CITY OF FREMANTLE
NOTICE OF A PLANNING COMMITTEE MEETING

Elected Members

A Planning Committee meeting of the City of Fremantle will be held on Wednesday, 31 January 2018 in the Council Chamber, North Fremantle Community Hall, 2 Thompson Road, North Fremantle (access to overflow parking off Hevron Street, North Fremantle) commencing at 6.00 pm.

Paul Garbett
DIRECTOR STRATEGIC PLANNING & PROJECTS

25 January 2018
DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

NYOONGAR ACKNOWLEDGEMENT STATEMENT

"We acknowledge this land that we meet on today is part of the traditional lands of the Nyoongar people and that we respect their spiritual relationship with their country. We also acknowledge the Nyoongar people as the custodians of the greater Fremantle/Walyalup area and that their cultural and heritage beliefs are still important to the living Nyoongar people today."

ATTENDANCE

DISCLOSURES OF INTEREST BY MEMBERS

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

PUBLIC QUESTION TIME

DEPUTATIONS / PRESENTATIONS

LATE ITEMS NOTED
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REPORTS BY OFFICERS (COMMITTEE DELEGATION)

The following items are subject to clause 1.1 and 2.1 of the City of Fremantle Delegated Authority Register

PC1801-10 CANTONMENT STREET, NO.28 (LOT1) FREMANTLE - CONSIDERATION OF DESIGN AND PLANNING PRINCIPLES

Meeting Date: 31 January 2018
Responsible Officer: Manager Development Approvals
Decision Making Authority: Committee
Attachments: 1. Revised Development Plans

SUMMARY

An application for the demolition of the existing shopping centre and car park building at 28 Cantonment Street, Fremantle (Woolstores shopping centre) and the construction of a 4 to 10 storey mixed use development containing basement car parking, a public car park and Shop, Hotel, Office, Residential building (Student Accommodation) and Aged and Dependant persons dwelling (Retirement Living) is currently under assessment by the City.

The subject site is identified as being a key strategic site in the City Centre due to its size and its proximity to Victoria Quay, Fremantle Train Station and Kings Square.

The proposal is subject to the provisions of Scheme Amendment no. 49 which included specific requirements in relation to the design quality of the development. Given the size and complexity of the proposed development it is considered appropriate for Planning Committee to provide a view on a number of the key design and planning principles of the development, prior to the applicant further refining the design and an officer report being finalised for determination of the application by the Joint Development Assessment Panel.

It is recommended that the Planning Committee advises the applicant that in principle it supports the architectural direction of the proposal and subject to specific modifications it has the potential to be of an exceptional design quality.

PROPOSAL

Site/application information

Date received: 28 March 2017
Owner name: Silverleaf Investments Pty Ltd
Submitted by: PTS Town Planning Pty Ltd
Scheme: City Centre
Heritage listing: Not listed
Background and Details

The subject site at no. 28 Cantonment Street, Fremantle (currently occupied by the Woolstores shopping centre and associated car park) is bound by Elder Street (west), Queen Street (South), Goldsborough Street (north) and Cantonment Street (east). The site is 16100m$^2$ and is zoned City Centre. The site is not heritage listed, nor is it located within a prescribed heritage area. However the site is directly adjacent to a state registered property known as Elders Woolstores at No.1 Goldsborough Street, Fremantle.

The subject site is identified as a key strategic site in the City Centre zone, due to its size and its proximity to Victoria Quay, Fremantle Train Station and the Queen Street axis leading to Kings Square. The site is also subject to the provisions of Scheme Amendment no. 49 which modified the development standards relating to 12 key sites within the inner east end of the City Centre. These provisions include specific requirements in relation to the design quality of the development.

An application for a 4 to 10 storey mixed use redevelopment of the site is currently being assessed by city officers. The determining authority for the application will be the Metro South-West Joint Development Assessment Panel (JDAP).

The proposal includes the following:

- 795 car parking bays - 328 commercial bays; 70 retirement living bays and 397 public bays and 35 motor cycle bays;
- Retail floor area of 7044m$^2$ - 3494m$^2$ of retail tenancies (including 168m$^2$ market stalls) and 3550m$^2$ for the Coles Supermarket;
- Restaurant and bar floor area of 719m$^2$;
- Office floor area of 4163m$^2$;
- 141 hotel rooms;
- 261 student accommodation rooms; and
- 140 aged person dwellings (retirement living) and associated facilities.

Perspective images of the proposed development include:

**Figure 1**: A perspective image of the proposed development from the corner of Cantonment Street and Queen Street

**Figure 2**: A perspective image of the proposed development from the corner of Elder Place and Queen Street
In overall terms the built form of the development comprises a podium component to a height of approximately 21 m above ground level which extends across the entire site, with two taller elements up to a maximum height of 38.9 m (the maximum permissible under Local Planning Scheme No. 4). One of these elements is located at the south-western end of the street block close to Queen Street and accommodates upper floor levels of the proposed hotel. The second taller element is located at the north-eastern end of the street block adjacent to Goldsborough Street and accommodates upper floor levels of the retirement living residential use.

The application has been referred to relevant external agencies, advertised for public comment and been the subject of a preliminary planning assessment including presentation to the City’s Design Advisory Committee.

The application has been considered by the Design Advisory Committee (DAC) on several occasions including a series of workshops with the applicant to develop the proposal into a scheme that is capable of satisfying the scheme provisions relating to design quality.

It is recognised by the DAC and City officers that applicant has responded positively to feedback given through these meetings and the current proposed design illustrates significant improvements to the original design in a number of respects, notably in relation to the vehicle access and egress points around the site and the activation of all street frontages at ground level. The proposed mix of Hotel, Retail, Office, Student Accommodation and Retirement Living uses is also supported in principle.

As its last meeting with the City in December 2017, the applicant presented a series of conceptual external design options for the proposed Hotel building for consideration by City officers and members of the Design Advisory Committee. One of the conceptual schemes was identified as being capable of achieving a development that is of distinctive architecture befitting its location and of exceptional design quality in order to achieve support for the proposed height of the development.

Given the importance of the subject site and the scale of the proposed development, prior to the applicant completing further work to refine the proposal it is considered appropriate for the design and planning principles of the application to be considered by the Planning Committee in order to establish a clear direction in regard to these principles.

The design and planning principles this report will consider are as follows:

- The proposed brick podium component of the development and its empathetic response to the scale and architectural character of the adjacent Elders Woolstores
- The Hotel building located at the Queen Street end of the site and the Aged Care (Retirement Living) building located at the Goldsborough Street end of the site particularly the external appearance of the upper floors of these buildings.
- The location, design and activation of the proposed mid-block pedestrian link.
- The presentation of the proposed development to the corner of Queen Street and Elder Street, specifically the interaction of the Hotel lobby with Queen Street.
OFFICER COMMENT

Statutory and policy assessment

The proposal as a whole will be assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies and the details of this assessment will be included in any future Responsible Authority Report for Planning Committee and the Metro South-West Development Assessment Panel to consider in due course.

As such this report will not detail the full statutory assessment of the proposal however it will focus on a key aspect of the assessment being the discretionary criteria of LPS4 Schedule 8, Sub Area 1.3.2 (e) Building Heights and Setbacks, that permits development on the subject site to have a maximum building height of 38.9m (approximately 10 storeys) subject to complying with the specific criteria of clause (f) as follows (emphasis added to (i) and (iv)):

(f) Where a specific Local Planning Policy has been adopted to enable this provision, the Council may, at its discretion, permit up to the maximum building height as set out in clause (e) where–

(i) the development site is 3000sqm in area or greater; and

(ii) the footprint of the portion of the development with additional building height occupies no more than 40% of the total development site area

And where, in addition to any specific requirement outlined in the specific Local Planning Policy, the development satisfies all of the following criteria–

(i) The development is of distinctive architecture befitting its location and exceptional design quality meeting at the highest possible standard the principles of good design listed under Schedule A – Supplemental Provisions to the deemed provisions Clause 78B Advisory Committee (6)(c) of this Scheme, and including, but not limited to–

- the development demonstrating a selection of high quality building materials, sustainable building measures and building longevity;
- the design addressing the relationship of taller components to lower levels (podium);
- the impact of the development on distant views;
- the visual permeability of the development with the streetscape; and
- the roofs cape aspect of the design.

(ii) The development demonstrates best practice in environmentally sustainable design, incorporating into the building fabric measures to minimise energy consumption, water usage, emissions and waste;

(iii) The development causes no significant adverse impact on the amenity of the surrounding public realm in terms of, but not limited to, building scale, shadows and potential wind tunnelling;

(iv) The development provides a high quality landscaped and publicly accessible pedestrian environment at ground level, including where appropriate–

- East-west mid-block pedestrian links that are convenient, legible, attractive, safe and activated as an integrated component of any development concept and linked to a broader pedestrian network in the area. Ongoing public access
arrangements are to be determined by and be to the satisfaction of the City and set as a condition of planning approval; and

- The area of the required street setbacks to Queen Street for Sites 1 and 2, being transferred at no cost to Council for the purposes of a road widening.

(v) Where the net lettable area within the development for residential purposes is greater than 1000sqm
- a minimum of 15 per cent of the residential net lettable area shall be provided for ‘affordable housing’.

The proposal satisfies (f)(i) and (ii), being a site greater than 3000m² in area and proposing the footprint (for the portion of additional height) of less than 40% of the total site area. Therefore Council or JDAP may, at its discretion, permit a maximum building height of 38.9m. An assessment of the proposal’s compliance with (ii) to (v) of the additional criteria will be detailed and discussed in a future RAR report for Committee’s consideration and JDAP’s determination. This report will discuss the proposal’s compliance with (i), specifically its capability of being a development of distinctive architecture befitting its location and exceptional design quality, and to some degree (iv).

**Design and Planning Principles**

The attached plans, which are the further development of the preferred conceptual scheme considered in December 2017, have been reviewed by two of the members of the City’s Design Advisory Committee for informal comment. Comments received in relation to the attached plans confirm support for the general principles of the conceptual design as viewed previously by the City, however they identify that the revised plans submitted do not carry through with some of the critical elements of the preferred option. In addition to these specific design elements a number of critical planning principles, which need to be satisfied in order to achieve compliance with LPS4, have been identified as requiring further review. Specific design modifications and planning principles are therefore recommended to ensure that the conceptual design identified as the most capable of satisfying the design quality assessment in accordance with LPS4 is delivered in the final development application plans. These modifications are discussed in detail below.

**Brick Podium**

The proposal includes the construction of a brick podium base to the development of approximately 4-5 storeys in height, extending across the whole site. The DAC has been consistent in its encouragement to the applicant to respond more emphatically to the scale and ‘weight’ of the remaining former Woolstores building on Elder Place.

The applicant has been encouraged to use brick as a utilitarian and structural element of the proposal to produce a meaningful representation of the scale and ‘weight’ (in an architectural sense) of the adjacent Elders Woolstores. The current concept uses brick as the primary material for the podium, however its use has evolved more into a decorative screen rather than an essential structural element of the podium. The proposed use of brick as a primary material is still supported, however the applicant is encouraged to develop the design of the podium as discussed below.
The overall scale of the podium, especially when viewed from Elder Place as shown in the image below, is considered to break down the overall effect of this design element though the lack of a consistent datum for the height of the proposed podium, the changing patterns of columns and beams, the varied height of street columns, the use of cantilevered brickwork, the changing pattern and proportion of openings, and the use of brick panels between slabs. The fragmentation, without any overriding order to the brickwork, does not empathically respond to the scale and more importantly the weight (solid appearance) of the adjacent Elders Woolstore.

The applicant is therefore encouraged to further investigate a visually stronger and more coherent approach to the use of brick in the podium which would provide a clearer reading of the development within its context.

![Figure 3: Extract from revised plans illustrating the varying heights of the podium as viewed from Elder Place](image)

In conclusion, it is recommended that the Committee provide in principle support for the use of brick as a primary material. It is recommended that the applicant continue the development of the podium base with brick being an essential element (not just a screen) that is representative of the scale and weight of the adjacent Elders Woolstores.

**Hotel Building**

The external appearance of the Hotel building was the focus of the concept plans presented to the City by the applicant. It was agreed at this meeting that the option of a ‘Corten’ (a weathered steel cladding product) object that ‘floated’ above the brick podium with port hole windows to the west and east elevations and a vertical fin screen to the north and south elevations had potential to achieve the exceptional design quality requirement of LPS4 and support for a proposal with a maximum building height of 38.9m.

This option is still considered to have the potential to satisfy the requirements of LPS4 however it is considered that the elevations require further resolution with specific modifications discussed below.

a) Hotel addition siting

The siting of the Hotel addition is subtly angled so that it is not truly parallel with the site
boundaries. It is understood that this design element is to enhance and vary the visual appearance of the curved fins from different locations where the site is visible at ground level. Although this concept could be considered to contribute to a distinctive building form, as the angle is very subtle it is preferred that the Hotel addition is sited parallel with the boundaries of the site to be more representative of the rectangular forms of the adjacent and nearby warehouse buildings.

b) East and west facades

The previously proposed Corten port hole window facade of the east and west elevations of the conceptual design has been developed into a glass wall façade featuring a dot frit pattern and stainless steel port hole openings. In this regard the development of this element of the design, being the preferred option, does not include the primary use of Corten (or an alternative material with similar appearance) to construct the east and west facing facades or include port hole window openings within this façade for windows to the hotel room and corridors on each floor.

Figure 4: Extract from revised plans illustrating the glass wall of the east elevation of the Hotel building.
Figure 5: Extract from revised plans illustrating the proposed screen to the east and west elevations of the Hotel building.

The previously proposed Corten wall with port hole windows set within the wall was considered to have a strong and appropriate maritime reference and should be pursued further by the applicant.

c) Curved fins of north and south facade

The proposed curved fins were also supported in principle at a meeting with the City. Preliminary concerns about the construction of the fins from Corten material was raised with the applicant, and the applicant was encouraged to explore an alternative material that would have a similar appearance as Corten, however could be more suitable for the construction of external fins. The revised plans illustrate a metal clad fin with a weathered steel appearance. Although the curved fin design element is still supported, further details of the fins is required to demonstrate how the proposed curve can be achieved given the use of sheet material cladding. The use of this material may be more likely to result in a more subtle curve than proposed currently. In addition to the details of the proposed curved form of the fins, further details are also required to illustrate how the fins can be wrapped onto the planes of the roof and the sofit.

In conclusion, it is recommended that the Committee provide in principle support for the external appearance of the Hotel addition subject to the proposal being revised to incorporate the design modifications as discussed above.

Retirement Living Building

On previous presentations to the DAC, the proposed retirement living building located at the northern end of the site, particularly its external appearance, has not been considered to be of distinctive architecture befitting its location or of exceptional design quality in order to support its proposed building height of 38.9m. Furthermore the ground level site planning associated with this proposed land use currently compromises the legibility, safety and activation of the mid-block pedestrian link, offering limited passive surveillance or active uses fronting onto the link which would attract pedestrians.

The conceptual design and the latest revised plans do not illustrate any significant changes to the earlier design of this northern building, and consequently in their current form, particularly the upper floor levels, could not be considered to meet the requirements of LPS4 necessary for approval to be recommended.
It is understood from the applicant that the Goldsbrough Street end of the subject site is proposed to be a future stage of the overall redevelopment of the site, occurring at a later date than the hotel and retail/market hall elements. In this regard the latest plans include a notation stating that the part of the retirement living building above the proposed podium level does not form part of this current application for approval.

It is noted that the discretionary provisions under Schedule 8 of LPS4 would permit the construction of a building above the proposed podium to the approximate building envelope as indicated by the proposed retirement living building (i.e. to a maximum height of 38.9m and, in combination with the Hotel building, not having a greater footprint than 40% of the total site area) subject to the design satisfying the criteria of (f) including being a development of distinctive architecture befitting its location and exceptional design quality.

In this regard it is recommended that, should the upper floor levels of the proposed retirement living building be included as part of the application, the external appearance of this building is to be redesigned in order to comply with LPS4 and its requirement for exceptional design quality. The applicant is encouraged to engage with the City and members of the Design Advisory Committee to discuss a series of conceptual design options, similar to the design development of the Hotel building before finalising an alternative design.

**Queen Street and Elder Place intersection**

At its meeting held on 13 December 2017, the Council resolved to commence compulsory acquisition proceedings to acquire all interests in strata lots 1, 2 and 3 of 20 Elder Place, Fremantle for public purposes (widening of Queen Street) in accordance with provisions of the Land Administration Act 1997. In this regard, on acquisition of the properties the proposed development would have street frontage to Queen Street for the length of its southern boundary. The applicant owns strata lots 4, 5 and 6, 20 Elder Place and could facilitate road widening along the section of Queen Street fronted by these three strata lots.

The proposal has currently been designed to turn its back onto the existing single storey
strata units, with an entry to the hotel lobby and subsequent retail tenancies and market hall being provided along Elder Place and adjacent to the south-east boundary of unit 6 and on Queen Street as illustrated below.

Figure 7: Extract from revised plans illustrating the proposed ground floor Hotel Lobby and the existing strata units at 20 Elder Place, Fremantle

In the event that the lots are acquired, the opportunity for the Woolstores shopping centre redevelopment to provide a much more highly activated, attractive frontage, including a primary Hotel entrance to a widened Queen Street and more attractive and prominent entry to the ground floor level of the Queen Street and Elder Place intersection must be accommodated.

In this regard it is recommended that the revised plans be amended to incorporate a highly active and attractive ground level frontage to Queen Street, including a Hotel entrance, and a more prominent and attractive entrance to the development at the Queen Street and Elder Place intersection.

Should the acquisition/road widening process not be continued at any stage, a variation to the plan can be considered at such a time.
Pedestrian Link

The Design Advisory Committee has been encouraging of the continued development of the proposed mid-block pedestrian link. Although the details and the design of the pedestrian link will be discussed in a future RAR report for Committee's consideration and JDAP’s determination, the link is considered to have the potential to be activated in the future when the Fremantle Train Station forecourt/bus station is remodelled and new commercial development occurs on Victoria Quay in accordance with a precinct plan previously approved by the WAPC. The Council’s ‘Freo 2029 transformational moves’ document identifies these two projects as very important transformational developments to better connect the city centre core, the station and the waterfront. Implementation of these projects would make this link a highly desirable and useful pedestrian connection. It is considered important to plan for the wider future development of Fremantle and secure a fully activated and legible pedestrian link as part of this development application.

Figures 8 and 9: Extract from revised plans illustrating the proposed mid-block pedestrian link

Having regard for the LPS4 requirement that the development provide a high quality landscaped and publicly accessible pedestrian environment including where appropriate a convenient, legible, attractive, safe and activated mid-block pedestrian link, it is considered necessary provide clear direction in regard to the development of the pedestrian link.
The proposed pedestrian link is located adjacent to the service vehicle and car park access lane into the development, generally in line with Point Street. In its current form, the single sided link does not provide clear sightlines between Elder Place and Cantonment Street for its full width or provide fully activated uses on the active side of the lane, adjacent to the retirement living building. In order to satisfy the provisions of the LPS4, the link is to be redesigned to be straight for its entire length to improve legibility and safety, be a minimum of 6 metres in width to facilitate safe and comfortable pedestrian movement in conjunction with future activated uses that may include cafes with outdoor dining areas, and be fully activated on the north-east side at ground level to maximise activity and passive surveillance.

Conclusion

Given the size and complexity of the proposed development it is considered appropriate for Planning Committee to provide a view on a number of the key design and planning principles of the development, prior to the applicant further refining the design and an officer report being finalised for determination of the application by the Joint Development Assessment Panel.

The key design principles demonstrated in the latest set of revised plans have been reviewed by the City and members of the DAC to provide comment on the capability of the development to satisfy the LPS4 requirement specific to exceptional design quality. Although the overall design of the proposed development has improved in a number of respects, it is considered that the revised plans currently do not carry through on some of the elements of the preferred design option presented to the City in December 2017 that are considered critical to the achievement the required design quality. In addition, key planning principles associated with the ground floor presentation of the development to Queen Street and the design of the pedestrian link have been identified as requiring further development. Therefore as discussed in this report the applicant is encouraged to modify these elements of the proposed design.

It is recommended that the Planning Committee advises the applicant that in principle it supports the mix of land uses and architectural direction of the proposal, and subject to specific modifications it has the potential to be of an exceptional design quality and on that basis be capable of being recommended for development approval.

OFFICER’S RECOMMENDATION

Planning Committee:

Advise Silverleaf Investments Pty Ltd that the City of Fremantle considers the overall form of development shown on plans received 11 January 2018 for the proposed redevelopment of 28 Cantonment Street, Fremantle for Retail, Office, Student Accommodation, Hotel, Retirement Living and Public Car parking uses, is a development that is capable of satisfying the development requirements of LPS4 Schedule 8 Sub Area 1.3.2 (e) and (f) including being a development of exceptional design quality subject to the following design modifications being incorporated into revised development application plans:
a) Modifications relating to podium level south-west of the pedestrian link and hotel building above podium level:

i. The proposed use of brick to construct the podium of the proposed development being visually strengthened to form an essential structure within the façade, to be of a consistent height particularly along Elder Place and to be more coherent in its presentation so that it creates a clear representation of the warehouse character of its surroundings, having specific regard for the adjacent Elders Woolstore building.

ii. The Hotel addition being sited parallel with the boundaries of the site to be more representative of the rectangular forms of the adjacent and nearby warehouse buildings.

iii. The east and west facades of the proposed Hotel addition being developed with the primary use of Corten (or an alternative material with similar appearance) with the inclusion of port hole openings, that have depth to their design and are constructed within the building façade for windows to the hotel room and corridors on each floor.

iv. The submission of further details of the proposed fins, including specific details of the proposed cladding material to demonstrate how the proposed curve and roof and soffit wrap can be achieved given the use of sheet material cladding.

b) Modifications to the podium level north east of the of the pedestrian link and Retirement Living building above podium level:

i. The proposed use of brick to construct the podium of the proposed development being visually strengthened to form an essential structure within the façade, to be of a consistent height particularly along Elder Place and to be more coherent in its presentation so that it creates a clear representation of the warehouse character of its surroundings, having specific regard for the adjacent Elders Woolstore building.

ii. The ground floor being redesigned to provide for activated uses for the entire length of the development adjacent to the mid-block pedestrian link.

iii. The external appearance of the upper floor levels being redesigned in order to comply with the development requirements of LPS4 Schedule 8 Sub Area 1.3.2 (e) and (f), including being a development of exceptional design quality

c) Modifications relating to ground floor level of the Hotel building to Queen Street

i. The south facing ground floor elevation of the proposed Hotel building and entrance at the intersection of Queen Street and Elder Place being redesigned to present as a highly activated and attractive street frontage including the primary Hotel entry to Queen Street and a prominent corner
entry to the remainder of the development, in anticipation of removal of all of the existing buildings at strata lots 1-6/20 Elder Place as part of future widening of Queen Street.

d) Modifications relating to east-west pedestrian link between Cantonment Street and Elder Place

i. The proposed link being straightened for its entire length to improve legibility and safety

ii. The proposed link being a minimum of 6 metres in width to facilitate safe and comfortable pedestrian movement in conjunction with activities that could be associated with future adjacent activated uses, for example alfresco dining space.
CONFIDENTIAL MATTERS

Nil.
SUMMARY GUIDE TO CITIZEN PARTICIPATION AND CONSULTATION

The City values community engagement and recognises the benefits that can flow to the quality of decision-making and the level of community satisfaction.

Effective community engagement requires total clarity so that Elected Members, Council officers and citizens fully understand their respective rights and responsibilities as well as the limits of their involvement in relation to any decision to be made by the City.

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<td><strong>The City’s decision makers</strong></td>
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<td><strong>Various participation opportunities</strong></td>
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<td><strong>Objective processes also used</strong></td>
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<td><strong>All decisions are made by Council or the CEO</strong></td>
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<td><strong>Precinct focus is primarily local, but also city-wide</strong></td>
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<td><strong>All input is of equal value</strong></td>
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<td><strong>Decisions will not necessarily reflect the majority view received</strong></td>
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<td>How consultative processes work at the City of Fremantle</td>
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<td><strong>Decisions made for the overall good of Fremantle</strong></td>
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<td>8. The Local Government Act requires decision-makers to make decisions in the interests of “the good government of the district”. This means that decision-makers must exercise their judgment about the best interests of Fremantle as a whole as well as about the interests of the immediately affected neighbourhood. This responsibility from time to time puts decision-makers at odds with the expressed views of citizens from the local neighbourhood who may understandably take a narrower view of considerations at hand.</td>
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<td><strong>Diversity of view on most issues</strong></td>
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<td>9. The City is wary of claiming to speak for the ‘community’ and wary of those who claim to do so. The City recognises how difficult it is to understand what such a diverse community with such a variety of stakeholders thinks about an issue. The City recognises that, on most significant issues, diverse views exist that need to be respected and taken into account by the decision-makers.</td>
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<td><strong>City officers must be impartial</strong></td>
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<td>10. City officers are charged with the responsibility of being objective, non-political and unbiased. It is the responsibility of the management of the City to ensure that this is the case. It is also recognised that City officers can find themselves unfairly accused of bias or incompetence by protagonists on certain issues and in these cases it is the responsibility of the City’s management to defend those City officers.</td>
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<td><strong>City officers must follow policy and procedures</strong></td>
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<td>11. The City’s community engagement policy identifies nine principles that apply to all community engagement processes, including a commitment to be clear, transparent, responsive, inclusive, accountable and timely. City officers are responsible for ensuring that the policy and any other relevant procedure is fully complied with so that citizens are not deprived of their rights to be heard.</td>
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<td><strong>Community engagement processes have cut-off dates that will be adhered to.</strong></td>
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<td>12. As City officers have the responsibility to provide objective, professional advice to decision-makers, they are entitled to an appropriate period of time and resource base to undertake the analysis required and to prepare reports. As a consequence, community engagement processes need to have defined and rigorously observed cut-off dates, after which date officers will not include ‘late’ input in their analysis. In such circumstances, the existence of ‘late’ input will be made known to decision-makers. In most cases where community input is involved, the Council is the decision-maker and this affords community members the opportunity to make input after the cut-off date via personal representations to individual Elected Members and via presentations to Committee and Council Meetings.</td>
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<td>How consultative processes work at the City of Fremantle</td>
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<td><strong>Citizens need to check for any changes to decision making arrangements made</strong></td>
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<td><strong>Citizens are entitled to know how their input has been assessed</strong></td>
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<td><strong>Reasons for decisions must be transparent</strong></td>
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Section 5.23 of the new Local Government Act 1995, Meetings generally open to the public, states:

1. Subject to subsection (2), the following are to be open to members of the public -
   a) all council meetings; and
   b) all meetings of any committee to which a local government power or duty has been delegated.

2. If a meeting is being held by a council or by a committee referred to in subsection (1) (b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:
   a) a matter affecting an employee or employees;
   b) the personal affairs of any person;
   c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
   d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
   e) a matter that if disclosed, would reveal –
      i) a trade secret;
      ii) information that has a commercial value to a person; or
      iii) information about the business, professional, commercial or financial affairs of a person.

Where the trade secret or information is held by, or is about, a person other than the local government.

f) a matter that if disclosed, could be reasonably expected to -
   i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
   ii) endanger the security of the local government’s property; or
   iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety.

g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and

h) such other matters as may be prescribed.

3. A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.