



Additional documents

Ordinary Meeting of Council

Wednesday, 9 December 2020, 6.00 pm

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C2012-1 FREMANTLE GOLF COURSE CLUBHOUSE AND COMMUNITY CENTRE - Amended Officer's Recommendation

Council:

- 1. Request officers progress with the detailed design and procurement of the Fremantle Golf Course Clubhouse and Community Centre based on the current Option 1 design for the golf club house facility (existing café configuration and including dual access to the toilets); and, option 2 for the Community Centre facility as amended and to increase the joint function and meeting room space to achieve 150m².**

- 2. Request officers further consider and refine the final design to include:**
 - a. Improved width of the golf "Dining" area in the clubhouse.**
 - b. A publicly accessible after-hours toilet within the complex.**
 - c. Consideration of the following design enhancements where practical and viable within the agreed and approved budget:**
 - i. Optimised proportions of the "Community Space" (e.g., wider or less elongated) to ensure a high degree of flexibility in usage.**
 - ii. An option for a second acoustic operable wall that enables the "Foyer" to be extended to fully divide and acoustically separate the "Meeting" area from the "Community Space".**
 - iii. Significantly increased site flexibility to accommodate a possible expansion of the community building to the south-west capable of accommodating the future facilities that would be necessary to deliver a managed/programmable community centre, including further exploration of options for the alignment of the proposed vehicle/bike access path and the potential decommissioning of the existing public toilet.**
 - iv. A way of functionally isolating the "Dining" area from the golfing "Foyer/Retail" and "Admin" areas for flexibility.**
 - v. Increase the privacy afforded to the golfers' changing areas and showers in relation to the more generally used public toilets.**

- 3. Request an increased budget allocation of \$326,00 be included as part of the 2021/22 budget process.**

Reason for amendment:

A critical aspect of this project and building design is to determine the most effective operational model with respect to maximising leasing opportunities. Option 2/2a presents some functional challenges with respect to staffing the separated golf and café areas of the building. Part 1 of the amendment to the recommendation offers the best overall design with respect to a flexible operating model. Part 2 of the amendment seeks to improve the functionality and flexibility of the building based on feedback received from Elected Members. The additional information below includes site layout/views for the building.



FREMANTLE GOLF CLUBHOUSE AND COMMUNITY CENTRE

20 MONTREAL STREET, FREMANTLE, CITY OF FREMANTLE

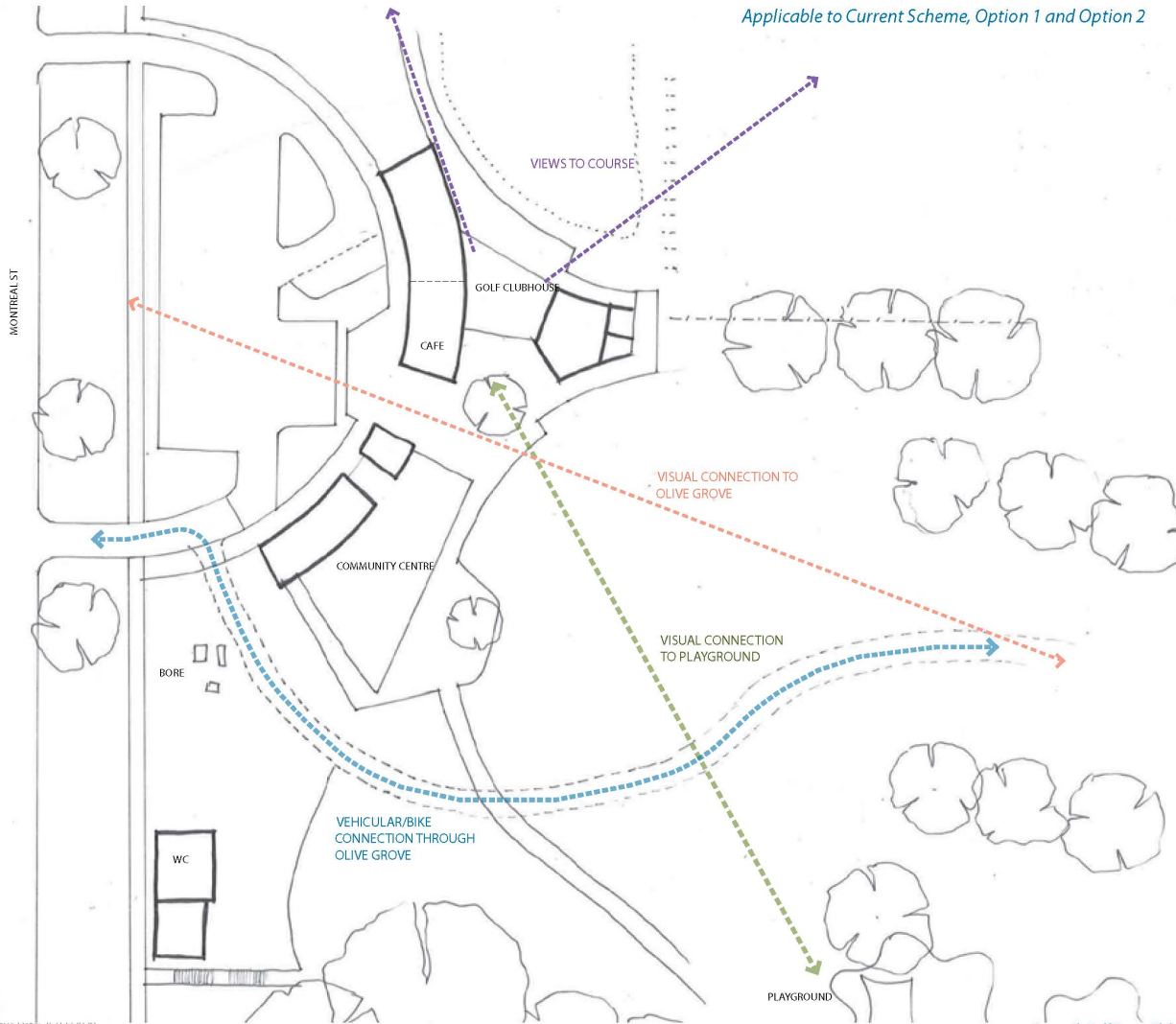
SCHEMATIC DESIGN - ALTERNATIVE PLANNING OPTIONS

DATE: 01/12/2020

gresleyabas
architecture environment design

CURRENT SCHEMATIC DESIGN PROPOSAL - SITE PLAN scale 1:375

Applicable to Current Scheme, Option 1 and Option 2



CURRENT SCHEMATIC DESIGN PROPOSAL - FLOOR PLAN scale 1:250



KEY DESIGN CRITERIA

GOLF CLUB HOUSE

- Cafe is located central to the scheme where it can achieve the following:
 - create a visible presence from Montreal St to attract foot traffic and contribute to the street
 - activate 'the cut' between the 2 buildings with people and cafe tables
 - utilise the raised roof height that the folded roof plane has at this location to conceal kitchen extraction
 - deliveries can be made to kitchen with minimal impact
 - dedicated amenities access for liquor licensing
- Golf administration and cafe are co-located (as per brief) to allow flexibility of management model
- Golf administration is located to the north for close proximity to vehicle drop off, and to allow good surveillance of the course
- Changerooms and WCs are located at the eastern end as we consider this to be the least public portion of the site, and the best location for this facility. In this location it can be adjacent to hot water plant and mechanical ventilation will be less visible from the street.
- The dining space and adjacent terrace has the optimal view of the course - facing north, but with slight eastern rotation.

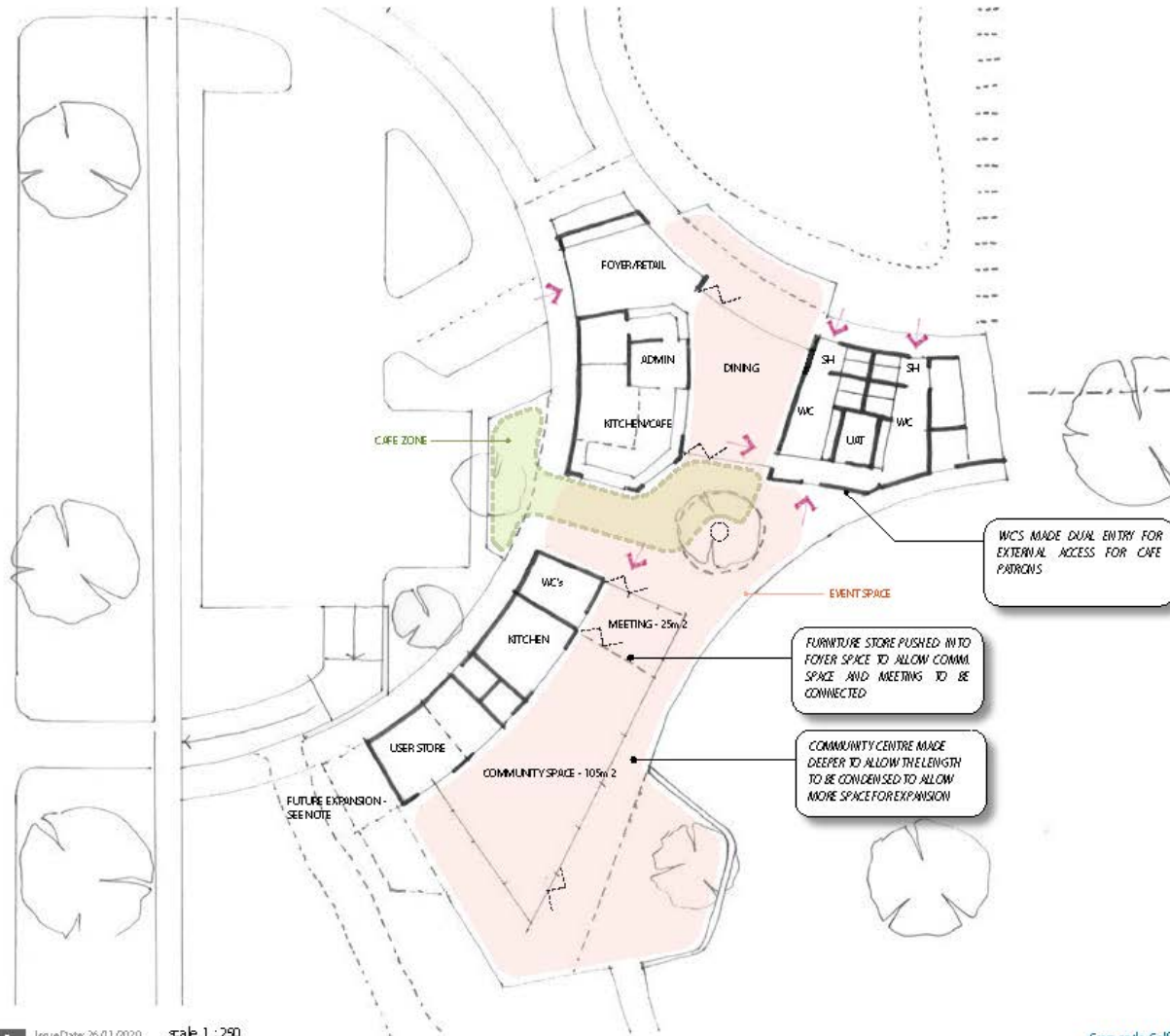
COURT YARD

- The courtyard space is 12m at its largest point, which is quite wide. It is important that the scale of this space is mediated by different degrees of shade, and different qualities of light. Part of the roof is polycarbonate sheet to ensure the area has a sense of lightness and openness. The aperture in the centre prevents heat build up, and also provides dappled light quality and most importantly provides a focal point and natural element amongst the hard surfaces. Incorporation of a tree will significantly enhance the quality of this space.
- It is important to note that the tree canopy would be above head height, and the cutout in the ground plan would be minimal, and therefore the tree will not negatively impact on connectivity or flow between the various spaces.

COMMUNITY CENTRE

- The furniture store has been located between the meeting room and community space to provide good acoustic separation between the 2 spaces. This allows a foyer space to be created, allowing independent access from both spaces to the WCs and kitchen.

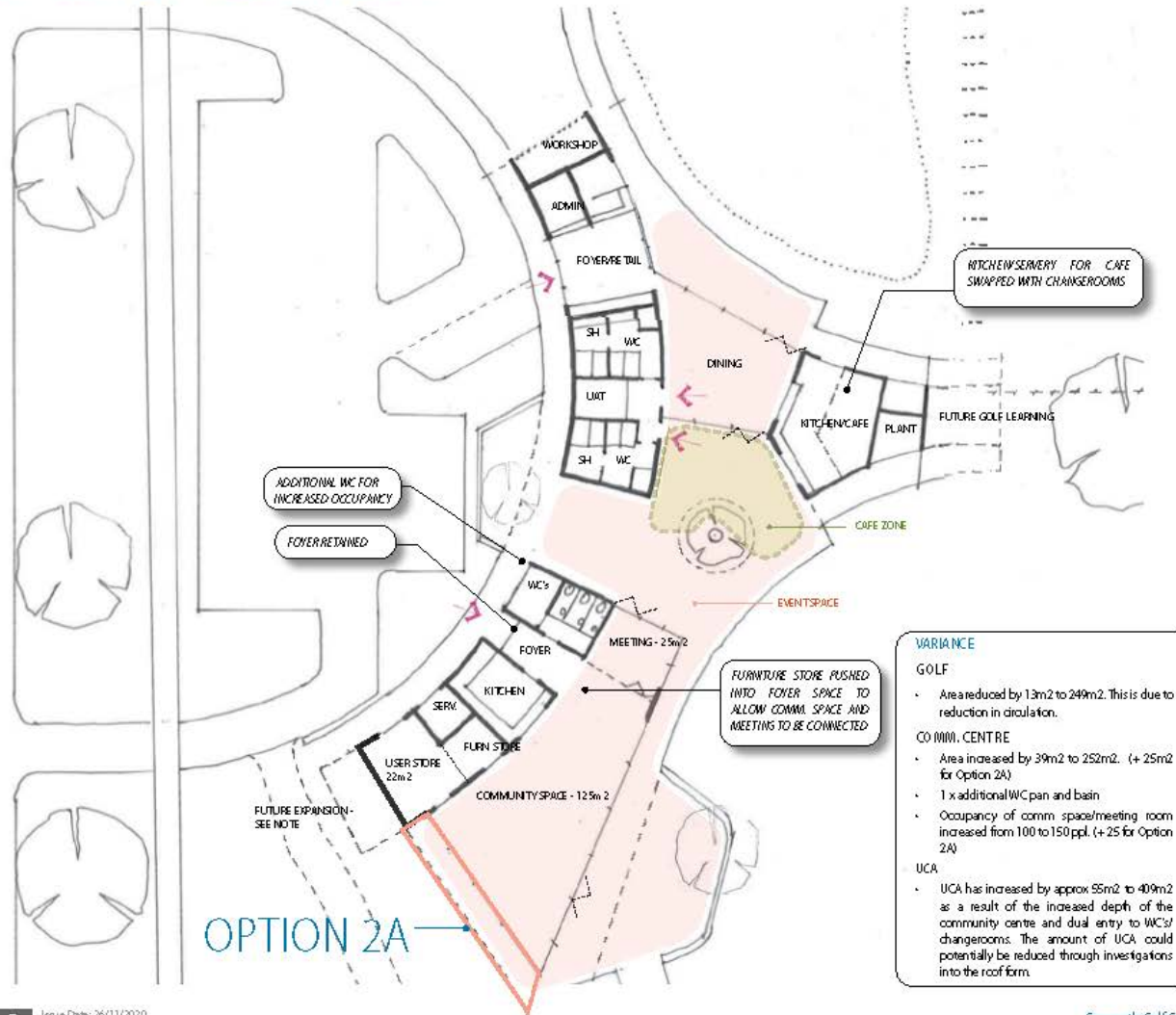
OPTION 1 - FLOOR PLAN scale 1:250



'EASY OPTION'
 - This option makes minor modifications to the current Schematic Design to address the main issues raised, WITHOUT additional cost:
 - Access to WCs from cafe users
 - Flexibility of size of community space
 - Ability to connect all spaces for events

- KEY CHARACTERISTICS**
- GOLF CLUBHOUSE**
 PROs
- Direct kitchen/Cafe deliveries
 - Activation of the cut between the 2 buildings retained
 - Viability of cafe from Montreal St retained
 - Dedicated amenities access for liquor licensing
 - Good location for golf learning
 - After hours use of clubhouse amenities for cafe patrons
- COURTYARD**
- The tree has been shifted over and the aperture in the roof reduced to be limited to the tree canopy (approx. 6m) to provide more cover en route between the cafe and dining spaces
- COMMUNITY CENTRE**
 PROs
- Increased capacity of community space (130 ppl)
 - Flexibility of use and connectivity of spaces with outdoor terraces means an events space in excess of 500m² can be achieved
 - More area to the south of the building for future expansion for community storeroom
- CONs
- Acoustic separation between meeting room and community space will be compromised
 - Foyer is deleted which means entry to the meeting and community spaces will be via doors in the glazing, and restricted use of amenities if both spaces are in use

OPTION 2 - FLOOR PLAN scale 1:250



KEY CHARACTERISTICS

GOLF CLUBHOUSE

- Golf admin retains close proximity to dropoff and views of the course. The workshop has been moved to be co-located with admin for ease of access.
- The dining space has been made wider and shallower to maximise exposure to north/Views.
- Changerooms and kitchen for cafe have been swapped. Pros and cons of this are:
PRO'S
 - Cafe zone is more consolidated
 - External access to WCs is provided for cafe users
 - Good back of house/plan for kitchen
- CON'S
 - The Cut between the 2 buildings becomes unactivated
 - The visibility of the cafe from Montreal St is diminished.
 - Privacy for golfers in showers is reduced as WCs in this location are more public.
 - Pop up would be required over kitchen roof to conceal plant as roof wont be high enough to conceal it in a wall.
 - Deliveries/servicing to cafe kitchen more difficult
 - Cafe and golf admin are separated which constrains leasing options as requires more staffing

COURTYARD

- The amount of open roof around the tree has been reduced. The extent of the covered area in this central zone has increased as a result of changes to WCs/dining/coffee hatch.

COMMUNITY CENTRE

- PRO'S
 - Foyer retained for good legibility of entry and flexibility of use
 - Meeting room and community space can be connected to a single space of 150m², given flexibility of use
- CON'S
 - Acoustic separation of the 2 spaces will be compromised

OPTION 2A

- If a community space of 150m² is required, without joining the community space and meeting room, the community space could grow to the south west as shown by the pink dashed outline. This move would increase the area of the scheme to be in excess of 500m², and the 2 roofs would then need to be split at the cut to allow the 2 buildings to be classed as separate fire compartments.

Note: This option departs enough from the original plan that a portion of Schematic Design would need to be redone by the majority of disciplines in the consultant team.

VARIANCE

GOLF

- Area reduced by 13m² to 249m². This is due to reduction in circulation.

COMMUNITY CENTRE

- Area increased by 39m² to 252m². (+ 25m² for Option 2A)
- 1 x additional WC pan and basin
- Occupancy of comm. space/meeting room increased from 100 to 150 ppl. (+ 25 for Option 2A)

UCA

- UCA has increased by approx 55m² to 409m² as a result of the increased depth of the community centre and dual entry to WCs/changerooms. The amount of UCA could potentially be reduced through investigations into the roof form.

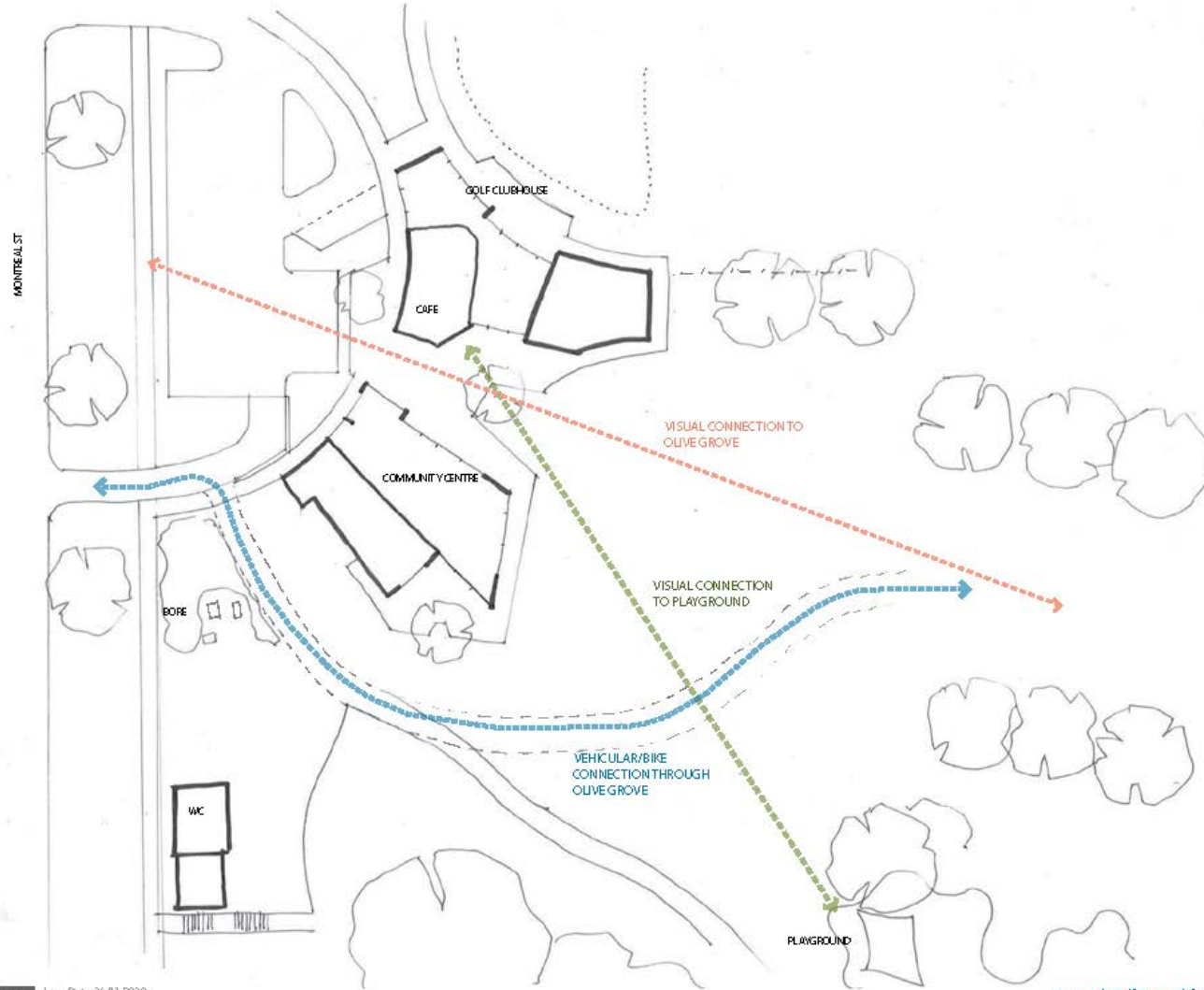


6 Issue Date: 26/11/2020
Geoslay Atlas Architects

Fremantle Golf Course Club House and Community Centre at - 20 Moorhead St, Fremantle



OPTION 3 - SITE PLAN scale 1:375



8 Issue Date: 26/11/2020
Geoslay Atlas Architects

Fremantle Golf Course Club House and Community Centre at - 20 Montreal St, Fremantle

OPTION 3 - FLOOR PLAN scale 1:250



COMMUNITY CENTRE ROTATED (AT REQUEST OF CCG) TO PROVIDE MORE SPACE FOR FUTURE EXPANSION AND SERVICE ROAD, AND MAKE FUNCTION TERRACE MORE VISIBLE FROM STREET

KEY CHARACTERISTICS

GOLF CLUBHOUSE

- As per current scheme

COURTYARD

- The courtyard has become

COMMUNITY CENTRE

- The community centre has been rotated in this option to allow for more space for future expansion.
- PROs
 - The community space is visible from the street.
 - There is more room for future expansion (the nature of this needs to be clarified)
 - The community space will have access to a larger northern terrace.
- CON'S
 - The community space is more public and closer to the cafe, which may not be preferable for events such as weddings.
 - The clarity of the idea with the 3 arcs addressing the 3 faces of the scheme is weakened.
 - The views of boopark from the community space are reduced.

NOTE:

- The radial structure and folded roof concept will need to be revised with this revised plan due to the depth of the community centre. This will involve architectural and structural redesign, as well as amendments to service schematic design concepts.
- This version also involves a floor area of in excess of 500m², and the roof in 'the cut' would therefore need to be broken to allow for the buildings to be classed as separate fire compartments.

VARIANCE

GOLF

- Area is the same as Current Schematic design/ Option 1)

COMMUNITY CENTRE

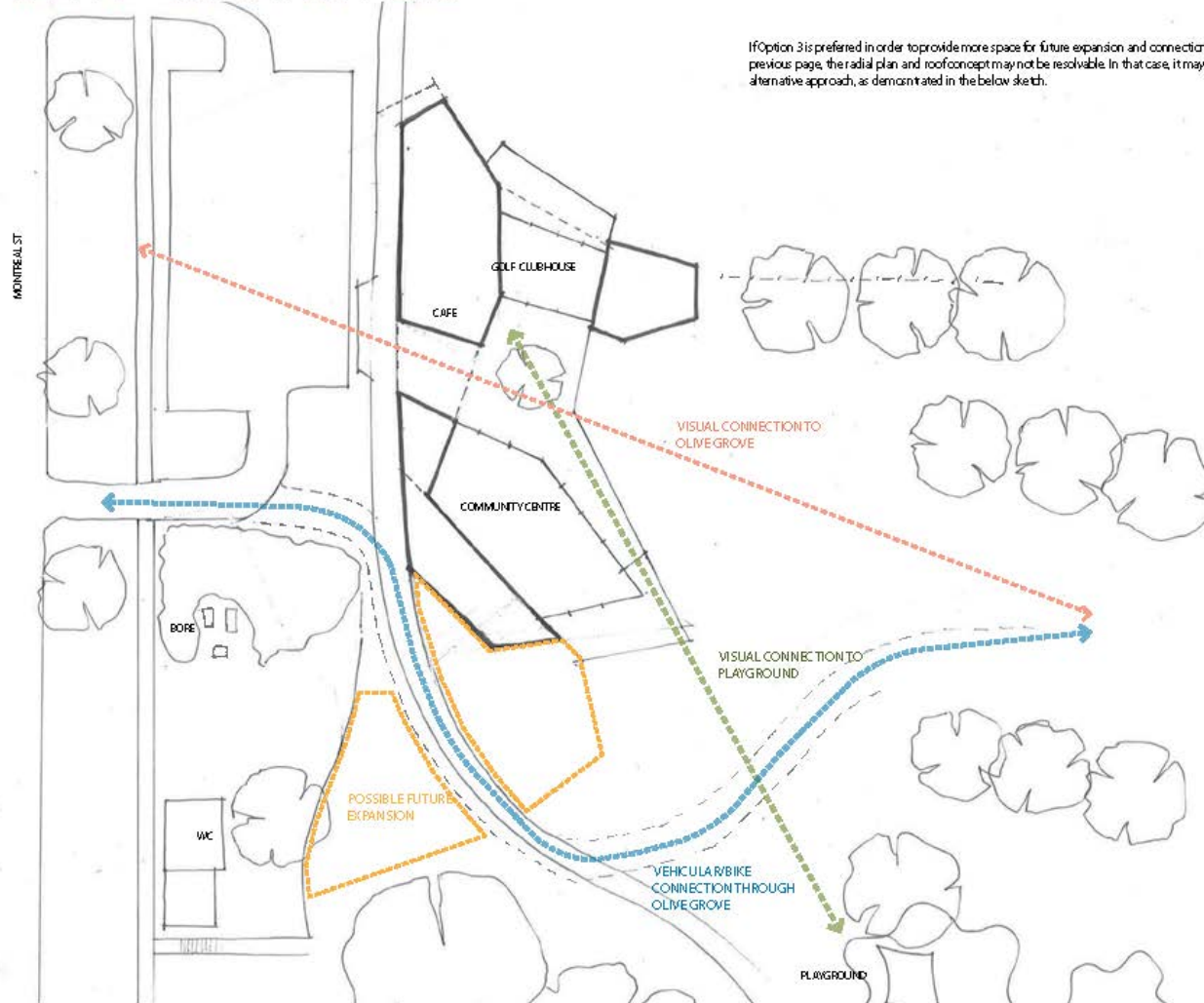
- Area increased by 47m² to 240m².
- 1 x additional Wc pan and basin
- Occupancy of comm space/meeting room increased from 100 to 175 ppl when combined.

UCA

- UCA has reduced to approx 390m².



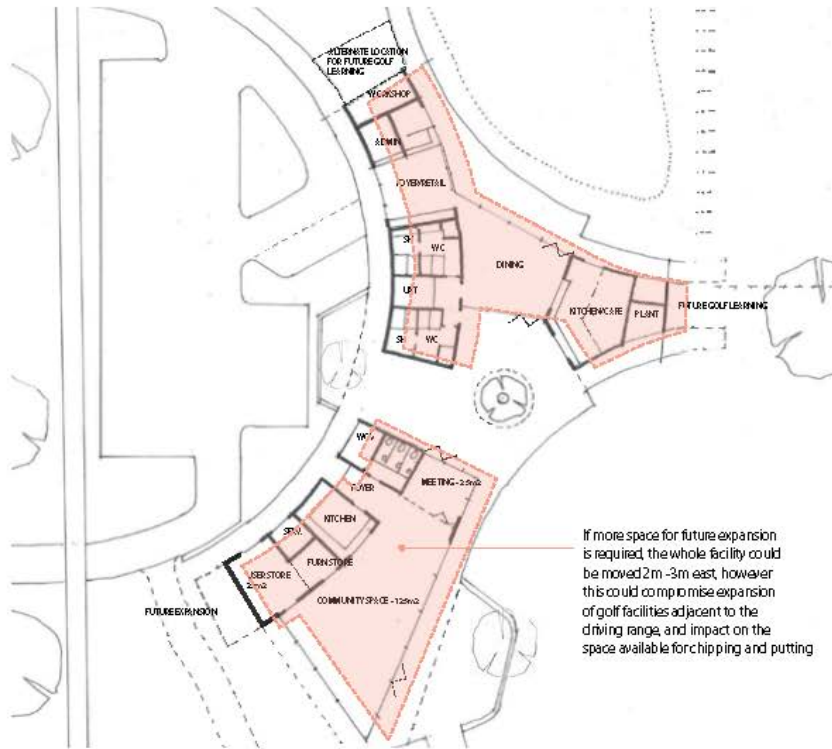
OPTION 3 - VARIATION scale 1:375



If Option 3 is preferred in order to provide more space for future expansion and connection of the service road, as noted on the previous page, the radial plan and roof concept may not be resolvable. In that case, it may be more appropriate to consider an alternative approach, as demonstrated in the below sketch.

FUTURE EXPANSION scale 1:375

OPTION 1 - MINOR EXPANSION



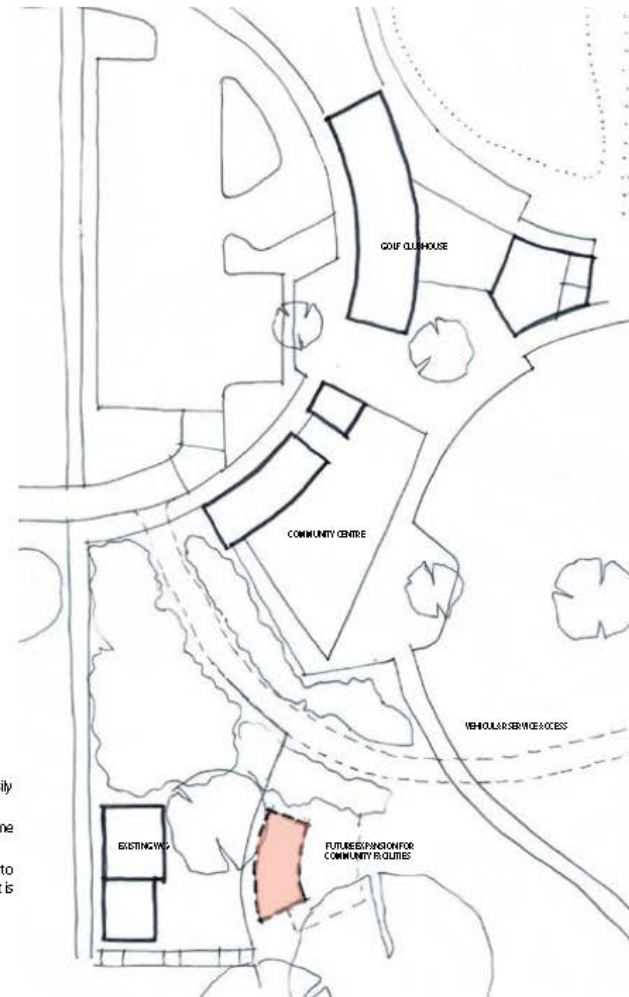
The idea of future expansion needs to be carefully considered. Expansion of the golf clubhouse to accommodate cart store and golf learning in the future can be easily accommodated.

Expansion of the community centre is more difficult, given the space constraints. Expansion of a building often involves compromise of the design intent, and also will come at a disproportionate cost/m², given the aspect of demolition and integration that may be required.

With respect to this project, we understand that there is a desire to be able to expand on the community storage facilities for food production olive press etc. If this is to be a relatively small space say around 20m², it would be our recommendation that this be built as part of the project, in line with, and connected to the brick spine so it is integrated with the building. The additional cost would be minimal, and costly building modifications down the track would be avoided.

If more significant expansion is required, we would suggest either of the above approaches be considered.

OPTION 2 - MAJOR EXPANSION



Fremantle Golf Course Club House and Community Centre at 20 Westred St, Fremantle

C2012-1 FREMANTLE GOLF COURSE CLUBHOUSE AND COMMUNITY CENTRE - Proposed Amendment Submitted by Cr Andrew Sullivan

Council:

1. Request officers progress with the detailed design and procurement of the Fremantle Golf Course Clubhouse and Community Centre based on: "Option 1" in relation to the Golf Clubhouse and Cafe facilities (including the dual access to the ablutions); and, "Option 2A" for the Community Centre facility (including a 150sqm "Community Space" and a separate 25sqm "Meeting" room).
2. Request officers to further consider and refine the final design to:
 - a. improve the width of the "Dining" area in the Golf Clubhouse;
 - b. include a publicly accessible after-hours toilet within the complex capable of replacing the existing public toilets should they subsequently be decommissioned;
 - c. optimise the proportions of the "Community Space" (e.g., wider or less elongated) to ensure a high degree of flexibility in usage;
 - d. include an option for a second acoustic operable wall that enables the "Foyer" to be extended to fully divide and acoustically separate the "Meeting" area from the "Community Space";
 - e. provide significantly increased site flexibility to accommodate a possible expansion of the community building to the south-west capable of accommodating the future facilities that would be necessary to deliver a managed/programmable community centre, including further exploration of options for the alignment of the proposed vehicle/bike access path and the potential decommissioning of the existing public toilet;
 - f. include a way of functionally isolating the "Dining" area from the golfing "Foyer/Retail" and "Admin" areas for flexibility; and,
 - g. increase the privacy afforded to the golfers' changing areas and showers in relation to the more generally used public toilets.
3. Request an increased budget allocation of up to \$450,000 be included as part of the 2021/22 budget process to accommodate the above.

**C2012-2 COMMUNITY AND ECONOMIC SUPPORT FINANCIAL ASSISTANCE
POLICY – ADOPTION OF GUIDING PRINCIPLES**

Proposed amendment submitted by Cr Rachel Pemberton

To add a part 7 to the officer's recommendation, as shown below:

7. That the report on the draft policy, for further consideration by Council, referred to in Part 1 above include:
- Acknowledgement that support for community and economic development may be in the form of discount or waivers for rent, rates and/or hire costs for community organisations and social enterprises,
 - Consideration of the criteria for setting, granting, recording and acknowledging such contributions, whether set out in this draft Policy or another relevant policy of the City

Reason for amendment:

For council to consider the criteria for granting of and the transparent recording and acknowledgment of rent and rates waivers, so that they can be treated in the same way as this policy suggests, with transparent documentation and acknowledgement and recognition.

C2012-3 FREMANTLE HARBOURS MASTERPLAN PROJECT

Proposed amendment submitted by Cr Andrew Sullivan

Council

1. Note the Department of Transport's proposal to develop a masterplan for the Fremantle Boat Harbours over the next 6 months and support the ongoing participation of City staff in this exercise, in accordance with Council's adopted position statement of 25 September 2019.
2. Advise the Department of Transport that **whilst** it welcomes the preparation of a masterplan for the Fremantle Boat Harbours to guide current and future investment and the invitation for the City to participate in this process, **and requests that the following matters be taken into account in progressing the masterplan ~~the City's participation is on the following basis:~~**
 - a. The City's preference remains for a comprehensive and integrated approach incorporating and informed by robust community engagement **but recognises that planning for capital upgrades to core existing harbour infrastructure could be accelerated to meet government timeframes for funding decisions, and would welcome early state government investment to achieve these upgrades.**
 - b. The City supports integration of **major public** infrastructure and land use planning **but notes that acceleration of infrastructure planning to meet government timeframes could conceivably progress ahead of land use and development planning if further deliberation on these aspects of the masterplan proves necessary through the masterplan process, taking into account issues arising through community engagement, to help deliver an enhanced future role for the harbours as part of the greater Fremantle CBD as envisioned in the City's 'Freo 2029' transformational moves document. ~~(for example in response to issues arising through community engagement) as the process unfolds.~~**
 - c. As a key stakeholder, Council would expect to see and endorse for the purposes of public advertising the draft masterplan developed through the process prior to this being advertised for public comment.
 - d. The Council would also expect that the masterplan be endorsed in its final form by Council as well as the state government prior to Council reviewing its Local Planning Policy or providing support for other planning instruments or significant development proposals. The City's participation in the process should not be interpreted to imply support for its outcomes unless and until formally approved by Council.
 - e. The masterplanning process should not be used as justification for ad hoc proposals inconsistent with current policy, unless and until key details (including delivery of critical public infrastructure upgrades, and definition of land use and development standards) are satisfactorily resolved.

- 3. Advise the Department of Transport, the Department of Jobs, Training, Science and Innovation, and Tourism WA that the Council requests close collaboration with and between these State agencies to ensure strong alignment of outcomes of the masterplanning process with opportunities to link delivery of maritime infrastructure to growth of the 'blue economy' and positioning of Fremantle as the capital of the State's marine sector.**

Reason for amendment:

To reaffirm Council's position in respect to the future of Fishing Boat Harbour and advise the Department of Transport that the Council is supportive of the development of the masterplan while requesting that, as a key stakeholder, that Council's views are considered.

C2012-4 VISITOR CENTRE SERVICE STANDARDS

Proposed amendment submitted by Cr Rachel Pemberton

To amend the officer's recommendation, as shown below:

Council:

1. Approve the following service standards for inclusion in a draft funding agreement, **and subject to review every two years by agreement, between the City of Fremantle and Sirona Capital** for the operation of the Fremantle Visitor Centre and delivery of associated visitor services:
 - a. The Visitor Centre will be located in Fremantle's central business district (CBD) at Newman Court (with Newman Court frontage) providing a secured ground floor space of 100 square metres or more that maintains the following operational hours:
 - i. Be open 7 days per week;
 - ii. Be open to the public no later than 9am and close no earlier than 5pm.
 - b. ~~The Visitor Centre will be an attraction in its own right and will create an exceptional visitor experience through:~~
 - i. ~~Interactive experiences – creating rich in-centre content experience through the use of video wall, touch screens, static and multi-sensory displays and virtual reality experiences (such as bike ride through the City centre, skydiving at Rottnest Island, drone flight over Fremantle's Fishing Boat Harbour) with experiences that are curated regularly;~~
 - ii. ~~Digital experience – has immersive digital touchpoints that engage visitors and reflect Fremantle as a destination. Provides alternate delivery channels for the provision of information. Within the centre, utilise an interactive multi-touch video wall maps where information is populated by location pins to allow visitors to create their own walk itinerary. The use of map planning software will allow a visitor's map to be saved and shared through social media;~~
 - iii. ~~Booking services – supply booking services through digital totem touchscreens and create 'owned product' such as walking tours and owned events;~~
 - iv. ~~An adaptive visitor centre – with the ability to utilise the space for multipurpose including workshops, tourism conferences, hosting business sundowners for tourism and place activation events;~~
 - vii. ~~Use of technology creating digital maps, communicating core experience storyboards through video walls with content populated by QR codes. Communicate services after-hours through external touchscreens and the use of QR codes;~~

- ~~viii. Being a tourism hub – a welcoming and inviting space where visitors can relax, plan excursions and activities and is recognised as the hub of tourism in Fremantle where all businesses and tour operators can be represented.~~
- b. The Visitor Centre will be an attraction in its own right, recognised as the hub of tourism in Fremantle and providing an exceptional visitor experience through:
- Custom built interactive and digital experiences that are regularly curated and updated to promote the Fremantle experience, and include experiences that are accessible to people with disabilities
 - Use of personalised mapping technologies
 - Accessible booking services
 - All tourism businesses and tour operators be represented when they request
 - Flexible and adaptive physical space that can be used for various activities
 - After hours access to digital displays
 - Welcoming, inviting and fully accessible space
- c. Deliver free unbiased visitor information to the public such as brochures and maps that provide free general information about the destination.
- d. Maintain and manage the existing volunteer ambassador program while achieving the following outcomes:
- i. Maintain positive relationships with existing ambassadors. Provide an induction program for new volunteers and provide ongoing training and communications to ensure relevant and accurate provision of information;
 - ii. Facilitate and coordinate the regular placement of volunteer ambassadors within the visitor centre location. ~~There must be at least one volunteer ambassador located within the premises at any given time;~~
 - iii. Facilitate and coordinate the dispersal of roving volunteer ambassadors throughout the City during busy periods, cruise ship visits and special events or as requested by the City. ~~A minimum of five volunteer ambassadors should be mobilised throughout the city on these occasions;~~
 - iv. Maintain a positive, professional and safe working environment for volunteers in line with Volunteer Australia Guidelines;
 - v. Maintain positive and consistent communication between volunteer ambassadors and paid Visitor Centre staff through provision of product updates and familiarisations, customer service training, operational updates and volunteer performance appraisals.

- e. **Maintain servicing of all cruise ship visits in line with the Memorandum of Understanding in place with Fremantle Ports by:**
 - ~~i. Providing a professional and welcoming cruise ship servicing program at the Fremantle passenger terminal;~~
 - ~~ii. Ensuring local businesses are informed about cruise ship arrivals and opportunities to engage directly with passengers;~~
 - ~~iii. Facilitating and coordinating reasonable access to the agreed Visitor Centre location for shuttle services and operations associated with cruise ship shuttles;~~
 - ~~iv. Staffing a visitor information kiosk at the passenger terminal and coordinating free shuttles to the CBD from the ship (for transit ships);~~
 - ~~v. Funding the cruise ship shuttle service in line with the Fremantle Ports Memorandum of Understanding.~~
 - f. **Provide the opportunity for local businesses and event organisers to engage with the Visitor Centre via both free and paid opportunities offered via a single transparent schedule of fees and charges.**
 - g. **Obtain and maintain Visitor Centre Accreditation via Tourism Council Western Australia to ensure high standards of customer service and visitor servicing is undertaken and maintained.**
 - h. **Incorporate the industry standard and internationally recognised yellow and blue 'I' symbol as part of building signage and street level wayfinding.**
 - i. **Work in close alignment and collaboration with City of Fremantle destination marketing campaigns, activities, and digital platforms.**
 - j. **Maintain a door count system so that visitation can be measured and achieve at least 50,000 visitors per year**
 - k. **Provide the highest standards of customer service and measure customer satisfaction levels from cruise ship passengers and in store visitors. (Target 90% satisfaction or greater)**
2. **Authorise the Chief Executive Officer to negotiate and finalise a draft funding agreement with Sirona Capital in line with these service standards, with the final agreement to be brought back to Council approval.**

Reason for amendment:

The funding agreement should be less prescriptive and be reviewed at regular intervals to allow for changes and adaptation over time. The service standards included in the agreement should be responsive and agile, to allow for changing circumstances, especially those of the volunteers, who contribute their valuable time to assist the community.

C2012-12 ELECTED MEMBER MOTION – STAND-DOWNS AND THE COVID 19 PANDEMIC – COUNCILLOR SAM WAINWRIGHT

Officer’s comment

Chief Executive Officer recommended dismissal - “C2012-12 Elected Member Motion – Stand-Downs and The Covid 19 Pandemic”.

The CEO has received legal advice in regard to Cr Wainwright’s Proposed Motion, stating that the Motion is beyond the scope of the Council’s powers under *the Local Government Act 1995*.

Central to the *Local Government Act 1995* is the separation of ‘functions’ (defined to include powers and responsibilities) between –

1. the Council; and
2. the CEO.

In essence –

1. the Council exercises, on behalf of the City, the governance functions vested in the Council under the Act; and
2. the CEO exercises, on behalf of the City, the management functions vested in the CEO under the Act.

One of the management functions vested in the CEO under the Act is to –

‘be responsible for the employment, management, supervision, direction and dismissal of other employees ...’ (section 5.41(g)).

Under these provisions, the CEO is responsible for acting on behalf of the City in relation to the terms and conditions of employment of all employees except the CEO. This includes negotiating and finalising the terms of an enterprise agreement and/or employment contracts and exercising the City’s powers in relation to stand-down provisions.

In response, the CEO, with the concurrence of the Mayor and in accordance with Clause 4.3(4)(a) of the City’s Meeting Procedures Policy 2018, has proposed the dismissal of the motion.

4.3 Notices of motions

(4) *The CEO –*

- (a) *with the concurrence of the Mayor, may propose, for determination by the meeting at which it is to be considered, the dismissal of any notice of motion that they consider to be out of order, or irrelevant, for the purposes of these meeting procedures;*

CHIEF EXECUTIVE OFFICER RECOMMENDATION

Council, in accordance with Clause 4.3(4)(a) of the City’s Meeting Procedures Policy 2018, dismiss the Notice of Motion “C2012-12 ELECTED MEMBER MOTION – STAND-DOWNS AND THE COVID 19 PANDEMIC”.

C2012-13 SALE OF 7-15 QUARRY STREET, FREMANTLE

Proposed amendment submitted by Cr Su Groome

To amend part 1.a and part 2, as shown below:

1. **Approve the disposal of 7-15 Quarry Street based on the following conditions;**
 - a. **Sale of 7-15 Quarry Street, Fremantle will be made available for sale by expression of interest with all offers to be submitted by 2.00pm WST Friday 8 15 January 2021.**
2. **Advertisement of the sale of 7-15 Quarry Street by Expression of Interest with offers to be submitted via Tenderlink by the closing date of 2.00pm WST Friday 8 15 January 2021.**

Reason for amendment:

To ensure that the City provides the opportunity for people to respond to the expression of interest after the upcoming and busy holiday season.