CITY OF Fremantle

Minutes

Ordinary Meeting of Council

Wednesday 11 October 2023 6pm

fremantle.wa.gov.au

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1 Official opening, welcome and acknowledgment

The Presiding Member declared the meeting open at 6:01pm and welcomed members of the public to the meeting.

The Presiding Member informed members of the public that the meeting was being recorded and streamed live on the internet. They further advised that while all care is taken to maintain privacy, visitors in the public gallery and members of the public submitting a question, may be captured in the recording.

2 Attendance, apologies and leave of absence

2.1 Attendance

Ms Hannah Fitzhardinge	Mayor/Presiding Member
Cr Frank Mofflin	Hilton Ward/Deputy Mayor
Cr Ben Lawver	Hilton Ward
Cr Rachel Pemberton	City Ward
Cr Adin Lang	City Ward
Cr Su Groome	East Ward
Cr Jenny Archibald	East Ward
Cr Geoff Graham	Beaconsfield Ward
Cr Fedele Camarda	Beaconsfield Ward
Cr Andrew Sullivan	South Ward
Cr Marija Vujcic	South Ward
Cr Bryn Jones	North Ward

Mr Glen Dougall	Chief Executive Officer
Mr Matt Hammond	Director City Business
Mr Pete Stone	A/Director Creative Arts and Community
Mr Graham Tattersall	Director Infrastructure
Ms Leanne Thorpe	A/Manager Customer Experience and Learning
Ms Chloe Johnston	Manager Development Services
Ms Alida Ferreira	Manager Financial Services
Ms Melody Foster	Manager Governance
Ms Linda Wayman	Communications and Media Officer
Ms Gabrielle Woulfe	Meeting Support Officer

There were approximately 9 members of the public and no members of the press in attendance.

2.2 Apologies

Nil.

2.3 Leave of absence

Cr Doug Thompson North Ward

3. Applications for leave of absence

Nil.

4. Disclosures of interest by members

Nil.

5. Responses to previous public questions taken on notice

The following questions were taken on notice at the Ordinary Meeting of Council held on 27 September 2023.

Question 1:
It is now 11 months and 1 day since Council last considered the Swan River Crossing Project. On the 26th of October 2022 it was resolved that Council requests a briefing on the key design options explored by the Fremantle Bridge Alliance following the previous public consultation in July 2021, supported by sufficient and publicly available information to enable the City and community to understand the options analysis; and requests that the Fremantle Bridge Alliance facilitate a multi-criteria assessment process involving key stakeholders and community representatives.
When was this request presented to Main Roads?

Response:
The outcomes of the Ordinary Council Meeting on 26 October 2023 were conveyed to Bridge Project Director on 10/11/23.

Question 2:
In relation to the above, was a response ever received?

Response:
No formal position on the current status has been received by Council since this request was made. There were several discussions between the City of Fremantle and the Project Team to commence further community engagement on multiple options in early 2023. These plans did not eventuate.

Question 3:
If a response was received, why have Council and the community not been informed?

Response:
See response to Question 2 above.

Question 4:
Did any such response include any of the information or assessments requested?

Response:
See response to Question 2 above.

Question 5:
If a response has not been received, has a request been followed up with Main Roads?

Response:
Mayor Hannah Fitzhardinge wrote to the Minister for Transport on 22/12/22, referencing the previous October Ordinary Council Meeting together with results from the Special Meeting of Electors.

Question 6:
Has Main Roads sought to engage with the City of Fremantle about Swan River Crossing at any time since 26th October 2022?

Response:
Only to discuss opportunity to arrange further community engagement in early 2023, that did not eventuate.

Margaret Ker asked the following questions in relation to matters not on the agenda:

Question 1:
At the Council Meeting on 22 March 2023 the Council voted in favour of adopting a budget amendment of $35,500 from unfunded expenditure to the 2022/2023 budget for mid-tier support for the Voice to Parliament; and delivery of outcomes that maximise community engagement and information from May to July 2023 and aligned with Reconciliation Week and NAIDOC Week.
Can the Council advise whether this money was spent?

Response:
The City has spent a total of $30,446.26

Question 2:
In relation to the above, can Council provide a detailed breakdown of how and when it was spent?

Response:
Please see the table below.

Activity	Budget Adopted	Actual spend
Kitchen Table conversations staff and volunteer training Engagement of a consultant to deliver training to local Volunteers on the Uluru Statement from the Heart, the specifics of the Voice to Parliament and understanding both perspectives of the referendum question.	$ 7,000.00	$8,598.71
History Centre installation Curation and installation of an exhibition display in the local history centre to be installed for Reconciliation and NAIDOC Week. The display will be focussed on local Aboriginal and Reconciliation history and Elders who have advocated for change.	$ 10,000.00	$7,365.55
Disclosure panel presentation (FAC) Disclosure is a quarterly evening of discourse and ideas, a space of ambition and experimentation. From art theory to contemporary identity, Disclosure presenters share knowledge and experience from their own unique vantage points, challenging us to see the world through a different lens, if only for an evening.	$ 15,500.00	$14,482.00
Communications campaign Promotional activities to support the above initiatives and raise awareness about resources and information available on the referendum.	$ 3,000.00	Nil
Total	$ 35,500.00	$ 30,446.26

Question 3:
In relation to the above, can Council provide an assurance to ratepayers that none of this expenditure contravened Section 17 of the Code of Conduct?

Response:
Council adopted a budget amendment for the Voice expenditure, as listed in the table above, and procurement and delivery of these activities was undertaken through the City's procurement processes.

6. Public question time

Ian Ker spoke to item C2310-2 and an item not on the agenda.

7. Petitions

Nil.

8. Deputations

8.1 Special deputations

Nil.

8.2 Presentations

Nil.

9. Confirmation of minutes

COUNCIL DECISION

Moved: Mayor, Hannah Fitzhardinge **Seconded: Cr Frank Mofflin**

Council confirm the minutes of the Ordinary Meeting of Council dated 27 September 2023.

Carried: 12/0
Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Su Groome, Cr Geoff Graham, Cr Ben Lawver, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Marija Vujcic, Cr Andrew Sullivan, Cr Rachel Pemberton, Cr Adin Lang

10. Elected member communication

Mayor Hannah Fitzhardinge made a statement on the passing of former Councillor Henty Farrar.

Cr Andrew Sullivan made a statement on the passing of Paul Jacobs, the person/face behind the Annual Lilly Street Lasagna Bake-offs.

Mayor Hannah Fitzhardinge paid tribute to the retiring Elected Members and reflected on their service at the City of Fremantle.

Retiring Elected Members, including Cr Su Groome, Cr Rachel Pemberton, and Cr Bryn Jones reflected on their time at the City of Fremantle and said farewell.

11. Reports and recommendations from committees

11.1 Planning Committee 4 October 2023

Nil.

12. Reports and recommendations from officers

C2310-1 NO. 45 (LOT 100) HENDERSON STREET, FREMANTLE – AMENDMENTS TO DAP007/17 (FIVE (5) STOREY HOTEL, CHANGE OF USE TO TAVERN AND RESTAURANT, AND ADDITIONS AND ALTERATIONS TO EXISTING BUILDINGS) (ED DAPV001/23)

Meeting Date: 11 October 2023
Responsible Officer: Manager Development Approvals
Decision Making Authority: Council
Attachments:

1. Amended Development Plans (22 August 2023)
2. Applicant's Covering Letter
3. Applicant's Heritage Impact Assessment
4. Applicant's Transport Impact Statement
5. Further Justification for New Entrance and Vehicle Accessway from Parry Street and Modification of Heritage Building (Block E).
6. Heritage Council Recommendations
7. Original Determination Notice and Approved Plans (dated 18 October 2018)
8. Latest previous Amended Determination and Approved Plans, VA0014/22 (dated 5 July 2022)
9. CoF Heritage Comment

SUMMARY

Approval is sought for amendments to the development previously approved by the Metro Inner-South Joint Development Assessment Panel (JDAP) on 19 March 2018 (ref. DAP/17/01316) at No. 45 (Lot 100) Henderson Street, Fremantle for a *Five (5) Storey Hotel, Change of Use to Tavern and Restaurant, and Additions and Alterations to Existing Buildings.*

The amendments relate to the Hotel component of the above development approval only and the key matters for consideration are building height, heritage impact and car parking.

The applicant has opted to have the application determined by the Metro Inner-South Joint Development Assessment Panel (JDAP). The City's Responsible Authority Report (RAR) is referred to Council for comment.

The application is recommended for conditional approval.

PROPOSAL

Detail

Approval is sought for the following amendments to the previously approved development at the subject site under application ref. DAP007/17 (*Five (5) Storey Hotel, Change of Use to Tavern and Restaurant, and Additions and Alterations to Existing Buildings*):

- Increase overall building height of Block F building (main Hotel block) from RL 23.54 to RL 23.770, 19.42m above ground level (230mm increase);
- Increase external wall height of Block F from RL 21.325 to 22.075, 17.74m above ground level (750mm increase);
- Increase number of hotel rooms from 62 to 83;
- Reconfiguration of Block F building hotel lobby, bar and pedestrian entry to address and be accessed from Parry Street;
- Creation of new vehicular accessway from Parry Street to the central car parking area; involves partial demolition and alterations to existing heritage limestone boundary wall along Parry Street lot boundary;
- Partial demolition and alterations to Block E heritage building (fmr Police Barracks) to provide vehicle access under first floor of building at the southern end of the building to central car parking area in conjunction with above Parry Street vehicle access;
- Provision of 29 car parking bays within central parking area (previously 31);
- Provision of 3 loading bays accessed from Parry Street using right of carriageway benefit over adjoining Lot 536; and
- Façade design alterations to Block F building.

Where relevant, each of the above changes has been assessed and discussed in detail within the accompanying RAR which has informed the Officer recommendations.

The Amended Development Plans (**Attachment 1**) are supported by a Covering Letter (**Attachment 2**), a Heritage Impact Assessment (**Attachment 3**) and a Transport Impact Statement (**Attachment 4**).

If approved, the amended proposal would also require amendments to the existing conditions of approval; specifically condition 1 that states the date of the approved development plans and any appropriate additional conditions.

Site/application information

Date received:	14 July 2023
Owner name:	Silverleaf Investments Pty Ltd
Submitted by:	PTS Town Planning Pty Ltd
Scheme:	City Centre
Heritage listing:	Level 1A, West End Conservation Area, Convict Grant
Existing land use:	Vacant buildings, carpark
Use class:	Hotel
Use permissibility:	A

COUNCIL DECISION ITEM C2310-1:
(Officer's recommendation)

Moved: Cr Bryn Jones **Seconded: Cr Adin Lang**

Council:

SUPPORT the Officer's Recommendation to APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Variation to DAP007/17 (Five (5) Storey Hotel, Change of Use to Tavern and Restaurant, and Additions and Alterations to Existing Buildings) at No. 45 (Lot 100) Henderson Street, Fremantle subject to the amended and additional conditions of approval outlined in the responsible authority report.

Carried: 9/3
For
Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Su Groome, Cr Geoff Graham, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Andrew Sullivan, Cr Adin Lang

Against
Cr Ben Lawver, Cr Marija Vujcic, Cr Rachel Pemberton

No. 45 (Lot 100) Henderson Street, Fremantle – Amendments to DAP007/17 (Five (5) Storey Hotel, Change of Use to Tavern and Restaurant, and Additions and Alterations to Existing Buildings)

Form 2 – Responsible Authority Report
(Regulation 17)

DAP Name:	Metro Inner South JDAP
Local Government Area:	City of Fremantle
Proposed Amendments:	i. Increase overall building height from RL 23.54 to RL 23.770, 19.42m above ground level (230mm increase); ii. Increase external wall height from RL 21.325 to 22.075, 17.74m above ground level (750mm increase); iii. Increase number of hotel rooms from 62 to 83; iv. Reconfiguration of hotel lobby, bar and creation of pedestrian entry and access from Parry Street; v. Creation of new vehicular accessway from Parry Street to central car parking area; requires partial demolition and alterations to existing heritage limestone wall on Parry Street boundary. vi. Partial demolition and alterations to Block E heritage building (fmr Police Barracks) to provide vehicle access under first floor of building to central car parking area. vii. Provision of 29 car parking bays within central parking area (previously 31) viii. Provision of 3 loading bays accessed from Parry Street using right of carriageway benefit over adjoining Lot 536; and ix. Façade design alterations to Block F building.
Applicant:	PTS Town Planning Pty Ltd

Owner:	Silverleaf Investments Pty Ltd	
Value of Amendment:	Not specified	
Responsible Authority:	City of Fremantle	
Authorising Officer:	Manager Development Approvals	
LG Reference:	DAPV001/23	
DAP File No:	DAP/17/01316	
Date of Original DAP decision:	18 October 2018	
Application Received Date:	11 July 2023	
Application Statutory Process Timeframe:	90 Days	
Attachment(s):	1. Amended Development Plans (22 August 2023). 2. Applicant's Covering Letter. 3. Applicant's Heritage Impact. Assessment. 4. Applicant's Transport Impact Statement. 5. Further Justification for New Entrance and Vehicle Accessway from Parry Street and Modification of Heritage Building (Block E). 6. Heritage Council Recommendations 7. Original Determination Notice and Approved Plans (dated 18 October 2018). 8. Latest previous Amended Determination and Approved Plans, VA0014/22 (dated 5 July 2022). 9. CoF Heritage Officer Comment	
Is the Responsible Authority Recommendation the same as the Officer Recommendation?	☐ Yes* ☐ N/A	Complete Responsible Authority Recommendation section
	☐ No*	Complete Responsible Authority and Officer Recommendation sections **TBC Awaiting Planning Committee Resolution*

That the Metro South-West JDAP resolves to:

1. **Accept** that the DAP Application reference DAP/17/01316 as detailed on the DAP Form 2 dated 11 July 2023 is appropriate for consideration in accordance with regulation 17 of the *Planning and Development (Development Assessment Panels) Regulations 2011*;

2. **Approve** the DAP Application reference DAP/17/01316 as detailed on the DAP Form 2 date 11 July 2023 and accompanying development plans dated 22 August 2023: A0.10 (Rev B); A0.11 (Rev B); A0.12 (Rev B); A1.00 (Rev M); A1.01 (Rev H); A1.02 (Rev H); A1.03 (Rev I); A1.04 (Rev I); A1.05 (Rev H); A2.00 (Rev E); A2.01 (Rev D); and A2.02 (Rev B) in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the City of Fremantle Local Planning Scheme No. 4, for the proposed minor amendment to the approved Five (5) storey Hotel, change of use to Tavern and Restaurant, and additions and alterations to existing buildings at Nos. 31-45 (Lots 2073 and 535) Henderson Street, Fremantle, subject to the following conditions:

Amended Conditions

1. This approval relates only to the development as indicated on the approved plans dated 22 August 2023. It does not relate to any other development on this lot and must substantially commence within 4 years from the date of this decision letter. If the subject development is not substantially commenced within a 4 year period of the original decision letter, the approval shall lapse and be of no further effect.

Additional Conditions:

38. Prior to the issue of a building permit the following further information and/or revised plans are to be submitted to, and approved by the City of Fremantle, on the advice of the Heritage Council of Western Australia:

    i. Given the potential impact of the loss of significant fabric further detail will be required which will include design, methodology, plans for retention and re-use of the removed fabric, and interpretation.
    ii. Revised plans are to be submitted to the Council.

39. Prior to the issue of a building permit for the development hereby approved, details of the vehicle crossover and any additional works within the Parry Street road reserve, deemed necessary by the City of Fremantle, shall be submitted to, and approved by the City of Fremantle.

    All costs in the design and subsequent construction of the crossover and any other works in the road reserve, where deemed necessary by the City of Fremantle, are to be borne by the landowner.

40. Prior to the occupation of the development hereby approved, vehicle crossovers and any other required works within the road reserve deemed necessary by the City of Fremantle shall be constructed to the City's specification and thereafter maintained to the satisfaction of the City of Fremantle.

Advice Notes

xv. With regard to Condition No. 38 (ii), the Heritage Council of Western Australia have advised the revised plans should provide additional details of the proposed ground floor opening under the southern end of Block E (fmr Police Barracks).

xvi. The applicant is advised with regard to Condition No. 28 (i), possible interpretive work could include:
- Recording the location of removed walls by retaining nibs and spandrels of these walls and by marking former wall locations in the ground plane
- Interpreting the location of earlier removed fabric such as timber floors, staircase and corner fireplaces
- Interpreting stories of this building, its uses and its inhabitants

xvii. With regard to Conditions Nos. 39 and 40, the applicant is advised to liaise with the City's Infrastructure Engineering department via info@fremantle.wa.gov.au or 9432 9999.

xviii. The applicant is reminded of the requirements set their acoustic report and should ensure that this is continued to be complied with.

Reasons for Responsible Authority Recommendation

**TBC Awaiting Council Resolution*

Details: outline of development application

Region Scheme	Metropolitan Region Scheme
Region Scheme Zone/Reserve	Central City Zone
Local Planning Scheme	Local Planning Scheme No. 4
Local Planning Scheme Zone/Reserve	City Centre Zone
Use Class (proposed) and permissibility:	Hotel 'A', Tavern 'A', Restaurant 'A', Shop 'P', Office 'P'
Lot Size:	8,233m^2
Existing Land Use:	Vacant buildings
State Heritage Register	Yes
Local Heritage	☐ N/A

	☒ Heritage List (State) ☒ Heritage Area

Proposal

Approval is sought for the following amendments to the previously approved development at the subject site under application ref. DAP007/17 (*Five (5) Storey Hotel, Change of Use to Tavern and Restaurant, and Additions and Alterations to Existing Buildings*):

- Increase overall building height of Block F building from RL 23.54 to RL 23.770, 19.42m above ground level (230mm increase);
- Increase external wall height of Block F from RL 21.325 to 22.075, 17.74m above ground level (750mm increase);
- Increase number of hotel rooms from 62 to 83;
- Reconfiguration of Block F building hotel lobby, bar and pedestrian entry to address and be accessed from Parry Street;
- Creation of new vehicular accessway from Parry Street to the central car parking area; involves partial demolition and alterations to existing heritage limestone boundary wall along Parry Street lot boundary.
- Partial demolition and alterations to Block E heritage building (fmr Police Barracks) to provide vehicle access under first floor of building at the southern end of the building to central car parking area in conjunction with above Parry Street vehicle access.
- Provision of 29 car parking bays within central parking area (previously 31)
- Provision of 3 loading bays accessed from Parry Street using right of carriageway benefit over adjoining Lot 536; and
- Façade design alterations to Block F building.

The Amended Development Plans (**Attachment 1**) are supported by a Covering Letter (**Attachment 2**), a Heritage Impact Assessment (**Attachment 3**) and a Transport Impact Statement (**Attachment 4**).

If approved, the amended proposal would also require amendments to the existing conditions of approval; specifically condition 1 that states the date of the approved development plans and any appropriate additional conditions.

Background:

The wider subject site formerly consisted of two lots, being Nos. 31-41 (Lot 2073) and No. 45 (Lot 535) Henderson Street, Fremantle. In 2018, these lots were amalgamated into a singular 8,233m^2 lot, being the current subject site, No. 45 (Lot 100) Henderson Street, Fremantle. The subject site is bound by Parry Street to the east and south-east, William Street directly to the south, Henderson Street to the west, and Holdsworth Street to the north.

The subject site contains an array of buildings that are listed in the State Register of Heritage Places under a management category level 1A, meaning they contain places of exceptional cultural heritage significance. The site is also located within the City of Fremantle West End Conservation Area, the Convict Grant (or Convict Establishment Area as defined in policy DGF14) and within the buffer zone of the world heritage listed Fremantle Prison and has the potential to yield important archaeological finds. The Warders' Cottages are on the National Heritage List as part of the Fremantle Prison.

The Warders Cottages (W2 block) along with the former Courthouse and Police Station at No. 45 Henderson Street, define the western boundary of the former Convict Grant precinct and form part of the vista from William Street up the Fairbairn Street ramp to Fremantle Prison. Because the site sits within the buffer zone of the Fremantle Prison, the applicant must obtain prior approval from the federal Department of Environment and Energy prior to commencement of works.

The subject site directly abuts the Artillery Drill Hall, an existing state heritage registered building to the immediate north-east of the proposal which is approved and operating as a live music venue (Freo Social). The site is also located across the road from the Fremantle Markets to the southwest and the Fremantle Oval to the southeast.

The following planning history is relevant to the subject application:

- On 19 March 2018, the JDAP approved the five (5) storey Hotel, change of use to Tavern and Restaurant, and additions and alterations to the existing buildings (Ref: DAP/17/01316).

- On 10 April 2018, the applicant lodged an appeal with the SAT seeking the deletion of condition 17 and amendments to conditions 15 and 18 of the approval. Condition 17 required a notification be put on the title alerting future owners of noise from surrounding land uses. Condition 15 involved acoustic report requirements. Condition 18 required a Hotel Management plan be submitted.

- On 21 June 2018, the deletion of condition 17, and amendments to conditions 15 and 18 were approved by JDAP with the support of the City. The amended conditions provided additional clarity on the requirements for the acoustic report and the management plan.

- On 3 October 2018, JDAP approved amendments to the original approval comprising the following changes (CoF application ref. DAPV003/18):

    - Reconfiguration of the Hotel rooms in blocks D, E and F resulting in an increase in the number of Hotel rooms from 62 to 91 rooms.
    - Ground floor of block F (Tenancy 4) Hotel bar relocated to top floor. Former tenancy 4 used as the breakfast lounge for Hotel guests.

- Reconfiguration of the parking lot to delete the pool, delete three parking bays, and add an atrium.
- Retaining trees and remnants of walls behind the Warders Cottage.
- New gym, toilet block and plant room on the northern boundary of the site.
- New atrium 'bridge' connecting the first floor of blocks D and F.
- Reconfiguration of the external stairs on the western elevation of blocks D and E.
- Proposed demolition of additional parts of the boundary wall fronting the verge adjoining Parry Street.
- Reconfiguration of the on-site tenancies.
- Retention of some of the verandah walls of the Warders Cottages (block B).
- Reconfiguration of block F to retain the stairs to the south of the building along with other minor design changes.
- Reconfiguration of the Restaurant tenancies resulting in no net increase in floor area.

- On 5 July 2022, the City's Planning Committee approved further amendments to the original approval comprising the following changes (CoF application ref. VA0014/22):

    - Reducing the number of hotel rooms on site from 91 to 62, the original 2017 approval included 62 rooms.
    - Removal of a port-cochere entrance to the building off Parry Street and its replacement with landscaping.
    - Relocation of the hotel lobby from the ground floor of Block F to be between Block D and F.
    - Provision of three parking bays off Parry Street and 31 bays to the central courtyard between the three subject buildings. This is increased from the 12 car bays approved under the 2018 application.
    - Retention of the existing roof of Block F for reuse on the redeveloped Block F.
    - Provision of a 20-bay bicycle store at ground level and end of trip facilities.
    - Removal of the approved Shop tenancy from the site.
    - Modifications to the extent of approved demolition on site.

The applicant is now seeking further amendments to the original approved development (as amended) as detailed in the proposal section of this report above.

Legislation and Policy:

Legislation

Planning and Development (Local Planning Schemes) Regulations 2015 (Schedule 2 – Deemed Provisions)

- 3.(5) Local planning policies

- 12. Variations to local planning scheme provisions for heritage purposes
- 60. Requirement for development approval
- 64. Advertising applications
- 66. Consultation with other authorities
- 67. Matters to be considered by local government

Local Planning Scheme No. 4

- 3.2.1 (b) Objectives of the Zones – City Centre zone
- Table 1 Zoning
- 4.7.1 (a) Construction of car parking
- 4.7.2 Table 2 Vehicle Parking
- 4.7.3.1 Relaxation of parking requirements
- 4.7.6 Design and layout of parking areas
- 4.14 Demolition of buildings and structures
- 4.15 End of trip facilities
- 5.5 Fremantle Port Buffer
- Schedule 7: Local Planning Area 1 - City Centre

State Government Policies

- SPP 3.5 – Historic heritage conservation
- SPP 7.0 – Design of the built environment

Local Policies

- LPP 1.3: Public Notification of Planning Proposals
- LPP 1.9: Design Advisory Committee and Principles of Design
- LPP 1.10 Construction sites
- LPP 2.3: Fremantle Port Buffer Area Development Requirements
- LPP 2.13: Sustainable Buildings Design Requirements
- LPP 2.14 Advertisement policy
- LPP 2.19: Contributions For Public Art and/or Heritage Works
- LPP 2.20: Discretion to vary local planning scheme site or development requirements for heritage purposes
- LPP3.6: Heritage Areas
- DBU6: Late Night Entertainment Venues Serving Alcohol
- DGF14: Fremantle West End Conservation Area Policy

Consultation:

Public Consultation

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and LPP 1.3 (Community Consultation on Planning Proposals). In consideration of the minor amendments to the originally approved proposal, letters were sent out to all

adjoining landowners and occupiers that were consulted on the original application

The advertising period ran from until 8 September 2023 and at the close of advertising, only one (1) submission was received from the Department of Communities advising they had no objection to the proposed amendments to the approved development. As such, no response to any submission was deemed necessary from the applicant nor City officers.

Consultation with Government Agencies

Heritage Council of Western Australia (HCWA)

The application and amended development plans were submitted to the HCWA and were considered at the Heritage Council meeting on 25 August 2023. At this meeting, HCWA resolved to defer any recommendations on the proposal, advising they were currently unable to support the proposed partial demolition of the Block E heritage building at ground level for a vehicle accessway to the main carpark from Parry Street.

HCWA advised that so they can consider this issue properly, additional information would need to be presented, providing further justification for this opening, and what alternative approaches were considered.

In response, the applicant prepared and submitted an additional information pack (**Attachment 5**) to HCWA providing further justification for the newly proposed openings, vehicle accessway and alterations to the heritage wall and Block E building in support of the proposal.

The proposal and this additional information was reconsidered at the HCWA meeting on 22 September 2023 and the following advice and recommendations were provided (full details at **Attachment 6**):

The Heritage Council resolves to advise the City of Fremantle that the proposal has been considered in the context of the identified cultural heritage significance of Fremantle Court House and Police Station Complex (fmr) and the following advice is given:

Findings

- *Fremantle Courthouse and Police Station Complex (fmr) is significant for being the location of the institutions representing law and order in Fremantle and the State for over 150 years, and from the 1880s being the site of the Fremantle Police Station and Courthouse when these functions relocated to be close to Fremantle Prison.*
- *The distinctive limestone buildings and boundary walls, together with the off-form concrete Police Station and Artillery Drill Hall form an integrated precinct*

that relates to the Fremantle Prison and nearby Warders' Cottages, and to the character of Fremantle overall.

- *The proposal comprises a number of amendments to the approved redevelopment of Blocks D, E & F for hotel use, including a proposed opening through the ground floor of Block E for vehicle access to the main carpark off Holdsworth Street. Built in 1897, Block E was originally one of the former Police Barracks, and although they have been substantially modified, they are rare examples of residential accommodation for large numbers of staff and police officers on the police station site.*
- *Additional information has been submitted that outlines the issues of vehicle access, visibility and viability of the hotel development. The presentation provided by the proponent explained the consideration of alternate vehicle access options. The proposed opening for vehicle access through Block E will result in the loss of significant fabric but will increase the viability and ongoing use of the place as a whole. Whilst there is an alternative option through the Queens St Carpark, it is sub-optimal for viable hotel operations.*

Advice

The proposal, in accordance with the plans submitted, is supported subject to the following conditions:

1. *Given the potential impact of the loss of significant fabric further detail will be required which will include design, methodology, plans for retention and re-use of the removed fabric, and interpretation.*
2. *Revised plans are to be submitted to the Council.*

When the above resolution was received, officers sought further clarity from the HCWA in relation to condition 2 above, seeking further advice as to what is expected in the revised plans requested. The HCWA provided the following further advice:

The revised plans are to provide additional details of the proposed ground floor opening under the southern end of Block E (fmr Police Barracks)

The above conditions and further advice will form recommended condition(s) of approval and advice notes should JDAP be of the mind to approve the application.

Fremantle Port Authority (FPA)

The amended plans were not determined to be significantly altered from those previously referred to the FPA so no further advice was sought. The original recommendations formed part of the conditions of approval.

Design Advisory Committee (DAC)

The amended plans were not determined to be significantly altered from those previously referred to the DAC so no further advice was sought. Existing conditions of approval required parts of the application to be referred back to the DAC prior to the issue of a building permit.

Other Advice

City of Fremantle Heritage

City of Fremantle Heritage Officers advised as follows (full details in **Attachment 9**):

Most of the works proposed in this variation will have no greater heritage impact than the works already approved under DAP007/17. The exception to this is the alterations to Block E required to allow vehicle access from Parry Street to the internal carpark. These works will involve the removal of the ground floor of the southern terrace of Block E including sections of external limestone walls, doors and windows together with timber floors and internal walls. This new opening will be clearly visible from Parry Street.

After requesting further information from the applicant, the Heritage Council of Western Australia (HCWA) have provided support for these works on the condition that further information is provided on the design and detailing of this driveway through the building and how retained demolished fabric will be reused and interpreted on site. They have also requested that revised plans are presented to HCWA for their approval prior to the issue of a Building Permit for the works.

The loss of significant heritage fabric will have an impact on the heritage significance of this building and its contribution to the Fremantle Court House and Police Station Complex but this loss could be mitigated to a degree by carefully detailing the new opening through Block E and by undertaking conservation and interpretation works to enrich the visitor experience of this site and their understanding of Block E. Possible interpretive work could include:

- *Recording the location of removed walls by retaining nibs and spandrels of these walls and by marking former wall locations in the ground plane*
- *Interpreting the location of earlier removed fabric such as timber floors, staircase and corner fireplaces*
- *Interpreting stories of this building, its uses and its inhabitants*

Recommendations:

The works proposed in this application are conditionally acceptable as they will have only a minor impact on the heritage values of Fremantle Court House (fmr) and Police Station Complex.

Conditions:

Comply with HCWA conditions to provide revised drawings with further detail on the design of the opening through Block E and the interpretation of lost fabric and the cultural heritage significance of this building.

Appropriate conditions and advice notes are recommended should the application be approved.

City of Fremantle Infrastructure Engineering

In relation to the newly proposed vehicle accessway and crossover from Parry Street, no in principle objection was raised by the City's Infrastructure Engineering team. Notwithstanding, officers advised the newly proposed crossover and any other necessary works within road reserve will require a separate approval and are to be completed to the satisfaction of the City with some specific advice, as follows:

The crossover needs to be at grade with the existing verge hardstand. Pram ramps will be required and the footpath needs to carry through the crossover to promote pedestrian priority and to prevent pedestrians been potentially guided out onto the traffic lane.

Additional conditions and advice notes have been recommended to ensure works within the road reserve are completed to the city's specifications and satisfaction.

Planning Assessment:

Local Planning Scheme

This report only considers elements of the proposal that have been altered by the proposed amendments and/or where further discretion is sought, including:

- Heritage Impact;
- Building Height; and
- Car Parking.

These elements are discussed in detail in the following sections of this report.

Heritage Impact

The amended proposal includes additional partial demolition and alterations to the heritage listed place, *Fremantle Court House and Police Station Complex (fmr)*, namely, further amendments to the approved redevelopment of Blocks D, E & F for the hotel use, including:

i. Creation of new vehicular accessway from Parry Street to the central car parking area; involves partial demolition and alterations to existing heritage limestone boundary wall along Parry Street site boundary; and

ii. Partial demolition and alterations to the Block E heritage building (fmr Police Barracks) to provide vehicle access under first floor of building at the southern end of the building to central car parking area in conjunction with above Parry Street vehicle access.

These amendments to the approved development are highlighted in Figures 1 - 3 below:

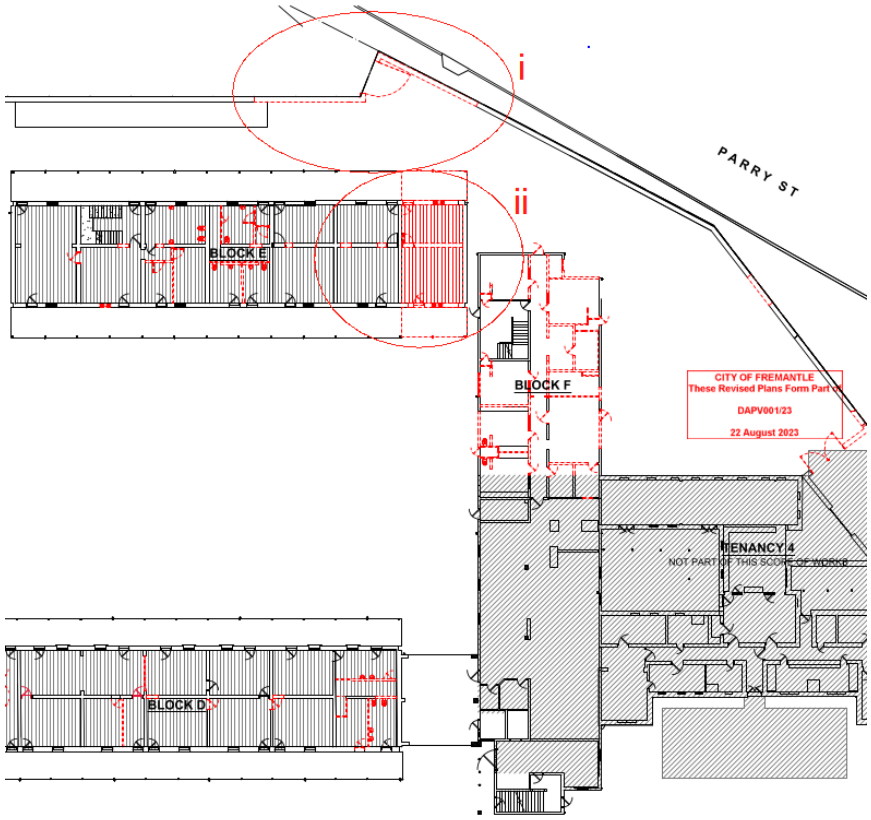

Figure 1. Amended Development Plan Extract of Ground Floor Demolition Plan

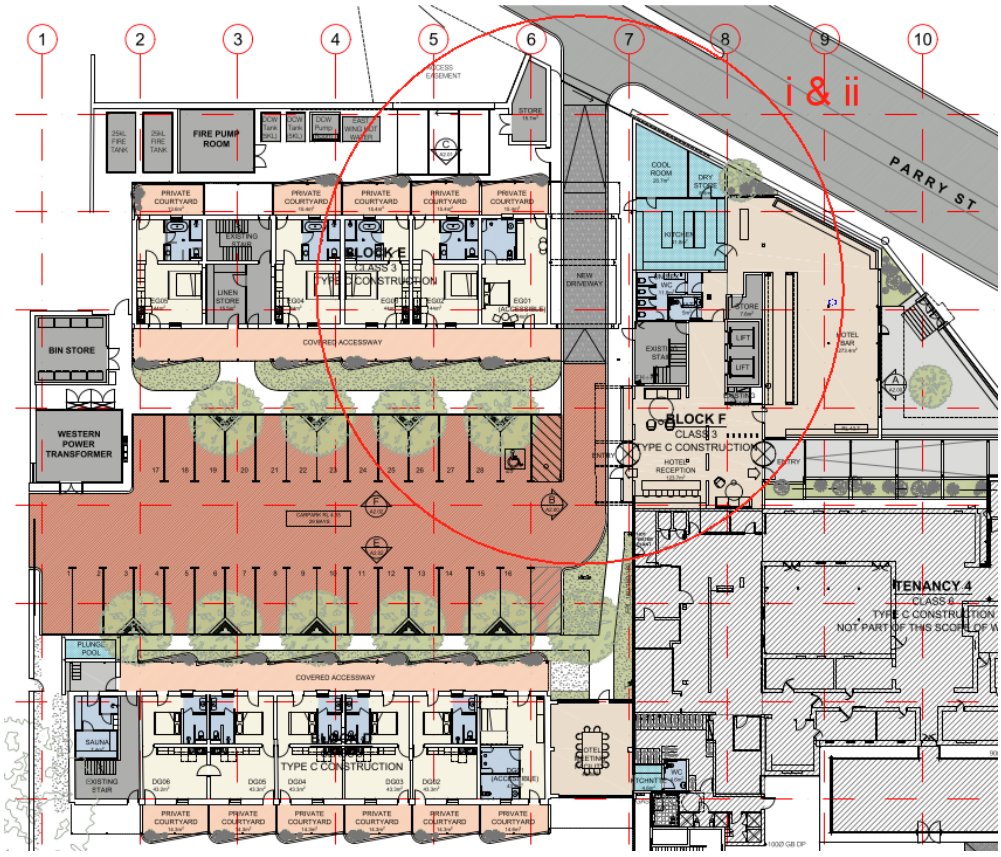

Figure 2. Amended Development Plan Extract of Proposed Ground Floor Plan

Figure 3. Existing and Proposed Eastern Elevation of Block E

In evaluating the heritage impact of the proposed amendments to the original approval which comprises further demolition and alteration of the heritage listed place, the following is relevant:

Part 3 of the Deemed Provisions prescribes the matters to which the Council is required to afford due regard in considering a proposal. Included amongst these matters are any potential impacts that a proposal may have on the heritage values of an existing place and/or area.

Clause 3.4 of LPP3.6 (Heritage Areas) provides that in considering a proposal for demolition on any site in a Heritage Area, applications will be assessed against Clause 4.14 of the City's LPS4, with the following providing additional guidance:

i. Demolition of a contributory place or removal of significant fabric within a heritage area is contrary to the objectives of this policy and will generally not be supported.
ii. Demolition approval will not be considered on the grounds of economic or other perceived gain for the redevelopment of the land.
iii. Condition of the place is not necessarily an acceptable reason for demolition.
iv. When considering partial demolition, the original / early portion of the building should be retained and conserved: demolition of elements of cultural heritage significance will generally not be supported.

Demolition (or partial demolition) of any place of heritage value requires careful consideration because it potentially removes all its heritage significance except for intangible historical and social values that are not dependant on physical fabric. In considering these applications, in accordance with clause 4.14 of LPS4, Council must be satisfied that the building or structure:

(a) has limited or no cultural heritage significance, and
(b) does not make a significant contribution to the broader cultural heritage significance and character of the locality in which it is located.

Clause 4.14.2 of the LPS4 provides that in considering an application under clause 4.14.1, Council shall have regard to any heritage assessment required under the *Planning and Development (Local Planning Schemes) Regulations 2015* and LPP1.6 (Heritage Assessment and Protection).

The applicant has provided a Heritage Impact Assessment (**Attachment 3**) in support of the amended proposal and at the request of the HCWA, additional justification for the newly proposed opening and alterations to Block E and the creation of the vehicle accessway from Parry Street. as the additional information also contained a study of what alternative options were explored and why these were not satisfactory was also provided and presented to the HCWA at its meeting on 22 September 2023 (refer **Attachment 6**).

It was acknowledged by the City's Heritage Officers that most of the works proposed in this amended proposal were seen have no greater heritage impact than the works approved under the previous applications and therefore were considered generally acceptable. The key matter for careful evaluation in heritage impact terms was the alterations to Block E (fmr Police Barracks building) required to allow vehicle access from Parry Street to the internal carpark.

These proposed partial demolition works would involve the removal of the ground floor of the southern end of Block E, entailing the removal of sections of external limestone walls, doors and windows together with timber floors and internal walls at ground level of this particular section of the building.

Ultimately, HCWA resolved that while the proposed opening for vehicle access through Block E would result in the loss of some significant heritage fabric, however, it will increase the viability and ongoing use of the place as a whole which was seen to outweigh this loss. Whilst an alternative access option through the Queens Street Carpark was considered, it was deemed sub-optimal for viable hotel operations.

Furthermore, it was identified that the loss of the heritage fabric could be mitigated by carefully detailing the new opening through the ground floor of Block E and by undertaking conservation and interpretation works to enrich the visitor experience of this site and their understanding of Block E. Appropriate conditions of approval are recommended by HCWA ensure this work is completed.

It is important to note that the wider proposal includes many positive heritage restoration works to all of the existing significant heritage buildings on-site. These works are to be consistent with the HCWA heritage agreement and are subject to other conditions of approval in previous applications. The redesigned layout of the buildings and proposed additional height to Block F will not detrimentally impact the heritage significance of the site or the area. These buildings have significance both in terms of their built form and in their physical relationship with each other across the site and the proposed ground floor alterations to Block E do not alter this relationship. As such, the overall proposal is therefore still considered to be in accordance with the conservation objectives for the site and the locality.

As such and on balance, the works proposed in this application, and in particular in relation to the partial demolition of the ground floor of Block E, are conditionally acceptable as they will have only a minor impact on the wider heritage values of Fremantle Court House (fmr) and Police Station Complex.

Building Height

Element	Requirement	Proposed	Extent of Variation
Building Height	*Building height shall be limited to a minimum of two storeys and a maximum of four storeys (maximum external wall height of 14.0* metres as measured from ground level).* *Council may consent to an additional storey subject to—* *(a) the upper level being sufficiently setback from the street so as to not be visible from the street (s) adjoining the subject site,* *(b) maximum external wall height of 17 metres, and* *(c) compliance with clause 1.2 of Schedule 7 (LPA1) provisions.* **Inclusive of parapet and spacing between floors*	i. Overall building (roof) height increased from RL 23.54 to RL 23.770, 19.42m above ground level (230mm increase); ii. Increase external wall height from RL 21.325 to 22.075, 17.74m above ground level (750mm increase);	i. Roof height – no specific requirement. i. External Wall Height 17.74m in lieu of 17m (740mm variation)

The increase in building height is considered acceptable for similar reasons VA0014/22 was supported (modified where relevant to address current plans):

The amended development has been assessed against Schedule 7 (LPA1) provisions above, as follows:

1.1(a) fifth floor level being setback so as not to be visible from the street.

As with the approved plans, the fifth floor of the Hotel building is not setback from Parry Street. The subject site is surrounded on nearly all sides by streets and low scale buildings, making it difficult or impossible to comply with the 'not visible from the street' requirement. The variation to this requirement was supported in the original application and is again supported for the amended development under clause 12 of the *Deemed provisions* as discussed below. It is noted that in the time since the original approval, the buildings at FOMO have been constructed, creating additional building bulk and height in close proximity to the site.

1.1(b) maximum external wall height of 17 metres

The amended Hotel building (Block F) remains five storeys in height but now includes a 750mm increase in the approved external wall height to enable the provision of a box gutter behind an extended parapet, increasing the external wall height. The new maximum wall height will be 17.74m, which now exceeds the maximum external wall height prescribed for the site by Schedule 7 provisions by 0.74m (740mm).

As such, this additional building height needs to be considered under this additional building height has been considered under clause 4.8.1 of the City's LPS4, which provides:

'Where sites contain or are adjacent to buildings that depict a height greater than that specified in the general or specific requirements in schedule 7, Council may vary the maximum height requirements subject to being satisfied in relation to all of the following;

(a) the variation would not be detrimental to the amenity of adjoining properties or the locality generally,

(b) degree to which the proposed height of external walls effectively graduates the scale between buildings of varying heights within the locality,

(c) conservation of the cultural heritage values of buildings on-site and adjoining, and

(d) any other relevant matter outlined in Council's local planning policies.

The proposed height of Block F is considered to satisfy the requirements of cl.4.8.1 of the LPS4 in the following ways:

- The initial trigger of the clause is whether it is adjacent to a building that depicts a height greater than specified in the scheme. It is not necessary that there be multiple buildings exceeding the height requirements, and it has been previously established at SAT that the term adjacent has a wider meaning than adjoining and can include things nearby or close to the property.
- The subject site sits in close proximity (approx. 50m to the east) of the recently constructed five-storey FOMO mixed-use commercial redevelopment which has a building height of 22.5m across the William Street façade (3.5m in excess of the sub-area 1.3.2 building height controls for this site (where visible from the street) and 26.1m to the top of the central plant of this building. As this building has already been approved and constructed with a building height varying that prescribed by Schedule 7 of LPS4, it triggers the ability for consideration of additional building height under cl. 4.8.1 above.
- Further, a recent development approval (ref. DAP004/21) at 10 Henderson Street (approx. 25m south-east of subject site) was granted for a six-storey hotel that will have an external wall height of 21.36m to William Street façade. This existing and emerging development within close proximity of the subject site will have a greater external wall height than the proposed development by a minimum of 3.62m and therefore will provide an effective graduation of scale between buildings of varying heights within the immediate locality.
- Block F is currently the tallest building existing on site today and the previous approvals have resulted in overall height increases that have been supported. The additional 0.74m (740mm) height in these amended plans will have minimal impact on the overall appearance of the development which is to remain 5 storey in building form.
- The proposal will remain generally consistent with the existing and previously approved building heights, and the design approach involving the simple roof form will help neutralise any impact on the existing pattern of heights in the former Convict Grant, and on the views and vistas from within and beyond it.
- The additional height is relatively minor in the context of the overall building scale and form and will result in little additional impact to the locality. The building will still remain compatible with the scale of the development, particularly when viewed within the broader context of the development occurred in Kings Square including the FOMO buildings and other approved, adjacent development once this comes forward.
- As with the previous applications, the design approach of providing a simplified roof form means that the overall impact of the bulk of the building will not have a significant detrimental impact on the heights within the locality of the Convict Grant area or on the surrounding views and vistas. The additional wall height will be largely unnoticeable.
- The additional building height will not be detrimental to the amenity of adjoining properties or the locality generally as the proposal is not

located within close proximity to any residential properties and therefore any marginal increase in overshadowing will only occur over properties of a commercial nature.

- The proposal includes heritage restoration works to the existing significant heritage buildings on-site. These works are to be consistent with the SHO's heritage agreement that has been endorsed by all parties. The redesigned layout of the tenancies will not detrimentally impact the heritage significance of the site or the area generally.
- Construction of additional storeys on top of Block F permits the existing siting and placement of the significant heritage buildings to remain unaltered. These buildings have significance both in terms of their built form and in their physical relationship on-site with each other. The overall proposal is therefore considered to be in accordance with the conservation objectives for the site and the locality.
- The amended plans introduce no new variations that would otherwise be contrary to Council's Local Planning Policies.

In conclusion, the minor addition to the height of the Block F Hotel building is not considered to have a detrimental impact on the amenity of the locality or the heritage conservation of the site. In this regard the proposed height, including a variation to the setback requirement of the top floor, is supported under cl. 4.8.1 of the LPS4.

Car parking

Element	Requirement	Proposed	Extent of Variation
On-site car parking	Hotel LPS4 Table 2: *1: 2.5 m2 of public bar area* + *1: 5 m2 of lounge /garden area* + *1: 1 bedroom* 83 rooms (83) + 114.5m^2 Public Bar (58) + 29.3m^2 Lounge (6)	29 bays	118 bays *Extent of variation under previous approvals for the Hotel component of wider site:* *Ref. DAP007/17 – 57 bay shortfall (282 bay shortfall for wider site)* *Ref. DAPV003/18 - 164 bay shortfall (91 rooms)*

	Total = 147 bays		*Ref. VA0014/22 – 88 bay shortfall (63 rooms)*

The proposed on-site car parking provision and shortfall for the amended development is considered comparable to previously approved iterations of the hotel proposal and therefore worth of support in accordance with the original reasons for approval:

- The hard stand for parking has been reconfigured to increase the amount of landscaping on-site and create an area more easily accessible and useable by the visitors to the Hotel.
- The site is located within the City Centre and in close proximity to a large number of public car parks, including the Queensgate complex directly across the street and
- the large long stay surface car park on Parry Street.
- The site is located approximately 500 m from the Fremantle train station and near a number of different bus routes.
- With the variety of uses on-site, there is likely to be a great deal of reciprocal car parking as visitors access multiple tenancies on the same trip.
- The majority of visitors staying in the Hotel are unlikely to have their own private vehicle and will likely rely on alternate forms of transportation.
- The site contains a large number of buildings of cultural heritage significance that must be retained, resulting in limited ability to add additional car parking.

The proposed increase in car parking provision for the site is supported in providing for greater access and parking to the site and is considered to in part mitigate the removal of the Parry Street entrance to the hotel with respect to wayfinding for users.

Conclusion:

The amended hotel proposal is largely as previously considered and approved under previous applications for the subject site. With respect to the key amendments, the additional building height to building Block F is not considered to have a detrimental impact on the amenity of the locality or the heritage conservation of the site and the loss of some significant heritage fabric at ground level of the southern end of Block E, is on balance considered acceptable as it will increase the viability and ongoing use of the place as a whole which was seen to outweigh this loss. As such, subject to the imposition of appropriate, additional conditions of approval recommended by the HCWA, the amended proposal is considered worthy of approval.

Cr Rachel Pemberton left the meeting at 7:01pm and returned at 7:02pm prior to the vote on the following item.

C2310-2 COUNCIL MEETINGS STRUCTURE REVIEW

Meeting date:	11 October 2023
Responsible officer:	Manager Governance
Decision making authority:	Council
Attachments:	1. Option 1 - Proposed Schedule of Council and Committee Meetings 2. Option 2 - Proposed Schedule of Council and Committee Meetings 3. Option 3 - Proposed Schedule of Council and Committee Meetings

SUMMARY

The purpose of this report is to present alternative Council meeting structure options for consideration, to replace the existing meeting structure consisting of two standing committee meetings and one Council meeting per month, and a bi-monthly Audit and Risk Management Committee meeting.

Of the three alternative options outlined in this report, Council approval is sought to conduct a six-month trial of Option 3, consisting of two Ordinary Council meetings per month, and the Audit and Risk Management Committee meeting to be held on a quarterly basis.

BACKGROUND

With the reduction of 2 Council members at the October 2023 Local Government Election and reduction of a further 2 Council members at the 2025 Election, it was proposed that Council consider a review of the current Council meeting structure and meeting cycle.

The City of Fremantle's current meeting structure and monthly meeting cycle is provided in the table below.

Current monthly meeting cycle	
Week 1	Planning Committee
Week 2	Finance, Policy, Operations and Legislation Committee
Week 3	Audit and Risk Management Committee *(held **Bi-Monthly**)*
Week 4	Ordinary Meeting of Council

In reviewing the above meeting structure the following matters were taken into consideration:

- level of preparation required for each meeting by Elected Members and officers
- transparency and accountability in decision making
- improved efficiency in decisions being made
- length of meetings and public question time
- items being dealt with multiple times and the number of deferral/referrals
- reduce uncertainty on use of delegation
- avoid confusion for applicants and the public

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

The Local Government Act 1995 section 5.8 allows for a local government to establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

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

CONSULTATION

At the Informal Elected Member meeting held on Wednesday, 20 September 2023, officers presented a variety of Council meeting structure options for general discussion with Elected Members.

OFFICER COMMENT

Officers conducted a review of Council meeting structures used by 28 Local Governments within the Metro area to identify alternative meeting options. As a result, the following monthly meeting structures were identified:

- Agenda Briefing Forum and Council meeting
- Committees meetings (no delegation) and Council meeting
- Two Council meetings
- One Council meeting
- Planning Committee (with delegation) and a Council meeting
- Committee meetings (no delegation), Agenda Briefing Forum and a Council meeting

Of the above meeting structures, the following three options are provided for consideration:

Option 1: Agenda Briefing Forum and Ordinary Council meeting
Option 2: Planning Committee meeting and Ordinary Council meeting
Option 3: Two monthly Ordinary Council meetings

Option 1: Agenda Briefing Forum + Ordinary Council Meeting:

Option 1 proposes that the existing Committee Meetings be removed and replaced by one Agenda Briefing Forum and one Ordinary Council Meeting per month. A proposed meeting schedule for this option is provided in **Attachment 1**.

With this option, the Ordinary Council Meeting Agenda will be released before the Agenda Briefing Forum meeting date, for discussion at the Agenda Briefing.

Agenda Briefing Forums will be open to the public and are for Elected Members to ask questions and obtain additional information regarding agenda items proposed for the Ordinary Council Meeting. Questions asked by Elected Members are either answered during the Agenda Briefing Forum or taken on notice, with answers provided by email prior to the Ordinary Council Meeting. There is no public question time at Agenda Briefing Forums, nor can decisions be made.

Where confidential items are listed on the agenda, the Council would declare the meeting to go behind closed doors.

Based on the 2022-2023 period average items per month, of the 12 items bought to an Ordinary Council Meeting for decision each month, 7 items (58.3%) were originally subject to committee decision and were either not carried, deferred, or were for consideration at the Committee meeting and required Council decision. This indicates that 58.3% of items bought to Committee meetings suit the Agenda Briefing Forum structure.

If the Agenda Briefing Forum's are used strategically, Elected Members will be provided the chance to discuss their concerns or questions with officers, resulting in a quicker decision during the Ordinary Council Meeting. The likelihood that multiple items will be adopted en bloc, due to discussions held at the Agenda Briefing Forum, may also assist to reduce the length of the Ordinary Council Meeting.

If this structure was adopted, the Agenda Briefing Forum would be held the week before the Ordinary Council Meeting, giving a two-week period of no meetings for Elected Members, during which time officers have time to prepare reports and settle the agenda.

It should be noted that Council is required under section 7.1A of the *Local Government Act 1995,* to establish an Audit Committee. The City's Audit and Risk Management Committee currently meets on a bi-monthly basis. In all options proposed, it is recommended that the ARMC meeting schedule be changed to quarterly, to provide adequate time for officers to prepare appropriate

reports and information for Committee consideration.

Option 2: Planning Committee Meeting + Ordinary Council Meeting:

Option 2 proposes that monthly the Finance, Policy, Operations and Legislation Committee Meeting is removed, while keeping a Planning Committee and an Ordinary Council Meeting, once a month. A proposed meeting schedule for this option is provided in **Attachment 2**.

The Planning Committee makes decisions and recommendations to council on matters relating to planning, including planning applications and responses to the State Administrative Tribunal and the Western Australian Planning Commission.

The primary objectives of delegated committees of Council are to:

a. Make decisions on matters arising from Council's functions under all powers delegable to the local government on behalf of Council and in accordance with those Acts, subject to the limitations listed in the City's Delegated Authority Register.

b. Make recommendations to Council on matters arising from Council's functions under all powers delegable to the local government where the committee does not have delegation to make a decision.

Currently, based on the 2022-2023 period, an average of 8 items are bought to the Planning Committee, with an average of 6 items (75%) subject to committee decision. This indicates that, if items are not deferred, the Planning Committee reduces the number of items presented to council by 19.3%.

Although the Finance, Policy, Operations and Legislation Committee also assists in reducing the number of items presented to council, on average only 5 of 11 items (45.5%) per month are subject to committee decision. Currently more than 50% of the Committee's items are required to be taken to an Ordinary Council Meeting each month. Considering the administrative burden the current number of meetings held has, the removal of the Finance, Policy, Operations and Legislation Committee is more beneficial then the removal of the Planning Committee if reducing the total number of meetings per month by one.

If this structure was adopted the Planning Committee meeting would be held two weeks before the Ordinary Council Meeting, resulting in no meetings for Elected Members every second week, during which time officers have time to prepare reports and settle an agenda.

As previously noted, the Audit and Risk Management Committee is proposed to be held on a quarterly basis, on the week following the Planning Committee meeting.

Option 3: Two Monthly Ordinary Council Meetings:

Option 3 proposes that monthly Committee Meetings are removed and replaced by two Ordinary Council Meetings per month. A proposed meeting schedule for this is provided in **Attachment 3**.

This option provides a number of benefits to Council, for example:

- items that may be restricted by agenda distribution timing have more flexibility to be taken to Council within the preferred month;
- items that may have been restricted by Committee delegation have flexibility to be taken to Council earlier in the preferred month;
- Council have ability to defer an item for a decision at the next meeting, within the same month, which does not significantly delay an action made by officers or applicants; and
- the agenda items can be distributed across the two meetings within the same month to reduce meeting preparation for Elected Members per meeting.
- reduces the number of items being dealt with multiple times
- helps avoid confusion for members of the community.

If this structure is adopted, the Ordinary Council Meetings would be held two weeks apart, resulting in no meetings for Elected Members every second week, during which time officers have time to prepare reports and settle an agenda and hold informal briefing sessions with Elected Members.

As previously noted, the Audit and Risk Management Committee is proposed to be held on a quarterly basis, on the week following the first Ordinary Council Meeting.

In conclusion, with the upcoming changes to the number of Council members being introduced over the next two election periods, it is recommended that Council approve to implement **Option 3**, being two Council Meetings per month, with quarterly Audit and Risk Management Committee Meetings, on a six-month trial basis.

Implementing the proposed meeting structure on a six-month trial, will provide Council and Administration with an opportunity to test if the proposed meeting structure is suitable for its decision-making requirements.

If supported, the trial will commence after the October 2023 Local Government Election and a report on the outcome of this trial, will be brought back to Council in June 2024, for further consideration. The Finance, Policy, Operations and Legislation Committee and Planning Committee will be put on hold for the duration of the trial.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required.

OFFICER'S RECOMMENDATION

Moved: Cr Jenny Archibald **Seconded: Cr Frank Mofflin**

Council:

1. **Approve to conduct a six-month trial of the Council Meeting Structure provided in Option 3, being two Ordinary Council meetings per month, with the Audit and Risk Management Committee meeting to be held quarterly.**

2. **Adopt the proposed meeting schedule for Option 3, as provided in Attachment 3.**

3. **Note that a report on the outcome of this trial, will be brought back to Council prior to June 2024, for further consideration.**

AMENDMENT

Moved: Cr Ben Lawver **Seconded: Cr Frank Mofflin**

Council:

1. Approve to conduct a ~~six-month~~ 12-month trial of the Council Meeting Structure provided in Option 3, being two Ordinary Council meetings per month, with the Audit and Risk Management Committee meeting to be held quarterly.

2. Adopt the proposed meeting schedule for Option 3, as provided in Attachment 3.

3. Note that a report on the outcome of this trial, will be brought back to Council prior to ~~June~~ October 2024, for further consideration.

Amendment LOST: 2/10
For
Mayor Hannah Fitzhardinge, Cr Ben Lawver

Against
Cr Jenny Archibald, Cr Su Groome, Cr Geoff Graham, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Marija Vujcic, Cr Andrew Sullivan, Cr Rachel Pemberton, Cr Adin Lang

COUNCIL DECISION ITEM C2310-2:
(Officer's recommendation)

Moved: Cr Jenny Archibald **Seconded: Cr Frank Mofflin**

Council:

1. **Approve to conduct a six-month trial of the Council Meeting Structure provided in Option 3, being two Ordinary Council meetings per month, with the Audit and Risk Management Committee meeting to be held quarterly.**

2. **Adopt the proposed meeting schedule for Option 3, as provided in Attachment 3.**

3. **Note that a report on the outcome of this trial, will be brought back to Council prior to June 2024, for further consideration.**

Note: The first Council meeting of the month will be primarily planning items.

Carried: 9/3
For
Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Su Groome, Cr Ben Lawver, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Rachel Pemberton, Cr Adin Lang

Against
Cr Geoff Graham, Cr Marija Vujcic, Cr Andrew Sullivan

Cr Geoff Graham left the meeting at 7:49pm and was absent during discussion and voting of this item.

C2310-3 INFORMATION REPORT – DRAFT ANNUAL FINANCIAL STATEMENTS 30 JUNE 2023

Meeting date:	11 October 2023
Responsible officer:	Manager Financial Services
Decision making authority:	Council
Attachments:	1. City of Fremantle 2022–23 Draft Annual Financial Statements

SUMMARY

The Draft Annual Financial Statement for the year ending 30 June 2023 have been submitted to the Audit Firm appointed by the Office of the Auditor General, Grant Thornton, prior to the deadline of 30 September 2023. Thus, achieving compliance with Section 6.4 of the *Local Government Act 1995*.
The audit of the Annual Financial Statements will be undertaken with Grant Thornton, on behalf of the Office of the Auditor General (OAG), starting on 9 October 2023.

The expectation is that the audit will be completed and the Annual Report 2022-23 will be accepted by Council by December, 2023.

This report recommends Council receive the City of Fremantle 2022–23 Draft Annual Financial Statements and note they have been forwarded to the Auditor.

BACKGROUND

The City is to provide a draft copy of the Annual Financial Statements for the financial year to the auditors before the 30th of September of that year as required under the relevant provisions of the *Local Government Act 1995* (the Act).

On Friday 29 September 2023, the draft Annual Financial Statement for the year ending 30 June 2023 was successfully submitted to Grant Thornton. The audit of the Financial Statements will be performed by Grant Thornton on behalf of the OAG from 9 October 2023.

In accordance with section 7.12A(2) of the Act and the *Local Government (Audit) Regulations 1997,* Council is required to meet with the External Auditor at least once per year. Once the final audit for the Annual Financial Statement for the year ending 30 June 2023 is completed an Exit meeting will be schedule. At this

stage the City is on track to be able to finalise the audit and exit meetings with the acceptance of the annual report set to be prior to the 31 December 2023. Thus, in compliance with section 5.54 of the *Local Government Act 1995*.

FINANCIAL IMPLICATIONS

For year ending 30 June 2023, the unaudited closing balance as per the Financial Activity Statement (cash position) is a surplus of $11,024,215.
The fair value of land, buildings, infrastructure and investment Impairment properties is determined at least every five years in accordance with the regulatory framework. The 2022-23 Draft Annual Financial Statements includes the results of a mandatory infrastructure revaluation as the previous revaluation was undertaken 5 years ago.

The accounting standard mentions that a more frequent revaluation should be considered if there is a significant change in fair value since the last revaluation. Last year's Final Audit Management Letter documented one significant issue in relation to fair value of infrastructure assets - frequency of valuations. Officers were advised by the OAG that all Local Governments in Western Australia received this as a blanket significant finding for the industry.

The City of Fremantle performs impairment testing annually and external valuations are performed every five years. Based on the last years audit finding, the City agreed to expand on the annual impairment review to include analysis on current market conditions to assess if a formal revaluation is required sooner than the five-year period allowed under the Local Government (Financial Management) Regulations 1996. In preparation of the draft Annual Financial Statements for the year ending 30 June 2023 the City, in consultation with a valuer, undertook an additional revaluation on land and buildings.

The outcome of the revolutions, along with capitalisations during the year, are that the overall total asset value for the City has increased from $448M to $728M. The final audit for the Annual Financial Statements will commence on 9 October 2023. The audit findings, including the assessment of the revaluation undertaken, to be subsequently communicated to the City and then to Council.

The following table provides a high-level and unaudited summary of Council's financial performance for year ending 30 June 2023.

Description	Adopted Budget 2022-23 $M	Draft Actual 2022-23 $M	Variance (Actual to Budget) $M
Opening Surplus	**8.9**	**10.6**	**1.7**
Operating			
Rate Revenue	52.8	53.4	0.6
Revenue	31.2	36.0	4.8
Expenses	(88.3)	(89.6)	(1.3)
Non-Cash Adj.	10.5	12.1	1.6
	6.2	**11.9**	**5.7**
Investing			
Capital Revenue	17.9	5.4	(12.5)
Capital Expenses	(27.3)	(9.6)	17.7
	(9.4)	**(4.2)**	**5.2**
Financing			
Repayment Loans & Leases	(3.4)	(2.6)	0.8
Reserve Transfers	(2.3)	(4.7)	(2.4)
	(5.7)	**(7.3)**	**(1.6)**
Closing Surplus	**0.00**	**11.0**	**11.0**

LEGAL IMPLICATIONS

Section 6.4 of the *Local Government Act 1995* states that,

6.4. Financial report
(1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
(2) The financial report is to —
(a) be prepared and presented in the manner and form prescribed; and
(b) contain the prescribed information.
(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
(a) the accounts of the local government, balanced up to the last day of the preceding financial year; and

(b) the annual financial report of the local government for the preceding financial year.

Section 5.54 of the *Local Government Act 1995* states that,

5.54. Acceptance of annual reports
(1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

(2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

CONSULTATION

No consultation required for review of the Financial Statements at this time, they will be reviewed by Grant Thornton on behalf of the OAG.

OFFICER COMMENT

The City has submitted its draft Annual Financial Statements for the year ended 30 June 2023 and achieve compliance with the relevant sections of the *Local Government Act 1995.*
The formal audit of the statements will occur from 9 October 2023, and is expected to conclude by end of November 2023, subject to final consideration by the Auditor General.

Once concluded the statements will be provided as part of the 2022/23 Annual Report and presented to council for adoption and setting of the Annual Electors Meeting.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple majority required

COUNCIL DECISION ITEM C2310-3:
(Officer's recommendation)

Moved: Cr Frank Mofflin **Seconded: Cr Su Groome**

Council receive the draft Annual Financial Statements, as provided in Attachment 1, for the City of Fremantle for the financial year ending 30 June 2023 and note they have been forwarded to the City's auditor, Grant Thornton, in accordance with section 6.4 of the *Local Government Act 1995.*

Carried: 10/1
For
Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Su Groome, Cr Ben Lawver, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Andrew Sullivan, Cr Rachel Pemberton, Cr Adin Lang

Against
Cr Marija Vujcic

Cr Geoff Graham returned to the meeting at 7:55pm.

C2310-4 INFORMATION REPORT - FREMANTLE LIBRARY BI-ANNUAL REPORT APRIL 2023 TO SEPTEMBER 2023

Meeting date:	11 October 2023
Responsible officer:	Manager Customer Experience and Learning
Decision making authority:	Council
Attachments:	1. Biannual Report Info Graphic

SUMMARY

In accordance with the City's Memorandum of Understanding (MoU) with the Town of East Fremantle to provide a biannual report, this report provides information to the City of Fremantle and Town of East Fremantle Councils on the operation and performance of the Fremantle Library during the period from April 2023 to September 2023.

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

This report recommends that Council receives the Fremantle Library bi-annual report and forwards the report to the Town of East Fremantle as agreed in the Service Level Agreement.

BACKGROUND

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

The City of Fremantle Library provides lifelong learning services to the residents of the City of Fremantle and the Town of East Fremantle.

FINANCIAL IMPLICATIONS

The Fremantle Library and its services are jointly funded by:

- City of Fremantle – library operating, establishment and capital funding.
- Town of East Fremantle – contribution to library operating and establishment funding.

- State Library of Western Australia – provision of annual funding to support the supply of physical and electronic library resources. For Local Governments with a population of over 10,000, a percentage of the total state-wide materials funding is allocated based on their population. The allocation to the City of Fremantle is based on its combined population with the Town of East Fremantle.
- For 2022/2023, this equated to $75,000, and for 2023/24 was the same as last financial year $75,000.
- These amounts are calculated according to projected population figures of the local government areas.

LEGAL IMPLICATIONS

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

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

CONSULTATION

Nil

OFFICER COMMENT

Walyalup Civic Centre Library

Between April 2023 and September 2023, there were 131,640 visitors to Fremantle Library in the Walyalup Civic Centre location, which is an increase of 13.7% on the previous 6-month period (115,759 visitors) and an increase of 26% compared to the same time frame a year ago (104,468 visitors). This library has also welcomed 1,399 new members in the last 6 months, with 4727 members actively using the library and 845 of those active users are from East Fremantle.

Library staff have answered 18,263 customer enquiries. The top five enquiries received were: General Circulation queries like returns, issues, and registrations, Payments, Computer queries, Printing, Copying, and Scanning help, and Gaming Zone use.

LIBRARY OPERATIONS

The library has had several local Council visits over the past six months, including the City of Perth, City of Stirling and City of Swan. All councils were impressed with the new Library and very interested in speaking to our Library Connect worker about the program.

Library tours provide us with great networking opportunities and allow staff to showcase their specific area of the library which includes the Collection, Children's services, Technology and Local history.

City of Fremantle Library had a visit from representatives of ALIA (Australian Library and Information Association) including the Regional Engagement representative during June as part of the Australian Public Libraries Association annual meeting which was held at the State Library in Perth.

The library participated in an online survey through a platform called Culture Counts and we continue to implement customer experience improvements and suggestions as identified from the survey feedback. Some areas that were identified for improvement were requests for better marketing for events and programs, to have more literature-based events, and to provide more study spaces. The library has improved in all three areas and now have better marketing for programs and events, achieved by updating our website with a tile of all the Library / Meeting Place/ Buster and Toy library events. The library is promoting more events through digital signage including screens in the Wanjoo lounge and library spaces. We have also onboarded an extra digital literacy volunteer who now volunteers two hours a week on Tuesdays to assist people with their device questions and issues, in addition to our Wednesday Be Connected Tech help classes.

To address the requests for quiet study spaces, the Lab and the Mardoo room, are being utilised as study space during the day when it has not been booked for or hired for other programs.

The library has participated in some fantastic literature-based events over the past 6 months, one of which was held on the 29th of September for the Big Book launch in conjunction with Fremantle Press for the 2022 prize winner of the Hungerford Award, Molly Schmidt. The event was attended by over 120 people and showcased the amazing effort that the author has put into her prize-winning novel. After Welcome to Country, guests enjoyed digeridoo playing, and speeches given by Mayor Hannah Fitzhardinge and CEO Alex Allen of Fremantle Press. Books were for sale by New Edition with the author available for signing. This was a great collaborative effort amongst three local Fremantle businesses and a great showcase for the Hungerford Award which the City of Fremantle contributes $20,000 towards every second year.

Volunteers

The library has put on several new volunteers during the past six months. This has included new shelving volunteers, a digital literacy volunteer and a volunteer to run our new Drop-in ESL (English as a Second language) class. Volunteers provide extra support to help us fulfill the library service across all areas and provide around 16 hours per week of assistance.

Fremantle History Centre

Between March 2023 and September 2023, the History Centre answered 970 enquiries, which were predominantly related to the subjects of property, family history and historical research.

A collaboration has formed between the Fremantle History Centre and the Town of East Fremantle to gauge interest in the formation of a group of residents to play a key part in shaping Fremantle's local history collection. There will be opportunities to photograph, record, research, write and share stories about people, places and events of your suburb that will become a part of the City of Fremantle History Centre Collection. After consultation with community, the Friends of the Fremantle History Centre was born and in August, the Friends of the Fremantle History Centre was promoted in the monthly library newsletter and the Town of East Fremantle newsletter.
The initiative has been well received so far with many residents enquiring about the initiative and several residents commenced volunteering in the centre.

Gweneth Ewan Arts Award

For the first time the Fremantle History Centre staged the Gwenyth Ewens Art Award for 2023. The Awards and exhibition opening took place in the Fremantle Town Hall with 270 people in attendance. There were 8 primary schools participating this year (including East Fremantle PS and Richmond PS) we had over 300 entries which were displayed over the September school holidays.

The Fremantle History Centre has, in the last six months, opened two exhibitions on the ground floor in the Local History Display area at the Walyalup Civic Centre. These were the Fremantle Remembrance display of photographs sourced from private family collections and featured in the City's archivist and military historian, Andrew Pittaway's book titled Fremantle Voices of the Great War: a history of Fremantle people who served in the Great War of 1914-1919. The other installation was the Voice Initiative History Installation which allowed us to tell the history of Walyalup/Fremantle while also showcasing the advocacy Fremantle has had for Aboriginal people since the 1990's. The installation shows the truth-telling that the Voice can bring to Australia. In the words of a wise Aboriginal Elder, "Fremantle was at the centre of the spread of colonisation, it can now be at the centre for reconciliation". The local history installation is a forum for truth-telling.

LIBRARY CONNECT – FREO

Library connect continues to celebrate a successful program model of collaboration between St Pat's and The City of Fremantle. The program has supported a diverse group of people and is finding an increasing range of issues presented by clients. It is notable financial and housing challenges make the bulk of problems clients describe but it is a lack of family and community support that often leads to their arrival at the Library Connect program. Library Connect aims to be a culturally safe place for people to seek support and with over half of its clients reported as

Aboriginal or culturally diverse, the program has been focusing on improving community links with services an organisation who can best support the challenges faces by these clients.

In May both St Pats staff and City of Fremantle Library staff were given the opportunity to visit each other's locations to learn about services offered. This has enabled staff to be more 'aware' of what is available to customers who may be seeking help and allows them to be more confident at providing another source of information which they previously would not have been able to do.

One good news story from this is when a man came into the library seeking assistance for dental help and it was outside of the 'Library Connect' service hours. The library staff member was aware of the dental service offered by St Pats and sent the customer over there. St Pats gave the man a referral directly to Fremantle Hospital where he was able to book an appointment within half an hour to get his teeth fixed. Two weeks after his visit he came back into the library to thank the staff member.

Case Study 1:

24yo Woman experiencing chronic and persistent depression and intrusive anxiety living in a granny flat for 2 years where no formal lease is held but a verbal agreement with landlord that seems stable. The rental crisis has caused concern on potential rent increase or eviction. The anxiety of not knowing if rent might increase or eviction could come at any moment impacts their work on mental health as it understandably exacerbates their anxiety and feelings disempowered and at times helpless in their situation.

With have little community contact, struggle to keep work due to being unreliable in their mental health.

Since attending Library Connect:

- Collated and submitted application for disability payment with Centrelink (provided encouragement, accountability and advice on submission)
- Discussed rent amount and intention to stay with landlord, asking for reassurance and ideally a more formal agreement.
- Became aware of their rights as a tenant even without formal agreement and the service offered by Circle Green and Fremantle Legal.
- Has a safe space and trusted person to come and discuss any issues with her situation.

Case Study 2:

Single refugee mother of toddler attending Library Connect for 2 years during the process of leaving a domestic violence situation.
No other family or friends other than community contact for herself and her child through kindy and play group where they are well known and happy. Facing legal

issue for custody that could force her to move away from the area they have set up to the area the father of the child lives.

Since attending Library Connect

- Support to pay bills and maintain financial independence including advocacy to maintain payment plans with energy provider.
- Referral to legal advice
- Support to use Fremantle Library for borrowing language books for child to learn mothers first language.

Statistics and the types of challenges faced by clients is profiled below in the 'total clients' and the pie chart 'Challenges faced by Library Connect clients.

TOTAL CLIENTS	FEMALE	MALE	OTHER	ABORIGINAL	CALD
83	45	36	2	18	22

Collections

The library collection has grown with 2,751 new items added between April and September 2023, including books, DVDs, Audio Books, and magazines. Two new and innovative collections have been added. The first is a non-loanable but interactive collection of Zines which the public are invited to contribute to through a submission process. A zine is defined as a small-circulation self-published work of original or appropriated texts and images, usually reproduced via a photocopier machine. Zines are the product of either a single person or of a very small group, and are popularly photocopied into physical prints for circulation, often as few as 6 copies. The collection has received a great amount of use since it was made available and is enjoyed by visitors young and old alike.

We also now have a loanable board games collection of six popular board games. Members can borrow them for a normal loan period of three weeks.

The Junior area space was rearranged to accommodate the growing collection and the inclusion of Junior Classics which are increasingly popular. Tricky Topics and Early Readers were also refreshed and updated to improve their accessibility, as well as the Junior Non-Fiction collection which is now labelled with a colour coded version of the Dewey Decimal System, accompanied by a finding guide. These accessibility accommodations were designed to enable children to feel comfortable and empowered in finding their own books.

The Junior and Young Adult magazines were also moved into their respective areas, away from the main magazine stand, and we've seen a large increase in their loan counts.

The LOTE collection received an expansion with 100 new titles in 10 languages including Noongar books and an interactive Noongar language learning kit to the collection. We are anticipating it will attract a lot of interest from our members.

PROGRAMS & OUTREACH

Adults Programming

Program	No. of sessions	Total attendance
ESL Conversation Group	9	13
WA Poetry Showcase	1	110
Safe Space by the Bookcase	2	0
Emerging Writers Cooperative	*7*	*47*
Give GO a Go	*14*	*48*
LGBT Intergenerational Play Group	*2*	*11*
LGBT Elders Games Hub	*2*	*20*
DJ Workshop with Club Jewelz	1	28
Tech help	12	68
Ember Connect Podcast	1	10
Geri-fit	24	312
International Women's Day	1	57
DnD Workshop	1	7

Chair Yoga	24	600
Tree Festival	1	200
Creative Development	3	12
Zine Workshop	1	23
Mentor Program	3	3
Be Connected	12	60
Story lab	8	40
Reclaim the Void	5	51
South Metro TAFE job help	1	46
Intergenerational Connection (pilot)	1	30
Norte Dame Panel Talk	1	46
Big Book Launch	1	120
Total	**132**	**1961**

The library maintained several now established, ongoing programs, such as the Emerging Writers Co-operative, Give GO A Go, and our 2 collaborations with GRAI (GLBTI Rights in Ageing Inc,)– LGBTI (Lesbian, gay, bisexual, trans and gender diverse, and intersex) Elders Games Hub, and LGBTI+ Intergenerational Playgroup. Over the six months we had a total of 132 programs held with 1961 attendees.

Fremantle Library's relationship with the literature sector in Fremantle has continued to thrive, with two collaborations with Fremantle Press: The Launch of Kate Larson's new poetry collection "Public. Open Space" in July, and an iteration of The Great Big Book Club event in September with 2022 Hungerford Award Winner Molly Schmidt, including an author talk.

Fremantle Library's reputation as a champion of Poetry was also celebrated. For Poetry Month in August, the library ran a poetry competition for the month, which elicited works inspired by daily prompts we posted on our social media pages. An amazing collection of entries from the community, both young and old came in and these were published daily on our socials. Two winners were chosen at the end of the month, one for the adult prize, and one for the Youth. The month wrapped up with our WA Poetry Month Showcase held in the Fremantle Town Hall. For the four consecutive years, Fremantle Library partnered with national organisation Red Room Poetry to present a jam-packed night of spoken word and poetry. 110 attendees crowded into the town hall to listen to 11 West Australian poets with a hip hop set thrown in. Hosted by the esteemed Scott-Patrick Mitchell, with New Edition Bookshop, WA Poets and Westerly on site to sell the poet's books, and Moore and Moore dishing up tasty bites, it was a team effort bringing the evening to life.

A highlight of the last 6 months was being part of the Samson Park Tree Festival event in April, celebrating local trees at one of Fremantle's only bush forever sites. Here, the library showcased some of the weekly Writers groups short stories, with zines distributed on the day. The regular members of the weekly writers group wrote original short stories around the Theme of Trees for the event.

As part of the KickstART Youth Arts Festival that took place in April the library hosted a DJ workshop aimed for BIPOC (Black, Indigenous & People of Colour) females and gender diverse peoples, facilitated by Club Jewelz, an emerging DJ Collective. As well as a DnD (Dungeons & Dragons) presentation, introducing the game and benefits, which then led into a workshop to give young people a glimpse of how to play DnD. The conversation was hosted by DnD Live, discussing how to blend your arts career with your gaming skills, and how your role-playing skills can help apply to a career in acting.

In May, the library hosted two weaving workshops as part of the Reclaim the Void project. Co-led by Ngalia cultural custodian, Kado Muir, and Creative Director, Vivienne Robertson, Reclaim the Void is a wild and bold project seeking to cover a mining hole with a 'dot painting' tapestry of hand-crafted rugs made from recycled fabric. A series of two workshops were held in the library's Mardoo room, where participants learnt to weave and completed their rugs. These rugs are a gift to Country, and to the Custodians of Country.

The library initiated two new programs to engage communities that can benefit from our space and our services. Our weekly, volunteer-run ESL conversation group provides an opportunity to practice English in a fun and informal way. We hope this group will continue to grow as word begins to spread about it. In partnership with the city's Community Development team, the library also began hosting a new program called Safe Space by the Bookcase. Funded by YACWA's LGBTIQA's Youth Empowerment Grants, this program is a drop-in after school program for youth, designed to be an inclusive space for members of the LGBTQIA+ community and allies. A flexible, multi-use engagement space offers young people an opportunity to connect.
Starting at the tail end of term 3, we have had a few people express interest in participating when it resumes next term.

Children's Programming

The installation of a new screen for children in the 'kids' area hosting an e-Resource called 'Busy Things' has proven to be popular amongst small children and their families.
This is a multi-award-winning collection of educational games and activities to help kids learn between the ages of 3 and 11 — and to make it fun! The programs are directly linked to what children are learning in kindy, pre-primary and primary school including English, maths, Science, Geography, music and coding.

Fremantle Library enjoyed six months of growth in youth programs, with Rhyme time, Storytime and CoderDojo all experiencing substantial growth in attendance. Attendees have given repeated verbal feedback expressing their appreciation for the programs and the new location.

The July school holidays saw the return of the Freo Builds LEGO trail in collaboration with the City's Economic Development team, with school students from across WA re-imagining what a key Fremantle location would look like in 50 years' time.

Six designs were then chosen to be built out of LEGO and displayed around the City, with one location being in the Library this year. During the week of the trail, the Library welcomed another 15,000 people through the doors to not only find the build but explore the other services the library offers.

During June the Youth Services Librarian attended three full school assemblies across Fremantle with Stig Weimyss, the narrator for the Andy Griffiths audio books, with Borrow Box. 700 students were at the assemblies, with a very energetic and engaging presentation from Stig, leaving the students talking about the visit for weeks after.

Children's Book Week brought Campbell Whyte, a WA comics creator, to Fremantle Library, with three upper primary classes from schools across Fremantle thoroughly enjoying the visit and comics creation workshop.

The Library Gaming Zone has steadily increased in popularity each month, with new users signing up for the service and spending time with friends in the area. This has led to new, regularly engaged teens visiting the library and engaging with staff. Likewise, LibraryCraft has grown from strength to strength, with a continued amount of play and new players joining the service from across the state.

Program	**Number of sessions April 2023 to Sept 2023**	**Total attending April 2023 to Sept 2023**	**Sessions October 2022 to March 2023**	**Attending October 2022 to March 2023**
Better Beginnings Kindy Visits	10	198	8	255
Story Time	22	476	16	341
Rhyme Time	22	741	16	483
CoderDojo	22	344	16	247
School Holiday LEGO Session	1	12	-	-
Stig Weimyss Borrow Box School Sessions	3	700	-	-
LibraryCraft Social Sessions	2	36	2	30
Children's Book Week 2023	3	75	-	-
Total	**82**	**2,507**	**58**	**1,136**
Gaming Zone	N/A	948hr 47m	N/A	737hr 38m
LibraryCraft	488 registered players	5,400 hrs of play	454 registered players	6,787 hrs of play

Freo Toy Library

The Toy Library has had a busy past 6 months with several events taking place drawing large crowds in attendance. During the school holidays, in April we had over 209 people in attendance for a bike riding workshop, Spare Parts puppet theatre workshops, Nature and Nature Play workshops.

In May, a morning tea was held for National Families week, with over 88 families in attendance. Freo Toy Library partnered with Meerilinga,Ngala Fremantle Women's' health Centre and the Meningitis Foundation for this event. A second event in May was the National Reconciliation Morning tea with over 80 families in attendance. This was a celebration of respect and indigenous culture, and a special guest Tim Kelly performed his digeridoo and told dream time Stories for Children.

A NAIDOC community event was held in June with over 150 families in attendance. This event was held to engage the community and to show respect to elders both past and present. This included a Welcome to Country, Smoking ceremony from Elder Betty Garlett and Gerald Shaw, a sand mural designed by Turid Calgaret, dance performance from Tim Kelly and his group, children's face painting and cultural influences from the WACC, information stalls, Headspace, from Women's Health Centre and the Voice to Parliament. Tru colours provided indigenous inspired foods.

In July as part of the 'Freo Builds' which was across the City of Fremantle the library ran two workshops and as part of the recent school holidays a Super Sonic Science workshop was held with over 40 people in attendance.

Toy Library Australia wide training day was held at Fremantle Toy Library in August. This showcased our toy library and included regional toy libraries from WA including Albany, Geraldton, Pinjarra/Murray, Bunbury, Dunsborough, Busselton, to name a few. This increases our valued partnerships within all Toy Libraries, throughout WA. It also gave us opportunity to participate in discussions and solutions, within the networking teams.

Freo Toy Library	**TOTAL**	**East Fremantle**
Membership at September 2023	292	15
New members at September 2023	24	2
Loans	4084	
Visits TOTAL	1464	

Buster

Buster is a program aimed at children 0 - 5 years old, and their parents/guardians. Over the past 6 months we have seen an increase in numbers at the Fremantle Arts Centre on Wednesdays and a significant increase in Friday's sessions held at the Fremantle PCYC Hall in Hilton. Buster has taken part in two intergenerational

sessions at the Fremantle Arts Centre in partnership with one of our Community Development Officers. Many people enjoyed these sessions and over 67 attendees were present at the first one and 130 people attended the second one.

Buster also participated in the July school holidays with two NAIDOC sessions. One was held in the Walyalup Court with 75 people attending and the other one at the WAC (Walyalup Aboriginal Centre) with 45 people in attendance. Face painting was popular amongst all the children that attended both sessions.

A survey was undertaken between May and July which provided us with some very valuable feedback. The purpose of the survey was to gather feedback on what is working well and what isn't. The survey was completed by 51 participants and included questions that provided both qualitative and quantitative data. Some of the feedback gathered included wanting more new toys for Buster, more cultural sessions, programs for each term being set, more nature play activities and more craft.

New venues were also suggested for the program which we have taken on board, and this will be discussed in the section '‘The next six months' below.

Some comments from the survey are provided below.

"*It's an amazing program that has allowed me as a mother of 3 children guide motherhood and share experiences with other parents. It's also a great program that is open to both mothers and fathers which is so important especially for fathers as there is such a heavy focus on mothers and children. Buster is a loving community for all".*

"We really liked the there was an OT (Occupational Therapist) lady there and she provided activities (wool wrapping sticks and drawing on gum nuts). This day was very positive, energetic and the lady was very friendly and inclusive. Having the indigenous man play the didgeridoo and add the cultural story was great learning too. It would be nice for these activities and exposure to different cultures happen more regularly".

Occupancy of Library Bookable rooms (hours)

The library has four bookable spaces which are regularly booked both by internal City of Fremantle Staff and external hirers. For internal users some of the groups include Storytime, Rhyme time, Buster Bubs, Geri-fit, over 55s Yoga classes, workshops and Art Classes, library school holiday programs, Fremantle Youth Network and the Wanjoo space is regularly booked by the Local history librarian to house his 8 volunteers to do a variety of work on Fremantle Local history. The usage statistics for the past month are outlined in the below table.

Room	Type	Apr	May	Jun	Jul	Aug	Sep	Total
Quokka	Internal	46	60	42.75	30.5	59	26.75	265
	External	12.5	14	13.25	29.25	3	26.5	98.51
Yonga	Internal	147.5	162	152	149.5	179.75	157.5	948.25
	External	1.75	0	0	9.75	0	0	11.5
Mardoo	Internal	40.75	90.25	91.5	51.75	55.75	36.75	366.75
	External	0	3	0	7.75	2.75	0	13.5
Wanjoo	Internal	23	20.5	22.5	22	58	181.5	327.5
	External	0	0	0	0	0	0	0

The Meeting Place

Programming at The Meeting Place continues to be a popular activity for members of the Greater Fremantle community, as well as a large proportion of our attendees coming from out of the area as well. Attendances are increasing term-to-term, as is the variety of programs on offer. The Meeting Place is currently running 7-8 volunteer-run social groups, and up to 6 language classes – Levels 1-3 each of Italian and Spanish. Each term we are running an additional workshops or short courses based on feedback from our users and applications submitted by prospective facilitators.

Program	No. of sessions	Total attendance
The Meeting Place Programs		
Monday Book Club	6	58
Time Out to Quilt	23	83
I Spy Quilts	13	123
French Conversation	24	158
Veggi Chit Chat	13	70
Group of Eight	2	13
French for Early Intermediates	26	123
Bridge for Beginners	25	211
Basic Bridge	12	85
Italian Elementary (1 and 2)	16	110
Italian Pre-Intermediate (1 and 2)	16	106
Italian Intermediate (1 and 2)	16	117
Spanish Level 1	16	92
Spanish Level 2	8	38
Travel Writing for Beginners	1	7
Winning Resumes	1	6
Learning LinkedIn	1	5

How to Write Better Lyrics	1	6
Tax Help at The Meeting Place	7	20
Connecting with your Guidance	1	5
Wildflower Essence Healing	1	9
Let's Get You Writing That Story!	4	43
Uniquely Designed Jewellery	1	6
Express it with Colour	1	8

The next 6 months

As part of all our program development, the library will continue to collaborate with Community Development to engage with all groups across the community. This may include setting up a Memory/Memorable Storytelling group, having those with dementia coming together to tell stories, or a Hope Storytelling group with young people and those from diverse backgrounds telling their stories around hopes for their future, with possible engagement with artists to replicate their stories through art.

We will look to evolve established writing and book club programs, exploring ways to engage writers and non-writers, readers, and non-readers in storytelling, whilst encouraging further engagement with our collection.

The library will host monthly meetings for patrons wishing to develop writing skills for short stories and novella writing with engagement of local authors, editors, and publishers as guests to these programs. An outcome from this is to see stories emerge from program participants, developing these stories over a 10-month program, with possible publication in mind.
Established book clubs will continue as well as looking to expanding the traditional book club models to engage with those unable to read or those time challenged, to enjoy reading books through monthly 'Book Listening Parties' or 'Fireside Reading' with members reading book chapters to each other or using our e-Audio resources followed by discussion, as books reveal their stories over the year. We will look at making use of our 7pm closing time to engage with those in the community looking to come to programs after hours, or after work.

Lester Prize Art have asked to return in February 2024 for another workshop, and we hope to continue to have a presence at outreach events such as George Street Festival and other events and festivals around the city to engage new members. Connections with Fremantle's literature community will continue as we collaborate with them on literary events and programs around the city.

The library will continue to build our collections to meet demand, particularly in the junior areas (Tricky Topics in the Junior and Young Adult areas), and adult classics. We are also focused on improving accessibility to the collections, especially Large Print and the talking books, by increasing the text size on their spine labels. This will make them easier for our vision-impaired visitors to see.

The Fremantle Toy library will continue to increase community engagement with the afterschool activities and programs, school holiday programs, and family events. With support from the grant we get, we will also be providing 40 families with the opportunity to have free annual membership as per our agreement with the Department of Social Services. This will increase value to our services by providing a much-needed resource for those who cannot afford to pay for membership.

Plans are in development to host a workshop with the City of East Fremantle Staff at either the Fremantle Library to enable staff to join the library, to see what online services are provided and to give a general overview of the library and services provided to the community.

The Childrens space will see a continuation of all our programs, with more development of the physical board games collection, increased promotion of the LibraryCraft program, and further work done to develop the 3D Printing service, which now includes a new 3D scanner, a unique option to Fremantle Library's digital services options.

COUNCIL DECISION ITEM C2310-4:
(Officer's recommendation)

Moved: Cr Jenny Archibald **Seconded: Cr Rachel Pemberton**

Council:

1. **Receive the information report for the period from April 2023 to September 2023.**
2. **Approve the Bi-Annual report, to be forwarded to the Town of East Fremantle as agreed in the Service Level Agreement for the provision of Library services to the Town.**

Carried: 12/0
Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Su Groome, Cr Geoff Graham, Cr Ben Lawver, Cr Fedele Camarda, Cr Frank Mofflin, Cr Bryn Jones, Cr Marija Vujcic, Cr Andrew Sullivan, Cr Rachel Pemberton, Cr Adin Lang

13. Motions of which previous notice has been given

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

Nil

14. Urgent business

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

15. Late items

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

16. Confidential business

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

Nil

17. Closure

The Presiding Member declared the meeting closed at 7:57pm.