



Agenda

Finance, Policy, Operations and Legislation Committee

Wednesday 13 April 2022 6pm



Notice of Finance, Policy, Operations and Legislation Committee Meeting

Elected Members

A Finance, Policy, Operations and Legislation Committee meeting of the City of Fremantle will be held on **Wednesday 13 April 2022** by electronic means (MS Teams) commencing at 6.00pm.

This meeting will be available live on the City of Fremantle [YouTube](#) channel for public viewing.

A handwritten signature in black ink, appearing to read "M. Hammond".

Matt Hammond
Acting Director City Business

8 April 2022



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13 April 2022**



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1. Official opening, welcome and acknowledgement

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

2. Attendance, apologies and leaves of absence

Deputy Mayor Cr Frank Mofflin – Leave of Absence

3. Disclosures of interests by members

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

4. Responses to previous questions taken on notice

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

5. Public question time

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

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

6. Petitions

Petitions to be presented to the committee.

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

7. Deputations

7.1 Special deputations

A special deputation may be made to the meeting in accordance with the City of Fremantle Meeting Procedures Policy 2018.

There are no special deputation requests.

7.2 Presentations

Elected members and members of the public may make presentations to the meeting in accordance with the City of Fremantle Meeting Procedures Policy 2018.



8. Confirmation of minutes

OFFICER'S RECOMMENDATION

The Finance, Policy, Operations and Legislation Committee confirm the minutes of the Finance, Policy, Operations and Legislation Committee meeting dated 9 March 2022.

9. Elected member communication

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



10. Reports and recommendations

10.1 Committee delegation

FPOL2204-1 INFORMATION REPORT - FREMANTLE LIBRARY BI-ANNUAL REPORT OCTOBER TO MARCH 2022

Meeting date:	13 April 2022
Responsible officer:	Manager Customer Experience and Learning
Decision making authority:	Committee
Attachments:	1. Fremantle Library Bi-annual report infographic – October 2021 to March 2022
Additional information:	Nil

SUMMARY

This report provides information to the City of Fremantle and Town of East Fremantle Councils on the operation and performance of the Fremantle Library during the period from October 2021 to March 2022.

The City of Fremantle Library provides services to residents of the City of Fremantle and the Town of East Fremantle. The Town contribute to the provision of the City’s library services as a participating body under the Library Board Act 1951.

BACKGROUND

The Fremantle Library was the first municipally funded public library in Western Australia, opening in September 1949. In 1955, an agreement was signed noting the contribution of the East Fremantle Municipal Council, the City of Fremantle, the Fremantle Road Board, and the Library Board of Western Australia to the delivery of the City of Fremantle Public Library. The Town of East Fremantle has continued to contribute to provision of the Fremantle Library to the present day.

The City of Fremantle Library provides lifelong learning services to the residents of the City of Fremantle and the Town of East Fremantle. Services are currently offered from the library’s temporary premises at Fremantle Oval whilst the new purpose-built library is under construction in Walyalup Koort, Fremantle.



FINANCIAL IMPLICATIONS

The Fremantle Library and its services are jointly funded by:

- City of Fremantle – library operating, establishment and capital funding.
- Town of East Fremantle – contribution to library operating and establishment funding.
- State Library of Western Australia – provision of annual funding to support the supply of physical and electronic library resources. For Local Governments with a population of over 10,000, a percentage of the total state-wide materials funding is allocated based on their population. The allocation to the City of Fremantle is based on its combined population with the Town of East Fremantle. For 2020/2021 this equated to \$68,600. This amount is calculated according to projected population figures of the local government areas for 2021/22.

LEGAL IMPLICATIONS

The City of Fremantle and Town of East Fremantle are each participating bodies under the Library Board of Western Australia Act 1951.

A five-year service level agreement for the provision of library services by the City of Fremantle to the Town of East Fremantle was signed on 2 September 2020.

CONSULTATION

Nil

OFFICER COMMENT

WALYALUP CIVIC CENTRE

With increased opening hours, and service delivery across two floors, the library service increased its workforce to include additional floor staff and a Collections Librarian. This increased workforce has been vital in the delivery of the library services and programs as well as to support increased visitation to the new building.

The temporary library at Fremantle Oval was closed on Sunday 7 November, and the new library at the Walyalup Civic Centre was opened on Monday 22 November. During the closure, library staff moved collections, equipment, and other materials to prepare the new space for community.

Significant new technology was installed including a new RFID (radio frequency identification) system, public PCs, gaming, and AV equipment.



The library staff also utilised this time to learn the new work flows and procedures that ensured the opening was successful.

In December 2021, new member signups increased 425% and December total visitors exceeded pre-covid high by around 4,000 visits (Aug 2019 12,652 compared to Dec 2021 of 16,558).

Available in the Library are several spaces that are bookable by the public for meetings and events of up to 50 people, with flexible seating arrangements and state-of-the-art AV equipment. Bookings to date have been low, largely due to Covid restrictions. However, looking forward, the library team is developing new programs and partnerships as well as delivering existing programs successfully into the new library. The programming team are working with local community groups, schools, and other partners to support informal learning opportunities for all ages, with a focus on marginalised groups and removing barriers for inclusion. The library team will also be considering opportunities to relocate programs from satellite facilities (Meeting Place, Walyalup Aboriginal Cultural Centre into the new civic space).

A significant challenge in the new space at the Walyalup Civic Centre has been an increase in antisocial behaviour, which has had an impact on both the staff and community's feeling of safety. Several incidents have been reported, some of which have required police assistance. Various solutions have been deployed to discourage this behaviour, including the recent addition of Security presence in partnership with the Department of Communities, where security guards regularly walk through the Library and Customer Service Foyer as well the immediate surrounds of the building. The set up and layout of spaces in the library lounge have been altered and an increase in CCTV coverage has been implemented.

COVID-19 IMPACT

COVID continues to provide challenges to Fremantle Library with some impacts to visitation (13,595 for February, a reduction of 15% from the previous month) and workforce availability due to isolation (close contacts) and sickness. Maintaining the Library service is a priority for the City, as is public health, with increased cleaning and the provision of sanitising stations for community use.

LIBRARY CONNECT – FREQ

The Library Connect program remains a vital point of contact for the community. Since launching, more than 750 individuals have been supported by the service, including 212 people in the six months to end of March 2022. The individuals are 2/3 female, 1/3 male, with the majority aged in their 30s and 40s. More than 35% were from an Aboriginal or Torres Strait Islander background. Across the period reported on, a total of \$15,885 has been spent aiding those seeking help from the St Pats Emergency fund (over \$40,000 since the program began). The majority of this has been due to financial difficulties, housing affordability and lack of support.



Clients are requesting phone appointments as COVID cases peak, though many still prefer face-to-face appointments.

VOICE OF THE CUSTOMER SURVEY

In February 2022, a Voice of the Customer survey was undertaken for the Fremantle Library and Freo Toy Library. This is a user perception survey where an independent researcher conducts phone interviews with regular users of library services. Satisfaction ratings and customer feedback is sought on both the service performance and on the acceptability of the facilities.

The Fremantle Library had a satisfaction rate of 80% for the service and the library facilities rated at 79%, potentially because of some early transition challenges with technology, unfamiliarity with collection layout and building issues.

Despite this, people are voting with their feet by signing up and using the modern new facilities.

Residents have enthusiastically embraced the facility and flocked in to use it as demonstrated by significantly increased membership figures and visitation rates. The feedback has however given us insights for areas to improve. Useful feedback was received around the range of the collection and ease-of-navigation of the space, and the library team have already undertaken actions to address these issues.

The Toy Library service rates at 100% and 75% satisfaction for the facilities. The Toy Library remains an outstanding service which is greatly appreciated by its users who understand the value it provides. Most speak of the Toy Library in glowing terms in respect of its capacity to develop their children, with Louise recognised as an outstanding service provider and a special person.

The Meeting Place rates at 100% satisfaction for the service and 100% satisfaction for the facility and is also greatly valued and appreciated with the service loved by the user groups.

LIBRARY BOARD NOMINATIONS

In November 2021, the City was notified by the Minister for Tourism; Culture & the Arts; and Heritage that the term of the current City of Fremantle representative on the Library Board of WA, Cr Jenny Archibald, is due to expire on 7 May 2022.

The city undertook a nomination process, inviting nominations from the Fremantle and East Fremantle community. Nine nominations were received and provided to FPOL committee in March 2022, with three names forwarded to the Minister for consideration. The appointment should be announced in April 2022.



LIBRARY OPERATIONS

Library Services

Between October 2021 and March 2022 there were 74,321 visitors to Fremantle Library (across both temporary and new venues), which is an increase of 77% on the previous 6-month period.

The library has also welcomed 1,764 new members, with active membership of the library at 7,384 members with the number of active East Fremantle members at 599 members.

Library staff have answered 17,696 customer enquiries. The top five enquiries received are regarding circulation and loans, directions to a landmark or place, printing/photocopying/scanning, self-serve machines and payments.

Collections

The library has been enjoying a re-invigoration of stock since the move, preceded by our big book sale. Additional stock has enabled us to create innovative curated collections and grow existing ones to address community needs and interests. Our new curated collections include Parenting, STEAM (science, technology, engineering, arts, maths), and WA Literature, which celebrates our State by showcasing local authors and subjects not covered by Fremantle Press or the Local History collection.

The Fremantle Press collection will also be enjoying a refreshing facelift with eye-catching red spine labels showing a red Fremantle Press logo.

Fremantle History Centre

In the six months to end September 2021, the History Centre answered 749 enquiries, an increase of 54% on the previous six-month period. Most of these enquiries came via email, with the most popular enquiries around property files, research, and collections.

The City took possession of several interesting donations in this time:

- In October 2021, the History Centre received a large donation of archival material related to the Fremantle Fishermen's Co-op which began in 1947. The type of material includes several ledger books containing names, addresses, the boat names and catch sizes.
- In February 2022, the History Centre received a donation of the original mould of the pattern used for the original plaque located at the Proclamation Tree, which was removed/stolen some years ago. The donor rescued the mould from a skip at the State Engineering Works, North Fremantle which was being demolished some 30 years ago.



The History Centre also hosted a presentation by author Ian Reid, who spoke about his new fiction book based on his research of the Fremantle Lunatic Asylum (now the Arts Centre). The event was held in the Mardoo space of the library and had 25 attendees.

PROGRAMS & OUTREACH

Adults Programming

Program Statistics

Program	Number of sessions	Total attending
Book Clubs	8	58
Community Care	1	48
Hungerford Book Launch	1	100
White Ribbon Day	1	150
Literary Sector Events	2	115
Fremantle Youth Network	8	27
PCYC SafeSpace	5	134
The Turners interactive audioplay	6	38
Program	Number of sessions	Total attending
Chair Yoga	10	50
Emerging Writers Cooperative	2	6
LGBTQIA+ Parents Group	2	6
School of Critical Arts Workshop	4	32
Studio School workshops	4	43
GO Boardgame Community	1	3
Voicebox poetry event	1	46
Converging Stories	1	24
History presentation: Ian Reid	1	25
1-1 Tech Help sessions	203	203
TOTAL	261	1,108

The library maintained several ongoing programs such as Book Clubs and Tech Help, while developing new programs for the library at Walyalup Civic Centre to ensure high use of the new spaces and a wide variety of demographics are catered for. Attendance to YA and adult programs increase 174% on the previous 6-month period.

In January 2022, the Library initiated one-on-one tech help sessions for MyGov and ServiceWA support after the WA Government introduced COVID vaccine certificates. These sessions were hugely popular and booked out throughout February and into March.



Many more individuals came in for assistance without making a booking and the library helped more than 350 individuals with MyGov and ServiceWA taking more 170 hours of time over a two-month period. The Fremantle Youth Network (jointly supported by Fremantle Library and the Community Development team) have driven and participated in activities throughout the period.

In December 2021, the FYN attended the George St Festival representing the Fremantle Library engaging with 280 community members throughout the festival.

Fremantle Library’s relationship with the literature sector in Fremantle has strengthened with the library hosting two events in the new library at the Walyalup Civic Centre. Fremantle Press’s Hungerford Award (sponsored by the City of Fremantle) submissions closed 2022 in March with 90 submissions. The library is also partnering with the Literature Centre to host the Storytellers Festival in July 2022 and is currently exploring opportunities for an Indigenous Languages Forum

Children’s Programming

Program	Number of sessions	Total attending
Better Beginnings Kindy Visits	5	142
Story Time	14	196
Rhyme Time	12	249
Buster sessions	27	1,428
After School LEGO Club (PCYC)	19	148
CoderDojo	21	200
Family Fun Days – Toy Library & PCYC	2	270
Gamers Engage	5	66
James Foley cartooning workshop at PCYC	3	71
Buster 35 Birthday Party	1	650
School Holiday Bicycle Balance	2	60
Library Xmas Party	1	150
Toy Library/PCYC Xmas Party	1	200
Library Open Day	1	1600
Total	114	5,430
LibraryCraft	5,974 hours of play	344 players



Many activities and programs were paused over the move, however since opening at the Walyalup Civic Centre, the library has been able to bring back all previous programs, including Rhyme Time in the Library for the first time since March 2020. These sessions have been well attended and have worked well in the new space. Attendance to children’s programs increased 68% on the previous 6-month period.

The childrens’ and youth areas of the new library have been very popular with families and students. The youth area features a gaming zone that averages 150 users per month.

On Wednesday 6 October 2021, Buster celebrated 35 years of operations with a free family even at the Fremantle Arts Centre. More than 650 people attended, including the Federal Member for Fremantle Josh Wilson, and event partners Meerilinga, Nature Play, Ngala, KidSafe, SMYL, Fremantle Women’s Health Centre, SMYI and the Walyalup Aboriginal Cultural Centre.

LibraryCraft continues to grow with 339 registered players (49 from Fremantle / 6 from East Fremantle) and about 1,000 hours of play per month on average. Players are engaged through STEM themed monthly competitions.

Freo Toy Library

Freo Toy Library	TOTAL	East Fremantle
Membership at September 2021	332	21
New members April – Sept 2021	48	5
Loans	4,152	562
Visits TOTAL	2,943	NA

Freo Toy Library continued to expand on the library service offering by delivering:

- special events
 - o Two family fun days in partnership with PCYC – 270 attendees
 - o Christmas party – 200 attendees
- School holiday programs
 - o James Foley cartooning workshop – 71 attendees
 - o Bicycle Balance workshop – 71 attendees
- Regular programs
 - o LEGO club – 148 attendees
 - o Sewing club – 14 attendees
 - o Book club – 36 participants



VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council receive the Information Report - Fremantle Library bi-annual report for October 2021 to March 2022.



**FPOL2204-2 WARD BOUNDARIES AND REPRESENTATION REVIEW -
POSTPONEMENT**

Meeting date: 13 April 2022
Responsible officer: Manager Governance
Decision making authority: Committee
Attachments: 1. Local Government Reform Stronger local
democracy and community engagement
DLGSC Factsheet.
Additional information: Nil

SUMMARY

This report is for council to consider postponing its intended Ward Boundaries and Representation Review 2022-2023, while the sections of the Local Government Act relating to such reviews are being considered for amendment.

BACKGROUND

Clause 6 of Schedule 2.2 of the Local Government Act 1995 requires a local government with Wards to carry out a periodic review of its ward boundaries; and the number of offices of councillor for each ward either every eight years or as directed by the Local Government Advisory Board (LGAB).

If a review is undertaken, it must be completed and submitted to the Local Government Advisory Board by 31 January 2023, in time for changes to be implemented for the 2023 local government ordinary elections.

The City completed its last scheduled statutory review (every 8 years) in December 2018 in accordance with Schedule 2.2 and also as a result of a request from the Local Government Advisory Board, due to a ratio deviation in excess of the Local Government Advisory Board's recommended 10% (councillor to elector ratio for Hilton ward was slightly over the preferred plus or minus 10 % figure). The outcome of that review was that Council determined to endorse the existing boundaries and to undertake an additional review of the City's boundaries and representation in 4 years (2022/2023) (not 8 years as required under statutory review).



The background material to that report included the following officer comment:

It is acknowledged that there currently exists a minor imbalance outside of the 10% ratio suggested by the Local Government advisory Board (LGAB). However, as that minor imbalance could potentially be corrected to within the suggested tolerance by making adjustments that move as few as 39 electors from Beaconsfield Ward to Hilton Ward, realigning ward boundaries for such a minor deviation is considered to be a significant upheaval for minimal gain.

In addition, it is recommended that the City of Fremantle undertake a comprehensive review of its Wards and Representations in 2022/2023 (not 2026/2027 as required by legislation) in anticipation of upcoming residential development which will likely create

Council determined the following outcome:

Council:

- 1. Note that 5 submissions from the public have been received and considered in relation to the local public notice that a ward review is to be carried out.*
- 2. Endorse the continuation of the City's existing ward boundaries and representation.*
- 3. In accordance with Schedule 2.2 (9) of the Local Government Act 1995 (the Act), recommend to the Local Government Advisory Board that:
 - a. The City's ward structure and representation remain unchanged, and*
 - b. The City of Fremantle undertakes an additional review of wards and representation in four years' time (2022/2023).**

More recently, in November 2021 the Local Government Minister released details of a package of "sweeping reforms" to the *Local Government Act 1995* based on the following on six themes:

1. Earlier intervention, effective regulation and stronger penalties;
2. Reducing red tape, increasing consistency and simplicity;
3. Greater transparency and accountability;
4. Stronger local democracy and community engagement;
5. Clear roles and responsibilities; and
6. Improved financial management and reporting.

Theme 4 of these proposed reforms includes the proposal for consistent numbers of elected members.



“...intended to increase consistency, the number of elected members on any council will be set based upon the population within that local government. The Local Government Panel Report recommended a number of elected members as follows:

- population of up to 5000 — 5 councillors (including the president)
- population of between 5000 and 75,000 — 5 to 9 councillors (including the mayor/president)
- population of above 75,000 — 9 to 15 councillors (including the mayor/president)

This would cause significant community upheaval in the same way that changes instigated by the City during a Ward Boundary and Representation review would. In order to avoid this potential upheaval and confusion from two reviews and possible changes in a short period of time, it is recommended that the City wait for the outcome of the Local Government Act 1995 review or until the date of the next ordinarily scheduled statutory review in 2026/2027, whichever is earlier to complete its next review.

FINANCIAL IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Clause 6 of Schedule 2.2 of the Local Government Act 1995 requires local governments that have wards to carry out a review of ward boundaries and councillor numbers every eight years or as required by the Local Government Advisory Board.

"Schedule 2.2 — Provisions about names, wards and representation

6. Local government with wards to review periodically

- (1) A local government the district of which is divided into wards is to carry out reviews of —*
 - (a) its ward boundaries; and*
 - (b) the number of offices of councillor for each ward, from time to time so that not more than 8 years elapse between successive reviews.*
- (2) A local government the district of which is not divided into wards may carry out reviews as to —*
 - (a) whether or not the district should be divided into wards; and*
 - (b) if so —*
 - (i) what the ward boundaries should be; and*
 - (ii) the number of offices of councillor there should be for each ward, from time to time so that not more than 8 years elapse between successive reviews.*



- (3) *A local government is to carry out a review described in subclause (1) or (2) at any time if the Advisory Board requires the local government in writing to do so.*"

CONSULTATION

Nil.

OFFICER COMMENT

The City of Fremantle is currently divided into six wards. There are two councillors representing each ward, with a total of twelve councillors and a mayor representing the City.

The mayoral position has not been included in this assessment as the mayor represents the local government district as a whole and does not count toward the representation of individual wards.

In 2018, a slight imbalance in representation across the City was seen with Hilton Ward being marginally over represented by a deviation higher than the Local Government Advisory Board prefers.

"The Local Government Advisory Boards general policy is that, consistent with the principle of 'one vote, one value', there should not be more than a plus or minus 10% deviation in the average number of electors per councillor across the wards in a local government."

In 2018, it was determined that as the deviation was very minor it would cause major upheaval for minimal gain. It was also anticipated that development in the City would change elector numbers between 2018 and 2022 making it beneficial to adopt a nil change review at that time and to revisit the review process in 4 years (2022/2023) rather than waiting for the usual statutory 8-year period (2026/2027).



The **current** councillor/elector ratio for each ward shows an almost identical 'slight imbalance' to that of 2018, with Hilton Ward continuing to be marginally overrepresented.

City of Fremantle				
Ward Name	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation
East Ward	3,990	2	1,995	2.34%
South Ward	4,247	2	2,124	-3.95%
North Ward	4,286	2	2,143	-4.90%
City Ward	4,401	2	2,201	-7.72%
Beaconsfield Ward	4,022	2	2,011	1.56%
Hilton Ward	3,568	2	1,784	12.67%
Totals	24,514	12	2,043	

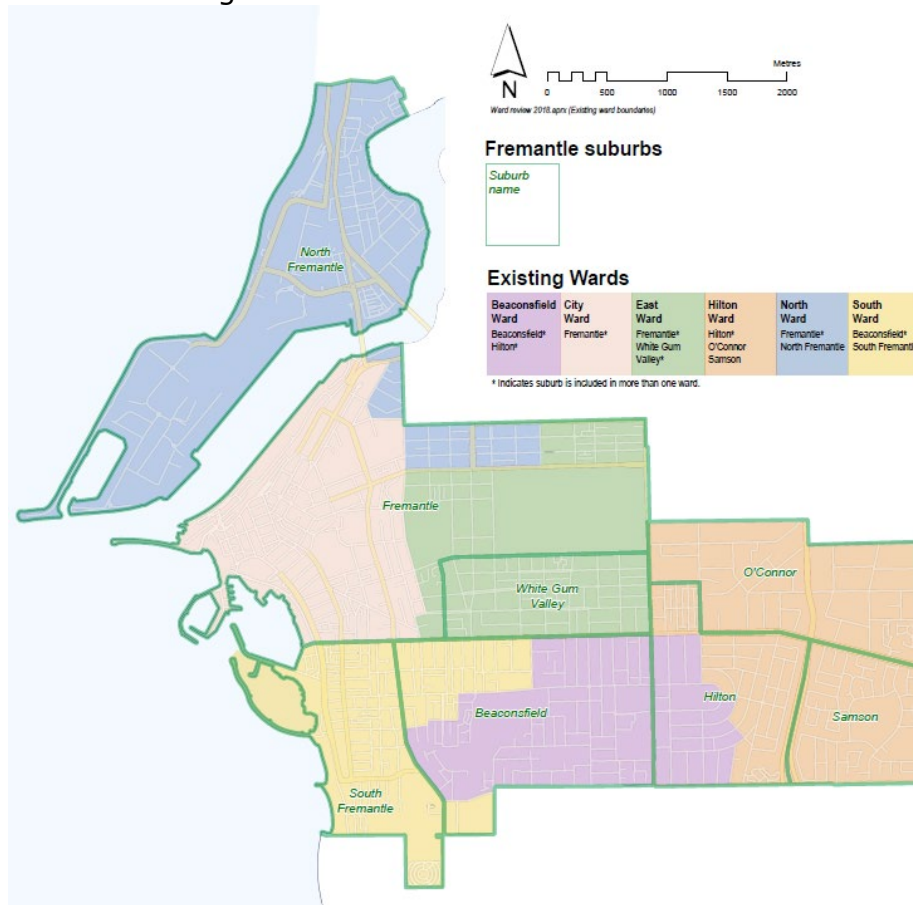
The **previous** councillor/elector ratio for each ward (from the 2018 review) is shown in the below table:

City of Fremantle				
Ward Name	No. Electors	No. Councillors	Councillor: Elector Ratio	% Ratio Deviation
East Ward	3,624	2	1,812	2.59%
South Ward	3,835	2	1,918	-3.09%
North Ward	3,845	2	1,923	-3.36%
City Ward	3,852	2	1,926	-3.54%
Beaconsfield Ward	3,855	2	1,928	-3.62%
Hilton Ward	3,310	2	1,655	11.03%
Totals	22,321	12	1,860	

In real terms this minor imbalance could be corrected to within the suggested tolerance by making adjustments that move as few as 100 electors from Beaconsfield Ward to Hilton Ward.



City of Fremantle existing Ward Boundaries:



VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

Note: Where Council proposes to make an order to change the ward boundaries and/or representation an Absolute Majority vote will be required.

OFFICER'S RECOMMENDATION

Council:

- 1. Approve a postponement of the Ward Boundary and Representation Review, requested to be undertaken in 2022/2023, to occur in 2026/2027 (the usual 8 years) or after the outcome of the latest package of local government reforms (2021) is formally amended, whichever is earlier.**
- 2. Advise the Local Government Advisory Board of the City's intention to postpone this review.**



FPOL2204-3 PRIVATE ROAD NAME – 119 HOPE STREET, WHITE GUM VALLEY

Meeting date: 13 April 2022
Responsible officer: Manager Information Technology
Decision making authority: Committee
Attachments: 1. City of Fremantle - Road Names Register
Attachments: 2. Lodged Survey-Strata Plan No. 82156

SUMMARY

The purpose of this report is to seek Council support for a new private road name as part of the subdivision of 119 Hope Street, White Gum Valley. The new road name requires the support of the Council with final delegated approval from the Landgate Geographic Names Team (GNT) on behalf of the Minister for Lands.

The GNT require the City of Fremantle ('City') to provide a preferred road name with a second back-up name selected from the City's Road Names register (attachment 1). The register contains names with preliminary approval via the Landgate on-line search.

The development is in the advanced stages with street addressing required within the coming weeks making the private road name to be a matter of urgency. Therefore, in this instance a proposed name and reserve name is included in this report taken from the attached City of Fremantle Road Names Register ("Register").

It should also be noted that road names are no longer kept or reserved by Landgate from 01 January 2022.

This report recommends that Council, acting under delegated authority endorse the name "*Sapphire Way*" to be applied to the new private road as shown on lodged Survey-Strata Plan No. 82156, with the back-up name of "*Citrine Lane*".

BACKGROUND

The survey strata plan No. 82156 (Attachment 2) provides for a one-way vehicle accessway (public access easement) through the development site at 119 Hope Street, White Gum Valley, entering via Wongan Avenue (east) and existing via Hope Street (north).

FINANCIAL IMPLICATIONS

Nil



LEGAL IMPLICATIONS

Landgate is responsible for road naming and is guided by the Geographic Names Committee (GNC). The GNC provides the Policies and Standards in relation to the naming of roads, features, townsites and places in Western Australia. The following publications are referred to by the Geographic Names Team (GNT) when assessing road naming and street addressing compliance:

- The GNC Policies and Standards for Geographical Naming in Western Australia Version 03:2017 (“Policies and Standards”)
- The Australian/New Zealand Standard Rural and Urban Addressing Standard (AS/NZS 4819:2011 (3rd edition released in 2011).

Naming of roads and public spaces is complex and has many criteria to satisfy. A proposal to name a place after a person to commemorate them, requires substantial research and consultation.

“The Landgate Policies and Standards under the heading of “Reserved road names” states the following;

*“Local governments may no longer request that eligible road names be reserved for future use within their boundaries. Prior existing reserved road names will automatically lapse five years from original approval, with the Reserve Register to contain no local government requested names **from 01 January 2022**. Local governments are encouraged to maintain their own reserve register, using the Landgate on-line form to check for suitability.”*

CONSULTATION

Additions to the City’s Road Names register.

A list of 22 proposed Whadjuk Nyoongar road names was submitted to the Walyalup Reconciliation Action Plan Reference Group (WRAP) meeting on the 29 March 2022 for comment. Unfortunately, the WRAP agenda was full, and the item was deferred to the next scheduled meeting in June 2022. These names are therefore not available at this time.

OFFICER COMMENT

The naming of a new private accessway through the subdivision of 119 Hope Street is supported and recommended by Landgate GNT. The naming provides an opportunity for street addressing and presents a good wayfinding practice.

Due to the urgency for an approved private road name the Officer has provided a proposed road name and backup name, taken from the City’s Road Names Register and applied an appropriate suffix to the name.



The private road name should have a Landgate approved suffix as listed below:

- Lane
- Way
- Place
- Road
- Street

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council:

- 1. Endorse the name "*Sapphire Way*" to be applied to the new private road as shown on lodged Survey-Strata Plan No. 82156, with the back-up name of "*Citrine Lane*".**
- 2. Submit the road naming application described in item 1 to the Landgate Geographic Names Team for consideration and Ministers approval.**



FPOL2204-4 METROPOLITAN REGIONAL ROAD GROUP-ROAD REHABILITATION GRANT APPLICATION 2023/24

Meeting date: 13 April 2022
Responsible officer: Manager Infrastructure Engineering
Decision making authority: Committee
Attachments: Nil
Additional information: Nil

SUMMARY

Each year, the City is invited to submit for consideration, projects qualifying for the Metropolitan Regional Road Group (MRRG) grant program for road rehabilitation works. The closing date for the 2023/24 financial year program submission is the 22 April 2022 and the successful projects funded will be announced in December 2022.

Each financial year, there is a sliding grant funding amount which has a maximum capped limit of \$950,000 that the City can apply for in relation to the MRRG sites and the contribution criteria is based on a two thirds/one third split (MRRG/City).

This report recommends that Council supports the 2023/24 MRRG grant application for road rehabilitation sites as listed in the officer’s comments with a total funded budget of \$900,000. This funding limit has been recommended by the City’s Consultant and is seen as a more reasonable funding level to aspire to. A separate budget request and approval will still be required from Council during the 2023/24 financial year for these sites.

BACKGROUND

The MRRG grant program has been created to provide the basis of an unbiased approach to determining the condition and importance of potential grant funded rehabilitation sites. Each site is assessed using the approved accumulative points scoring system that considers road condition, surface age, volume of traffic and number of heavy vehicles using the road.

Sites are inspected and condition ratings carried out in accordance with the current MRRG Rehabilitation Guidelines (February 2020). All traffic lanes are inspected, each site’s score is reviewed and a visual condition point’s score table is produced to ensure that they are suitable projects for final submission. The existing road profile and deflection survey is also conducted for all sites, and this determines the recommended road treatment.



The following criteria apply to all MRRG rehabilitation submissions:

- All district distributor A and B roads are eligible for funding with no required minimum number of vehicles per day (vpd).
- All local distributor roads carrying greater than 2000 vpd are eligible for funding.
- Access roads are not eligible for funding.
- A pavement investigation and structural design is required for all submissions.

FINANCIAL IMPLICATIONS

As required under the MRRG funding guidelines, the City must contribute one third of the road rehabilitation cost.

Description	Estimated Cost
MRRG Road Rehabilitation (Financial Year 23/24)	
State Contribution - MRRG Grant Funding (2/3 of Road Rehabilitation Cost)	\$893,802
City's Contribution for Road Rehabilitation (1/3 of Road Rehabilitation Cost)	\$446,901

To meet the grant application criteria, officers only require support from Council for the sites listed for road rehabilitation to allow a former application to be submitted. Each one of the sites will still be subject to a separate budget request in the 2023/24 financial year budget process.

LEGAL IMPLICATIONS

All road pavement rehabilitation will require final approval from Main Roads WA as part of the MRRG grant application.

CONSULTATION

Officers have compiled this proposal in conjunction with the corporate asset management team. In developing the complete streets component to enhance the rehabilitation project, officers will continue to liaise with effected community and precinct groups with respect to the outcome.

OFFICER COMMENT

Officers carried out the field investigations, completed design options and recommend road treatments for five sites with an additional site nominated as a reserve within the city boundary for funding consideration by MRRG. In line with Main Roads WA scoring criteria, officers carried out assessments as per the Main Roads WA guidelines.



A summary of the investigation and recommended treatments is shown below. If the City is successful with this grant application, further detailed design work will be required to finalise the treatments for each site and the City’s contribution will still be subject to Council’s approval through the 2023/24 financial year budget process.

Recommended roads for the City’s MRRG funding submission for financial year 2023/24 are as follows:

	Street Name and Approximate Extent	Muni Contribution	MRRG Contribution	Proposed Treatment
Site 1	Ladner Street – Garling Street to Peel Road, both directions.	\$84,299	\$168,599	Stabilisation
Site 2	Marine Terrace – Norfolk Street to Cliff Street including round about at Cliff Street, both directions.	\$94,758	\$189,516	Overlay
Site 3	High Street – East Street to Ord Street, both directions including intersections.	\$140,666	\$281,331	Stabilisation
Site 4	South Street – Hampton Road to Solomon Street, both directions.	\$67,877	\$135,754	Stabilisation
Site 5	Lefroy Road/Carrington Street Intersection – Carrington Street, both directions.	\$59,301	\$118,601	Stabilisation
	Total	\$446,901	\$893,802	
Summary of Costs (Financial Year 2023/24)				
MRRG’s Grant Funding Contribution (2/3)			\$893,802	
City’s Contribution for Road Rehabilitation (1/3)			\$446,901	
Total			\$1,340,703	
Reserve Project				
Site 6	High Street – Ord St to Parry St Westbound and Stirling St to Ord St Eastbound.	\$43,339	\$86,678	Overlay



In addition to the road rehabilitation works recommended at the six sites above, City officers will also assess each site seeking to apply outcomes adopted by Council in relation to the:

- Integrated Transport Strategy 2015,
- Bike Plan 2019-2024,
- Access and Inclusion Plan 2021-2025 and
- Urban Forrest Plan.

Each of the above sites will be further explored for opportunities for improvement to maximise efficiencies and reduce costs of our works, as well as minimising impacts on our community.

This will be done during the detailed design process, and where feasible, will be added separately to the budget request for the 2023/24 financial year for consideration by Council.

These additional opportunities will not be covered by the MRRG grant, as this is specifically intended for road rehabilitation costs.

Improvements in the road reserve environment that will be investigated include, but is not limited to additional tree planting, pedestrian crossing points, disability access, parking efficiencies and sustainability initiatives.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required.



OFFICER'S RECOMMENDATION

Council:

1. **Request officers to lodge the City of Fremantle's 2023/24 financial year grant application to the Metropolitan Regional Road Group for the six road rehabilitation sites below:**

Site 1	Ladner Street – Garling Street to Peel Road, both directions.
Site 2	Marine Terrace – Norfolk Street to Cliff Street including round about at Cliff Street, both directions.
Site 3	High Street – East Street to Ord Street, both directions including intersections.
Site 4	South Street – Hampton Road to Solomon Street, both directions.
Site 5	Lefroy Road/Carrington Street Intersection – Carrington Street, both directions.
Site 6	High Street – Ord St to Parry St Westbound and Stirling St to Ord St Eastbound.

2. **Note, that if successful, further detailed design work will be required to finalise the treatments for each site and the City's contribution will be subject to a separate budget request that will require Council's approval for the 2023/24 financial year.**



FPOL2204-5 MANAGEMENT ORDER - PIONEER PARK RESERVE NO. 35677

Meeting date: 13 April 2022
Responsible officer: Acting Director City Business
Decision making authority: Committee
Attachments: 1. Draft Deed of Agreement and Annexure A
Additional information: Nil

SUMMARY

The City of Fremantle (“City”) has received a request from the Department of Planning, Lands and Heritage (DPLH) to formally accept the management of Pioneer Park Reserve No. 35677 (“Park”). The granting of a Management Order (MO) includes a deed of agreement to govern the management of the reserve.

Previously on 22 January 2021 the City’s Management Order for the Pioneer Park was temporarily revoked upon the understanding that the management would be reinstated during following months.

This report recommends that Council accept the new Management Order for Reserve No. 35677 (Pioneer Park) including the finalisation of the attached draft Deed of Agreement and Annexure A for execution by the City of Fremantle.



Figure 1 - Pioneer Park Reserve No. 35677



BACKGROUND

The State of WA originally “Vested” the Management of Pioneer Park Reserve No. 35677 to the City on 8 December 1978 as a “C” class Reserve. The historical purpose was noted as “*Cultural Facility & Park*”.

On 1 June 1993, the *current purpose* on the Vesting Order was amended to “*Park*”. On 22 January 2021 – the vesting to the City of Fremantle was revoked pursuant of Section 50(2) of the *Land Administration Act 1997* with the “Management body” transferred to the Minister for Heritage as described in Note 2 of the Management Order below.

“Minister responsible for the Heritage Act 2018, for the time being known as the Minister for Heritage care of Department of Planning, Lands and Heritage of 140 William Street Perth WA 6000”.

The designated purpose remained as “Park” only.

The revocation of the City’s management occurred due to a protest at Pioneer Park Reserve. The revocation of the Management Order was understood to be a temporary measure.

On 18 October 2021, the City received a request from the DPLH to accept the new Management Order of Pioneer Park Reserve No. 35677. The new MO included a draft Deed of agreement between the State of Western Australia (Minister) and the City of Fremantle (Management Body).

FINANCIAL IMPLICATIONS

The continuation of the Maintenance of Pioneer Park was granted by the Department of Heritage in January 2021. There are no additional financial implications to accepting the return of the City’s Management Order over the Park.

The bore at Pioneer Park failed in January 2022 and requires renewal, refer to the officer comments for details. Should the City take the Management Order on, it will be responsible for covering these costs. The estimate for the renewal is \$225 000 and officers have submitted a budget for consideration in the 2022/23 financial year.

The high cost of this renewal is a result of the only suitable water source at Pioneer Park for the purposes of irrigation being the Leederville Aquifer. Access to the Leederville Aquifer requires a new bore construction and the installation of related pumping infrastructure to a depth of approximately 100 metres. Alternative water source options of the Perth Superficial Aquifer and potable water were investigated but both deemed to be unsuitable options.



A licence to draw ground water (157615) from this aquifer is held by the City of Fremantle and is valid until May 2025. This licence can be renewed through the Department of Water and Environmental Regulation in the lead up to its expiry. A Licence to 'Construct or Alter Well' (206964) has been applied for and approved by the Department of Water and Environmental Regulation.

LEGAL IMPLICATIONS

The acceptance of the Management Order over Reserve No. 35677 (Pioneer Park) is subject to the City signing a deed of agreement (including Annexure A) between the State of Western Australian (Minister) and the City of Fremantle (Management Body ("the Deed"). The draft deed is based on a standard DPLH template for inclusion with Management Orders over significant/sensitive Reserves.

Reserve No. 35677 is described on Crown Land Certificate of Title Volume 3100 Folio 832 being Lot 2084 on Deposited Plan No. 191091.

CONSULTATION

Nil.

OFFICER COMMENT

The city has continued to maintain Pioneer Park after the revocation of the management order in January 2021.

The associated draft Deed of Agreement and Annexure A outlines the City's responsibility of Pioneer Park.

The DPLH has confirmed that the current approach, to the grant of management for significant/sensitive reserves, is to have a Management Order (MO) deed to govern the management of the reserve. In addition, the proposed MO for Pioneer Park is the standard deed template/conditions (which have been used previously) and there are no additional specific conditions.

An issue arose in January 2022 where the bore feeding the irrigation system at Pioneer Park failed. The bore was investigated to see if it could be repaired, however as it has collapsed and requires replacement. Officers have contacted DPLH and requested a contribution to the renewal costs of the bore. DPLH advised they do not have a budget allocation for works such as these and they will not incur or be responsible for any costs/upgrades in accordance with the conditions of the Management Order.

Should the City accept the Management Order, it would be responsible for the renewal of the bore inclusive of all associated costs. In the interim, officers are manually watering the turf to try and maintain it in such a condition that when the bore is renewed, the turf will effectively recover. If the bore is not renewed next financial year, this practice will need to continue.



In its current configuration, the bore services not only Pioneer Park, but also Railway Reserve on Public Transport Authority Land.

Officers have also sought a contribution for the renewal of the bore and requested Public Transport Authority enter into a service agreement for the ongoing use of the bore; however, they have since reinstated their irrigation off an existing system in their lot and will no longer require the use of Pioneer Park.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council accept the new Management Order for Reserve No. 35677 (Pioneer Park) including the finalisation of the attached draft Deed of Agreement and Annexure A for execution by the City of Fremantle, noting:

- a. The bore and associated infrastructure at Pioneer Park has failed and requires replacement.**
- b. Officers have sought contribution from the Department of Planning, Lands and Heritage and the Public Transport Authority towards the replacement of the bore, which both agencies declined.**
- c. Officers have submitted a budget request for renewal of the bore consideration in the 2022/23 financial year budget.**



10.2 Council decision

FPOL2022-6 ADOPTION OF THE COUNCIL AND COMMITTEE MEETING SCHEDULE FOR THE PERIOD OF JUNE 2022 TO JUNE 2023

Meeting date:	13 April 2022
Responsible officer:	Manager Governance
Decision making authority:	Council
Attachments:	1. Schedule of Council and Committee Meetings for the period of 1 June 2022 to 30 June 2023.
Additional information:	Nil.

SUMMARY

Each year Council considers the schedule for which it intends to hold its Ordinary Council meetings and Committee meetings for the next 12 months.

This report recommends that Council adopt the proposed City of Fremantle Schedule of Council and Committee Meetings for the period of 1 June 2022 to 30 June 2023 as shown in the attachment to this report.

BACKGROUND

The City of Fremantle traditionally holds Ordinary Council meetings on the fourth Wednesday of each month, and Committee meetings on the first three Wednesdays of the month.

In past years, Council has agreed to hold fewer meetings in December and January, as Council recognises that many members of the community are enjoying holidays during this period and may miss their opportunity to be consulted or get involved with council business during this time.

Following adoption, any changes to dates or times will be published on the City's website.

Agendas and Minutes for all meetings and details relating to attendance and speaking at meetings will be made available on the City's website.

FINANCIAL IMPLICATIONS

There are no financial implications identified in setting a meeting schedule.



LEGAL IMPLICATIONS

The Chief Executive Officer must publish Council and Committee meeting details on the City’s website, in accordance with regulation 12 of the *Local Government (Administration) Regulations 1996*.

CONSULTATION

Nil consultation was sought in reference to this report.

OFFICER COMMENT

Prior to 2020, under section 5.25. of the Local Government Act 1995 “Regulations about council and committee meetings and committees” a local government was required to adopt and give public notice of the details of the Ordinarily Council Meetings and Committee Meetings intended to be held in the next 12 months. In 2020, amendment to the Act meant that the CEO could process these actions without formal council decision.

However, as the meeting schedule directly impacts elected members, the administration prefers to continue to seek council adoption of the meeting schedule.

Previous Schedule	
Previously (before November 2020) the schedule of meetings has been structured as follows:	
Monthly	
Week 1	Planning Committee
Week 2	Finance, Policy, Operations and Legislation Committee
Week 3	Strategic Planning and Transport Committee
Week 4	Ordinary Meeting of Council
Quarterly	
Week 3	Audit and Risk Management Committee



Current Schedule

In November 2020, the schedule was amended to hold; the Strategic Planning and Transport Committee and the Audit and Risk Management Committee on alternate months as follows:

Monthly

Week 1	Planning Committee
Week 2	Finance, Policy, Operations and Legislation Committee
Week 3	Strategic Planning and Transport Committee
or	
Week 3	Audit and Risk Management Committee
Week 4	Ordinary Meeting of Council

The reason for this change was included in the officer comment of the report included in the agenda for the Ordinary Council Meeting held on 20 November 2020:

"The relatively long-term nature and related statutory processes of many of the matters dealt with by SPT means that the workload of the committee tends to fluctuate over time. For example, a planning scheme amendment, after initial consideration by the committee, is subject to referral to external agencies and community engagement before reconsideration for final adoption – this often causes a lag of several months between the two reports on the matter to SPT. However, in recent months the committee's workload has consistently been relatively light. This has been partly due to disruptive impacts of COVID-19 on the City's capacity to undertake major strategic projects and policy initiatives in the current financial year. This has led to some questioning by elected members of the need for the committee to continue to meet on a regular monthly basis."

Since this change the workload for the Strategic Planning and Transport Committee has continued to be light, and it has been suggested that the work of the committee could be undertaken by the Planning Committee and/or the Finance, Policy, Operations and Legislation Committee as appropriate, depending on the subject matter of the agenda item in question, making the SPT Committee meetings unnecessary.

This amendment to the usual schedule of meetings would free up a space to consider introducing a broader, less formal and more agile and fluid strategic planning workshop in that space.

For example, to consider varying items as they arise and invite guest experts in the field to fully explore potential options for presentation through report to council.



The CEO performance Committee has also previously been included in the adopted schedule but given its confidentiality and the possibility of flexibility requirements it is not considered necessary to be included and will be scheduled by the administration.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council adopt the City of Fremantle Schedule of Council and Committee Meetings, to be held during the period of June 2022 to June 2023 inclusive, as shown in attachment 1.



FPOL2202-7 VENUE SUPPORT – ‘THE SIT’ REQUEST

Meeting date: 13 April 2022
Responsible officer: Manager Community Development
Decision making authority: Council
Attachments: Nil
Additional information: Nil

SUMMARY

The purpose of this report is to seek Council’s approval to waive hire fees associated with the weekly one hour hire over a twelve-month period at Bathers Beach, as requested by the not-for-profit organisation, ‘The Sit’.

This report recommends Council waive all fees associated with the weekly hire of one hour at Bathers Beach, by ‘The Sit’ to deliver free beach meditation sessions, twelve-month period Saturday 5 June 2022 to Saturday 3 June 2023.

BACKGROUND

‘The Sit’ (also known as Making Meditation Mainstream) are seeking 100% subsidy for the weekly one hour hire of Bathers Beach. In return, the Fremantle community can participate in free 20-minute meditation sessions, led by volunteers, for a twelve-month period. This will be the organisation’s first location in Western Australia with the preferred location at Bathers Beach. The one hour booking request includes setup and pack down time.

‘The Sit’ is a not for profit and is recognised nationally in 17 locations across Australia and the globe. The organisation has previously partnered with Lifeline Australia to continue the support of mental health for communities in different locations around Australia. The Sit were awarded the ‘Community Event of the Year 2021’ at the Northern Beaches Sydney Council’s Australia Day Awards.

‘The Sit’ meditation sessions will be free of charge to the community and aim to increase participants mental health and wellbeing. ‘The Sit’ takes an active approach in acknowledging the importance of mental health, particularly during times of uncertainty and change that is currently occurring from this pandemic and seeks to build resilience and recovery through this program. A clear benefit of this program is its ability to provide greater accessibility to a mental health program.

Participants take part in a group meditation on the beach at sunrise, experiencing the ocean and natural environment, creating social cohesion and connection.



The Grants and Sponsorships Policy adopted by Council on 12 May 2021, outlines Venue Support grants in which community organisations are only eligible to apply for in-kind support for up to 50% of the cost of hire.

This request seeks 100% subsidy and thus is presented to Council for consideration as it sits outside the Policy. Under this Policy, should Council waive the fees, the City will receive acknowledgement as a supporting partner by 'The Sit' and recognition on program marketing material.

FINANCIAL IMPLICATIONS

'The Sit' have requested weekly use of Bathers Beach on a Saturday morning for approximately 1-hour, inclusive of set up and pack down, with annual hire fees of \$676.00

The breakdown of fees listed below.

Booking request	Hire cost/rate (proposed estimate on current fees)	Subsidy Request	Income Lost
1-hour Group Fitness Reserve hire for 52 weeks	\$13.00 p/hr x 52 weeks	100%	\$676.00 per annum
		Total	\$676.00 per annum

LEGAL IMPLICATIONS

Nil

The Sit Community Limited are registered as a charity with the Australian Charities and Not-for-Profits Commission (ACNC).



CONSULTATION

This request aligns to the City’s Strategic Community Plan – Key Result Area, Health and Happiness key objectives, as described below:

Pillar	Outcome	Objective
Health and Happiness	Fremantle is welcoming, safe, and caring place the celebrates and activity supports diversity	Improve community inclusiveness and participation
Health and happiness	Partner with the community to build capacity for social inclusion, connectivity, and capital	Improve community inclusiveness and participation Facilitate a sense of community and meaningful participation
Health and Happiness	Environments that promote healthier lifestyles and community enjoyment	Enhance the health and wellbeing of people who live, work, and visit Fremantle

OFFICER COMMENT

‘The Sit’ are a not-for-profit organisation who aim to support members of the Fremantle community through communal mindfulness practices and increasing opportunities for community connection.

Whilst this request sits outside the Grants and Sponsorship Policy, this program provides a valuable contribution to the health and wellbeing of people who live, work, and visit Fremantle by facilitating a sense of community and meaningful social connection as well as strengthening a sense of belonging and celebration of place.

The City plays a pivotal role in partnering with community organisations that aim to increase the social and physical inclusion of community members. Supporting ‘The Sit’ will support the delivery outcomes and objectives under Health and Happiness outlined in the Strategic Community Plan. As per the Grants and Sponsorship Policy, the City will be appropriately acknowledged for the support and an evaluation report be completed.

The COVID-19 pandemic and its going nature has caused great uncertainty and social change. ‘The Sit’ will provide opportunities for the community to participate in a meditation wellbeing activity with a focus on mental health and community connection.



VOTING AND OTHER SPECIAL REQUIREMENTS

Absolute majority required.

OFFICER'S RECOMMENDATION

Council:

- 1. Waive fees of \$676.00 associated with the weekly one hour hire of Bathers Beach by The Sit from Saturday 5 June 2022 to Saturday 3 June 2023.**
- 2. Note the City of Fremantle requires appropriate acknowledgement for the support of this free community event.**



FPOL2204-8 ADVERTISING THE INTENTION TO SPECIFY VIRGINIA RYAN PARK AS A DOG EXERCISE AREA

Meeting date: 13 April 2022
Responsible officer: Manager Field Services
Decision making authority: Council
Attachments: 1. Nil
Additional information: 1. Nil

SUMMARY

The purpose of this report is for Council to consider granting approval to undertake Community Consultation in relation to amending the City’s Dog Exercise Area Policy, to include Virginia Ryan Park as a dog exercise area. Officers have been liaising with the Fremantle District Cricket Club and Fremantle Hockey Club, to discuss strategies to improve ongoing dog related issues at Stevens Reserve.

Parks and Reserves in the area have been reviewed and Virginia Ryan Park has been identified as suitable to be used as a dog exercise area and a secure alternative to Stevens Reserve, while authorised sporting activity takes place at Stevens Reserve.

To specify a new dog exercise area the *Dog Act 1976* requires a local government to advertise its intention to make a new off lead dog exercise area for a minimum of 28 days. Following advertising officers will provide a summary of community submissions received and a final recommendation to Council.

This report recommends that Council advertise its intention to specify Virginia Ryan Park as a dog exercise area.

BACKGROUND

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

Due to the continuing nature of this issue the City has brought together relevant stakeholders to explore the possibility of finding a local area to accommodate a similar and secure alternative place for people to exercise their dogs. Virginia Ryan Park has been identified as the most suitable Park for this purpose.



The intention to specify Virginia Ryan Park will be advertised for a minimum of 28 days, during which time community feedback will be sought. Following consultation, a report will be submitted to council to determine final specification.

FINANCIAL IMPLICATIONS

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

- New fencing and gate to the boundary along Watkins Street
- New drink fountain with dog water bowl
- Additional seating
- Additional bin and dog bag dispensers.

It is anticipated that the cost for these improvements will be approximately \$20,000.

LEGAL IMPLICATIONS

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

- (3A) A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.
- (3C) At least 28 days before specifying a place to be —
- (a) a place where dogs are prohibited at all times or at a time specified under subsection (2B); or
 - (b) a dog exercise area under subsection (3A); or
 - (c) a rural leashing area under subsection (3B),
- a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.
- (5) A local government must specify under subsection (3A) such dog exercise areas as are, in the opinion of the local government, sufficient in number, and suitable, for the exercising of dogs in the district.



CONSULTATION

A minimum of 28 days public notice is required to be undertaken to advertise councils' intention to specify an area as a dog exercise area.

Community consultation will be undertaken and members of the public will be invited to comment on this proposal.

OFFICER COMMENT

Concerns raised by sporting groups of Stevens Reserve highlight the ongoing challenges around the shared use of the Reserve between use for sporting purposes and use for dog exercise purposes.

A comprehensive and holistic review of dog exercise areas in the City will also be considered in the upcoming Community Sport and Recreation Plan review. It is anticipated that the specification of Virginia Ryan Park as a dog exercise area and changes to the fencing around Stevens Reserve will alleviate some of the current issues of shared use.

Balanced and responsible management of public open space to support the recreational and social needs of the community contribute to the City's Health and Wellbeing objectives.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

OFFICER'S RECOMMENDATION

Council approve public notice and community consultation to be undertaken to advertise its intention to specify Virginia Ryan Park as a dog exercise area.



FPOL2204-9 BUDGET AMENDMENTS - APRIL 2022

Meeting date:	13 April 2022
Responsible officer:	Manager Financial Services
Decision making authority:	Council
Agenda attachments:	Nil
Additional information:	Nil

SUMMARY

To adopt budget amendments to the 2021/22 budget account numbers as detailed below in accordance with the Budget Management Policy.

This report recommends that Council approves the required budget amendments to the adopted budget for 2021/22 as outlined in the report.

BACKGROUND

In accordance with the Budget Management Policy, this report provides details of proposed amendments to the 2021/22 budget on a monthly basis to Council (via FPOL) to adopt budget amendments to:

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

FINANCIAL IMPLICATIONS

The financial implications are detailed in this report.

LEGAL IMPLICATIONS

Local Government Act 1995:

Section 6.2 (1)

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



Section 6.8 (1) and (2)

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

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

Where expenditure has been incurred:

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

**Local Government (Financial Management) Regulations 1996:
Regulation 33A**

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

CONSULTATION

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

OFFICER COMMENT

The following amendments are proposed to be made to the adopted/revised budget for 2021-22.

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

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

Item	Account #	Account Details	2021/22 Amended Budget	Increase/ (Decrease)	(Increase)/ Decrease	2021/22 Proposed Budget
				Income	(Expenditure)	
	NIL					



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

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

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

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

Item	Account #	Account Details	2021/22 Amended Budget	Revenue Income / (Decrease) Income	Expenditure (Increase)/ Decrease (Expenditure)	2021/22 Proposed Budget
2.1	<p>The Contractor for the design and construction of lighting at Gilbert Fraser Reserve went into administration in March 2022. Prior to this, the city paid a deposit for the materials associated with the works, which has not been able to be recovered. At this point in time, the city needs to purchase the materials to complete the project which will result in a budget shortfall for this project.</p> <p>The city is currently working with the Administrator to recover the lost costs. To facilitate the implementation of this project and reduce any inconvenience for the Clubs using the oval for night training, it is recommended to increase the budget to provide sufficient funds to complete the project as quickly as possible.</p> <p>The Clubs are considering making a financial contribution to the project to assist in the current shortfall, no formal decision has been made on this yet so will be brought back to council at a future date.</p>					
Exp	300186.1606	P-11904 Design and construct- Gilbert Fraser- Lighting	(278,120)		(100,000)	(378,120)
Inc	900520.3911	Manage Retained Surplus	(2,859,894)	100,000		(2,759,894)



Item	Account #	Account Details	2021/22 Amended Budget	Revenue Income / (Decrease)	Expenditure (Increase)/ Decrease	2021/22 Proposed Budget
				Income	(Expenditure)	
2.2	Grant expected to be received from Coast West for maintenance of natural areas has been incorrectly budgeted as an expense instead of Income at the Mid-Year Review.					
Inc	100314.4311	Maintain natural areas	6,378	(12,756)		(6,378)

3. Carried forward projects estimate budget amendments.

The proposed budget amendments to the FY 2021/22 budget as shown below, are related to prior year capital projects not completed as anticipated.

Item	Account Details	Account #	2021/22 Amended Budget	Revenue Income / (Decrease)	Expenditure (Increase)/ Decrease	2021/22 Proposed Budget
				Income	(Expenditure)	
	NIL					

VOTING AND OTHER SPECIAL REQUIREMENTS

Absolute Majority Required



OFFICER’S RECOMMENDATION

Council approve the required budget amendments to the adopted budget for 2021/22 as outlined below:

Item	Account #	Account Details	2021/22 Amended Budget	Increase/ (Decrease)	(Increase)/ Decrease	2021/22 Proposed Budget
1.1	<p>The Contractor for the design and construction of lighting at Gilbert Fraser Reserve went into administration in March 2022. Prior to this, the city paid a deposit for the materials associated with the works, which has not been able to be recovered. At this point in time, the city needs to purchase the materials to complete the project and it is resulting in a budget shortfall. The city is currently working with the Administrator to recover the lost costs. To facilitate the implementation of this project and reduce any inconvenience for the Clubs using the oval for night training, it is recommended to increase the budget to provide sufficient funds to complete the project as quickly as possible. The Clubs are considering making a financial contribution to the project to assist in the current shortfall, no formal decision has been made on this yet so will be brought back to council at a future date.</p>					
Exp	300186.1606	P-11904 Design and construct- Gilbert Fraser – Lighting	(278,120)		(100,000)	(378,120)
Inc	900520.3911	Manage Retained Surplus	(2,859,894)	100,000		(2,759,894)
2.2	<p>Grant expected to be received from Coast West for maintenance of natural areas has been incorrectly budgeted as an expense instead of Income at the Mid-Year Review.</p>					
Inc	100314.4311	Maintain natural areas	6,378	(12,756)		(6,378)



11. Motions of which previous notice has been given

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

12. Urgent business

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

13. Late items

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

14. Confidential business

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

15. Closure