



AGENDA ATTACHMENTS

Strategic and General Services Committee

Wednesday, 10 April 2013, 6.00 pm

**SGS1304-1 PROPOSED DIFFERENTIAL RATES FOR 2013/2014
ATTACHMENT 1**



**OBJECTS AND REASONS FOR
DIFFERENTIAL RATES
WITHIN THE
*CITY OF FREMANTLE***

Published: April 2013
For the: 2013/2014 financial year.

OBJECTS AND REASONS FOR DIFFERENTIAL RATES WITHIN THE CITY OF FREMANTLE

For the 2013/2014 financial year, the City of Fremantle is proposing five (5) differential rates namely "City Centre Commercial", "Nightclubs", "Undeveloped CBD Zone Property", "Vacant Residential Land" and "General Differential".

Below is a summary of the proposed minimum rates and rates in the dollar proposed for 2013/2014:-

Differential Rate	Minimum Rate Proposed	Rate in the Dollar (\$) Proposed
General Differential	\$1092	0.07299
City Centre Commercial	\$1092	0.07736
Nightclubs	\$1092	0.14597
Undeveloped CBD Zone Property	\$1092	0.14596
Vacant Residential Land	\$1092	0.13807

Following are the objects and reasons for each of the differential rates:-

1. General Differential Rate

The general differential applies to all properties that are not specifically covered by the city centre commercial differential rate, nightclubs differential rate, undeveloped CBD zone property differential rate or the vacant residential land differential rate.

2. City Centre Commercial Differential Rate

The City Centre Commercial Differential Rate is applicable to all commercial businesses located within the boundaries of the City Centre zone and the abutting Metropolitan Regional reserves (refer map below) being areas bounded by Parry Street, Norfolk Street and including those businesses located in Fremantle Fishing Boat and Challenger Harbours and on Victoria Quay.

On 1 July 2008 the City took over management of the Fremantle First brand and introduced a differential rate to fund the management, administration and delivery of marketing activities aimed at enhancing the economic and social viability, and the general amenity, of the Fremantle Commercial Business District (CBD) and environs. In June 2010 council adopted the City of Fremantle Strategic Plan 2010-2015. The Plan included the preparation of a new Fremantle economic development strategy and the preparation of a Fremantle retail model plan.

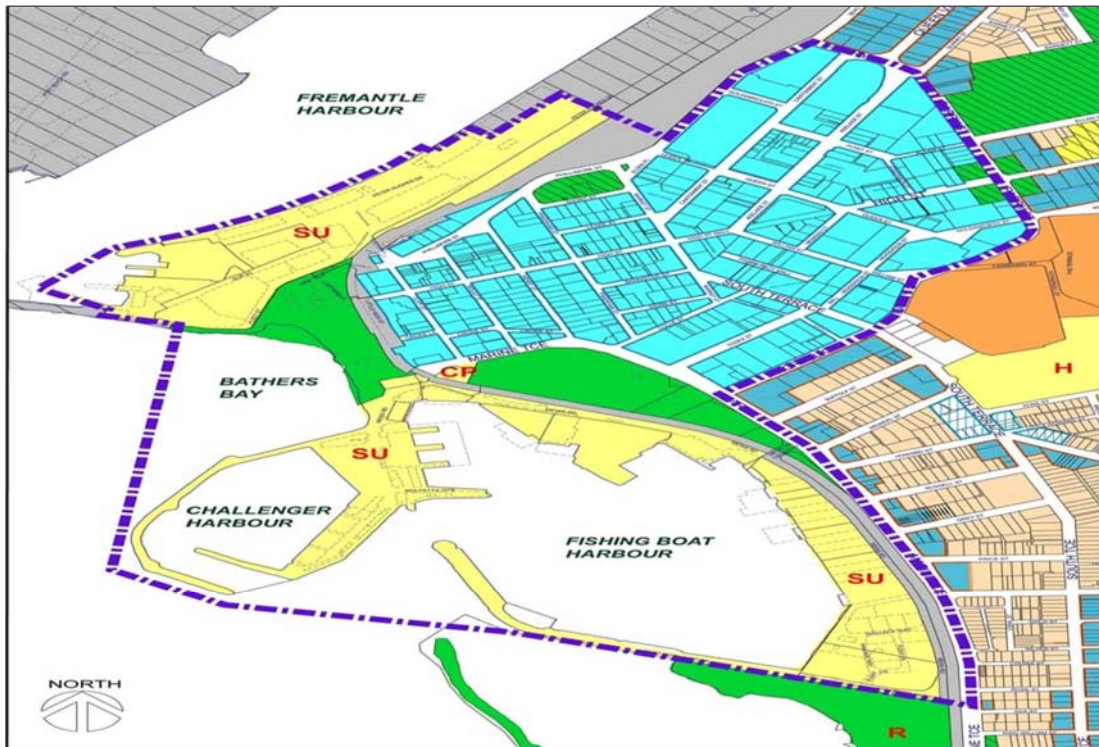
A recommendation in the Fremantle Retail Model Plan, the introduction of a Fremantle CBD business improvement district, was subsequently incorporated into the Fremantle Economic Development Strategy 2011-2015, adopted by council in April 2011.

In July 2011 a steering group comprising businesspeople from within the Fremantle CBD, and representatives of the City of Fremantle, Fremantle Chamber of Commerce and Business Foundations, commenced planning the establishment of a Fremantle CBD business improvement district.

On 24 April 2012 council, on the recommendation of the steering group, resolved to support the establishment of a Fremantle CBD business improvement project through a funding and performance agreement between the City of Fremantle and the business improvement district entity, a not-for-profit company limited by guarantee.

The funding of the business improvement district entity, as recommended to the council by the steering group, will be by the allocation to the entity all of the revenue collected by the City of Fremantle from the City Centre Commercial Differential Rate above what the General Differential would have raised.

In 2013/2014 it is estimated an additional \$327,000 will be raised from this differential rate compared to what would have been raised from the general differential rate.



3. Nightclubs

Nightclubs that operate to the early hours of the morning present numerous challenges to the community and Council in the level of resources that are required to maintain the amenity of the area where the nightclubs are located and deal with the behaviour of the nightclub patrons both prior to arrival and on departure from the clubs. These issues cover: - noise complaints, vandalism, increased street sweeping

and cleaning costs, unsociable behaviour, facilitating safe access to public transport and taxis for all visitors to the city including nightclub patrons and CCTV surveillance.

Due the increased costs directly and indirectly linked to the operation of these premises, Council is setting a differential rate that is double the general differential rate so that nightclubs that remain open after 2.00am make an additional contribution towards those costs that are incurred in maintaining the amenity in proximity to the nightclubs and the monitoring of peoples behaviours within the vicinity.

4. Undeveloped CBD Zone Property

Land which is located in the CBD zone of the Local Planning Scheme that is not fit for purpose or is vacant or does not have significant building development on site of more than 20% of the site area will have a undeveloped CBD zone property differential rate applied to it.

The criteria for this differential rate are properties located within the City Centre zone under LPS4, which is either;

- a) Unfit for occupancy or use for its intended purpose by virtue of the deterioration of the condition of existing buildings on the land; or
- b) Vacant or developed with buildings which occupy 20% or less of the site area, excepting where a current valid Planning Approval and Building License exists for the development of the land to occupy greater than 20% of the site area.

5. Vacant Residential Land Differential Rate

Under the Valuation of Land Act 1978 (VLA) land for which an active rental market doesn't exist is required to be valued on a prescribed percentage of capital value. Until recently only one prescribed percentage has been allowed and that was set at 5% in 1979. Land Valuation Services reports that owners of vacant residential land have increasingly expressed their concern about higher GRV's on their land than those that applied to neighbouring improved properties. New regulations under the VLA applied from 1 July 2011 and applied a single rate of 3% to all residential vacant land while the existing 5% will continue to apply to all remaining vacant land (i.e. commercial and industrial).

The City of Fremantle considers the development of vacant rateable land in the best interests of the community and the value of rates paid for vacant land should be consistent for all types of vacant land. Therefore as a consequence of the reduction in the prescribed rate for residential vacant land from 1 July 2011, a vacant residential land differential rate was introduced to produce rate assessment value for vacant residential land equivalent to what a prescribed percentage of 5% would have produced. On this basis, all vacant property owners would be rated consistently.

SGS1304-2 **FREMANTLE TOWN HALL AND VICTORIA HALL USAGE
OPTIMISATION**

ATTACHMENT 1

Fremantle Town Hall and Victoria Hall – Improved Access and Usage



Andy Farrant and Graham Walne

A study on how best to increase community
and commercial usage two heritage
buildings in the heart of Fremantle.

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PART ONE

EXECUTIVE SUMMARY

This report is a response to a brief to increase community and commercial usage of the Fremantle Town Hall and Victoria Hall. Central to that brief was to identify barriers to usage. The evaluation included a survey each building, analysis of current usage, assessment of equipment, review of building amenity and current access. From this work the consultants have recommended purchases, operational changes, facilities management and programming options. It was necessary to focus on the different natures of the buildings and try to maximise their accessibility, versatility and attractiveness as event destinations.

Both venues are over 120 years old, and both have had significant upgrades throughout their working lives. While these buildings are of a similar age, while they are very different in nature they offer complementary options for hirers and audiences.

Victoria Hall is a new venue to be managed by the City, having been transferred from tenants late last year. The hall has been largely refurbished in recent years. It is now an exciting venue for one-off occasions and seasons of events of a week or more for music, dance, drama, community events, rehearsals and celebrations. However, there are a number of technical and operational matters that need to be addressed before this venue can best cater for the community of Fremantle.

The Fremantle Town Hall is a well-loved feature of the Fremantle community. It has been 25 years since major refurbishment has been undertaken. From well-loved to well worn, it now has some defects that do not make it a venue of choice for hirers or audiences. The Town Hall is best suited to one-off events – dinners, performances, concerts, meetings, conferences, formal celebrations, community events and showcases.

This report assesses these two jewels in the City's crown. It identifies cost-effective ways of improving the venues for community use and commercial hirers.

The report also examines management structures for these two venues. It provides advice on a programming fund that will assist in the process of enlivening the venues and reintroducing them to visitors and residents.

Coincidentally, but of relevance, is the City's recent announcement the full redevelopment of the Kings Square precinct in the CBD. According to the City's strategic paper, the aim is to *'revitalize the Square and surroundings sites as an important social and commercial hub in the heart of the City of Fremantle.'*¹

The two documents are inextricably linked, so there are recommendations within our report that will inform part of the work on the King Square revitalisation. This report includes recommendations aimed to minimise disruption to CBD businesses with any building work.

We have sought advice from City staff, venue hirers, potential hirers, funders - current and past as well as the broader Fremantle community.

¹ Kings Square Urban Design Strategy, Coda Studio Pty Ltd, First Draft, 27 June 2012.

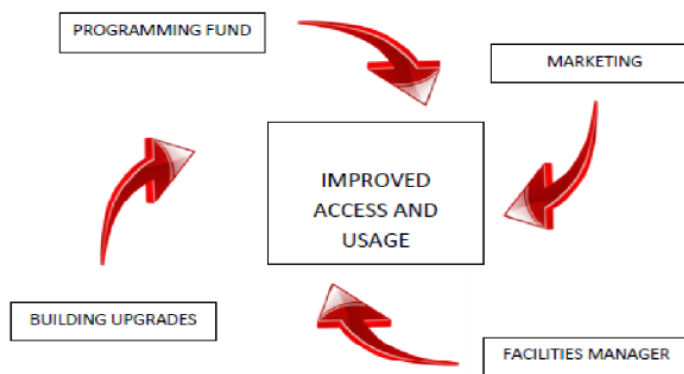
While the report recommends equipment purchase and venue upgrades that will improve the audience experience and make the venues significantly more attractive to hirers, it also examines other actions that will increase access and usage.

Our recommendations will lead to significant sustainability gains, and provide the setting for better occupational health and public safety.

In recent years the City has upgraded other community facilities and the response from the community has been overwhelmingly positive. Significant increases in usage and viability have been the outcome.

The capital cost of the purchase and installation of the equipment listed and the physical works is \$4.8 million over the next 2-4 years.

Recommendations and outcome diagram.



We note that a structured maintenance program for the Fremantle Town Hall appears to have been sorely missing over the past 25 years. This has led to lost business for the Town Hall, less income for the City, loss of relevance to the community and underuse of this wonderful asset.

RECOMMENDATIONS

For ease of reading, the following recommendations are also included within the body of the report following the related study findings:

RECOMMENDATION ONE: That technical facilities listed in this report are purchased and installed within the recommended time frames. These items should be featured in the hirers’ information brochure that each venue provides.

RECOMMENDATION TWO: That building upgrades and remedial works are actioned within our recommended time frames. It is further recommended that these upgrades are added to venue drawings, for easy identification by venue hirers.

RECOMMENDATION THREE: That the equipment and building improvements designated as ‘long-term’ be actioned at the same time as the Kings Square development. This includes the immediate preparation of a design brief for the proposed corridor to inform its interaction with the Kings Sq development.

RECOMMENDATION FOUR: That a full review of staffing structures in the Economic Development and Community Development sections of the City's operations be commissioned to examine opportunities for efficiencies and service delivery improvements. In addition this review will seek to identify simplified internal processes.

RECOMMENDATION FIVE: That the basic hiring documentation of each venue be reviewed. The aim would be to align the venues where possible, simplify the hiring process for users and reflect the different nature of each venue. Clear, concise documentation would help clarify the roles and appropriate responses for City staff.

RECOMMENDATION SIX: That the City employ a full time Facilities Manager prior to the installation of the recommended technical equipment. The Manager would oversee installation and supervise the day-to-day technical operation of each venue. The Manager would be the key link between the venues and other areas of City activity.

RECOMMENDATION SEVEN: That a hiring fee benchmarking study be commissioned. This would assess the hiring cost of venues against current fees charged by the City. This study will furnish the City with a hiring structure and rationale to assist community access to the venues while maximising income and usage of these assets. Rental rates for community (lower fees) and commercial (higher fees) usage should be identified along with the two tiered hirer structure in recommendation thirteen.

RECOMMENDATION EIGHT: That Fremantle Festival staff move their office into the rear rooms at Victoria Hall. The staff roles should be expanded to include the responsibility of enlivening this building with events. New staff resources may be required. Programming of activities should be undertaken in full consultation with the existing activities at the Fremantle Arts Centre. It is further recommended that Festival staff are given an incentive to maximise income from these events and return some of this income to the Festival to add value to its activities.

RECOMMENDATION NINE: That the City seek advice on a cost effective manner of delivering front of house management to ensure audience safety and controlled management.

RECOMMENDATION TEN: That the Fremantle Town Hall 1st and 2nd floors are opened up for ongoing and immediate use by community groups as offices and meeting places. Installation of electronic locks will aid this process. Other community usage will be extended with the construction of mezzanine above the stage dock door area – creating both a meeting room and much needed storage space.

RECOMMENDATION ELEVEN: That a building code audit of each building be carried out by a suitably qualified practitioner. This will inform work which should be carried out at the same time as the recommended upgrades are completed.

RECOMMENDATION TWELVE: That the City commissions a Marketing Plan that references the City's Strategic Plan and this report. Its purpose is to provide a blueprint for promoting each venue, highlighting its versatility, community access, heritage values and technical facilities.

RECOMMENDATION THIRTEEN: That the City introduces a two - tier hirer structure so that regular hirers (potentially the Fremantle Symphony, Fremantle Festival, Seniors' Tea Dances) are given the opportunity to secure dates in advance. External hirers may also be able to take advantage of support from the programming fund (see below). The second tier users will be occasional users.

RECOMMENDATION FOURTEEN: The City currently waives hiring fees to some community hirers. It is recommended that the value of any fees waived should be recorded in the hiring confirmation as the value of the City's contribution. The City may wish to seek a daily Access Fee (possibly \$100) as a contribution towards operations costs from these users.

RECOMMENDATION FIFTEEN: That an annual programming fund be established to increase community activity in both venues. Totalling \$150,000pa, the fund will seed new activity, build new audiences and offer new access and engagement, similar to the current programmed events at the Fremantle Arts Centre. It will require a defined purpose and targeted objectives to measure its success. The programming fund should also include the value of the rent forgone from community users who chose to access the current venue support program and that value be transferred into the income for the relevant venue. This will enable them to recognise the value of the City's support.

INTRODUCTION

Across Australia, there are hundreds of civic buildings like the Fremantle Town Hall and Victoria Hall that are owned and managed by local government. Many of these venues are old, and some have heritage value. Some have high levels of usage, others low. But most are recognised as community assets, available to everyone.

Few places in Australia have as strong a sense of community as Fremantle. It is a favourite tourist destination and a cherished place to live. This reputation is owed to the diverse heritage of the city's built structures and its strong sense of community.

A vibrant arts and cultural scene is an important part of the City's life.

The City of Fremantle has always managed its principal civic venue, the Fremantle Town Hall. In late 2012, the City also took over the management of Victoria Hall, a building the City has owned for some time, but leased to a tenant in residence.

The purpose of this document is to respond to the brief to which the consultants have worked. In summary this is:

- to provide the City with advice on how to boost community and commercial usage of the Fremantle Town Hall and Victoria Hall, improve attractiveness for audiences and the physical and infrastructural improvements required to create this change
- to examine management structures for these two venues
- to appraise the impact of a programming fund that may add value to the venues with additional activity for community benefit

The City of Fremantle has stated that a clear priority is access and usage of the venues, with the aim of bringing more people into the CBD, creating patronage for local businesses, and enlivening the city centre and community life.

The timing of the commissioning of this report means that some recommendations and observations could inform the development of Kings Square and the *Kings Square Urban Design Strategy*². These are separately listed. In addition to that strategy, this report draws on other sources including *The Grieve Gillett Consultation*³ and the heritage, interpretation and conservation plans for the two buildings (see Appendix Seven).

² Coda Studio Pty Ltd, Ibid.

³ Grieve Gillett Architects, Report into Victoria Hall and Fremantle Town Hall, December 2012.

BACKGROUND

Both halls were built in the Victorian Era. The Fremantle Town Hall was opened to coincide with Queen Victoria's Golden Jubilee on 22 June 1887. Victoria Hall was originally a parish hall and was renamed in honour of the British Monarch at the time of her Diamond Jubilee in 1897.

Each venue has a stage, but neither was erected to be a theatre.

Both halls have been used for performances, dinners, weddings and community events of differing size and style. Neither has technical equipment or facilities, meaning that the most basic technical equipment (lighting, sound, catering) must be hired from elsewhere, erected and removed. This shortcoming has a two-fold effect. It adds to the expense of using each venue and reduces venue attractiveness for external community and commercial hirers.

Hirers expect that venues will be well serviced with technical equipment, food and beverage apparatus, comfortable seating and in-house air conditioning. In performing arts parlance, these two venues offer 'bare walls' and are less attractive options for the community.

While both venues display the characteristics of the era in which they were built - and many of these characteristics are part of their charm - some aspects are not currently compatible with contemporary usage or event management practise.

This is despite the fact that major parts of each venue's original design have been modified over the 120+ plus years, in attempts to upgrade.

Venue Overview

For the purposes of this report it is important to understand that each venue has significantly different usage potential from the other.

The Fremantle Town Hall is a 'one night stand' venue where hirers book the venue for one or two days so that they can prepare for a one event/performance. By contrast, Victoria Hall lends itself to longer 'seasons' which include a technical preparation period and a series of events/performances over a week or more. Victoria Hall is also suited to one-off events as well.

The venues are in different states of development and repair. Fremantle Town Hall has not had any significant maintenance or capital upgrade since the America's Cup yachting races, held off the Fremantle coast in 1987. It has no bar, no functional foyer, no in-house lighting or sound equipment; there is a food serving area which is not a kitchen and seating is on a uniformly flat floor, which is not conducive to a clear audience view of the stage. Air conditioning does not cope with the air volume in the hall in hot or cold times of year.

By contrast, Victoria Hall has had significant recent work on many of its facilities (new bar, lighting rig upgrade, disabled toilets and improved access). But it does not have air conditioning in the main hall or rear meeting rooms and the floor in the main auditorium requires replacement. The hall has no seating, and while there are some basic theatre lights, these are old and require electrical testing and tagging.

The stages of both venues are too high. Both should be lowered to improve the relationship of the audience to the stage.

Both venues have flat timber floors that make them attractive for dinners, cocktail parties, meetings, conferences and forums. Only the Town Hall has seating and tables; neither has mobile retractable seating.

The Fremantle Town Hall is a major asset; it offers the City with potentially the greatest usage opportunity as a space. It is flexible, of a generally usable size, offers a variety of spaces for hire, is accessible and has the potential to engage with activities in Kings Square.

STRATEGIC

In the City of Fremantle's Strategic Plan 2010 – 2015⁴ one of the seven strategic imperatives is Character:

Sustain and grow arts and culture and preserve the importance of our social capital, built heritage and history

Of the City's ten promises to its community is a commitment to:

Sustain and promote strategic initiatives that will grow our diverse arts culture

As part of the City's commitment to the character of the city and its arts, culture, heritage, social capital and history it has commissioned the *Kings Square Urban Design Strategy* to examine the redevelopment of the city's main public place.

In the last year or two the City has also upgraded the North Fremantle Hall and Hilton Community Centre. Each of these upgrades have led to significantly increased usage of these venues and added to the social, cultural and community life of the City.

Imbedded within the City's Strategic Plan are the principles of community access and economic development. The proposed upgrade of the Fremantle Town Hall and Victoria Hall meet these strategic objectives as well.

Five of the seven Strategic Imperatives demonstrate this. They are:

- Economic Development
- Urban Renewal and Integration
- Transport
- Character
- Community and Safety

The City's Vision is:

For Fremantle to be recognised as a unique city of cultural and economic significance.

Furthermore, three of the City's ten promises to the community directly relate to the recommendations contained within this report. They are:

⁴ Strategic Plan 2010 – 2015, City of Fremantle. 2010.

- *Work to provide a liveable city with a range of housing, work and recreation opportunities*
- *Provide for population and economic growth by planning and promoting development and renewal in designated precincts within the city*
- *Protect and enhance our significant built and social heritage*

The city has upgraded community facilities outside the city centre. The recommendations contained in this report identify essential upgrades for the two main City-owned facilities in the City's CBD.

VENUE PURPOSE

Due largely to their physical nature, each venue has a different role to play. This view has been reinforced by participants in the two community consultation meetings the consultants held.

Some current Fremantle Town Hall hirers may well be able to make use of the Victoria Hall for their events, but the reverse is probably not true.

To provide clarity for the City, its staff and hirers, the following venue descriptions have been prepared to highlight the different natures of the buildings and what they offer.

Purpose, Fremantle Town Hall: This venue is the City of Fremantle's premier event space. Its CBD location offers easy access for hirers and audiences and its heritage offers both atmosphere and engagement. It is principally suited to single events for audiences of 100+ people. It offers flexible spaces suitable for meetings and standing (cocktail) events (atrium) to larger concerts, presentations, dinners, weddings and formal functions (main auditorium). It is also suited to serve the conference market as a special event or breakout venue. Rooms of the first and second floors are suitable for community use as meeting space and activity areas.

Purpose, Victoria Hall: This heritage venue offers two usage types: single events and longer seasons. Victoria Hall is a small arts and activity venue that suits hirers seeking to hold events, meetings, performances, rehearsals, formal gatherings, weddings and showcases. It has one main auditorium and an indoor/outdoor bar and foyer area. The rooms at the rear of the hall could be valuable offices for City staff or community meeting and activity spaces.

HERITAGE SITES

Both venues have considerable heritage value. Each building is over 100 years old and has undergone significant renovation work. The City has taken the positive step of drawing up a series of plans, including heritage and conservation plans, for each venue and an interpretation plan for Victoria Hall.

These plans document the venues' origins and provide guidance and context for contemporary upgrades to each building.

Architectural drawings of the venues list a range of changes to each site; see Appendix Four.

VENUE EVALUATION – METHODOLOGY

As part of this consultancy, a range of organisations and individuals - all current or potential users of the venues - was consulted about the venues as they currently are, and about potential future improvements. In addition to these public meetings, input was sought from funding bodies, community, commercial and cultural organisations.

A list of those consulted is in Appendix One and key feedback from these discussions is summarised in Appendix Three.



The major part of this input was gained from two community meetings held in the Fremantle Town Hall on 24 January and 14 February 2013. The second meeting was advertised in local press, see Appendix Two.

The community meetings focussed on answering three questions:

1. *Why do you use either of these venues now – who are your audiences and what currently works for you?*
2. *Whether you are or are not a current user, what would make either of these venues more attractive for future use – is there ‘must have’ equipment or are there facilities that you need on-site before you’d consider using the venues?*
3. *Are there issues of access or audience quality-of-experience matters you would like to raise?*

In addition, the consultants undertook a detailed physical survey of each venue and noted venue attributes and opportunities where usage of each building can be significantly improved.

The community meetings and venue survey provided valuable information, summarised below:

- Need for technical equipment and facilities for contemporary usage, so that an audience can be attracted to well presented events
- Need for improved amenity that will add value to the quality of an audiences experience and then attract them back to the venue for other events
- Better and imaginative community use of existing ancillary rooms in each venue

RECOMMENDATION ONE: That technical facilities listed in this report are purchased and installed within the recommended time frames. These items should be featured in the hirers' information brochure that each venue provides.

RECOMMENDATION TWO: That building upgrades and remedial works are actioned within our recommended time frames. It is further recommended that these upgrades are added to venue drawings, for easy identification by venue hirers.

RECOMMENDATION THREE: That the equipment and building improvements designated as 'long-term' be actioned, possibly at the same time as the Kings Square development. This includes the immediate preparation of a design brief for the proposed corridor to inform its interaction with the Kings Sq development.

PART TWO

OPERATIONS

The return of Victoria Hall to the City for day to day management has meant that the operation of this venue needs to be considered alongside the Fremantle Town Hall. Victoria Hall is at a standing start as a City managed facility:

- currently there is a very small pool of past users
- its attributes are yet to be clearly defined in the minds of hirers
- its full potential as a versatile venue is not well understood
- City management is yet to fully grasp its full usage
- it offers different options for seasons and events from the Town Hall
- it would benefit greatly from an enlivenment program through activities and the onsite presence of staff personnel

The City has managed Fremantle Town Hall for many years:

- it is better known to hirers and audiences than Victoria Hall
- it is regularly used by community and commercial hirers
- it is in need of a substantial upgrade of facilities and equipment
- it is a site where events of very different natures can be successfully held
- the dynamic between the two buildings has not been fully explored by City staff
- it is physically integrated into the adjacent City's head office

The City has responded to the new responsibility of Victoria Hall with a short term management model that uses the same staff, hiring processes and operational approach as the Town Hall. Each requires consideration and review.

Both venues are drivers of economic activity within the city, and both offer the community places for celebration, engagement, development and showcasing. Currently, the economic and community objectives do not clearly match a coherent staffing structure. This requires full examination.

Both venues are open to the public. They involve significant OS&H risks and require constant vigilance to ensure that users and visitors' safety is secure.

Active day-to-day management of both upgraded venues requires careful consideration. The new technical equipment will need to be properly set up and operated safely, making the best use of the venue and the equipment creating the best possible event.

The introduction of trusses carrying lighting and sound above an audience in the Town Hall – to match the installed system in Victoria Hall - means that safe installation and operation of this equipment is essential. So too will the installation of electrically driven seating racks.

Overall facility management will be required to coordinate the increased usage at Victoria Hall and provide a safe and structured management program for both venues. A duty statement for this role should be prepared as a first step.

Currently these two venues have services delivered by a range of City operations units including; Technical Services, Building Maintenance, Property Leasing and Asset Management. There is no coordination of these units, which leads to a potential clash between booked technical work and venue usage. eg: While the City's main building is generally not in use on the weekend, the Town Hall is almost always in use. There have been many occasions where upgrades and remedial work has been booked at the same time that performances and events are scheduled in the Hall. It is a simple case of 'the left hand not knowing what the right is doing.' This is unproductive, time-consuming and impacts on the City's reputation, efficient management and technical operations by the City.

Venue hiring fees are generally reviewed at the beginning of each financial year. If this report is adopted, there is a reasonable expectation that the hiring income could increase as hirers are relieved of the cost and effort of hiring and erecting external equipment. There are other publicly managed venues across Western Australia with which to compare hiring costs based on a per-seat-per-hour basis.

The process of finding committed repeat hirers, growing the diversity of activity is particularly acute for Victoria Hall. To quote a participant in the public consultations, *'buildings need people in them to give them life'*.

The consultants recognise the value of occupancy and people traffic in the instance of Victoria Hall. The City has been keen to keep this venue open for wider usage, but installing a resident company does not appear to support this objective. There have been a number of operational lessons learned from the past long term tenancy. However, moving the City's

Fremantle Festival staff into Victoria Hall deserves full exploration as one way of bringing the venue to life.

We do not recommend introducing commercial management to sublease or manage any areas in either venue at this time.

Front of House Management

The safety and wellbeing of the public in any City-owned venue must be of paramount importance. The management of audiences is currently left to the hirers. In the event of an accident or evacuation, this leaves the City to significant risk of legal suit.

There are a range of options available to the City that will deliver public safety. The consultants recommend a review of this arrangement.

Fremantle Town Hall – Community Facilities

The first and second floors of the Town Hall have a number of unused or under used rooms. These could be made available at a nominal fee for hire (short and longer term) by community groups. A ballot of groups wishing to use these rooms could be held as a way of fairly selecting them.

The presence of these groups will add life to the venue and make it more relevant for the Fremantle community.

Access to and security of the building will be improved if electronic door locks are installed. These require a swipe card to unlock the door and if linked to a central system these can be monitored and usage tracked.

Occupational Safety and Health

A building code audit should be carried out for both the Town Hall and the Victoria Hall. The related remedial work required to reduce or eliminate hazards should then inform a brief to architects, planners and contractors. This work is a companion to recommended risk assessments which address more technical and operational risks.

Some hazards have already been identified and include, but are not restricted to:

- Electrical shocks from mains services in the Town Hall
- Lighting bars over the Town Hall forestage only suspended on two lines (not three)
- Absence of approved access equipment for working at heights
- Absence of fall arrest systems for working at heights

RECOMMENDATION FOUR: That a full review of staffing structures in the Economic Development and Community Development sections of the City's operations be commissioned to examine opportunities for efficiencies and service delivery improvements. In addition this review will seek to identify simplified internal processes.

RECOMMENDATION FIVE: That the basic hiring documentation of each venue be reviewed. The aim would be to align the venues where possible, simplify the hiring process for users and reflect the different nature of each venue. Clear, concise documentation would help clarify the roles and appropriate responses for City staff.

RECOMMENDATION SIX: That the City employ a full time Facilities Manager prior to the installation of the recommended technical equipment. The Manager would oversee installation and supervise the day-to-day technical operation of each venue. The Manager would be the key link between the venues and other areas of City activity.

RECOMMENDATION SEVEN: That a hiring fee benchmarking study be commissioned. This would assess the hiring cost of venues against current fees charged by the City. This study will furnish the City with a hiring structure and rationale to assist community access to the venues while maximising income and usage of these assets. Rental rates for community (lower fees) and commercial (higher fees) usage should be identified along with the two tiered hirer structure in recommendation thirteen.

RECOMMENDATION EIGHT: That Fremantle Festival staff move their office into the rear rooms at Victoria Hall. The staff roles should be expanded to include the responsibility of enlivening this building with events. New staff resources may be required. Programming of activities should be undertaken in full consultation with the existing activities at the Fremantle Arts Centre. It is further recommended that Festival staff are given an incentive to maximise income from these events and return some of this income to the Festival to add value to its activities.

RECOMMENDATION NINE: That the City seeks advice on a cost effective manner of delivering front of house management to ensure audience safety and controlled management.

RECOMMENDATION TEN: That the Fremantle Town Hall 1st and 2nd floors are opened up for ongoing and immediate use by community groups as offices and meeting places. Installation of electronic locks will aid this process. Other community usage will be extended with the construction of mezzanine above the stage dock door area – creating both a meeting room and much needed storage space.

RECOMMENDATION ELEVEN: That a building code audit of each building be carried out by a suitably qualified practitioner. This will inform work which should be carried out at the same time as the recommended upgrades are completed.

MARKETING, PROMOTION AND ACCESSIBILITY

Currently, Fremantle Town Hall usage is driven almost entirely by repeat business from hirers. This is a small and discrete market. As noted above, there is almost no current hirer market for Victoria Hall.

There appears to be no marketing of either venue to potential markets including:

- Commercial music promoters
- Wedding organisers
- Larger companies seeking rooms for staff training
- The conference and meetings industry
- Fremantle institutions including Notre Dame University, Fremantle Dockers, Maritime Museum and the Esplanade Hotel
- Existing Perth performing arts companies
- Festivals including Perth International Arts Festival, Fringeworld, Fashion Festival, Tura New Music Festival, youth arts festivals

- State and national music touring networks
- Training and professional development companies and organisations
- Education networks including the Education Department, Catholic Education, Public Schools Association, TAFE
- The Fremantle community associations

In essence, a much larger market for these two heritage buildings exists, especially after they are upgraded. As the upgrades reach completion, a marketing campaign should be initiated to ensure that hirers know the venues have been substantially improved, are open for business, able to deal with versatile events and activities.

The following actions should be included in a venue Marketing Plan:

- Establish a running program of venue visits to Victoria Hall so that prospective hirers can see firsthand the upgraded building. The list should include music promoters, Fringe Festival and Perth International Arts Festival personnel, meetings and conference markets (state & national), local business networks, major corporate entities and public institutions.
- An 'Open City' event – enabling visitors and community members to see each venue and possibly other venues/sites of interest in the CBD – a Sunday event
- Elevation of these venues to front page prominence on the City's website. These require a more retail-style marketing approach and could well be served by smaller separate sub-web sites for them, so that they can be easily externally searched and booking forms accessed
- The City should exploit fully its current membership of the Perth Convention Bureau (PCB) by accessing available conference data, advertising in PCB publications and linking to the meetings and conference market
- Examine ways in which both venues can be enlivened by special events, new initiatives (eg: cafe in the east and west rooms using the atrium). This would enable the front doors under the tower to be opened and the Town Hall to be open for visitors

It is common practice for venues to have a two-tier structure for hirers – valued 'priority hirers' and regular hirers. Priority hirers are able to make bookings well in advance, plan their seasons/events and have preferential early access to the bookings book each year. If a priority hirer does not require certain dates then, after consultation, they are made available to regular hirers. The City may consider offering these hirers other support to help build audiences and usage using the proposed programming fund.

RECOMMENDATION TWELVE: That the City commissions a Marketing Plan that references the City's Strategic Plan and this report. Its purpose is to provide a blueprint for promoting each venue, highlighting its versatility, community access, heritage values and technical facilities.

RECOMMENDATION THIRTEEN: That the City introduces a two - tier hirer structure so that regular hirers (potentially the Fremantle Symphony, Fremantle Festival, Seniors' Tea Dances) are given the opportunity to secure dates in advance. External hirers may also be able to take advantage of support from the programming fund (see below). The second tier users will be occasional users.

RECOMMENDATION FOURTEEN: The City currently waives hiring fees to some community hirers. It is recommended that the value of any fees waived should be recorded in the hiring confirmation as the value of the City's contribution. The City may wish to seek a daily Access Fee (possibly \$100) as a contribution towards operations costs from these users.

VENUE PROGRAM FUND

Many local government venues have a dedicated programming fund. This fund is used to fully engage the community, add program/event diversity, attract new hirers and audiences and help regular hirers to build their audiences.

The size of a program fund is critical to the longer term usage of and vibrancy of these venues. In effect it is a community engagement and marketing function. The program at the Fremantle Arts Centre is driven by such a fund.

It is important to count the 'value' that this fund offers and to ensure that community hirers understand the value of the City's contribution to their event.

RECOMMENDATION FIFTEEN: That an annual programming fund be established to increase community activity in both venues. Totalling \$150,000pa, it would seed new activity, build new audiences and offer new access and engagement. The fund will require a Purpose and targeted objectives to measure its success. The programming fund should also count the value of the rent forgone from community users who chose to access the current venue support program and that value be transferred into the income for the relevant venue. This will enable them to recognise the value of the City's support.

PART THREE

SUSTAINABILITY

The proposed improvements to both venues will add significantly to the City's sustainability objectives. The proposed deployment of LED lighting in each venue will reduce power costs substantially, since hirers currently use (hired in) incandescent lighting for events. LED lights also emit significantly less heat, reducing air conditioning costs. The upgrade of air conditioning in the Fremantle Town Hall will mean further power and costs savings. The 25-year-old system currently in place is working at the extremes of its capacity and is therefore very power hungry.

The addition of a steel truss lighting and sound grid above the floor of the Fremantle Town Hall, plus the usage of the truss now in place in the Victoria Hall, will also reduce the number of hours required to set up a show. This will mean fewer hours where air conditioning and lighting is on, further reducing power consumption.

The overall effect will be a reduction in the energy costs per hour of usage, and a lower annual bill.

FACILITIES' SHORTCOMINGS AND UPGRADE

Fremantle Town Hall

Origin

The Fremantle Town Hall was opened in 1887, various alterations have been made subsequently⁵ In addition to the main auditorium and stage, the building contains an atrium adjacent to which three storeys of accommodation are provided (some of which are currently only used for storage). The building has no resident user, but is available for hire and in 2012 the Town Hall was used on 197 days out of 365. This compares very favourably with data on 127 venues across Australia in a recent survey.⁶ The building is not open to the public during the daytime but the consultants for this study found much interest whilst consultations were taking place.

Shortcomings

The following have been reported to the consultants during this study;

- The mains wiring is faulty and electrical shocks have been experienced.
- The air conditioning (and heating) is unable to meet users' expectations.
- The fabric of the building requires remedial work.
- The kitchen requires upgrading.
- The specialist theatre systems are limited and do not meet current practice.
- The stage format deters use.
- Dressing room accommodation is inadequate and poorly sited.
- The acoustics are not appropriate for all functions.
- There is limited disabled access around the building.
- Public toilets need upgrading, notably for disabled patrons.
- There is limited access between front and rear of house.
- There is limited loading and storage.

(Many of these shortcomings were previously identified in the Conservation and Management Plan⁷ and in the subsequent Grieve Gillett Report⁸

Response

Irrespective of the outcome of this study it is noted that the City is aware of the issues concerning the condition of the building and the consultants note the City's desire to address these as and when feasible.

This study has produced the following concept for the Town Hall which is designed to address the above shortcomings and make the venue more attractive and cost-effective to hire.

⁵ Data Base No 1015, Register of Heritage Places, Heritage Council of Western Australia

⁶ 'Economic Activity Report', 2011, Australian Performing Arts Centre Association

⁷ Conservation and Management Plan, Considine and Griffiths, 2004.

⁸ Opportunity Study, Town Hall and Victoria Hall, Gillett Grieve, December 2010, City of Fremantle

The following statements explain the approach to this concept demonstrated by the following drawings and related Order of Magnitude Cost estimate.

The auditorium is left untouched in this concept excepting for minor adjustments to service improved functionality. The most significant works are to the stage and backstage.

The main components of upgrading the functional aspects of the Town Hall auditorium and stage are:

- Repair and replacement to electrical wiring, structural, decorative and air conditioning elements;
- Installation of state-of-the-art specialist electrical, structural and seating infrastructure;
- Supply of state-of-the-art stage lighting, sound, communications, draperies and audio-visual equipment.

Lighting, sound, and audio-visual provision would be made from a truss suspended over the whole of the main room and capable of being raised and lowered by chain motors (reflective of the system in the Victoria Hall). This would provide rigging, power and data distribution to lights, speakers and projectors over the majority of the hall and its ability to lower to the floor would optimise rigging time.

Technical equipment would be supplied to a minimum level in order that hirers would not need to import as basic equipment. This would reduce their equipment hire and fit-up time. A well equipped venue is more attractive to hirers than one with just four walls.

It should be noted that the increase in the scale and complexity of the specialist equipment relates to a recommendation that technical support, provided by the City as a component of the hire, is available to all hirers. This would help the City to monitor safety aspects of the more complex rigging.

A similar truss over the front row of the balcony would house a reefer curtain which would raise up to the truss and permit the sightline from the rear balcony rows to be maintained but, when lowered, the curtain would mask the balcony from the auditorium and generate a more intimate atmosphere.

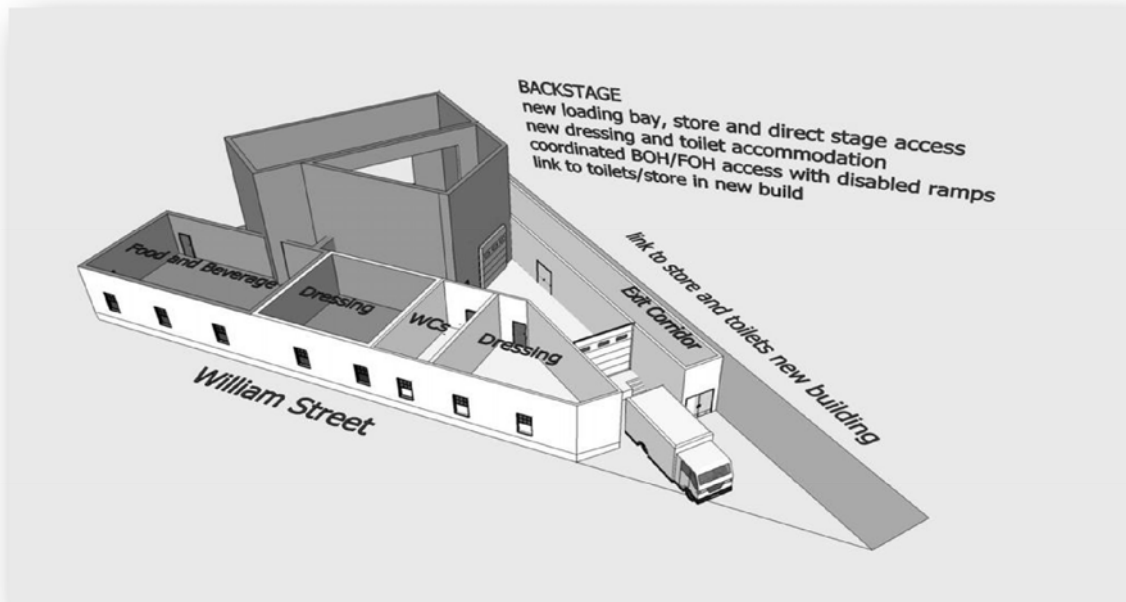
The concept further recommends that an operable wall is provided under the balcony along the line of the structural beam. This would provide the ability to mask items stored at the rear, reduce the area of the flat floor for smaller events, or provide concealed access to catering equipment during functions. The wall would fold against the side walls when fully open.

The use of both the operable wall and the balcony curtain would offer the potential to change the acoustics, when both were employed then the reverberation would be reduced and consequently unamplified voices or amplified music would be improved; when not employed the natural acoustic (enjoyed by the orchestra for example) would be maintained.

The stage is too high by contemporary standards which centre around the premise that the stage floor should be below the eyeline of the front row, which is typically 1000- 1100mm dependent on the height of the seat pad. The current stage is 1150 and Grieve Gillett commented in their 2010 report that this “tends to create a barrier”. This study therefore recommends that the stage is lowered to 700mm, this will not only improve visibility but also remove the psychological barrier that the high face of the forestage presents. (Sightlines from the balcony will not be impaired). This could be achieved with some adjustment to the air conditioning trunking in the front face and without seriously impairing the room below the stage which is used for storage. This study recommends adjustments to existing backstage spaces and new backstage buildings therefore there are no serious implications backstage for the adjustment in level.

On stage there is currently a construction of dressing rooms and toilets reached via a staircase. These spaces are inadequate and generate noise to the adjacent stage and therefore they should be demolished in favour of proposals below.

The proposal for the backstage is a new construction bridging the triangular space between the Town Hall and the Town Hall Centre. This space will provide for a loading bay and storage road leading directly to the stage through a new roller door inserted into the current wall and then through to the stage through the space vacated by the demolition of the dressing rooms. The current room adjacent to the current loading bay can then become one dressing room and the new build provides for a second dressing room with new toilets and showers between. All of the new build can be at the new level of the stage. The concept assumes this is one level only but it would be feasible to add a second level – accessible from the existing first floor corridor - where a large room could be provided for meetings and functions. The drawing below illustrates one option for these arrangements.



In the Atrium a glazed lift could be provided in the southern end serving the rooms on the first floor (it is assumed disabled access to the auditorium would be as current at ground level). Adjacent the public toilets require some access improvements.

The Grieve Gillett Report, whilst presaging many of the recommendations in this study did recommend that the existing supper room be converted to dressing rooms. The consultants for this study do not recommend this. Instead we recommend an upgrade to the kitchen and its adjacent supper room in order to better serve a wider range of functions (and provide support for portable bars). New dressing rooms are provided as indicated above in the new build. It would be advantageous to merge the 'East' and 'West' rooms (as recommended by Grieve Gillett) to improve circulation and provide greater potential for attracting and serving the community.

The current auditorium and stage provide access eastwards to and through the current Town Hall Centre. These routes provide an exit from the stage plus access to toilets and some limited storage. The rebuilding of the Town Hall Centre provides an essential opportunity to resolve current disabled access issues (for example there is no disabled access to the stage or backstage) plus a further opportunity to provide toilets for the auditorium thus removing the dependency on those off the atrium. This latter new provision would make it feasible to operate two hires simultaneously – a request which the City currently has to refuse. A further requirement of the new Town Hall Centre is the provision of storage, notably of chairs and tables, currently stored in corridors or side rooms thus restricting critical routes and preventing further hires.

It is recommended therefore that the Design Brief for the new Town Hall Centre includes a requirement for the abovementioned facilities to be provided in the new building (see Recommendation Three). There are clearly opportunities for the addition of community spaces in the new building which could serve as breakout from the auditorium and further extend the value of the facility.

The front of house circulation limits the range, scope and scale of activities (there is no bar for example - this study recommends portable bars) and this study recommends the construction of a glazed foyer in King's Square to link all the elements on this side of the building and better engage with the square (but carefully transparent so that the heritage façade can still be enjoyed- this provision might link with the restoration of the external balcony in this location). This foyer can be maintained at the line of the High Street streetscape. It could be feasible to relocate the Visitor Information Centre in this new foyer which would provide daytime activation and offer potential for café and ticket selling activities.

Retractable seating

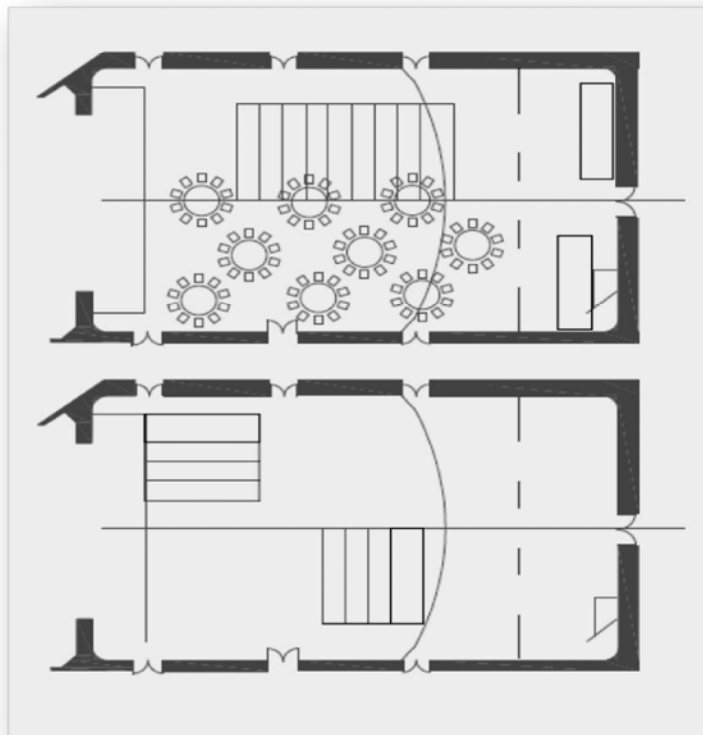
The Grieve Gillett Report, and consultations for this study, all recommended the installation of retractable seating. This device would improve the vertical sightline and minimise the time and labour required to change from a theatre style to a flat-floored event (the seating unit is power driven and can be operated by one person).

This study has explored the scale and operation of such a unit and recommends that the unit is in fact split along its centre line. This results in the two 'halves' being smaller and more manageable than a single unit and also provides some flexibility in seating formats. It is essential that the units can store at the rear of the auditorium when not in use and therefore the height of the units (and therefore the number of rows of seats which can be provided) is limited to the clearance under the structural beam under the balcony. Linked seats can be provided on the flat floor in front of the retractable.

It would be necessary to conduct a structural survey of the auditorium floor to ensure the distributed and point loads can be sustained – this survey is outside the scope of this study.

The following two drawings of the auditorium show options for different uses. In the top drawing the top half shows the location of the retractable seating unit (which would be repeated for the bottom half) and the lower half shows how the banquet provision could function –repeated for the top half.

The bottom drawing shows how the two retractable seating halves could be used separately, to provide different formats. A traditional end stage, or a corner performing area.



The seating capacity with the retractables would be 352. This would be made up of 169 in the existing balcony (which could be separated by use of the new curtain) and 183 on the retractables plus linked chairs on the floor. It should be noted that whilst this is less than the

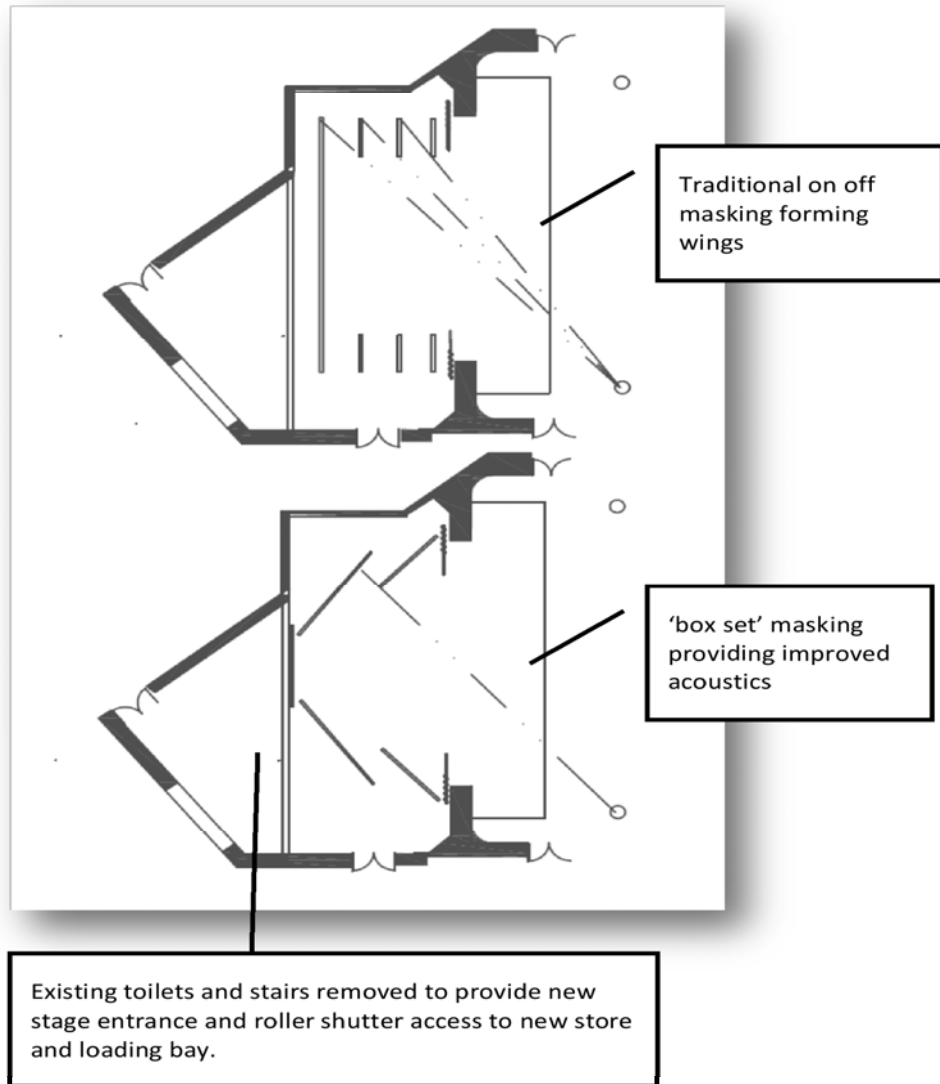
current total of 463, linked chairs could still be provided for almost all of the ground floor without the retractables but in reality very few events are reported to exceed 350.

Stage Masking

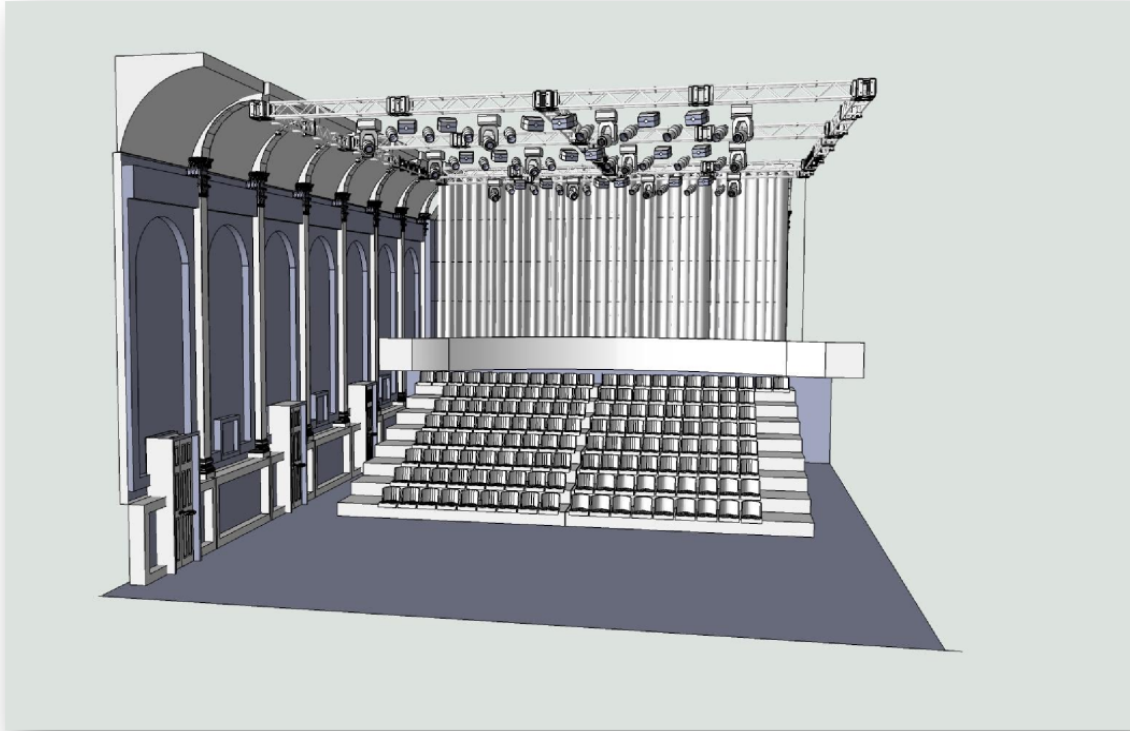
There are various options for the masking on stage of which the drawings below offer two alternatives. In both cases the masking design has to take account of the severe restrictions on wing space on actors' left, and the need to provide access to actors' left from the stage entrance at the rear centre. The two styles offer in the case of the top drawing, a traditional 'on-off' set of wings which allows actors to enter and also permits side light to be provided. The lower drawing provides a better reflective surface for actors' voices in the reverberant acoustic, but does not provide the same access as the top drawing. A decision also relates to the material from which the masking is made, traditional wool is inherently fireproof and can easily be moved but it absorbs much sound and catches stray light. Hard timber flats can be fireproofed, act as acoustic reflectors and would not catch stray light to the same extent. Above the stage overhead masking would reflect the design of the wings.

Further work is required on this aspect through consultation with the users once the general concept in this report is accepted. This work would also require a structural survey of the support structure over the stage – this work does not form part of this study.

Fremantle Town Hall proposed new stage showing removal of dressing rooms to make way for new access from loading bay and two alternatives for stage masking



The following impression shows how the auditorium could look with the new elements in place: the balcony curtain is lowered to reduce the volume of the space for smaller seating capacities (and providing useful sound absorbents for amplified and vocal work); a motorised truss (similar to that at the Victoria Hall) is shown and this would support stage lighting, sound, projection and house lighting. Finally a bank of retractable seating is shown in place. Behind the retractable seating (under the balcony) an operable wall is closed to cut off the rear of the stalls and provide a separate hireable space.



The Concept

It should be noted that a concept design by its nature is not informed by detailed technical analysis of a building. It is a functional vision of what could be achieved. Consequently later stages need to bring on board a range of specialist engineers working to an architect and a theatre consultant.

The Concept, Zones and Phasing

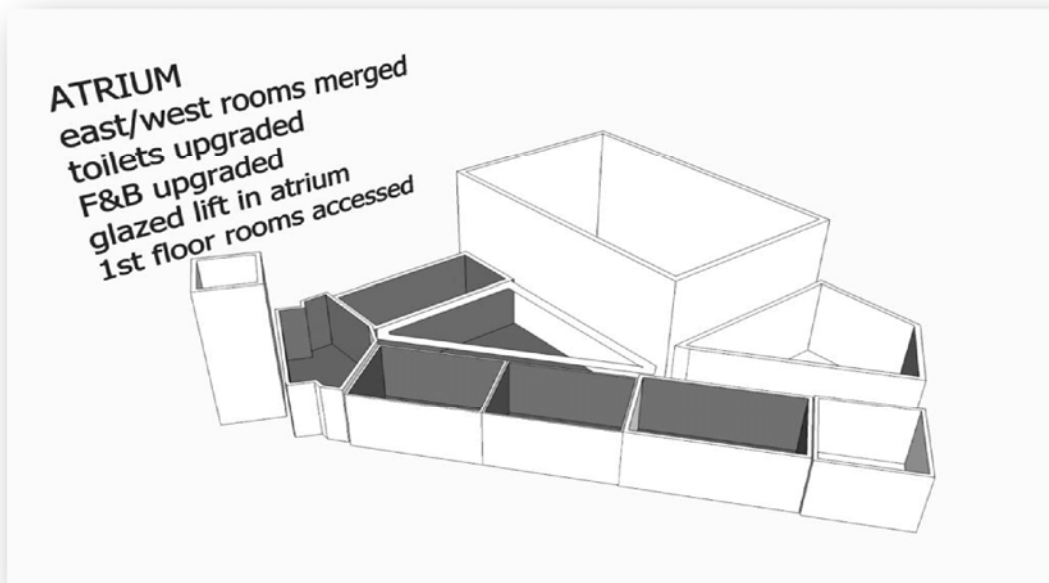
The consultants have identified that the work on the Town Hall can be arranged in (at least) three distinct physical zones and phases.

In this there are two points to note:

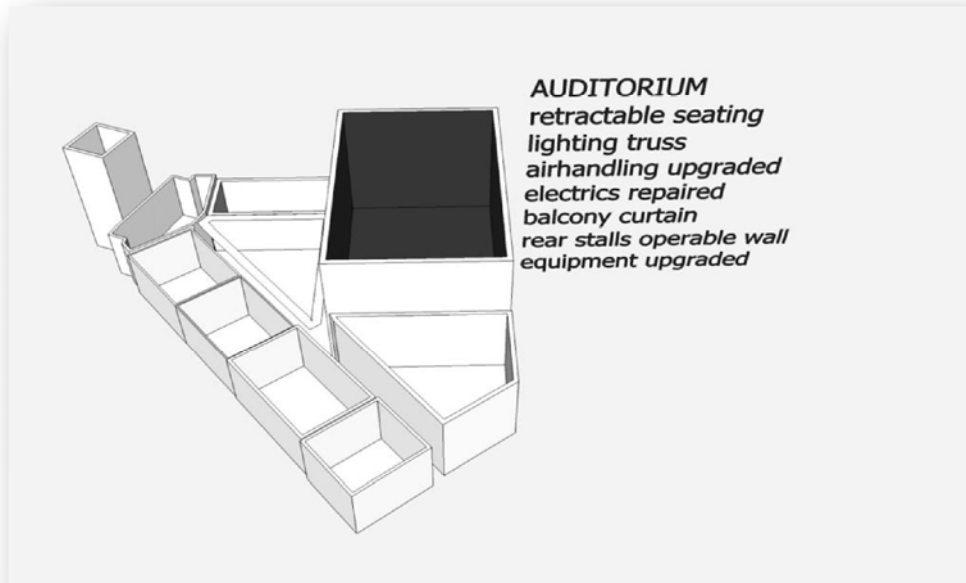
- Hires will be lost or curtailed whilst some work is undertaken, there is therefore merit in combining as much work as possible into one phase to minimise this disruption.
- Some work is best timed with the replacement of the Town Hall Centre and which therefore informs the timing of these facilities becoming available. However, should the Town Hall Centre not be replaced, or should its replacement be scheduled significantly long term, then the consultants recommend that these works be managed as alterations of the existing building.

The Zones are:

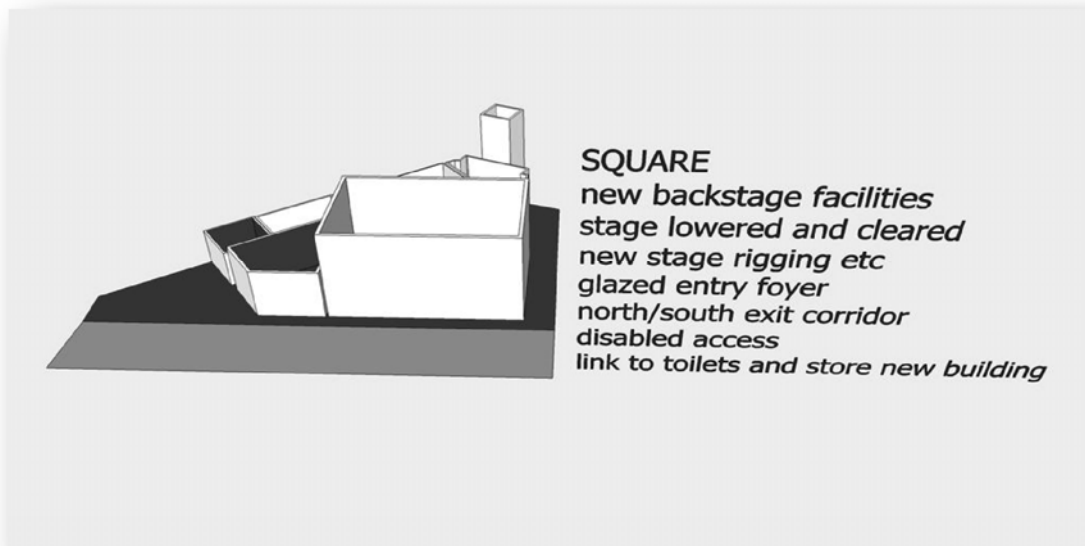
Atrium – the Atrium itself together with the east/west rooms and all rooms on the first and second floors fronting William Street.



Auditorium – the main auditorium. The stage forms a ‘subzone’ of its own and work could therefore be undertaken at any time but work on the stage area would be better undertaken with the Square zone below.



Square – this is effectively a continuous and new zone running along the front of the building on the Square, alongside the existing building but in the new Town Hall Centre and encompassing new and upgraded stage and backstage facilities with access to William Street.



The Victoria Hall

Origins

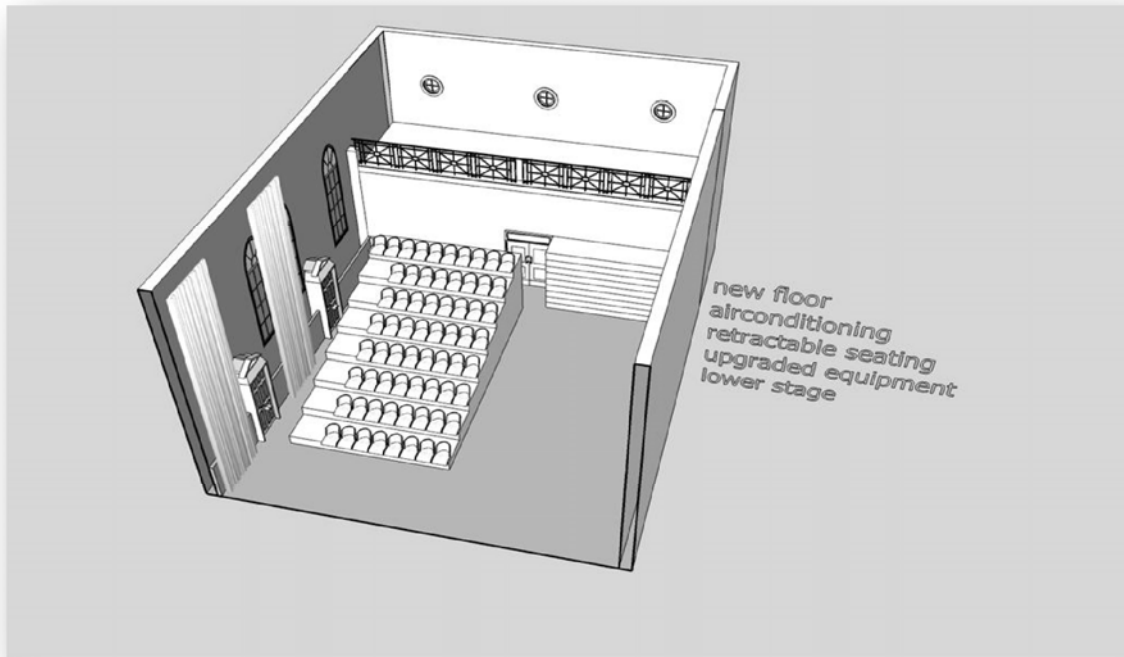
The Victoria Hall was completed in 1897. Before the City, the building had a variety of owners and equally a variety of uses. Various alterations have been carried out over the decades. For example, the Lesser Hall (behind the stage) dates from 1927 and toilets to the west of the main hall date from the 1950s. More recently the west side passage has been upgraded and now includes a bar. The Hall was leased to Deckchair Theatre until 2012. The hall is currently used part-time.

Shortcomings

The Victoria Hall has been the subject of a number of studies concerned with aspects of the building fabric, some of these have resulted in remedial work being undertaken (for example the provision of a lighting truss). Other work (such as the installation of air conditioning) has been put on hold pending the outcomes of this report.

The following have been reported to the consultants during this study;

- there is no air conditioning or heating.
- the hall floor requires remedial work (but needs to relate to future loads).
- conservation work from the 2008 Slavin Architects' study is not thought completed
- there is no kitchen.
- the specialist theatre systems are limited and do not meet current practice.
- some specialist system controls require relocating.
- the stage format deters use.
- the stage rigging system requires load testing and standardising
- dressing room accommodation is poor.
- the acoustics are not appropriate for all functions.
- there is limited loading and storage.



Victoria Hall Interior

Response

The response to the above shortcomings is dependent on a clear vision of the future purpose of the Victoria Hall. Feedback to this study indicates a continuation of the hall remaining as a place of assembly. Functionally this statement is not contradicted by the interest of Clancy's Fish Pub which, in the absence of Deckchair, is now more likely to include an audience for music events, were this interest to be progressed. It should be noted that this study has not addressed the possible location of a kitchen (which requires further specialist advice) and relates to the possibility of Clancy's using more of the building than at first envisaged.

The most significant remedial work is the installation of air conditioning which has been planned in the past but has been halted to ensure that the proposed system design is compliant with the uses proposed in this report. In brief, this report does not propose any different uses than were extant when the system was designed but, there are elements to the proposals in this report of which the system design needs to take note.

These elements fall into two key areas. Firstly, the consideration about providing a retractable seating unit. The Victoria Hall has a long history of temporary scaffolding seating which is labour intensive, inflexible on a day-to-day basis and expensive. The provision of a retractable unit would resolve all these drawbacks. However, it would need to 'park' away from the rear central exit and provide for a corridor around the rear and sides, all of which would restrict the size of the unit and thus the number of people it could accommodate. This shortcoming needs to be valued against the benefits to quick format changes. A related matter is that the floor would need to be reworked to sustain the point and distributed loads imposed by the unit. However, the floor has previously been the subject of studies

and remedial work has been planned to overcome the impact of the Elevated Work Platform (the need for which is slightly, but not completely, resolved by the installation of the raise-and-lower truss).

The work on the floor and the mass of the retractable unit will have an impact on the design of the air conditioning system which previously used the floor and units standing to the sides of the room. Therefore the decision about the retractable unit has a direct relationship to two other components of the room.

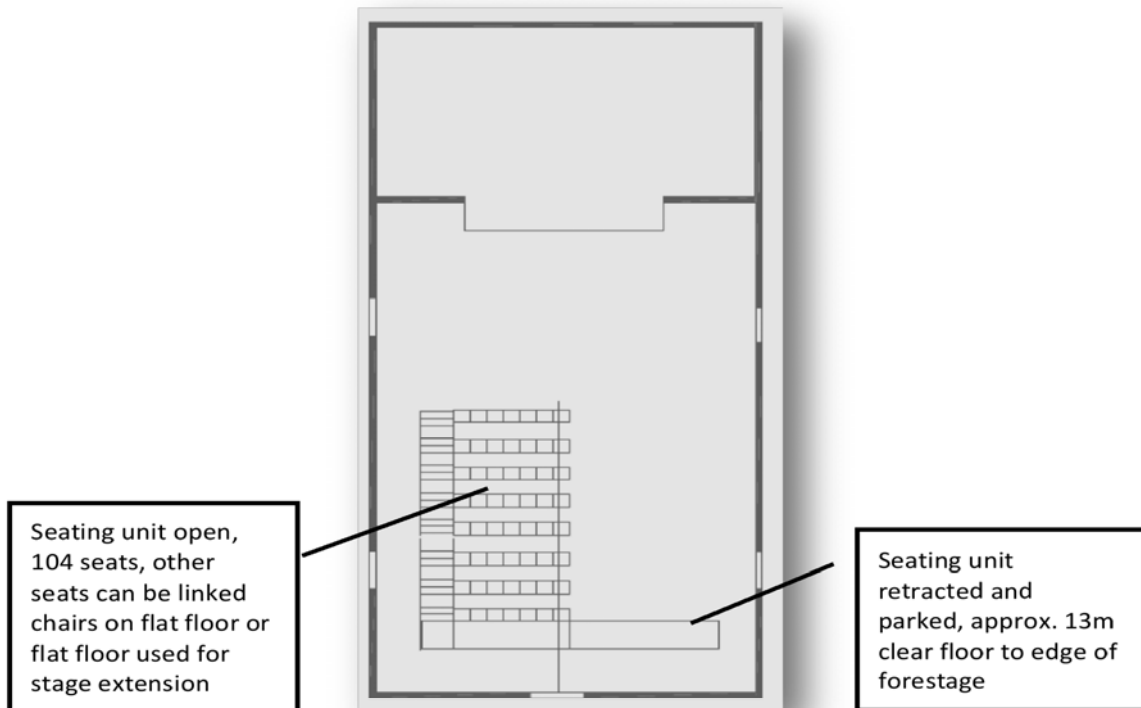
A related matter is the height of the stage which, like that of the Town Hall is too high by contemporary standards and this report recommends the stage is lowered to 700mm. The impact of this is twofold. Firstly the current air conditioning trunking is set to run under the stage and the lower clearance will have an impact in the understage room. Secondly the ceiling in the understage room will, itself, be lower although there is sufficient clearance for this reduction to allow the understage room still to function for storage and/or dressing accommodation.

The consultants have explored the feasibility of relocating the Harbour Theatre into the Victoria Hall, purely as a technical exercise to drive considerations about physical and equipment upgrades. The result of this exploration is that the hall cannot accommodate the stage size and seating capacity which the Harbour Theatre currently enjoys.

The recent provision of a raise-and-lower truss over the auditorium provides a good basis for mounting sound, lighting and AV equipment, the provision of which relies on new control equipment and the relocation of existing control equipment so that technicians can see the effects (and truss movements) which they are controlling; some additional technical cabling will be required. The stage base rigging structure will require a survey to assess if it can remain, but the consultants propose a new truss system which will be more flexible and more in keeping with current custom and practice. It should be noted that the current stage lighting units are of mature years and, notwithstanding the need for current maintenance, are labour intensive and expensive to run by comparison with LED and moving light equipment which should replace them over time.

In summary the work required to bring the Victoria Hall up to contemporary standards is modest, but its impact will be significant.

Victoria Hall showing retractable seating options



BUDGET SUMMARY

Order of Magnitude Cost Estimate and Phasing

SUMMARY	\$ Essential	Atrium	Theatre	Square	total \$
Town Hall Building	225,000	275,000	93,750	1,243,750	1,837,500
Town Hall Equipment	0	165,000	827,750	121,000	1,113,750
	225,000	440,000	921,500	1,364,750	2,951,250

	\$ Essential	\$ Short 2013- 15	\$ Medium 2015 –	total \$
Victoria Hall Building	225,000	462,500	307,500	995,000
Victoria Hall Equipment	0	388,850	396,000	784,850
	225,000	851,350	703,500	1,779,850
Total both venues inc contingency and fees, excluding GST and at 2013 estimates				4,731,100

Notes to the above:

Basis of Estimates

The above equipment costs are based on actual costs of equivalent systems installed on projects undertaken by the theatre consultant in 2012. The construction and related costs are also based on estimates used in various building projects known to the theatre consultant but they are not a substitute for actual quotations from contractors responding to specifications.

Caveats

The consultants are not mechanical, structural or electrical engineers and their scope did not include for surveys in these areas. The development of concepts in this report will rely on surveys undertaken by relevant engineers.

A significant contingency should be added, especially where construction work is likely to be undertaken in a heritage building.

Escalation

Costs are at 2013 estimates but escalation should be added for Phases Two and Three.

Exclusions

The above estimates are for capital work only and do not include new recurrent expenditure on (for example) staffing, marketing and programming. They do not include for remedial work (for example to the Clock Tower).

APPENDIX ONE

List Of Groups Consulted In This Project

- Fairbridge Festival
- Fremantle Chamber of Commerce
- Art Blast
- Cockburn Pipe Band
- DADDA
- Kidogo Art Institute
- Fly by Night Club
- Spooky Men of the West Choir
- Fremantle Ukulele Group
- Artsource
- Fremantle Ports
- Spare Parts Puppet Theatre
- City of Fremantle
- Fremantle Symphony Orchestra
- Bonsai Society of Western Australia
- Fremantle Eisteddfod
- Harbour Theatre
- Clancy's Fish Pub
- WA Maritime Museum Fremantle
- West Australian Symphony Orchestra
- Perth Theatre Trust
- Lotterywest
- Department of Culture and Arts
- Fremantle Historical Society
- National Trust
- Perth Convention Bureau
- Notre Dame University
- Peter Zuvela artist
- Witzend Studio
- Fremantle Carnevale
- Tony Gajewski photographer
- Bootleg Comedy Festival
- The Blue Room
- Ochre Dance Company

APPENDIX TWO

Community Consultation Advertising

**FREMANTLE TOWN HALL
AND VICTORIA HALL
USAGE OPTIMISATION**

How best can these two historic venues be updated and improved so that City residents and visitors are able to make full use of them? The City of Fremantle is undertaking a study to find out what current and future hirers need. What technical equipment and operating facilities are high priorities and how these venues could be best resourced?

A community meeting will be held on:
Thursday 14 February 2013
at 5.30pm at the Fremantle Town Hall
– entry via north west main door.

RSVP: events@fremantle.wa.gov.au or
call 9432 9945. RSVP by Wed 12 Feb

City of
Fremantle

Public advertising in the Fremantle Gazette and Fremantle Herald, week of Mon 4 February 2013

APPENDIX THREE

Barriers to Usage

Fremantle Town Hall

- Internal electrical wiring is unsafe and needs urgent attention. A majority of power points do not work and shocks have been delivered to users
- The flat floor is useful for dinner and cocktail events, but audiences attending performing arts events do not like it as people in front of them block the view of the stage. Retractable seating that returned under the balcony would be add significantly to the venue's usage
- The acoustics are best suited to the spoken word, choirs and classical performances. Amplified music is not suited to the venue
- There is no lighting rig, the floor in front of the stage where performances often take place is difficult to light
- The venue looks uncared for and shabby. New painting, upgrade of facilities would make it so much more usable/attractive as a venue for special events
- The air conditioning does not cope with hot or cold weather. It needs upgrading or a significant maintenance schedule to ensure that it meets the tasks required
- There is no foyer and no place for people to gather before or after an event
- There are no bar facilities, all glasses, tables, fridges and other basic essentials need to be hired and brought in for events – this is a major disincentive for usage

- Access for people with disabilities to the venue are reasonably good but there is no access to the stage for disabled people
- The toilets need a facelift and upgrade for disabled patrons
- The kitchen needs an upgrade at least so glass and dish washing can be performed
- There are no in-venue communications facilities for staff and production crew
- The stage is too high for many performances, the current stage height acts like a barrier

Victoria Hall

- There is no air conditioning in the main auditorium or rear rooms
- The bar needs tables/chairs for the outdoor area
- Lighting bars over the stage don't appear within safety requirements
- Retractable seating would be a valuable asset that would help create an attractive performance venue
- Harbour Theatre needs a new home and Victoria Hall is favoured
- Floor isn't of sufficient strength for retractable seating strong enough (broken floor board replacement in evidence)
- Venue needs a street presence, activity to give it life and a new direction
- Rear rooms would make valuable offices, rehearsal areas, meeting rooms or a small kitchen in one of them

APPENDIX FOUR

Documented Changes to Fremantle Town Hall and Victoria Hall

Fremantle Town Hall

(Taken from 'Evolution of Existing Plans' Considine and Griffiths January 1985.

The above plans (and sections) collate a range of changes to the original Town Hall. For the sake of brevity in this report a detailed list of changes to the William Street building is omitted but can be summarised as including: the removal of fireplaces, minor adjustments to the locations of walls and staircases, provision of timber panelling in the Council Chamber and the fitting of electrical controls to the tower clock. All these alterations took place between 1908 and 1965.

For the main auditorium and stage the following was recorded (the descriptors are those on the drawings themselves):

- 1898 [north wall] balcony added and windows altered
[north wall] pediment demolished
- 1902 Electric lighting to replace gas lighting and roof lighting diffused to cut down daylight⁹
- 1903 escape stair [from balcony] constructed
- 1904 basement floor and new support added
- 1925 (prior to) new proscenium arch added
- 1927 [north wall balcony removed and windows reinstated
- 1947 roof trusses extensively repaired
- 1957 New stage front added
Auditorium ceiling and walls painted out
Auditorium door pediments removed
- 1963 escape stair [from balcony] demolished
- 1965 kitchen removed rear of stage
New stage front added
[north wall] windows removed and light proof ventilation added
Louvered ventilators modified
Roof and ventilators replaced, Gable Louvres covered
- 1967 projection booth added
- 1969 acoustic curtains added

A number of changes are not dated on the above drawings:

- Cyclorama removed, [backstage] galleries and stairs added
- [Stage right] window altered to form stage door
- Singapore cedar floor replaced

Victoria Hall

The work on this building is not documented in the same way as that for the Town Hall. The details below are taken from the listing on the Register of Heritage Places;

Additions:

- Lesser Hall and living quarters
- Rear store and bathroom
- Toilets to the west of the main hall

⁹ An alternative drawing gives this work as being carried out in 1908

Alterations

- The original opening to the mezzanine stairs has been altered and a new opening created from the main hall
- A number of the original exit doors appear to have been replaced
- The original floor to the stage appears to have been replaced
- A suspended ceiling has been added to the room on the east of the entry.

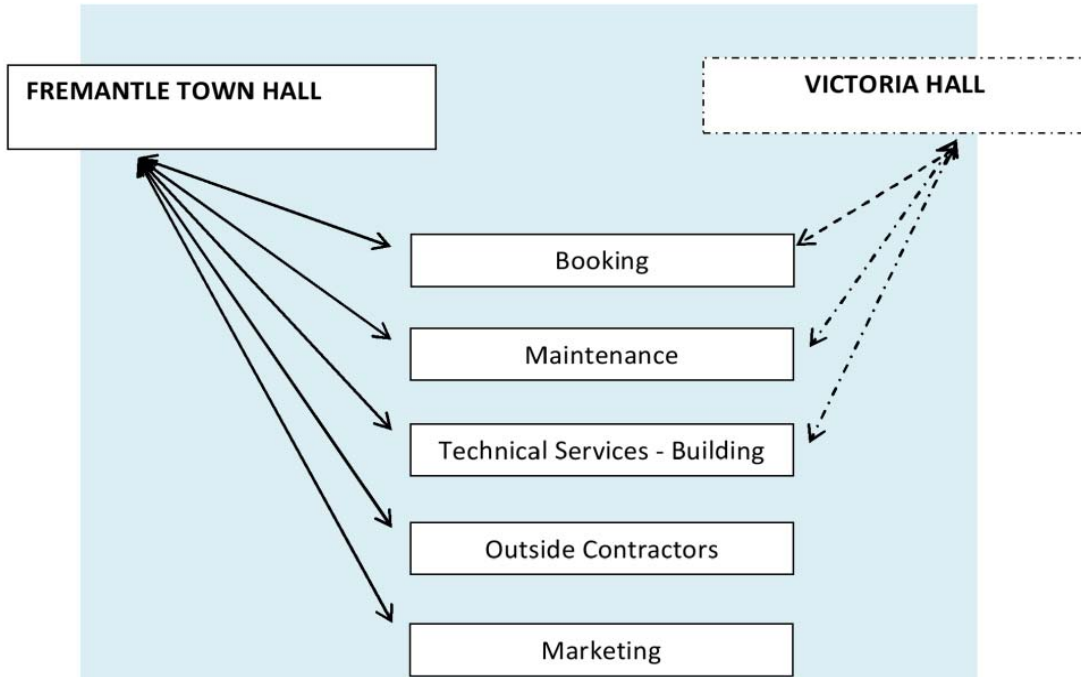
Consultants' additions:

- A new bar, entrance and toilets have been added
- The line of the forestage is not thought original

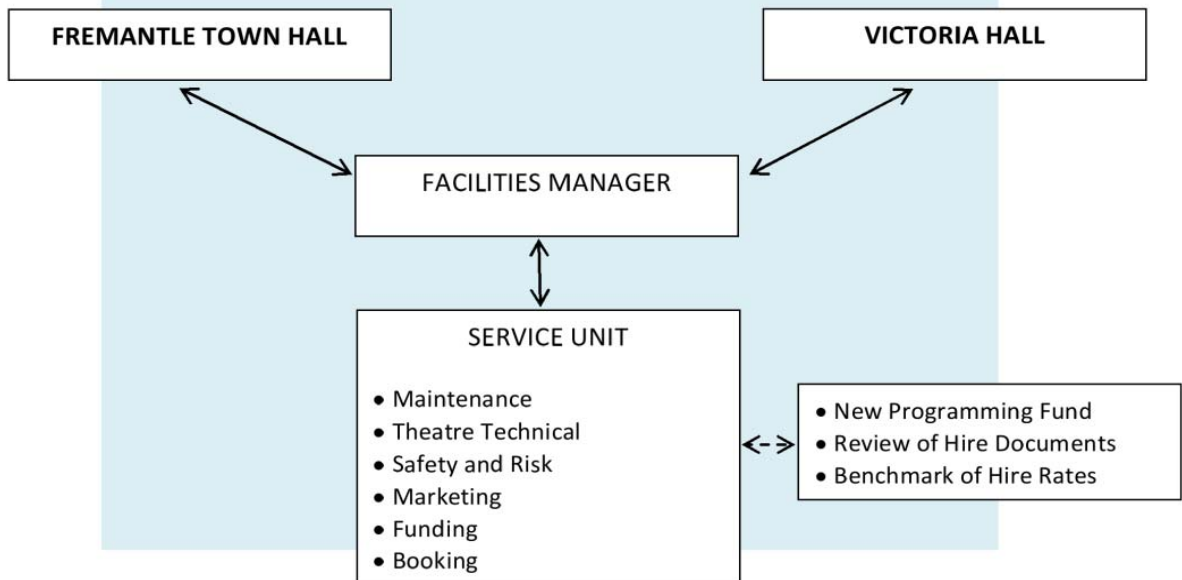
APPENDIX FIVE

Proposed Management Model

CURRENT



PROPOSED



APPENDIX SIX**Building Code of Australia**

Local Governments are required to ensure that building applications comply with the design requirements of the Building Code of Australia (BCA) before granting building approval. Building service practitioners must then ensure that building work is carried out in accordance with the technical provisions of the BCA, as approved by the Local Government.

Building service practitioners are required to achieve compliance with the BCA by using either Deemed-to-Satisfy Provisions or Alternative Solutions that meet the performance requirements. When choosing to use an Alternative Solution, building service practitioners are reminded that the BCA sets out the criteria that must be met, and that all Alternative Solutions must be approved by the Local Government before work proceeds.¹⁰

The BCA does not apply retrospectively to existing buildings and there is some discretion available for councils where upgrades are planned. Generally the focus is on fire safety.

A Study in 2011 by the consultants of 16 documented fires in theatres found that only 19% of the fires started on stage, a further 19% started outside the auditorium, 25% started as a result of building work and 19% were the result of arson; of the remaining 19% the cause was unknown. This means that detection and warning systems should not be concentrated on stage but cover the whole building.

In applying the BCA to the Town Hall and the Victoria Hall one of the first assessments is concerned with the need to install a smoke extract on the stage. However, in both cases the area of the stage is less than 300m² and therefore no such extract should be required.

As a component of planning the broader architectural work proposed (mostly for the Town Hall) in this report, a Building Code Audit should be undertaken for both buildings. Undoubtedly neither will or can be fully compliant but the legislation provides the concept of reasonableness in implementing remedial measures and put simply the BCA is concerned with the ability to detect a fire, the ability to warn of the fire and the ability to evacuate safely. An upgraded building which addresses these requirements is likely to be acceptable. A BCA Audit of both buildings is likely to require the addition of comprehensive smoke detectors working to a Fire Information Panel and thence to an Emergency Warning Intercommunication System (EWIS). The Order of Magnitude Cost estimates in this report contain a budget line for this item.

¹⁰ Building Commission, Department of Commerce, Government of Western Australia

APPENDIX SEVEN**Reports and Materials Studied For This Report****Miscellaneous**

1. Arts Festival Survey Report, City of Fremantle, 2012
2. Easter Parking Study, City of Fremantle, 2012
3. Lotterywest Funding, City of Fremantle, 2011
4. Holidays Activity Programs, City of Fremantle, 2013
5. Norwood Concert Hall details, City of Fremantle, 2012
6. Perth Town Hall Hire Fees and Guide, City of Perth, 2012
7. Annual Budget Documents, City of Fremantle, for 2013
8. Subsidised Use Application form, City of Fremantle, undated
9. Asset Operating Status, FTH and VH, City of Fremantle, 2013.
10. Major Performing Arts Infrastructure Report, Fremantle extract, Hames Sharley, undated
11. Strategic Plan 2010-2015 City of Fremantle, 2010
12. Emails regarding the two buildings from City Officers
13. Urban Design Strategy Kings Square, City of Fremantle, 2012
14. Town Hall and Victoria Hall Opportunity Study, Grieve Gillett, 2010
15. Cultural Infrastructure Directions, Department of Culture and the Arts, 2012
16. Meeting Planners Guide, Perth Convention Bureau, undated

Fremantle Town Hall

17. Structural Assessment of Clock Tower, Parsons Brickerhoff Associates, May 2010.
18. Plans of Town Hall Centre (4), City of Fremantle, 1998
19. Clock Tower Report, Abel t/as Kraft, 2007.
20. Application form for Hire, City of Fremantle, undated
21. Town Hall Refurbishment, Grieve Gillett, December 2010.
22. Assessment Documentation, Heritage Council of WA, undated.
23. Plans and sections, Considine and Griffiths, January 1985.
24. Conservation and Management Plan, Considine and Griffiths June 2004.

Victoria Hall

25. Stage 6 Conservation Works, Slavin Architects, 2008 onwards
26. Building Permit, City of Fremantle, October 2012.
27. Heritage Interpretation Plan, Mulloway Studio+ Paul Kloeden, January 2010.
28. Localised Damage in Timber Floors, Airey Taylor, 2012
29. Mechanical Services drawings (4), Cardno ITC, 2012
30. Application form for Hire, City of Fremantle, undated
31. Assessment Documentation, Heritage Council of WA, 1998
32. Equipment List (Deckchair), City of Fremantle, 2012

APPENDIX EIGHT

Detailed Budget

CAPITAL BUILDING WORK TOWN HALL						
Ref	Item	Phases				total \$
		\$ Essential	Atrium	Theatre	Square	
B1	Appointment of architect and relevant sub-consultants (e.g. structural, mechanical, electrical, acoustical, heritage, theatre) to develop concept and produce specification and tenders for all following work	0	70,000	50,000	180,000	300,000
B2	Remedial work to mains electrical installation plus new electrical work for specialist services	40,000	10,000	10,000	30,000	90,000
B3	Upgrade of air conditioning system including new chillers and control), individual units in adjacent rooms	70,000	30,000	0	30,000	130,000
B4	Demolish stage dressing rooms and stairs and lower stage floor	0	0	0	150,000	150,000
B5	Construction of glazed entrance foyer on Square connecting elements, inc signage	0	0	0	225,000	225,000
B6	Improvements to public toilets, general remedial work, making good from the above and painting	0	20,000	15,000	15,000	50,000
B7	Installation of glass lift (2 level) with attendant platform to connect to first floor gallery	0	0	0	175,000	175,000
B8	Upgrade of smoke detectors / Fire Information Panel and EWIS system	70,000	0	0	0	70,000
B9	Adjustments to first floor including electronic lock suiteing for community rooms	0	90,000	0	0	90,000
B10	New function/meeting room above new backstage area with corridor to existing building and exit stairs	0	0	0	190,000	190,000
B11	Totals excluding GST and at 2013 estimates	180,000	220,000	75,000	995,000	1,470,000
B12	Building contingency at 25%	45,000	55,000	18,750	248,750	367,500
B13	Total recommended building budget	225,000	275,000	93,750	1,243,750	1,837,500
		\$ Essential	Atrium	Theatre	Square	total \$

CAPITAL EQUIPMENT WORK TOWN HALL		\$ Essential	Atrium	Theatre	Square	total \$
E1	Steel box truss approx. 15m x 12m with internally wired lighting outlets, data and sound outlets, cable management system and 8 chain hoists and controller, Installed to steel work by others	0	0	90,000	0	90,000
E2	Electrically operated festoon curtain suspended on deadhung truss to hide balcony, installed to steelwork by others.	0	0	12,000	0	12,000
E3	Manually operable wall for under balcony capable of being used in sections.	0	0	7,000	0	7,000
E4	Electrically powered retractable seating unit (n two halves) additionally with power to move in and out of parking position, with 132 seats complete with removable hand rails and aisle lighting	0	0	250,000	0	250,000
E5	Provisional Sum for remote controlled moving spotlights with LED colour change and framing shutters, DMX networking. For both stage and auditorium including lighting control and dimmers.	0	0	200,000	50,000	250,000
E6	Set of LED dimmable house lights with dimmer and control and stage working lights, these mounted on the truss and angled both to highlight the architecture and downlight the stalls. Fixed units for the balcony.	0	0	3,500	0	3,500
E7	Provisional sum for stage area rigging overhaul.	0	0	0	60,000	60,000
E8	Provisional sum for new audio system, cabling, digital mixer, digital snake	0	0	100,000	0	100,000
E9	Provisional sum for AV equipment including cameras (2), data projector, stands and cables.	0	80,000	0	0	80,000
E10	Network of data, communications and video outlets working to new patch facilities and related distribution. Including installation of low level cabling	0	0	90,000	0	90,000
E11	Remedial work to kitchen and equipment upgrade, inc portable bars	0	70,000	0	0	70,000
E12	Totals excluding GST and at 2013 estimates	0	150,000	752,500	110,000	1,012,500
E13	Equipment contingency at 10%	0	15,000	75,250	11,000	101,250
E14	Total recommended equipment budget	0	165,000	827,750	121,000	1,113,750

CAPITAL BUILDING WORK VICTORIA HALL					
		\$ Essential	\$ Short 2013-15	\$ Medium 2015 –	total \$
B1	Fees to theatre consultant, structural, electrical and mechanical engineers to survey where relevant and draw up specification and tenders.	0	100,000	36,000	136,000
B2	Repair and replace stalls floor to accept greater loads of EWPs and retractable seating	90,000	0	0	90,000
B3	Additional electrical work including for retractable unit, air conditioning and new equipment	40,000	10,000	0	50,000
B4	Installation of air conditioning system in main hall (Short), individual units in adjacent rooms (Medium)	0	250,000	30,000	280,000
B5	Lower stage and forestage and make good	0	0	150,000	150,000
B6	General remedial work, making good from the above and painting	0	10,000	30,000	40,000
B7	Upgrade of smoke detectors / Fire Information Panel and EWIS system	50,000	0	0	50,000
B8	Totals excluding GST and at 2013 estimates	180,000	370,000	246,000	796,000
B9	Building contingency at 25%	45,000	92,500	61,500	199,000
B10	Total recommended building budget	225,000	462,500	307,500	995,000

		\$ Essential	\$ Short 2013-15	\$ Medium 2015 –	total \$
CAPITAL EQUIPMENT WORK VICTORIA HALL					
E1	Electrically powered retractable seating unit complete with removable hand rails and aisle lighting	0	0	250,000	250,000
E2	Provisional sum for remote controlled moving spotlights with LED colour change and framing shutters, DMX networking. For both stage and auditorium including lighting control and dimmers.	0	100,000	70,000	170,000
E3	Set of LED dimmable house lights with dimmer and control and stage working lights, these mounted on the truss/es and angled both to highlight the architecture and downlight the stalls.	0	3,500	0	3,500
E4	Provisional sum for stage area rigging overhaul	0	20,000	40,000	60,000
E5	Provisional sum for new audio system, cabling, digital mixer, digital snake	0	100,000	0	100,000
E6	Provisional sum for AV equipment including cameras (2), data projector, stands and cables.	0	80,000	0	80,000
E7	Network of data, communications and video outlets working to new patch facilities and related distribution. Including installation of low level cabling	0	50,000	0	50,000
E8	Totals excluding GST and at 2013 estimates	0	353,500	360,000	713,500
E9	Equipment contingency at 10%	0	35,350	36,000	71,350
E10	Total recommended equipment budget	0	388,850	396,000	784,850

SUMMARY	\$ Essential	Atrium	Theatre	Square	total \$
Town Hall Building	225,000	275,000	93,750	1,243,750	1,837,500
Town Hall Equipment	0	165,000	827,750	121,000	1,113,750
	225,000	440,000	921,500	1,364,750	2,951,250

	\$ Essential	\$ Short 2013- 15	\$ Medium 2015 –	total \$
Victoria Hall Building	225,000	462,500	307,500	995,000
Victoria Hall Equipment	0	388,850	396,000	784,850
	225,000	851,350	703,500	1,779,850
Total both venues inc contingency and fees, excluding GST and at 2013 estimates				4,731,100

Notes to the above:

Basis of Estimates

The above equipment costs are based on actual costs of equivalent systems installed on projects undertaken by the theatre consultant in 2012. The construction and related costs are also based on estimates used in various building projects known to the theatre consultant but they are not a substitute for actual quotations from contractors responding to specifications.

Caveats

The consultants are not mechanical, structural or electrical engineers and their scope did not include for surveys in these areas. The development of concepts in this report will rely on surveys undertaken by relevant engineers.

A significant contingency has been added, this is especially recommended where construction work is likely to be undertaken in a heritage building.

Escalation

Costs are at 2013 estimates but escalation should be added for the Medium and Long Term phases

Exclusions

The above estimates are for capital work only and do not include new recurrent expenditure on (for example) staffing, marketing and programming. Neither do the estimates include for remedial work (for example on the Clock Tower).

ATTACHMENT 2



**STATEMENT OF
WORK.
VICTORIA HALL AND
FREMANTLE TOWN
HALL**

Economic Development and
Marketing – City of Fremantle

STATEMENT OF WORK

VICTORIA HALL AND FREMANTLE TOWN HALL

1 INTRODUCTION

The City of Fremantle has a nationally recognised reputation as a centre of arts and cultural activity. The City has an outstanding built environment, active commercial and professional galleries, the State's Maritime Museum, the Fremantle Arts Centre, festivals which feature across the annual calendar and a large number of artists of all disciplines living and working within its boundaries.

The arts and entertainment sector is big business in Fremantle. The sector is a major drawcard for national and international visitors as well as Perth residents who flock to the City each week.

The City of Fremantle owns a number of assets that service the community and which play a large role in the arts and entertainment business. Two of these are historic buildings; the Fremantle Town Hall and Victoria Hall.

The Fremantle Town Hall was opened to coincide with Queen Victoria's Golden Jubilee on 22 June 1887. Victoria Hall was originally a parish hall and was renamed after the British Monarch, at the time of her Diamond Jubilee in 1897.

2 BACKGROUND

In the City's Strategic Plan 2010-2015 there are a number of commitments made to the community of Fremantle. Those related to this scope of work include:

- work to provide a liveable city with a range of housing, work and recreation opportunities
- provide for population and economic growth by planning and promoting development and renewal in designated precincts within the city;
- sustain and promote strategic initiatives that will grow our diverse arts culture
- protect and enhance our significant built and social heritage

In this strategic context the City has undertaken an Urban Design Strategy for Kings Square, the centre of the City. The Town Hall is the centre piece of this strategy and Victoria Hall is just outside the geographical boundaries of this proposed development site.

The Urban Design Strategy includes City owned buildings, parkland, privately owned commercial property and St John's Church.

3 THE VENUES

Victoria Hall re-leased by the City of Fremantle to Deckchair Theatre on 1 July 2011. This company has since closed operations and the City has made recommendations to Councillors that the venue be available for short term, casual hire until an operations and usage review can be completed.

For over ten years Deckchair was the lessee of Victoria Hall and its resident company. The venue was used for rehearsals and performances by this company. From time to time the lessee sub-leased the venue for once-off events.

During the period of the Deckchair residency the Hall was substantially upgraded. Improved front of house facilities, bar and outdoor area, purpose designed backstage and technical equipment was installed, facilities for company management, performers off stage areas and limited acoustic attenuation was also installed in the main auditorium. This work was paid for by public funds and the hall is now a valuable public asset.

Details of additional recommend physical upgrades for Victoria Hall are contained within the Grieve Gillett Opportunity Report December 2010.

Fremantle Town Hall is also available for short term and casual hire. It is a much larger venue with capacity for significantly greater audiences. The Grieve Gillett Report notes that the Town Hall does have major deficits in OHS&W requirements.

This document also indicates that other vital development could significantly enhance usage of the Town Hall in a way that improves access by patrons, provides an engaging and welcoming entry to visitors.

The City wishes to explore options that will increase usage of both venues and access to the City's residents and visitors. Activities may include:

- Community events
- School presentations
- Formal City events
- Arts activities – performance, exhibitions, rehearsals and workshops
- Film, digital and photographic showings
- Conferences
- Meetings, dinners and functions
- Product launches
- Markets and trade shows

4 STATEMENT OF REQUIREMENTS

The City of Fremantle wishes to engage a suitably qualified independent consultant who can provide professional expertise to investigate future options to maximise use of both the Fremantle Town Hall and Victoria Hall.

Statement of Work – City of Fremantle – Victoria Hall and Fremantle Town Hall

The work breakdown is as follows:

- Provide recommendations that maximise the potential use of each venue
- Identify design, facilities and capital improvements that will increase venue usage
- Provide estimated costings of the investment required to deliver these improvements
- Recommend a management model so that these venues can be managed by the City in an integrated manner
- Identify potential users and events to assist City staff in marketing the venues
- Consider City investment in venue programming that will increase venue usage, boost economic activity in the City and add to the cultural and creative opportunities for residents and visitors

5 CONSULTANCY

5.1 The Client

The City of Fremantle has appointed its Manager of Economic Development and Marketing as authorised to give instructions to the Consultant.

The Client's Representatives Andrew Eastick is; mobile 0406420854 and email andrewe@fremantle.wa.gov.au

6 CONDITIONS OF ENGAGEMENT

6.1 Consultant

The Consultant shall nominate the person who will have the day to day management responsibility for the duration of the project and provide a detailed resume of the nominee who shall be referred to as the Nominated Consultant. All liaisons with the Client shall be through the Nominated Consultant.

The Client anticipates the Consultant shall enter into an appropriate agreement with the Nominated Consultant to ensure continuity of responsibility for the project. The Client also reserves the right to review and approve of any change to the Nominated Consultant.

6.2 Costs of Submission

All costs associated with preparing and submitting the Submission to secure this work will be borne by the Consultant.

6.3 Fees and Charges

The Consultant is to submit a fee for the complete services (including those of sub consultants) required by this Statement of Work.

The fee shall be a lump sum fixed fee based on the requirements of this brief and it must be fully inclusive of all disbursements, sundry costs and charges, profit,

administration costs, overheads and all incidental costs required to carry out and complete the services required.

Advertising and meeting expenses for any community consultation component of this project will be paid by the Client. Scheduling and managing any consultation process will be undertaken by the consultant in liaison with relevant Client staff.

6.4 Method of Payment

10% of total amount (including GST) to be paid at signing of a contract between the parties. Monthly payments in arrears up to a maximum sum of a further 70% of the agreed fee will be paid by the City on receipt of appropriate tax invoice as the work progresses. The balance of 20% is payable upon the acceptance of the final report by the Client.

6.5 Conditions of Acceptance

In accepting the commission the Consultant acknowledges the following:

- The Consultant has fully acquainted with all terms and conditions of this Statement of Work.
- The Consultant has satisfied itself with respect to any discrepancies, ambiguities or omissions in this Statement of Work by seeking clarification of such in writing from the Client.
- All information contained in this Statement of Work and accompanying documentation is confidential to the Client and shall not be used by the Consultant other than for the performance of the services required.

6.6 Selection Criteria

In assessing submissions the Client will take into account the following factors:

Consultants proposed methodology in implementing the Brief	45%
Consultants demonstrated previous experience	45%
Lump Sum Fee proposal	10%

6.7 Information Required in Proposal

The Consultant should structure their response to include the following details which may be additional to that provided in its submission.

- Name of company
- Company details
- Contact person who will be the project leader
- Statement addressing the Selection Criteria and detailing methodology to be used
- Lump sum fee proposal
- Referees

**SGS1304-5 SWAN RIVER FORESHORE DINGHY MANAGEMENT
COMMUNITY CONSULTATION
ATTACHMENT 1**



POLICY SRT/D26

DINGHY MANAGEMENT ALONG THE SWAN CANNING RIVERPARK SHORELINE

BACKGROUND

Although there is no established right for private citizens to store dinghies on public shoreline reserves in the Swan Canning Riverpark, it has been tolerated in the past as a practice primarily associated with the mooring of larger boats. In low numbers and in particular areas it could be argued that the storage of dinghies on the shoreline does not have a significant detrimental impact. Recently the rapid growth in boat ownership, increased pressure on shorelines through recreational use, and the need for increased protection of the ecological value of shoreline vegetation, has made it necessary to control the practice. Problems associated with the storage of dinghies on shoreline reserves include:

- damage to shoreline vegetation and increased risk of riverbank erosion;
- restricted public access and use of the shoreline;
- creation of a public safety risk and associated duty of care issues;
- difficulties in carrying out routine shoreline maintenance operations or restoration works by foreshore land managers, and other authorities; and
- detrimental impacts on the general amenity of the shoreline.

The *Boating Management Strategy for the Swan Canning Riverpark* (BMS) was released in February 2009 as a guiding document to manage boating on the Swan and Canning rivers. The BMS made a number of recommendations on the issue of storage of dinghies on the shoreline, including Recommendation 2.8 which states 'once management plans are implemented, no dinghy is to be left on the shoreline unless in an applicable local government management system'.

This policy for dinghy management along the Swan Canning Riverpark shoreline formalises the BMS recommendation.

OBJECTIVES

The objectives of this policy are to:

- prevent alienation of public open space and foreshore reserve areas;
- mitigate environmental impacts on the Riverpark;
- improve the integrity of environmentally sensitive areas of river shoreline;
- maintain and improve public safety and access to the river shoreline;
- provide support for local government to implement local responses consistent with a river-wide approach; and
- support the establishment of orderly management systems in appropriate locations.

SRT/D26 – Dinghy management along the Swan Canning Riverpark shoreline

POLICY**SRT/D26.1 General**

Dinghy storage in the Swan Canning Riverpark may be considered in circumstances where:

- there are limited opportunities to provide alternate systems such as dinghy launching facilities;
- they are in an approved storage system managed by land owners;
- they are identified in a manner consistent with the Navigable Waters Regulations Part VA;
- they do not cause environmental damage;
- they are not the predominant use on the shoreline; and
- they do not limit access between the river reserve and public open space.

SRT/D26.2 Design and location of dinghy storage systems

In most circumstances, dinghy storage facilities will only be considered where alternate approaches are not possible. Where dinghy storage is proposed, consideration will be given to the impact on the Riverpark's ecological health, amenity and public access. The design, size and location of storage systems should respond to demand while balancing other shoreline user needs. To minimise visual and environmental impacts, the size of infrastructure installed to secure dinghies should be kept as small as possible. Storage racks will only be supported in limited circumstances where there is already significant development such as at a yacht club and where it will not cause significant loss of amenity.

SRT/D26.3 Equity of access

Demand for dinghy storage facilities may outstrip supply therefore a waitlist system is recommended. A user-pay system may assist in recovering the costs of installing and managing such facilities.

SRT/D26.4 Alternative approaches

In areas adjacent to mooring sites, where dinghy storage is limited or not provided because of high conservation values, or in areas where local governments are not able to provide a storage system, consideration should be given to providing sufficient parking and access for small hand trailers to enable boat owners to launch dinghies to reach their vessel.

Other approaches such as the sharing of dinghies by boat owners and provision of tender services will be encouraged.

SRT/D26.5 Removal of dinghies/Enforcement

The Swan River Trust or the agency vested with management responsibility for the subject land, may remove dinghies left on public shoreline reserves which are not secured in an approved dinghy storage system. The Trust will notify owners, remove and dispose of such vessels in accordance with the Trust's *Procedure for Dealing with Lost, Abandoned, Derelict or Hazardous Property within the Riverpark*.

SRT/D26.6 Scope

This policy applies to all waterways and shorelines in the Swan Canning Riverpark as defined by the *Swan and Canning Rivers Management Act 2006*.

SRT/D26 – Dinghy management along the Swan Canning Riverpark shoreline

SRT/D26.7 Planning approval

Any of the proposed management systems that involve the installation of structures or other facilities will be subject to appropriate approvals from the Trust under the *Swan and Canning Rivers Management Act 2006* and associated legislation.

SRT/D26.8 Advice from other agencies

The Trust may seek advice from any agency or organisation which it considers has a legitimate interest in any development application to install a dinghy storage system, including the following authorities and/or organisations:

- local government abutting the Swan and Canning rivers;
- Department of Environment and Conservation;
- Department of Indigenous Affairs;
- Department of Transport;
- Department of Water;
- Main Roads Western Australia;
- West Australian Local Government Association;
- Western Australian Planning Commission; and
- industry associations.

RELATED POLICIES AND GUIDELINES

- Section 5(1)(b) of the *Swan and Canning Rivers Management Act 2006* (SCRMA)
- Section 117 of the SCRMA; Removal of property that is abandoned
- Swan and Canning Rivers Management Regulations 2007
- Navigable Waters Regulations – Part VA - Registration of private pleasure boats
- *Conservation, Land Use and Landscape Preservation SRT/EA1*
- *Foreshore Reserves Policy SRT/EA2*
- *Heritage SRT/E5*
- *Access Pathways and Cycle Access SRT/D2*
- *Development Setback Requirements SRT/D3*
- *Aquatic Clubs SRT/D8*
- *Commercial Development – General SRT/DE9*
- *Jetty Structures within the Swan River Trust Management area SRT/D21*
- *Slipping Facilities SRT/DE24*
- *Boardwalks SRT/D25*
- other planning related guidelines for Development Control Area
- Department of Transport (Marine Safety) Regulations
- Relevant local government authority local law

SRT/D26 – Dinghy management along the Swan Canning Riverpark shoreline

For more information about this policy please contact Swan River Trust Riverpark branch telephone (08) 9278 0906.

TERMINOLOGY

Dinghy: A single hull watercraft no longer than 3.5m in length.

Dinghy storage area: Defined area where water craft are permitted to be stored. Dinghy storage areas may, or may not, be provided with a constructed storage facility.

Dinghy storage system: Typically these are facilities specifically constructed to facilitate the orderly storage of dinghies where intensity of use is high and visual impact is manageable.

Management system: A management system is a system for the provision of dinghies for access to vessels moored offshore, or for other purposes, that minimises the impact of dinghy usage on the shoreline. Management systems are likely to be particular to each location and may encompass storage facilities or shared usage. Management systems will require approval by the Trust and are administered by the relevant foreshore land manager.

Riverpark: The Swan Canning Riverpark is defined by the *Swan and Canning Rivers Management Act 2006*. The Riverpark includes the waters of the Swan and Canning rivers and all public land adjoining these rivers.

Riverpark shoreline: The area of Crown land in the Riverpark extending from two metres below the high water mark to two metres above the high water mark, measured horizontally above the surface of the land and including the surface of any structure built to retain the land.

ADOPTION AND REVIEW DATES

Final adoption date	Review date
13 September 2010	13 September 2015

ATTACHMENT 2



Dinghy management plan

Community engagement outcomes report

September 2011



Understanding community views on proposed dinghy management options for the North Fremantle river foreshore

Executive Summary

A recent survey of 39 people found:

10 of the respondents were Fremantle residents and mooring licensees. 4 of these respondents support option 3. Others support storage but not in the form proposed.

- The majority would like the city to provide for dinghy storage on the foreshore.
- There is moderate support for providing pedestrian access launching ramp and least support for banning dinghy storage on the foreshore altogether.
- While there is most support for dinghy storage on site, some people have suggested none of the proposed options would work well and/or suggested other storage concepts.
- Just over half of the people who participated in the survey hold a mooring license or store a dinghy on the foreshore.

Introduction

The City of Fremantle is considering various dinghy management options in response to the Swan River Trust (SRT) introducing a [policy](#) in 2010 requiring all river park land managers to develop measures to control dinghy storage on the Swan River foreshore. The policy aims to limit the number of dinghies being stored informally on the foreshore, in response to rising dinghy numbers on the back of increased boat ownership and their impact on the health and amenity of some parts of the river.

The City has undertaken some initial analysis of sustainable dinghy management measures and proposed three options for dinghy storage on the North Fremantle foreshore. Of necessity, this analysis has been to determine which storage options are technically feasible, environmentally sustainable, economically viable and publically acceptable, as the dinghy management plan will be the responsibility of the City to administer and must comply with the policy implemented by the SRT, who will make the final determination.

This report outlines the community engagement undertaken with the community in July and August 2011. The broad aims have been to:

1. Evaluate support for the proposed dinghy management options;
2. Assess reasons for support or opposition;
3. Assist council to determine a preferred option to put forward to the relevant government authorities on this issue.

Methodology

The objectives of this process were to provide stakeholders and the community with:

- Information about the dinghy management plan and proposed storage options;
- Opportunity to make inquiries, ask questions and clarify any information provided; and
- Opportunity to provide feedback to the City on the proposed storage options.

A two-step process was used for this engagement process:

1. **Hard copy survey package** mailed out directly to 47 mooring licence holders, who hold a mooring licence for Prawn Bay, North Fremantle and a registered tender which they may or may not store on the foreshore.
2. **Online survey** (using the same questions as the hard copy survey) available to the wider community through a link placed on the City's website.

Survey response totals

A total of 39 people completed the survey: 6 via hard copy and 33 online.

3 written submissions were also received and included in the analysis.

Community engagement rationale

The engagement technique used during this process was designed to ensure that a wide range of views and input was received to enable the City to make an informed decision.

There were three target audiences for this engagement process, including:

1. mooring holders;
2. North Fremantle residents;
3. the broader community of Fremantle.

Mooring holders were regarded as a key stakeholder in the process as they are most impacted by any potential dinghy management option. There are 47 licensed boat moorings in this area; 20 licensees live in Fremantle. Mooring licenses are administered by the Department of Transport, who provided the City with the postal addresses of all licensees in Fremantle, and enabled the City to send them the survey.

A letter, information sheet and hard copy survey directly targeted mooring holders. An onsite meeting requested by a group of dinghy owners with the Senior Project and Environment Officer – Park and Landscapes during the engagement process allowed licensees to ask questions and provide additional feedback on the proposed options. The meeting outcomes supported the findings from the survey.

Additional to the survey package being mailed directly to mooring holders, the information sheet which contained information about the proposed options and how to comment was distributed to North Fremantle residents via an insert in the 8 July 2011 *Fremantle Herald*. North Fremantle residents were also regarded as key stakeholders in the process, both as occupiers of addresses within close proximity of any proposed management option and likely recreational river users.

The survey was available online and via hard copy collected from the City's administration building. The opportunity to comment was broadly advertised in local print media, including the Fremantle Gazette on 11 July 2011 and promoted on the City's website, facebook and twitter.

This process has enabled all interested parties to have input into the proposed dinghy management plan.

It should be noted that 22 respondents indicated that they use the river to access a boat mooring or launch a dinghy (or similar), representing 56% of the survey sample, and a bias toward the interests of this stakeholder group.

Background and context

As one of a number of metropolitan councils responsible for managing an area of the Swan River foreshore, the City of Fremantle is required to propose a dinghy management plan in accordance with the Swan River Trust *Dinghy Management along the Swan and Canning Riverpark Shoreline* policy (SRT D26).

In Fremantle, the plan will largely apply to Prawn Bay, North Fremantle where informal dinghy storage has been common practice for many years, and there are about 40 dinghies on the foreshore at any given time.

Based on the preliminary research the City has done, any proposed dinghy management system would need to balance environmental impacts with technical and resource considerations, access and equity for all recreational river users and the level of community acceptance of the proposed option. The City has undertaken some initial research and identified three broad options for the dinghy management plan.

The City views a dinghy management plan as important for its ongoing programme of coast and river care and development of Fremantle as a vibrant and sustainable community where people want to live, work and recreate.

Three options have been identified as part of the City's initial development of a dinghy management plan, including:

Option 1 – dinghy ban on foreshore

Option 2 – pedestrian access launching ramp

Option 3 – storage area for 25 dinghies.

Each option presents different opportunities and matters for consideration which are summarised in the information sheet attached (Appendix 4).

Summary of results

A summary of results is shown below.

- The majority of respondents live in North Fremantle (76%) and use the river foreshore for a range of informal recreation purposes. (Figure 1 and 2)
- The majority of respondents (81%) are opposed (ranging from strongly opposed to somewhat opposed) to banning dinghy storage on the foreshore; specifically 70% are strongly opposed and 11% are somewhat opposed. (Figure 3)
- Similarly, the majority of respondents (65%) are opposed (ranging from strongly opposed to somewhat opposed) to a pedestrian access ramp being created to launch a dinghy from the foreshore; specifically 51% are strongly opposed and 14% are somewhat opposed. (Figure 3)
- The dinghy storage system consisting of bollards and anchor chain is preferred by most (50%) respondents, while the pedestrian access ramp is preferred by 31% of respondents and banning dinghy storage is preferred by 19% of respondents. (Figure 3)
- A dinghy storage system is the most preferred option for a dinghy management plan. (Figure 4)

Figure 1: Suburb profile

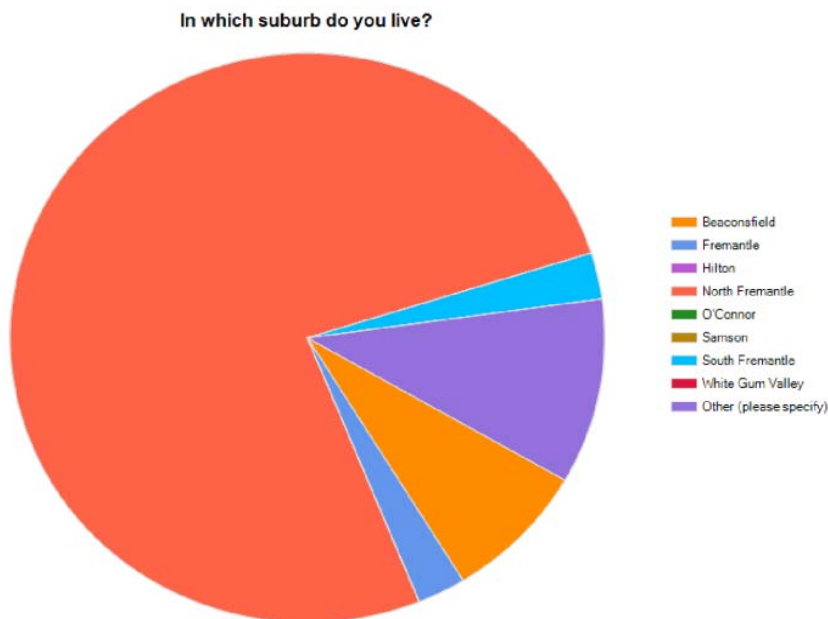


Figure 2: Foreshore uses

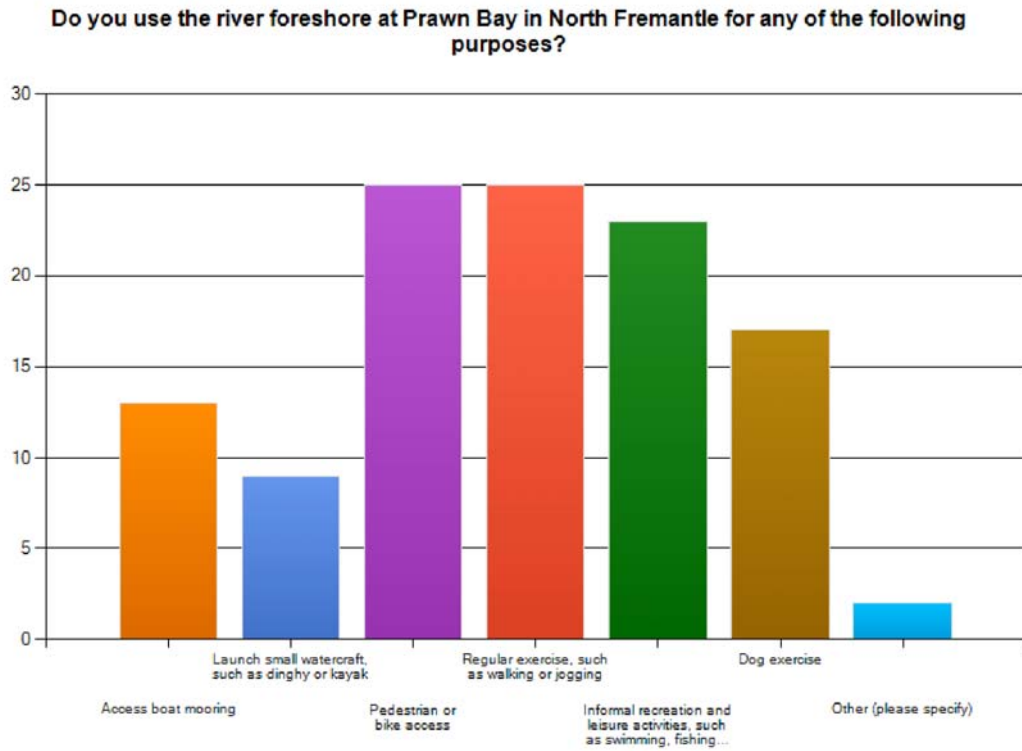


Figure 3: Level of support for proposed options

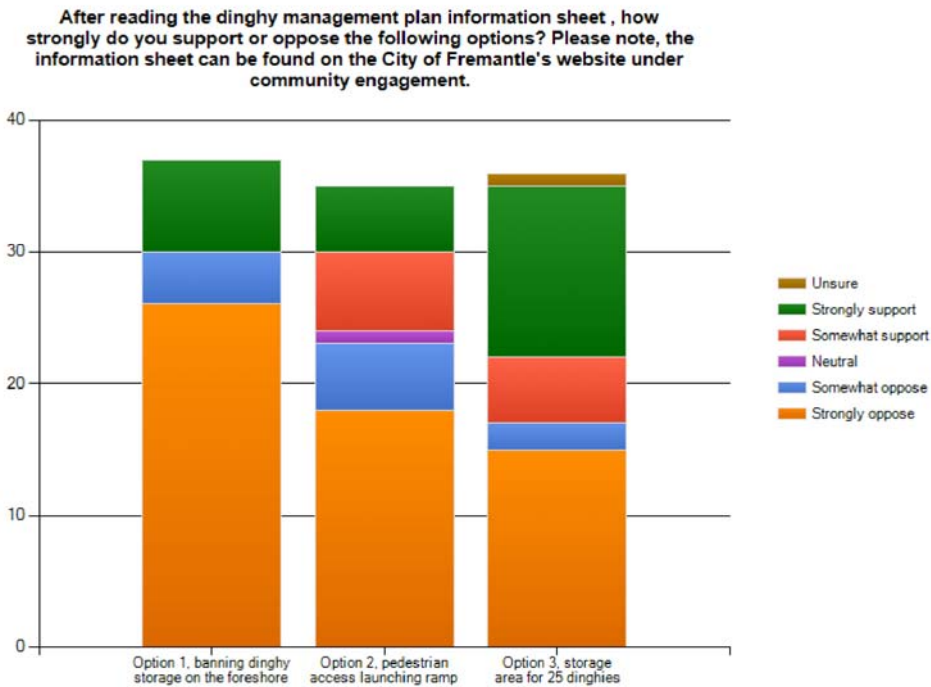
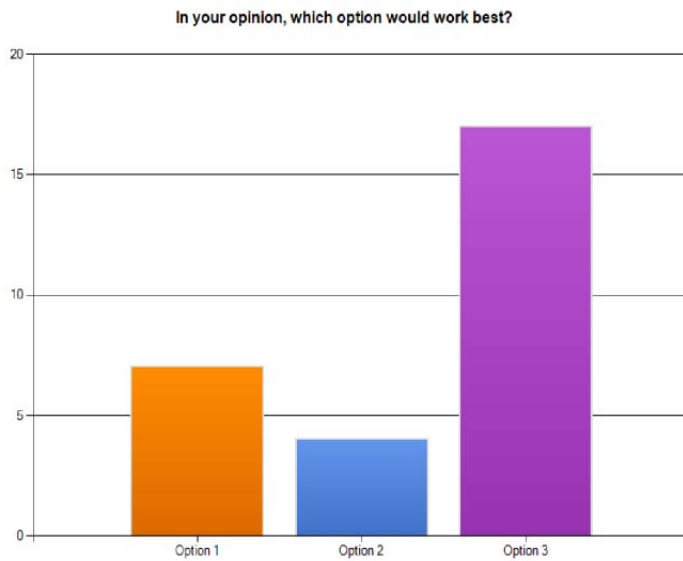


Figure 4: Preferred option



The main **benefits** identified from having some form of dinghy storage system were:

- Provides a necessary facility for mooring owners.
- Avoids street parking congestion caused by reliance on using cars and trailers to transport dinghies to and from the river.
- Makes it safer for boat owners.
- Allows for some costs to be recovered through registration fees.

The main **issues and concerns** identified from having a dinghy storage system were:

- Equity - balancing the interests and concerns of all stakeholders.
- The location of the proposed storage area is in the way of where people get out of their cars and walk to the beach with their dogs.
- Storing dinghies away from the beach makes them difficult to access and means they will be dragged across the foreshore to the water.
- Difficult to justify expending resources on a facility that serves a small sectional interest, the majority of which are non-Fremantle residents.
- Preference for mooring owners and North Fremantle residents to store their dinghies on the foreshore.
- Limit storage to tenders that are licensed to moored boats.
- Sorting out the abandoned and non-registered dinghies.
- How the system might be administered, including storage capacity, giving priority to the owners of boats on moorings, charging a licence fee, implementing the system on a cost-recovery basis.

The most **important aspects** when making a decision about a preferred dinghy management system are:

- Minimising the environmental impacts.
- Ensuring access and equity for all users.
- Ensuring it does not detract from the natural environment and is aesthetically pleasing.
- That any change is undertaken as part of a review of the North Fremantle Management Plan, in consultation with all stakeholders.

The main reasons respondents **preferred the dinghy storage** area are:

- Allows direct and easy access to boats on moorings.
- Dinghies on the foreshore are a part of the cultural heritage of North Fremantle.
- A belief that minimal damage is caused by dinghies on the foreshore and that shoreline erosion is attributable to other factors such as large tides, boat traffic and the artificial inlet eroding.

Please note specific comments about the preferred option are available in Appendix 1.

Other feedback

Respondents were also asked to suggest other dinghy management options they would like considered.

Some specific suggestions included:

- Fine-tuning the current arrangement of informal dinghy storage which is better located, raised slightly from the ground and secured to a treated pine structure or a large single diameter treated ex-power line support poles, with eye bolts for locking.
- A single line of dinghies along the existing fence line could be made more compact (more dinghies in the same location). The least intrusive tethering device is a chain coming out of the sand (as most of them now). A possible alternative would be two parallel logs 300mm above ground level as they have at some places in Port Phillip Bay, Victoria.
- Dinghy racking to allow a greater number of dinghies to be stored in the location.
- Distributing dinghy storage along the foreshore in areas that do not have any significant impacts on the recreation, aesthetic and environmental values of the foreshore.
- Larger scale boat ramp facility with larger car park and council owned and leased kiosk and children's playground with paid parking for non residents to pay for the facilities. Similar to that seen opposite at Zephyrs' kiosk in East Fremantle.

Please note specific comments about other suggested dinghy management options are available in Appendix 2.

Conclusion – consultation findings

Key findings from the community engagement on planning a dinghy management plan for the North Fremantle foreshore are as follows:

- Overall, more people preferred the dinghy storage (50%) over the pedestrian access launching ramp (31%) and dinghy ban (19%). However, a number of positives and negatives were identified with each option.

- Most storage comments related to location, culture, safety, capacity, financing and equity.
- Most launching ramp comments related to erosion, financing and parking.
- Most dinghy ban comments related to public access, responsibility and minimising environmental impacts.

- A number of suggestions were made about other dinghy management options, including:
 - Different location for storage area or distributing storage areas along the foreshore.
 - Storing dinghies on a raised structure with some sort of tethering device.
 - Racking
 - Larger boat ramp, car park and kiosk facility.

- The main aspect respondents identified for consideration during decision-making is:
 - That any change is undertaken as part of a review of the North Fremantle Management Plan, in consultation with all stakeholders.

Appendix 1

In your opinion, which option would work best?

- 1 I can only presume the waste of resources going into dinghies is being directed from outside council- council has not said why of all the issues in North Fremantle dinghies have suddenly become a priority on which council is prepared to spend up to \$80,000. I do not believe the lame erosion excuse cited in the Herald but when spending whole days at the river in summer see first-hand the wash created by powerful boats (they don't even have to going fast!). IT IS FAR MORE URGENT THAT \$80,000 BE SPENT ON REMEDIATING THE CLIFFS AT ROCKY BAY AND CREATING SAFE RIVER ACCESS AT THAT LOCATION.
- 2 None. Leave dinghies as they are. Banning dinghy's stops access to the river. The storage solution is ugly, heavy and completely unsympathetic to the natural river foreshore. The council seems unable to ever do anything in North Fremantle that is aesthetically pleasing.
- 3 I have comprehensive written submission, not quite complete due to illness, which I will lodge with Council on Monday.
- 4 Only allow dinghies with registered boats on moorings on the foreshore
- 5 I support Option 3 - storage for some dinghies. Use of dinghies to access boats moored in river is preferable to other options - low impact environmentally - and much better than using cars and trailers to transport dinghies to and from the river. I think more damage is done to river banks by the wash and wake of motor launches passing at excessive speeds. Although option 3 is the most expensive - it allows for some costs to be re-couped through registration fees. I am a long time North Fremantle resident but not a 'boatie'.
- 6 Options 1 & 2 should not be considered. Every suitable estuarine area in the western world (& beyond) has boats on moorings and dinghies on foreshores. It is logical, workable and desirable. Given that some form of dinghy storage is desirable option 3 is a bad way of doing it for the following reasons:
 - 7 Having said this I think Council should only fund this if and when it becomes a priority.
 - 8 I do not support any of the proposed options.
 - 9 Option 1 is not fair to those with a sailing tradition who don't have a vehicle to accommodate this. It also takes time and effort getting ones dinghy to the river, time that could be better spent on the boat. Option 2 is messy, unattractive, potentially unsafe for dogs and walkers, and really not suitable. Before we know it all types of boats will be launching from this ramp and no one will be able to police this. Option 3 does not meet the need of current dinghy storage. It also doesn't change the current circumstance enough to warrant doing it. With a cost of \$80,000 for this minor works I strongly suggest you get more quotes from the private sector!
- 10 More control in the area. People becoming more responsible about the use of the foreshore.
- 11 Option 1 is not a solution and will result in worse degradation to the area as mooring owners are forced to manhandle dinghies over bollards across the park and down to the water. It will also impose significant costs on mooring owners who will, in most cases need to change their dinghy, modify their vehicle / roof racks and/or purchase and license a boat trailer. The need for trailers will add further pressures to the limited parking available. As evidenced by the general standard of moored vessels, most mooring owners are not in the super wealthy category (if they were they would have a pen). In my case being a boat owner is an expensive hobby which I sacrifice other things in order to pursue. Additionally there is a safety issue as the smaller the tender the more dangerous it is to take humans and gear out to the boats. The river in that area can be extremely fast flowing, exposed to boat wakes and wind and is already challenging on some occasions to board your vessel. Option 2 is not satisfactory as will result in an unsightly launching facility and a need to upgrade the parking facility. It will also result in a large increase in traffic to the area as more small boat owners make use of the facility. The beach will be obstructed by the launching ramp and, as happens with most launching ramps, beach erosion will increase and maintenance costs will be high. Option 3 is the most satisfactory as at least provides some option for mooring owners. Limiting numbers to 25 however will mean that many of the disadvantages of option 1 will still occur as some mooring owners will miss out on a spot.
- 12 Squatter dinghies have NO place in this public foreshore reserve. This use is incompatible with the purpose of vesting and public access to the shoreline. Walking along the river frontage is like an obstacle course - ropes and boats, and dog poo of course.
- 13 It's a beautiful area which looks poorly managed with old boats scattered around everywhere. People do need access to their larger boats but hold them in an area away from the small beach area

- 14 As there is more than 25 moorings there should be a place for each moored boat and in a defined rack on fore shore as of the concern over the shore line the major cause of this is the boats passing by as the wash from these are the cause for damage to the fore shore as this is a well known fact because of damage to boats in yacht club pens this can be controlled if the policing depts. were to enforce their control over this the boats on the moorings actually break the wash up before it reaches the shore to a considerable extent as for letters being sent out to mooring holders hardly any if not none have received any this is of great concern as I think someone needs to explain this maybe we need to look into this as your speaker at the for shoe meeting stated that letters were sent out i.e. a complaint to CCC might be in order.
- 15 Option 3 is the best option presented, as long as all mooring owners with boats are fairly considered.
- 16 None of these. I am opposed to any more regulations on what we can and can't do.
The Swan River Trust should be dissolved. It is sadly lacking.
- 17 Sometimes you have to get to your boat/mooring quickly, as in the case of safety checks of your mooring before the onset of a storm, or a boat issue, or a mooring issue. If something happened to our boat while my husband was absent, I would not be able to mange getting a tender boat on and off a trailer, and from A to B. However, I can manage by myself with the tender boat at the beach. I believe strongly that this is a safety issue and the tender boats need to be located at the beach.
- 18 Today I attended a meeting with a council rep and other boat owners. All but 2 boat owners knew about this development proposal only through our own network and were not informed at all about these 3 options. We reached a consensus - agreeing that we need time to develop a response properly. We need to get to our boats regularly. Option 3 is the only real solution but it has problems. Only 20 boats are actually in need of this access. Many boats have been left on the beach. You should just sort this out.
The idea of tender boats existing on the beach is a culturally significant thing. It is part of the heritage of the place and historically a part of the North Fremantle identity. This proposed development idea is ugly and invasive. WE discussed options including the original management plan drawn up years ago which was not carried out. However we need to be properly consulted as a group now.
- 19 To rid the foreshore of dinghy's option 2 would work best, small inflatable's or light 8-10ft tenders are easy to store at home and launch at designated area.
- 20 None of these work well in my circumstances with boat moored at NE end of the bay. Rowing any significant distance against the tide in dinghy is very difficult. Unfortunately for me I am one of the few mooring holders living locally and walking to dinghy for boat access.
- 21 Dinghy storage has been a part of the North Freo foreshore for many years. I've lived in the area for 20 years and have regularly strolled along the foreshore during this time. I enjoy the sight of the dinghies resting on the foreshore waiting to ferry people to the boats moored nearby. Children often find them a good prop for their imaginative playtime and are often seen clambering on the upturned hulls. I don't feel the dinghies pose an undue safety hazard to the various foreshore users although I understand the SRT policy about protecting vegetation. An alternative dinghy storage model that enables boat users' ongoing accessibility, preserving the historical use and aesthetics of the foreshore and also protects vulnerable vegetation would seem to best meet the mix of uses of the area.
- 22 Option 1 and 2 would create more parking problems along the street
Given that mooring licensees acquire rights to moorings from the Department of Transport, Licensees should be given ease of access to those moorings. Whilst option three is the most equitable of the alternatives proposed by the City of Fremantle, there seems little improvement, if any by the construction of bollards over the existing informal system of storage. Racking for dinghy storage would be a better option and should be funded by Department of Transport.
- 23 A combination of ramp and storage is the right option. Some boat owners still launch a dinghy, so to stop erosion and damage we need an area to launch.
- 24 3 smaller areas as outlined in swan river trust document would have less impact on foreshore due to less dinghy traffic in one area.
- 25 None. Leave things exactly as they are and tell the Swan River Trust they are a bunch of precious little prats. I've lived in North Freo for 15 years and have no problem with the dinghies. There is no erosion, safety or other issues. Stop trying to sanitize everything.

- 26 Options 2 and 3 are problematical both in terms of monitoring, financing and equity. Given that the majority of boat owners are non Fremantle residents it is hard to justify expending money on a facility that serves such a small sectional interest. There is obviously an advantage to having a dedicated shore launch facility both in terms of the value of the mooring - from private advertising of moorings in the Swan it is clear that dedicated dinghy moorings for boat anchorage seem to attract a premium. Options 2 or 3 would work is on a cost recovery basis and I doubt that dinghy owners are willing to provide the cost of the facility plus the maintenance cost. There is also a matter of equity - if one can park boats on the foreshore why can't I park my trailer there (save me carting my barbecue equipment down there whenever I want a barbecue). If we limit the number of boats to be stored say to twenty and do nothing else do we allocate them on the basis that you have a boat there - clearly not all dinghies are associated with boats - or do we pick winners and losers and for how long 1 year - 2 years perpetuity? From experience some of those dinghies hardly ever get moved.
How long 1 year - 2 years perpetuity? From experience some of those dinghies hardly ever get moved.
- 27 keep the dune from getting wrecked as the ramp/storage area will put extra demand on the already stressed areas and it would keep it clean too - a lot of the boaties empty their catch etc on the foreshore there
- 28 Still allows people to store their dinghy's there but it is regulated and damage to vegetation can be monitored. As per the communication sent to local residents, there are currently ~ 40 dinghies' stored at Prawn Bay but the new proposed storage will only house 25 dinghy's. Is it possible to increase this number? Is also possible that North Fremantle residents get preference?
- 29 I would like to see both options implemented.
- 30 In every society where people reside next to a body of water you will find watercraft on the shore. The erosion effects of dinghy and canoe storage are negligible compared to the effects of the wakes of passing gin palaces, ferries and patrol boats. Dinghy and canoe boating is a healthy recreational activity that should be encouraged by every level of government not restricted and controlled.

Appendix 2

Please describe any other options you'd like to be considered for managing dinghy storage on the North Fremantle foreshore.

- 1 LEAVE THE DINGHYS AS THEY ARE AND PUT COUNCIL TIME AND MONEY INTO SECURING SAFE RIVER ACCESS AT ROCKY BAY. DO NOT WASTE MONEY ON MOVING A FEW DINGHYS AT THE EXPENSE OF URGENT ROCKY BAY WORKS.
- 2 I think the dinghies as they are do not restrict access, are not damaging any foreshore vegetation. Fremantle council limits access to the one section of natural river foreshore with the hideous star picket fence with white tops to pickets and the heavy ugly pine sections on the beach. They also completely stop access at Rocky Bay.
- 3 As above
- 4 Wooden posts with small loop chain for tender boats
- 5 1. There is a detailed foreshore management plan has been ratified by the Fremantle council and the Swan River Trust. Why don't use it. The rate payers of Fremantle have paid for it. It has designated dinghy storage areas and everyone has agreed to it. God knows what this futile and totally unnecessary process is costing the ratepayers of Fremantle. If you insist on continuing with this process I make the following points:
 - the dinghy storage proposed is exactly where people get out of their cars and walk to the beach with their dogs. The dinghies are in way.
 - Storing dinghies in a cluster away from the beach makes them difficult to access and means they will be dragged across the foreshore to the water.
 - The existing informal dinghy storage immediately upriver from there is a good and workable arrangement. A single line of dinghies along the existing fence line is sensible and practical. It could be made more compact (i.e. more dinghies in the same location). The least intrusive tethering device is a chain coming out of the sand (as most of them now). A possible alternative would be two parallel logs 300mm above ground level as they have at some places in Port Phillip Bay in Victoria.
 - The beach in front of the car park and down river to the artificial inlet is eroding. The overwhelming weight of circumstantial evidence would suggest that the inlet has something to do with this. But perhaps not. The beach upriver from that point is actually getting wider (building up) and a sandbank is forming offshore. There are more dinghies where the beach is building up than where it is eroding. Obviously and categorically the erosion is not caused by the dinghies.
 - Allocation of dinghy spots - About 18 months ago the Swan River Trust issued notices to all dinghy owners that those dinghies not tenders to boats on moorings should be removed from foreshore. Dinghies which were tenders could stay. Obviously this is their preferred option. The rationale for having dinghies on the foreshore is to access boats on moorings. To allocate spots to the general public on a first serve basis, reviewed annually may be more equitable, but it is irrational and impractical. Owners of boats on moorings should get priority (and not owners of moorings with no boats on them as more than half the moorings are unused. That is about 20 boat owners. If dinghy spots are allocated to members of the general public to the exclusion of mooring owners then those with boats on moorings will either be unable to access those boats or will bring dinghies down in trailers and drag them across the foreshore causing parking congestion and damage to the foreshore. Foreshore plan with what I think is the most is the most logical way to store dinghies attached.
- 6 What a shame the current situation has to change, it is great to sit on the dinghies and watch the river traffic go by! The most appropriate option is one that meets the need i.e. 48 dinghy's. The Fremantle Sailing Club has storage for dinghy's standing upright which takes up less space and therefore impacts less on the area around the Johanna Street car park. An option I would like considered would be a mixture of upright storage and the bollards proposed in Option 3 as some younger or older sailors may not be able to stand their dinghy upright. This would enable all the dinghy's to be stored in the small space offered, and maybe attract more boats to be stored there. After all, we do want to attract people to use our lovely river.
- 7 I feel that the current system of dinghy storage is working fine but numbers could perhaps be limited to tenders that are licensed to moored boats. I speak with beach users regularly when I'm down there and anecdotally most are happy with the current arrangement and feel that the dinghies are a part of the feel of the area. Kids play on them, people sit on them and except in very high tides there is still plenty of room to walk between most of them and the water. I agree that the river must be preserved and as such felt that by maintaining what is already there and perhaps limiting the numbers to mooring users the least impact to the area will occur. If this is not an option more generous, formalised dinghy storage system should be made available and subsidised through a rental system, paid by the dinghy owners. Having to pay a fee to keep your dinghy there will no doubt get rid of most of the people who rarely use their boats. These systems are in use on many waterways around the world.

- 8 No permanent storage in the reserve is the best option! Should options 2 or 3 be selected, all costs for storage and maintenance of the boats and related facilities MUST be met by fees paid by the boat owners. The only exception may be a fee reduction for North Freo residents.
- 9 Paid storage area
- 10 By all means the dinghies should not be all over the place but in one place .Plus there is other concerns like people living in cars plus under the trees there being drunk and throwing rubbish around I have picked up heaps of bottles on the fore shore over the years
- 11 I am opposed to any regulation. I like the dinghies along the foreshore. I like the aesthetic. I love that dingy called 'Tender Noah'. Can't you just leave things alone? Meddle with things that need dealing with. Thieves, vandals and thugs in this area are more of a threat. STOP your nonsense
- 12 It should be noted that the erosion taking place along the beach is nothing to do with the dingy boats. The actions of the Swan River Trust are greatly increasing this erosion which is caused by big boat traffic and wave action. The remediation plans are not well designed and the new \$27000 grant they have received to create more of this at the beach is not something I look forward to.
The boats in Prawn bay are an authentic thing a part of our heritage.
- 13 The bollard area will work because at present there at least 10 - 15 unused dinghy's and various craft on the foreshore. At present, problems with vandalism and theft exist so a clear decision must be made and policed.
- 14 Stored dinghy facilities for Fremantle rate payers with mooring licence.
- 15 Dinghy racking would be a better option for this location enabling a greater number of dinghies to be stored in a given area. This system is used in the New South Wales for decades. Swan River Trust are ultimately responsible for the foreshore and must require Department of Transport to bear the cost of the installation of dinghy storage as part of the infrastructure required for the riverbed lease of mooring sites which in turn should be recovered from mooring licensees.
- 16 It is obvious 25 bollards isn't enough to cover mooring owners and others, therefore a two tier rack system allowing double will solve the problem. Boat owners have to be able to access their boats with a dinghy. All costs will be covered with the licence fee. Will the boat owners have priority to obtain a position? How will this be allocated?
- 17 Dinghy owners could supply their own securing devices as they do now. This would greatly reduce the cost to council.
- 18 Perhaps council would consider building a jetty and removing the moorings. This would negate the need for dinghies on the foreshore and give boat owners better access. The initial expense would easily be recoverable over the life of the jetty and the foreshore intact.
- 19 Tell the Swan River Trust to get a life. It would be better off putting up signs telling people not to feed the swans like they have at Lake Monger.
- 20 Remove unregistered dinghies, leave dinghies stored on the shore where there is no risk to vegetation, but only dinghies belonging to moored boats or North Fremantle residents.
- 21 Maybe the storage area could be dinghy racks rather than just bollards so that more than the 25 dinghies could be stored (there is 47 licensed boat moorings).
- 22 Some sort of storage rack system maybe 2 dinghies high maximum.
- 23 A user pays - if they moor a boat off the north Fremantle area make them pay for it in their mooring fees. This way the Fremantle council can recoup the costs completely from the swan river trust. Also this means that the arrangement is not a council completely. If it is a council initiated/controlled one it will stress the ratepayers even more
- 24 I strongly believe the dinghies should be able to remain at Prawn Bay but be regulated as per option 3. It is a great spot and the dinghies add to the atmosphere.
- 25 I would like to see a larger scale boat ramp facility. Larger car park and council owned and leased kiosk and children's playground with paid parking for non residents to pay for the facilities. Similar to that seen opposite at Zephyrs' kiosk in East Fremantle.
- 26 If the installation of a pedestrian launching ramp creates parking issues, there is plenty of space available on the eastern side of Gill Fraser Oval.
- 27 As a regular walker in the area and a nearby resident for many years I am appalled at the time, money and energy into this issue. My viewing of the dinghies (I do not own one nor no anyone who does) indicates that they are not the cause of damage to vegetation, shoreline erosion and don't interfere with public access. The large tides (often in association with storms) are the primary cause of the erosion and damage to vegetation in the area. I agree with sorting out the derelict and non registered but let's leave the history and character in place. Please spend the money and energy on the appalling job Fremantle Council has done in managing the city in general. You might have a look at the mall and surrounding areas , new developments and other more important issues



Dinghy Management Survey

The City of Fremantle invites local residents, mooring license holders, recreational river users and other key stakeholders to comment on options for a new dinghy management plan. The plan is in response to the Swan River Trust introducing a policy in 2010 requiring the City to develop measures to control dinghy storage on the Swan River foreshore. The plan will largely apply to Prawn Bay in North Fremantle.

Please read the information sheet provided which outlines the three options before completing this survey.

Outcomes will be presented in a report to council that will be considered when making recommendations to the Swan River Trust.

Please complete and return the survey to the City of Fremantle by **Friday 5 August, 2011** or you may submit your responses online by going to the City's website and looking for the survey under community engagement.

Q1 In which suburb do you live?

Beaconsfield	Fremantle	Hilton	North Fremantle	O'Connor	Samson	South Fremantle	White Gum Valley	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q2 Do you use the river foreshore at Prawn Bay in North Fremantle for any of the following purposes? (tick all that apply)

Access boat mooring	<input type="checkbox"/>	Dog exercise	<input type="checkbox"/>
Launch small watercraft, such as dinghy or kayak	<input type="checkbox"/>	Other, please specify	<input type="checkbox"/>
Pedestrian or bike access	<input type="checkbox"/>	_____	
Regular exercise, such as walking or jogging	<input type="checkbox"/>		
Informal recreation and leisure activities, such as swimming, fishing, picnics	<input type="checkbox"/>		

Q3 After reading the accompanying information sheet, how strongly do you support or oppose the following options?

	Strongly oppose	Somewhat oppose	Neutral	Somewhat support	Strongly support	Unsure
Option 1, banning dinghy storage on the foreshore	1	2	3	4	5	<input type="checkbox"/>
Option 2, pedestrian access launching ramp	1	2	3	4	5	<input type="checkbox"/>
Option 3, storage area for 25 dinghies	1	2	3	4	5	<input type="checkbox"/>

Q4 In your opinion, which option would work best?

Option 1

Option 2

Option 3

Comment

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Q5 Please describe any other options you'd like to be considered for managing dinghy storage on the North Fremantle foreshore.

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Thank you for completing the survey

Please return to

City of Fremantle
PO Box 807, Fremantle WA 6959

T 9432 9999 F 08 9430 4634

www.fremantle.wa.gov.au

CITY OF FREMANTLE DINGHY MANAGEMENT PLAN INFORMATION SHEET

Why does the City of Fremantle need a dinghy management plan?

The Swan River Trust introduced a policy in 2010 requiring the City to develop measures to control dinghy storage on the Swan River foreshore.

The policy aims to limit the impact of large numbers of dinghies being stored on the foreshore which can cause damage to vegetation, result in shoreline erosion, interfere with public access and present a public safety risk.

The policy requires the City to implement a dinghy management plan consistent with the criteria outlined in the Swan River Trust Policy.

In Fremantle the plan will largely apply to Prawn Bay in North Fremantle where informal dinghy storage has been common practice for many years.

What do we know about the informal dinghy storage occurring on the North Fremantle foreshore?

On the North Fremantle foreshore there are about 40 dinghies informally stored at any given time.

A review conducted by Department of Transport in late 2010 found that 10 dinghies on the foreshore are owned by people who live in Fremantle, 29 are owned by people who do not live in Fremantle, while the remaining 9 dinghies are unmarked, making them unidentifiable.

There are 47 licensed boat moorings near the foreshore – 20 licensees live in Fremantle.

How will the dinghy management plan be developed?

The City is required to make a recommendation to the Swan River Trust regarding a dinghy management plan for the area.

The City has researched a number of dinghy management systems and identified three options that are technically feasible. Feedback from the community on the preferred option will assist the City to finalise a recommendation.

The dinghy management plan developed by the City must comply with the Swan River Trust policy and be approved by the trust. The City must also consult the Department of Indigenous Affairs before implementing options two or three in accordance with the *Aboriginal Heritage Act 1972*.

What are the dinghy management options?

The City has identified three dinghy management options. All are in line with the Swan River Trust policy and will allow areas currently occupied by dinghies to be revegetated, which will stabilize the foreshore and reduce erosion.

Enforcement of any of the options would be undertaken by the City of Fremantle Parks and Landscape Service with support where possible coming from the community safety rangers unit.

OPTION 1

– no dinghy storage on the foreshore

This option proposes the City introduce a ban on storing dinghies on the foreshore, requiring dinghy owners to store their boat elsewhere and transport it to the river. A penalty would be issued to those who leave their dinghy on the foreshore.

Considerations:

Cost to the City for implementing option one would be approximately \$8 000–\$10 000.



OPTION 2

– pedestrian access launching ramp

This option proposes banning dinghy storage on the foreshore and installing a pedestrian access path leading from the car park at Johannah Street to a ramp suitable for launching a dinghy.

Considerations:

A launching ramp may create demand for additional car parking.

Will require further consultation with traditional land owners and a section 18 application in accordance with the *Aboriginal Heritage Act 1972*.

Cost to the City of implementing option two would be approximately \$50 000 – \$60 000 and require an additional annual budget allocation for maintenance and operation costs.



OPTION 3

– storage area for a set number of dinghies

This option involves setting aside a storage area directly west of the Johannah Street car park for 25 dinghies, which must be registered with the City.

The City would provide storage infrastructure consisting of bollards with an anchor chain to secure dinghies.

Registration of dinghies would follow the same process as dog registration, with a one year permit available on a first come first serve basis.

Storage would be available to the general public.

Only dinghies will be permitted in the storage area.

Considerations:

Cost to the City of implementing option three would be approximately \$70 000 – \$80 000 and require an additional annual budget allocation for maintenance and operation costs.

Will require further consultation with traditional owners and a section 18 application in accordance with the *Aboriginal Heritage Act 1972*.



How will the preferred option be decided?

The City of Fremantle is seeking community feedback on the dinghy management options. The feedback will assist the City to evaluate support for the proposed dinghy management options, assess reasons for support or opposition and finalise a recommendation to council.

Following council approval, the preferred option will be sent to the Swan River Trust and the Department of Indigenous Affairs if necessary, for final approval.

HAVE YOUR SAY

If you are interested in commenting on the dinghy management options you can:

- Complete the online survey under the community engagement of the website.
- Obtain a hard copy of the survey from the City at the service & information counter.

The comment period closes on **Friday 5 August 2011**.

Who can I contact for further information?

T 08 9432 9999

E parksandlandscape@fremantle.wa.gov.au

Useful links

SRT D 26- Dinghy Management along the Swan and Canning Riverpark Shoreline policy
www.swanrivertrust.wa.gov.au/planning/policies/Content/planpolicies.aspx