



Meeting attachments

Finance, Policy, Operations and Legislation Committee

Wednesday, 9 February 2022, 6.00pm

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FPOL2202-2

**CORPORATE BUSINESS PLAN – QUARTERLY REPORT
OCTOBER TO DECEMBER 2021**



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Integrated Planning and Reporting Framework

The 2021/22 Corporate Business Plan Report provides an outline of the priorities, services and planned projects scheduled for the financial year. Together these translate the goals from the strategic community plan into operations, matching council priorities with the resources available. The progress of these will be reported to Council quarterly throughout the financial year.

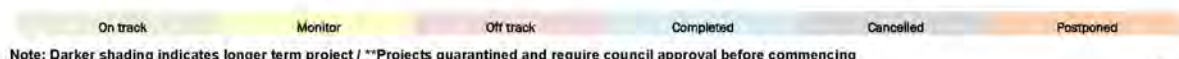
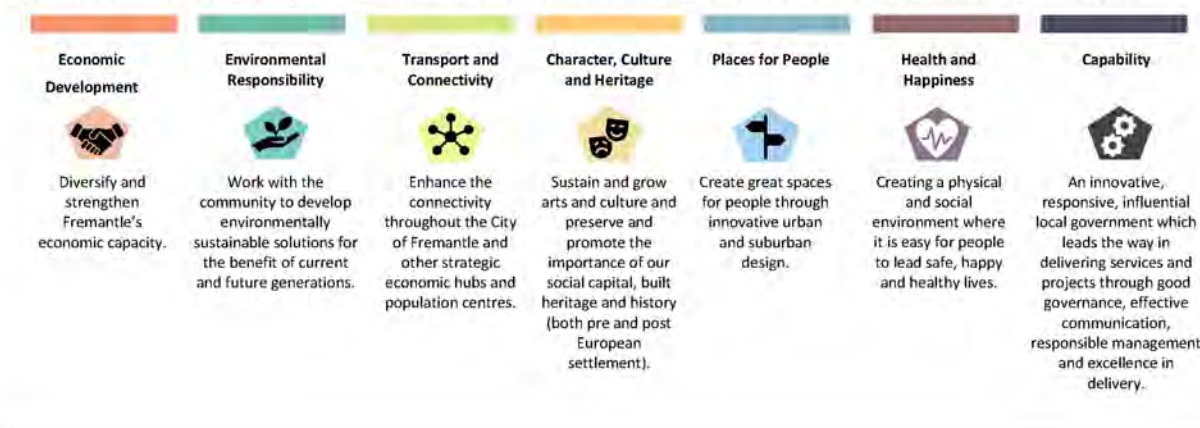
The relationship between the documents is shown in the diagram below.



Introduction

This report provides detail on the planned projects, services, and activities for 2021/22.

The report is presented in line with the organisational structure with a link back to the key focus areas of the City of Fremantle Strategic Community Plan identified below.







Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Strategic Priorities – Highlight Report

The following have been identified as the key strategic priorities for 2021/22.

Progress summary	Status	Key focus area(s)
Walyalup Koort – Project Director <ul style="list-style-type: none"> Walyalup Civic Centre <ul style="list-style-type: none"> The building was completed and opened to the public in November 2021. Officers are completing final accounts and retention provisions. Visitors Centre works are complete, the service opens to the public early February 2022. Newman Court/High Street <ul style="list-style-type: none"> The final street furniture was installed early January 2022. There are some minor defects which are being closed out. There has been a delay in the supply of the lighting units in Newman Court, these are currently scheduled for installation in February. Lighting improvement proposals for Walyalup Koort have been included for consideration in the annual budget process. Playground <ul style="list-style-type: none"> The playground is complete and was opened in November 2021. Adelaide/Queen Street trees <ul style="list-style-type: none"> The first phase of tree pits and tree planting works have been completed to Adelaide and Queen Street, this included the amendment of parking bays. The second phase is subject to funding and included for consideration in the annual budget process. Walyalup Koort - remaining works <ul style="list-style-type: none"> The remaining phases of works to Walyalup Koort are included for consideration in the annual budget process. 		
Port Beach – Manager Parks and Landscape <p>The Port Beach project has progressed with the environmental investigations and reports being finalised and the EPA submission being made. The design and specifications for the dredging works are being finalised for tender. The sand screening works have been completed.</p>		
Fremantle Oval – Project Director <p>The Business Plan document is proceeding on time and budget. The spatial planning is also progressing well. All aspects of current work will be consolidated into a funding document in February 2022 for Council's consideration. In addition to the project planning, a heritage consultant has been engaged to prepare an updated Conservation Management Plan to assist with guiding future development. As part of this work, the City has invited members of the community to share stories and memories via the MySay Freo website.</p>		
Strategic Community Plan Review – Manager Strategic Planning <p>A Working Group has been established to guide the engagement process. There has been a slight delay to the program to allow coordination with the Future of Fremantle project (which is likely to involve concurrent engagement).</p>		

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Capital and Operating Project and Program Performance

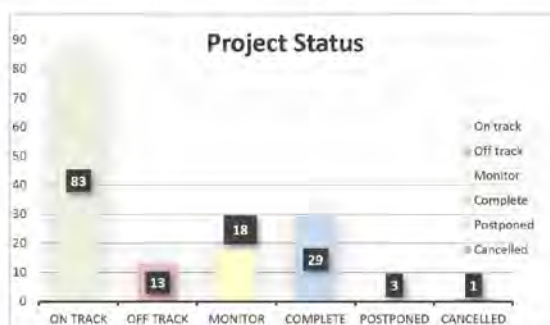
This year's Capital and Operating Works Program commenced with 140 projects. 7 new projects have been added to the program.

The program is progressing well. 29% of projects are completed. 83% of projects are on track.

For further information and mitigation strategies for those projects that are slightly delayed and are being closely monitored, please see the report below attachment 1- Approved Capital and Operating Projects and Programs.

The following diagram shows the progress status of the Operating and Capital Projects as of 31 December 2021.

On track	Off track	Monitor	Completed	Postponed	Cancelled
Progressing on time and is on track for expected completion date.	Significant delays and is unlikely to be delivered within scheduled timeframes.	Issues with scheduled timeframes but is expected to be delivered on time and will be closely monitored.	Has been delivered.	Decision has been made to postpone project.	Decision has been made to cancel project.
83%	13%	18%	29%	3%	1%



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Business unit delivery

Leadership and governance

Support the City with legislative compliance and achieve accountability for organisational decision-making and behaviours. This is supported through civic services, meeting management and Elected Member coordination and support functions.

Resources

Workforce (FTE)	4.0 (governance), 14.1 (leadership)		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(3,452,173)	(3,431,673)	(1,328,030)
Income	0	0	0
Net	(3,452,173)	(3,431,673)	(1,328,030)

Resources

Capital & Operating Projects	Adopted	Current	Actuals
Expenditure	(105,000)	(112,919)	(112,919)
Income	0	7,919	7,919
Net	(105,000)	(105,000)	(105,000)

Progress update

Culture

A staff engagement survey was undertaken in October 2021, which provided a 52% engagement score. The following were the top three drivers of engagement:

- the upcoming change (80% favourable score) – understanding of and readiness for the City's change in environment and adoption of Activity Based Working (ABW).
- alignment and involvement (74% favourable score) – understanding of how individual work contributes to the City's goals and overall role satisfaction.
- management (72% favourable score) – positive leadership from direct supervisors.

The executive leadership team are in the process of reviewing the engagement survey data in more detail and identifying opportunities for improvement to increase engagement and the City's cultural position. Based on the data reviewed, this will most likely focus on career development opportunities for staff and developing a stronger retention and attraction strategy in response to the current labour market trends, as well as resetting an inspiring vision and mission from the top, to drive decision making.

Financial security

The first half of the financial year is complete, and we are starting to notice some supply chain issues impact our ability to deliver on projects on time. We are also starting to notice the impact of labour force challenges. Currently the City is tracking with savings in the vicinity of \$500,000 based on our operating budgets. The mid-year budget review is due at the end of January 2022.

Engagement

With the opening of the new Walyalup Civic Centre, Council and Committee meetings are now operating out of Walyalup Koort.

The City has been working with the strategic advisory group appointed to support the Future of Fremantle Planning Committee since August 2021. As a result, the City has been a key stakeholder in providing feedback on the terms of reference and outcomes for the process being undertaken. The City will continue to engage with this process to ensure relevant information and support can be provided.

A joint tender will soon be released between the City and Fremantle Port Authority to undertake the sand nourishment works at Port Beach, as part of the \$3.8m grant provided by the state government. Negotiations have taken place between the two organisations to ensure that this project can be completed seamlessly with both taking share of certain elements of the project which covers Port controlled channels, open water and City of Fremantle controlled beach.

The City signed an MoU with the Fremantle Chamber of Commerce in late 2021. It is anticipated that the Chamber Board and Council will meet in early 2022 to discuss priorities as

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part of this agreement.

A discussion on a possible future MoU with Notre Dame University is also underway. The City is working with NDU to bring their Board and Council together in the near future to work towards a draft agreement for the two entities to consider.

Further work as progressed within the stakeholder group towards finalising a business case and development plans for the future redevelopment of Fremantle Oval. It is anticipated that the City will be in a position to commence lobbying federal and state government on the proposed redevelopment prior to the upcoming federal election.

Vision

Planning and the process for the review of the Community Strategic Plan commenced mid-2021. Formal implementation will now commence in 2022.

Governance

Newly elected members are inducted and becoming more familiar with their roles. Meetings of council are being held in the new council chamber and officers are familiarising themselves with the new technology and are looking to implement livestreaming as soon as practicable.

The 2021 Compliance Audit Return is underway for submission, through council, to the DLGSC by the end of March.

Amendments to the Local Government Property and Cat Management Local Laws have been proposed and will progress as determined by Council.

The 2022 review of Delegated Authority will begin shortly.

Key services and deliverables

Leadership	➤ Provide strong leadership to the organisation ➤ Partner with relevant groups and associations	➤ Monitor relevant legislative updates
Legislative Compliance	➤ Develop and maintain the City's Delegated Authority and Authorisations ➤ Coordinate and facilitate statutory audits and reviews	➤ Manage the City's disclosures
Civic Services	➤ Support Council in the practice of good governance ➤ Provide support and advice to internal staff	➤ Manage the City's international relationships
Elected Member Coordination and Support	➤ Coordinate elected member training and reporting ➤ Maintain elected member policy provisions	➤ Manage statutory disclosures and registers
Council and Elected Member Meetings	➤ Manage and coordinate council, committee, and other elected member meetings	➤ Maintain statutory meeting registers
Elections	➤ Coordinate and facilitate City of Fremantle Elections	

Key projects

	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Status
Regulation 17 Review and Compliance Audit Return					
Compliance Audit Return					
Coordinate Elected Member 'essentials training'					

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Key projects

	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Status
Coordinate Delegated Authority Review					
Contribution – WAEC elections P-10118					
Plan - Community Facilities Plan P-10186					

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Arts and Culture

To deliver projects and services that develop the creative sector, celebrate, and connect community, and bring audiences to Fremantle.

Resources

Workforce (FTE)	32.15		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(5,688,901)	(5,770,136)	(2,815,460)
Income	3,213,910	3,295,145	1,407,223
Net	(2,474,991)	(2,474,991)	(1,408,237)

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(616,476)	(662,894)	(223,905)
Income	541,476	547,894	348,598
Net	(75,000)	(115,000)	124,693

Progress update

Fremantle Biennale presented Crossing 5-21 November attracting an audience of over 100,000. The City is the Founding Partner of Fremantle Biennale. Centrepiece Moombaki by Ilona McGuire lit up the night skies with drones to tell ancient Whadjuk stories.

Fremantle Arts Centre received \$99,085 from Australia Council for the Arts for Groundworks, a significant arts incubation, development and curatorium initiative working with artists to create new work, platform new work to audiences and engage in critical response and review. The initiative supports the development and presentation of multidisciplinary contemporary arts practice for 6 artists across a 3-month intensive incubation program.

Over 100 artists performed to a sold-out crowd at Wardarnji 13 November, celebrating aboriginal dance and including a new commission by the festivals team.

Sunday Music commenced in October providing free contemporary music for our community. Term four Adult and Children Art Courses were fully booked. Local six-piece group Alter Boy performed to a strong crowd at FAC, all performed in Auslan, to launch their much-anticipated EP. Hundreds and Thousands, a vibrant exhibition for kids and families, launched 20 November.

WA's best Christmas markers' market Bazaar returned first weekend in December with over 12,500 attending. Amanda Bell's artwork 'From our lip, mouths, throats and belly' was installed permanently in FAC's front garden. Featuring the Noongar work Moorditj, meaning good or awesome, the work shines as a bold symbol of respect and gratitude to the Whadjuk people and all of Australia's First Peoples. Part of the City's contribution to public art for Walyalup Civic Centre, a fire vessel created by Sharyn Egan and Simon Gilby, was launched 13 December.

Key services and deliverables

Festivals	<ul style="list-style-type: none"> ➤ Produce Hidden Treasures Winter Music Festival ➤ Produce Fremantle International Street Arts Festival ➤ Produce Fremantle Festival: 10 Nights in Port 	<ul style="list-style-type: none"> ➤ Produce Fremantle Heritage Festival ➤ Commissioning new works
Fremantle Arts Centre	<ul style="list-style-type: none"> ➤ Operate the Fremantle Arts Centre ➤ Contribute to creative economy incl artist career development 	<ul style="list-style-type: none"> ➤ Provide inclusive and innovative content to local, regional, and national audience ➤ Deliver multi-disciplinary programming with high quality outcomes
Public Art	<ul style="list-style-type: none"> ➤ Deliver high quality artistic activation ➤ Manage the Public Art Collection 	<ul style="list-style-type: none"> ➤ Liaise with developers to deliver percent for art projects
Studio provision	<ul style="list-style-type: none"> ➤ Provide affordable studio spaces for artists 	
Moore's Building	<ul style="list-style-type: none"> ➤ Subsidised gallery space for artists 	<ul style="list-style-type: none"> ➤ Outreach multi-media space for community projects

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / ***Projects quarantined and require council approval before commencing

Sector and audience development	➤ Develop and deliver initiatives to support the creative sector and diverse audiences				
Key projects	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Install – Walyalup Civic Centre - Public Art P-11687					
Program – Biennale Public Art P-11830					
Event – Sculpture at Bathers P-11960					
Program – Revealed Aboriginal Artist P-12031					
Develop a Creative Plan for the City					

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Economic Development and Marketing

Deliver services and projects that assist in positioning Fremantle as an exceptional place to live, work, visit and invest in and lead and support civic and community events for and in the City of Fremantle to ensure they are well managed and attended, presenting a positive image of the City.

Resources

Workforce (FTE)	11.53		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(5,118,800)	(5,118,800)	(2,070,752)
Income	11,953,455	12,094,797	6,464,921
Net	6,834,655	6,975,997	4,394,159

Resources

Capital & Operating Projects budget	Budget	Current	Actuals
Expenditure	(5,861,444)	(5,905,814)	(260,575)
Income	5,856,444	5,905,814	260,621
Net	(5,000)	(5,000)	45

Progress update

Work was progressed on the Fremantle Start-Up and innovation Ecosystem project which focuses on creation of future jobs through support of start-up business in Fremantle, with several stakeholders engaged regarding the upcoming EOI process. The EOI process which seeks interest in participating is scheduled to be released in January/February 2022.

The visitfremantle website and magazine were launched at an industry event attended by ~100 businesses and stakeholders at the WA Maritime Museum in October with the website going live early November. A major advertising campaign to promote the new website and Fremantle as a destination for Christmas shopping commenced early November and finished 31 December. Results are due January 2022. A tender is underway to appoint a new media agency in January 2022 to manage major campaign activity planned for 2022. Plans were also progressed on the delivery of the new Fremantle Visitor Centre which is estimated to open in January/February 2022.

A Major program of activation and events was delivered throughout the opening of Walyalup Koort with several thousand people being attracted to the precinct during opening festivities via Christmas and school holiday programming.

Several tenants were secured for the 70 Parry Street building as the City of Fremantle vacated it, with Perth Glory, All Saints College, SEDA, Stephen Michael Foundation and the Fremantle Community Legal Centre all being confirmed as relocating to the facility. A tenant was also secured for a portion of level 3 of the Walyalup Civic Centre.

The commercial parking team progressed the establishment of a new brand and marketing approach for off-street car parks to increase legibility and access, with roll out of a new-look parking offering expected to commence in March April 2022. A free parking promotion was also rolled out via Pay-Stay to celebrate the opening of Walyalup Koort.

Key services and deliverables

Investment attraction	➤ Undertake economic research and analysis	➤ Carry out investment attraction initiatives
Industry development	➤ Deliver initiatives that support the growth of new and existing industries	➤ Promote Fremantle as a film industry destination
Place activation	➤ Deliver place activation outcomes for public spaces	
Civic and community events	➤ Manage civic events and support and administer community events	
Events management	➤ Manage approvals and administer outdoor commercial events	

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key services and deliverables

Destination marketing and development	➤ Undertake advocacy initiatives that aid in progressing key projects	➤ Implement the Destination Marketing Strategic Plan
Business support and engagement	➤ Communicate and engage with businesses	
Property management, acquisition, and disposal	➤ Leasing, acquisition, and disposal of City property	
Commercial parking	➤ Manage and administer the provision of public parking	
Corporate planning	➤ Coordinate internal corporate planning activities	

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Liaise with and support Fremantle Chamber of Commerce					
Business case for research and innovation hub					
Development of business and investor concierge program					
Walyalup Koort place activation program					
Program - Destination Marketing campaigns					
Deliver – Expert in Residence P-11973					
Deliver Film Prospectus					
Purchase – Street party equipment and training P-12052					

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Financial Services

Support the City through financial, procurement and revenue functions whilst ensuring legislative compliance and providing excellent customer service.

Resources

Workforce (FTE)	19.20			
Base Operating budget	Adopted	Current	Actuals	
Expenditure	(4,537,785)	(4,537,785)	(1,981,831)	
Income	52,539,880	52,539,880	51,020,564	
Net	48,002,094	48,002,094	49,038,733	

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	0	0	0
Income	0	0	0
Net	0	0	0

Progress update

The end of year audit is being undertaken by the Office of the Auditor General. We anticipate this will be finalised by early February 2022. The collection of rates is tracking well, and debt recovery activities are underway with payment arrangements being implemented. Financial reporting and ongoing monitoring of performance to budget continue to be a priority.

Key services and deliverables

Financial management and planning	➤ Develop long term financial planning and the annual budget ➤ Prepare annual budget review and monthly budget amendments	➤ Manage cash flow and investment of funds
Revenue control	➤ Coordinate rating ➤ Administer debt management ➤ Coordinate accounts receivable ➤ Prepare fees and charges	➤ Monitor and manage the City's banking ➤ Maintain electoral roll ➤ Manage grant register
Expenditure control	➤ Coordinate accounts payable ➤ Advise and monitor procurement and purchasing ➤ Manage purchase cards	➤ Manage financial asset register ➤ Coordinate payroll
Risk management	➤ Coordinate risk management framework and reporting	➤ Manage insurance premiums and claims
Financial reporting and performance	➤ Prepare and analyse monthly financial reporting ➤ Prepare annual financial statements in accordance with legislation	➤ Comply with financial audits

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Train and educate staff to promote continuous improvement and compliance with legislation					
Conduct financial asset stocktake and fair value revaluation					
EFT refund project					
Transition of depot staff to electronic timesheets					

On track	Monitor	Off track	Completed	Cancelled	Postponed
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Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Information Technology

Support the organisation by delivering fit for purpose technology, software and information including all communications infrastructure and the development, maintenance, and support of new and existing business systems.

Resources

Workforce (FTE)	18.40		
Base Operating budget	Adopted	Current	Actual
Expenditure	(5,016,893)	(5,016,893)	(1,667,272)
Income	48,800	48,800	30,592
Net	(4,968,093)	(4,968,093)	(1,636,680)

Resources

Capital and Operating Projects budget	Adopted	Current	Actual
Expenditure	(198,070)	(198,070)	0
Income	148,070	148,070	0
Net	(50,000)	(50,000)	0

Progress update

The development and implementation around the ESRI Workforce application have seen a huge improvement and visibility of customer requests into the City. The continued implementation is underway for other business units.

The fit out and move into Walyalup Civic Centre utilised most of the IT Operations resources over this period. The final move in December 2021 was a huge success.

The following is a snapshot of the customer portal use and IT services:

	Building applications	Customer portal use Planning applications	Service requests	Other requests	E-forms raised	FOI applications	IT service desk requests open	IT service desk requests closed
Q2, 21/22	224	210	2114	248	3099	10	1371	1404
Q1 21/22	232	257	1816	183	2868	10	1642	1660
Q4, 20/21	132	168	1529	39	1002			

Key services and deliverables

Business Systems	➤ Maintain Document Management ➤ Maintain all other software systems in use Maintain Enterprise Resource Planning (ERP)	➤ Maintain Corporate GIS System, GIS Imagery and Spatial data ➤ Maintain HR, Payroll and Learning Management System
Telecommunications	➤ Provide and maintain telecommunications equipment	
CCTV Network	➤ Maintain and repair CCTV network and equipment	
IT support	➤ Provide IT service desk support for the organisation	
Land Administration	➤ Administration of land parcels	➤ Research and allocate road naming
Corporate information management	➤ Maintain compliance with relevant legislation ➤ Manage Freedom of Information requests	➤ Governance of Document Management System ➤ Manage corporate records in compliance with relevant legislation

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key services and deliverables

Development and management of software systems	➤ Web-based customer request management system ➤ Online forms and applications	➤ Integration between systems
Network and comms management	➤ Design, build and maintain fixed and wireless network	➤ Maintain public access Wi-Fi
IT Operations	➤ Maintain internet, cloud, and other hosted technology ➤ Maintain Microsoft Standard Operating Environment	➤ Maintain PC's, tablets, printers, and accessories ➤ Maintain and Operate Data Centre

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Replace PC Fleet					
Replace Voice Communication system					
WCC Fit out and Relocation					
OAG IT Audit Remediation					
Software – IT Strategy Going Digital P-11832					
Software – Firewall security P-11909					
Purchase – Swim Program – iPads P-12034					

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Field Services

Ensure the City meets its lawful obligations in relation to providing a safe and healthy community.

Resources

Workforce (FTE)	34		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(4,503,573)	(4,503,573)	(2,080,538)
Income	2,870,834	2,870,834	1,883,451
Net	(1,632,739)	(1,632,739)	(197,087)

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(258,700)	(258,700)	(36,091)
Income	243,700	243,700	23,676
Net	(15,000)	(15,000)	(12,415)

Progress update

The parking team have new phones with an upgrade of the PinForce parking application to include the number plate recognition component. This will benefit the team by reducing the time spent to check registration plates and eliminate errors caused by entering incorrect registration plate details. The parking appeals process has been updated with a new process and policy, which appears to have reduced parking appeals by 25%. Community Safety statistics are tracking in a positive direction with homeless numbers and anti-social behaviour tracking downwards.

The Environmental Health Team has increased food business inspections by 75% this quarter however further improvement is required to reach the required annual target. A new noise meter has been purchased which allows for more flexibility and reliability when monitoring community noise issues.

Development Compliance is resolving customer requests at a rate that ensures unresolved requests continue to trend downwards. This is mainly due to progressing compliance action when customer liaison has failed to result in voluntary compliance.

Key services and deliverables

Environmental Health	<ul style="list-style-type: none"> Administer and enforce relevant legislation Undertake actions from 2020 Auditor General audit Identify and monitor contaminated site 	<ul style="list-style-type: none"> Educate the public and food business owners on Public Health Determine applications received as per the applicable legislation Conduct environmental health inspections and analyse samples
Parking compliance	<ul style="list-style-type: none"> Administer parking compliance Issue and manage parking infringements Administer and enforce applicable legislation to ensure compliance with relevant approvals 	<ul style="list-style-type: none"> Issue parking permits Manage abandoned vehicles Respond to resident complaints in relation to non-compliant development and take appropriate action to remedy when required
Building and planning compliance	<ul style="list-style-type: none"> Administer and enforce applicable legislation to ensure compliance with relevant approvals 	<ul style="list-style-type: none"> Provide high level customer service and advice in relation to development and building compliance
CCTV monitoring	<ul style="list-style-type: none"> Monitor and manage CCTV throughout the City Liaise with WA Police 	<ul style="list-style-type: none"> Engage with building owners in the CBD regarding the installation and monitoring of CCTV
Community safety	<ul style="list-style-type: none"> Liaise with WA Police Comply with State Legislation Deliver the Community Safety and Crime Prevention Plan 	<ul style="list-style-type: none"> Conduct foot and bike patrols in CBD and attend callouts Provide Community Safety briefings and attend safety meetings

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Software – Mobile compliance P-11720					
Purchase – Parking licence plate recognition cameras P-12036					
Purchase – Hand-held licence plate recognition equipment P-12038					
Purchase – Noise level meter P-12039					

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Community Development

Create an environment where it is easy for people to lead safe, happy, and healthy lives.

Resources

Workforce (FTE)	55.54		
Base Operating budget		Adopted	Current
Expenditure	(6,238,496)	(6,249,996)	(2,863,687)
Income	4,081,100	4,081,100	1,840,003
Net	(2,157,396)	(2,168,896)	(1,023,685)

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(99,797)	(161,596)	(61,691)
Income	29,097	90,896	60,220
Net	(70,700)	(70,700)	(1,470)

Progress update

The Homelessness Action Plan 2021-2023 has been adopted by Council in November (formally referred to as Social Inclusion Plan), along with the Access and Inclusion Plan 2021-2025. The Voluntary Goodwill Service Provider Policy was adopted in November to guide the implementation of a registration process for goodwill service providers.

An overview of the key operational outcomes this quarter:

- Bike Month (October) saw 5 different events across the month with 85 people in attendance.
- Fremantle Youth Network presented for climate change action at the Politics in the Pub event.
- Applications to hire Fremantle Town Hall recommenced after a 3 year closure, highlights include the Fremantle Chamber of Commerce Business Awards and St Pat's Community Support Centre Client Christmas Lunch.
- The Christmas Fremantle Community Support Map was developed and distributed to provide up to date information on services available for vulnerable members of the community.
- The volunteering program exceeded the services review conducted by the Department of Communities.

The Community development grants program:

- Positive Ageing Assistance Fund, x 3 applications received with a total of \$390 funded.
- Neighbourhood quick response, x 7 applications received with a total \$5700 funded.
- Community donations, x 8 applications received with a total of \$2351 funded.
- Venue Support Grant, x 1 application received with a total of \$407.50 in-kind funded.

The Leisure Centre was closed due to roof damage between 18 October - 5 December 2021. This impacted the attendance record drastically when compared to the first quarter (attendance of 47,396). During this 5 week closure, several upgrades were implemented including: removal of the 25m pool roof cladding, the installation of new light towers, replacement of all shade sails, the fitting of new pool blankets and maintenance of all existing paving and grassed areas. The swim programs team secured the Northlake Senior Campus outdoor pool to carry out squad lessons, the Health and Fitness team created and implemented an outdoor group fitness program at Fremantle Park, the Meeting Place and Samson.

The Fremantle Community Legal Centre has provided service to 228 clients for the second quarter. 123 were new clients, 105 were repeat clients and 155 were existing clients. These clients received 308 advice, 92 legal tasks and 57 duty lawyer services.



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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The City delivered community education services at the Library and Meeting Place on enduring power of attorney/guardianship and tenancy laws and other legal issues for landlords.

The Fremantle Community Legal Centre received additional funding for a Legal Health Check Project (\$75,000) through an MOU with Community Legal WA, as well as State Covid Funding (\$47,745) and Vulnerable Women Funding (\$111,670).

Key services and deliverables

Fremantle Leisure Centre	<ul style="list-style-type: none"> ➤ Operate the Fremantle Leisure Centre ➤ Provide a learn to swim program ➤ Provide a crèche facility 	<ul style="list-style-type: none"> ➤ Provide gym and group fitness programs ➤ Provide a safe facility that promotes health, wellbeing and social networking
Samson Recreation Centre	<ul style="list-style-type: none"> ➤ Operate the Samson Recreation Centre ➤ Provide a variety of sporting programs 	<ul style="list-style-type: none"> ➤ Provide a space for community groups to hire
Access and inclusion	<ul style="list-style-type: none"> ➤ Develop, implement, and monitor the Access and Inclusion Plan 	<ul style="list-style-type: none"> ➤ Plan, implement and coordinate community development programs with a focus on access and inclusion
Youth	<ul style="list-style-type: none"> ➤ Develop, implement, and evaluate programs/projects that enable engagement and participation of young people in local cultural life 	<ul style="list-style-type: none"> ➤ Actively engage in partnerships with agencies and service providers to facilitate and support youth-determined activities ➤ Inform Council on youth issues and trends
Positive Ageing	<ul style="list-style-type: none"> ➤ Implement and evaluate actions in the Age Friendly City Plan 	<ul style="list-style-type: none"> ➤ Develop and implement programs and projects that provide opportunities for over 55s to engage and participate in local community life
Aboriginal engagement	<ul style="list-style-type: none"> ➤ Research and identify needs and aspirations of the Aboriginal community ➤ Facilitate the building of local community strength and resilience 	<ul style="list-style-type: none"> ➤ Inform Council on Aboriginal cultural and heritage matters ➤ Implement and evaluate the actions for the Walyalup Reconciliation Action Plan 2019-2022
Fremantle Community Legal Centre	<ul style="list-style-type: none"> ➤ Operate the Fremantle Community Legal Centre ➤ Provide information, advice, and intervention services ➤ Deliver community education services to individuals or groups about relevant legal issues 	<ul style="list-style-type: none"> ➤ Provide service presence at court, for residential tenancies listings and violence restraining orders ➤ Collect and provide Commonwealth and State departments with data about client demographics and service provision ➤ Raise awareness in the community on issues that impact the community, incl. domestic violence, homelessness, financial disadvantage
Volunteering	<ul style="list-style-type: none"> ➤ Deliver and evaluate the Neighbour to Neighbour program based on community needs 	<ul style="list-style-type: none"> ➤ Promote, support, and contribute to the development of volunteering ➤ Build connections with internal and external stakeholders
Community Grants	<ul style="list-style-type: none"> ➤ Plan and source funding opportunities ➤ Maintain the City's Community Development Grant program 	<ul style="list-style-type: none"> ➤ Implement the Smarty Grants online portal and promote through the City's website
Walyalup Aboriginal Cultural Centre	<ul style="list-style-type: none"> ➤ Activate the Walyalup Aboriginal Cultural Centre (WACC) ➤ Promote the WACC as a venue for hire 	<ul style="list-style-type: none"> ➤ Enable exposure of the community of Aboriginal arts and culture ➤ Facilitate building local community knowledge of Aboriginal culture
Health and wellbeing	<ul style="list-style-type: none"> ➤ Develop, implement, and evaluate projects and initiatives which increase and improve community access and participation in healthy active lifestyles 	<ul style="list-style-type: none"> ➤ Manage and promote partnerships with stakeholders including the homeless section including goodwill outreach service providers

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Key services and deliverables

- Develop and implement the Social Inclusion Plan
- Build capacity of local sporting and recreation clubs and community organisations
- Implement and evaluate Community Sport and Recreation Facilities Plan 2020-2030 actions

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Implement Age Friendly City Plan					
Implement Walyalup Reconciliation Action Plan					
Develop and Implement Social Inclusion Plan					
Develop and implement Community Sport and Recreation Facilities Plan					
Deliver Neighbour to Neighbour Program					
Design and construct – Leighton Beach access P-11983					
Deliver – 20 lives 20 homes report P-12062					

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Customer Experience and Learning

Consistently deliver the best service experience to our customers, visitors, residents, and ratepayers.

Resources

Workforce (FTE)	33.59			
Base Operating budget	Adopted	Current	Actuals	
Expenditure	(3,431,000)	(3,403,750)	(1,484,255)	
Income	245,071	258,821	233,886	
Net	(3,185,929)	(3,144,929)	(1,250,369)	

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(108,135)	(106,365)	0
Income	13,135	11,365	0
Net	(95,000)	(95,000)	0

Progress update

Customer service is working effectively in promoting e-forms via the phones, emails, and triaging front of house queries. We are located on the ground floor at the new WCC where the new self-service monitor/screen that residents and customers can use is located.

The Customer Service Team receives approx. 5,000 calls per month, and they enter an average of 1000 CRMs per month. They receive an average of \$7,800 per month in cash payments from our residents for rates, infringements, and animal registrations.

The Fremantle Visitor Centre has been preparing for a move in January into the triangular space in the Walyalup Civic Centre (WCC). We are sourcing a range new furniture, technology, and features. We look forward to an increase in visitor numbers with the opening of borders.

The library closed at Fremantle Oval for two weeks from Monday 8 November to reopen at the Walyalup Civic Centre on Monday 22 November. Opening day saw 920 visitors and over 30 new members sign up. During the subsequent library closure due to the water leak, a pop-up library was created in the Lounge area of the Walyalup Civic Centre before full reopening on Wednesday 8 December. Throughout December, daily numbers have continued to be strong with 16,588 visitors (average of 830 per day) and 461 new members (up 425% on monthly new members prior to the move).

The Meeting Place is at 88% of target income for the full financial year at the end of Q2, with strong program admissions and hire income.

The Fremantle Toy Library Christmas Family Fun Day was held on Tuesday 21 December and attracted over 200 members of the community. Families were invited to play with toys, participate in Christmas themed craft activities and access to the PCYC gym and facilities.

Buster celebrated its 35th Birthday party with an event at the Fremantle Arts Centre. Over 650 members of the community attended including the Federal Member for Fremantle, Josh Wilson.

Summary for the Customer Service and Visitor Centre:

	Calls answered (Avg wait time 12 seconds)	Emails responded to	Customers serviced at front counter	Customer satisfaction	Visitors to Visitor Centre
Quarter 2, 21/22	14,720		2,450	95%	8433
Quarter 1, 21/22	14,937	5,100	3,200	96%	7,200

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key services and deliverables

Customer service	<ul style="list-style-type: none"> Provide excellence in customer service Effectively handle enquiries, service requests and payments from customers 	<ul style="list-style-type: none"> Manage incoming customer communication channels including phone calls, emails, online forms and in person enquiries
Visitor information	<ul style="list-style-type: none"> Promote Fremantle as a tourism destination Support cruise ship servicing 	<ul style="list-style-type: none"> Provide excellence in customer service and enhance the visitor experience Provide unbiased information and insights about the Fremantle area and surrounding region
Library and lifelong learning	<ul style="list-style-type: none"> Plan, acquire and manage an engaging library collection for the Walyalup Civic Centre Library 	<ul style="list-style-type: none"> Develop a range of sustainable and engaging programs to support community learning and attract use of the Walyalup Civic Centre Library

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Event – Building digital skills P-11954					
Purchase – Telephony system P-12063					

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Communications

Communicate the activities, decision and priorities of Council and the City in a variety of ways.

Resources

Workforce (FTE)	10
Base Operating budget	
Expenditure	(947,073)
Income	0
Net	(947,073)

Resources

Capital and Operating Projects	Adopted	Current	Actuals
Expenditure	(26,524)	(20,131)	(16,728)
Income	26,524	20,131	0
Net	0	0	(16,728)

Progress update

The City issued 48 media statements during the quarter with main subjects including Fremantle Leisure Centre closure, Mayor/Council election, Walyalup Koort/Walyalup Civic Centre openings and Christmas activations. They City received almost 50 media enquiries during this time with main subjects including the opening of Walyalup Koort/WCC and the Port Beach shark attack.

There were 421,949 visits to the city website with the three most popular sections being Fremantle Leisure Centre, pets and animals and employment opportunities. Developments included a new section for Building and Planning Approvals and new Elected Members profile page as well as an updated Fremantle Community Legal Centre section including addition of features to protect users in difficult domestic situations.

The City's social media platforms continued to grow in reach and following. Facebook total followers increased by 721 to 25,321, Instagram followers increased by 358 to 5,446 and Linked In followers increased by 253 to 6,021.

Graphic design emphasis was on the City's rebranding initiative which culminated in the development of a new style manual with a refreshed corporate identity, colour palette and font suite as well as templates for collateral which will be rolled out in early 2022. Other initiatives including promotions and signage for the new Walyalup Civic Centre and Walyalup Koort activations and openings, Remembrance Day collateral and FRE-OH! magazine production.

Key services and deliverables

Media and public relations	<ul style="list-style-type: none"> Manage and enhance the City's reputation via a coordinated program of proactive and responsive media statements, briefings and positive opportunities
Corporate communications	<ul style="list-style-type: none"> Lead and support a planned approach to developing and implementing communications and marketing activities, supporting the organisation in keeping our community informed
Campaigns and advocacy	<ul style="list-style-type: none"> Demonstrating the value for money and visibility of service
Internal comms	<ul style="list-style-type: none"> Keeping staff updated and informed
Design and branding	<ul style="list-style-type: none"> Manage the City's brand and deliver graphic design services
Online (digital comms)	<ul style="list-style-type: none"> Manage the City's websites and social media platforms

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key projects	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Plan – Corporate website P-10994					
Purchase- Time-lapse photography P-11641					
Plan – Walyalup Koort communications P-11736					

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Strategic Planning

Coordinate the strategic planning endeavours of the City and assist in translating these into action.

Resources

Workforce (FTE) 8.15

Base Operating budget	Adopted	Current	Actuals
Expenditure	(1,089,771)	(1,089,771)	(418,275)
Income	5,000	5,000	0
Net	(1,084,771)	(1,084,771)	(418,275)

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(243,000)	(263,000)	(27,377)
Income	40,000	60,000	40,000
Net	(203,000)	(203,000)	12,623

Progress update

Engagement on the South Fremantle Place Plan has been a focus for the last quarter. Consultation has also been complete on:

- Heritage Area Policy (new policy) and Heritage Assessment Policy (review)
- Annual Heritage List Update
- Split Density Code policy (review)
- Waste Management Plans policy (new policy).

A preliminary review of South Fremantle Design Guideline Policies has commenced as part of staged local planning policy manual review. The South Fremantle Heritage Area review is well progressed. Consultants have been appointed to carry out the White Gum Valley heritage review. The 2020/21 One Planet Annual Report (excluding energy accounting pending staff appointment) has been completed. The Garage Sale Trail has been successfully delivered. The additional information for the CAT Review is complete. The Local Planning Strategy is 80% complete, with preliminary agency consultation in train. The Parking Plan is 95% complete.

Key services and deliverables



Community engagement	➤ Coordinate and provide advice on community engagement activities	➤ Support Precinct Groups
Strategic town planning	➤ Process scheme amendments, structure plans and local development plans	➤ Maintain local planning strategy, scheme, and policies
Heritage management	➤ Maintain Heritage List and Survey	➤ Provide heritage conservation and management advice
Sustainability coordination	➤ Coordinate One Planet activities (as per Action Plan)	➤ Report on One Planet targets (Annual Report)
Strategic planning and projects	➤ Coordinate miscellaneous strategic planning projects	

Key projects	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Contribution – Signage roundhouse P-11804					
Program – Undertake heritage review (WGV) P-10426					
Program – Strategic Community Plan Review P-12043					
Plan – South Fremantle heritage area review P-12046					

On track	Monitor	Off track	Completed	Cancelled	Postponed
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Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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City Design and Projects

Provide a professional in-house service in urban design, project management and major city projects.

Resources

Workforce (FTE)	3.0			
Base Operating budget	Adopted	Current	Actuals	
Expenditure	(402,135)	(402,135)	(145,533)	
Income	0	0	0	
Net	(402,135)	(402,135)	(145,533)	

Resources

Capital and Operating Projects budget	Adopted	Current	Actuals
Expenditure	(332,999)	(411,922)	(118,306)
Income	302,999	405,172	159,215
Net	(30,000)	(6,750)	40,909

Progress update

A funding document for the Walyalup Koort Nyoongar Artwork is close to completion. This document will be used in 2022 to seek external funding for the project.

Preparation of a business case for the masterplan for the Fremantle Leisure Centre has commenced which will look at various scenarios and development potential for consideration. Importantly, it will help establish a roadmap for decision-making and strategic guide for asset management and investment. We anticipate that this will be presented to Council in March 2022.

Key services and deliverables

Urban design	➤ Provide urban design advice	➤ Develop precinct plans / masterplans
Major project management	➤ Coordinate urban design projects	➤ Represent the City regarding State Government projects and report to Council

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Represent the City regarding State Government projects and report to Council					
Italian Club redevelopment					
Plan – Fremantle Oval Precinct P-10300					
Design and construct – Walyalup Koort – Public Artwork P-11878					
Plan – Leisure Centre redevelopment business case P-12051					



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Development Approvals

Carry out the statutory functions of the City in relation to the built environment, including processing applications for Planning and Building approvals.

Resources

Workforce (FTE)	11			
Base Operating budget	Adopted	Current	Actuals	
Expenditure	(1,361,734)	(1,361,734)	(608,264)	
Income	786,700	786,700	395,391	
Net	(575,034)	(575,034)	(212,873)	

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	0	0	0
Income	0	0	0
Net	0	0	0

Progress update

The number of applications submitted to the city were relatively on par with the same period last year, where numbers increased because of building grants and government funding. The team has had reduced full time equivalent staffing for a period which has affected processing times of these applications.

Key services and deliverables

Statutory planning	➤ Provide planning advice and information	➤ Process development applications
Building approvals	➤ Provide building advice and information	➤ Process building permit applications

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Increase the service requests available on the city's customer portal					



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Asset Management

Plan, scope and coordinate the maintenance and management of the City's asset portfolio to provide optimised life cycle and community outcomes.

Resources

Workforce (FTE)	9.0		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(1,269,245)	(1,269,245)	(603,096)
Income	0	0	0
Net	(1,269,245)	(1,269,245)	(603,096)

Resources

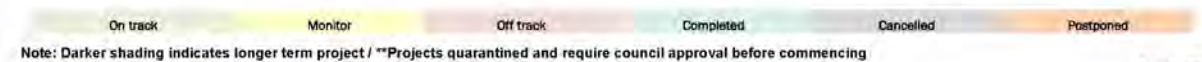
Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(9,059,403)	(14,583,662)	(7,921,040)
Income	7,435,277	13,101,536	7,283,119
Net	(1,624,126)	(1,482,126)	(637,921)

Progress update

Asset renewal planning completed across all asset classes. The current project program is progressing well, with some projects having been impacted by the busy construction market.

Key services and deliverables

Asset registers and systems	➤ Maintain and improve asset registers and systems	
Asset management plans	➤ Develop and maintain Asset Management Plans	
Commercial building assets	➤ Manage tenant liaison – inspections, requests	➤ Develop predictive maintenance schedules for commercial buildings
Forward works plans	➤ Provide forward works plans for asset types linked to long term financial plan	
Project scoping and planning	➤ Ensure all projects are scoped ➤ Ensure projects are prepared for grant funding opportunities and delivery in future years	➤ Provide up to date project management documentation, processes, and reporting
Project Management Office	➤ Manage and update Project Management Framework to reflect best practice ➤ Assess and prioritise all new projects	➤ Provide project reviews and reporting ➤ Deliver corporate project management training
Building capital works	➤ Deliver projects to agreed time, cost, and quality	➤ Deliver up to date project management documentation, processes, and reporting
Community facility planning	➤ Develop plans, policies and guidelines for the management and development of community facilities	➤ Submit grant applications for state and federally funded projects
Procurement and contracts	➤ Provide advice and support for tenders and requests for quotations ➤ Provide advice and support for contract performance	



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Key projects	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Program-Walyalup Koort building					
Program-Arthur Head Wall stabilisation P-10260					
Design and construct – Leisure Centre – Pool roof P-11670					
Design and construct – Markets Building Services P-11843					
Design –South Beach–Changerooms P-11992					

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Infrastructure Engineering

Provide our community with safe roads for pedestrians, cyclists and vehicles through maintenance and upgrades to our road reserve and mechanical maintenance of the City's fleet and plant.

Resources

Workforce (FTE)	34.0			
Base Operating budget		Adopted	Current	Actuals
Expenditure		(5,715,837)	(5,715,837)	(2,285,209)
Income		296,760	296,760	176,411
Net		(5,419,077)	(5,419,077)	(2,108,797)

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(4,049,645)	(4,153,081)	(527,558)
Income	2,612,943	2,716,379	835,687
Net	(1,436,702)	(1,436,702)	308,129

Progress update

The installation of LED lighting at Paddy Troy Mall and the area around Frank Gibson Park has been completed by Western Power.
The South Terrace streetscape improvement at Jenkin Street (Node 2) is complete. All but the planting of 2 new trees (this will be done in the planting season).
The tenders for road renewal (asphalt and micro surfacing) are complete. McCombe Avenue bike lane commenced in quarter 2 and the road renewal works programme (including McCombe Avenue) is scheduled for quarter 3.
John Curtin College crossing commenced at end of December 2021 and will be completed in January 2022 before college re-convenes.

Key services and deliverables



Road reserve upgrade and maintenance	➤ Asset renewal planning	➤ Reactive and planned road maintenance
	➤ Traffic calming and traffic safety investigations	➤ Manage project budgets and schedules
Engineering design and project management	➤ Detailed design and cost estimation for Capital delivery (road safety, road, and drainage renewal)	➤ Preparation of engineering concept designs
Street lighting upgrade and maintenance	➤ Asset renewal planning	➤ Reactive street lighting maintenance
	➤ Traffic management approvals	➤ Crossover approvals
Engineering compliance and approvals	➤ Construction management approvals	➤ Development applications
	➤ Obstruction permits	
Drainage upgrade and maintenance	➤ Asset renewal planning	➤ Develop planned maintenance schedule and process to document drainage maintenance
	➤ Reactive drainage maintenance	
Plant and vehicle maintenance and replacement	➤ Asset renewal planning	
	➤ Reactive and planned vehicle maintenance	
Cycle infrastructure and footpath maintenance	➤ Reactive and programmed footpath maintenance	



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Program - Carpark					
Program - Plant and equipment					
Program - Footpath					
Program - Road resurfacing					
Program - Drainage					
Program - Road safety					
Program - Lighting					

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Parks and Landscape

Provide healthy green spaces which support our diverse community to experience vibrant, active lifestyles.

Resources

Workforce (FTE)	37.0		
Base Operating budget	Adopted	Current	Actuals
Expenditure	(7,982,973)	(7,982,973)	
Income	284,711	284,711	
Net	(7,698,262)	(7,698,262)	

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(9,863,264)	(10,909,585)	(1,916,021)
Income	8,514,264	9,560,585	5,510,004
Net	(1,349,000)	(1,349,000)	3,593,983

Progress update

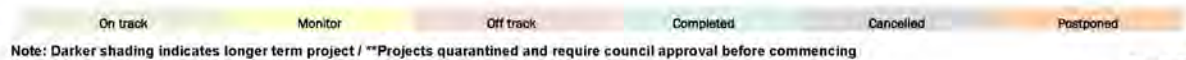
The Walyalup Koort public realm works reached Practical Completion in November 2021.

Dick Lawrence playground construction has commenced.

Some operational service areas (i.e., verge mowing) experienced service delays due to contractor availability.

Key services and deliverables

Landscape design and maintenance	➤ Asset renewal planning ➤ Master planning	➤ Project design and delivery
Street and park furniture	➤ Asset renewal planning	➤ Reactive and programmed furniture, lighting, and sporting infrastructure maintenance
Recreation reserve maintenance	➤ Weed and pest management	➤ Turf, garden, bores, irrigation, and playground maintenance
Beach maintenance	➤ Coastal monitoring ➤ Maintain access paths ➤ Litter control and beach raking	➤ Sand drift management ➤ Reactive infrastructure maintenance
Road reserve landscape maintenance	➤ Maintain median and verge gardens ➤ Weed management	➤ Commercial car park landscape maintenance
Natural area planning and management	➤ Management planning and implementation	➤ Project design and delivery
Street tree planting and maintenance	➤ Inspect and collect tree asset data	➤ Tree Management and planting
Playground equipment maintenance and renewal	➤ Management planning and implementation	➤ Project design and delivery



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Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Program - Parks - Infrastructure					
Program - Parks - Irrigation					
Program - Parks - Playspace					
Design and construct – Booyembara Park masterplan P-10412					
Design and construct – Walyalup Koort playspace P-11680					
Plan – Coastal monitoring P-11708					
Design and construct – Port Beach coastal adaptation P-11823					
Design and construct-Fremantle Golf Course building and community facility P11882					
Program – Northbank foreshore stabilisation – Stage 3 P-11970					
Design and construct-Booyembara Park-Mountain Bike Trail P-12058					

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Facilities and Environmental Management

Provide a resource recovery service that responds to the City's needs and minimises the impact on the environment, maintenance of City buildings, and managing the City's sustainability strategies within the built and asset environments.

Resources

Workforce (FTE) 40.97

Base Operating budget	Adopted	Current	Actuals
Expenditure	(14,093,913)	(14,133,913)	(5,285,426)
Income	1,587,060	1,587,060	892,557
Net	(12,506,853)	(12,546,853)	(4,392,869)

Resources

Capital & Operating Project budget	Adopted	Current	Actuals
Expenditure	(245,335)	(545,676)	(48,955)
Income	178,335	235,334	186,071
Net	(67,000)	(310,342)	137,117

Progress Update

Residential verge collection review now completed with a report being prepared for Council in quarter 3.

Walyalup Civic Centre is now occupied and operating. The tenancy areas are ready for tenant's fit out prior to occupancy.

Key services and deliverables

Waste collection and disposal	<ul style="list-style-type: none"> ➤ Provision and management of domestic waste services ➤ Provision of a commercial contracted waste service ➤ Provision of waste management to public bins 	<ul style="list-style-type: none"> ➤ Verge collections ➤ Illegal dumping ➤ Events waste
City cleansing	<ul style="list-style-type: none"> ➤ Provide CBD cleaning operation ➤ Provision of rapid response service within CBD ➤ Roadkill and road accident response 	<ul style="list-style-type: none"> ➤ Sweep suburbs ➤ Management of sharps bins ➤ Clean bus stops
Resource recovery centre	<ul style="list-style-type: none"> ➤ Operation of resource recovery centre ➤ Expand waste streams received ➤ Commercial and domestic waste recovery 	<ul style="list-style-type: none"> ➤ Waste education ➤ Data management and reporting
Waste education	<ul style="list-style-type: none"> ➤ Extend FOGO rollout to multi-unit developments ➤ Manage bin tagging ➤ Operate monthly recycle roadshows 	<ul style="list-style-type: none"> ➤ Lead waste avoidance campaign ➤ Performance reporting ➤ School and club waste education
Reuse shop	<ul style="list-style-type: none"> ➤ Extend existing facility service 	
Household hazardous waste	<ul style="list-style-type: none"> ➤ Establish and operate household hazardous waste drop off point 	
Maintenance of buildings	<ul style="list-style-type: none"> ➤ Building compliance ➤ Preventative building maintenance ➤ Reactive building maintenance ➤ Planned building maintenance 	<ul style="list-style-type: none"> ➤ Building cleaning and bathroom services ➤ Building security and key systems ➤ Asbestos management ➤ Building pest control
Container deposit scheme	<ul style="list-style-type: none"> ➤ Establish and implement an aggregate refund point 	



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Program-Waste and FOGO roll-out					
Program – Solar panels P-11873					
Software – Utility data management system P-12033					

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People and Culture

Perform functions that enable the organisation to achieve business outcomes through its people and culture.

Resources

Workforce (FTE)	8.9			
Base Operating budget	Adopted	Current	Actuals	
Expenditure	(1,354,431)	(1,354,431)	(773,535)	
Income	0	0	0	
Net	(1,354,431)	(1,354,431)	(773,535)	

Resources

Capital & Operating Projects budget	Adopted	Current	Actuals
Expenditure	(50,000)	(50,000)	(30,300)
Income	0	0	0
Net	(50,000)	(50,000)	(30,300)

Progress Update

City of Fremantle Administration staff relocated to the Walyalup Civic Centre in November/December 2021. All administration staff and key out centre staff have been inducted into the Walyalup Civic Centre building, (the induction included a tour of the building, an introduction to ABW, and training on the new technology in the building). The next phase of this project involves embedding the new ways of working.

An engagement survey was administered in October 2021 and was completed prior to the relocation. There was a 65% completion rate, and the engagement score was 52%. The engagement score is consistent with previous years. From January 2022, we will commence a program of work in response to the areas highlighted in the survey as requiring improvement. Another engagement survey will be administered in June 2022.

Key services and deliverables

Recruitment and induction	➤ Provide an efficient recruitment and induction process
Learning and development	➤ Develop and implement an organisational training plan
Change management	➤ Support the organisation in Culture change
Industrial relations	➤ Manage EBA negotiations and agreements
Performance management	➤ Provide a suitable performance management process and system for the organisation
Occupational Health and Safety	➤ Educate and manage occupational health and safety for the organisation
	➤ Provide suitable reporting

Key projects

	Jul-Sept	Oct-Dec	Jan-Mar	Apr-Jun	Status
Deliver the culture change project for Activity based working					
Deliver – Culture change survey P-12037					



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Amendments to the Corporate Business Plan (new projects or amendments greater than \$100,000)

Project	Project ref	Adopted expenditure budget 2021/22 (\$)	Amended expenditure budget 2021/22 (\$)	Comments
Design and construct – Naval Store	P-12066	0	920,000	Fully funded by Enkel Collective Co-operative Ltd, for design and construction of the adaptation of the mezzanine area.
Design and construct – 70 Parry St fit-out (Stage 1)	P-12068	0	243,342	These works are required to revert the Fremantle Oval building back to a sporting facility to accommodate Perth Glory in line with the requirements of their executed Licence Agreement.



Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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Performance Indicators

Progress against the performance indicators will be reported on annually as of 30 June.

Economic development

INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Vacancy rate within the city centre	Monitor	↓
Visitor numbers to the City Centre	Influence	↑
Value of major developments in the economic development pipeline	Monitor	↑
Economic impact from activations	Influence	↑
Number of discrete Visitor Centre visits	Influence	↑

Environmental responsibility

INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Trees planted as per Urban Forest Plan	Control	100%
Corporate water use	Control	↓
Natural areas under active management. Natural areas managed in accordance with approved management plan/policy	Control	↑
Leisure Centre water usage (Gold Waterwise Facility)	Control	↓
Tonnage of domestic waste to landfill	Monitor / Influence	↓
Road construction and maintenance waste material to landfill	Control	↓

Transport and connectivity

On track Monitor Off track Completed Cancelled Postponed

Note: Darker shading indicates longer term project / **Projects quarantined and require council approval before commencing

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INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Deliver improvements to bicycle infrastructure in accordance with the Bike Plan	Control	100%
Audit and maintain safe footpaths for our community	Influence	↑
Utilisation of City of Fremantle parking bays	Influence	↑

Character, culture and heritage

INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Attendance at City's cultural facilities / events	Influence	↑
Number of artists in residence	Influence	↑
Media reach for festivals and cultural facilities	Control	↑
Investment in built heritage	Influence	↑

Places for people

INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Deliver Walyalup Koort activation program	Control	100%
Number of new dwellings approved	Influence	↑

Health and happiness

INDICATOR	COUNCIL RESPONSIBILITY LEVEL	TARGET
Number of discrete library visits	Influence	↑
Leisure Centre attendees	Control	↑
No. of seniors using Wanjoor Lounge	Monitor	↑
Attendance to anti-social behaviour	Influence	↓

Capability

Indicator	Target	Results
Customer service satisfaction	90%	97% for 2020/21

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Financial ratios

Current ratio	>1
Debt service cover ratio	>2
Operating surplus ratio	>0
Own source revenue coverage ratio	>0.60
Asset consumption ratio	>0.60
Asset renewal funding ratio	>0.75
Asset sustainability ratio	>0.90

Note Financial and asset ratios are per the Audited Financial Statements for year ending 30 June 2022 once published.

Budget compliance figures are correct at date of reporting

The financial and asset ratios will be reported at the end of the financial year while budget compliance update will be reported quarterly.

Budget compliance +/-10%	Q1	Q2	Q3	Q4
Operating revenue (inc. rates)	(0.11%)	(0.04%)		
Operating expense	9.04%	9.15%		
Capital revenue	11.26%	0.72%		
Capital expense	(47.69%)	35.60%		

Indicator	Council responsibility level	Target
Number of people actively engaged	Influence	↑
Elected member attendance at committee and council meetings	Monitor	↑
All development applications determined within statutory timeframes	Control	100%
Asset management plans for major assets categories in place	Control	100%

Attachment 1: Approved Capital and Operating Projects and Programs

Project Description	Project type	CFWD (Y/N)	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
People and Culture											
People and Culture											
P-12037 Deliver - Survey Change Culture	Operating - Project	N	✓	✓	✓		60			50,000	30,300
Office of the Chief Executive											
Leadership and Governance											
P-1015 Contribution - V&A C elections	Operating - Project	N	✓				100			105,000	118,638
P-1016 Plan - Community Facilities Plan	Operating - Project	Y	✓				100			7,315	7,040
City Business Directorates											
Economic Development and Marketing											
P-10458 Disposal - 7 Quarry St	Capital - Disposal	Y	✓				20		An RFQ has been prepared and is currently with the procurement team to lodge. The RFQ is to appoint an agent to assist in the sale of the site with an agent being appointment in March/April.	(1,720,000)	-
P-1052 Disposal - 9 Quarry St	Capital - Disposal	Y	✓				20		An RFQ has been prepared and is currently with the procurement team to lodge. The RFQ is to appoint an agent to assist in the sale of the site with an agent being appointment in March/April.	(1,250,000)	-
P-11973 Deliver - Entrepreneurs Program - Expert in Residence	Operating - Project	Y	✓				100			55,620	55,575
P-12041 Program - Ticket machines	Capital - Renewal	N	✓	✓	✓		10			466,000	205,000
P-12044 Deliver - Promote Fremantle video	Operating - Project	N	✓	✓	✓		100			10,000	-
P-12052 Develop - Film prospectus	Operating - Project	N	✓	✓	✓		0			5,000	-
P-12052 Purchase - Street party equipment and training	Operating - Project	N	✓	✓	✓		0			5,000	-
Information Technology											
P-10496 Install - Network infrastructure	Capital - New	Y	✓	✓	✓		100			20,000	20,000
P-10597 Relocation - V&A network infrastructure	Capital - Renewal	Y	✓	✓	✓		100			32,032	32,032
P-11077 Install - Kings Sq network infrastructure	Capital - Renewal	Y	✓	✓	✓		100			34,638	34,638
P-11636 Relocation - Vocous communications	Capital - Renewal	Y	✓	✓	✓		100			21,400	21,400
P-11832 Software - IT Strategy Going Digital	Operating - Project	Y	✓	✓	✓		66			40,000	-
P-11903 Software - Firewall security	Capital - Renewal	N	✓	✓	✓		0			50,000	-
P-12034 Purchase - Swim Program - Ipads	Capital - Renewal	N	✓	✓	✓		0			20,000	-
Field Services											
P-11720 Software - Mobile compliance	Operating - Project	Y	✓	✓	✓		20		Project has been delayed due to limited IT resources available at this time.	23,700	-
P-12036 Purchase - Parking licence plate recognition cameras	Capital - New	N	✓	✓	✓		0		Pushed back to 22/23 FY to tie in with pay per plate parking upgrades.	180,000	-
P-12038 Purchase - Hand held licence plate recognition equipment and software	Capital - New	N	✓	✓	✓		90		Equipment purchased and tested, roll out early '22.	40,000	23,575
P-12033 Purchase - Noise Level Meter	Capital - New	N	✓	✓	✓		100			15,000	12,415

Progress status key:

On track Monitor Off track Completed Cancelled Postponed

City of Fremantle CBP Report 2021/22

Project Description	Project type	CFWD (Y/N)	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
Community Development											
Arts and Culture											
P-10545 Program - Artworks Victor Felstead	Capital - New	N	✓	✓	✓		0			7,000	-
P-10848 Program - In Calhoun art exhibition	Operating - Project	Y	✓	✓	✓		15			11,384	50,646
P-11687 Design and Construct - V&A Koori - Public art	Capital - Renewal	N	✓	✓	✓		30			60,200	20,000
P-11729 Program - Reveal Aboriginal Artist 2020	Operating - Project	Y	✓	✓	✓		100			18,839	18,454
P-11830 Program - Biennale Public Art	Operating - Project	N	✓	✓	✓		100			78,182	78,182
P-11945 Program - Reveal Aboriginal Artist 2021	Operating - Project	Y	✓	✓	✓		10			-	-
P-11960 Contribution - Sculpture at Bathers Beach	Operating - Project	N	✓	✓	✓		0			40,000	-
P-12031 Program - Reveal Aboriginal Artist 2022	Operating - Project	N	✓	✓	✓		0			250,000	6,485
Community Development											
MP Age Friendly Communities - Together Again Cafe Project	Operating - Project	Y	✓	✓	✓		35			11,353	4,983
P-11934 Deliver - Sharing Our Story	Operating - Project	Y	✓	✓	✓		90			11,890	-
P-11955 Software - Legal Centre	Operating - Project	Y	✓	✓	✓		80			15,323	5,301
P-11983 Design and construct - Leighton Beach Access	Capital - New	N	✓	✓	✓		75			50,000	7,407
P-12062 Report - 20 home 20 lives	Operating - Project	N	✓	✓	✓		100			43,200	43,200
MP Event - V&A bike month	Operating - Project	N	✓	✓	✓		90			4,000	-
Communications and Events											
P-10994 Design - Corporate website	Operating - Project	Y	✓	✓	✓		20		Project re-scoped after budget was put into quarantine. Work to update content and re-skin the website is underway.	13,900	-
P-11641 Purchase - Time-lapse photography	Operating - Project	Y	✓	✓	✓		100			2,470	2,345
P-11736 Plan - V&A Koori communications	Operating - Project	N	✓	✓	✓		100			3,881	14,383
Customer Experience and Learning											
P-12063 Purchase - Telephony System	Operating - Project	N	✓	✓	✓		0			95,000	-
P-11954 Event - Building digital skills	Operating - Project	Y	✓	✓	✓		0			11,355	-
Strategic Planning and Projects Directorate											
Strategic Planning											
P-10426 Program - Undertake heritage review	Operating - Project	N	✓	✓	✓		20		Consultant appointed to White Gum Valley review (6mth program).	50,000	-
P-11894 Contribution - Roundhouse signage	Operating - Project	Y	✓	✓	✓		85		Pending Guises (project owners) progression of project.	20,000	-
P-12043 Program - Strategic Community Plan Review	Operating - Project	N	✓	✓	✓		20		Working group established, coordination discussions with Future of Fremantle occurring. Some slight program delay as consequence.	173,000	6,646
P-12046 Plan - South Fremantle heritage area	Operating - Project	Y	✓	✓	✓		70		Consultant draft nearing completion.	20,000	10,000
City Design and Projects											
P-10300 Plan - Fremantle Oval Precinct	Operating - Project	Y	✓	✓	✓		15			238,375	93,181
P-11878 Design and Construct - V&A Koori - Public Artwork	Capital - Renewal	Y	✓	✓	✓		15			137,949	25,125
P-12051 Plan - Leisure Centre Redevelopment Business Case	Operating - Project	N	✓	✓	✓		20			30,000	-

Project Description	Project type	CFWD (Y/N)	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
Development Approvals											
Infrastructure Directorate											
Asset Management											
P-10260 Program - Arthur Head - Wall stabilisation	Capital - Renewal	Y	✓	✓	✓		82			525,744	193,444
P-10237 Construct - Civic building	Capital - Renewal	N	✓	✓	✓		100			7,105,074	4,217
P-10238EX Construct - Civic Building (extra)	Capital - Renewal	N	✓	✓	✓		100				6,713,165
P-10398 Install - Civic building AV equipment	Capital - Renewal	N	✓	✓	✓		100			353,524	62,357
P-10962 Relocation - Civic building	Operating - New	N	✓	✓	✓		100			100,000	30,382
P-10964 Restoration - Town Hall Internal	Capital - Renewal	Y	✓	✓	✓		95		Project delayed due to Pindan liquidation	21,650	1,675
P-11670 Design and Construct - Leisure Centre Pool Roof	Capital - Renewal	Y	✓	✓	✓		10			936,560	177,418
P-11682 Construct - Civic building fit out	Capital - Renewal	N	✓	✓	✓		90		Project delayed due to Pindan liquidation	656,826	63,582
P-11838 Design and Construct - Kings Sq adult change facility	Capital - New	N	✓	✓	✓		100		Project delayed due to Pindan liquidation	160,000	211
P-11842 Design and Construct - Westgate Mall courtyard	Capital - Renewal	Y			✓		20		Project delayed awaiting the developer to complete works.	36,780	-
P-11843 Design and Construct - Markets Building Services	Capital - Renewal	Y			✓		28		Project delayed due to ongoing design and contract negotiations with FMPL	2,278,033	7,800
P-11943 Construct - Town Hall - Fire upgrade	Capital - Renewal	N	✓	✓	✓		90		Project delayed due to Pindan liquidation	70,587	96,295
P-11965 Purchase - Leisure Centre - Disinfectant System	Capital - Renewal	Y	✓				100			31,000	30,655
P-11968 Purchase - Leisure Centre - Pool blankets	Capital - Renewal	Y	✓				65		Project delayed due to shipping problems caused by COVID-19	34,000	24,320
P-11981 Design and Construct - Mens Shed - Wall	Capital - Renewal	Y	✓	✓	✓		0			100,000	1038
P-11982 Design and Construct - Arts Centre - Sewer	Capital - Renewal	Y	✓				100			54,000	62,365
P-11985 Design and Construct - AFACE - fence	Capital - Renewal	N	✓	✓	✓		0			20,000	-
P-11986 Design and Construct - Port Beach - Toilets	Capital - Renewal	N	✓	✓	✓		0			50,000	-
P-11987 Design and Construct - Fremantle Education Centre	Capital - Renewal	N		✓	✓		50		Completion of the contract documentation for tendering was delayed due to the need for the lead consultant to engage a structural engineer to design and document strengthening existing elements for the new plant and equipment being installed. This required had not been anticipated and was confirmed when the proposed conditioning methodology had been determined during the design phase.	200,000	44,380
P-11988 Design and Construct - Gil Fraser Grandstand - Staircase	Capital - Renewal	N		✓			0			50,000	-
P-11989 Design and Construct - Ken Allen - Clubhouse	Capital - Renewal	N		✓			0			120,000	-
P-11990 Design and Construct - Ken Allen - Pavers	Capital - Renewal	N		✓			0			60,000	-
P-11992 Design - South Beach change rooms	Capital - Renewal	N	✓	✓	✓		10			150,000	-
P-11993 Design and Construct - Union Stores - Window	Capital - Renewal	N		✓	✓		0			30,000	-
P-11995 Restore - Heritage Walls	Capital - Renewal	N		✓			25			30,000	20,000

Project Description	Project type	CFVD (Y/N)	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
P-12015 Removal - Stevens Reserve - Structure	Capital - Disposal	N		✓			0		Postponed to align with preferred time for club sports. Aiming for RFQ mid February with works complete mid March.	10,000	-
P-12045 Design and Construct - Leisure Centre - Shade Sail	Capital - Renewal	N	✓	✓	✓		100			215,000	56,570
P-12050 Purchase - South Beach - Temporary Toilets	Capital - New	N		✓	✓		75			120,000	78,000
P-12066 Design and construct - Naval Store	Capital - Renewal	N		✓	✓		5			920,000	-
Program - Infrastructure Recovery	Capital - Renewal	N	✓	✓	✓					115,126	-
Infrastructure Engineering											
P-10865 Construct-Fremantle Park carpark	Capital - New	Y		✓			0		We are considering removal of this project at this stage whilst the Strategic Parking Plan is being developed.	450,000	-
P-11323 Program - Purchase plant and equipment	Capital - Renewal	N	✓	✓	✓		40			25,000	14,335
P-11910 Design and Construct - Bike Projects	Capital - New	Y	✓	✓	✓		95			20,000	18,306
P-11914 Design and Construct - Hampton Road - Bike lane - stage 2	Capital - New	Y		✓	✓		10		Design awarded to Design Consultant	30,000	14,856
P-11915 Program - Road safety - South Toe Node 2	Capital - New	N		✓	✓		95		Awaiting planting season for installation of two trees & also MFRV/A white lines.	268,000	33,589
P-11952 Design and Construct Hampton Road Drainage	Capital - Renewal	Y		✓	✓		65			67,449	33,722
P-11966 Design and Construct - Montreal St - Traffic Calming	Capital - New	N			✓		0			10,000	-
P-11980 Design and Construct - Western Power Streetlight LED	Operating-Project	Y	✓				100			112,940	90,448
P-11984 Design and Construct - John Curtin Pedestrian Crossing	Capital - New	N		✓	✓		20		Will be completed in Jan prior to the end of the school summer holiday.	45,200	550
P-11997 Design and Construct - Footpath - Maxwell Street	Capital - Renewal	N			✓		0			40,000	250
P-11998 Design and Construct - Nicholas Street - Drainage	Capital - Renewal	N			✓		0			35,000	-
P-11999 Install - Lefroy Tip Fence	Capital - New	N	✓	✓	✓		85		Final rectification works required by Contractor prior to paying invoice.	13,000	-
P-12001 Resurface - MPRG - Hampton Rd (NB)	Capital - Renewal	N		✓	✓		0			188,378	-
P-12002 Resurface - MPRG - Hampton Rd (SB)	Capital - Renewal	N		✓	✓		0			208,134	656
P-12003 Resurface - MPRG - McCombe Ave (NB&SB)	Capital - Renewal	N		✓	✓		15			353,865	162,728
P-12004 Resurface - MPRG - Ord Street (NB)	Capital - Renewal	N		✓	✓		0			186,328	550
P-12005 Resurface - MPRG - South Terrace 1 (NB&SB)	Capital - Renewal	N		✓	✓		0			303,297	1,884
P-12006 Resurface - MPRG - South Terrace 2 (NB&SB)	Capital - Renewal	N		✓	✓		0			208,431	1,050
P-12007 Resurface - R2R - Booth Court	Capital - Renewal	N		✓	✓		10			10,000	-
P-12008 Resurface - R2R - Cumber Way	Capital - Renewal	N		✓	✓		10			40,000	2,511
P-12009 Resurface - R2R - Marshall Way	Capital - Renewal	N		✓	✓		10			55,000	9,909
P-12010 Resurface - R2R - O'Hara Street	Capital - Renewal	N		✓	✓		10			25,000	-
P-12011 Resurface - R2R - Proctor Street	Capital - Renewal	N		✓	✓		10			15,000	-
P-12012 Resurface - R2R - Prowse Street	Capital - Renewal	N		✓	✓		10			25,000	-
P-12013 Resurface - R2R - Sowden Drive	Capital - Renewal	N		✓	✓		10			35,000	-
P-12014 Resurface - R2R - Watkins Street	Capital - Renewal	N		✓	✓		10			155,000	-
P-12016 Design and Construct - Ord Street - Bike Lane	Capital - New	N		✓	✓		0			60,000	-
P-12017 Relocate - Electric Vehicle Chargers	Capital - New	N		✓	✓		30			15,000	-
P-12018 Install - South Beach - Solar Lighting	Capital - New	N		✓	✓		60		Order placed - some delays, but due to arrive in early Q3.	25,000	1,401
P-12019 Design and Construct - Hilton - Underground Pover	Capital - New	N		✓	✓		10		Precinct briefing delivered in December 2021. Works due to commence in February 2022.	385,000	-
P-12020 Design and Construct - Samson - Bollards	Capital - New	N	✓	✓			100			12,445	10,412

Project Description	Project type	CFWD (Y/N)	Jul-Sep Oct-Dec Jan-Mar Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
P-12022 Purchase - Speed Display Signs	Capital - New	N	✓	70		Signs have been delivered. Installation planned for early Q3.	15,000	13,124
P-12029 Design and Construct - McCombe Avenue - Bike Lane	Capital - New	N	✓	85		To be completed with MRRG works in Jan 2022.	65,000	54,117
P-12047 Design and Construct - Wiluna and Hope - Intersection	Capital - New	N	✓	0			262,667	560
P-12048 Design and Construct - Paddy Troy Mall - Lighting and Trees	Capital - New	N	✓	40		Lighting complete.	25,000	9,865
P-12049 Design and Construct - Durfield Avenue - Footpath	Capital - New	N	✓	0			80,000	-
P-12053 Design and Construct - Leighton Beach traffic calming	Capital - New	N	✓	0			10,000	-
P-12054 Design and Construct - Port Beach - Carpark	Capital - New	N	✓	100			50,000	50,984
P-12057 Contribution - Westgate Mail Courtyard	Capital - New	N	✓	0			160,000	-
P-12059 Design and Construct - Marine Tor and Capo D'Orlando Ave - Bicycle refuge	Capital - New	N	✓	0			30,000	-
Parks and Landscape								
P-11077 Program - Parks - Infrastructure	Capital - Renewal	N	✓	50			230,000	12,763
P-10412 Design and construct - Boogembarra Park Masterplan	Capital - New	Y	✓	30			404,075	-
P-11680 Design and construct - Walajup Koort playspace	Capital - New	Y	✓	100			195,078	168,287
P-11708 Plan - Coastal monitoring	Operating-Project	Y	✓	50			40,075	3,610
P-11819 Design and construct - Dick Lawrence - Playspace	Capital - Renewal	Y	✓	30		Construction works commenced in November.	180,000	24,458
P-11923 Design and construct-Port Beach coastal adaptation	Capital - New	Y	✓	15		Sand screening works completed in December. EPA submission made in December.	2,993,415	132,491
P-11882 Design and construct - Fremantle Golf Course Building and Community Facility	Capital - New	Y	✓	70		Project delayed due to high tender returns, refer FPOL2112-2 Fremantle Golf Course and Community Centre.	3,955,261	860,959
P-11304 Design and construct- Gilbert Fraser - Lighting	Capital - Renewal	Y	✓	75			278,120	221,088
P-11311 Design and construct - Leighton Beach - Shelters	Capital - Renewal	Y	✓	100			53,147	42,563
P-11312 Design and construct - Coral Park - Irrigation Upgrade	Capital - Renewal	N	✓	30			80,000	4,960
P-11370 Program - Northbank Foreshore Stabilisation (Stage 2)	Operating-Project	Y	✓	50			42,606	25,551
P-11378 Purchase - Proclamation tree plaque	Capital - Renewal	Y	✓	50			3,000	6,550
P-12000 Program - Doepel St trees	Capital - Renewal	N	✓	0			30,000	-
P-12023 Design and construct - Alfred Park - Irrigation	Capital - Renewal	N	✓	70			40,000	27,560
P-12024 Design and construct - Bathurst South Beach - Structures	Capital - Renewal	N	✓	0			36,381	-
P-12026 Design and construct - Florence Park - Playground	Capital - Renewal	N	✓	0			10,000	-
P-12027 Design and construct - Griffiths Park - Upgrade	Capital - Renewal	N	✓	10		Project being re-tendered in January due to high tender returns.	347,000	-
P-12028 Program - Coastal monitoring (Scrub)	Capital - Renewal	Y	✓	5		Project required budget amendment to accept the CAP grant which was approved by Council in September 2021. Staff resource availability led to a delay in the development of the quotation for works. The quote was released in the first week of February 2022 with award schedule for late February 2022.	77,239	-
P-12058 Design and construct - Boogembarra Park - Mountain Bike Trail	Capital - New	N	✓	0		Project being re-tendered in January due to high tender returns.	760,000	3,000
P-12060 Contribution - Bushland restoration work	Operating - Project	N	✓	0			10,000	-
P-12064 Design and construct - Fremantle Driving Range - Upgrade	Capital - Renewal	N	✓	100			120,000	111,768

Project Description	Project type	CFWD (Y/N)	Jul-Sep Oct-Dec Jan-Mar Apr-Jun	% Complete	Status	Comment	Budget \$	Actuals \$
Facilities and Environmental Management								
P-10273 Purchase - FOGO bin	Operating - Project	Y	✓	0		New stock to be purchased Jan 22	44,210	-
P-10397 Plan - Waste education	Operating - Project	N	✓	5		Expenditure programmed	15,000	787
P-11873 Program-Solar Panels City	Capital - New	Y		0		Budget transferred to quarantine until PV projects are identified and approved.	31,510	-
P-11898 Design and construct - Depot - Site preparation	Operating - Project	Y	✓	35		Works programmed	33,389	12,087
P-11897 Design and Construct - 14 Parry Street - Waste &	Capital - New	Y	✓	25			23,000	6,447
P-11963 Better Bins Plus - Go FOGO	Operating-Project	Y	✓	15			106,255	17,715
P-12032 Purchase - FOGO bins - Multi unit dwellings	Capital - New	N	✓	0		New stock to be purchased Jan 22	40,000	-
P-12033 Software - Utility data management system	Capital - New	N	✓	0			12,000	-
P-12068 Design and construct - 70 Parry St Fitout (stage 1)	Capital - Renewal	N	✓	0			243,942	-

**FPOL2202-3 PROPOSED LOCAL GOVERNMENT PROPERTY AMENDMENT
LOCAL LAW 2022 – SHARK FISHING ON BEACHES PROPOSED
PROHIBITION**

**LOCAL GOVERNMENT ACT 1995
CITY OF FREMANTLE**

LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2022

Under the powers conferred by the *Local Government Act 1995* and by all other powers, the Council of the City of Fremantle resolved on [XXXX] to make the following local law.

1. Citation

This local law may be cited as the *City of Fremantle Local Government Property Amendment Local Law 2022*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal Local Law amended

This local law amends the *City of Fremantle Local Government Property local law 2002* as published in the *Government Gazette* on 11 November 2002 and as amended on 12 March 2019 and 27 January 2021.

4. New clause 5.4:

- (1) Insert new clause 5.4 and renumber subsequent clauses in Part 5:

5.4 prohibited fishing activities

- (1) A person shall not, in relation to a beach, fish for sharks –
- (a) by means of any fishing line that contains any metal wire or chain within one metre of any hook;
 - (b) with use of blood or berley as a lure;
 - (c) with use of a device such as a spear gun, hand spear, hawaiian sling or other like device.

5. Clauses 5.4 – 5.6 renumbered

- (1) Re-number clauses “5.4 - 5.6” as “5.5 – 5.7.”

6. Schedule 1 amended

- (1) Delete Schedule 1 and insert:

SCHEDULE 1 PENALTIES			
ITEM	CLAUSE	DESCRIPTION	MODIFIED PENALTY \$
1	2.4	Failure to comply with determination	125
2	3.6(1)	Failure to comply with conditions of permit	125
3	3.13(1)	Failure to obtain a permit	125
4	3.14(3)	Failure to obtain permit to camp outside a facility	125
5	3.15(1)	Failure to obtain permit for liquor	125
6	3.16	Failure of permit holder to comply with responsibilities	125
7	4.2(1)	Behaviour detrimental to property	125
8	4.3(1)	Taking or injuring any fauna	125
9	4.3(3)	Removing or damaging any flora	125
10	4.4	Under influence of liquor or prohibited drug	125
11	4.6(2)	Failure to comply with sign on local government property	125
12	5.3	Failure to comply with sign or direction on beach	125
13	5.4	Undertaking prohibited fishing activities	500
14	5.5	Unauthorised entry to fenced or closed local government property	125
15	5.7	Failure to comply with direction of controller or notice on golf course	125
16	6.1(1)	Unauthorised entry to function on local government property	125
17	7.3	Unauthorised use of any part of jetty which is closed or under repair or construction	125
18	7.4	Mooring of boats in unauthorised manner	125
19	7.5	Unauthorised mooring of a boat to jetty	125
20	7.6	Failure to remove moored boat on direction of authorised person	125
21	7.7	Launching of boat from jetty without consent	125
22	7.8	Mooring when not ready to load or discharge cargo, at times not permitted or for longer than permitted	125
23	7.9	Unlawful storing of goods on jetty	125
24	7.10	Removing goods from jetty during other than permitted hours	125
25	7.11	Failure to remove cargo on jetty on direction of authorised person	125
26	7.12	Unauthorised deposit of bulk cargo on jetty	125
27	7.14	Fishing from jetty or bridge so as to obstruct a boat or another person	125
28	10.1	Failure to comply with notice	250

**FPOL2202-4 PROPOSED CITY OF FREMANTLE CAT MANAGEMENT
AMENDMENT LOCAL LAW 2022**

**LOCAL GOVERNMENT ACT 1995
CITY OF FREMANTLE**

CAT MANAGEMENT AMENDMENT LOCAL LAW 2022

Under the powers conferred by the *Local Government Act 1995* and by all other powers, the Council of the City of Fremantle resolved on [XXXX] to make the following local law.

1. Citation

This local law may be cited as the *City of Fremantle Cat Management Amendment Local Law 2022*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal Local Law amended

This local law amends the *City of Fremantle Cat Management local law 2020* as published in the *Government Gazette* on 25 May 2020.

4. Clause 1.4 amended

- (1) In clause 1.4, insert, in alphabetical order following the definition “**local government**” means the City of Fremantle”:

“**nuisance** means—

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land;
- (c) interference which causes material damage to land or other property on the land affected by the interference;”

5. Part 2 amended

- (1) Insert new subclause 2.2 after subclause 2.1:

“2.2 Cat not to be a nuisance

- (1) An owner shall not allow a cat to be or create a nuisance.
- (2) Where in the opinion of an authorised person, a cat is creating a nuisance, the local government may give written notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the local government in the notice which shall not exceed 28 days.

- ## 6. Schedule 2 amended

- | Schedule 2
Prescribed Offences | | | |
|-----------------------------------|------------|----------------------------------------------------|------------------|
| [Clause 2.2] | | | |
| Item No. | Clause No. | Nature of Offence | Modified Penalty |
| 1 | 2.1 | Cat in prohibited area | \$200 |
| 2 | 2.2 | Cat causing a nuisance | \$200 |
| 3 | 3.2 | Failure of a person to hold a permit when required | \$200 |
| 4 | 3.8 | Breach of a condition of a permit | \$200 |

<p style="text-align: center;">Schedule 3 Cat Prohibited Areas</p>	<p style="text-align: right;">[clause 2,1]</p>
<p>Places where cats are prohibited – All City of Fremantle owned and managed property.</p>	

FPOL2202-5 PARKLET APPLICATION – 1/36 HENRY STREET (DARLING DARLING BAR)

PROPOSED PARKLETS FOR DARLING DARLING – 1/36 HENRY STREET FREMANTLE 6160 W.A.



S

2 Parking bays required – both directly at front of premises

Theme of parklet to match interior of Darling Darling as much as possible – old, late 1800's style nautical theme and to suit period architecture of existing buildings and surrounds.

Parklet to contain recycled items where possible

Base frame made from treated pine and dyna bolted to road surface

Decking made from recycled jarrah floorboards

Timber posts to be made from treated pine and painted in dark timber colour to match decking colours

Extra bracing on corners of each timber posts in case of vehicle hitting and causing damage and to protect customers/public

Rope is marine grade sisal and secured to each post by lashings and/or fixings

Various plants/small trees (type tbc) to be adorned that are native to Australia, that are hard wearing, durable and require minimum maintenance.

Umbrellas used during the day to protect from the sun and rain and removed at the end of each day

All furniture (Tables/Chairs) to be permanently fixed to decking to prevent theft

2 access area in each parklet (2ea) for pedestrian and disabled/wheelchair access

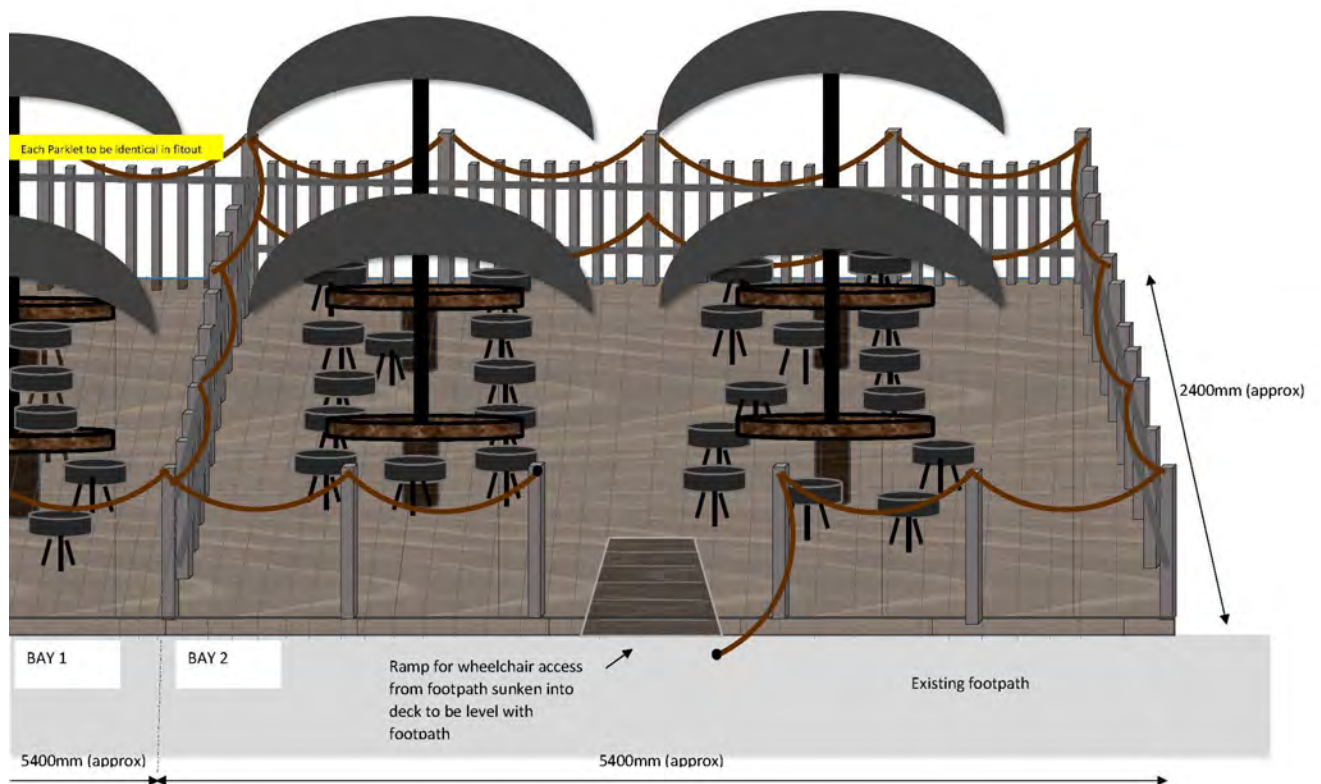
Liquor consumption subject to approval from Building Surveyor (pax/capacity limits), City of Fremantle and RGL.

Parklet would not interfere with members of the public in any way, by way of impedance of footpath or otherwise. No part of parklet or its furniture or plants etc will protrude onto other areas of the road or footpath or impede drains, fire hydrants or otherwise.

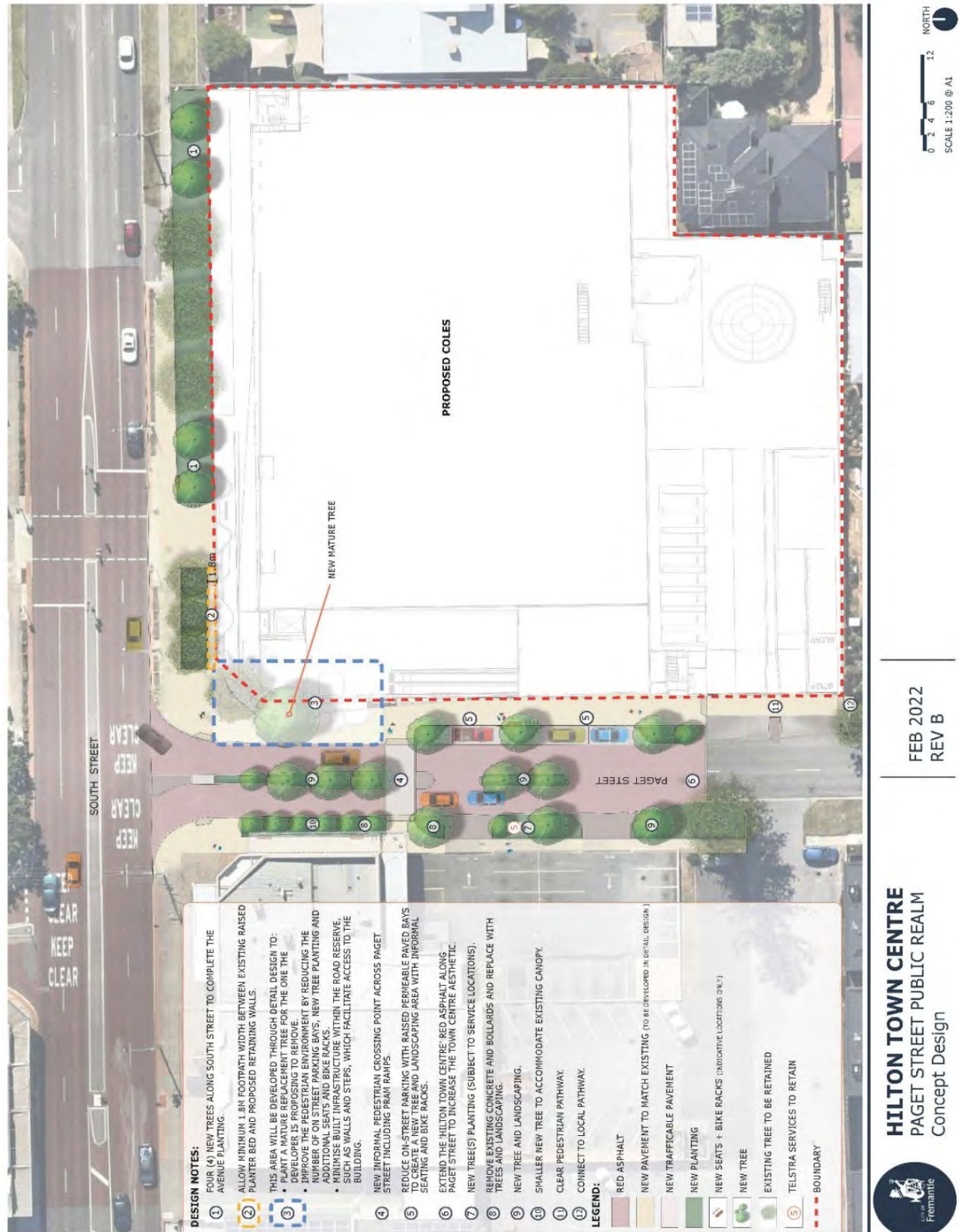
Maintenance would be minimal due to the choice in materials used. Yearly oiling of timbers and daily sweeping of decking would occur immediately following closing and regularly during operating times.

Operating times would be daily (7 days) 12pm to midnight.

RGL, building surveyor and the cities health to be consulted prior to any construction and appropriate approvals obtained in the first instance.



FPOL2202-7 CONCEPT PROPOSAL - PEDESTRIAN REALM FOR SOUTH STREET DEVELOPMENT, NO 285 AND 297, HILTON



**FPOL2202-8 ORGANISATIONAL COUNCIL POLICY REVIEW – FIELD SERVICES
AND ASSET MANAGEMENT**

This attachment contains the following policies that have been recommended for adoption with minor amendments, shown in red and green text.

Largely current, requiring minor amendments only:

1. Residential and multi-purpose parking permits
2. Parking infringement appeals
3. Consumption of liquor without a meal in outdoor eating areas
4. Liquor licencing act provisions
5. Pyrotechnic management
6. Risk management plan approval for licensed premises under the Liquor Act
7. Asset Management

Residential and multi-purpose parking permits

Policy scope

~~To~~ This policy outlines areas within the City of Fremantle boundaries where residential and multi-purpose parking permits are permitted, parking time limits that may apply within these areas and exemptions that exist for permit holders. This policy does not relate to free parking permits for residents which allow free parking in the CBD between 9am and 11am and between 3pm and 1am the following day.

Policy statement

It is recognised that the parking needs and expectations of residents, businesses and visitors to Fremantle will vary across the CBD, the CBD fringe, outer-lying suburban areas and in mixed-use and commercial areas.

It is the City of Fremantle's preference to allow the natural ebb and flow of vehicle movement to occur where possible and parking restrictions are introduced only by necessity to complement the orderly movement and flow of vehicles, optimize driver, cyclist and pedestrian safety and facilitate economic development. Where practicable, and particularly in the outer-lying suburbs, the City will favor the approach of allowing unrestricted and untimed parking on streets. Parking signs, line marking, paint stencils and parking meters will be installed only by necessity.

In respect to on-street parking, it is the City of Fremantle's **general** philosophy that residents should receive the highest level of priority and consideration, followed by commercial organisations and visitors to Fremantle. However, this is not appropriate within the central CBD area.

Some residential properties in the City of Fremantle are situated on streets with restrictions on parking or in locations where residents and their visitors have limited access to off-street parking. In response to this amenity issue, the City provides residential and multi-purpose parking permits to eligible residents and their visitors to enable them to park in areas where parking restrictions exist or in designated areas within the vicinity of their residential property.

The following conditions apply to residential and multi-purpose parking permits in accordance with the City of Fremantle Parking Local Law ~~2006~~ and procedures;

1. Residents that are likely to be directly impacted by time restrictions in areas where there is inadequate "off-street" parking, may be eligible for parking permits in accordance with the City of Fremantle's Parking Local Law.
2. Residents within the area highlighted pink in attachment A and B that do not possess residential or multi-purpose parking permits at the date of adoption of this policy (14 December 2005) will not be eligible for new residential or multi-purpose parking permits. As an alternative, paid on-street or off-street parking may be available at the rate determined by the City's fees and charges schedule.

3. At the date of adoption of this policy, residential or multi-purpose parking permits issued by the City of Fremantle to residents within the area highlighted pink will continue to be valid and may be renewed annually upon application. It is the City's intention that persons possessing a valid residential or multi-purpose parking permit and residing in the area highlighted pink at the date of adoption of this policy will not be adversely impacted in the future if, upon expiration of their permits, the only reason they become ineligible to receive new residential or multi-purpose parking permits is due to the fact they reside within the area highlighted pink.
4. Residential and multi-purpose parking permits do not apply to short-term bays (less than one hour), loading bays, no stopping/parking areas, authorised vehicle only bays or in pay for parking areas.
5. If a vehicle is parked correctly in the blue and green highlighted areas in attachment A and B, the display of a residential or multi-purpose parking permit ~~shall~~ will provide an exemption from complying with maximum 2 hour parking limits and maximum 4 hour parking limits.
6. Other than for existing permits which expressly grant this type of exemption, the display of a residential or multi-purpose parking permit in the pink highlighted areas in attachment A and B does not provide an exemption from complying with parking restrictions or maximum parking limits.
7. Residents on streets of high parking demand (as indicated on attachment A and B) will not be eligible to use residential or multi-purpose parking permits on their street. However, it is possible for these residents to apply for residential and multi-purpose parking permits for use on side streets or other locations as determined by the City of Fremantle.
8. In precincts where there are multiple streets with high parking demand in close proximity to one another, the City of Fremantle may devise unique parking solutions where residential or multi-purpose parking permits may be issued to allow parking on multiple streets within the precinct. Special precinct parking solutions will be developed on a needs basis.
9. Residents of properties consisting of mixed use (commercial/residential) will not be eligible for residential or multi-purpose parking permits.
10. Occupants of short term accommodation (of no more than 6 months) will not be eligible for a residential parking permit but may be issued one multi-purpose parking permit.
11. If a new pay for parking area is introduced, then residents who already have been issued residential or multi-purpose parking permit permits for that location will be exempt from complying with the parking restriction.
12. Where a structure (e.g. garage) or off-street area has been designated in a development approval for use as vehicle parking, the kerb must be reinstated at the crossover at the property owner's expense prior to being eligible for such a permit.

13. In accordance with the City of Fremantle Parking Local Law ~~2006~~, the maximum number of residential and multi-purpose parking permits available per dwelling is not greater than two residential parking permits and one multi-purpose parking permit.
14. In the event of an applicant being dissatisfied with the decision of a City Officer, the applicant has the right to object this decision. An objection is to be submitted in writing to the City within 28 days of the decision.
15. The City reserves the right to revoke a parking permit at any time, where the permit holder does not comply with or abuses the conditions of use of the permit granted under this policy. The permit may be revoked by the Chief Executive Officer or an authorised officer.

Discretionary authority

Notwithstanding any other provisions which restrict the number of residential and multi-purpose parking permits that may be issued, the Chief Executive Officer may approve the issue of additional residential or multi-purpose parking permits, to any resident, under such conditions as the Chief Executive Officer considers necessary.

Definitions and abbreviations

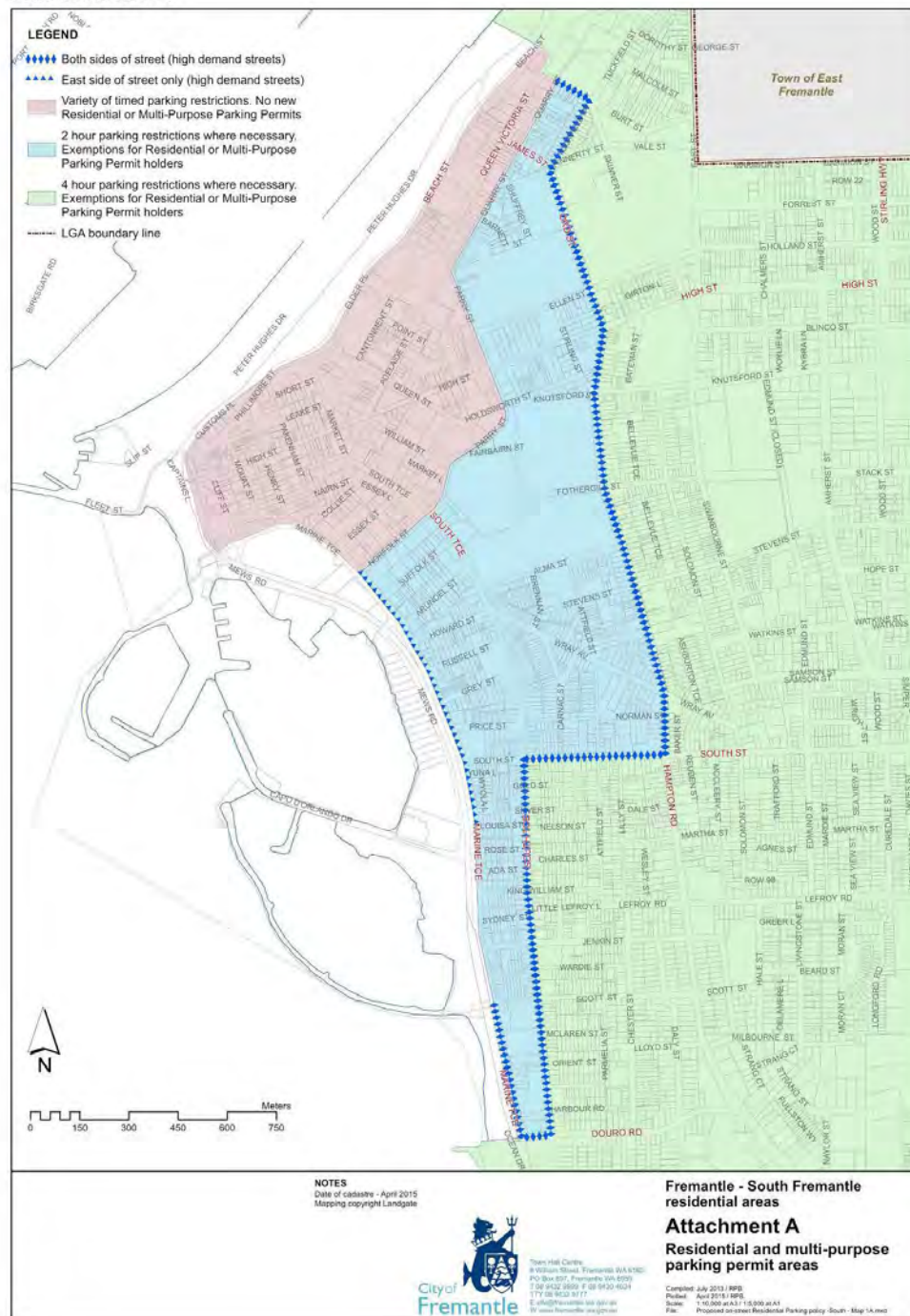
Residential parking permit is a sticker affixed to the windscreen of the assigned vehicle. It displays the registration number, expiry date and the streets on which the permit is valid.

Multi-purpose parking permit is a permit in form of a card that can be transferred to different visitor's vehicles. Properties that are in a fee-paying street (ticketed area) are not eligible for multi-purpose parking permits.

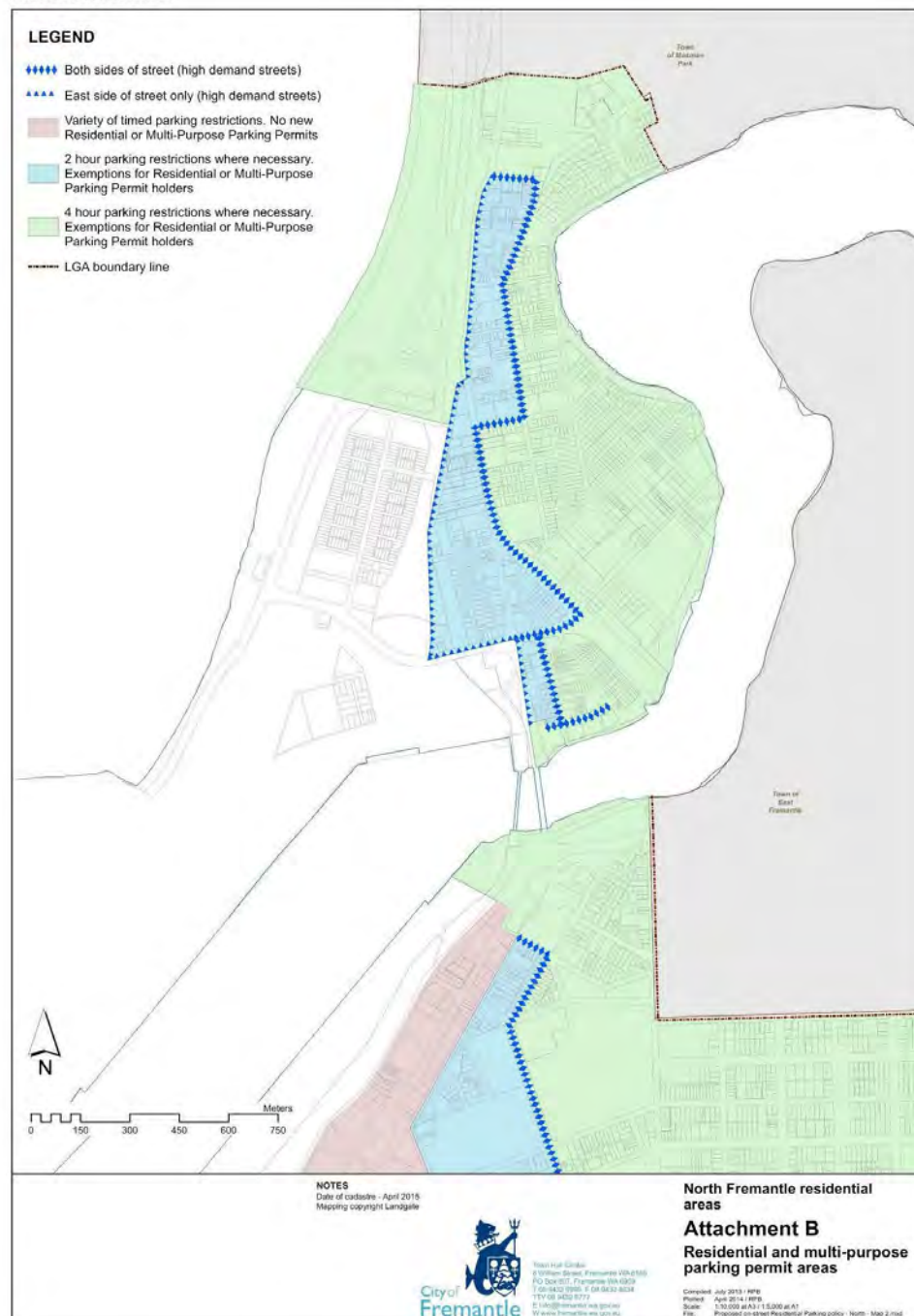
Adequate off-street parking is considered by the City as:

- A garage or other off-street area which is capable of accommodating a motor vehicle;
- An area, not presently capable of accommodating a motor vehicle but which could, upon development, be so capable;
- Where the motor vehicle that is the subject of a permit application is of a size or type which cannot enter or be accommodated by a garage, off-street area or undeveloped area, the garage, off-street area or undeveloped area may be considered *adequate off-street parking*.

Attachment A



Attachment B



Parking infringement appeals

Policy scope

The objectives of this policy are to provide:

1. A consistent approach to the review of parking infringements ~~notices~~ issued under City of Fremantle Parking Local Law ~~2006~~; and,
2. A clear framework for assessing parking infringement ~~notice~~-appeals.

Policy statement

The following general principles ~~s~~ will be considered when determining the outcome of appeals against parking infringement notices:

- ~~Were the elements of the offence met?~~
- Was the customer unable to comply with the relevant provisions of the law for a reason or due to a significant circumstance that was out of their control?

All parking infringement appeals will be assessed ~~in accordance with this policy and~~ on their individual merit.

Officers will apply a ~~5~~ 10 minute leniency prior to issuing a parking infringement notice for exceeding a time limit.

~~In exceptional circumstances or in circumstances of repetitive offences by the same person, it may be appropriate for officers to make a decision that varies from the position outlined in this policy.~~

~~The following tables outline the circumstances under which parking infringement notices that are subject to an appeal will, may be or will not be withdrawn:~~

Driver nominations

Nominations can only be accepted by the registered owner of the vehicle, or, if the vehicle is registered in a company name, by a representative of that company.

Nominations must be submitted in the prescribed format within 28 days of receiving the first reminder notice from the City.

The following table outlines the circumstances under which parking infringements may be withdrawn. Any other circumstances not listed will not be considered;

Table 1. Circumstances under which an infringement ~~will~~ may be withdrawn

Circumstance	Evidence required
Vehicle breakdown due to mechanical fault	Statutory declaration outlining the nature of the breakdown, why the vehicle couldn't be moved and how the vehicle was moved; or <ul style="list-style-type: none"> Receipts from a reputable mechanic
Medical emergency	<ul style="list-style-type: none"> Doctors certificate; or Correspondence from a hospital/surgery/doctor; or Statutory declaration
Infringement issued in error or to the wrong person	<ul style="list-style-type: none"> Evidence demonstrating the error such as a valid ticket or photograph of correctly parked vehicle; or Proof that the vehicle did not belong to the nominated driver or owner at the time the infringement was issued by way of providing vehicle ownership papers; or Registration papers; or Statutory declaration
City of Fremantle ticket machine, pay by phone software or equipment fault	<ul style="list-style-type: none"> Instructions to report a fault were followed, e.g., evidence of phone call or reference number from technical services Evidence demonstrating the City of Fremantle ticket machine, pay by phone software or equipment was faulty, e.g., photograph or screenshot
Person is not the driver at the time of the offence	<ul style="list-style-type: none"> Correctly filled out nomination form submitted within 28 days of the infringement date
First infringement issued to a City of Fremantle resident or business owner	<ul style="list-style-type: none"> Proof of residency or business ownership within the City boundaries Proof of valid driver's licence
Non-repetitive infringement issued to a person with a valid ACROD permit	<ul style="list-style-type: none"> Proof of ACROD permit Proof of valid driver's licence

~~Table 2. Circumstances under which an infringement may be withdrawn~~

Circumstance	Evidence required
A valid ticket, e-permit or parking session was purchased	<ul style="list-style-type: none"> A copy of the valid ticket, e-permit or parking session that relates to the parking infringement notice under appeal
Compassionate grounds; including but not limited to family bereavement, genuine financial hardship and diagnosed mental serious illness relevant to the location where the infringement was issued	<ul style="list-style-type: none"> Evidence specific to the infringement matter at hand which may include, but not be limited to, a Statutory declaration, Centrelink documentation, Health care card, Doctors certificate, letter from a hospital/surgery/doctor
The signage in the area was missing, obscured or damaged to the point where it could not be read	<ul style="list-style-type: none"> Photographic evidence of missing, obscured or damaged sign at the time of the offence

~~Table 3. Circumstances under which an infringement will not be withdrawn~~

Circumstance
Exceeding a time limit
Forgot to purchase and display a valid parking ticket
Lack of available parking bays
Arranging payment or getting change
Appointment or a meeting ran over time
Transport services were late
Had to make or take an important phone call
Did not see or did not understand the parking restrictions
Did not see or did not understand how to use a ticket machine

Definitions and abbreviations

Nil

Consumption of liquor without a meal in outdoor eating areas

Objective Policy scope

~~To~~ This policy outlines the criteria ~~procedure~~ that the City of Fremantle will use ~~follow~~ in assessing applications submitted by ~~outdoor eating a~~ Alfresco Dining Area licensees to vary the conditions of an Alfresco Extended Trading Permit (ETP) to allow the consumption of liquor without a meal in the licensed alfresco ~~dining~~ area.

(Note: Licensees seeking to vary the conditions of their alfresco extended trading permit to allow the consumption of liquor without a meal in a licensed alfresco ~~dining~~ area must submit an application and pay the necessary fees to the Department of ~~Local Government, Sport and Cultural Industries~~ ~~Racing, Gaming and Liquor~~.)

Policy statement

In this policy an ~~Outdoor Eating~~ Alfresco Dining Area is defined as a part of a thoroughfare or public place in which tables, chairs and other structures are provided for the purpose of the supply of food or drink to the public or the consumption of food or drink by the public.

It is the policy of the City of Fremantle that an application submitted by an ~~Outdoor Eating~~ Alfresco Dining Area licensee to vary the conditions of an Alfresco Extended Trading Permit (ETP) to allow the consumption of liquor without a meal in the licensed alfresco ~~dining~~ area ~~shall will meet the following criteria be assessed within the framework of the following decision matrix:~~

Decision matrix

Description	Comments
1. Does the applicant possess an outdoor eating area licence from the City of Fremantle?	If yes, proceed to question 2.
2. Does the applicant possess an alfresco extended trading permit from the Department of Racing, Gaming and Liquor to allow consumption of liquor ancillary to a meal in the outdoor eating area?	If yes, proceed to question 3.
3. Has the applicant submitted an application to the Department of Racing, Gaming and Liquor to vary the conditions of an alfresco extended trading permit to allow the consumption of liquor without a meal in the alfresco area?	If yes, proceed to question 4.

4. Has the applicant demonstrated that the consumption of liquor without a meal in the licensed alfresco area is in the public interest?	If yes, proceed to question 5.
5. Has the applicant demonstrated a history of responsible service of alcohol?	If yes, proceed to question 6.
6. Has the applicant demonstrated a history of management practices designed to reduce the potential for alcohol related harm in the community?	If yes, proceed to question 7.
7. If the answer to question 1, 2, 3, 4, 5, 6 & 7 is 'Yes' in all cases then the City of Fremantle may support the application to vary the conditions of the alfresco extended trading permit to allow consumption of liquor without a meal in the alfresco area subject to conditions.	If the answer to question 1, 2, 3, 4, 5, 6 or 7 is 'No' the City of Fremantle shall not support the application.

1. The Applicant must possess a current alfresco dining license from the City;
2. The Application must possess an alfresco extended trading permit from the Department of Local Government, Sport and Cultural Industries;
3. The applicant must have submitted an application to the Department of Local Government, Sport and Cultural Industries, to vary the conditions of an alfresco extended trading permit to allow the consumption of liquor without a meal in the alfresco dining area;
4. The applicant must have demonstrated that the consumption of liquor, without a meal, in the licensed alfresco dining area, is in the public interest;
5. The applicant must have demonstrated a history of responsible service of alcohol; and
6. The applicant must have demonstrated a history of management practices designed to reduce the potential for alcohol related harm in the Community.

Should the City of Fremantle decide to support the application to vary the conditions of the alfresco extended trading permit to allow consumption of liquor without a meal in the alfresco dining area, the following ~~shall~~ will occur:

- The City of Fremantle ~~shall~~ will request the Department of Racing, Gaming and Liquor impose the following conditions on the alfresco extended trading permit in respect to the provision of liquor without a meal in the licensed alfresco dining area:

Conditions of approval

- i) Liquor may only be consumed by patrons while seated at a table;
- ii) The sale and supply of liquor to patrons is restricted to table service;
- iii) The kitchen must be open and operating at all times liquor is available and the regular full menu must be available at all times.
- iv) The maximum permitted trading hours are:

- Monday to Saturday, 6am to midnight
- Sunday 10am to 10pm
- No trading is authorised on Christmas Day, Good Friday or before noon on Anzac Day.

Other conditions as may be necessary and appropriate in an individual case can be considered.

Definitions and abbreviations

Nil

Liquor Control Act 1988 ~~licensing act~~ provisions

Objective Policy scope

~~To have identifiable~~ This policy identifies the principles and processes on the criteria for support to members of the community, when the community submits complaints or objections under the Liquor ~~Licensing Control Act 1988~~.

Policy statement

Complaints about the operation of licensed premises

Complaints about licensed premises can be referred to several different agencies. In most cases complaints are referred to the Police, Office of Racing, Gaming and Liquor or the City. The Police have a wide range of offences that can be loosely referred to as being of a criminal or behavioural nature. The Office of Racing, Gaming and Liquor (Liquor Licensing Division) are the responsible State agency for issuing the actual liquor license. They are also responsible for administration of the Liquor ~~Licensing Control Act 1988~~ which has its objective to "...regulate the sale, supply and consumption of liquor, the use of premises on which liquor is sold, and the services and facilities provided in conjunction with or ancillary to the sale of liquor, to minimize harm or ill-health caused to people, or any group of people due to the use of liquor...".

The City relies on legislative support through the Local Planning Scheme, the Food Act 2008, the Health (Miscellaneous Provisions) Act 1911, ~~Building Code, Tobacco Products Control Act 2006, Environmental Protection Act,~~ Liquor ~~Licensing Control Act 1988~~ and some other Local Laws (that apply to the whole community).

Importantly the Liquor Licensing Director can, and often does, respond to complaints by holding a hearing. These hearings are reasonably formal but can have outcomes that can affect the licensee or the premises. The concerns that some members of the community have with the process is the formal process that is identified in the Liquor Control Act 1988 for submitting a complaint, the time delay in having a hearing and the legalistic manner of the process. If the complaint procedure is not followed as prescribed then the complaint may not be heard.

The principles to apply when Council is considering support to residents who have complaints about licensed premises:-

1. Council recognises the right of any citizen to lodge a complaint about licensed premises in their own right independently of Council.
2. ~~The City Council officers are in a position to exercise the delegation provided by Council to may~~ lodge formal complaints to the Director of Liquor Licensing when ~~the officer is of the opinion that~~ it is ~~considered to be~~ in the Council's interest to do so.
3. Complainants should be able to substantiate any complaints by evidence such as statements, photographs, video, audiotape or diary notes that are quite detailed and correct.
4. Complainants should give a written undertaking to support any legal action that

Council initiates against a licensee by appearing in any hearing or in a court, without costs to the City of Fremantle.

5. At any hearing of Liquor Licensing matters, the decision making on Council's behalf is through ~~a the~~ Council officer who ~~has the delegation or authority from~~ **may be authorised by** Council to agree or not to agree with suggestions from the bench, or the City's solicitors. For this reason complainants should consider the benefits of independently initiating their own complaint procedure action. If this independent action is taken then it is quite separate from the Council action and therefore no financial support can be supplied unless specifically authorised by Council.
6. The Complainant should ensure as far as possible that the grounds of complaint are in accordance with section 117 of the *Liquor **Licensing Control** Act 1988* (~~see- Attachment 1~~)

The processes to apply when Council is considering support to residents who have complaints about licensed premises

1. The complainant should satisfy the Manager **Field Services Urban Environment & Control** that a licensee has had reasonable opportunity to address the complaint before ~~the Manager Urban Environment & Control initiates~~ any formal complaint procedure **is initiated**. It is possible that the Manager **Field Services Urban Environment & Control** can initiate action or proceedings as a proactive measure (i.e. advertising an event or operation of the venue that is out of the ordinary).
2. The Manager **Field Services Urban Environment & Control** ~~can exercise the delegation provided by Council to~~ **may** lodge formal complaints to the Director of Liquor Licensing when the officer is of the opinion that it is in the Community's or Council's interest to do so. In some cases the only support required is information about legislation and procedural matters in which case the information is provided in good faith. This should not be interpreted as the City obtaining specific legal advice for a complainant. Any support at officer level will be to the extent that is deemed to be reasonable in the opinion of the Manager **Field Services Urban Environment & Control**.
3. If the complainant objects to the action taken by the Manager **Field Services Urban Environment & Control** then the complainant can request that the matter be referred to Council for consideration and direction.
4. If a complainant has not been able to advance a complaint through the Manager **Field Services Urban Environment & Control** then the complainant can request in writing that the matter be referred to Council for direction. This written request should be supported by evidence supporting the complaint and the submission should include a statement specifying the extent of support requested.
5. If a complainant would like to proceed with a formal action independently then any costs should be borne by the complainant. Requests for retrospective financial support from Council are unlikely to be successful.
6. If a complainant requests financial support from Council prior to lodging a formal complaint then a submission should be made providing as much information as possible so that Council can make a decision based on the evidence or submission.

The approval of new licensed premises and/or extension or alterations to existing licensed premises

This section is not addressing the aspect of Planning Approval which is a separate matter. The intention is to outline the City's position after planning approval has been obtained. Whilst it is reasonable to assume that an application having received planning approval should be in a strong position to obtain a Liquor License, this would be a false assumption as the Licensing Authority (Office of Racing, Gaming & Liquor) has certain obligations and criteria that are quite separate to the planning process. The City generally requires commitment to management plans from the applicant or intended licensee. This management plan can be requested as a condition of planning approval. It may be that on planning grounds Council cannot refuse an application but it is still possible that objections can be lodged to the Director of Liquor Licensing. The grounds of objection are specified in section 74 of the *Liquor Licensing Control Act 1988* (see Attachment 2)

The Principles to apply when Council is considering support or otherwise to residents who seek Council's confirmation of their position in regard to the:

- approval of new licensed premises and/or
 - extensions or alterations to existing Licensed Premises
1. Council recognises the rights of any citizen to object to the Director of Liquor Licensing regarding the establishment of a new licensed premises or extensions or alterations to existing Licensed Premises.
 2. Objectors may request Council to support their objection through access to officers of Council or financial support. If financial support is requested then a written submission should be made including as much evidence as possible so that Council can make a determination. Requests for retrospective financial support from Council are unlikely to be successful. Support at officer level will be to the extent that is deemed to be reasonable in the opinion of the Manager *Field Services Urban Environment & Control*.
 3. In some cases it may be in the community's interest for as many objectors as possible to submit objections to a new licensed premise. This approach does enable individuals to pursue their own objective which may be different to others. For example some residents may not oppose the playing of acoustic music whilst other would be opposed to playing of any music after 11 pm. Council will need to take a reasonable and balanced approach and therefore when these instances occur the Council officer who has the ~~delegation or~~ authority from Council to agree or not to agree with suggestions from the bench, the Director of Liquor Licensing or the City's solicitors, will decide the best position to take.
 4. The objector should ensure that the grounds of objection are in accordance with section 74 of the *Liquor Licensing Control Act 1988* (see Attachment 2).
 5. Where the residents are supporting a council decision (including an *authorised delegated* decision of the Manager *Field Services Urban Environment & Control*), Council will provide financial support by meeting any legal costs awarded from a court against a resident and, in addition, by providing the services of Council's solicitor. This commitment is on the understanding that the Manager *Field Services Urban Environment & Control* is fully conversant with and supports the actions proposed by

the residents.

6. Council will not provide any additional financial assistance for any costs incurred in travelling, loss of wages, independent legal representation or any other costs.
7. Where the Council position and the residents' positions are different, Council will not provide any financial assistance whatsoever.

The Processes to apply when Council is considering support to residents who seek confirmation of their position in regard to the:

- approval of new licensed premises and/or
 - extensions or alterations to existing Licensed Premises
- 1 Any objector should satisfy the Manager **Field Services Urban Environment & Control** that it is in the community's interest for both the City and objector to lodge a formal objection to the new licensed premises or extensions or alterations to existing Licensed Premises.
 - 2 The Manager **Field Services Urban Environment & Control** ~~can exercise the delegation provided by Council to~~ may lodge formal complaints to the Director of Liquor Licensing when the officer is of the opinion that it is in the Community's or Council's interest to do so. In some cases the only support required is information about legislation and procedural matters in which case the information is provided in good faith. This should not be interpreted as the City obtaining specific legal advice for sole use by an objector. If the objector is dissatisfied with the action taken by the Manager **Field Services Urban Environment & Control** then the objector can request in writing that the matter be referred to Council for consideration and direction. This written request should be supported by evidence supporting the objector's position and should include a statement specifying the extent of support requested.
 - 3 If the objector would like to proceed with a formal action independently then any costs should be borne by the complainant. Requests for retrospective financial support from Council are unlikely to be successful.

Definitions and abbreviations

Nil

Pyrotechnic management

Objective ~~Policy scope~~

This policy will only apply where it is a state legislation requirement for the application to be determined by local government. It will also outline the procedure in which the City of Fremantle will consider applications for fireworks displays. Display fireworks are fireworks intended for use in outdoor displays either ground or aerial.

Policy statement

The City of Fremantle will only approve firework displays that are in the interest of the community. Not more than a total of five aerial fireworks displays ~~will~~ ~~shall~~ be permitted at any one venue in the City of Fremantle in any one calendar year. Any application for additional displays must be referred to Council for determination. All applications must meet the following:-

1. The application must be received by the City of Fremantle at least 30 days prior to the event.
2. The applicant must indemnify the City of Fremantle and any person acting for or on behalf of the City of Fremantle against any claim for damages or injury to persons or property and the costs associated with such a claim that may arise from the event.
3. At least one week and not more than two weeks prior to the event/s, the event organiser proposing to hold a fireworks display must notify residents by way of a pamphlet delivered to the resident's letterbox. This pamphlet must provide information about the date, times and duration of the event. The pamphlet must be delivered to residents within 500 metres of the event venue.

In addition to the pamphlet referred to above notification must occur in the form of a prominent display notice in a local community newspaper circulating in the areas that have the potential to be affected by fireworks noise. The information in the public notice must include the dates, times and location of the fireworks as well as a contact name and phone number of the event organiser who will be present to take calls on the night of the display. A press release is also to be provided to the media advertising the event. The notification information must be viewed and approved by ~~Ranger~~ ~~Community Safety~~ Services prior to the notification occurring.

The city is to be provided with confirmation that the above has been progressed and adhered too.

4. The duration of a pyrotechnic (fireworks) display ~~shall~~ ~~will~~ not exceed 30 minutes on any one occasion or as approved by the CEO.
5. Aerial displays are limited to the following days and times in the City of Fremantle:
 - From Sunday to Thursday, and are to finish no later than 9:30 pm on those nights; and

- On Fridays, Saturdays and/or the day before a public holiday and are to finish no later than 11.00pm on those nights; and
 - On 31 December (New Year's Eve) and are to finish no later than 12.30am on those nights.
6. The Department of ~~Mines, Industry Regulation and Safety-Consumer and Employment Protection~~ are responsible for approving all fireworks displays held in the City of Fremantle. Council's ~~Ranger Community Safety~~ Services are responsible for making a recommendation to the decision makers who can in turn make a recommendation in regard to the fireworks application to the Department of ~~Mines, Industry Regulation and Safety-Consumer and Employment Protection~~.
 7. The applicant ~~shall~~ will comply with all safety conditions of approval stipulated by the Department of ~~Mines, Industry Regulation and Safety-Consumer and Employment Protection~~ and the Fire and Emergency Services ~~Authority~~.
 8. Council's ~~Ranger Community Safety~~ Services in consultation with Council's Environmental Health Services will assess each application, taking into account previous application(s), potential noise problems, public safety issues and any previous complaints.

Reporting Arrangements on Decision-Making under this Policy

The Manager ~~Field Services of Urban Environment and Control~~ will provide a report to Council for a decision to reject any application for a "fireworks display" if an applicant submits an appeal in accordance with provisions of the *Local Government Act 1995*.

Definitions and abbreviations

Nil

Risk management plan approval for licensed premises under the Liquor Act

Objective Policy scope

This policy outlines ~~of the~~ pre-requisites when considering risk management plans submitted in accordance with the requirements of the *Health (Public Buildings) Regulations 1992*.

The objective of this policy is to place responsibility on the applicant to ensure that the risk management plan complies with the requirements of:

- Fremantle Police
- ~~Fire and Emergency Services Authority of WA~~ Department of Fire and Emergency Services
- Director of Liquor Licensing
- Department of Health
- Department of ~~Water and Environmental Regulations Protection~~
- Applicants insurers (in respect to the property concerned)
- Australian Standard ~~AS/NZS ISO 31000:2009 AS/NZS4360~~
- Owner of the property

Policy statement

An applicant who wishes to apply under clause 9 of the *Health (Public Buildings) Regulations 1992* for an increase in patron numbers at licensed premises is to provide, with the application, signed unconditional acceptance of the Risk Management plan from the Executive Officer all of the following:

- F remantle Police
- ~~Fire and Emergency Services Authority of WA~~ Department of Fire and Emergency Services
- Director of Liquor Licensing
- Department of Health
- Department of ~~Water and Environmental Regulations Protection~~
- Applicants insurers (in respect to the property concerned)
- Owner of the property

In addition the Risk Management Plan will be prepared by a person or company who has good working knowledge of Australian Standard ~~AS/NZS ISO 31000:2009 AS/NZS4360~~ and that person or company certifies that the risk management plan presented conforms unconditionally with the requirements of ~~AS/NZS ISO 31000:2009 AS/NZS4360~~.

Definitions and abbreviations

Nil

Asset Management

Policy scope

This policy is intended to:

- Ensure the management, renewal and upgrade of the City's assets is undertaken in an informed, structured and integrated way and which is in keeping with the City's strategic objectives.
- To ensure the City's Infrastructure assets are safe, accessible, well maintained and sustainable, and perform in a way that meets the needs and aspirations of the community and achieve the best possible value from activities.
- Allow the City to take a balanced approach when considering accepting gifted assets, when purchasing / building potential new assets, or when the City is proposing to invest in the renewal or upgrade of existing assets.

Policy statement

1. The City will produce a Corporate Asset Management Plan. This will be an overarching document that will provide suitable direction in relation to asset acquisition and disposal, and identify corporate priorities as they relate to the operation, maintenance and replacement of the City's assets.
2. Council, in adopting the annual budget and Long Term Financial Plan, ~~will shall~~ give due consideration to the priorities identified in the City's Corporate Asset Management Plan.
3. The City will prepare Asset Management Plans for each Asset class (Buildings, Transport, Parks & Landscape, Drainage and Fleet & Plant ~~and Information Technology~~). The Asset Management Plans will provide long-term planning that outlines the asset activities and programmes for each asset class and resources applied to provide a defined Level of Service in the most cost effective way.
4. The City's Asset Management Plans will be used to provide an objective basis for consideration of the annual budget allocated to renewal and maintenance of assets, and priorities within this budget and City work programmes. In addition to this, other considerations may be relevant in determination of asset renewal and maintenance priorities, namely;
 - a. Where there may be opportunities for that the City may be able to capitalise on (for example – improved design, cost savings, integration, grants etc.)
 - b. The level of community use of the asset,
 - c. The profile of the asset within the community and its impact on the City's reputation and standing
5. The City will consider the ongoing cost and resources impact of new and upgraded assets when undertaking initial planning and development projects.
6. In considering the potential acquisition and / or development of new assets above a

value of \$10,000 (excluding art), Council will require that the following issues have been suitably addressed:

- a. The asset whole of life costs and benefits.
 - b. That the asset appropriately fulfils (current and future) community needs.
 - c. That sufficient funding will be available for the future operation, maintenance and renewal of the new asset.
 - d. The impact on current and future rates and charges.
7. As part of the budget process the City will produce a prioritised listing of capital works projects. Priorities will be based on sustainability, risk, safety, legislation, strategic alignment and cost. This will be available for consideration as part of the annual budget process. In adopting the annual budget and Long Term Financial Plan Council ~~shall~~ will give due consideration to the priorities identified through this process.

Definitions and abbreviations

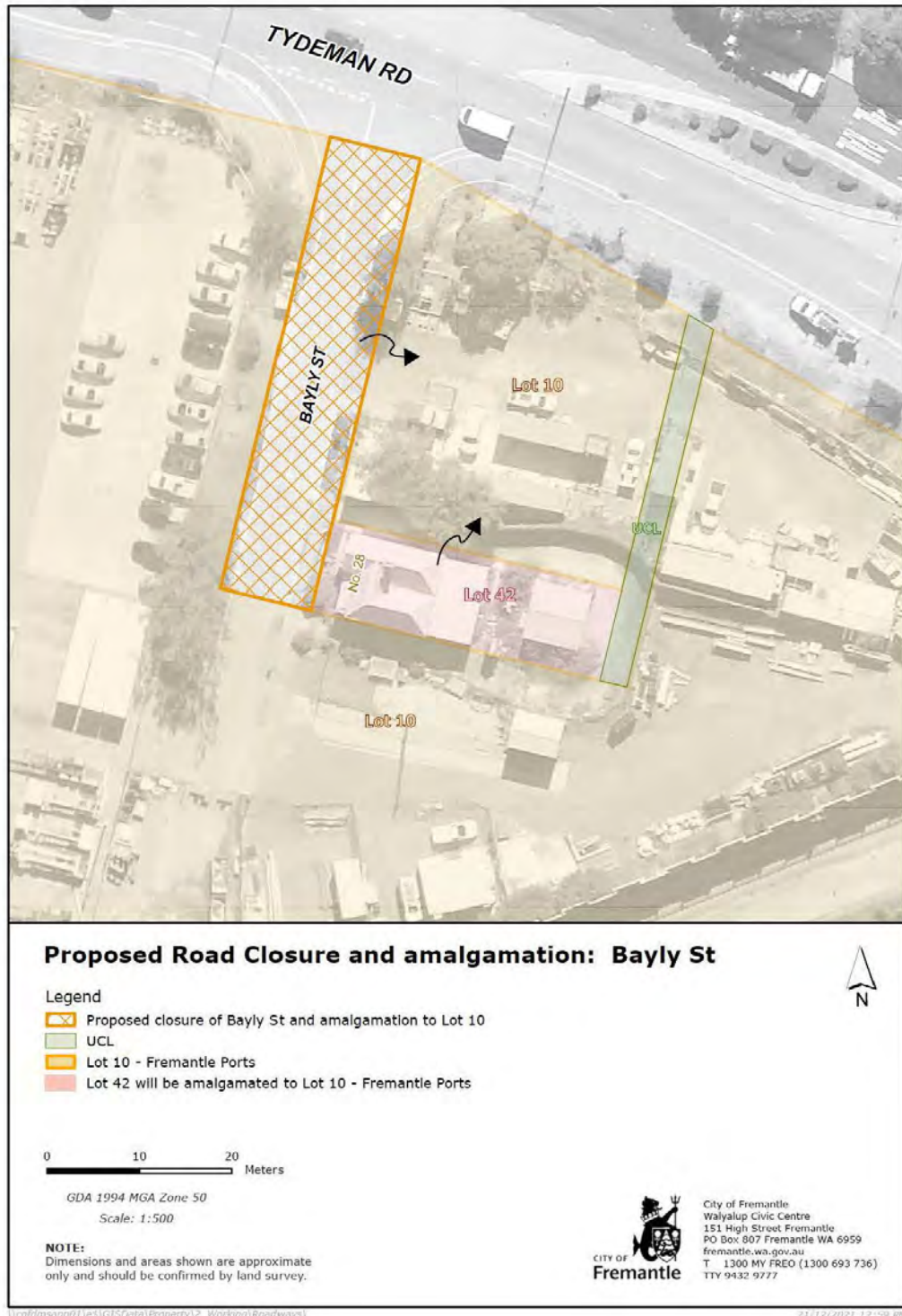
Asset means - A physical resource controlled by the City of Fremantle as a result of construction, purchase or gifting and from which benefits are expected to flow to the entity. Assets include land, buildings, plant and equipment, roads, bridges, paths, parks, park infrastructure, art works, information technology, stormwater drains and associated structures with a life of greater than 12 months and enable services to be provided.

Asset Management means - The systematic and coordinated activities and practices of the City of Fremantle to optimally and sustainably deliver on its objectives through the cost effective lifecycle management of assets.

Asset Management Plan means – A long-term plan (usually 10-20 years or more for infrastructure assets) that outline the asset activities and programmes for each service area and resources applied to provide a defined Level of Service in the most cost effective way.

**FPOL2202-9 PROPOSED PUBLIC ROAD CLOSURE - BAYLY STREET NORTH
FREMANTLE - AMALGAMATION WITH FREMANTLE PORTS
PROPERTY**

Attachment 1 – Bayly Street Location Map





Kerry Wood
Land Administration Officer
City of Fremantle
70 Parry Street
FREMANTLE WA 6160

Ref: PRP.1509

8 September 2021

Dear Kerry,

**APPLICATION FOR PUBLIC ROAD CLOSURE - BAYLY STREET ROAD RESERVE, NORTH
FREMANTLE WA 6160**

Please refer the enclosed submission to close the Bayly Street Road Reserve, North Fremantle, for which Fremantle Ports agrees to pay all costs involved in the closure and amalgamation process.

In our submission, we include the following:

- Completed Land Administration - form 1.2 - Application to Close a Portion(s) of Public Road Reserve
- Dial Before You Dig (DBYD) enquiry and all submissions received
- Concept drawing of the proposed development area

We note that Fremantle Ports is the owner of all adjoining properties, therefore agreement from external landowners is not required.

Please liaise with Caris Vuckovic, Commercial Leasing and Property Officer, on (08) 9430 3484 or email caris.vuckovic@fremantleports.com.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Leigh Smith-Knox'.

Leigh Smith-Knox
Manager Property Portfolio

FREMANTLE PORTS 1 Cliff Street, Fremantle, Western Australia 6160
Postal Address: PO Box 95 Fremantle WA 6959 | **Tel:** +61 8 9430 3555 | **Fax:** +61 8 9336 1391
Email: mail@fremantleports.com.au | **Web:** www.fremantleports.com.au | **ABN:** 78 187 229 472



Land Administration - form 1.2

**Application to Close a Portion(s) of
Public Road Reserve**

Public Road closure and amalgamation with the adjoining property/s
pursuant of Section 58 of the Land administration Act 1997 ("Act").

Road reserve details:

Street Name Bayly Street Suburb North Fremantle Road No (if available)
Pin No Plan No Diagram No Lot Area (m2) 505m2
To Road Reserve - closest or adjoining Lot No Lot 10 on DP 69297
Nearest Street Intersection Tydemman Road, North Fremantle

Amalgamation (Property 1)

Adjoining land details:

Lot No/s 10 House/Street No. Location No. Diagram or Plan 69297
Certificate of Title: Vol. 2786 Folio 652 Lot Area (m2) 166.1839 ha
Street Name Tydemman Road Suburb North Fremantle

Amalgamation (Property 2)

Adjoining land details:

Lot No/s 42 House/Street No. 28 Location No. Diagram or Plan 001592
Certificate of Title: Vol. 40 Folio 283A Lot Area (m2) 324m2
Street Name Bayly Street Suburb North Fremantle

(Please attach a separate sheet if there are more than 2 properties being the subject of amalgamation).

Dial Before You Dig (DBYD) enquiry

Please include the results of a DBYD enquiry with your Application.

The DBYD online enquiry is located from the following webpage <https://www.1100.com.au/>.

Applicant details:

Name Caris Vuckovic
Fremantle Ports
 Address 1 Cliff Street, Fremantle WA 6160
 Phone (work) 9430 3484 (Home) (Mobile) 0412 418 067
 Fax Email address

*Please attach the current fee as listed in the attached fees and charges schedule.

Signature Date

Agreement to the proposed road closure and amalgamation is required in writing from all the adjoining owners shown on the Certificates of Title for each property. A Strata Titled property will require a letter from the Body Corporate in agreement to the closure and amalgamation.

All property owners wishing to purchase of a portion of a closed road must agree to pay all costs involved in the process.

Applicant's comments:

(Please describe the purpose and future use of the proposed purchase of public road reserve)

Fremantle Ports acquired Lot 42 Bayly Street on 25 July 2021 by mutual agreement with the previous owner. The purchase was facilitated in order to amalgamate this parcel of land, zoned "Port Installation" and currently land locked by Fremantle Ports owned land, with the larger footprint of land to enable a more favourable parcel configuration and allow for the best use of the land.

As part of optimising the area, Fremantle Ports are seeking to close the Bayly Street road reserve, which served to provide a means of vehicle access to the above mentioned residence. Now that this access is no longer required by the previous home owner, Fremantle Ports wishes to close the road reserve, purchase the land, and facilitate optimal land configuration.

It is proposed that the road reserve will become part of the greater Fremantle Ports land holding, with the intent to lease the consolidated area for port related use.

CITY OF FREMANTLE PUBLIC ROAD CLOSURE PROCESS

A partial or full road closure is initiated through Section 58 of the Land Administration Act 1997 ("Act"). To amalgamate the land with an adjoining freehold property(s) - Section 87 of the Land Administration Act 1997 is applied. Road Reserves are owned by the Crown or State Government with Local Government allocated the care, control and management of the minor roads. Under the Act, Local Government must begin the road closure process on behalf of the applicant/s and the Department of Planning Lands and Heritage (DPLH) Lands Division.

The City of Fremantle process is detailed below:

1. **Applicant/s** to complete the attached Land Administration form 1.2 titled "Application to Close a Portion(s) of Public Road Reserve". You may wish to consult a conveyancing specialist to co-ordinate the application on your behalf.
 - 1.1. The application must include a sketch or survey drawing of the area and any other relevant plans, diagrams or certificate of titles describing the subject portion of road reserve.
 - 1.2. Include a Dial Before You Dig (DBYD) enquiry with your application. Online enquiry is available from the DBYD webpage <https://www.1100.com.au/>. With the exception of Telstra, all other public utility services do not charge for this service. Telstra has implemented a charge of \$180.00 from 2nd September 2019 for all DBYD enquires (Telstra may adjust the current charge into the future).
 - 1.3. Include the application fee payable to the City of Fremantle *Webpage Schedule of Fees and Charges – Planning* and made payable to the City of Fremantle.
 - 1.4. Supply the City of Fremantle with a letter of agreement to pay all costs involved in the closure and amalgamation process. The letter must be signed by all adjoining land owners who propose to amalgamate a portion of the road reserve with their property. A Strata Titled property will require the agreement of the Body Corporate.
2. The formal application will be circulated to council officers for preliminary comments and investigation.
3. A council resolution will be sort **to advertise** the proposal and subject to no objections received during advertising; consider a partial or full public road closure in accordance with the Act. The applicant will be required to pay all advertising costs.
 - 3.1. The proposed closure is advertised in a local paper with a 35 day public comment period.
 - 3.2. Public utilities must be contacted for their comment.
 - 3.3. Referral to the Office of State Heritage (OSH) pursuant of Section 11 of the *Heritage of Western Australia Act 2009* in the instance where the proposal is likely to affect a property listed on the State Heritage Register.

Page 4 of 5

4. The City will consider any objections received after the closure of advertising in a second report to Council.
5. Subject to Council approval - the applicant/s will be required to provide the City with a draft Deposited Plan or sketch ("Plan") from a licenced surveyor approved by Landgate.
 - 5.1. The City will then apply to the DPLH (Lands Division) to close the public road in accordance with the Council resolution and the Act.
6. A copy of the Plan and all other relevant information is sent to DPLH for the Minister of Lands ("Minister") approval. **This ends the role of Local Government** - the applicant will be dealing directly with the Western Australian Planning Commission (WAPC), DPLH and Landgate from this point onward. The amalgamation is treated as a subdivision by the WAPC (fees and statutory charges apply).
7. Subject to the Ministers approval the closed road then becomes the ownership of the Crown (State) for disposal. A valuation is undertaken by DPLH's Valuation Services (most likely at market value). The applicant/s surveyor will submit all survey details including the new Deposited Plan to the WAPC and liaise with the DPLH and Landgate.
8. DPLH will provide the applicant/s with an Offer and Acceptance (OA) requesting payment of the subject land including statutory charges. The OA's will require stamping (the payment of stamp duty) by the applicant at the Office of State Revenue in Perth.
9. The applicant/s must make an application for a new Certificate of Title at the Landgate Office in Midland. Landgate fees and charges apply. In the case of Strata Lot owners the amalgamated land will be merged into the common property rather than the owner's individual lots. Further steps are required to transfer the amalgamated land from the common property into an individual lot.

Last Updated - 04 September 2019


Job No 30393192

Phone: 1100
www.1100.com.au

Caller Details

Contact:	Caris Vuckovic	Caller Id:	3074139	Phone:	(08) 9430 3484
Company:	Not supplied				
Address:	1 Cliff Street Fremantle WA 6160	Email:	caris.vuckovic@fremantleports.com.au		

Dig Site and Enquiry Details

WARNING: The map below only displays the location of the proposed dig site and does not display any asset owners' pipe or cables. The area highlighted has been used only to identify the participating asset owners, who will send information to you directly.

	User Reference:	Bayly Street	
	Working on Behalf of:	Utility Fremantle Ports	
	Enquiry Date:	Start Date:	End Date:
	27/08/2021	01/01/2022	31/01/2022
Address:			
28 Bayly Street North Fremantle WA 6159			
Job Purpose:	Onsite Activities:		
Excavation	Subdivision		
Location of Workplace:	Location in Road:		
Road Reserve	Road		
<ul style="list-style-type: none"> Check that the location of the dig site is correct. If not you must submit a new enquiry. Should the scope of works change, or plan validity dates expire, you must submit a new enquiry. Do NOT dig without plans. Safe excavation is your responsibility. If you do not understand the plans or how to proceed safely, please contact the relevant asset owners. 			
Notes/Description of Works:			
Not supplied			

Your Responsibilities and Duty of Care

- The lodgement of an enquiry does not authorise the project to commence. You must obtain all necessary information from any and all likely impacted asset owners prior to excavation.
- If plans are not received within 2 working days, contact the asset owners directly & quote their Sequence No.
- ALWAYS perform an onsite inspection for the presence of assets. Should you require an onsite location, contact the asset owners directly. Please remember, plans do not detail the exact location of assets.
- Pothole to establish the exact location of all underground assets using a hand shovel, before using heavy machinery.
- Ensure you adhere to any State legislative requirements regarding Duty of Care and safe digging requirements.
- If you damage an underground asset you MUST advise the asset owner immediately.
- By using this service, you agree to Privacy Policy and the terms and disclaimers set out at www.1100.com.au
- For more information on safe excavation practices, visit www.1100.com.au

Asset Owner Details

The assets owners listed below have been requested to contact you with information about their asset locations within 2 working days. Additional time should be allowed for information issued by post. It is **your responsibility** to identify the presence of any underground assets in and around your proposed dig site. Please be aware, that not all asset owners are registered with the Dial Before You Dig service, so it is **your responsibility** to identify and contact any asset owners not listed here directly.

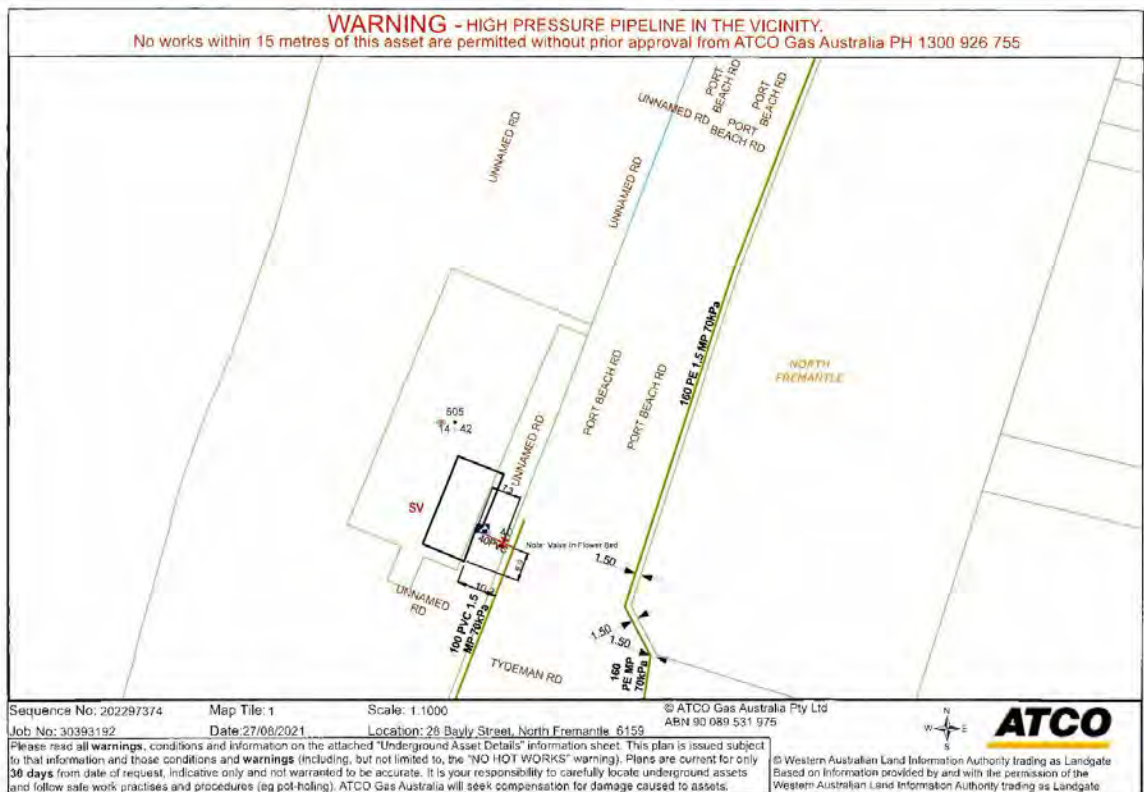
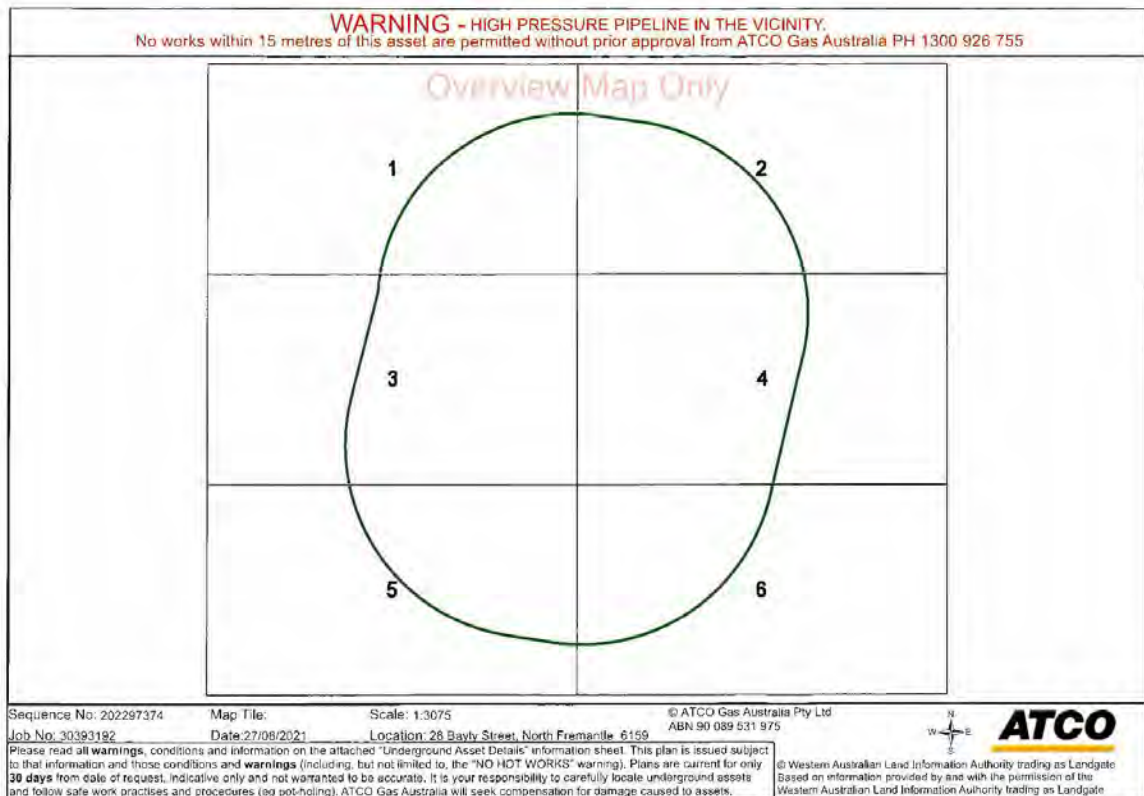
** Asset owners highlighted by asterisks ** require that you visit their offices to collect plans.

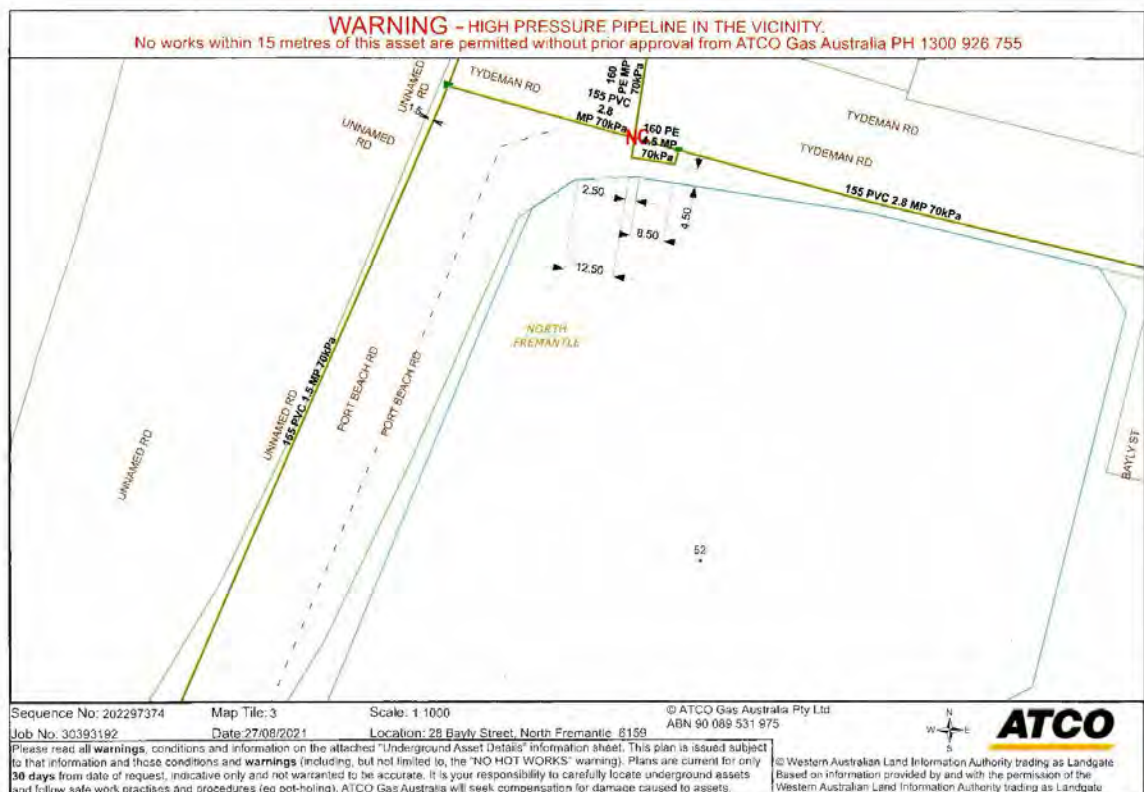
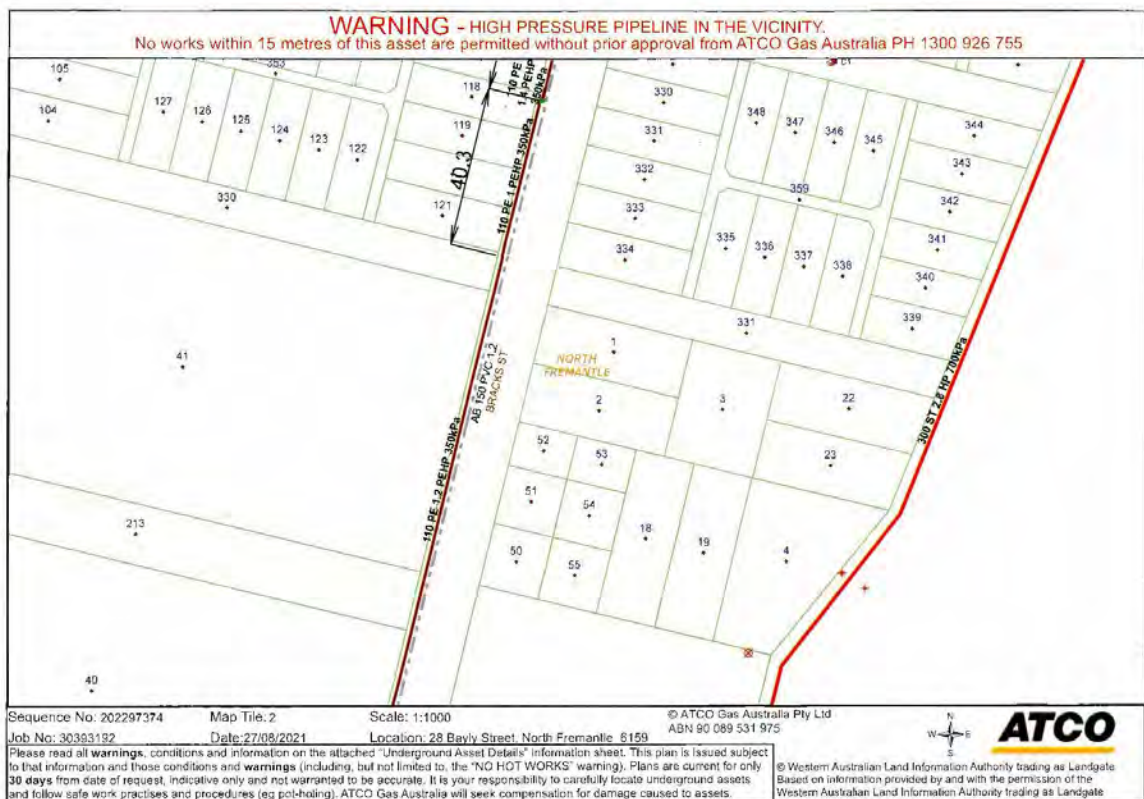
Asset owners highlighted with a hash # require that you call them to discuss your enquiry or to obtain plans.

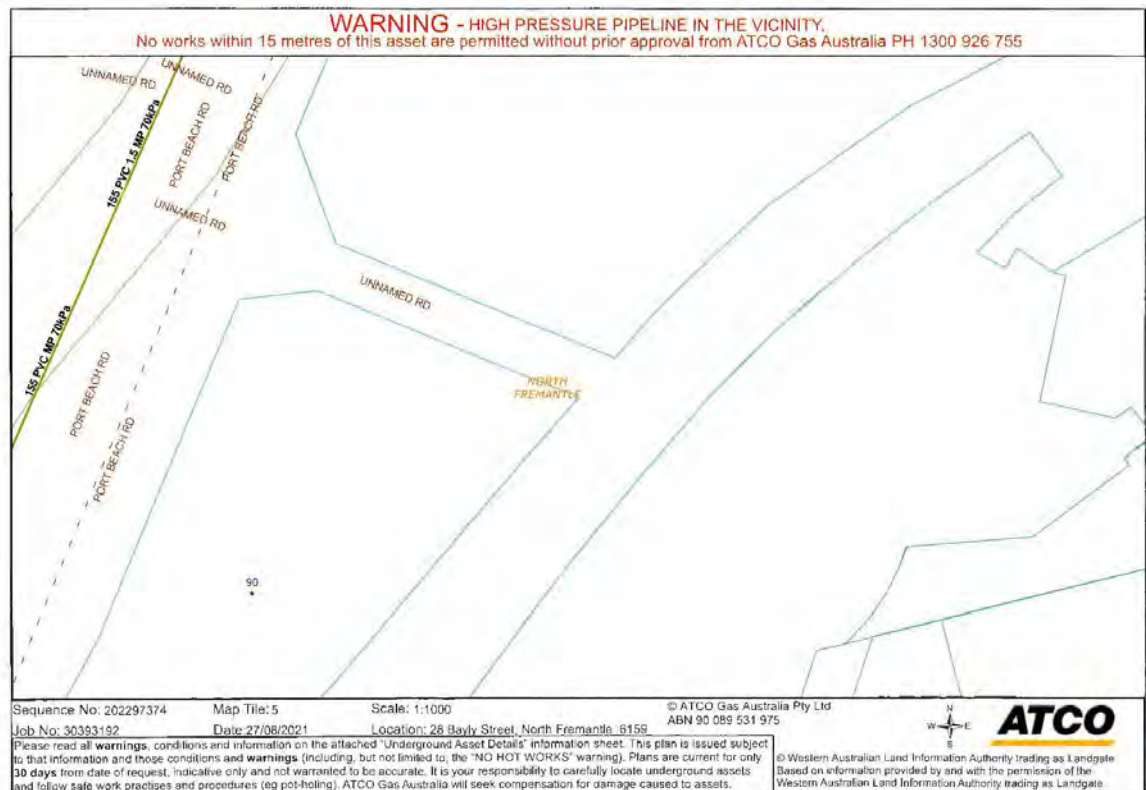
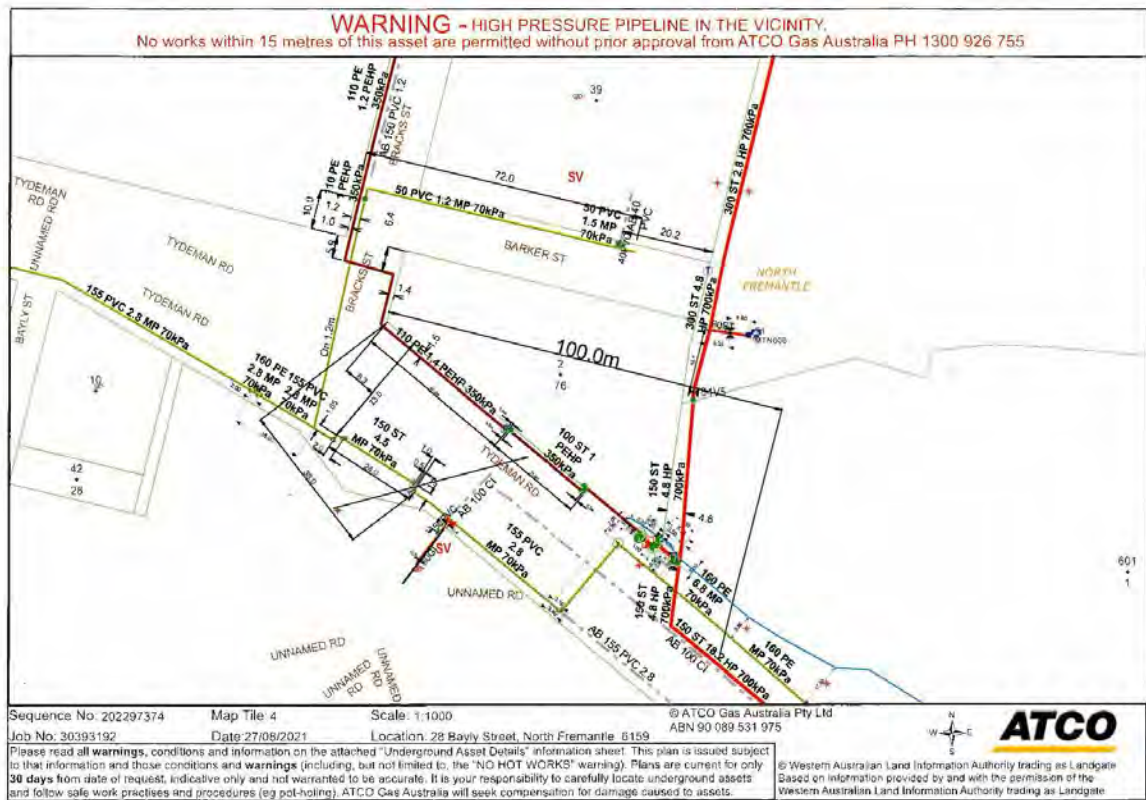
Seq. No.	Authority Name	Phone	Status
202297374	ATCO Gas Australia	1300 926 755	NOTIFIED
202297377	Department of Primary Industries and Regional Development	(08) 9368 3080	NOTIFIED
202297375	Fremantle Ports	0418 949 305	NOTIFIED
202297372	NBN Co (WA)	1800 687 626	NOTIFIED
202297376	Telstra (WA)	1800 653 935	NOTIFIED
202297373	Water Corporation	(08) 9424 8115	NOTIFIED
202297378	Western Power	1300 769 345	NOTIFIED

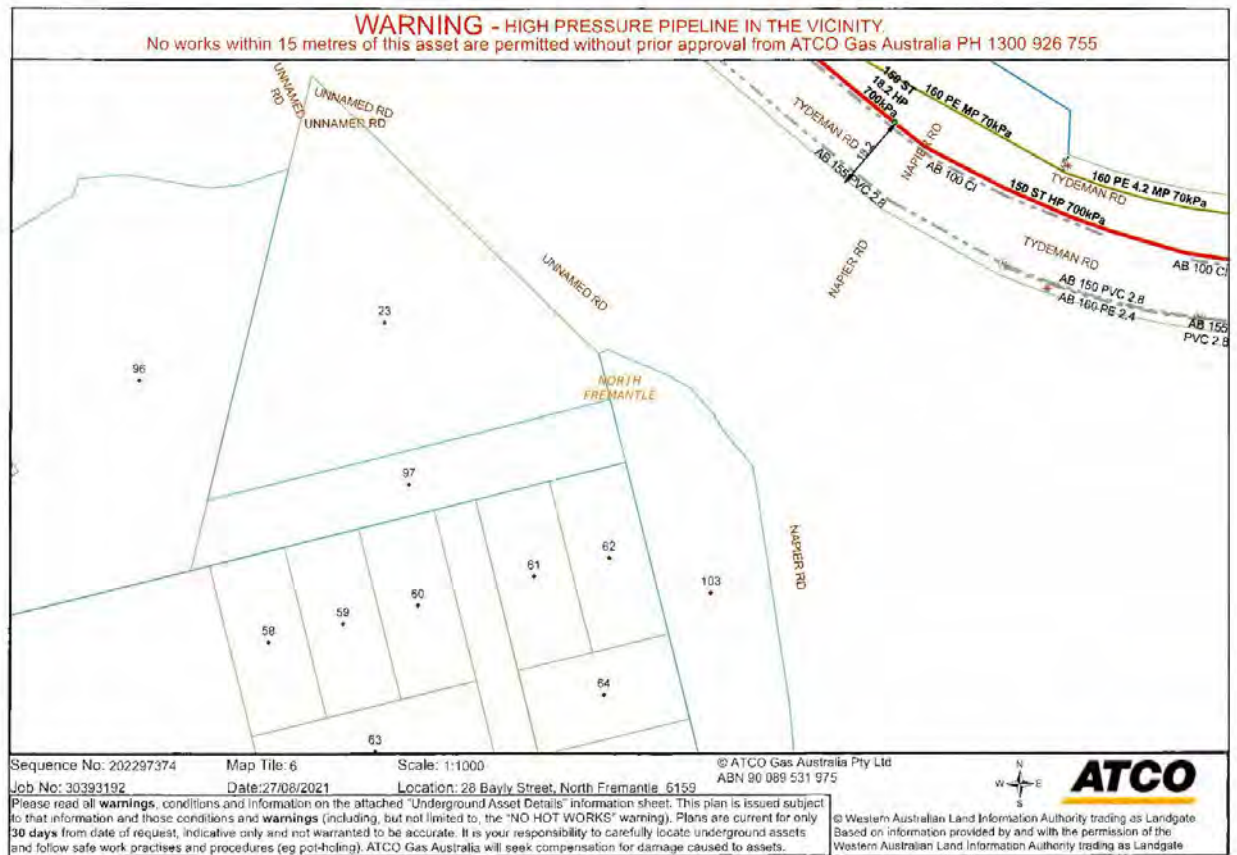
END OF UTILITIES LIST

Lodge Your Free Enquiry Online – 24 Hours a Day, Seven Days a Week











**ATCO GAS AUSTRALIA UNDERGROUND
ASSET DETAILS ASSETS AFFECTED
HIGH PRESSURE PIPELINES
GAS DIVISION**

ASSETS AFFECTED – see accompanying plan
WARNING – HIGH PRESSURE GAS PIPELINE IN THE VICINITY

Caris Vuckovic
Not Supplied
1 Cliff Street
Fremantle
WA, 6160

Job No: 30393192
Sequence No: 202297374
Date of Issue: 27/08/2021
Phone: +61894303484

DBYD Utility Registration Name: 70852 - ATCO Gas Australia
DBYD Location: 28 Bayly Street, North Fremantle, WA, 6159

ATTENTION: This response to your inquiry has been interpreted from details in your requested DBYD picture location request only (not any street address you gave). It is your duty to ensure the accompanying plan/s match your geographical area of works.

**IF YOU SEE, HEAR, SMELL OR OTHERWISE DETECT GAS,
LEAVE THE IMMEDIATE AREA AND THEN CALL 13 13 52**

Our records indicate that ATCO Gas Australia Pty Ltd gas infrastructure IS PRESENT in the vicinity of and/or surrounding area of the above enquiry. This response relates only to ATCO Gas Australia assets. Your Duty of Care requires that personnel must at all times comply with, and have on site, this information sheet and the accompanying plan(s). All plans are subject to this information sheet. You should also refer to the "Questionnaire for works near ATCO Gas infrastructure" on page [5] of this document, which must be read and all questions answered. If you answer "yes" to any of the questions you must contact ATCO Gas Australia during business hours on 1300 926 755.

All information provided is to be used as a guide only (see Disclaimer item 5). It does not absolve you or third parties from your Duty of Care obligations, including to take additional precautions where work has the potential to impact on gas assets, public safety or the environment, or from your duties at law (including Reg 3.21 of the Occupational Safety and Health Regulations 1996).

WARNINGS

- No works of any type within 15 metres of any **HIGH PRESSURE** gas infrastructure without prior approval from ATCO Gas Australia.
- NO HOT WORK** within 15 metres of any gas infrastructure except in compliance with applicable laws & Australian Standard 1674. DO NOT let heat sources or hot works impact on gas infrastructure and take into consideration that the ground or adjacent structures may also be capable of transmitting heat so as to circumvent protection afforded by a heat shield or barrier.
- DANGER** Gas can cause asphyxiation and is flammable. Keep all ignition sources well away (eg flames, matches/lighters, sparks, electrical devices, vehicles or engines, mobile phones, cameras)
- Gas pipes must not be unsupported or left without adequate cover or protection without prior approval from ATCO Gas Australia.
- Damage to the pipe coating or pipe itself can be very dangerous if not given immediate attention. Report any damage to ATCO Gas Australia immediately on 13 13 52. Do not attempt to repair any damaged gas infrastructure.
- No alteration or removal of live or abandoned gas infrastructure without prior written approval from ATCO Gas Australia.
- Any abandoned or proposed gas infrastructure indicated on the gas plans must be treated as live.
- Never assume the location or depth of any gas infrastructure. Pipes may not follow straight lines or maintain a constant depth. Always check carefully (e.g., careful hand digging of potholes).
- Unauthorised repairs or tampering with gas infrastructure may result in prosecution under the Energy Operators (Powers) Act 1979. ATCO Gas Australia reserves all rights to recover compensation for loss or damage to its gas infrastructure or other property including for indirect or consequential losses.

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PLANS:

Plans provided are current for **30 days only** from date of request. You must use current plans at all times.

Plans do not show all gas service lines (which connect gas mains to individual meter positions). See condition 3(c) below.

If plan shows **additional detail** symbols (*) or () in the area of proposed works it is **your duty** to obtain that further detail from the number below.

Plans (including the location of pipes, services, infrastructure and boundaries) are **approximate only**. You must use safe and proper procedures – including **potholing** (see condition 4 below).

Plans are not a guide as to gas availability for connection purposes.

To call ATCO Gas Australia: **Weekdays from 8am to 4pm, call – 1300 926 755**
After hours, weekends and emergencies, call – 13 13 52

CONDITIONS FOR WORKS IN THE VICINITY OF ATCO GAS AUSTRALIA ASSETS

1. Compliance with Warnings

You must comply with the Warnings contained in this information sheet and the accompanying plan(s).

2. Compliance with 'Additional Information for Working around Gas Pipelines' (AGA-O&M-PR24), applicable laws and duty of care

All work (including but not limited to using Excavator's Augers, Directional, drilling machines, 'Ditch Witch' type trenching machine, Loader, Dozer, Skid Steer (Bob Cat)) must comply with all applicable requirements in the 'Additional Information for Working around Gas Pipelines' (AGA-O&M-PR24) and with all applicable laws and Australian Standards. All due care must be exercised to locate any gas infrastructure in the vicinity and when conducting any works near them.

3. All Gas Infrastructure

All work that may have any impact upon any gas infrastructure (see 3(a), (b) and (c) below for examples) should be carefully planned with notification to ATCO Gas Australia well in advance of commencement. Contact ATCO Gas Australia Engineering Services on (08) 1300 926 755 or email engineering.services@atcogas.com.au. Amongst other things, this includes excavation of or near gas pipelines, boring/drilling, crossings of pipelines (including by other underground infrastructure e.g. drains, power cables, etc.), road works and structural installations. In addition:

a) High Pressure Pipelines (HP, PEHP > 110, CHP)

No works of any type are permitted within 15 metres of these pipelines without prior approval from ATCO Gas Australia. For approvals contact ATCO Gas Australia on 1300 926 755.

You must ascertain the location of any high pressure pipeline, in relation to your proposed work by:

- Locating a straight line between two high pressure warning signs, and
- Assessing the distance from this line to your proposed work area.

ATCO Gas Australia may require stand-by supervision during your works and will advise of attendance requirements.

b) Medium (MP), Medium-Low (MLP), Low (LP) and other Pipeline Pressures

These pipelines are installed in most streets throughout the Perth metro area and several country centres. Main valves, regulator sets and test points also exist at intervals along these pipelines. Where work may impact upon these pipelines or assets then ATCO Gas Australia must be contacted as per item 3 above.

c) Gas Services and Meters

If a gas meter is installed on a property, an underground gas service pipe will run from the meter position to the gas main in the street. Plans do not show all gas service lines, but their presence must be anticipated. Most gas meter boxes installed since 1996 will include a sticker giving approximate guidelines for the gas service line location. All due care must be exercised to locate any gas services in the vicinity and when conducting any works near them.

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4. Compliance with Safe Work Practices

It is your responsibility to have and comply with adequate safe work practices and procedures.

Without limiting your obligations:

- PLAN** The complete Dial Before You Dig documentation and plans must always be on site and referred to for the duration of work. Refer to regulation 3.21 of the *Occupational Safety and Health Regulations 1996* and the Utility Providers "Code of Practice" for further useful information.
- POTHOLE** Using current Dial Before You Dig plans, all gas pipes should be located (including any deviation in the direction of a gas pipe) by exposing them by careful digging using a HAND SHOVEL. Where the proposed work is parallel to a gas pipeline, pothole every 5 metres along the entire route. Damage to the pipe coating or to the pipe itself can create a very dangerous situation if not given immediate attention. If damage does occur, it must be reported to ATCO Gas Australia immediately on Ph. 13 13 52.
- PROTECT** Supervise and monitor all excavations near gas infrastructure using a dedicated spotter. Where any gas infrastructure is required to be exposed, adequate protection of the gas infrastructure is required to prevent potential damage. Also implement appropriate controls when conducting 'hot work' (in accordance with AS 1674) in the vicinity of the ATCO Gas Australia GDS such as; isolation; separation distance; the placement of an effective non-combustible barrier of sufficient size and thermal resistance for the intensity, type and duration of heat exposure; gas monitoring; monitoring the environment surrounding the ATCO Gas Australia GDS to ensure it is not being impacted by the work, and other controls as necessary.

5. Disclaimer and Further Terms

- a) Nothing in this document, any accompanying plan or the 'Additional Information for Working around Gas Pipelines' (AGA-O&M-PR24) (together called "Documents") purports to exclude or modify any term, condition or warranty to the extent that by law it cannot lawfully be excluded or modified by agreement or notice, including but not limited to those contained in Schedule 2 of the *Competition and Consumer Act 2010* (Cth) and corresponding provisions of state legislation.
- b) If any of ATCO Gas Australia Pty Ltd, or their respective related entities, officers, employees, agents, contractors or advisers (together called "Associates") is liable for a breach of a term, condition or warranty described in paragraph 5(a) above, its liability is, to the fullest extent permitted by law, limited to any one or more of the following as it determines in its absolute discretion:
- i) in relation to goods supplied by them, replacing or repairing the goods, supplying an equivalent item, paying the cost of replacing or repairing the goods or paying the cost of acquiring or hiring an equivalent item; and
 - ii) in relation to services supplied by them, the re-supply of the services or the payment of the cost of having the services re-supplied.
- c) Subject to paragraphs 5(a) and (b), but otherwise despite any other provision in the Documents, no representation or warranty is made or given (whether expressly or by implication) by any of ATCO Gas Australia or their respective Associates in respect of any information contained or referred to in any of the Documents or in any other communication from ATCO Gas Australia concerning any of the Documents or the subject matter of any of the Documents ("Information"). In particular, but without limiting the generality of the foregoing limitation, none of ATCO Gas Australia or their respective Associates makes any warranty or representation as to the truth, accuracy, completeness, reliability, currency, timeliness, quality or fitness for any purpose of or the standard of care taken in the preparation of any Document or Information (including, but not limited to, the accuracy of the scale of, or the location of anything or symbol shown on, any plan or diagram).
- d) Subject to paragraphs 5(a) and (b), to the maximum extent permitted by law, none of ATCO Gas Australia or their respective Associates is liable to any person or other body ("Recipient") who receives or otherwise obtains access to all or any part or parts of the Documents or Information, in any way (including, but not limited to, liability for negligence, breach of statutory duty or lack of care) in respect of any cost, expense, damages, loss or liability, including, but not limited to:
- i) any financial or economic loss, cost, expense or damage, including but not limited to loss of production, loss of profit, loss of revenue, loss of use, loss of contract, loss of goodwill or loss of business opportunity;
 - ii) any new or increased costs or expenses, including but not limited to financing or operating costs;

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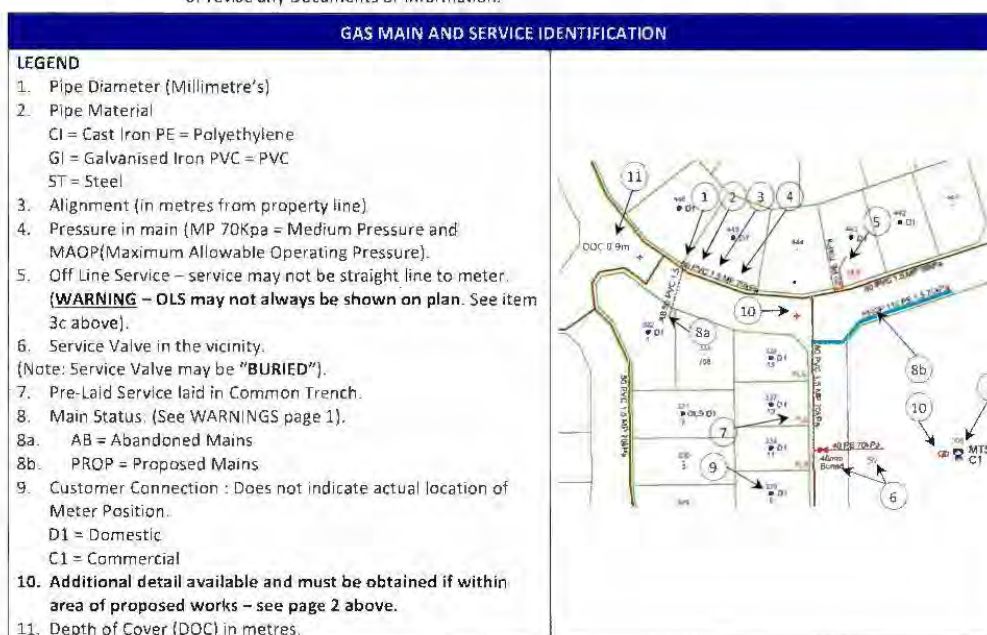
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- iii) any failure to achieve any actual or anticipated saving in respect of any cost or expense;
- iv) any cost, expense, damage or loss resulting from any liability of the Recipient to any other person or body howsoever and whensoever arising, suffered or incurred by the Recipient in relation to, or in connection with, the disclosure to them of, or use of, or reliance on, all or any part or parts of the Documents or Information.
- e) By using any Document or Information, each Recipient is taken to represent and warrant to ATCO Gas Australia that the Recipient will comply with the conditions and other terms referred to in the Documents or Information, including but not limited to conditions that:
 - i) the Recipient must comply with the conditions in numbered paragraphs 1 to 4 above and this paragraph 5;
 - ii) as between ATCO Gas Australia and each Recipient, ATCO Gas Australia owns the Information and all rights and title in and to the Information are to remain vested in ATCO Gas Australia;
 - iii) no Recipient has any right, title or interest in the Information or, except as expressly provided for in the Documents, any licence or right to copy, alter, modify, publish or otherwise use or deal with the Information without prior written approval from ATCO Gas Australia;
 - iv) ATCO Gas Australia makes no representation and gives no warranty as to its right to disclose any Information;
 - v) the Recipient relies on any information entirely at its own risk and expense;
 - vi) the Recipient must undertake its own independent due diligence and investigations in relation to the Information;
 - vii) none of ATCO Gas Australia or their respective Associates owes the Recipient any duty of care in respect of the Information; and
 - viii) none of ATCO Gas Australia or their respective Associates is under any obligation to correct, update or revise any Documents or Information.



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QUESTIONNAIRE FOR WORKS NEAR ATCO GAS AUSTRALIA GAS INFRASTRUCTURE

The accompanying documentation must be read and the following questions answered and instructions followed when planning and **before commencing any work**.

Questions		Yes	No
1	Will any works be within 15 metres of any High Pressure gas infrastructure?	<input type="checkbox"/>	<input type="checkbox"/>
If answered Yes you must contact the ATCO Gas Australia High Pressure Coordinator to seek prior approval on 1300 926 755 between 08:00 hours – 16:00 hours (Monday – Friday, except public holidays).			
If you answer Yes to any of the following questions you must contact ATCO Gas Australia Engineering Services to seek prior approval on 1300 926 755 between the above hours. Plan ahead and allow sufficient time for ATCO Gas Australia Engineering Services to consider your request.			
Question		Yes	No
2	Will any works require the use of a vibrating roller within 15 metres of any gas mains?	<input type="checkbox"/>	<input type="checkbox"/>
3	Will any works involve boxing the ground out to a depth of 300mm or more for the construction of a road/car park or crossover/driveway over a gas main?	<input type="checkbox"/>	<input type="checkbox"/>
4	Will any works affect water flows or drainage, e.g., surface drainage, within 15 metres of any gas mains?	<input type="checkbox"/>	<input type="checkbox"/>
5	Will any works involve traversing any gas infrastructure with any heavy vehicle or plant (e.g., cranes, agitators or trucks)?	<input type="checkbox"/>	<input type="checkbox"/>
6	Will any works involve stockpiling of spoil, dangerous goods or any other materials over any gas infrastructure?	<input type="checkbox"/>	<input type="checkbox"/>
7	Will any works or structure (e.g., fencing) obstruct access to gas infrastructure?	<input type="checkbox"/>	<input type="checkbox"/>
8	Will any works involve placing infrastructure e.g., cable, pipes etc. that will not comply with the minimum separation distances to the gas infrastructure: 300mm crossing, 500mm parallel?	<input type="checkbox"/>	<input type="checkbox"/>
9	Will any works involve blasting that could affect any gas infrastructure?	<input type="checkbox"/>	<input type="checkbox"/>
10	Will any works involve the installation of electrical infrastructure to operate above 22kV in the vicinity of any steel gas infrastructure?	<input type="checkbox"/>	<input type="checkbox"/>

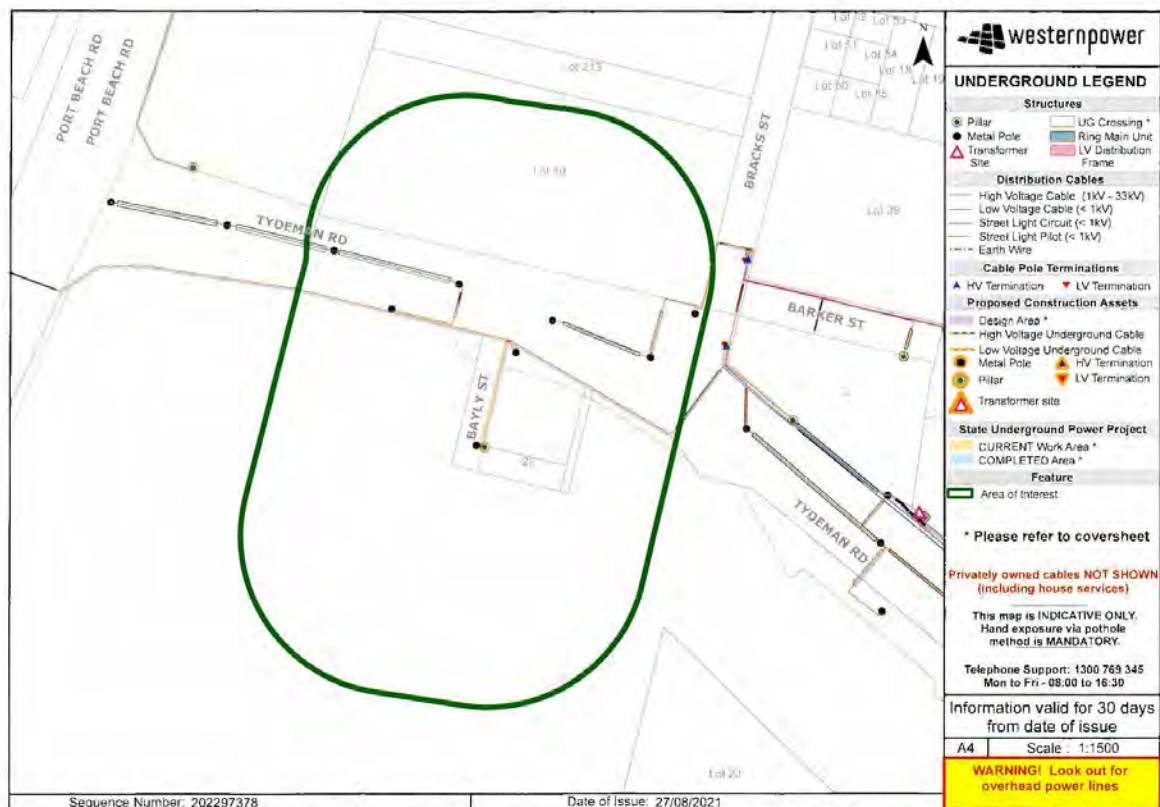
If unsure, please contact ATCO Gas Australia Engineering Services on **1300 926 755**.

IMPORTANT: It is your responsibility to **TAKE CARE** to comply with all requirements of ATCO Gas Australia Engineering Services (including their 'Additional Information for Working around Gas Pipelines' (AGA-O&M-PR24)), the ATCO Gas Australia Dial Before You Dig cover sheets and maps and all applicable laws and standards.

IF YOU SEE, HEAR, SMELL OR OTHERWISE DETECT GAS, LEAVE THE IMMEDIATE AREA AND THEN CALL 13 13 52


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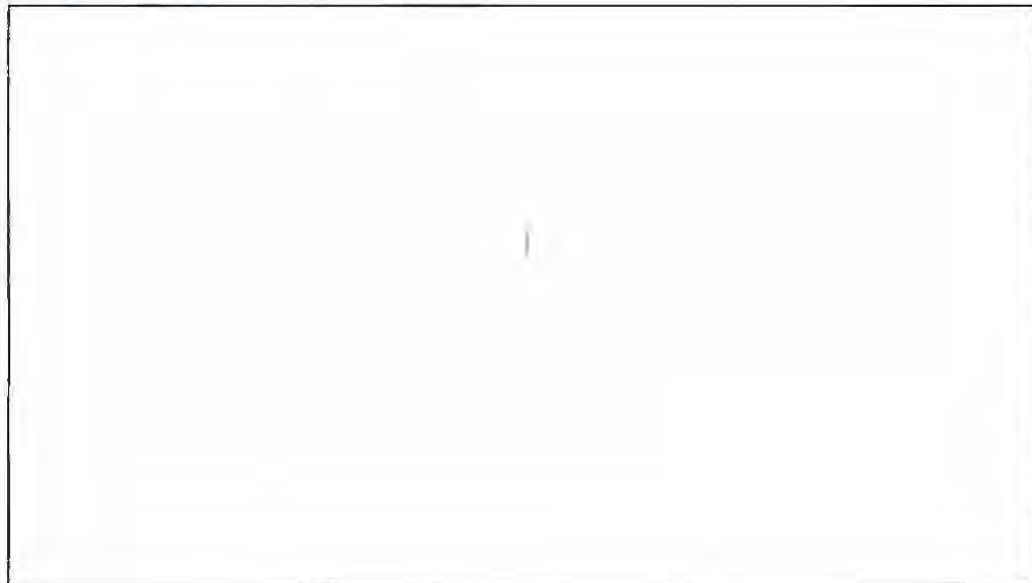









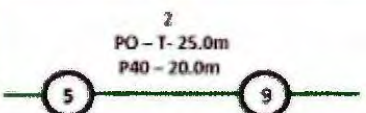
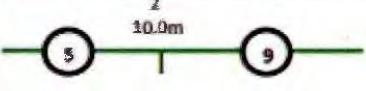







To: Caris Vuckovic
Phone: Not Supplied
Fax: Not Supplied
Email: caris.vuckovic@fremantleports.com.au

Dial before you dig Job #:	30393192	
Sequence #	202297372	
Issue Date:	27/08/2021	
Location:	28 Bayly Street , North Fremantle , WA , 6159	

Indicative Plans



	<div style="text-align: right;">  </div> <h2 style="text-align: center;">LEGEND</h2>
	Parcel and the location
	Pit with size "5"
	Power Pit with size "2E". Valid PIT Size: e.g. 2E, 5E, 6E, 8E, 9E, E, null.
	Manhole
	Pillar
	Cable count of trench is 2. One "Other size" PVC conduit (PO) owned by Telstra (-T-), between pits of sizes, "5" and "9" are 25.0m apart. One 40mm PVC conduit (P40) owned by NBN, between pits of sizes, "5" and "9" are 20.0m apart.
	2 Direct buried cables between pits of sizes, "5" and "9" are 10.0m apart.
	Trench containing any INSERVICE/CONSTRUCTED (Copper/RF/Fibre) cables.
	Trench containing only DESIGNED/PLANNED (Copper/RF/Fibre/Power) cables.
	Trench containing any INSERVICE/CONSTRUCTED (Power) cables.
	Road and the street name "Broadway ST"
<p style="text-align: center;">Scale</p>	<p>0 20 40 60 Meters</p> <p style="text-align: right;">1:2000 1 cm equals 20 m</p> 



You must immediately report any damage to the **nbn™** network that you are/become aware of. Notification may be by telephone - 1800 626 329.

