable for their pets.
- Install signage and communication materials at both Stevens Reserve and Virginia Ryan Park that encourages and educates users on responsible and respectful use of the shared spaces, as well as provides information on key sporting usage times at Stevens Reserve.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required



OFFICER'S RECOMMENDATION

Moved: Cr Jenny Archibald

Seconded: Cr Marija Vujcic

Council:

1. Receive the Virginia Ryan Park and Stevens Reserve Dog Exercise Consultation Report, provided in attachment 1.
2. Approve implementation of the following changes to Stevens Reserve and Virginia Ryan Park:
 - a. Remove the existing gates at the two entry points at Stevens Street and on the corner of Swanbourne and Stevens Street, and install chicane type entries and appropriate fence/barriers at both locations; and connect the footpath to the oval with an accessible concrete path.
 - b. Install signage and communication materials at both Stevens Reserve and Virginia Ryan Park that encourages and educates users on responsible and respectful use of the shared spaces.
3. Request the preparation of a strategy that addresses city wide dog management and exercise to be brought back to Council for consideration prior to end of March 2023.
4. Approve the amended Dog Exercise and Prohibited Areas Policy to allow the use of Virginia Ryan Park as a dog off-lead exercise area, as provided in Attachment 2.

AMENDMENT

Moved: Cr Rachel Pemberton

Seconded: Cr Bryn Jones

Add Part 5 to read as follows:

- 5. Request staff to install a fence around the Knutsford Street Reserve, which is an existing dog off lead area.**

Carried: 6/0
Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones



COMMITTEE RECOMMENDATION FPOL2211-10
(Officer's recommendation, as amended)

Moved: Cr Jenny Archibald

Seconded: Cr Marija Vujcic

Council:

- 1. Receive the Virginia Ryan Park and Stevens Reserve Dog Exercise Consultation Report, provided in attachment 1.**
- 2. Approve implementation of the following changes to Stevens Reserve and Virginia Ryan Park:**
 - a. Remove the existing gates at the two entry points at Stevens Street and on the corner of Swanbourne and Stevens Street, and install chicane type entries and appropriate fence/barriers at both locations; and connect the footpath to the oval with an accessible concrete path.**
 - b. Install signage and communication materials at both Stevens Reserve and Virginia Ryan Park that encourages and educates users on responsible and respectful use of the shared spaces.**
- 3. Request the preparation of a strategy that addresses city wide dog management and exercise to be brought back to Council for consideration prior to end of March 2023.**
- 4. Approve the amended Dog Exercise and Prohibited Areas Policy to allow the use of Virginia Ryan Park as a dog off-lead exercise area, as provided in Attachment 2.**
- 5. *Request staff to install a fence around the Knutsford Street Reserve, which is an existing dog off lead area.***

Carried: 6/0

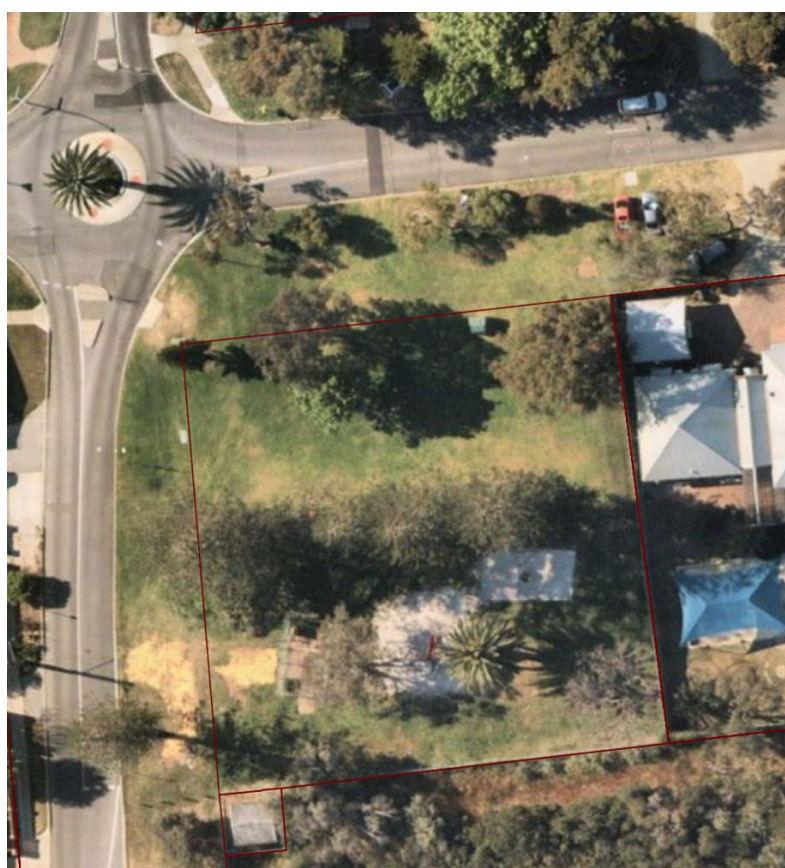
**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**

ADDITIONAL OFFICER COMMENT

The proposed fencing for Knutsford Reserve (as detailed in part 5 – through a Committee amendment) can be achieved by fencing along the Knutsford Street and Swanbourne Street property boundaries. The other two sides of the reserve are already enclosed by existing property boundary fences. Items of note: - there are existing trees and services in close proximity to the property boundary and the fencing will be set out to retain all trees and accommodate services, there is an existing playground in this reserve and no consultation has taken place in respect to this proposal.

An initial estimated cost for site works, with a 1200mm high fence, 2 gates and additional concrete paths is \$14,000-17,000. There is a pram ramp on the corner of Knutsford Street and Swanbourne Street, an additional piece of footpath connecting this to an access gate will need to be included in the project scope. There is also a redundant piece of irrigation infrastructure in the park, this will be decommissioned and removed with costs being attributed to the irrigation maintenance budget.

If this item is approved, the works costs will be attributed to the approved project P-12079 Program – Dog Improvements for the 2022/23 financial year and the budget variation addressed as part of the mid-year review process.





FPOL2211-11 ELECTRIC VEHICLE SUBSCRIPTION CONTRACT TRIAL REPORT

Meeting date: 9 November 2022
Responsible officer: Manager Waste and Fleet
Decision making authority: Council
Attachments: Nil
Additional information: Nil

SUMMARY

This report outlines relevant information pertaining to the ongoing Fleet review and proposes a 31-week trial of a light passenger Electric Vehicle.

This report recommends that Council:

- 1. Endorse proceeding with the proposed Electric Vehicle trial for a period of 31 weeks (between 28/11/2022 and 2/7/2023).**
- 2. Requests officers to provide feedback on the outcomes of that trial.**
- 3. Approve a budget amendment to facilitate delivery of the trial.**

BACKGROUND

The City of Fremantle has used the One Planet Living framework to both manage and measure the sustainability of its operations and how it works with the community since 2014.

Through the One Planet Framework 2020-2030, the City has continued its long recognition of the need to act on climate change by drastically decarbonizing the economy and working to reach Zero Carbon Energy as soon as possible. Over the past few years, the City has worked on several fronts to improve sustainable travel and transport.

The One Planet Framework is supported by the One Planet Action Plan 2020-25, which aims to implement practical initiative to progress towards meeting its targets. In this Action Plan, under Principle 7 (travel and transport), the City has committed, under Action 7.3.1. to "Reduce corporate fleet emissions through electrification and low emission options", via its fleet renewal program.

Officers are currently undertaking a fleet management review, including the proposal of a long term (10-year) asset replacement program, which (subject to viability) includes a planned transition of existing fleet to electric vehicles (EVs or zero-emission vehicles), as different vehicle types and models become available in the Australian market and are deemed fit for purpose and considered financially viable.



FINANCIAL IMPLICATIONS

The cost implications of the proposed electric vehicle trial is estimated to be \$12,000 (ex GST). This corresponds to a net cost of \$7,000 this financial year, as the expected trade-in value of the internal combustion engine vehicle from the existing fleet that will be auctioned and replaced, is approximately \$5,000.

No additional budget allocation is necessary at this stage.

It is proposed that \$15,000 from the waste collection management budget is to be re-allocated to fund the EV trial.

LEGAL IMPLICATIONS

No statutory requirements are applicable to this proposal.

CONSULTATION

Internal consultation was undertaken with the Work Health & Safety team, to validate the requirements that are applicable from a road safety and Work Health & Safety perspectives when procuring an EV.

Consultation with different internal stakeholders has been undertaken, as part of the fleet operations review working group, and ample support has been provided by this group.

OFFICER COMMENT

One of the City of Fremantle's Strategic Community Plan 2015-25 Strategic Focus Areas is "Environmental responsibility". Under this item, the City has committed to embed consideration of environmental sustainability in decision-making.

Under the One Planet Living framework, the City has committed to reduce its corporate fleet emissions through electrification and low emission options", by way of its Fleet renewal program.

This report proposes a trial to be undertaken during the current financial year, whereby one of the existing light passenger vehicles that is used as a pool vehicle, would be traded in, and replaced with an equivalent EV under a subscription contract.



The objectives of this trial are:

- a) to assess the use, range and fitness for purpose of an EV model under actual operating conditions and its potential suitability for full scale adoption as a standard for EV transition, in respect to the City's light passenger vehicle fleet (pool vehicles, parking inspector vehicles, etc.);
- b) to showcase EV technology with the potential to support different vehicle and plant applications for future consideration (EV transition of other types of vehicles and different plant types, like utes, medium-sized trucks, mowers, etc.)
- c) to determine if a vehicle subscription model is a suitable funding option that can be used across different vehicle and plant types.

In addition to the above objectives, the trial of an EV in the City's light vehicle fleet has the added benefits of:

- a) effectively communicating to the community, the City's leadership around Carbon Neutrality and Sustainability initiatives, and
- b) allowing for the renewal of one of the oldest and most polluting light passenger vehicles in the current fleet: a vehicle that is now more than 11 years old.

The main risk of this proposal is that the new vehicle does not meet the expectations or does not fit the purposes and requirements of the City's operations. However, the advantages of the subscription model are deemed as an appropriate control measure for this risk.

These advantages are as follows:

1. The proposed subscription model allows the City full flexibility in respect to the continuation or termination of the arrangement at the end of the trial period or even to change the make and model of the vehicle during the contract.
2. The proposed subscription model will allow the City to obtain the vehicle immediately, without having to commit to years of locked-in repayments, uncertain servicing costs or increasing insurance costs. The subscription fee also includes roadside assistance services.
3. The City won't need a significant capital expenditure lump sum up front to purchase a vehicle outright, or even to make a decision about any future commitments. A decision can be made at the end of the trial period to either continue the subscription or to move to a different arrangement (e.g. asset purchase, operating leasing or loan financing).

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required



COMMITTEE RECOMMENDATION ITEM FPOL2211-11
(Officer's recommendation)

Moved: Cr Jenny Archibald

Seconded: Cr Rachel Pemberton

Council:

- 1. Endorse proceeding with the proposed Electric Vehicle trial for a period of 31 weeks (between 28/11/2022 and 2/2/2023).**
- 2. Request a report to Council on the outcomes of the trial.**
- 3. Approve the following budget amendment to facilitate delivery of the trial:**

Item	Account Details	Account #	2022/23 Adopted Budget	Revenue Income / (Decrease)	Expenditure (Increase)/ Decrease	2022/23 Proposed Budget
	The budget amendment is to adjust the original amount of \$50,000 down to \$35,000, while reallocating money within the same account, from "Provision for increase in verge collection" to "Light vehicle subscription contract Exp".					
Exp	101165.6823	101165 - Contract Exp - General	(50,000)		15,000	(35,000)
Exp	100xxx.6823	100xxx - Light vehicle subscription – Contract Exp - General	0	0	(15,000)	(15,000)

Carried en bloc: 6/0

**Cr Jenny Archibald, Cr Fedele Camarda,
Cr Marija Vujcic, Cr Rachel Pemberton, Cr Ben Lawver, Cr Bryn Jones**



FPOL2211-12 BUDGET AMENDMENTS - NOVEMBER 2022

Meeting date:	9 November 2022
Responsible officer:	Manager Financial Services
Decision making authority:	Council
Attachments:	Nil
Additional information:	Nil

SUMMARY

This report seeks to adopt various budget amendments to the 2022-23 budget account numbers as detailed below in accordance with the Budget Management Policy.

This report recommends that Council approves the required budget amendments to the adopted budget for the 2022-23 financial year as outlined in the report.

BACKGROUND

In accordance with the Budget Management Policy, this report provides details of proposed amendments to the 2022-23 budget on a monthly basis to Council (via FPOL) to adopt budget amendments to:

1. Consider an additional purpose or grant acceptance or release of quarantined funds;
2. Reflect any expenditure above the budget amount agreed by the CEO in the previous month and adjust other accounts to accommodate the value of these.
3. Make amendments to the carried forward budget to reflect the final position at the end of the financial year.

FINANCIAL IMPLICATIONS

The adopted 2022-23 budget includes an estimated opening surplus position of \$8.9 million. As a result of working through FY 2021-22 audit activities the current YTD estimate is at \$13.93m, providing an additional surplus of \$5.03 million.

Amendments being proposed that require expenditure additional to the adopted 2022-23 budget are to be funded by the additional \$5.03 million surplus.

The proposed budget amendments intend to ensure the City maintains the capacity to deliver on current year projects in line with current budget themes, and allocates funds to reserves in order to ensure the capacity to deliver additional projects in future years.



LEGAL IMPLICATIONS

Local Government Act 1995:

Section 6.2 (1)

The Council is required to prepare and adopt, by Absolute Majority, an annual budget for its municipal fund by 31st August each year.

Section 6.8 (1) and (2)

The Council cannot incur expenditure from its municipal fund for a purpose for which no expenditure estimate is included in the annual budget (known as an 'additional purpose') except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government;
- (b) is authorised in advance by resolution by Absolute Majority; or
- (c) is authorised in advance by the mayor or president in an emergency.

Where expenditure has been incurred;

- (a) under S 6.8 (1) (a) it is required to be included in the annual budget for that financial year; and
- (b) under S 6.8 (1) (c), it is to be reported to the next ordinary meeting of the council.

Local Government (Financial Management) Regulations 1996:

Regulation 33A

A formal review of the annual budget is to be presented and adopted by Council, by Absolute Majority, between 1st January and 31st March each year.

CONSULTATION

There are no community engagement implications as a result of this report.

OFFICER COMMENT

The following amendments are proposed to be made to the adopted/revised budget for 2022-23.

1. Budget amendments for proposed expenditure for an additional purpose or release of quarantined funds.

The proposed budget amendments below are for expenditure for an additional purpose to be determined by the Council as required by S6.8 (1) (b) of the Act. The decision will amend the budget by creating a new budget account number to accommodate that proposed expenditure, and by transferring the required funds from one or more existing accounts to the new account.

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.1	It has been identified that additional drainage works are required to the Port Beach Carpark to prevent the recent works to stabilise the rockwall from being undermined and destroyed next winter. The drainage works currently in design will involve an upgraded drain line, with 6 additional carpark low points to spread collection from overflowing behind the wall, constructed on geofabric with grouting of rockwall spalling finish.					
Exp	3xxxxx.1606	P-12140 Drainage – Port Beach carpark	0	-	(120,000)	(120,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	120,000	n/a
1.2	Grant income of \$785,090.05 is to be received from Department of Transport. There are two components to this, being: 1. 2022-23 Hotspot Coastal Adaptation and Protection Major Project Fund: \$500,00.00; and 2. Variation to existing WA Recovery Plan funding: \$285,090.05. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit . The additional grants are to complete the sand nourishment via dredge project including the construction of the dunes, fencing and beach access paths. The grant excludes the revegetation works on the dunes and this will be submitted as a separate budget request.					
Exp	300110.1606	P-11823 - Design and construct-Port Beach coastal adaptation - Capital WIP	(2,474,519)	-	(785,090)	(3,259,609)
Inc	300110.4211	P-11823 - Design and construct-Port Beach coastal adaptation - Non Operating Grant	2,618,742	785,090	-	3,403,832
		Municipal Funds	(144,223)	-	-	(144,223)
1.3	Additional grant income of \$1.132m was received from Main Roads Western Australia to increase the available budget for the construction of the Fremantle Public Golf Course and Community Facility. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit.					
Exp	300157.1606	P-11882 - Design and construct - Fremantle Golf Course - Capital WIP	(3,315,435)	-	(1,132,000)	(4,447,435)
Reserve	3001571.3923	P-11882 - Design and construct - Fremantle Golf	28,000	-	-	28,000

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Course - Transfer from reserves				
Inc	300157.4299	P-11882 - Design and construct - Fremantle Golf Course - Unspent Grant	3,037,435	-	-	3,037,435
Inc	300157.4217	P-11882 - Design and construct - Fremantle Golf Course - Non-Operating Grant - Main Roads	-	1,132,000	-	1,132,000
		Municipal Funds	250,000			250,000
1.4	Grant income of \$22,260 is to be received from Department of Biodiversity, Conservation and Attractions Riverbank grant to fund stage 1 of the Prawn Bay Ecological Restoration Project. This project addresses the Swan River foreshore flooding and erosion issues identified for the Prawn Bay, North Fremantle wetland.					
Inc	300313.4211	P-12129 Program - Prawn Bay - Ecological restoration - Non-Operating Grant	10,950	22,260	-	33,210
Exp	300313.1606	P-12129 Program - Prawn Bay - Ecological restoration - Capital WIP	(21,900)	-	(22,260)	(44,160)
		Municipal Funds	10,950			10,950
1.5	The Hilton Bowls Club was successful in receiving grant income from Community Sporting and Recreation Facilities Fund (CSRFF) of \$84,852 and matching Club contribution of \$84,852. This project converts one of the existing bowls greens into a synthetic surface. The project budget needs to be amended to correlate to the grant/income being received.					
Inc	300316.4225	P-12127 Design and construct - Hilton Bowling Club - Green - Non-Operating Grant - DLGSC	200,000	(30,296)	-	169,704
Exp	300316.1606	P-12127 Design and construct -	(300,000)	-	30,296	(269,704)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Hilton Bowling Club – Green – Capital WIP				
		Municipal Funds	100,000			100,000
1.6	Following numerous and ongoing anti-social behaviour events and threats to users of the public areas in the Civic Centre, security guards have been deployed to assist in the control and management of the facility. This service operates during the Library opening hours.					
Exp	100757.6830	Walyalup Civic Centre - security	-	-	(175,000)	(175,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	175,000	n/a
1.7	Budget is required to relocate the existing gate and fence to the rear of 70 Parry St due to the construction of the new Police Station in Fremantle. This need was identified following confirmation of the construction site area.					
Exp	200xxx.6823	P-12144 - Install - 70 Parry – Gate – Contract Exp - General	-	-	(25,000)	(25,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	25,000	n/a
1.8	Following a change in tenants at the North Fremantle Bowling Club, budget is required for rectification and repair works for new tenant. Works to include roofing repairs, building repairs, upgrade toilet facilities and electrical alterations.					
Exp	300xxx.1606	P-12145- Design and construct - North Fremantle Bowling Club – Capital WIP	-	-	(250,000)	(250,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	250,000	n/a
1.9	Budget is required to perform the structural repairs to the South Beach café steelwork and concrete, following the identification of corrosion.					
Exp	200xxx.6823	P-xxxxx- Design and construct - South Beach Café– Contract Exp - General	-	-	(40,000)	(40,000)
	900520.3911	Retained Surplus B/Fwd	n/a		40,000	n/a
1.10	Budget is required to upgrade the Queen Street (Walyalup Koort) street lighting. This proposal is for new privately owned streetlights to the same standard as provided on Newman Court. The street lighting is largely within non active (closed) road reserve pedestrian areas, and as such has been designated as potential private street light areas in which the City will be able to					

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
	install enhanced value adding services such as promotional banners and CCTV cameras if required in future.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Walyalup Koort lighting- Capital WIP	-	-	(290,000)	(290,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	290,000	n/a
1.11	Revision of the utilisation and effectiveness of current office design has identified the need for some additional desk furniture to facilitate the return of activity based working post COVID restrictions. Budget is therefore required to purchase new office furniture and IT equipment to add extra workspace to WCC.					
Exp	300xxx.1606	P-xxxxx-Purchase Office Furniture & IT Equipment – Capital WIP	-	-	(35,000)	(35,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	35,000	n/a
1.12	The City has received a grant to provide a Mental Health Outreach Worker. This project is 50% grant funded, and 50% payable by City of Fremantle. This was approved by C2110-3 but not included in the original 2022-23 budget.					
Inc	200xxx.4328	P-xxxxx Mental Health Outreach worker	-	50,000	-	50,000
Exp	200xxx.6823	P-xxxxx Mental Health Outreach worker-	-	-	(100,000)	(100,000)
		Municipal Funds	-	50,000	-	50,000
1.13	The City received a grant from the Department of Communities through the Expanding Changing Place Network Grant. This grant was a for the inclusion of a Changing Place as part of the South Beach Place Plan. The City received a portion of the grant, \$45,454, in June 2022 and a balance of \$104,546 will be received in 2022-23. Note: As per the grant schedule, the City is expected to contribute \$140,000 in 2023-24.					
Inc	300285.4227	P-12135 Design and Construct - Changing Places South Beach	-	104,546	-	104,546
Exp	300285.1606	P-12135 Design and Construct - Changing	(20,000)	-	(127,200)	(147,200)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Places South Beach				
Exp	300285.1609	P-12135 Design and Construct - Changing Places South Beach	-	-	(22,800)	(22,800)
Inc	300285.4399	P-12135 Design and Construct - Changing Places South Beach	-	45,454	-	45,454
		Municipal Funds	20,000			20,000
1.14	The Fremantle Legal Centre received State Community Legal Assistance Funding Boost from the Department of Justice for 2022-23 financial year. The funding was provided to meet an increased demand for services at the Fremantle Legal Centre and respond to priorities and need.					
Inc	100447.4320	Provide legal aid - State Baseline	-	165,798	-	165,798
Exp	100447.7xxx	Provide legal aid - State Baseline	-	-	(154,385)	(154,385)
Exp	100447.6823	Provide legal aid - State Baseline	-	-	(11,413)	(11,413)
1.15	An additional grant has been received from Lottery west to provide emergency funding towards emergency relief for people experiencing financial difficulty which will reduce vulnerability and disadvantage.					
Inc	100552.4316	Provide emergency relief - O Operating Grant - Lottery West	-	12,000	-	12,000
Exp	100552.6823	Provide emergency relief - Contract Exp-General	-	-	(12,000)	(12,000)
1.16	In September 2022 the City applied for a grant through Department of Transport and West Cycle. The City was successful in this grant to deliver initiatives related to WA Bike Month.					
Inc	200497.4327	MP - Event - WA Bike Month	-	2,250	-	2,250

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		- S Operating Grant - DoT				
Exp	200497.6823	MP - Event - WA Bike Month - Contract Exp - General	-	-	(2,250)	(2,250)
1.17	Budget is required for upgrade of the fire alarm system at Moore and Moore Café. The fire alarm system has at the Café has failed and needs replacing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Moore and Moore Café – Capital WIP	-	-	(40,000)	(40,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	40,000	n/a
1.18	Budget is required for upgrades to the Fremantle Arts Centre Café. Works have been identified to address environmental health and maintenance issues, and are intended to be undertaken before re-leasing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - FAC Café – Capital WIP	-	-	(90,000)	(90,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	90,000	n/a
1.19	Budget is required to upgrade the Leisure Centre Gym air-conditioning, as the air-conditioning for the gym needs to be adapted to better deal with summer temperatures.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Leisure Centre Gym Air Conditioning – Capital WIP	-	-	(55,000)	(55,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a

In addition to the above Budget Amendments, the following Budget Amendment is proposed to transfer a portion of the surplus to various Reserves:

1.20	Transfer Retained Surplus B/Fwd to Reserves:	
	\$1,000,000	To Hilton Park Sports Reserve
	\$1,000,000	To Investment Fund Reserve
	\$ 500,000	To Fleet Reserve (NEW)
	\$ 500,000	To South Beach Reserve (NEW)



2. Budget amendments for proposed expenditure for a purpose identified within the budget for which there are insufficient funds allocated.

Chief Executive Officer (CEO) has the delegated authority under the Budget Management Policy to incur expenditure for a purpose identified within the budget for which there are insufficient funds allocated, where:

- a) The proposed expenditure is a maximum of 5% or \$50,000 (whichever is the lesser) above the budgeted amount; and
- b) There are sufficient funds equivalent to the value proposed to be sent allocated to other budget line items within the overall budget, and which, in the opinion of the CEO, are not expected to be spent during that financial year.

The budget amendments below are to reflect any expenditure above the budget amount agreed by the CEO during the previous month, and to adjust other accounts to accommodate the value of those.

Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.1	Budget allocated to parks infrastructure new projects to be transferred to 300291 - P-12123 Design and construct - Leighton Reserve – Playground - \$80,000 and P-12141 - Install - Walyalup Koort - Shade sail - \$20,000.					
Exp	300298.1606	P-12091 Design and construct - Parks infrastructure – New	(100,000)	-	100,000	0
Exp	300291.1606	P-12123 Design and construct - Leighton Reserve – Playground	(150,000)	-	(80,000)	(230,000)
Exp	3xxxxx.1606	P-12141 - Install - Walyalup Koort - Shade sail	0	-	(20,000)	(20,000)
2.2	Project budget allocated for WCC tenancy work in level 3 and triangle are combined to ease delivery of the project and monitoring of the budget.					
Exp	300299.1606	P-12090 Fitout – WCC tenancy – Level 3	(687,500)	-	(358,680)	(1,046,180)
Exp	300304.1606	P-12080 Fitout – WCC tenancy – Triangle	(358,680)	-	358,680	0
2.3	Funds required to purchase the Caterpillar skid steer bobcat is being transferred from P-11328 Purchase-Plant and Equipment project. In addition, it is expected that City will be able to generate extra \$3,000 with the disposal of the existing Caterpillar skid steer bobcat.					
Inc	300314.1226	P-12133 Purchase -	7,000	3,000	-	10,000

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Caterpillar skid steer bobcat				
Exp	300141.1606	P-11328 Purchase-Plant and Equipment	(30,779)	-	5,500	(25,279)
Exp	300314.1606	P-12133 Purchase - Caterpillar skid steer bobcat	(68,000)	-	(8,500)	(76,500)
2.4	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) was a carry forward project from 2021-22. However, it was set up as capital project. Therefore, capital budget line is being removed.					
Exp	300315.1606	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) – Capital WIP	(46,200)	-	46,200	0
Inc	300315.4211	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) – Non Operating Grant	26,250	(26,250)	-	0
		Municipal Funds	19,950	(19,950)	-	0
2.5	P-11909 Software - Firewall security had been set up as capital project, where it should be an operating project. Transfer \$50,000 from 300207.6823 to 200816.6823					
Exp	300207.6823	P-11909 Software - Firewall security – Contract Exp - General	(50,000)	-	50,000	-
Exp	200816.6823	P-11909 Software - Firewall security Contract Exp - General	-	-	(50,000)	(50,000)
2.6	Lease extended for a further 12 months for Fremantle Legal Community Centre. Rent increase included in lease extension.					
Exp	100548.6871	Operate community legal centre	(70,200)	-	(13,000)	(83,200)
		Municipal Funds	n/a	-	13,000	n/a
2.7	Addition to Staff Establishment – 1FTE – Manager, Business Planning and Improvement					
Exp	101102.7xxx	Manage salary f chief executive office leadership-salaries	(599,028)		(138,940)	(737,968)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
	900520.3911	Retained Surplus B/Fwd	n/a	-	138,940	n/a
2.8	Additional 4 members of staff required to deliver footpath and drainage services. The positions are expected to be filled from January 23.					
Exp	100xxx.7xxx	Maintain Footpaths - Salary / Wages Expense	-		(160,000)	(160,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.9	Additional 4 members of staff (Park Officers) required to deliver services in Parks team. The positions are expected to be filled from January 23.					
Exp	100xxx.7xxx	Maintain Parks & Landscapes - Salary / Wages Expense	-		(160,000)	(160,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.10	Budget allocated to deliver culture change survey was insufficient. Therefore, the shortfall is being transferred from 100660 activity.					
Exp	200798.6823	P-12037 Deliver – Culture Change Survey – Contract Expense	(19,700)		(10,600)	(30,300)
Exp	100660.6825	Lead People and Culture Directorate – Contract Expense	(50,000)		10,600	(39,400)
2.11	Addition to Staff Establishment – 1FTE – Risk Officer. Expected to be filled from January 2023.					
Exp	101103.7xxx	Manage Salary of Governance Management	(330,371)		(50,000)	(380,371)
	900520.3911	Retained Surplus B/Fwd	n/a	-	50,000	n/a
2.12	Addition to Staff Establishment – 1FTE – Finance Officer.					
Exp	101107.7xxx	Manage Salary of Finance Team	(835,302)		(45,000)	(880,302)
	900520.3911	Retained Surplus B/Fwd	n/a	-	45,000	n/a
2.13	Addition to Staff Establishment – 1FTE – Sustainability Officer.					
Exp	101158.7xxx	Manage Salary of Facilities and Environment Management	(387,404)		(55,000)	(442,404)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.14	Addition to Staff Establishment – 1FTE – Principal Asset.					
Exp	101147.7xxx	Manage Salary of Asset Management Team	(234,406)		(60,000)	(294,406)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.15	Addition to Staff Establishment – 1FTE – Strategic Planner.					
Exp	100xxx.7xxx	Strategic Planning Salary	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.16	Addition to Staff Establishment – 1FTE – Project Officer - Building.					
Exp	100xxx.7xxx	Manage Salary of Facilities and Environment	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.17	Budget required for leadership training and development of executive team and management team.					
Exp	100xxx.7xxx	Leadership Training and Development - Executive team	-	-	(25,000)	(25,000)
Exp	100xxx.7xxx	Leadership Training and Development - Management team	-	-	(14,000)	(14,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	39,000	n/a
2.18	The current supply of beach wheel chairs at South Beach are sufficient for this financial year and can be reconsidered for future budget processes to align to the South Beach Place Plan and onsite storage capabilities. The Access and Inclusion Plan has capital projects which the \$10,000 can be utilised for.					
Exp	300286.1606	P-12132 Purchase - South Beach - Beach wheelchair	(10,000)	-	10,000	-
Exp	300285.1606	P-12134 Program - Access and inclusion	-	-	(10,000)	(10,000)



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.19	The City implemented beach matting in Leighton Beach under a grant in 2021-22. There is a shortfall of beach matting at Leighton Beach for the Beach Wheelchairs to make it to the shoreline. South Beach Matting can be considered for future financial years to align to the South Beach Place Plan.					
Exp	300287.1606	P-12131 Purchase - South Beach - Matting	(10,000)	-	10,000	-
Exp	300271.1606	P11983 - Design and Construct - Leighton Beach Access	-	-	(10,000)	(10,000)

3. Carried forward projects estimate budget amendments.

Budget Amendments relating to carried forward adjustments are presented to Council in a separate report.

VOTING AND OTHER SPECIAL REQUIREMENTS

Absolute Majority Required

OFFICER'S RECOMMENDATION

MOVED Cr Jenny Archibald

Seconded Cr Rachel Pemberton

Council approves the required budget amendments to the adopted/ amended budget for 2022-23 as outlined below:

Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.1	It has been identified that additional drainage works are required to the Port Beach Carpark to prevent the recent works to stabilise the rockwall from being undermined and destroyed next winter. The drainage works currently in design will involve an upgraded drain line, with 6 additional carpark low points to spread collection from overflowing behind the wall, constructed on geofabric with grouting of rockwall spalling finish.					
Exp	3xxxxx.1606	P-12140 Drainage - Port Beach carpark	0	-	(120,000)	(120,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	120,000	n/a

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.2	Grant income of \$785,090.05 is to be received from Department of Transport. There are two components to this, being: 1. 2022-23 Hotspot Coastal Adaptation and Protection Major Project Fund: \$500,00.00; and 2. Variation to existing WA Recovery Plan funding: \$285,090.05. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit . The additional grants are to complete the sand nourishment via dredge project including the construction of the dunes, fencing and beach access paths. The grant excludes the revegetation works on the dunes and this will be submitted as a separate budget request.					
Exp	300110.1606	P-11823 - Design and construct-Port Beach coastal adaptation - Capital WIP	(2,474,519)	-	(785,090)	(3,259,609)
Inc	300110.4211	P-11823 - Design and construct-Port Beach coastal adaptation - Non Operating Grant	2,618,742	785,090	-	3,403,832
		Municipal Funds	(144,223)	-	-	(144,223)
1.3	Additional grant income of \$1.132m was received from Main Roads Western Australia to increase the available budget for the construction of the Fremantle Public Golf Course and Community Facility. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit.					
Exp	300157.1606	P-11882 - Design and construct - Fremantle Golf Course - Capital WIP	(3,315,435)	-	(1,132,000)	(4,447,435)
Reserve	3001571.3923	P-11882 - Design and construct - Fremantle Golf Course - Transfer from reserves	28,000	-	-	28,000
Inc	300157.4299	P-11882 - Design and construct - Fremantle Golf Course - Unspent Grant	3,037,435	-	-	3,037,435

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Inc	300157.4217	P-11882 - Design and construct - Fremantle Golf Course - Non-Operating Grant - Main Roads	-	1,132,000	-	1,132,000
		Municipal Funds	250,000			250,000
1.4	Grant income of \$22,260 is to be received from Department of Biodiversity, Conservation and Attractions Riverbank grant to fund stage 1 of the Prawn Bay Ecological Restoration Project. This project addresses the Swan River foreshore flooding and erosion issues identified for the Prawn Bay, North Fremantle wetland.					
Inc	300313.4211	P-12129 Program - Prawn Bay - Ecological restoration - Non-Operating Grant	10,950	22,260	-	33,210
Exp	300313.1606	P-12129 Program - Prawn Bay - Ecological restoration - Capital WIP	(21,900)	-	(22,260)	(44,160)
		Municipal Funds	10,950			10,950
1.5	The Hilton Bowls Club was successful in receiving grant income from Community Sporting and Recreation Facilities Fund (CSRFF) of \$84,852 and matching Club contribution of \$84,852. This project converts one of the existing bowls greens into a synthetic surface. The project budget needs to be amended to correlate to the grant/income being received.					
Inc	300316.4225	P-12127 Design and construct - Hilton Bowling Club - Green - Non-Operating Grant - DLGSC	200,000	(30,296)	-	169,704
Exp	300316.1606	P-12127 Design and construct - Hilton Bowling Club - Green - Capital WIP	(300,000)	-	30,296	(269,704)
		Municipal Funds	100,000			100,000
1.6	Following numerous and ongoing anti-social behaviour events and threats to users of the public areas in the Civic Centre, security guards have been deployed to assist in the control and management of the facility. This service operates during the Library opening hours.					

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Exp	100757.6830	Walyalup Civic Centre - security	-	-	(175,000)	(175,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	175,000	n/a
1.7	Budget is required to relocate the existing gate and fence to the rear of 70 Parry St due to the construction of the new Police Station in Fremantle. This need was identified following confirmation of the construction site area.					
Exp	200xxx.6823	P-12144 - Install - 70 Parry - Gate - Contract Exp - General	-	-	(25,000)	(25,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	25,000	n/a
1.8	Following a change in tenants at the North Fremantle Bowling Club, budget is required for rectification and repair works for new tenant. Works to include roofing repairs, building repairs, upgrade toilet facilities and electrical alterations.					
Exp	300xxx.1606	P-12145- Design and construct - North Fremantle Bowling Club - Capital WIP	-	-	(250,000)	(250,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	250,000	n/a
1.9	Budget is required to perform the structural repairs to the South Beach café steelwork and concrete, following the identification of corrosion.					
Exp	200xxx.6823	P-xxxxx- Design and construct - South Beach Café- Contract Exp - General	-	-	(40,000)	(40,000)
	900520.3911	Retained Surplus B/Fwd	n/a		40,000	n/a
1.10	Budget is required to upgrade the Queen Street (Walyalup Koort) street lighting. This proposal is for new privately owned streetlights to the same standard as provided on Newman Court. The street lighting is largely within non active (closed) road reserve pedestrian areas, and as such has been designated as potential private street light areas in which the City will be able to install enhanced value adding services such as promotional banners and CCTV cameras if required in future.					
Exp	300xxx.1606	P-xxxxx- Design and construct - Walyalup Koort lighting- Capital WIP	-	-	(290,000)	(290,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	290,000	n/a

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.11	Revision of the utilisation and effectiveness of current office design has identified the need for some additional desk furniture to facilitate the return of activity based working post COVID restrictions. Budget is therefore required to purchase new office furniture and IT equipment to add extra workspace to WCC.					
Exp	300xxx.1606	P-xxxxx- Purchase Office Furniture & IT Equipment – Capital WIP	-	-	(35,000)	(35,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	35,000	n/a
1.12	The City has received a grant to provide a Mental Health Outreach Worker. This project is 50% grant funded, and 50% payable by City of Fremantle. This was approved by C2110-3 but not included in the original 2022-23 budget.					
Inc	200xxx.4328	P-xxxxx Mental Health Outreach worker	-	50,000	-	50,000
Exp	200xxx.6823	P-xxxxx Mental Health Outreach worker-	-	-	(100,000)	(100,000)
		Municipal Funds	-	50,000	-	50,000
1.13	The City received a grant from the Department of Communities through the Expanding Changing Place Network Grant. This grant was a for the inclusion of a Changing Place as part of the South Beach Place Plan. The City received a portion of the grant, \$45,454, in June 2022 and a balance of \$104,546 will be received in 2022-23. Note: As per the grant schedule, the City is expected to contribute \$140,000 in 2023-24.					
Inc	300285.4227	P-12135 Design and Construct - Changing Places South Beach	-	104,546	-	104,546
Exp	300285.1606	P-12135 Design and Construct - Changing Places South Beach	(20,000)	-	(127,200)	(147,200)
Exp	300285.1609	P-12135 Design and Construct - Changing Places South Beach	-	-	(22,800)	(22,800)
Inc	300285.4399	P-12135 Design and Construct -	-	45,454	-	45,454

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Changing Places South Beach				
		Municipal Funds	20,000			20,000
1.14	The Fremantle Legal Centre received State Community Legal Assistance Funding Boost from the Department of Justice for 2022-23 financial year. The funding was provided to meet an increased demand for services at the Fremantle Legal Centre and respond to priorities and need.					
Inc	100447.4320	Provide legal aid - State Baseline	-	165,798	-	165,798
Exp	100447.7xxx	Provide legal aid - State Baseline	-	-	(154,385)	(154,385)
Exp	100447.6823	Provide legal aid - State Baseline	-	-	(11,413)	(11,413)
1.15	An additional grant has been received from Lottery west to provide emergency funding towards emergency relief for people experiencing financial difficulty which will reduce vulnerability and disadvantage.					
Inc	100552.4316	Provide emergency relief - Operating Grant - Lottery West	-	12,000	-	12,000
Exp	100552.6823	Provide emergency relief - Contract Exp-General	-	-	(12,000)	(12,000)
1.16	In September 2022 the City applied for a grant through Department of Transport and West Cycle. The City was successful in this grant to deliver initiatives related to WA Bike Month.					
Inc	200497.4327	MP - Event - WA Bike Month - S Operating Grant - DoT	-	2,250	-	2,250
Exp	200497.6823	MP - Event - WA Bike Month - Contract Exp - General	-	-	(2,250)	(2,250)
1.17	Budget is required for upgrade of the fire alarm system at Moore and Moore Café. The fire alarm system has at the Café has failed and needs replacing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Moore and Moore Café – Capital WIP	-	-	(40,000)	(40,000)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
	900520.3911	Retained Surplus B/Fwd	n/a	-	40,000	n/a
1.18	Budget is required for upgrades to the Fremantle Arts Centre Café. Works have been identified to address environmental health and maintenance issues, and are intended to be undertaken before re-leasing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - FAC Café – Capital WIP	-	-	(90,000)	(90,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	90,000	n/a
1.19	Budget is required to upgrade the Leisure Centre Gym air-conditioning, as the air-conditioning for the gym needs to be adapted to better deal with summer temperatures.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Leisure Centre Gym Air Conditioning – Capital WIP	-	-	(55,000)	(55,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a

1.20	Transfer Retained Surplus B/Fwd to Reserves:					
	\$1,000,000	To Hilton Park Sports Reserve				
	\$1,000,000	To Investment Fund Reserve				
	\$ 500,000	To Fleet Reserve (NEW)				
	\$ 500,000	To South Beach Reserve (NEW)				

Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.1	Budget allocated to parks infrastructure new projects to be transferred to 300291 - P-12123 Design and construct - Leighton Reserve – Playground - \$80,000 and P-12141 - Install - Walyalup Koort - Shade sail - \$20,000.					
Exp	300298.1606	P-12091 Design and construct - Parks infrastructure – New	(100,000)	-	100,000	0
Exp	300291.1606	P-12123 Design and construct - Leighton	(150,000)	-	(80,000)	(230,000)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Reserve – Playground				
Exp	3xxxxx.1606	P-12141 - Install - Walyalup Koort - Shade sail	0	-	(20,000)	(20,000)
2.2	Project budget allocated for WCC tenancy work in level 3 and triangle are combined to ease delivery of the project and monitoring of the budget.					
Exp	300299.1606	P-12090 Fitout – WCC tenancy – Level 3	(687,500)	-	(358,680)	(1,046,180)
Exp	300304.1606	P-12080 Fitout – WCC tenancy – Triangle	(358,680)	-	358,680	0
2.3	Funds required to purchase the Caterpillar skid steer bobcat is being transferred from P-11328 Purchase-Plant and Equipment project. In addition, it is expected that City will be able to generate extra \$3,000 with the disposal of the existing Caterpillar skid steer bobcat.					
Inc	300314.1226	P-12133 Purchase - Caterpillar skid steer bobcat	7,000	3,000	-	10,000
Exp	300141.1606	P-11328 Purchase-Plant and Equipment	(30,779)	-	5,500	(25,279)
Exp	300314.1606	P-12133 Purchase - Caterpillar skid steer bobcat	(68,000)	-	(8,500)	(76,500)
2.4	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) was a carry forward project from 2021-22. However, it was set up as capital project. Therefore, capital budget line is being removed.					
Exp	300315.1606	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) – Capital WIP	(46,200)	-	46,200	0
Inc	300315.4211	P-11970 Program – Northbank Foreshore Stabilisation	26,250	(26,250)	-	0

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		(stage 2) – Non Operating Grant				
		Municipal Funds	19,950	(19,950)	-	0
2.5	P-11909 Software - Firewall security had been set up as capital project, where it should be an operating project. Transfer \$50,000 from 300207.6823 to 200816.6823					
Exp	300207.6823	P-11909 Software - Firewall security – Contract Exp - General	(50,000)	-	50,000	-
Exp	200816.6823	P-11909 Software - Firewall security Contract Exp - General	-	-	(50,000)	(50,000)
2.6	Lease extended for a further 12 months for Fremantle Legal Community Centre. Rent increase included in lease extension.					
Exp	100548.6871	Operate community legal centre	(70,200)	-	(13,000)	(83,200)
		Municipal Funds	n/a	-	13,000	n/a
2.7	Addition to Staff Establishment – 1FTE – Manager, Business Planning and Improvement					
Exp	101102.7xxx	Manage salary f chief executive office leadership-salaries	(599,028)		(138,940)	(737,968)
	900520.3911	Retained Surplus B/Fwd	n/a	-	138,940	n/a
2.8	Additional 4 members of staff required to deliver footpath and drainage services. The positions are expected to be filled from January 23.					
Exp	100xxx.7xxx	Maintain Footpaths - Salary / Wages Expense	-		(160,000)	(160,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.9	Additional 4 members of staff (Park Officers) required to deliver services in Parks team. The positions are expected to be filled from January 23.					
Exp	100xxx.7xxx	Maintain Parks & Landscapes - Salary /	-		(160,000)	(160,000)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Wages Expense				
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.10	Budget allocated to deliver culture change survey was insufficient. Therefore, the shortfall is being transferred from 100660 activity.					
Exp	200798.6823	P-12037 Deliver – Culture Change Survey – Contract Expense	(19,700)		(10,600)	(30,300)
Exp	100660.6825	Lead People and Culture Directorate – Contract Expense	(50,000)		10,600	(39,400)
2.11	Addition to Staff Establishment – 1FTE – Risk Officer. Expected to be filled from January 2023.					
Exp	101103.7xxx	Manage Salary of Governance Management	(330,371)		(50,000)	(380,371)
	900520.3911	Retained Surplus B/Fwd	n/a	-	50,000	n/a
2.12	Addition to Staff Establishment – 1FTE – Finance Officer.					
Exp	101107.7xxx	Manage Salary of Finance Team	(835,302)		(45,000)	(880,302)
	900520.3911	Retained Surplus B/Fwd	n/a	-	45,000	n/a
2.13	Addition to Staff Establishment – 1FTE – Sustainability Officer.					
Exp	101158.7xxx	Manage Salary of Facilities and Environment Management	(387,404)		(55,000)	(442,404)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a
2.14	Addition to Staff Establishment – 1FTE – Principal Asset.					
Exp	101147.7xxx	Manage Salary of Asset Management Team	(234,406)		(60,000)	(294,406)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.15	Addition to Staff Establishment – 1FTE – Strategic Planner.					
Exp	100xxx.7xxx	Strategic Planning Salary	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.16	Addition to Staff Establishment – 1FTE – Project Officer - Building.					
Exp	100xxx.7xxx	Manage Salary of Facilities and Environment	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.17	Budget required for leadership training and development of executive team and management team.					
Exp	100xxx.7xxx	Leadership Training and Development - Executive team	-	-	(25,000)	(25,000)
Exp	100xxx.7xxx	Leadership Training and Development - Management team	-	-	(14,000)	(14,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	39,000	n/a
2.18	The current supply of beach wheel chairs at South Beach are sufficient for this financial year and can be reconsidered for future budget processes to align to the South Beach Place Plan and onsite storage capabilities. The Access and Inclusion Plan has capital projects which the \$10,000 can be utilised for.					
Exp	300286.1606	P-12132 Purchase - South Beach - Beach wheelchair	(10,000)	-	10,000	-
Exp	300285.1606	P-12134 Program - Access and inclusion	-	-	(10,000)	(10,000)
2.19	The City implemented beach matting in Leighton Beach under a grant in 2021-22. There is a shortfall of beach matting at Leighton Beach for the Beach Wheelchairs to make it to the shoreline. South Beach Matting can be considered for future financial years to align to the South Beach Place Plan.					
Exp	300287.1606	P-12131 Purchase - South Beach - Matting	(10,000)	-	10,000	-
Exp	300271.1606	P11983 - Design and Construct - Leighton Beach Access	-	-	(10,000)	(10,000)



AMENDMENT 1

Moved: Cr Jenny Archibald

Seconded: Cr Rachel Pemberton

The Officer's recommendation be amended to remove the following section 1.20 of the Officer's recommendation and add the following part 2 and 3:

1.20	Transfer Retained Surplus B/Fwd to Reserves:
\$1,000,000	To Hilton Park Sports Reserve
\$1,000,000	To Investment Fund Reserve
\$ 500,000	To Fleet Reserve (NEW)
\$ 500,000	To South Beach Reserve (NEW)

- 2. Council approves the creation of the following new Reserves with the below purposes:**

Reserve	Purpose
Fleet Reserve	To replace City's vehicles fleet when required.
South Beach Reserve	To fund infrastructure and facilities improvements in and around South Beach, South Fremantle.

- 3. Council approves the transfer of a portion of the Retained Surplus Brought Forward from the 2020-21 financial year to the Reserves as listed below.**

Amount	Reserve
\$1,000,000	To Hilton Park Sports Reserve
\$1,000,000	To Investment Fund Reserve
\$ 500,000	To Fleet Reserve (NEW)
\$ 500,000	To South Beach Reserve (NEW)

Amendment carried:6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**

Reason for amendment:

To separate the creation of new reserves and transfer of retained surplus funds, from the budget amendments listed in the officer's recommendation.



AMENDMENT 2

Moved: Cr Rachel Pemberton

Seconded: Cr Ben Lawver

To amend 1.10 to include the following words after Newman Court:

1.10	Budget is required to upgrade the Queen Street (Walyalup Koort) street lighting. This proposal is for new privately owned streetlights to the same standard as provided on Newman Court and to be installed at the top of High St, along William St, Adelaide St and Queen St (around the periphery of Walyalup Koort - West of Newman Court). The street lighting is largely within non active (closed) road reserve pedestrian areas, and as such has been designated as potential private street light areas in which the City will be able to install enhanced value adding services such as promotional banners and CCTV cameras if required in future.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Walyalup Koort lighting-Capital WIP	-	-	(290,000)	(290,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	290,000	n/a

Amendment carried:6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**

Reason for change:

To provide greater clarity on the lighting improvements around Walyalup Koort and west of Newman Court.



COMMITTEE RECOMMENDATION ITEM FPOL2211-12
(Officer's recommendation)

Moved: Cr Jenny Archibald

Seconded Cr Rachel Pemberton

Council approves the required budget amendments to the adopted/ amended budget for 2022-23 as outlined below:

Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.1	It has been identified that additional drainage works are required to the Port Beach Carpark to prevent the recent works to stabilise the rockwall from being undermined and destroyed next winter. The drainage works currently in design will involve an upgraded drain line, with 6 additional carpark low points to spread collection from overflowing behind the wall, constructed on geofabric with grouting of rockwall spalling finish.					
Exp	3xxxxx.1606	P-12140 Drainage – Port Beach carpark	0	-	(120,000)	(120,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	120,000	n/a
1.2	Grant income of \$785,090.05 is to be received from Department of Transport. There are two components to this, being: 1. 2022-23 Hotspot Coastal Adaptation and Protection Major Project Fund: \$500,00.00; and 2. Variation to existing WA Recovery Plan funding: \$285,090.05. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit . The additional grants are to complete the sand nourishment via dredge project including the construction of the dunes, fencing and beach access paths. The grant excludes the revegetation works on the dunes and this will be submitted as a separate budget request.					
Exp	300110.1606	P-11823 - Design and construct- Port Beach coastal adaptation - Capital WIP	(2,474,519)	-	(785,090)	(3,259,609)
Inc	300110.4211	P-11823 - Design and construct- Port Beach coastal adaptation - Non Operating Grant	2,618,742	785,090	-	3,403,832

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Municipal Funds	(144,223)	-	-	(144,223)
1.3	Additional grant income of \$1.132m was received from Main Roads Western Australia to increase the available budget for the construction of the Fremantle Public Golf Course and Community Facility. This project also has a carry forward budget which adjusts the unspent grants and unspent municipal surplus position. This will be included in a carry forwards adjustment report following the completion of the 2021-22 Financial Year audit.					
Exp	300157.1606	P-11882 - Design and construct - Fremantle Golf Course - Capital WIP	(3,315,435)	-	(1,132,000)	(4,447,435)
Reserve	3001571.3923	P-11882 - Design and construct - Fremantle Golf Course - Transfer from reserves	28,000	-	-	28,000
Inc	300157.4299	P-11882 - Design and construct - Fremantle Golf Course - Unspent Grant	3,037,435	-	-	3,037,435
Inc	300157.4217	P-11882 - Design and construct - Fremantle Golf Course - Non-Operating Grant - Main Roads	-	1,132,000	-	1,132,000
		Municipal Funds	250,000			250,000
1.4	Grant income of \$22,260 is to be received from Department of Biodiversity, Conservation and Attractions Riverbank grant to fund stage 1 of the Prawn Bay Ecological Restoration Project. This project addresses the Swan River foreshore flooding and erosion issues identified for the Prawn Bay, North Fremantle wetland.					
Inc	300313.4211	P-12129 Program - Prawn Bay - Ecological restoration - Non-Operating Grant	10,950	22,260	-	33,210

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Exp	300313.1606	P-12129 Program - Prawn Bay - Ecological restoration – Capital WIP	(21,900)	-	(22,260)	(44,160)
		Municipal Funds	10,950			10,950
1.5	The Hilton Bowls Club was successful in receiving grant income from Community Sporting and Recreation Facilities Fund (CSRFF) of \$84,852 and matching Club contribution of \$84,852. This project converts one of the existing bowls greens into a synthetic surface. The project budget needs to be amended to correlate to the grant/income being received.					
Inc	300316.4225	P-12127 Design and construct - Hilton Bowling Club – Green - Non-Operating Grant - DLGSC	200,000	(30,296)	-	169,704
Exp	300316.1606	P-12127 Design and construct - Hilton Bowling Club – Green – Capital WIP	(300,000)	-	30,296	(269,704)
		Municipal Funds	100,000			100,000
1.6	Following numerous and ongoing anti-social behaviour events and threats to users of the public areas in the Civic Centre, security guards have been deployed to assist in the control and management of the facility. This service operates during the Library opening hours.					
Exp	100757.6830	Walyalup Civic Centre - security	-	-	(175,000)	(175,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	175,000	n/a
1.7	Budget is required to relocate the existing gate and fence to the rear of 70 Parry St due to the construction of the new Police Station in Fremantle. This need was identified following confirmation of the construction site area.					
Exp	200xxx.6823	P-12144 - Install - 70 Parry – Gate – Contract Exp - General	-	-	(25,000)	(25,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	25,000	n/a

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
1.8	Following a change in tenants at the North Fremantle Bowling Club, budget is required for rectification and repair works for new tenant. Works to include roofing repairs, building repairs, upgrade toilet facilities and electrical alterations.					
Exp	300xxx.1606	P-12145- Design and construct - North Fremantle Bowling Club - Capital WIP	-	-	(250,000)	(250,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	250,000	n/a
1.9	Budget is required to perform the structural repairs to the South Beach café steelwork and concrete, following the identification of corrosion.					
Exp	200xxx.6823	P-xxxxx- Design and construct - South Beach Café- Contract Exp - General	-	-	(40,000)	(40,000)
	900520.3911	Retained Surplus B/Fwd	n/a		40,000	n/a
1.10	Budget is required to upgrade the Queen Street (Walyalup Koort) street lighting. This proposal is for new privately owned streetlights to the same standard as provided on Newman Court and to be installed at the top of High St, along William St, Adelaide St and Queen St (around the periphery of Walyalup Koort - West of Newman Court). The street lighting is largely within non active (closed) road reserve pedestrian areas, and as such has been designated as potential private street light areas in which the City will be able to install enhanced value adding services such as promotional banners and CCTV cameras if required in future.					
Exp	300xxx.1606	P-xxxxx- Design and construct - Walyalup Koort lighting- Capital WIP	-	-	(290,000)	(290,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	290,000	n/a
1.11	Revision of the utilisation and effectiveness of current office design has identified the need for some additional desk furniture to facilitate the return of activity based working post COVID restrictions. Budget is therefore required to purchase new office furniture and IT equipment to add extra workspace to WCC.					

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Exp	300xxx.1606	P-xxxxx-Purchase Office Furniture & IT Equipment – Capital WIP	-	-	(35,000)	(35,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	35,000	n/a
1.12	The City has received a grant to provide a Mental Health Outreach Worker. This project is 50% grant funded, and 50% payable by City of Fremantle. This was approved by C2110-3 but not included in the original 2022-23 budget.					
Inc	200xxx.4328	P-xxxxx Mental Health Outreach worker	-	50,000	-	50,000
Exp	200xxx.6823	P-xxxxx Mental Health Outreach worker-	-	-	(100,000)	(100,000)
		Municipal Funds	-	50,000	-	50,000
1.13	The City received a grant from the Department of Communities through the Expanding Changing Place Network Grant. This grant was a for the inclusion of a Changing Place as part of the South Beach Place Plan. The City received a portion of the grant, \$45,454, in June 2022 and a balance of \$104,546 will be received in 2022-23. Note: As per the grant schedule, the City is expected to contribute \$140,000 in 2023-24.					
Inc	300285.4227	P-12135 Design and Construct - Changing Places South Beach	-	104,546	-	104,546
Exp	300285.1606	P-12135 Design and Construct - Changing Places South Beach	(20,000)	-	(127,200)	(147,200)
Exp	300285.1609	P-12135 Design and Construct - Changing Places South Beach	-	-	(22,800)	(22,800)
Inc	300285.4399	P-12135 Design and Construct - Changing Places South Beach	-	45,454	-	45,454

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Municipal Funds	20,000			20,000
1.14	The Fremantle Legal Centre received State Community Legal Assistance Funding Boost from the Department of Justice for 2022-23 financial year. The funding was provided to meet an increased demand for services at the Fremantle Legal Centre and respond to priorities and need.					
Inc	100447.4320	Provide legal aid - State Baseline	-	165,798	-	165,798
Exp	100447.7xxx	Provide legal aid - State Baseline	-	-	(154,385)	(154,385)
Exp	100447.6823	Provide legal aid - State Baseline	-	-	(11,413)	(11,413)
1.15	An additional grant has been received from Lottery west to provide emergency funding towards emergency relief for people experiencing financial difficulty which will reduce vulnerability and disadvantage.					
Inc	100552.4316	Provide emergency relief - Operating Grant - Lottery West	-	12,000	-	12,000
Exp	100552.6823	Provide emergency relief - Contract Exp-General	-	-	(12,000)	(12,000)
1.16	In September 2022 the City applied for a grant through Department of Transport and West Cycle. The City was successful in this grant to deliver initiatives related to WA Bike Month.					
Inc	200497.4327	MP - Event - WA Bike Month - S Operating Grant - DoT	-	2,250	-	2,250
Exp	200497.6823	MP - Event - WA Bike Month - Contract Exp - General	-	-	(2,250)	(2,250)
1.17	Budget is required for upgrade of the fire alarm system at Moore and Moore Café. The fire alarm system has at the Café has failed and needs replacing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Moore and	-	-	(40,000)	(40,000)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Moore Café – Capital WIP				
	900520.3911	Retained Surplus B/Fwd	n/a	-	40,000	n/a
1.18	Budget is required for upgrades to the Fremantle Arts Centre Café. Works have been identified to address environmental health and maintenance issues, and are intended to be undertaken before re-leasing.					
Exp	300xxx.1606	P-xxxxx-Design and construct - FAC Café – Capital WIP	-	-	(90,000)	(90,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	90,000	n/a
1.19	Budget is required to upgrade the Leisure Centre Gym air-conditioning, as the air-conditioning for the gym needs to be adapted to better deal with summer temperatures.					
Exp	300xxx.1606	P-xxxxx-Design and construct - Leisure Centre Gym Air Conditioning – Capital WIP	-	-	(55,000)	(55,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a
Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.1	Budget allocated to parks infrastructure new projects to be transferred to 300291 - P-12123 Design and construct - Leighton Reserve – Playground - \$80,000 and P-12141 - Install - Walyalup Koort - Shade sail - \$20,000.					
Exp	300298.1606	P-12091 Design and construct - Parks infrastructure – New	(100,000)	-	100,000	0
Exp	300291.1606	P-12123 Design and construct - Leighton Reserve – Playground	(150,000)	-	(80,000)	(230,000)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Exp	3xxxxx.1606	P-12141 - Install - Walyalup Koort - Shade sail	0	-	(20,000)	(20,000)
2.2	Project budget allocated for WCC tenancy work in level 3 and triangle are combined to ease delivery of the project and monitoring of the budget.					
Exp	300299.1606	P-12090 Fitout – WCC tenancy – Level 3	(687,500)	-	(358,680)	(1,046,180)
Exp	300304.1606	P-12080 Fitout – WCC tenancy – Triangle	(358,680)	-	358,680	0
2.3	Funds required to purchase the Caterpillar skid steer bobcat is being transferred from P-11328 Purchase-Plant and Equipment project. In addition, it is expected that City will be able to generate extra \$3,000 with the disposal of the existing Caterpillar skid steer bobcat.					
Inc	300314.1226	P-12133 Purchase - Caterpillar skid steer bobcat	7,000	3,000	-	10,000
Exp	300141.1606	P-11328 Purchase-Plant and Equipment	(30,779)	-	5,500	(25,279)
Exp	300314.1606	P-12133 Purchase - Caterpillar skid steer bobcat	(68,000)	-	(8,500)	(76,500)
2.4	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) was a carry forward project from 2021-22. However, it was set up as capital project. Therefore, capital budget line is being removed.					
Exp	300315.1606	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) – Capital WIP	(46,200)	-	46,200	0
Inc	300315.4211	P-11970 Program – Northbank Foreshore Stabilisation (stage 2) –	26,250	(26,250)	-	0

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Non Operating Grant				
		Municipal Funds	19,950	(19,950)	-	0
2.5	P-11909 Software - Firewall security had been set up as capital project, where it should be an operating project. Transfer \$50,000 from 300207.6823 to 200816.6823					
Exp	300207.6823	P-11909 Software - Firewall security – Contract Exp - General	(50,000)	-	50,000	-
Exp	200816.6823	P-11909 Software - Firewall security Contract Exp - General	-	-	(50,000)	(50,000)
2.6	Lease extended for a further 12 months for Fremantle Legal Community Centre. Rent increase included in lease extension.					
Exp	100548.6871	Operate community legal centre	(70,200)	-	(13,000)	(83,200)
		Municipal Funds	n/a	-	13,000	n/a
2.7	Addition to Staff Establishment – 1FTE – Manager, Business Planning and Improvement					
Exp	101102.7xxx	Manage salary f chief executive office leadership-salaries	(599,028)		(138,940)	(737,968)
	900520.3911	Retained Surplus B/Fwd	n/a	-	138,940	n/a
2.8	Additional 4 members of staff required to deliver footpath and drainage services. The positions are expected to be filled from January 23.					
Exp	100xxx.7xxx	Maintain Footpaths - Salary / Wages Expense	-		(160,000)	(160,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.9	Additional 4 members of staff (Park Officers) required to deliver services in Parks team. The positions are expected to be filled from January 23.					

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
Exp	100xxx.7xxx	Maintain Parks & Landscapes - Salary / Wages Expense	-		(160,000)	(160,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	160,000	n/a
2.10	Budget allocated to deliver culture change survey was insufficient. Therefore, the shortfall is being transferred from 100660 activity.					
Exp	200798.6823	P-12037 Deliver – Culture Change Survey – Contract Expense	(19,700)		(10,600)	(30,300)
Exp	100660.6825	Lead People and Culture Directorate – Contract Expense	(50,000)		10,600	(39,400)
2.11	Addition to Staff Establishment – 1FTE – Risk Officer. Expected to be filled from January 2023.					
Exp	101103.7xxx	Manage Salary of Governance Management	(330,371)		(50,000)	(380,371)
	900520.3911	Retained Surplus B/Fwd	n/a	-	50,000	n/a
2.12	Addition to Staff Establishment – 1FTE – Finance Officer.					
Exp	101107.7xxx	Manage Salary of Finance Team	(835,302)		(45,000)	(880,302)
	900520.3911	Retained Surplus B/Fwd	n/a	-	45,000	n/a
2.13	Addition to Staff Establishment – 1FTE – Sustainability Officer.					
Exp	101158.7xxx	Manage Salary of Facilities and Environment Management	(387,404)		(55,000)	(442,404)
	900520.3911	Retained Surplus B/Fwd	n/a	-	55,000	n/a
2.14	Addition to Staff Establishment – 1FTE – Principal Asset.					
Exp	101147.7xxx	Manage Salary of	(234,406)		(60,000)	(294,406)

Agenda – Ordinary Meeting of Council
23 November 2022



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
		Asset Management Team				
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.15	Addition to Staff Establishment – 1FTE – Strategic Planner.					
Exp	100xxx.7xxx	Strategic Planning Salary	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.16	Addition to Staff Establishment – 1FTE – Project Officer - Building.					
Exp	100xxx.7xxx	Manage Salary of Facilities and Environment	-		(60,000)	(60,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	60,000	n/a
2.17	Budget required for leadership training and development of executive team and management team.					
Exp	100xxx.7xxx	Leadership Training and Development - Executive team	-	-	(25,000)	(25,000)
Exp	100xxx.7xxx	Leadership Training and Development - Management team	-	-	(14,000)	(14,000)
	900520.3911	Retained Surplus B/Fwd	n/a	-	39,000	n/a
2.18	The current supply of beach wheel chairs at South Beach are sufficient for this financial year and can be reconsidered for future budget processes to align to the South Beach Place Plan and onsite storage capabilities. The Access and Inclusion Plan has capital projects which the \$10,000 can be utilised for.					
Exp	300286.1606	P-12132 Purchase - South Beach - Beach wheelchair	(10,000)	-	10,000	-
Exp	300285.1606	P-12134 Program - Access and inclusion	-	-	(10,000)	(10,000)



Item	Account Details	Account #	2022-23 Amended Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2022-23 Proposed Budget
				Income	Expenditure	
2.19	The City implemented beach matting in Leighton Beach under a grant in 2021-22. There is a shortfall of beach matting at Leighton Beach for the Beach Wheelchairs to make it to the shoreline. South Beach Matting can be considered for future financial years to align to the South Beach Place Plan.					
Exp	300287.1606	P-12131 Purchase - South Beach - Matting	(10,000)	-	10,000	-
Exp	300271.1606	P11983 - Design and Construct - Leighton Beach Access	-	-	(10,000)	(10,000)

2. Council approves the creation of the following new Reserves with the below purposes:

Reserve	Purpose
Fleet Reserve	To replace City's vehicles fleet when required.
South Beach Reserve	To fund infrastructure and facilities improvements in and around South Beach, South Fremantle.

3. Council approves the transfer of a portion of the Retained Surplus Brought Forward from the 2020-21 financial year to the Reserves as listed below.

Amount	Reserve
\$1,000,000	To Hilton Park Sports Reserve
\$1,000,000	To Investment Fund Reserve
\$ 500,000	To Fleet Reserve (NEW)
\$ 500,000	To South Beach Reserve (NEW)

Carried 5/1

For

Cr Jenny Archibald, Cr Fedele Camarda,
Cr Rachel Pemberton, Cr Ben Lawver, Cr Bryn Jones

Against

Cr Marija Vujcic



12. Reports and recommendations from officers

C2211-1 MONTHLY FINANCIAL REPORT – OCTOBER 2022

Meeting date:	23 November 2022
Responsible officer:	Manager Financial Services
Decision making authority:	Council
Attachments:	Monthly Financial Report – October 2022
Additional information:	Nil

SUMMARY

The monthly financial report for the period ending 31 October 2022 has been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

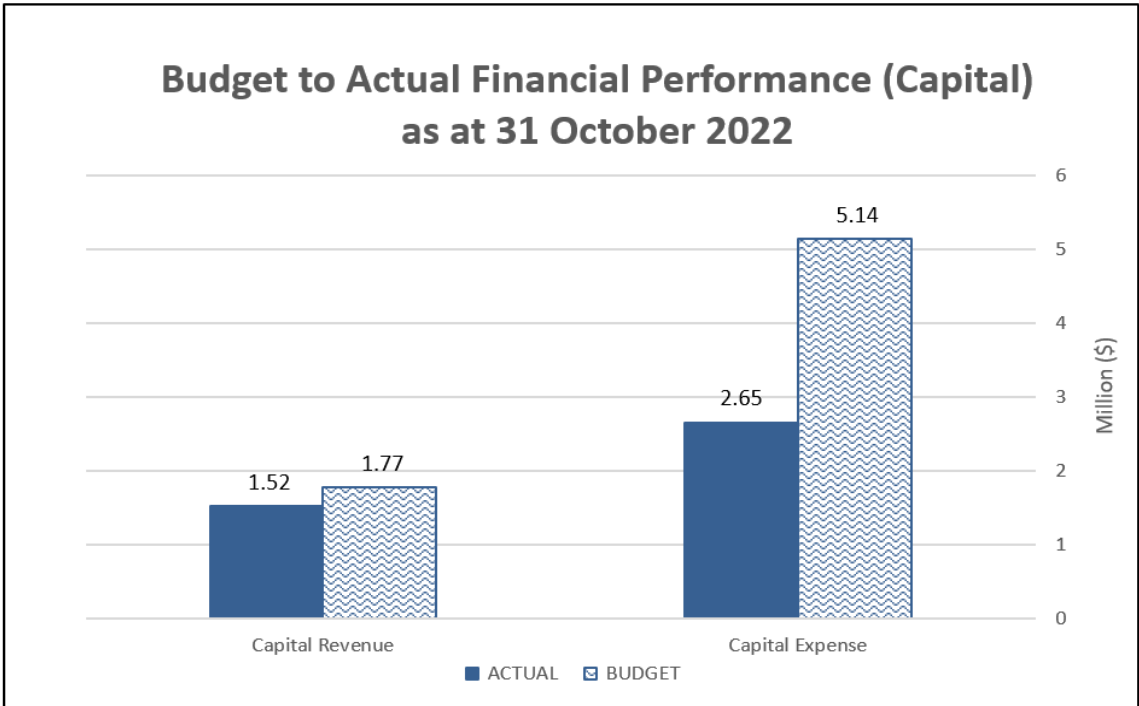
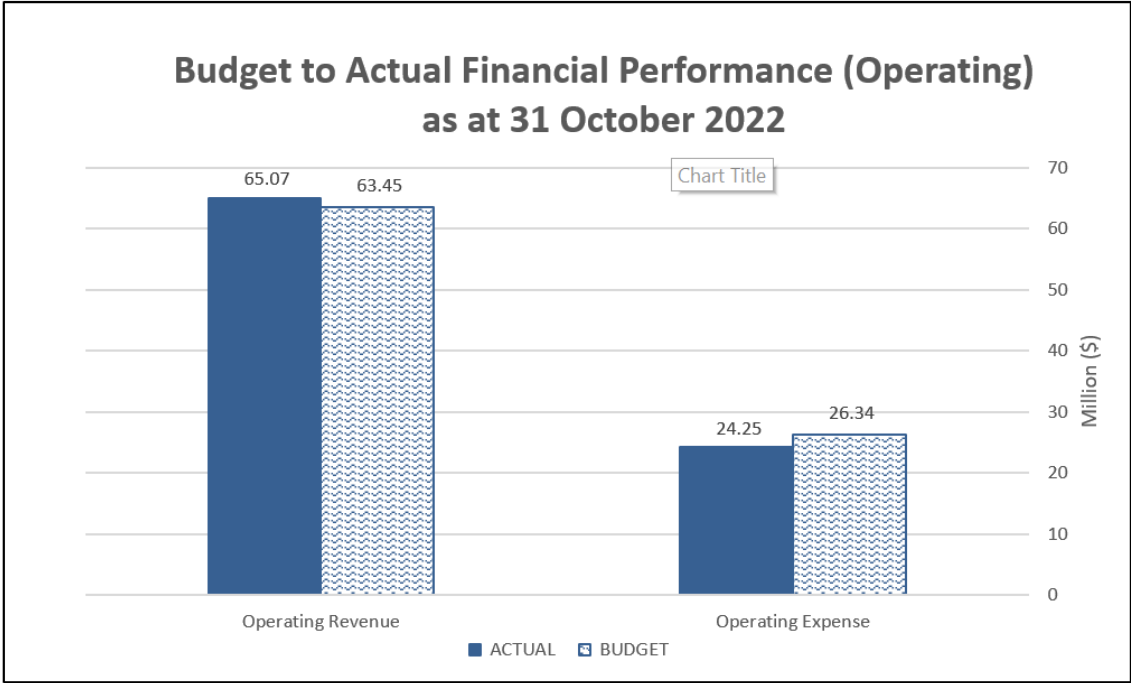
This report provides an analysis of financial performance for October 2022 based on the following statements:

- Statement of Comprehensive Income by Nature & Type and by Program;
- Rate Setting Statement by Nature & Type and by Directorate; and
- Statement of Financial Position with Net Current Assets.

This financial report for the period ending 31 October 2022 is prepared considering accrued interest on borrowings (loans) and prepaid insurance premiums. Please note figures reported for 30 June 2022 in this report are subject to change with end-of-year adjustments and are as yet unaudited.

BACKGROUND

The following graph and table provide a high-level summary of the Council's year to date financial performance as at 31 October 2022.





RATE SETTING STATEMENT – BY NATURE AND TYPE FOR THE PERIOD TO 31 OCTOBER 2022

Below is a summary of the year-to-date Rate Setting Statement, by Nature and Type, to 31 October 2022. The detailed Statement can be found in the attached Financial Report.

Description	YTD Adopted Budget \$M	YTD Actual \$M	Variance \$M	Variance %
Opening Surplus	8.89	14.80	5.90	66.38%
Operating				
Rate Revenue	52.59	52.83	0.24	0.46%
Revenue	10.86	12.24	1.38	12.69%
Expenses	(26.34)	(24.25)	2.09	7.95%
Non-Cash Adj.	3.80	3.86	0.06	1.58%
	40.91	44.68	3.77	9.22%
Investing				
Capital Revenue	1.77	1.52	(0.25)	(14.20%)
Capital Expenses	(5.14)	(2.65)	2.49	48.50%
	(3.37)	(1.13)	2.24	66.56%
Financing				
Repayment Loans & Leases	(0.99)	(0.78)	0.21	21.24%
Reserve Transfers	(0.81)	(0.36)	0.45	54.93%
	(1.80)	(1.14)	0.66	36.37%
Closing Surplus	44.63	57.21	12.57	28.18%



STATEMENT OF COMPREHENSIVE INCOME – BY NATURE AND TYPE FOR THE PERIOD TO 31 OCTOBER 2022

As detailed in the Statement of Comprehensive Income by Nature and Type, operating income and expenses have varied to the Adopted Budget as follows:

Description	YTD Amended Budget \$	YTD Actual \$	Variance \$	Variance %
Operating Income				
Rates (including Annual Levy)	52,775,534	53,018,048	242,514	0.46%
Service Charges	1,091,008	732,014	(358,994)	(32.90%)
Op.Grants, Subsidies & Cont'bns	716,544	1,726,868	1,010,324	141.00%
Fees and Charges	7,993,913	8,294,268	300,355	3.76%
Interest Earnings	472,612	623,721	151,109	31.97%
Reimbursement Income	258,172	317,902	59,730	23.14%
Other Income	141,791	357,423	215,632	152.08%
Total	63,449,574	65,070,243	1,620,669	2.55%
Operating Expenses				
Employee Costs	(13,389,131)	(12,045,186)	1,343,945	10.04%
Employee costs - Agency Labour	(176,692)	(562,376)	(385,684)	(218.28%)
Materials and Contracts	(7,368,618)	(6,450,127)	918,491	12.46%
Depreciation – Non-Curr. Assets	(3,803,852)	(3,836,406)	(32,554)	(0.86%)
Interest Expenses	(167,359)	(80,843)	86,516	51.69%
Utility Charges	(577,726)	(504,580)	73,146	12.66%
Insurance Expenses	(354,033)	(332,756)	21,277	6.01%
Other Expenditure	(505,217)	(435,220)	69,997	13.85%
Total	(26,342,628)	(24,247,493)	2,095,135	7.95%

Further explanation of material variances can be found under Officer's Comments below.

FINANCIAL IMPLICATIONS

This report is provided to enable Council to assess how revenue and expenditure are tracking against budget, and to identify any budget issues of which the Council should be informed.

LEGAL IMPLICATIONS

Local Government (Financial Management) Regulation 34 requires a monthly financial activity statement and an explanation of any material variances to be prepared and presented to an ordinary council meeting.



CONSULTATION

Nil

OFFICER'S COMMENT

Year to date, as at the end of October 2022, the City of Fremantle is carrying an additional surplus of \$12,577,652 over the budget anticipated, which is mainly due to:

Favourable variances against the year-to-date budget:

- Additional carry forward funds from the 2021-22 financial year of \$5.90m;
 - Note: This reported opening position is a draft position as presented at the time of preparation of this report and is subject to change on account of end-of-year closing journals, accruals, etc. A final opening position for the 2022-23 financial year will be determined upon completion of the City's external audit for 2021-22.
- Increased Operating Grants, Subsidies and Contributions of \$1.01m;
- Increased Fees and Charges revenue of \$300k;
- Increased Interest Earnings of \$151k;
- Increased Reimbursement and Other Income of \$275k;
- Below-budget operating expenditure of \$2.1m;
- Below-budget capital expenditure of \$2.5m; and
- Below-budget Reserve Transfers (Capital) of \$443k.

These favourable variances were partially offset by:

- Below-budget Capital Grants and Subsidies/ Contributions for the development of Assets of \$251k.

Explanation of Material Variances

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, Council adopted the level to be used in statements of financial activity in the 2022-23 financial year for reporting material variances as 10% together with the minimum value of \$100,000 (Refer Item C2201-1 from Council meeting on 20 July 2022).

The material variance thresholds are adopted annually by Council and indicate whether actual expenditure or revenue varies materially from the year-to-date budget. The following is an explanation of significant operating and capital variances to budget as identified in the Rate Setting Statement by Nature and Type.

The below comments are to be read in conjunction with the Rate Setting Statement in the attached Monthly Financial Report – October 2022:



Opening Surplus

The Adopted Budget for 2022-23 anticipated an Opening Surplus – ie a carry forward surplus from the 2021-22 financial year – of \$8,894k.

The 2021-22 Annual Financial Statements are currently being Audited by an agent of the Office of the Auditor General and are therefore considered to be in draft. However, the current estimated surplus to be carried forward from 2021-22 is \$14,798k, resulting in an estimated opening favourable variance of \$5,904k.

The main contributors to the favourable opening variance of \$5,904k over and above the budgeted opening surplus are as follows:

• Net Favourable Variances: Expenditure

The following expenditure items were below budget as at the end of the 2021-22 financial year:

○ Capital expenditure: \$11,665k favourable

This favourable variance was largely attributable to an underspend on projects that were deferred to the 2022-23 financial year:

- Fremantle Golf Course project – on hold as per Council decision; \$3m
- Port Beach Coastal Adaptation project – postponed per Council decision; \$3m
- Markets Building Services project – still in negotiation stage; \$2.3m
- Booyeembara Park Bike Trail - \$1.4m
- Naval Store project - \$0.9m

In addition to various other projects that were delayed due to market conditions.

The budgets for these projects have been carried forward into as Capital Expenditure in the Adopted Budget for 2022-23.

This favourable variance was partially offset by the following unfavourable variances:

• Net Unfavourable Variances: Revenue

The following income items were below budget as at the end of the 2021-22 financial year:

○ Capital Grants, Subsidies and Contributions: \$3,882k unfavourable



This unfavourable variance was mainly related to unspent capital grants associated with the following capital projects:

- Fremantle Golf Course
- Port Beach Coastal Adaptation

As these capital grants were unspent in 2021-22, they were not recognised as revenue in that year. The grants for these projects have been carried forward as Capital Revenue in the Adopted Budget for 2022-23.

○ **Operating Grants, Subsidies and Contributions: \$441k unfavourable**

This unfavourable variance is largely related to unspent operating grants associated with the following operating projects:

- In Cahoots art exhibition; \$110k
- Better Bins Plus -Go FOGO; \$106k
- Events and initiatives to connect vulnerable people; \$98k

As these operating grants were unspent in 2021-22, they were not recognised as revenue in that year. The grants for these projects have been carried forward as Operating Revenue in the Adopted Budget for 2022-23.

○ **Fees and Charges: \$279k unfavourable**

In determining the 2022-23 Budget Opening Surplus, the estimated Fees and Charges Revenue for 2021-22 was over-estimated, as no allowance was made for income received in advance for the Leisure Centre Swim School and Health Club to be carried forward to 2022-23.

• **Net Unfavourable Variances: Expenditure**

The following expenditure items were above budget as at the end of the 2021-22 financial year:

○ **Employee Costs: \$799k unfavourable**

In determining the 2022-23 Budget Opening Surplus, the estimated Employee Costs for 2021-22 were under-estimated, as no allowance was made for the year end wages and salaries accruals and increases to leave provisions.

○ **Materials and Contracts: \$992k unfavourable**

In determining the 2022-23 Budget Opening Surplus, the estimated expenditure on Materials and Contracts for 2021-22 was under-estimated. This was in a variety of areas, but most notably related to:

- Referral of unpaid fines to the Fines Enforcement Registry; \$184k
- Collection and disposal of residual waste; \$142k



2022-23 Year to Date Performance

Building on the favourable opening surplus for the year, the following items explain the City's major variances in operating performance for this financial year, as highlighted in the year-to-date Rate Setting Statement as at 31 October 2022:

Description	Variance Amount	Comment
Service Charges (Underground Power)	(358,994)	 32.09%
Major Variances:		
P-12019 Design and construct - Hilton - Underground power	358,994	Timing variance: Service charge income for Hilton underground power service was lower than expected. For the entire year budget of \$1.27m, \$1.10m is budgeted year to date. However the City has collected only \$723k worth of invoices by end of October 22. The remainder of the income will be raised over a period of 6 years as those ratepayers have elected to pay as per the offered payment plan.
Operating Grants, Subsidies and Contributions	1,010,324	 141.00%
Major Variances:		
P-11823 Design and construct-Port Beach coastal adaptation	1,042,642	Accounting variance: Capital grant income was recorded as an operating grant income. A journal will be prepared to transfer the income to the capital grant account.
Interest Earnings	151,109	 31.97%
Major Variances:		
Receive investment income	151,109	Favourable variance: City is earning a higher investment income compared to the budget as the interest rates are higher than the forecast.
Other Revenue	215,632	 152.08%
Major Variances:		
WCC Flood Damage	115,904	Favourable variance: Receipt of an insurance settlement for the balance of the WCC flood damage claim.
Miscellaneous Revenue – Monitor financial accounting processes	97,482	Favourable variance: Recoupment of various unclaimed bonds that have been held in the Trust Fund for more than 10 years, and have



Description	Variance Amount	Comment
		now been transferred to the Municipal Fund – as authorised under LG Act 1995 S6.9 (4). Note: The requirement is to retain sufficient information on the payer for tracking and potential repayment of bonds if and when claimed.
Employee Costs	958,261	 7.06%
Major Variances:		
Employee Workers' Compensation Premiums	156,404	Timing variance: The budget – set at a level on advice from LGIS, covering both premiums and claims excess – has been spread across 12 months. To date, the premium is being amortised, but there have been no claim expenses. Budget phasing will be adjusted to shift the budget for the claims component toward the back end of the financial year.
Employee Costs	1,100,699	Timing variance: Vacancies in staff positions.
Agency Labour	(385,684)	Unfavourable variance: Use of Agency Labour to supplement vacant employee roles.
Materials and Contracts	918,491	 12.46%
Major Variances:		
Collect & dispose bulk waste (Verge)	105,000	Timing variance: Service is expected to be received in Jan/Feb 2023. Therefore, the budget phasing is to be adjusted.
Maintain business systems - Other	87,496	Delay in receiving and processing Telstra invoices. Some invoices are expected to be processed in November.
Maintain & operate public toilets	72,312	Timing variance: September and October invoices are yet to be processed.
Conduct South lawn events	69,671	Timing variance: South Lawn event invoices are yet to be received.
P-12031 Program - Reveal Aboriginal Artist 2022	50,028	Timing variance: Project is ongoing and invoices are expected to be received in following months.

Agenda – Ordinary Meeting of Council
23 November 2022



Description	Variance Amount	Comment
Operate Fremantle leisure centre aquatics	48,448	Accounting variance: A transaction (credit) was incorrectly posted to this account. Therefore, a journal will be prepared to correct.
Maintain Soft Landscaping - Recreation Reserves	46,503	Combination of: - Timing variance: Invoice is yet to be received. - Favourable variance: Lower reactive maintenance works were required than were budgeted.
Maintain fixed and wireless network infrastructure	45,744	Accounting variance: Lease payment for IT equipment was posted to the incorrect activity. A correction journal to be prepared to transfer the cost.
Maintain Swales & Sumps	44,520	Timing variance: Delay in receiving invoices.
Lead the organisation	40,195	Timing variance: WALGA membership fee for 2022-23 is yet to be paid.
Collect and disposal - general waste (2 Bin)	39,781	Accounting variance: Incorrectly the invoice was charged to Collect recycled waste - commercial (cardboard recyclables) activity. A journal is to be prepared to transfer the cost to this activity.
Maintain Trees - Recreation Reserves	37,360	Combination of: - Timing variance: The invoice is yet to be received. - Favourable variance: Lower reactive maintenance works were required than were budgeted.
Manage destination marketing plan implementation	35,369	Timing variance: Invoices are expected to be received in the following month.
Capital Revenue - Capital Grants and Subsidies/ Contributions for the development of Assets	(255,172)	14.38%
Major Variances:		
P-11823 Design and construct-Port Beach coastal adaptation	(892,170)	Accounting variance: Grant income received was accounted as an operating grant income. Therefore, a journal will be prepared to transfer it to the capital grant income account.

Agenda – Ordinary Meeting of Council
23 November 2022



Description	Variance Amount	Comment
P-11819 Design and construct - Dick Lawrence - Play space	(90,000)	Timing variance: The grant was budgeted to be received but has not been received yet. Grant is expected to be received in the following months.
P-12047 Road safety - Wiluna and Hope - Intersection	(104,800)	Timing variance: Budget phasing for the grant to be adjusted as part of the carry-forward adjustments from 2021-22. This will be aligned with the carry-forward of the associated spend also.
P-11882 Design and construct - Fremantle Golf Course	1,132,000	Favourable variance: The City received an additional project contribution from Main Roads Western Australia in relation to this project, in response to escalated costs in the construction market since the time the original funding was awarded. Budget amendment is being considered by Council in November 2022.
Capital Expense - Purchase Community Land and Buildings	1,602,807	 79.58%
Major Variances:		
P-xxxxx - Design and Construct Improvements Hilton Park	1,000,000	The project was fully budgeted in October – however no funds have been spent yet – hence the favourable timing variance. The phasing of this budget needs to be corrected. Current estimates are that only \$150k will be spent in 2022-23, and the balance of the budget is expected to be carried forward in 2023-24.
P-12080 Fit out - WCC tenancy - Triangle	358,680	Timing variance: the project is expected to commence later during the year. Therefore, the budget phasing to be adjusted.
P-11670 Design and construct-Leisure Centre Pool Roof	294,471	Timing variance: Project is ongoing. Invoices are expected to be received in the following months.
Capital Expense - Purchase Infrastructure - Roads	334,858	 54.64%
Major Variances:		
P-12047 Road safety - Wiluna and Hope - Intersection	235,767	Timing variance: Budget phasing for the expenditure is to be adjusted as part of the carry-forward adjustments from 2021-22. This will be aligned with the carry-forward of the associated grant also.
P-12002 Resurface - MRRG - Hampton Rd (SB)	68,494	

**Agenda – Ordinary Meeting of Council
23 November 2022**



Description	Variance Amount	Comment
Capital Expense - Purchase Infrastructure - Parks	404,591	 83.27%
Major Variances:		
P-12027 Design and construct - Griffiths Park - Upgrade	177,841	Timing variance: Council approved the tender and required budget amendment in September 2022. The contract has been awarded and site works have commenced.
P-12058 Design and construct - Booyeembara Park - Bike trail	175,000	Timing variance: Council approved the tender in September 2022. The contract has been awarded and site works have commenced.
Repayment of Debentures	172,433	 21.61%
Major Variances:		
Manage Loan 307 Civic & Library Building - Current	286,158	Timing variance: Loan repayments are made bi-annually. Therefore, the budget phasing needs to be adjusted to reflect the same.
Reserve Transfers	443,679	 54.93%
Major Variances:		
Transfer to Reserve (Restricted) - Capital	1,539,361	Timing variances: - Variance is primarily due to year to date actual service income received for Hilton underground power project being less than the budget set the 2022-23 financial year due to a portion of ratepayers electing to pay over the offered 7-year payment plan. - Spending on \$1m funding for Design and Construct Improvements Hilton has not yet commenced.
Transfer from Reserve (Restricted) - Capital	(1,013,513)	Timing variance: Variance is primarily attributed to an underspend on capital works, therefore, the required funding from Reserves was less than budgeted.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required



OFFICER'S RECOMMENDATION

Council receives the Monthly Financial Report, as provided in Attachment 1, including the Statement of Comprehensive Income, Statement of Financial Activity, Statement of Financial Position and Statement of Net Current Assets, for the period ended 31 October 2022).



C2211-2 STATEMENT OF INVESTMENTS – OCTOBER 2022

Meeting date:	23 November 2022
Responsible officer:	Manager Financial Services
Decision making authority:	Council
Attachments:	Statement of Investments – October 2022
Additional information:	Nil

SUMMARY

This report outlines the investment of surplus funds for the month ending 31 October 2022 and provides information on these investments for Council consideration.

This report recommends that Council receive the Investment Report for the month ended 31 October 2022, as provided in Attachment 1.

The investment report provides a snapshot of the City's investment portfolio and includes information as at 31 October 2022 in relation to:

- **Portfolio details;**
- **Portfolio credit framework;**
- **Portfolio liquidity;**
- **Portfolio fossil fuel summary;**
- **Interest income; and**
- **Investing activities.**

BACKGROUND

In accordance with the Investment Policy adopted by Council, the City of Fremantle invests its surplus funds, long term cash, current assets and other funds in authorised investments as outlined in the policy.

Due to timing differences between receiving revenue and the expenditure of funds, surplus funds may be held by the City for a period of time. To maximise returns and maintain a low level of credit risk, the City invests these funds into appropriately rated and liquid investments, until the City requires the money for operational expenditure.

The City has committed to carbon neutrality and therefore seeks to ensure its financial investments consider the City's One Planet Fremantle Strategy. The City therefore seeks to limit investments in financial institutions which support, either directly or indirectly, fossil fuel companies, while balancing compliance with the Investment Policy.



FINANCIAL IMPLICATIONS

Investment interest earned year to date is \$286,435 against a budget of \$118,112, and a full year adopted budget of \$310,950. Interest earnings year to date are substantially higher than budget, with \$130,069 being earned in October with investment opportunities continuing to offer attractive interest rates.

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 2.39% for the month of October 2022. The City's actual portfolio return in the last 12 months is 0.74%, which compares on par with the benchmark Bloomberg AusBond Bill Index reference rate of 0.76% (refer to Attachment 1 point 8).

LEGAL IMPLICATIONS

The following legislation is relevant to this report:

- *Local Government (Financial Management) Regulations 1996* Regulation 19 – Management of Investments; and
- *Trustee Act 1962* (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards which are overviewed by the Australian Prudential Regulation Authority (APRA).

CONSULTATION

Nil

OFFICER COMMENT

The City's Investment Portfolio Manager has provided a comprehensive Investment Report for the month ending 31 October 2022 which can be viewed in the Attachment. A summary of the investment report is provided below.

1. Portfolio Details

As at 31 October 2022, the City's investment portfolio totalled \$55.68m. The market value of this investment was \$55.89m at that time, which takes into account accrued interest.



The investment portfolio is made up of:

Cash Investments (<= 3 months)	\$ 13.18m
Term Deposits (> 3 months)	\$ 42.50m
TOTAL	\$ 55.68m

Of which:

Unrestricted cash	\$ 48.68m
Restricted cash (Reserve Funds)	\$ 7.00m
TOTAL	\$ 55.68m

The current amount of \$48.68m held as unrestricted cash represents 58.4% of the total adopted budget for operating revenue (\$83.31m)

2. Portfolio Credit Framework

The City's Investment policy determines the maximum amount to be invested in any one Tier, or any one financial institution within a Tier, based on the credit rating of the financial institution. Council adopted amendments to this policy at its Ordinary Council Meeting held on 25 November 2020, and the current adopted Counterparty Credit Framework is noted below.

Portfolio Credit Framework limits

The Portfolio Credit Framework limits prescribe the limit of investments that may be made within any Tier of financial institutions. The maximum allocation to be invested in each Tier, and our actual investment allocation in those Tiers as at 31 October 2022, is outlined below, and shows that the distribution of the City's investments across the four Tiers is compliant.

Tier	Allocation	Allocation %	Maximum Allocation %	% Used of Maximum Allocation	% Available of Maximum Allocation	% Exceeded of Maximum Allocation
Tier 1	13,102,754.49	23.53%	100.00%	23.53%	76.47%	0.00%
Tier 2	33,079,096.78	59.41%	60.00%	99.02%	0.98%	0.00%
Tier 3	6,500,000.00	11.67%	35.00%	33.34%	66.66%	0.00%
Tier 4	3,000,000.00	5.39%	15.00%	35.93%	64.07%	0.00%
	55,681,851.27					
Values used in the above calculations exclude interest for term deposits and other simple interest securities.						



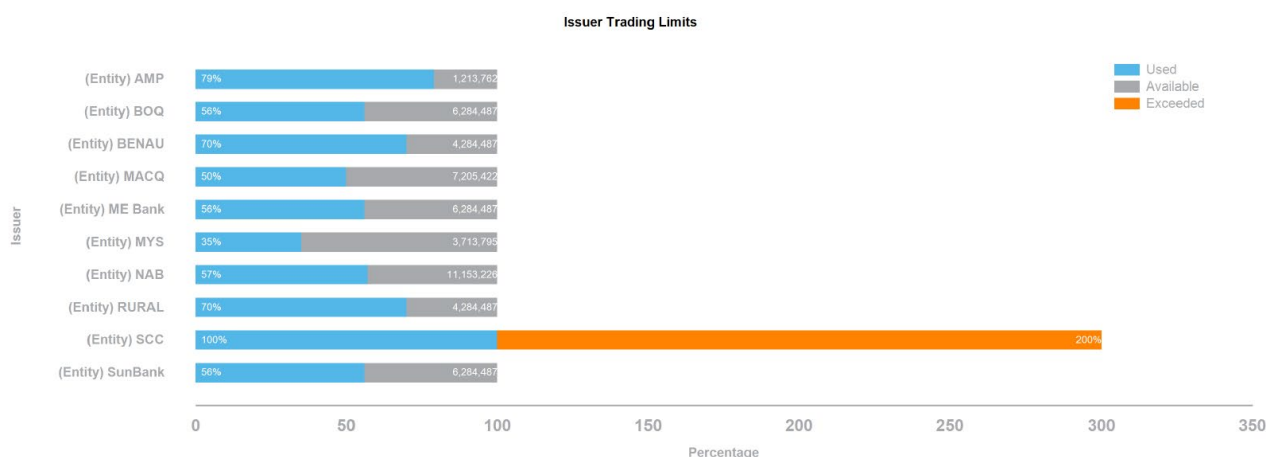
Within each Tier, the Counterparty Credit Framework limits prescribe the limit of investments that may be made with any one financial institution. The maximum percentage of investments to be held with any one financial institution, within a given Tier, are outlined below.

Counterparty credit framework

Investments are not to exceed the following percentages of average annual funds invested with any one financial institution and consideration should be given to the relationship between credit rating and interest rate.

Credit quality	Maximum % of total investments
Tier 1 (excl. AAA government) AAA to AA-	45%
Tier 2 A+ to A-	25%
Tier 3 BBB+ to BBB-	10%
Tier 4 Unrated	(\$1m)

The City's funds invested as at 31 October 2022, relative to the Counterparty Credit Framework limits were as follows:



As reported last month and highlighted in the chart above, the City's portfolio of investments as at 31 October 2022 is currently not compliant with the City's investment policy.

The Portfolio Credit Framework allows for a maximum of 15% of investments to be made within Tier 4. In addition to this (as per the counterparty credit framework) Tier 4 investments in any one institution cannot exceed the value of \$1 million.

An investment of \$3m was made during September in a 'Green' investment opportunity with Southern Cross Credit Union. While this investment was within the Portfolio Credit Framework limit – taking the City's investment in Tier 4 to 5.51% at that time, it was not compliant with the counter party credit frameworks \$1 million investment limit for any one institution.



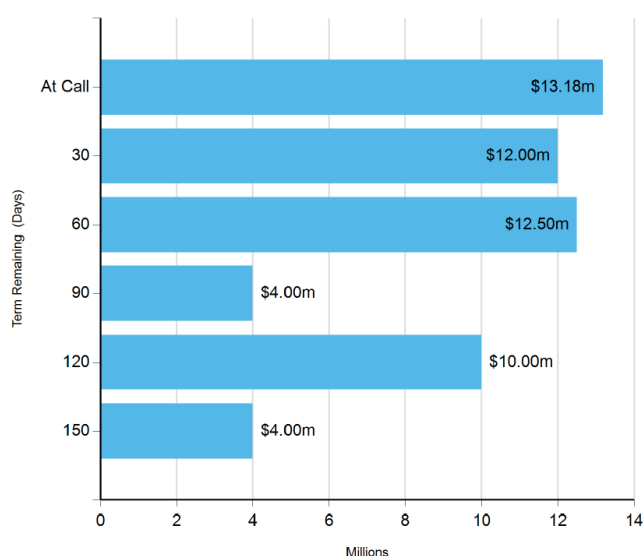
The investment in Southern Cross Credit Union is for a period of 3 months. The non-compliance with the Counterparty Credit Framework will therefore continue through November reporting and will be resolved in December when this investment comes to maturity. Stronger controls have been implemented in the Finance Department to ensure this error does not reoccur.

3. Portfolio Liquidity Indicator

The City's investments are to be made in a manner to ensure sufficient liquidity to meet all reasonably anticipated cash flow requirements, without incurring significant costs due to the unanticipated sale of an investment.

The below graph provides details on the maturity timing of the City's investment portfolio as at 31 October 2022. Currently, all investments will mature in one year or less.

Face Value by Term Remaining



4. Portfolio Summary by Fossil Fuels Lending Authorised Deposit-Taking Institutions (ADIs)

To support the City's ability to undertake greater fossil fuel divestment, a review of the Investment Policy was presented and adopted by Council on 25 November 2020 which incorporated a minor change to the investment framework to increase the percentages allocated to Tier 3 and Tier 4 categories, allowing greater flexibility. Since December 2020 investments have been made in accordance with the revised policy to increase the percentage invested in "Green Investments";



being ADIs that do not lend to industries engaged in the exploration for, or production of, fossil fuels (Non-Fossil Fuel Lending ADIs).

As at 31 October 2022, \$23m (41.3%) of the City's portfolio was invested in "Green Investments".



Refer to Attachment 1 (Note 7) for details on which financial institutions these investments are held in.

5. Interest Income for Matured Investments

Per Attachment 1 (Note 9), interest income earned during October 2022 from matured investments was \$8,936.99.

6. Investing Activities

In October 2022 two term deposits, totalling \$2m, matured and \$3m was reinvested across 2 term deposits.

Full details of the institutions invested in, interest rates, number of days and maturity date for investments held as at 31 October 2022 are provided in the Attachment.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council receive the Investment Report for the month ending 31 October 2022, as provided in Attachment 1.



C2211-3 SCHEDULE OF PAYMENTS – OCTOBER 2022

Meeting date: 23 November 2022
Responsible officer: Manager Financial Services
Decision making authority: Council
Attachments: 1. Schedule of Payments and Listings
2. Purchase Card Transactions
Attachments viewed electronically
Additional information: Nil

SUMMARY

The purpose of this report is to present to Council a list of accounts paid by the Chief Executive Officer under delegated authority for the month ending 31 October 2022, as required by the *Local Government (Financial Management) Regulations 1996*.

This report recommends that Council accept the list of payments made under delegated authority and accept the detailed transaction listing of Purchase Card expenditure.

BACKGROUND

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's municipal or trust fund. In accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid under delegation for the month of October 2022, is provided within Attachments 1 and 2.

FINANCIAL IMPLICATIONS

A total of \$5,795,729.43 in payments were made this month from the City's municipal and trust fund accounts.

LEGAL IMPLICATIONS

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –*
(a) the payee's name; and
(b) the amount of the payment; and
(c) the date of the payment; and



- (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing*
- (a) for each account which requires council authorisation in that month*
-
- (i) the payee's name;*
- (ii) the amount of the payment; and*
- (iii) sufficient information to identify the transaction; and*
- (b) the date of the meeting of the council to which the list is to be presented.*
- (3) A list prepared under sub-regulation (1) or (2) is to be —*
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) recorded in the minutes of that meeting.*

CONSULTATION

Nil

OFFICER COMMENT

The following table summarises the payments for the month ending 31 October 2022 by payment type:

Payment Type	Amount (\$)
Cheque / EFT / Direct Debit	\$ 3,906,546.41
Purchase card transactions	\$ 42,993.61
Salary / Wages / Superannuation	\$ 1,846,189.41
Other payments	\$ 0.00
Total	\$ 5,795,729.43

Attachment 1 provides a detailed listing of the payments by Cheque, EFT and Direct Debit, while Attachment 2 provides a detailed listing of Purchase Card transactions for the month ending 31 October 2022.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required



OFFICER'S RECOMMENDATION

Council:

- 1. Accept the list of payments made under delegated authority, totalling \$3,906,546.41 for the month ending 31 October 2022, as contained within Attachment 1.**
- 2. Accept the detailed transaction listing of Purchase Card expenditure, totalling \$42,993.61 for the month ending 31 October 2022, as contained within Attachment 2.**



13. Motions of which previous notice has been given

A member may raise at a meeting such business of the City as they consider appropriate, in the form of a motion of which notice has been given to the CEO.

FPOL2211-13 NOTICE OF MOTION – TO ELECTRIFY EVERYTHING BY 2025 – CR RACHEL PEMBERTON

Meeting date: 9 November 2022
Responsible officer: Chief Executive Officer
Decision making authority: Council
Attachments: 1. Nil
Additional information: 1. Nil

ELECTED MEMBER SUMMARY

BACKGROUND

The City of Fremantle declared a Climate Emergency in March 2021. In doing so, the City acknowledges the science-based recommendations in reports by the Intergovernmental Panel on Climate Change (IPCC) that outline the severity of the state of emergency we are in, including that the City of Fremantle is likely to be substantially affected by climate impacts, particularly sea level rise, heat waves, drought and floods. The City also states that the situation requires urgent action by all levels of government.

In its statement on climate, "The City will continue to demonstrate corporate responsibility and leadership in its operations, and its promotion of low carbon living."

The City set a target to achieve 100% renewable energy consumption for our buildings and facilities by 2025. It also advocates that the WA Government should adopt a target for 100% renewable energy by 2030.

Electrifying households is the only credible path to decarbonising home energy use. It will save householders money, improve health, support the stable transition of the electricity system and meaningfully reduce emissions. At present, almost 70 percent of Western Australian homes are connected to gas (Australian Bureau of Statistics, 2015). The City may have opportunities to inform and incentivise householders through discounts in building fees or other practical actions.

The increasing extraction and use of gas is further contributing to climate change. The Climate Council states that "Emissions from the extraction, processing and export of gas have been the main driver behind Australia's official emissions staying so high. The official figures for emissions from gas are likely significantly underestimated."



Climate Analytics state: "The domestic emissions from full exploitation of Western Australia's conventional gas reserves for both domestic use and LNG exports present major challenges for the State to comply with a Paris Agreement-compatible carbon budget.

Under the Paris Agreement, Western Australia will need to move from gas to renewable energy sources by 2050 for its domestic energy needs and as well make very large emission reductions in all phases of LNG production and processing." (Climate Analytics N.D)

Therefore, a transition away from all fossil fuels, including gas, is urgently required. But the opposite is occurring.

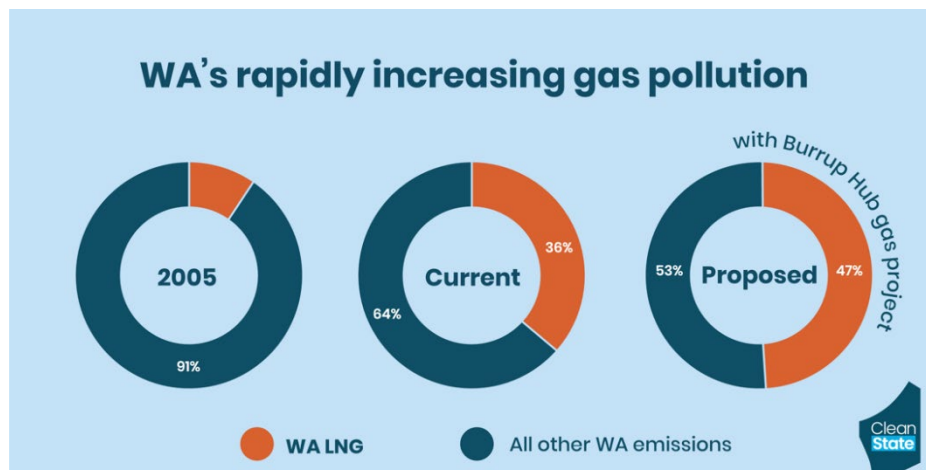


Figure 1 Clean State "Runaway Train Report"

www.cleanstate.org.au/runaway_train_lng_report

The 2017 [Corporate Energy Plan](#) outlines a pathway designed to have minimal financial impact on the City of Fremantle, and shows how green energy can be procured at competitive rates. Initiatives that have a capital cost are only proposed if they have a strong, positive net present value. Options for alternative funding of the capital costs are discussed.

One of the key recommendations of the Energy Plan was to enter into a power purchase agreement for renewable energy. In 2021, WALGA initiated a collective renewable energy power purchase agreement, to which the City of Fremantle is a part, this makes renewable energy more affordable. It is therefore an opportune time to report on the progress of the Energy Plan and to phase out the use of fossil fuels within City operations.



COMMITTEE RECOMMENDATION FPOL2211-13

Moved: Cr Rachel Pemberton

Seconded: Cr Bryn Jones

Council:

- 1. Notes that the Corporate Energy Plan, adopted in 2017 proposed an achievable pathway for the City of Fremantle to move to running all corporate operations on 100% renewable electricity prior to 2025.**
- 2. Council requests that by June 2023 officers:**
 - a. Provide a progress report on the Corporate Energy plan and clarify the status of the implementation of the Energy Plan. The report to include:**
 - i. Undertaking an energy audit to identify the council's current use of fossil fuels within operations and propose costed strategies to "electrify everything" by 2025.**
 - ii. Investigation of practical options to encourage and incentivise households and businesses in the City of Fremantle to phase out gas and electrify properties, operations and transport.**
 - b. Provide an annual report to Council that details progress and updates in respect to the Corporate Energy Plan.**

Carried: 6/0

**Cr Jenny Archibald, Cr Fedele Camarda, Cr Rachel Pemberton
Cr Marija Vujcic, Cr Ben Lawver, Cr Bryn Jones**



14. Urgent business

In cases of extreme urgency or other special circumstances, matters may, on a motion that is carried by the meeting, be raised without notice and decided by the meeting.

15. Late items

In cases where information is received after the finalisation of an agenda, matters may be raised and decided by the meeting. A written report will be provided for late items.

16. Confidential business

Members of the public may be asked to leave the meeting while confidential business is addressed.

17. Closure