



# Minutes

## Ordinary Meeting of Council

Wednesday 24 September 2025 6:00 pm



## Table of Contents

Official opening, welcome and acknowledgement .....	4
Attendance, apologies and leave of absence.....	4
Attendance.....	4
Apologies .....	4
Leave of absence .....	4
Applications for leave of absence .....	5
Disclosures of interest by members .....	5
Responses to previous public questions taken on notice.....	5
Public question time .....	5
Petitions.....	6
Deputations .....	6
Presentations.....	6
Confirmation of minutes .....	6
Elected member communication .....	7
Reports and recommendations from officers.....	8
General reports.....	8
C2509-5 GILBERT FRASER RESERVE IRRIGATION RENEWAL.....	8
Planning reports .....	26
C2509-1 NO.37 (LOT 502) SOUTH TERRACE, FREMANTLE - VARIATIONS TO PLANNING APPROVAL DAP004/23 (THREE STOREY TAVERN DEVELOPMENT) (JL VA0008/25).....	26
C2509-2 DEFERRED ITEM - SNOOK CRESCENT, NO.67 (LOT 1369), HILTON – ADDITIONS AND ALTERATIONS TO EXISTING SINGLE HOUSE - (LG DA0141/25) .....	46
C2509-3 SCOTT STREET, NO.19 (LOT 22), FREMANTLE - CARPORT AND OUTBUILDING ADDITION TO EXISTING SINGLE HOUSE - (LG DA0162/25) .....	59
Items approved en bloc .....	73
Planning reports .....	74
C2509-4 PLANNING INFORMATION REPORT - SEPTEMBER 2025 .....	74
General reports.....	78



C2509-6 DEFERRED ITEM - ROAD NAMING FOR SUBDIVISION AT NO. 11-15 (LOT 2680) GROSVENOR STREET, BEACONSFIELD.....	78
Statutory reports .....	90
C2509-7 STATEMENT OF INVESTMENTS AUGUST 2025 .....	90
C2509-8 SCHEDULE OF PAYMENTS AUGUST 2025 .....	97
C2509-9 MONTHLY FINANCIAL REPORT AUGUST 2025 .....	100
Committee and working groups reports.....	106
C2509-10 WORKING GROUP INFORMATION REPORT .....	106
ARMC2509-1 AUDIT ACTIONS UPDATE - AUGUST 2025 .....	108
ARMC2509-3 PROCUREMENT POLICY EXEMPTIONS JUNE TO AUGUST 2025...	112
ARMC2509-4 TENDERS AWARDED UNDER DELEGATION JUNE TO AUGUST 2025 .....	115
ARMC2509-5 OVERDUE DEBTORS REPORT AS AT 31 AUGUST 2025 .....	118
ARMC2509-6 INFORMATION REPORT – DRAFT ANNUAL FINANCIAL STATEMENTS 30 JUNE 2025 .....	125
ARMC2509-2 EMERGING ISSUES REPORT - JUNE TO AUGUST 2025 .....	130
Motion of which previous notice has been given .....	133
Urgent business.....	133
Late items .....	133
Confidential business.....	133
Closure .....	133



## Official opening, welcome and acknowledgement

The Presiding Member declared the meeting open at 6:00pm 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.

## Attendance, apologies and leave of absence

### Attendance

Ms Hannah Fitzhardinge	Mayor/Presiding Member
Cr Jenny Archibald	Deputy Mayor/Central Ward
Cr Geoff Graham	Central Ward
Cr Adin Lang	Coastal Ward ( <i>arrived at 6:02pm</i> )
Cr Andrew Sullivan	Coastal Ward
Cr Jemima Williamson-Wong	Coastal Ward
Cr Fedele Camarda	East Ward
Cr Ben Lawver	East Ward
Cr Frank Mofflin	East Ward
Cr Ingrid van Dorssen	North Ward
Mr Glen Dougall	Chief Executive Officer
Mr Matt Hammond	Director City Business
Mr Pete Stone	Director Creative Arts and Community
Mr Graham Tattersall	Director Infrastructure
Mr Russell Kingdom	Director Planning, Place and Urban Development
Ms Chloe Johnston	Manager City Planning
Ms Melody Foster	Manager Governance
Mr Ryan Abbott	Manager Parks and Landscape
Mr David Settelmaier	Manager Strategic Communications and Stakeholder Relations
Ms Gabrielle Woulfe	Meeting Support Officer

*There were approximately 11 members of the public and no members of the press in attendance.*

### Apologies

Cr Doug Thompson      North Ward

### Leave of absence

Nil.



## Applications for leave of absence

Nil.

## Disclosures of interest by members

Cr Andrew Sullivan declared a financial interest in item number ARMC2509-2 as he is a part owner in Donnelly River Village with a person who owns property listed in the confidential attachment of this item. Cr Sullivan stated that he would not remain in the meeting for the discussion of the item.

## Responses to previous public questions taken on notice

Nil.

## Public question time

Skye Atherton spoke in relation to matters not on the agenda, including the reinstatement of the CAT Bus, and asked the following questions:

1. Why do you believe that cutting the funding for the CAT bus was the best decision?
2. Is there anything we can do as members of the public to make you reconsider this decision?

Response by the Director Planning, Place and Urban Design:

The City of Fremantle strongly agrees with the importance of free public transport. The CAT bus is a State Government service, and to reinstate the service that Fremantle previously had prior to COVID 19 would require a contribution of nearly \$1 million per year from the City. It is a decision that can come back to the Council for consideration.

Response by Mayor Hannah Fitzhardinge:

The Council's position to the State Government is that free public transport, particularly in Fremantle, is a strong incentive to reduce the use of cars.

Bill Curren spoke in relation to matters not on the agenda, including the process for verge tree protection, and asked the following questions:

1. Why can someone chop down two mature trees and not be fined, and another multiple branches off their olive trees and not be fined, but I chop a few branches that encroached over the crossover onto my car and I'm threatened with a fine?

Response:

This question has been taken on notice. Answers will be provided within the agenda of the next Ordinary Meeting of Council.



The following members of the public spoke in relation to item C2509-5:

Paul Jones  
Kate Lindsay

The following member of the public spoke in relation to item C2509-1:  
Sam Fisher

The following member of the public spoke in relation to item C2509-2:  
Linda Schoenhoff

The following member of the public spoke in relation to item C2509-3:  
Nick Wild

## Petitions

Nil.

## Deputations

Nil.

## Presentations

Nil.

## Confirmation of minutes

### COUNCIL DECISION

Moved: Cr Jemima Williamson-Wong      Seconded: Cr Geoff Graham

Council confirm the minutes of the Ordinary Meeting of Council dated 27 August 2025.

Carried: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Elected member communication

Cr Jemima Williamson-Wong made a statement in relation to the approval of the North West Shelf gas project extension, and passing of the Climate Risk Assessment by the Federal Government. The risk assessment identifies that by 2050 there will be 1.5 million Australians living at homes with high risk of flooding and coastal erosion; and that the cost of management of coastal erosion will increase by 5 times what it currently is. Cr Williamson-Wong noted that the Climate Risk Assessment is an important document to consider as we continue on.

Cr Geoff Graham acknowledged the South Fremantle WAFL Premiership win on the weekend and noted the strong community involvement in the football club and excitement of the win.



## Reports and recommendations from officers

### General reports

#### C2509-5 GILBERT FRASER RESERVE IRRIGATION RENEWAL

Meeting date:	24 September 2025
Responsible officer:	Manager Parks and Landscape
Voting requirements:	Simple Majority Required
Attachments:	1. Tank Location 2. Tank Sectional Diagram

#### SUMMARY

The irrigation system at Gilbert Fraser has reached the end of its usable life and is planned for upgrading as part of the City's asset renewal program. As part of the project, the tank was proposed to be moved from its existing location to the reserve boundary on Johannah Street.

The City received a petition against the move of the tank, and this report provides Council with the following recommendation for consideration;

Demolish the existing tank and replace in a new location within the reserve on the Johannah Street boundary. Replacement tank to be a 400kL tank that is 15m wide by 2.5m tall (low profile option) to keep the height of the tank lower.

#### BACKGROUND

The irrigation system at Gilbert Fraser has reached the end of its usable life and is planned for upgrading as part of the City's asset renewal program. The system has been designed and installed to account for the salinity in the groundwater extracted from the bore and includes an above ground water tank. As part of the project, the tank was proposed to be moved from its existing location to the reserve boundary on Johannah Street.

In response to the project, at the Ordinary Meeting of Council on 11 June 2025, Cr Ingrid van Dorssen presented a petition provided by Mr Paul Jones, with 32 signatories, requesting the following:

*To the Mayor of the City of Fremantle, we the undersigned, do respectfully request that the Council reconsider the proposed relocation of the tank at the Gilbert Fraser Reserve from its current location to a new location near the cricket nets on Johannah St, North Fremantle for the following reasons:*



1. *The community from around the Gilbert Fraser Reserve propose that the tank should stay in its current location, where it has minimal visual, aesthetic and practical impact on the broader environment, and be relined to solve the issue of leaking.*
2. *The community has not been consulted, and this proposal has been thrust upon us. We expect that due consultation be undertaken, including a broader community group of North Fremantle residents and passive and active users of the oval and the river foreshore.*
3. *Whilst there is a conservation management plan (CMP) over the Gilbert Fraser reserve we believe it is out of date (1990), very thin in its study objectives. It needs specific review of the issue of the tank relocation as the location currently proposed conflicts with the CMP and causes significant loss of amenity in the surrounding heritage area.*
4. *The key measures of the CMP are:*
  - i. *Views & Landmarks: The Gilbert Fraser Reserve Precinct CMP prohibits "new works [that] obscure important views to/from the grandstand" and requires conserving river vistas (Rec. 12).*
  - ii. *The Norfolk Island pines' landmark status is also protected (Rec. 4)*
  - iii. *Zoning: The tank is not listed as an accepted feature in the south development zone of the reserve.*
  - iv. *Intrusive Elements: The CMP already classifies the tank as intrusive (6.2.5); moving it closer to the river, out in the open, increases its visual impact.*
  - v. *Planting Guidelines: The CMP states "Intensive planting should be avoided ... trees should be under-pruned to clear views" (LHA Rec. 4), yet the proposal includes dense plantings (Acacia, Banksia, Callistemon, Eucalyptus) around the tank in its new location.*
  - vi. *Amenity -the area the tank is proposed to be relocated has considerable community amenity. It is a valuable piece of green space; it is shaded and a great spot to enjoy the oval activities. It is used by a number of different sporting groups, cricket, football and dragon boat racing to name three. In addition, as you walk down Johannah St you have a wonderful sense of open space and greenery and views to both the river and the grandstand. These valuable community amenities will be lost forever with this intrusive addition of the tank.*

## FINANCIAL IMPLICATIONS

The project is budgeted in P-12227 Program – Irrigation as follows:

Item	Budget
P-12227 Program – Irrigation	\$908,139
Gilbert Fraser Irrigation Budget Allocation	\$500,000



The cost implications of each option are detailed in the Officer Comment section of this report. The additional budget required for the inground irrigation is forecast for the 26/27 financial year and will be adjusted to suit the tank option.

## LEGAL IMPLICATIONS

Nil

## STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Liveable City - Sustainably designed and optimised urban and natural environments

- The community can access and enjoy natural areas and green spaces for passive and active recreation.

Liveable City - Functional and inclusive recreational facilities

- Sporting clubs have access to facilities and greenspace that meet the needs of a broad range of sporting codes and skill levels.

Liveable City - A unique built heritage and history that is preserved, protected and shared

- Our built heritage is central to our character and sense of place, and is retained and protected for future generations to enjoy.

## CONSULTATION

Officers conducted a letter drop to residents in the immediate area informing them of the changes taking place. Officers also provided further information upon request to clarify any questions or concerns.

## OFFICER COMMENT

The City's Community Sport Recreation Plan identifies Gilbert Fraser Reserve, North Fremantle as a well-used reserve by local cricket and Australian Rules football teams. The reserve hosts a full-size football field with two cricket wickets, one turf and one synthetic. Due to this it can host a variety of community grades. Gilbert Fraser is the only active reserve in the locality of North Fremantle and is also used by smaller community groups.



## Irrigation Project

The irrigation system at Gilbert Fraser has reached the end of its useful asset life and is planned for upgrading as part of the City's asset renewal program. The system has been designed and installed to account for the salinity in the groundwater extracted from the bore. This system has a water tank to allow the saline groundwater to be diluted with scheme water ahead of it being used for irrigation.

As part of the upgrade, a larger capacity tank and upgraded irrigation has been included. The current 135,000 KL tank does not adequately meet the demand of the 3ha sporting reserve. The small capacity tank cannot irrigate the full site in one night for the best water efficiency and turf stress/growth management. The current tank only allows a 2-3 hour watering window, and then a 6-8 hour delay as the tank fills before the second watering window commences. All irrigation needs to be completed at night when the reserve is not in use. During summer, the watering days are also restricted by community sporting use requirements. This includes cricket protocols around watering close to matchday, which limits the watering days to 4-5 days per week, compounding the issues with current tank size. The new tank size allows irrigation of the reserve to be completed in one event. The current inground irrigation system will be upgraded with a more water efficient system with correct overlap and coverage.

The larger tank size will also improve monitoring, balancing and minimise the current water quality fluctuations in the dilution process. This improved water quality will hold equipment such as pumps, probes, valves to outfield rotors and nozzles in better condition with a beneficial future maintenance cost outcome. The additional capacity also provides opportunity for other areas on the North Fremantle Foreshore to access water in the future.

Currently, an issue such as a pump fault, power outage, water block or leak can throw out the watering schedule due to the limited availability of the small watering windows. The playing field turf standard has not been achieved multiple times across previous years due to system faults and the restricted programming.

As part of the project, the tank was proposed to be relocated from its existing location to the reserve boundary on Johannah Street for the heritage, tree and program reasons detailed below. Officers have also looked at alternative locations for the tank, including offsite, however there are no suitable locations. In addition, the possibility of installing an underground tank was considered. Unfortunately, this option is not considered viable due to the ground water level, inundation and cost.



## Heritage Considerations

The decision to relocate the tank was made in alignment with the Council endorsed Conservation Management Plan (CMP) for Gilbert Fraser Reserve, which offers clear guidance on appropriate site planning and heritage considerations. This approach was presented to the community and resulted in the petition submission.

### Local Heritage Significance

The heritage significance of Gilbert Fraser Reserve and Grandstand was recognised by its inclusion in the first Fremantle Municipal Heritage Inventory adopted by Council in 2000. This place was allocated a management category of 1B, "The City of Fremantle has identified this place as being of exceptional cultural heritage significance in its own right within the context of Fremantle and its conservation is required." Gilbert Fraser Reserve is also a Contributory Place within the City of Fremantle North Fremantle Precinct Heritage Area.

Gilbert Fraser Reserve and Grandstand has not been placed on the State Register of Heritage Places.

### Conservation and management of the place

The City understands and values the importance of maintaining this significant heritage place, the integrity of the heritage precinct and the visual character of the locality.

In 2010 the City of Fremantle commissioned Hocking Planning and Architecture to prepare a conservation plan to guide the future conservation and management of this place. The recommendations of this report, Conservation Management Plan for Gilbert Fraser Reserve, 2010 (CMP), provides clear guidance on managing change and development of the place in a way that will protect and enhance its heritage values. The policies and recommendations in this report were used to determine the best location for the replacement water tank.

1. Relative level of heritage significance:  
The CMP identifies the Grandstand, Oval and open landscape as being of Considerable Heritage Significance, these are the most significant elements at the place. The former Stables and Hall are graded as being of Some Significance and the Caretakers House and Toilets have little significance.

The CMP recommends that zones and elements of considerable and some cultural heritage significance must be retained and conserved. There should



be no new work in open spaces around these buildings that will obscure or detract from these buildings.

**6.2.3 Zones and Elements of Some Significance**

The significant fabric of such places or elements should be preserved, restored or reconstructed as appropriate. Adaptation is acceptable to the extent of installing reversible small fixtures, services and partitions, provided this does not affect any external or internal

The CMP identifies the existing tank as an intrusive element. It is the only intrusive element identified on the site. Refer to Figure 107: Zones and Elements of Significance below.

The CMP recommends that when the opportunity arises, Intrusive Elements should be removed because they detract from elements of Some and Considerable Significance. Refer to Recommendation 2 below.

**Recommendation 2.**

**The opportunity for the removal of intrusive built elements and vegetation shall be realised, where possible, to reveal and enhance the significance of the place, built structures and landscape.**

Based on the recommendations of the CMP and the graded levels of heritage significance it was decided to remove the intrusive tank and relocate the new larger tank away from the cluster of historic buildings on the western corner of the site including the Grandstand, former Stables and Hall.

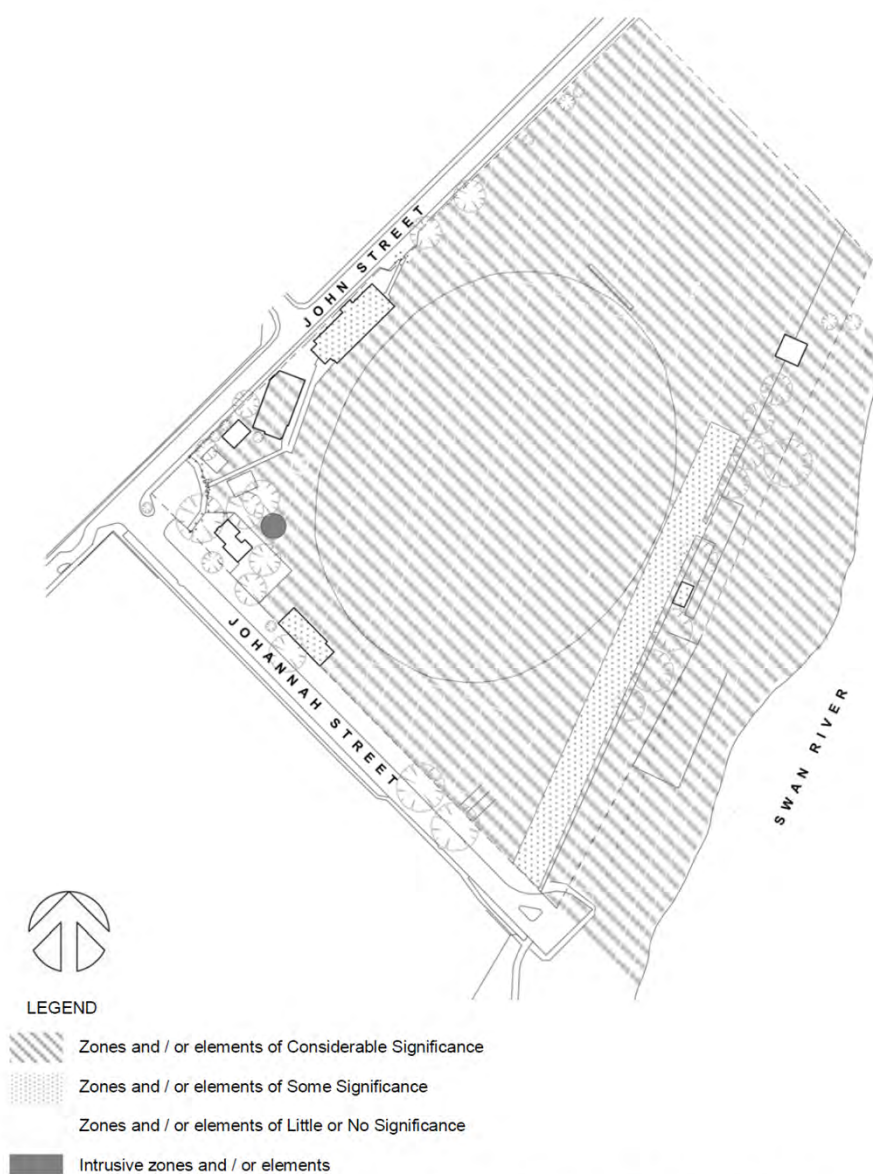


Figure 107 Diagram identifying the various zones and /or elements of significance of the whole Gilbert Fraser Reserve Precinct site.  
 Hocking Planning and Architecture, October 2009

2. Future Development within the precinct: The CMP identifies zones where 'new buildings and sports facilities' should be contained. Refer to figure 113 Diagram Showing Recommended Zones Within the Precinct, below.

The new tank is an essential piece of infrastructure required to maintain the oval so it can be used by multiple sports teams throughout the year. It was regarded as a new building because of its scale. The new tank was proposed to be constructed in 'Development Zone South'. The location was selected to follow the specific advice provided for this zone so it would not adversely



affect the use of the oval, overwhelm the scale of the grandstand, or obstruct views of the grandstand from the river.

Development Zone South was also selected because historically the area adjoining Johannah Street has been a service area where the stables and storage sheds for sporting and maintenance equipment have been located. Following the departure of the tennis club in the 1960s, the southern corner of the site has been used for associated sporting uses such as cricket nets and storage of dragon boats and outrigger canoes.

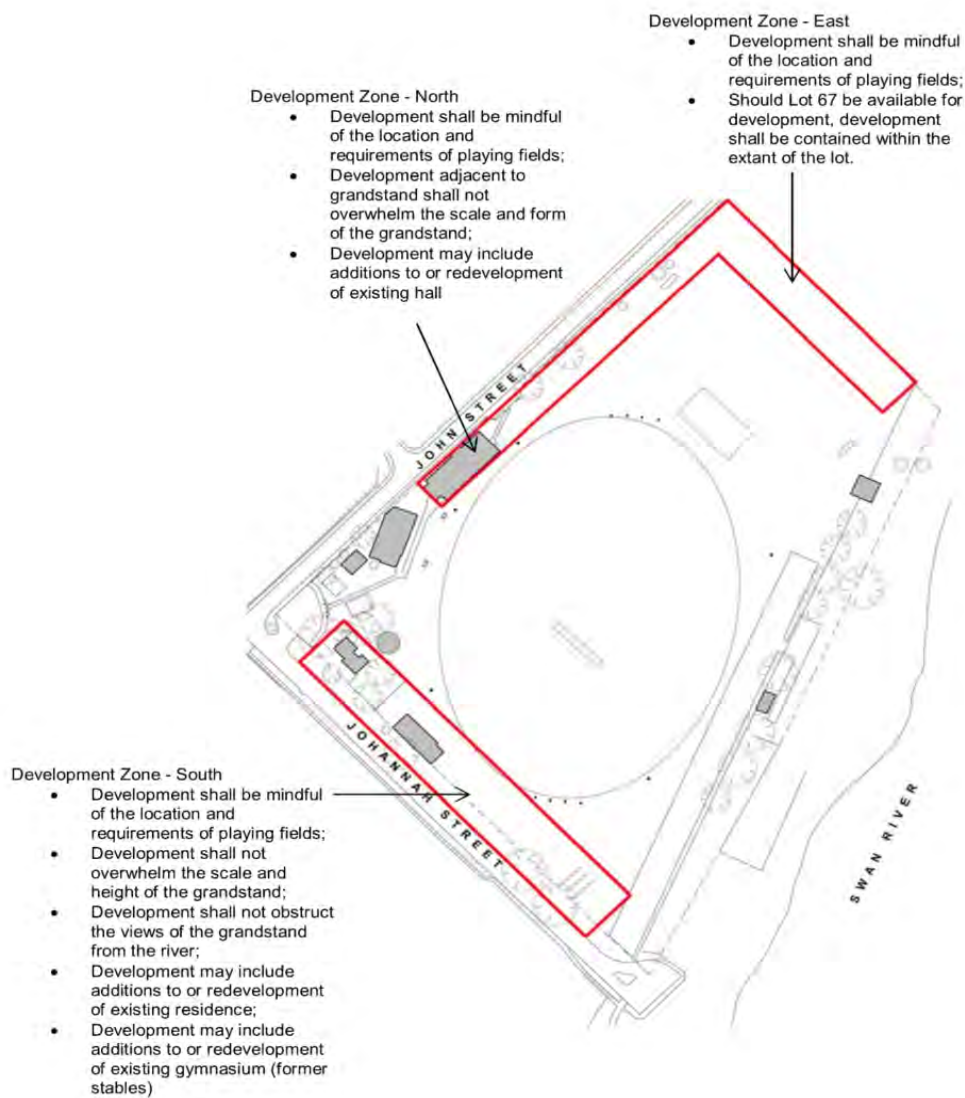


Figure 113 Diagram showing recommended development zones within the Precinct Hocking Planning and Architecture, July 2010



3. Archaeology – The CMP recommends that archaeological investigations should be undertaken when the opportunity arises.

It is good conservation practice to protect areas of archaeological significance until such time that they can be investigated properly. Archaeological investigations should be undertaken prior to major ground disturbance to locate and record material that could be damaged or lost but in the case of minor works, an archaeological watching brief can be used to monitor ground disturbance and undertake investigation if required.

The CMP identifies several sites which have archaeological potential. The proposed location for the new tank is adjacent to Site 3, which may contain remnants of a gun emplacement from the Second World War. While the gun emplacement was not very large, Site 3 extends for the full length of the river boundary because the exact location of this structure is not known, only that it was located between the football field and the river. See Figure 111 Diagram Showing Potential Archaeological Areas Within the Precinct.

Archaeological management in the form of a 'Watching brief' would be carried out if works were to be undertaken in an area of archaeological potential. The proposed tank location is not within such an area. Also, it should be noted that the site of the gun emplacement was unlikely to have been located on the southern corner of the reserve because there were fenced tennis courts here between the 1920s and the 1960s and they are not visible in historic photos of the gun emplacement.

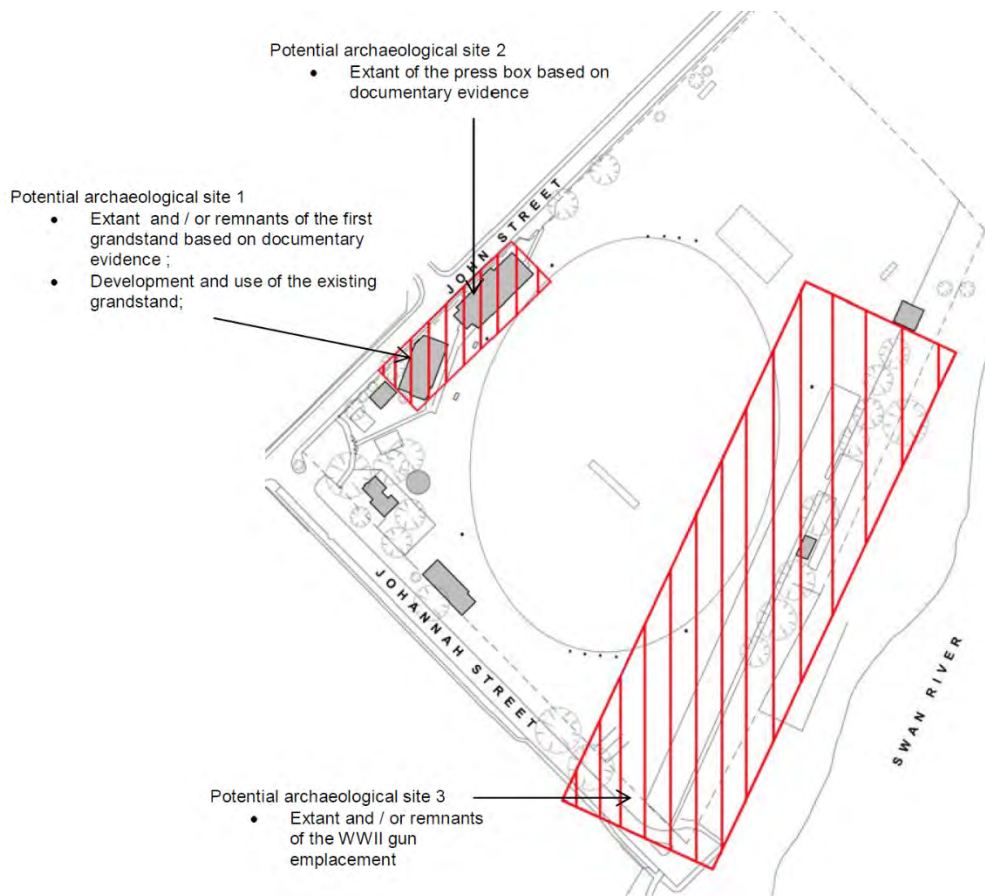


Figure 111 Diagram showing potential archaeological areas within the Precinct  
Hocking Planning and Architecture, July 2010

4. Significant views – The CMP identifies the need to protect views that contribute to the heritage value of the place and recommends that there be no new development on the site that obscures these views

**Recommendation 12.**

**The Gilbert Fraser Reserve Precinct is on a prominent site on the Swan River. The views to it from the river and from across the river shall be conserved and maintained to retain this aspect of its heritage significance.**

The CMP does not provide a diagram showing the significant views. The views are described as 'from the river and from across the river'. There is no mention of maintaining views from the surrounding streets across the reserve although the views from John Street across the eastern end of the oval are very scenic.



The proposed location of the new tank was selected to avoid blocking significant views from the path along the river boundary of the oval to the Grandstand. Views from across the river will be limited to the upper part of the Grandstand and the lineal planting of Norfolk Island Pines and will not be affected by the new tank. There will also be only a very oblique view of the new tank from the Grandstand because the Grandstand is positioned to look away from this area.



5. Comments received during consultation. The suggestion was made that the former stables could be demolished to provide a site for the new tank. This is not appropriate as the CMP identifies the historic stables as being of *Some Significance* (refer to Figure 107) and notes that these structures cannot be demolished. This historic building requires attention, and it will be conserved as funding becomes available.
6. Heritage advice provided by Hocking Heritage + Architecture, July 2025. Recently the City sought heritage advice from the authors of the CMP. The consultants concluded that it was a better heritage outcome for the replacement tank to remain in its existing location rather than the proposed new location. Officers recommend building a new tank in the current location is not supported by the recommendations of the CMP and the increased size of the tank will have a negative impact on use of the oval, the setting of the Grandstand and the main entrance to the reserve through the Memorial Gates.

### Tank Options

Council has 3 practical options for the location and size of the tank. They each have heritage, tree, timing and cost implications to consider as part of the decisions. Refer to the attachments for visual location and tank size information.



The order of works varies for each option as it needs to be timed around the sporting season, ongoing irrigation requirements and the turf growing season. The tank also needs to be designed and installed prior to the inground irrigation design, as the design needs to be informed by the water output of the new tank and pump.

#### Tank Option 1a – Existing Location (low profile option)

This option sees the tank demolished and replaced in the same location. The 400kL tank is 15m wide by 2.5m tall (low profile option) to keep the height of the tank lower and retain visual scale for heritage.

Replacing an element identified in the CMP as Intrusive with a larger (diameter) element in the same location will have an adverse effect on the main entrance area to the reserve adjacent to the Memorial Gates and the setting of the Grandstand. This option will miss a rare opportunity to relocate an intrusive element and improve the visual presentation of a significant part of the Gillbert Fraser Reserve.

Due to the increased footprint of this option over the existing tank, 6 trees will be impacted and require removal or significant pruning. The Helliwell value of the trees is shown below. In accordance with City Policy, removed trees would be replaced 2 for 1 in the area (up to 12 trees).

Species	Tree number	Helliwell valuation
Citharexylem spinosum	5159748	\$8,329
Citharexylem spinosum	5159739	\$3,331
Citharexylem spinosum	5159732	\$8,329
Citharexylem spinosum	5159715	\$8,329
Citharexylem spinosum	5159682	\$8,329
Erythrina sykesii	5159669	\$9,995
	Total	\$46,645



To replace the tank in place, the tank construction needs to wait until winter 2026 for construction as the water supply is required through the watering season period. This is because we need to supply the turf with water from the tank during the watering seasons. This moves the inground installation into autumn 2027 to align with seasonal sport changeover. The turf recovery will commence in the non-growing period through winter.

Task	Date
Finalise tank design	Sep 2025
Tank procurement and contractor engagement	November - January 2025
Construction (winter installation)	May - July 2026
Inground irrigation design	August – October 2026
Irrigation procurement and contractor engagement	October 2026 – January 2027
Construction and completion	February – April 2027

The cost estimate of this option is:



Item	Cost estimate
Preliminaries and design	\$25,000
Demolition	\$40,000
Tree removal and replanting	\$20,000
New tank and pump	\$290,000
Connect existing	\$20,000
New cabinet	\$40,000
In ground mainline and variable drive	\$50,000
Contingency (10%)	\$48,500
Total	\$533,500

### Tank Option 1b – Existing Location (current footprint option)

This option sees the tank demolished and replaced in the same location with the same footprint. The 400kL tank is 9.25m wide by 6.5m tall (7.5m with roof pitch, current footprint option) to keep the tank footprint the same as existing and reduce impact on trees.

A geotechnical study is required to test the feasibility of this option due to the increased weight loading over the smaller footprint and the increased height of the structure.

Replacing an element identified in the CMP as Intrusive with a larger (height) element in the same location will have an adverse effect on the main entrance area to the reserve adjacent to the Memorial Gates and the setting of the Grandstand. The height of the tank is comparable to a two-storey building and will have greater impact on the setting of the Grandstand than Option 1a. Both Options 1a and 1b will miss a rare opportunity to relocate an intrusive element and improve the visual presentation and function of a significant part of the Gilbert Fraser Reserve.

This option will require heavy form pruning of the existing trees given the increased tank height. It is a possibility that some of the trees will require removal during the construction process if the structural root zone or crown of the trees is compromised.

To replace the tank in place, the tank construction needs to wait until winter 2026 for construction as the water supply is required through the watering season period. This is because we need to supply the turf with water from the tank during the watering seasons. This moves the inground installation into autumn 2027 to align with seasonal sport changeover. The turf recovery will commence in the non-growing period through winter.



Task	Date
Finalise tank design	Sep 2025
Tank procurement and contractor engagement	November - January 2025
Construction (winter installation)	May - July 2026
Inground irrigation design	August – October 2026
Irrigation procurement and contractor engagement	October 2026 – January 2026
Construction and completion	February – April 2027

The cost estimate of this option is:

Item	Cost estimate
Preliminaries and design	\$25,000
Demolition	\$40,000
Tree pruning	\$5,000
New tank and pump	\$400,000
Connect existing	\$20,000
New cabinet	\$40,000
In ground mainline and variable drive	\$50,000
Contingency (10%)	\$58,000
Total	\$638,000

#### Tank Option 2 - Johannah Street (low profile option)

This option sees the existing tank demolished and replaced in a new location within the reserve on the Johannah Street boundary. The 400kL tank is 15m wide by 2.5m tall (low profile option) to keep the height of the tank lower.

This option will have a positive heritage outcome for the Gilbert Fraser Reserve because it will relocate an intrusive element near the historic grandstand and main entrance to the reserve to the historic service zone on the periphery of the reserve. This option will minimise the visual and heritage impact of this essential piece of infrastructure on the reserve and will not result in the loss of historic views between the grandstand and the river parkland. This option complies with the recommendation of the CMP.

This option has minimal impact on trees. While it encroaches into the Tree Protection Zone of one tree, the impact on the tree will be negligible and managed through arboricultural practice and construction methodology.

In this option, the tank can be constructed as soon as the contract is awarded as the old tank can continue water supply for the existing system in summer. This will allow the in-ground irrigation to be installed in spring 2026, allowing a faster recovery of the turf in summer.



Task	Date
Finalise tank design	Sep 2025
Tank procurement and contractor engagement	November - January 2025
Construction (winter installation)	January - March 2026
Inground irrigation design	March – April 2026
Irrigation procurement and contractor engagement	June – August 2026
Construction and completion	September – November 2026

### Costs

Item	Cost estimate
Preliminaries and design	\$25,000
Demolition	\$40,000
New tank and pump	\$290,000
Connect existing	\$45,000
New cabinet	\$40,000
In ground mainline and variable drive	\$50,000
Contingency (10%)	\$49,000
Total	\$539,000

### Recommendation

Officers recommend Council proceed with Tank Option 2 - Johannah Street (low profile option). It complies with the adopted Conservation Management Plan, and the project can proceed on the more advanced timeline of the options, noting that this option has no geotechnical risk, minimal tree impact and decreased risk to the continuous irrigation of the reserve.

Should Council not endorse Tank Option 2, officers recommend Tank Option 1a – Existing Location (low profile option) as the next best. Tank Option 1b – Existing Location (current footprint option) is not recommended.

### VOTING AND OTHER REQUIREMENTS

Simple Majority Required



## OFFICER'S RECOMMENDATION

Moved: Cr Ingrid van Dorssen                      Seconded: Cr Frank Mofflin

Council:

1. Note the petition provided by members of the community, requesting Council reconsider the proposed relocation of the tank at the Gilbert Fraser Reserve.
2. Endorse Tank Option 2 - Johannah Street (low profile option), as the preferred option for the Gilbert Fraser Reserve irrigation renewal project.

In accordance with clause 9.7 of the [Meeting Procedures Policy](#), Cr Ingrid van Dorssen moved the following amendment, as provided in the additional documents:

## AMENDMENT

Moved: Cr Ingrid van Dorssen                      Seconded: Cr Jenny Archibald

Amend Part 2 of the Officer's Recommendation, to read as follows:

Council:

1. Note the petition provided by members of the community, requesting Council reconsider the proposed relocation of the tank at the Gilbert Fraser Reserve.
2. Endorse Tank Option ~~2—Johannah Street~~ *1a – Existing Location* (low profile option), as the preferred option for the Gilbert Fraser Reserve irrigation renewal project.

Amendment Carried: 6/4

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Adin Lang,  
Cr Fedele Camarda, Cr Ben Lawver and Cr Ingrid van Dorssen

Against:

Cr Geoff Graham, Cr Andrew Sullivan,  
Cr Jemima Williamson-Wong and Cr Frank Mofflin

Reason for amendment:

To protect the visual amenity of the foreshore and open space reserve, and protect the sightlines between the heritage grandstand and the foreshore.



COUNCIL DECISION ITEM C2509-5  
(Amended officer's recommendation)

Moved: Cr Ingrid van Dorssen

Seconded: Cr Frank Mofflin

Council:

1. Note the petition provided by members of the community, requesting Council reconsider the proposed relocation of the tank at the Gilbert Fraser Reserve.
2. Endorse Tank Option *1a - Existing Location* (low profile option), as the preferred option for the Gilbert Fraser Reserve irrigation renewal project.

Carried: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Planning reports

C2509-1 NO.37 (LOT 502) SOUTH TERRACE, FREMANTLE - VARIATIONS TO PLANNING APPROVAL DAP004/23 (THREE STOREY TAVERN DEVELOPMENT) (JL VA0008/25)

Meeting date:	24 September 2025
Responsible officer:	Manager Development Approvals
Voting requirements:	Simple Majority Required
Attachments:	1. Amended Plans
Additional Information: (viewed electronically)	2. <a href="#">Applicant's Planning Report</a> 3. <a href="#">City's Heritage Assessment (Amended Plans)</a> 4. <a href="#">Applicant's Heritage Impact Assessment</a> 5. <a href="#">Determination Letter and Notice (26 September 2023)</a> 6. <a href="#">Site Photos</a>

### SUMMARY

Approval is sought for amendments to the development previously approved by the Development Assessment Panel (DAP) on 18 September 2023 (ref. DAP/23/02488) at No. 37 (Lot 502) South Terrace, Fremantle for a three (3) Storey Tavern Building.

The key changes to the proposal include:

- Removal of basement,
- Deletion of the balcony addition to South Terrace and Essex Street,
- External material changes,
- Extension of the ground floor awning to cover South Terrace entrance,
- Relocation of 1<sup>st</sup> floor brewery to the corner of Essex Street and Essex Lane, and
- Minor reduction in building height.

The applicant has opted to have the application determined by the Council under Regulation 17a of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

The application to amend the approved development is recommended for refusal.



## PROPOSAL

Approval is sought for the following amendments to the previously approved development at the subject site under application ref. DAP004/23 (Three (3) *Storey Tavern*):

### Floor Plan Layout

#### Basement:

- Removal of the basement level.

#### Ground floor:

- Minor internal modifications and layout changes, and
- Changes to ground floor windows and operability.

#### Level 1:

- Internal room modifications,
- Modifications to internal staircase,
- Potential public arts contribution to underside of awning
- Layout changes for improved efficiency,
- Brewery component removed, and
- Removal of the balcony.

#### Level 2:

- Rearrangement of layout and reduction in overall bar space, and
- Minor changes to the roof-level seating configuration.
- Building height reduced
  - The maximum building height is being reduced from 15.15m to 14.8m (350mm)
  - The building height to South Terrace is being reduced to 13.5m (circa 14.85m to top of plant).

#### Licensed Area

- The overall bar/ licensed space has been reduced from circa 898m<sup>2</sup> to circa 750m<sup>2</sup> (inclusive of the ground floor alfresco).

#### External Modifications

- The first-floor balcony has been removed.
- The external materials and treatments have undergone changes with a simplified palette of materials and reduced articulation and depth to both facades.
- Ground and first floor, ceiling heights reduced by 300mm each.



- o Ground floor door and window openings reduced in height from 3100 to 2650mm.
- o Face brickwork changed from a 'recycled look' red brick to cream brick.
- o Extent of face brickwork substantially reduced and replaced with painted rendered brick or painted metal paneling.
- o Brick details deleted including soldier course to parapet coping, window and door heads and three centred arches.
- o Recess brick detail to 'piers' modified with painted render finish added to recess.
- o Parapet/ balustrade to roof deck replaced with glass balustrade
- o Elevated seating to corner of roof deck removed, and
- o Wall cladding to roof top bar changed from metal cladding in a natural brushed finish to fibrous cement sheeting painted light brown.

Refer to Figure 1 below for a comparison between the approved and proposed elevations as seen from South Terrace.



Figure 1 – Comparison Streetscape perspective 2023 approval to current VA amended plans

Where relevant, each of the above changes has been assessed and discussed in detail in the Officer recommendations.

The applicant opted to lodge several sets of amended plans after several meetings with City Officers and post DAC meeting. The latest version of amended plans included the following changes from what was submitted for this application:

- Extending the South Terrace ground floor awning to cover the entire northern elevation,
- Amended brick colours to both facades,
- Modification to all windows and arched sun shade devices,



- Introduction of red coloured brick to corner element of building,
- Third floor awning amended to wrap around the upper floor elevations
- Inclusion of two small windows to the first floor near the corner treatment,
- Modified and increased brick parapets to the western and southern elevations reducing the glass balustrade components,
- Reintroducing some opening windows to the ground floor windows on both South Terrace and Essex Street

The Amended Development Plans (Attachment 1) are accompanied by a Planning Report, City's Heritage Assessment and Applicant's Heritage Impact Assessment (additional information).

## BACKGROUND

The subject site comprises of one (1) lot with a total land area of 435m<sup>2</sup> located at No. 37 (Lot 502) South Terrace, Fremantle. In summary, the subject site is described as follows:

- Zoned 'Central City Zone' under the MRS and 'City Centre Zone' under LPS4.
- Is located on a corner site with three lot frontages to South Terrace, Essex Street and Essex Lane.
- Is located within Local Planning Area 1 – City Centre, Sub Area 1.3.1 – West End under LPS4.
- Is located within the Central Fremantle Heritage Area and is located adjacent to several State Heritage Registered sites including the Fremantle Technical College (41 South Terrace), the Sail and Anchor (64 South Terrace) and the Fremantle Markets (74 South Terrace).
- The immediate locality surrounding the subject site is zoned City Centre Zone, with the area further to the south-east past Norfolk Street being zoned Mixed Use (R35). Refer figure 1 below for site context map.

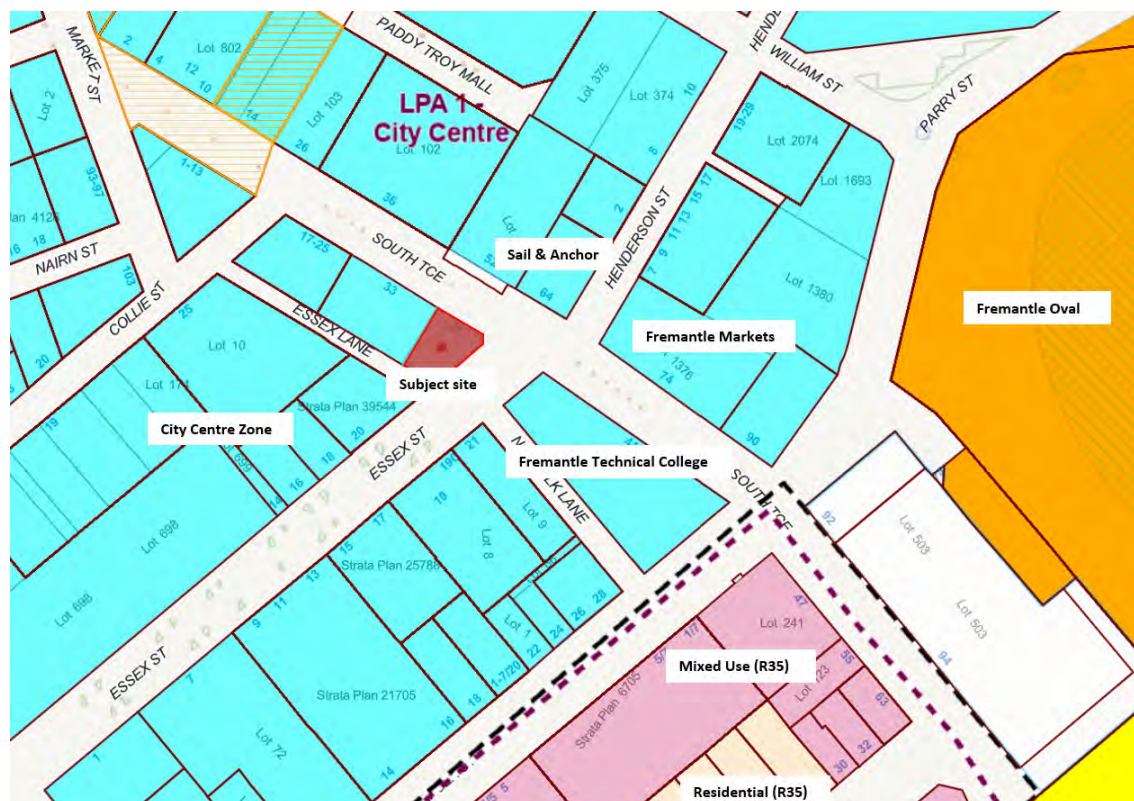


Figure 2 - Site Context Map

The following planning history is relevant to the subject application:

- On 18 September 2023, the DAP approved a three (3) storey Tavern building to be constructed (Ref: DAP/23/02488) on the subject site. Refer to additional information 1 for copy of DAP's decision notice and stamped approved plans.
- On 2 May 2025, the applicant lodged a variation application proposing changes as outlined in the 'Proposal section' above, stating the following reasons for the variation application:

*SHG have worked hard to implement the development approval granted in September 2023. Unfortunately, due to a range of factors outside of the proponent's control (particularly ongoing and sustained construction cost escalation), it has not been possible to act on the development approval.*

*SHG have been diligently and conscientiously working to consider what minor amendments could be made to the approved plans to maintain the overall development intent and approach whilst allowing for an improved development feasibility.*



*SHG are now seeking an amended approval to proceed with this updated design, which refines the project's original vision and continues to achieve reactivation of a key site within the Fremantle City Centre.*

#### FINANCIAL IMPLICATIONS

Nil

#### LEGAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Thriving City - Attraction and retention of diversified investment and talent

- A diverse range of employment options across multiple sectors enable more people to work in Fremantle.
- Investment in quality property development enables more people to live and work in the city centre.

Thriving City - A resilient seven-day economy

- A City with a diverse range of unique, resilient and sought-after businesses and attractions.

#### CONSULTATION

##### Public Consultation

The application was not required to undergo community consultation as no new discretion was being sought with the proposed amendments.

##### Consultation with Government Agencies

##### *Heritage Council of Western Australia (HCWA)*

The amended application was referred to the Heritage Council at the Department of Planning, Lands and Heritage due to the site being located adjacent from



buildings listed on the State Heritage Register (Fremantle Technical College, Sail and Anchor Hotel, and Fremantle Markets).

The Heritage Council advised that in accordance with the amended plans submitted, the amended proposal is supported subject to the same conditions and advise notes requiring a detailed signage proposal. Therefore, condition 17 of DAPS original determination remains valid as seen in additional information.

#### *Fremantle Port Authority*

The site is located within the Fremantle Port Buffer Area 2 and was therefore referred to the Fremantle Port Authority (FPA) for their comments on the proposal. FPA advised that they are supportive of the proposal but require the provisions of LPP 2.3 (Area 2) to be integrated within the design. A condition has been recommended to ensure compliance with LPP2.3 prior to the lodgement of a building permit. Therefore, condition 8 of DAP's original determination also remains valid.

#### Design Review Panel Advice

The amended proposal was presented to the City of Fremantle Design Advisory Committee (DAC), after the variation application was formally lodged in May 2025. A brief DAC presentation timeline of the original and amended proposals is as follows:

*Table 2 – Design Review Timeline*

Timeline	Date
Variation Application formally lodged	2 May 2025
Design Review 5 (DR5)	12 May 2025
Amended plans received	30 July 2025

As noted above, the applicant submitted amended plans on 30 July 2025 in response to the comments made by the DAC in its DR5 meeting. The applicant declined the opportunity for these amended plans to be reviewed again by DAC.

The DAC's final recommendations from DR5 are summarised in the following table, and the City's officers make the following comments.

*Table 3 – DAC Final recommendations (DR5) on the final set of plans and the City's response*



DAC final recommendations	City's Response to Amended Plans (30/7/2025)
<p>Consider a more holistic approach to cost reduction, ensuring that the overall design intent is not compromised in the process. Re-evaluate how the building relates to the surrounding heritage context through streetscape analyses, 3-D view from street level, material selections etc.</p>	<p>The City notes the comments made by the DAC in regard to the Level 2 roof-top awning. The applicant has amended the awning design to wrap around the corner as originally approved which is a positive design outcome.</p>
<p>Re-consider the removal of the first-floor verandah or, if this is deemed necessary, re-evaluate the character and architectural language of the proposal to responds to the context.</p>	<p>The amended design doesn't include reinstatement of the first-floor balcony.</p>
<p>Evaluate the implications of altering the height of the building by assessing the street elevations against the existing fabric and heritage character.</p>	<p>The City notes the comments made by the DAC and the proposed amended plans actually result in a lower building than originally approved. The slight reduction of 350mm is considered inconsequential but supportable.</p>
<p>Re-consider the northern corner of the site, its relationship with the internal functions of the building, the boundary condition and its impact on the streetscape. Assess its relationship with the current proposal for the adjacent site and consider an appropriate solution.</p>	<p>The amended design has been altered to change brick colour and introduced two small windows to the upper floor Essex Street and South Street corner treatments.</p> <p>These window additions are considered slight positive additions, and whilst some amendments have been explored, the corner treatments need more attention and prominence, as it currently lacks depth to the faced treatments/ masonry work on this corner.</p>
<p>Re-assess the proposed arches on the elevations by considering historical, contextual examples, including size and scale of openings etc.</p>	<p>The amended plans incorporate a metal perforated arch treatment to all window openings. This is may be too simplistic and lacks depth and articulation resulting in a plain, flat façade treatment.</p>
<p>Re-consider the introduction of glass balustrading on the rooftop edge, by either making it less visible from the street or by returning to a material that is</p>	<p>The amended plans now incorporate small masonry extension to the northwestern corner, northeastern</p>



more appropriate for the heritage context.	corner and south eastern facades with glass balustrade infill.
Consider more carefully the importance and resolution of the corner, noting that this consideration is typical in heritage architecture in this locality.	As noted above.
Consider reviewing the rooftop shade canopies to better integrate them into the overall design and render them less visible from the street.	Rooftop canopy aments are now proposed with the awning structure wrapping around like the original approved awning which is a positive amendment.
Consider how landscaping will be better integrated within the building.	The reiterations of amended plans don't show any changes to the landscaping proposed as part of this variation application.
Consider working with the City to introduce street trees.	As noted above.
Consider how to better integrate the fire stairs in the planning.	Latest amended plans show the rear fire stair structure having a reduced setback to Essex Street but still out of place and unusual in its appearance.
Consider how solar penetration through openings will be addressed if the verandahs are to be removed.	Perforated arched metal awnings shade structures proposed to the top of all windows.
Provide a proposition for an integrated public art work.	Artwork locations are now shown to underside of ground floor awning and / or rear Essex Lane faced as potential location for public artworks. Public Art (either via on site artwork or contribution) is a condition of approval and any on site solution will require review by the City's panel.

The concluding remarks of DAC from DR5 were as follows:

*The Panel appreciates the proposed changes come about from a need to reduce costs but encourages the proponent to consider any shifts in design more holistically. Given that there has been a change of architects, the intent of the previously supported design should be respected, and any*



*revision should be assessed with this in mind, establishing a new identity for the proposal.*

*The Panel does not support the proposed removal of elements from the scheme or changes to materials, without careful consideration of the implications on the overall nature and character of the building design, within its heritage context.*

Whilst some minor changes have been included which help resolve some aspects of the amended development, most of the DAC's advice has not been adequately addressed.

#### OFFICER COMMENT

Below consists of a planning assessment against relevant local planning policies and *State Planning Policy 7.0 - Design of the Built Environment policy*. In addition to this, Council is also required to consider the matters specified in clause 67 of the Planning and Development Regulations (Local Planning Scheme) 2015 (P and D regs).

The specific provision of Cl.67 of the P and D regs which relate to this assessment include:

- (l) *the effect of the proposal on the cultural heritage significance of the area in which the development is located; and*
- (m) *the compatibility of the development with its setting, including —*
  - (i) *the compatibility of the development with the desired future character of its setting; and*
  - (ii) *the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) *the amenity of the locality including the following —*
  - (i) *environmental impacts of the development;*
  - (ii) *the character of the locality;*
  - (iii) *social impacts of the development;*

Each of these above matters to consider, will be discussed in detail below.

#### Local Planning Policy



*Local Planning Policy 1.1 – Planning Refunds, Amendments, and Community Consultation*

Clause 2.2 of LPP1.1 states that –

*In determining an amendment to a planning approval, the local government will consider whether the nature and extent of the proposed amendment is such that the use or development the subject of the planning approval:*

- a) remains, in substance, the same; or*
- b) is changed so a new and different use or development is proposed.*

The amendments to the previously granted planning approval involves:

- the removal of a basement,
- minor internal room layout and staircase alterations,
- a minor reduction in building height,
- Deletion of first floor balcony, and
- external material and architectural changes to the facades of the building.

It is considered that the proposed amendments are, in substance, the same as the current approval. The use will remain as a Tavern land use. The application is therefore considered appropriate for consideration as an amendment to the previously granted planning approval.

*Local Planning Policy 1.6 – Heritage Assessment and Protection*

LPP1.6 requires a Heritage Impact Statement to be prepared by a qualified heritage professional for any proposal that may impact any heritage place and/or area listed on the State heritage register or the City's Heritage List. The purpose of a Heritage Impact Statement is to consider the impact of a specific proposal (e.g. development) on the cultural heritage significance of a heritage place or area. Where a proposal is accompanied by a proponent-commissioned Heritage Assessment or Heritage Impact Assessment, the City will undertake its own assessment but may draw on information submitted.

The applicant provided a Heritage Impact Statement (HIA) which accompanied the variation application which is included as additional information.

The applicants HIA key findings include

- *37 South Terrace is a non-contributory site within the Central Fremantle Heritage Area and is not part of the State Registered West End, Fremantle*



*(place no.25225). The existing building was constructed in 1989 and is not related to any historic fabric.*

- *The Central Fremantle Heritage Area holds significant value for the City of Fremantle, characterised by its cohesive townscape, early settlement and convict history, and continued commercial use as an Old Port City and Fremantle Port.*
- *The existing building lacks architectural merit on a heritage-based value but is an integral part of the South Terrace food and beverage strip, coexisting with adjacent heritage buildings.*
- *The proposed development includes demolishing the 1989 building and constructing a two-storey building with a ground and first floor hospitality, partial perimeter ground floor alfresco verandah, and a partially enclosed rooftop terrace.*
- *The visual impact of the roof terrace is mitigated by its setback, ensuring the building appears as two storeys from the public realm, preserving the landmark qualities of nearby heritage buildings.*
- *The ground floor alfresco verandah extending over the street footpath aligns with the historic architectural features and character of Colonial Fremantle.*
- *There is little to no pontil for Aboriginal and historical archaeology on the subject site due to the extensive historic ground disturbance.*
- *The proposed facade is designed to complement the South Terrace typology and the wider Central Fremantle Area, using a mostly brick facade with reddish tones. Contemporary elements will not detract from the finer architectural details of adjacent buildings.*
- *Based on these findings, the proposed works are supportable from a heritage perspective.*

The City also conducted its own assessment (additional information) on the recent submitted amended plans, which has been summarised in the City of Fremantle Heritage Comment section below. Upon review of the latest copy of amended plans the following concerns were raised:

- Removal of upper floor to verandah.
  - The two storey verandah was a key feature of the original approved design that balanced the façade composition and tied it into the surrounding heritage context. The loss of this element has not been mitigated by other changes to the design or addition of new elements.
- Lack of articulation and detail to South Terrace and Essex Street facades.



- The facades are flat with little depth and texture or projecting elements to enliven the composition and provide texture and shadows. This is more noticeable following the removal of the upper level of the verandah.
- Loss of detail and quality finishes
  - Large areas of face brickwork replaced with rendered masonry.
  - Textural red brick replaced with plain cream brick.
  - Brick details removed.
  - Brushed sheet metal cladding to roof top bar replaced with painted fibrous cement sheet
- Replacement of brick parapet with glass balustrade

The applicant has made modifications to façade elements, however these have been generally minor and often limited to changes in surface treatments and colours.

*Local Planning Policy 3.6 – Heritage Areas*

The proposed development is located within the Central Fremantle Heritage Area. Being a cohesive townscape, that is relatively intact with a high level of significance. This portion of the heritage area is not part of the State Registered West End, however does provide a concentration of original commercial buildings.

The proposal has been assessed against the relevant provisions of Local Planning Policy 3.6 (LPP3.6) Heritage Areas as detailed in Table 7 below.

*Table 7 – LPP3.6 Heritage Areas Assessment*

Since determination of the original development, LPP3.6 has undergone a significant review and been amended. The below table outlines the relevant criteria of LPP3.6 relevant to this variation application:

<i>14.9 Infill Buildings (Commercial)</i>	<i>Officer Comments</i>
<i>Where the prevailing streetscape is commercial in character, infill development is to sympathetically</i>	While the revised infill building responds very broadly to the siting and scale of the context, it does not respond as well to the floor-to-floor levels of the surrounding context. The design is: <ul style="list-style-type: none"> <li>● Consistent with front, side setback patterns, including truncated treatment of street corner</li> </ul>



<p><i>respond to the siting, form, articulation and materials of the commercial context.</i></p>	<ul style="list-style-type: none"> <li>• Consistent with bulk and scale of context as it is a two storey building with concealed roof</li> <li>• Inconsistent with the plate heights of surrounding development. The plate height of the original approved design was consistent with the context, but this revised scheme has reduced the plate height of both levels by 300mm making it less consistent. Changes to the plate height has affected the size and shape of door and window openings.</li> </ul> <p>The form of the proposed development as amended is not considered to harmonise well with the predominant building form of the surrounding context because the proposed variations have removed elements that made a significant contribution to the overall composition of the building form.</p> <p>Whilst the form of the building has some similarities to the traditional hotel typology in the area in its size, shape and arrangement of parts, it is not consistent with this form because it no longer has a 2 storey verandah, it does not have a strong cap to the facades such as a deep parapet or cornice element, the window sizes are inconsistent and it does not exhibit the high quality details and material that would create a corner landmark.</p> <p>The building does not respond to the articulation and detail of the surrounding buildings as the facades are shallow with minimal depth to reveal, few projecting elements, and a general oversimplification of form. The removal of the two storey verandah with its strong vertical and horizontal elements, detail and shadows have removed much of the external articulation to the upper floor.</p> <p>The building does not exhibit faux or mock heritage elements, but it also isn't considered to successfully blend with the surrounding streetscape by responding to its heritage character in a modern contemporary way. This visual difference will make it the dominant element in the streetscape.</p> <p>The revised plans have removed most of the brick detailing to the façade including the articulated brick coping to the parapet, the soldier course lintel details over door and window openings and the three centered arches to the ground floor openings. The vertical recess detail to the facades is one of the few elements that has been retained but the quality of this detail has been diminished by</p>
--	---



	<p>rendering and painting the interior of the recess because it removes the sense of depth and materiality that it provides to the face brick façade. The extent of brickwork has also been reduced and replaced with rendered masonry and FC sheeting.</p> <p>The use of face brick enlivens the façade with texture but use of a cream-coloured brick is again not considered to appropriately respond to the historical context where face brickwork is typically a red brick with variation in tone and colour resulting from traditional firing techniques. The use of red brick in the corner of the building is a positive change but overall, quite tokenistic and does not tie into the larger façade compositions giving the feel of surface application rather than authentic depth and texture.</p>
--	---

As a result of the above assessment, the amended proposal is not considered to address the provision of LPP3.6 nor cl67(l) of the Regulations.

### State Planning Policy

#### *State Planning Policy 3.5 - Historic Heritage Conservation*

Clause 6.6 Development Control Principles of State Planning Policy 3.5 – Historic Heritage Conservation (SPP3.5) includes provisions for development within heritage areas. The proposed amendments to the previous approval are not considered to be consistent with clause 6.6 of SPP3.5, as the cumulative impact of the material and design changes on the character and quality of the previous approved building are no longer evident and therefore the variations are not considered to appropriately respond to the surrounding highly significant historic streetscape of South Terrace/ Market Street.

#### *State Planning Policy 7.0 - Design of the Built Environment*

An assessment has been conducted against the design principles of SPP7.0 Design of the Built Environment. As part of the DAC review, the amended proposal was considered against the ten principles and relevant commentary is added below:

1. Context and Character - *Good design responds to and enhances the distinctive characteristics of a local area, contributing to a sense of place.*

Upon review, DAC and the City acknowledge that the proposed changes have fundamentally come from a need to reduce costs and value engineer the project to make it financially feasible.



However, the holistic design approach taken in the original approved development shouldn't be compromised and concerns regarding the following aspects of the amended development remain outstanding:

- The removal and revision of key elements of the original approved development has resulted, without a clear assessment and evaluation of the overall impact on the coherence of the previously presented design.
- The removal of the first-floor balcony and verandahs has resulted in a building with an industrial appearance within a heritage context that is not industrial in its character.
- The removal of the verandah on the first floor has negative implications on street activation, massing, scale and character.
- The architectural treatment of the northern corner as a point of entry needs reassessment as this entrance should be a primary point of entrance.
- The wide arches on the first floor are out of character with the immediate surrounding heritage context, and DAC recommends that an assessment of the heritage impact and streetscape analysis should have been undertaken.
- The introduction of glass balustrading on the rooftop is not in keeping with the character of the surrounding heritage context.
- The proposed revision of the shade canopies on the rooftop, noting that their fragmented nature and mixed materials are not coherent with the form of the upper level.

The applicant submitted amended plans with minor changes to the window archways, the metal awning window treatments, reduced the amount of glass balustrading to the rooftop terrace and reinstated more masonry balustrade to the rooftop. These are positive amendments, but do not provide sufficient improvement to the overall design quality of the development.

2. Landscape Quality - *Good design recognises that together landscape and buildings operate as an integrated and sustainable system, within a broader ecological context.*

The rooftop planter boxes were reviewed by DAC and were not considered to be favourable substitutes for the integrated rooftop garden structures previously presented. Also, the applicant was encouraged to explore street trees with the City on both the South Terrace and Essex Street verge areas. The most recent amended plans didn't respond to DAC feedback on these matters.

3. Built form and Scale - *Good design ensures that the massing and height of development is appropriate to its setting and successfully negotiates*



*between existing built form and the intended future character of the local area.*

Whilst the general building massing and heights of the amended proposal are slightly lower than the original approval, the new design and its significant refinements has resulted in a development which is not appropriate nor is it in keeping with the heritage character of the locality.

4. Functionality and build quality - *Good design meets the needs of users efficiently and effectively, balancing functional requirements to perform well and deliver optimum benefit over the full life-cycle.*

The new proposed fire escape stairs should be improved as they look to be a foreign rooftop addition that hasn't been well considered.

With regards to build quality, the reconfiguration of external materials has resulted in a simpler and cheaper selection of materials which also has resulted in a lesser quality of building. Replacement of the third-floor metal cladding profile with standard cement fibre sheeting, along with the recycled brick option being replaced with new style bricks means the external appearance has lost a lot of the original higher quality and supported features.

5. Sustainability - *Good design optimises the sustainability of the built environment, delivering positive environmental, social and economic outcomes.*

DAC noted that the removal of the verandahs on the first floor means that the openings now have no shade provisions. These comments were considered by the applicant, and the recent amended plans incorporate an ached perforated metal arch awning treatment to all window openings. As discussed above, these additions are not considered appropriate and have resulted in a simplified facade which lacks depth and articulations. The Tavern land use remaining is again a land use which is supported and will help support and contribute to economic offerings of the City centre.

6. Amenity - *Good design optimises internal and external amenity for occupants, visitors and neighbours, providing environments that are comfortable, productive and healthy.*

No specific comments were made by DAC on this principle. The applicant did submit amended plans which DAC haven't reviewed, which reintroduced a brewery component to the upper floor Essex Street and Essex Lane corner and



repurposed the old brewery component which fronted Sout Terrace into interactive tavern floor area. Both welcomed changes which would assist in provided interaction and amenity for both Tavern occupants and street users. Again, the key concerns relate to the visual amenity of the building and what has been eroded and lost with this amended proposal.

7. Legibility - *Good design results in buildings and places that are legible, with clear connections and easily identifiable elements to help people find their way around.*

DAC raised comments on the importance of the South Terrace and Essex Street corner of the site, pointing out that its prominence on the streetscape and relationship to the adjacent urban context should be emphasized and celebrated as the main point of entry. Whilst the applicants has attempted to address DAC comments with the introduction of red brick to the corner entrance and awning cover over the South Terrace western entrance, the legibility of the amended design is not an ideal outcome, and the approved development is a better and preferred outcome.

8. Safety - *Good design optimises safety and security, minimising the risk of personal harm and supporting safe behaviour and use.*

No specific comments were made by DAC on this principle.

9. Community- *Good design responds to local community needs as well as the wider social context, providing environments that support a diverse range of people and facilitate social interaction.*

DAC noted that the previously proposed artwork on the underside of the ground floor canopy was no longer present on the version presented back to DAC and as such recommended this be reconsidered. The applicant lodged amended plans which reinstated the artwork to underside of the ground floor awing and a portion of the Essex Lane Facade. Both are considered acceptable additions.

10. Aesthetics - *Good design is the product of a skilled, judicious design process that results in attractive and inviting buildings and places that engage the senses.*

Whilst the City and DAC both appreciates the proposed changes come about from a need to reduce costs for the project, the design hasn't been reconsidered holistically. The intent of the previously supported design has not been respected,



and the original aesthetic appearance of the building and new chosen building materials will result in a poor heritage and architectural outcome.

As outlined in the above DAC commentary and LPP3.6 assessments, the amended proposal is not considered to result in positive changes to the previously approved development. Ultimately, the higher quality design and architectural features of the approved development are no longer evident in this variation application and as such the proposed amendment doesn't address the design principles of SPP7.0.

Again, the amended proposal is not considered to address the clause 67(m or n) of the Regulations.

Approval is sought for alterations to the existing three storey tavern development approved on the site. The proposed variation is not supported as the amended development doesn't respond appropriately to the context and character and heritage significance of the Central City Heritage Area nor is it considered to address the criteria of SPP7.0.

The heritage aspect of this proposal has been a key consideration in the assessment of the application. After completing a comprehensive assessment on the various aspects of the proposal against LPP3.6 - Heritage Areas policy as well as receiving comments and advice from DAC, the proposal is recommended for refusal.

## VOTING AND OTHER REQUIREMENTS

Simple Majority Required

## OFFICER'S RECOMMENDATION

Moved: Cr Jemima Williamson-Wong      Seconded: Cr Ingrid van Dorssen

Council:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, Variations to previous development approval for DAP/23/02488 (Three Storey Tavern Development) at No.37 (Lot 501) South Terrace, Fremantle, as detailed on plans dated 30 July 2025, for the following reasons:

1. The amended development is inconsistent with clause 3.6.2 of the City of Fremantle's Local Planning Policy 3.6 Heritage Areas as it will have a negative impact on the heritage values of the Central City



Heritage Area.

2. The proposal is inconsistent with clauses 67(k), 67(l), 67(m) and 67(n) of the *Planning and Development (Local Planning Schemes) Regulations 2015 - Deemed Provisions* as it will negatively impact a place of cultural significance and have a negative impact on the cultural heritage significance of the area by virtue of the siting, scale, architectural style and form, materials and finishes of the proposed development.
3. The proposal is inconsistent with State Planning Policy 7.0- Design for Built Environment, specifically the Context and character, quality and aesthetics Design principles which will result in a poor design outcome.

#### PROCEDURAL MOTION

At 7:11pm the following procedural motion was moved:

#### COUNCIL DECISION

Moved: Cr Andrew Sullivan

Seconded: Cr Adin Lang

Defer the application to the administration with the advice that the Council is not prepared to grant planning approval for the Variations to Planning Approval DAP004/23 (Three Storey Tavern) at No. 37 South Terrace, Fremantle based on the current submitted plans and invite the applicant, prior to the next appropriate Ordinary Meeting of Council to consider submitting an amended proposal to explore amendments that address concerns expressed in the report in relation to the fenestration of the facades.

Carried: 7/3

For:

Cr Jenny Archibald, Cr Geoff Graham, Cr Adin Lang, Cr Andrew Sullivan,  
Cr Fedele Camarda, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Mayor Hannah Fitzhardinge, Cr Jemima Williamson-Wong and Cr Ben Lawver

Reason for deferral:

To allow the applicant further time to review the key design considerations raised during the assessment.



C2509-2 DEFERRED ITEM - SNOOK CRESCENT, NO.67 (LOT 1369),  
HILTON – ADDITIONS AND ALTERATIONS TO EXISTING  
SINGLE HOUSE - (LG DA0141/25)

Meeting date: 24 September 2025  
Responsible officer: Manager Development Approvals  
Voting requirements: Simple Majority Required  
Attachments: 1. Amended Development Plans  
Additional Information: 2. [Applicant Cover Letter](#)  
(*viewed electronically*) 3. [Heritage Impact Assessment](#)  
4. [Site Photos](#)

## SUMMARY

Approval is sought for alterations and additions to an existing Single House at No. 67 Snook Crescent, Hilton.

The proposal is referred to Council due to the nature of some discretions being sought against Local Planning Policies. These discretionary assessments include the following:

- Upgrading of existing dwelling
- Extensions and additions

The application is recommended for refusal.

## PROPOSAL

### Detail

Approval is sought for additions and alterations to an existing Single house at No. 67 Snook Crescent, Hilton (Subject Site). The proposed works include:

- Demolition of front stairs, portions of internal and external walls and rear patio.
- Replacement of all existing doors and windows.
- Addition of two (2) bedrooms to the north east (front) of the dwelling.
- Addition of a front deck and stairs.
- Reconfiguration of the internal layout of remaining rooms.
- Construction of a rear alfresco addition.

The proposed Ancillary and Workshop shown on the plans, do not form part of this application.



The applicant submitted amended plans on the 14 July 2025 including the following:

- Fixed louvred screening to 1.6m above finished floor level to the living/dining room major openings on the north elevation.
- Fixed screening to 1.6m above finished floor level to the north elevation of the front deck.

The plans were amended to address visual privacy variations resulting from the living/dining room (north) major openings and the elevated front deck (north). The visual privacy screening will be secured by a recommended condition of approval.

Amended development plans are included as Attachment 1.

#### Site/application information

Date received:	19 May 2025
Owner name:	Linda Schoenhoff & Franz Schoenhoff
Submitted by:	Linda Schoenhoff & Franz Schoenhoff
Scheme:	Residential R20/R25
Heritage listing:	Hilton Garden Suburb Precinct Heritage Area
Existing land use:	Single House
Use class:	Single House
Use permissibility:	P

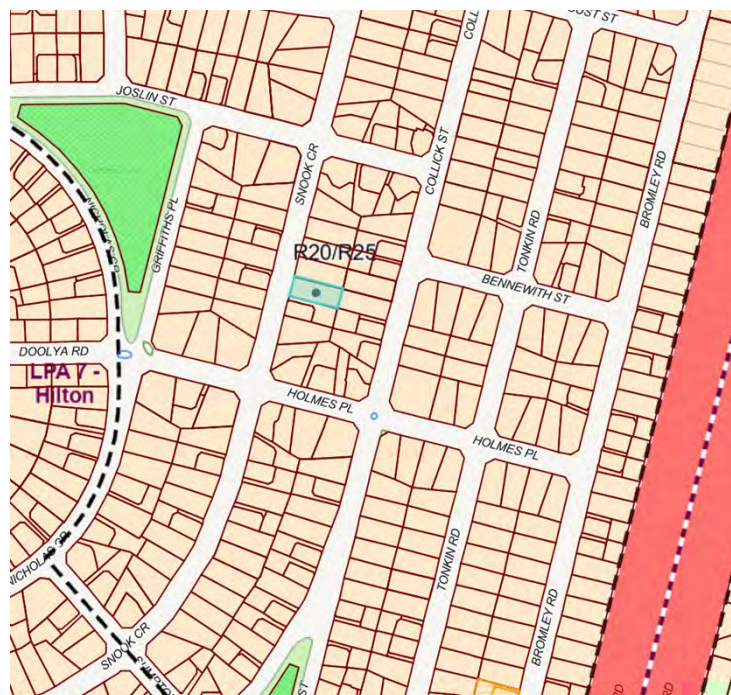


Figure 1 – Planning Context Map



Figure 2 – Aerial image of subject site (July 2025)

## CONSULTATION

### External referrals

Nil required.

### Internal referrals

*City of Fremantle Heritage*

The following comments are provided in relation to the heritage impact of the proposal:

- 67 Snook Crescent has been assessed to be a Contributory Place in the Hilton Garden Suburb Heritage Area.
- The proposed additions and alterations will significantly change the front of the house as viewed from the street. This will reduce the heritage value of the house and the contribution that it makes to the heritage area.



- The proposed works are not considered to satisfy the requirements of Local Planning Policy 3.7 (LPP3.7) "Hilton Garden Suburb Precinct" Heritage Area and will have a negative impact on the heritage values of the place and area.
- It is considered that there is scope for the additions to be located at the rear or side of the existing dwelling, allowing the front portion to be retained and a preferred Heritage outcome.

Further assessment is included in the officer report below and the complete Heritage Impact Assessment is included as additional information.

### Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, due to the following identified variation:

- Visual privacy (north)

The advertising period concluded on the 8 July 2025, and one (1) submission was received, objecting to the proposal. In summary, concerns relating to visual privacy were raised, with focus on the proposed sightlines into northern property private open space.

In response to the above, the applicant submitted revised plans to address the concerns:

- Additional fixed louvred screening to 1.6m above floor level to Living/Dining room on the northern elevation.
- 1.6m fixed screening to the side of the front deck, located on the northern elevation.

The amended plans have been assessed against and are compliant with the Deemed-to-comply criteria of the R-Codes.

### OFFICER COMMENT

The proposal has been assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies. In this application the areas outlined below do not meet the policy provisions and need to be assessed under the Design principles:

- Upgrading of existing dwelling
- Extensions and additions

The above matters are discussed below.



## Background

The subject site is located on the east side of Snook Crescent. The site has a land area of approximately 812m<sup>2</sup> and is currently a Single House. The site is zoned Residential and has a density coding of R20. The site is not individually heritage listed and is located within the Hilton Garden Suburb Precinct Heritage Area.

The Hilton Garden Suburb Precinct Heritage Area is of cultural heritage significance within the City of Fremantle for the following reasons:

- As an example of a substantially intact 'Garden Suburb' dating from the immediate post World War II period and characterised by its curvilinear road layout, parks, and large and irregular shaped lots.
- It has historical value as an area developed by the State Housing Commission to provide affordable housing at a time of increased housing demand in Australia, particularly to house new arrivals: returned servicemen and immigrants. It also has historical significance for its association with the importation of prefabricated homes from Austria and for the timber homes designed by prominent architect Marshall Clifton.
- Hilton has aesthetic value for its parks, streetscapes, mature trees, areas of indigenous vegetation and birdlife. Its stock of relatively intact modest housing, including both timber and brick cottages, set on large lots, many with mature trees and gardens, contribute to the ambiance of the area and create a distinct and cohesive streetscape character.
- It has social value to the people who live there for the range of community facilities provided and the diversity of the local community including private owners, Department of Housing tenants, elderly people and families.

The subject site is considered a contributory place as per Local Planning Policy 1.6 Heritage Assessment and Protection which states –

*Places within heritage areas can be defined as either 'contributory' or 'non-contributory' to the significance of the area. Contributory places may include places which are not individually heritage listed. Contributory places are determined by Council having due regard to an assessment against the criteria of the Burra Charter<sup>1</sup> and may include representative examples of a place type, period or style, places which contribute to the streetscape; and/or one which combines with other related places to demonstrate the historic development of a heritage area. Where mapping of contributory places has not been undertaken for a Heritage Area, or has not been completed due to the inaccessibility of the site or the inability to fully*



*reveal the existence of potentially fabric of cultural significance, this will be assessed upon planning application.*

City Heritage Officers have identified the subject site at the time of the planning application as being a contributory place due to it being a representative example of the place type of which, combined with other similar dwellings, demonstrates the historic development of the Hilton Heritage Area.

A search of the property file has revealed no recent or relevant planning history for the site.

Local Planning Policy 3.7 – “Hilton Garden Suburb Precinct” Heritage Area Policy

#### 5.1 – Upgrading of existing dwelling

The requirements for the upgrading of existing dwellings as per clause 5.1 of LPP3.7 are defined below:

*5.1.1 External alterations shall conserve the overall architectural style and the original external form of the dwelling as viewed from the street but may include modern and/or contrasting materials.*

*5.1.2 The original size and position of openings (doors and windows) visible from the street shall be conserved. Non-traditional materials may be used in the replacement of the doors or windows, subject to the appearance of the replacement doors or windows reflecting the styles of original Hilton dwellings.*

*5.1.3 The original size and position of verandahs and porches visible from the street shall be conserved.*

*5.1.4 Front verandahs and porches are not to be enclosed.*

*5.1.5 The original form of the roof of the dwelling shall be retained as viewed from the street.*

*Council may, at its discretion, vary the requirements of clauses 5.1.1 – 5.1.5 where it is satisfied that the development meets one of the following criteria:*

- a) The proposed development involves minor variations and is specifically designed according to solar passive design principles to achieve a significantly higher level of energy efficiency than could otherwise be achieved by complying with clauses 5.1.1 to 5.1.5 above; or*



*b) The original dwelling is not an original timber framed or brick dwelling constructed during the establishment of the Hilton Garden Suburb Precinct (dwellings constructed prior to 1965).*

The proposed additions are not considered to meet the requirements of *cl5.1* for the following reasons:

- The original front windows ('Bed 1 and Bed 2') are to be removed and the proposed replacement doors and windows do not conserve the original size and positioning of the openings. The proposed front windows and front door locations are inconsistent with the original dwelling and adds to the visual impact the alterations have upon the original dwelling when viewed from the street.
- It is not considered that the proposed variations are minor or are specifically required to incorporate solar passive design principles that achieve a higher level of energy efficiency. It is noted by officers that there are alternate locations for the addition that more closely align with policy intent and objectives.



Figure 3 - Location of proposed front extension (view from northern elevation)

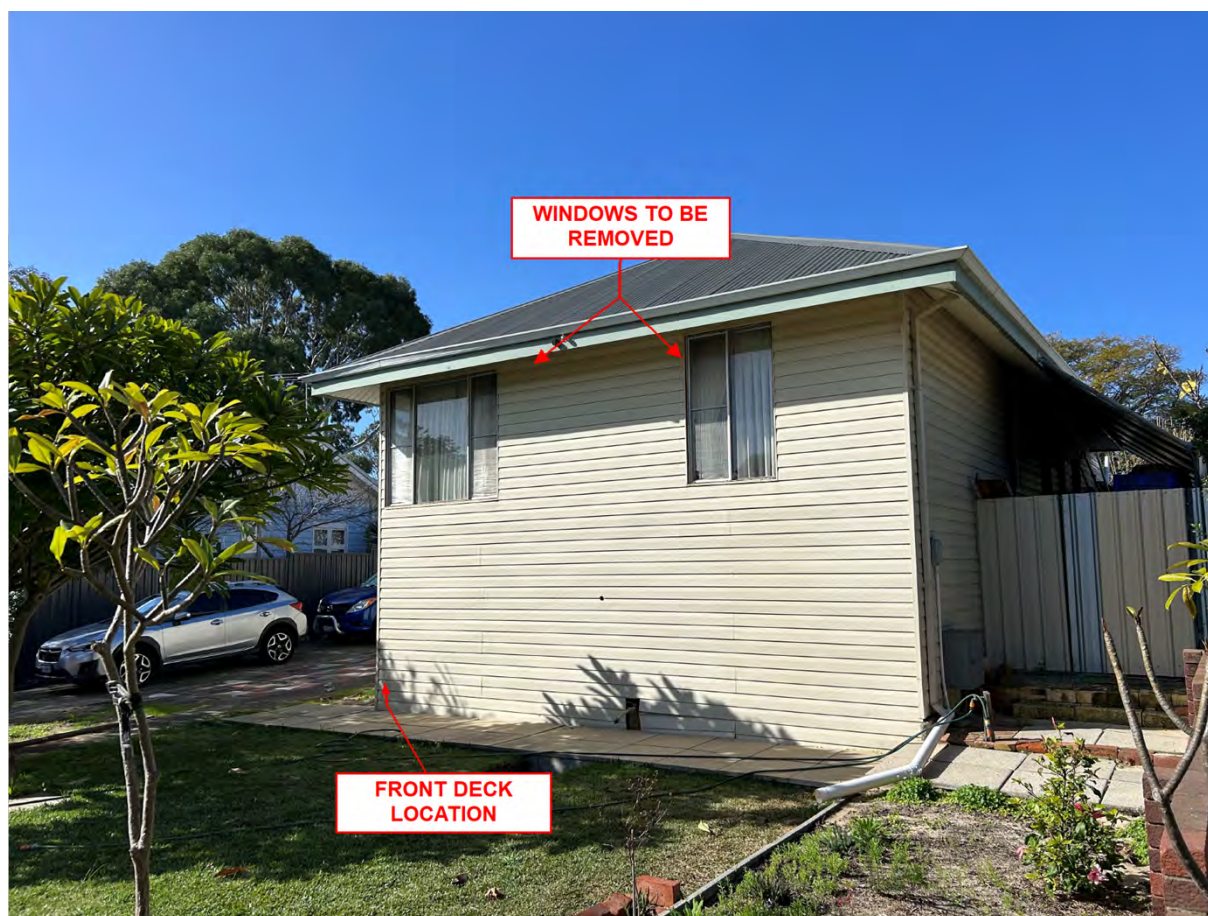


Figure 4 – Front view of existing dwelling (view from eastern elevation)

## 5.2 Extensions and Additions

The requirements for extensions and additions as per clause 5.2 of LPP3.7 are defined below:

*5.2.1 New extensions shall be located at the rear or side of the original dwelling.*

*5.2.2 Upward extensions shall be designed to comply with Part 2 – Building Height of this policy.*

*5.2.3 The external form of the front of the conserved dwelling is to be retained.*

*Council may, at its discretion, vary the requirements of clauses 5.2.1 – 5.2.3 where it is satisfied that the development meets one of the following criteria:*

- a) The front and side elevations of the development present generally as a single storey dwelling when viewed from the street; or*
- b) The original dwelling is not an original timber framed or brick dwelling constructed during the establishment of the Hilton Garden Suburb Precinct (dwellings constructed prior to 1965).*



The proposed additions are not considered to meet the requirements of *c15.2* for the following reasons:

- Regarding *c15.2.1*, the proposed extension is located at the front of the original dwelling.
- It is not considered the external form of the front of the original dwelling when viewed from the street has been sufficiently retained. The proposal encloses the current 'L' portion of the front of the dwelling and includes a front deck in front of the dwelling; these additions substantially alter the front form of the original dwelling and do not align with policy intent and objectives.
- The original dwelling is an original timber framed dwelling constructed during the establishment of the Hilton Garden Suburb Precinct and thus the additions are required to sufficiently address the objectives of the policy. It is considered that the proposal will have a discernible impact on the heritage character of the area.

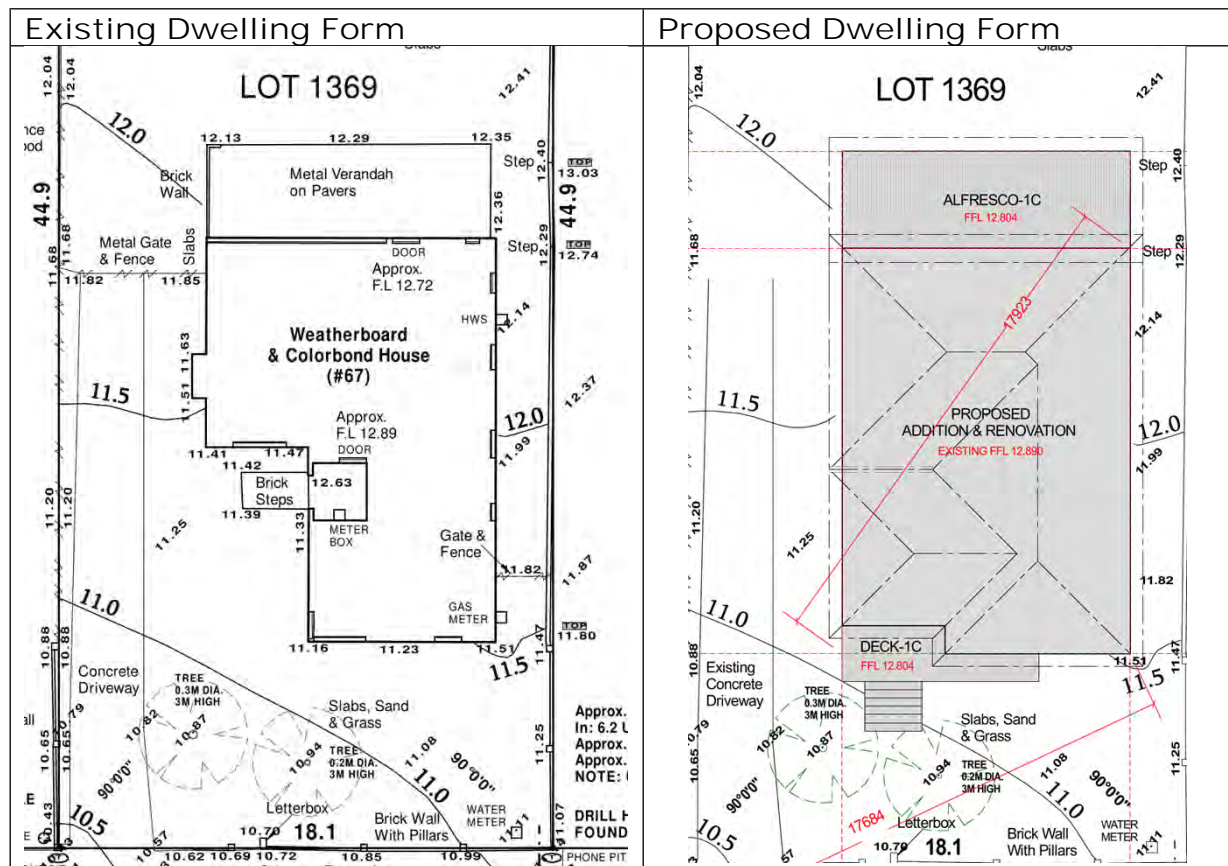


Table 1 – Proposed dwelling form (site plan)



Existing Dwelling Form	Proposed Dwelling Form

Table 2 – Proposed dwelling form (front elevation)

### General heritage provisions

The proposed works are also inconsistent with the following:

- The Planning and Development (Local Planning Schemes) Regulations 2015, include general matters to be considered when assessing development applications. Clause 67 (2) k) and l) of the Deemed Provisions, require consideration of the built heritage conservation of the place and the effect of the proposal on the cultural heritage significance of the area. As detailed above, the proposed addition is considered to negatively impact.
- State Planning Policy 3.5 – Historic Heritage Conservation, includes Clause 6.6 Development Control Principles. The proposed additions and alterations to the original dwelling are inconsistent with clause 6.6 of SPP3.5 for the following reasons:
  - The front extension, alterations and deck addition substantially alter the existing building and detract from the heritage significance of the area. The proposed development has not been designed to conserve and protect the cultural significance of the Hilton Garden Suburb Precinct Heritage Area.
  - As discussed in the officer assessment above, the proposal has not been designed in accordance with the intent or objectives of the City of Fremantle’s LPP3.7. The development is not considered to sufficiently respect and complement the heritage significance of the Hilton Garden Suburb Precinct Heritage Area.
  - The front alterations and additions are not designed in a manner that respects and compliments the heritage significance of the area.

### CONCLUSION

Approval is sought for the alterations and additions to an existing Single house at No. 67 Snook Crescent, Hilton. The application has been referred to Council due to



variations with the local planning policies, specifically clause 5.1 and 5.2 of Local Planning Policy 3.7 – “Hilton Garden Suburb Precinct” Heritage Area. It is considered that the proposed variations will result in a detrimental impact on the heritage significance of the original dwelling and the Hilton Heritage Area generally. As the proposal does not meet the objectives of the policy, it is recommended for refusal.

#### STRATEGIC IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

Nil

#### LEGAL IMPLICATIONS

Nil

#### VOTING AND OTHER REQUIREMENTS

Simple Majority Required

#### OFFICER'S RECOMMENDATION

Moved: Cr Frank Mofflin

Seconded: Cr Ingrid van Dorssen

Council:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the additions and alterations to existing Single house at No. 67 (Lot 1369) Snook Crescent, Hilton, as detailed on the plans dated 14 July 2025, for the following reasons:

1. The removal and replacement of the front openings is inconsistent with clause 5.1.2 of the City of Fremantle’s Local Planning Policy 3.7 “Hilton Garden Suburb Precinct” Heritage Area as they will not conserve the original size and position of openings (doors and windows) visible from the street and will detract from the heritage significance of the original Hilton timber dwelling as well as the surrounding area.



2. The proposed front extension and front deck addition are inconsistent with clause 5.2.2 of the City of Fremantle's Local Planning Policy 3.7 "Hilton Garden Suburb Precinct" Heritage Area as they are not located to the rear or side of the dwelling and will detract from the heritage significance of the original Hilton timber dwelling.
3. The proposed front extension and front deck addition are inconsistent with clause 5.2.3 of the City of Fremantle's Local Planning Policy 3.7 "Hilton Garden Suburb Precinct" Heritage Area as they will not conserve the original form of the front of the dwelling and will detract from the heritage significance of the original Hilton timber dwelling as well as the surrounding area.
4. The proposed front extension and front deck addition are inconsistent with clause 1.6.1 of the City of Fremantle's Local Planning Scheme No.4 as they do not protect and conserve Fremantle's cultural heritage and will have a negative impact on the heritage significance of the surrounding area.
5. The proposed front extension and front deck addition are inconsistent with clause 67 (2) k) and l) of the Deemed Provisions (*Planning and Development (Local Planning Schemes) Regulations 2015*) with the development impacting the significance of the place and area.
6. The proposed front extension and front deck addition are inconsistent with clause 6.6 of State Planning Policy 3.5 Historic Heritage Conservation as they have not been designed to conserve and protect the heritage significance of the area and will have a negative impact on the Hilton Garden Suburb Precinct Heritage Area.



## PROCEDURAL MOTION

At 7:30pm the following procedural motion was moved:

### COUNCIL DECISION

Moved: Cr Ben Lawver

Seconded: Cr Adin Lang

Defer the application to the administration with the advice that the Council is not prepared to grant planning approval to the application for the additions and alterations to existing Single house at No. 67 Snook Crescent, Hilton based on the current submitted plans and invite the applicant, prior to the next appropriate Ordinary Meeting of Council to consider submitting an amended proposal to allow the applicant additional time to consider alternate plans that provide a balance between heritage preservation and desired outcome in accordance with Part 5, Cl 15 (Hilton Garden Suburb Heritage Area), LPP 3.6 Heritage-protected Places Built Form and Land Use. The applicant is encouraged to consider the reinstatement of the windows on the front elevation, including the corner window.

Carried: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil

Reason for deferral:

To allow the applicant further time to refine their proposal to balance heritage conservation and their desired development.



C2509-3 SCOTT STREET, NO.19 (LOT 22), FREMANTLE - CARPORT AND  
OUTBUILDING ADDITION TO EXISTING SINGLE HOUSE - (LG  
DA0162/25)

Meeting date: 24 September 2025  
Responsible officer: Manager Development Approvals  
Voting requirements: Simple Majority Required  
Attachments: 1. Amended Development Plans  
Additional Information: 2. [Heritage Impact Assessment](#)  
(*viewed electronically*) 3. [Site Photos](#)

## SUMMARY

Approval is sought for a carport and outbuilding addition to an existing Single house at No.19 (Lot 22) Scott Street, Fremantle.

The proposal is referred to Council due to the nature of some discretions being against Local Planning Policies and the Residential Design Codes (R-Codes). These discretionary assessments include the following:

- R-Codes:
  - Outbuilding location (primary street setback)
  - Outbuilding wall height
- LPP3.6 – Heritage Areas:
  - Garages and carports
  - Ancillary structures

The application is recommended for refusal.

## PROPOSAL

### Detail

Approval is sought for a carport and outbuilding addition to an existing Single house at No.19 Scott Street, Fremantle (Subject Site). The proposed works include:

- Demolition of carport and outbuilding.
- Addition of retaining wall along north and south boundary.
- Excavation in front yard of property.
- Construction of new carport and storage room (outbuilding).
- Installation of concrete ramp and landing from footpath to front entrance of dwelling.



The applicant submitted amended plans on 28 July 2025 including the following:

- Reduction in proposed outbuilding wall height (120-300mm total reduction).

Amended development plans are included as attachment 1.

Site/application information

Date received: 9 June 2025  
 Owner name: Tania Wallace  
 Submitted by: Nicholas Wild (Wild Design)  
 Scheme: R30  
 Heritage listing: Individually Listed Category 3 and South Fremantle Precinct Heritage Area  
 Existing land use: Single House  
 Use class: Residential  
 Use permissibility: P



Figure 1 – Planning context map



Figure 2 – Aerial image of subject site (July 2025)

## CONSULTATION

External referrals

Nil required.

Internal referrals

*City of Fremantle Heritage*

The following comments are provided in relation to the heritage impact of the proposal:

- 19 Scott Street has been assessed, and it has been determined that the place has cultural significance for its contribution to the heritage of the South Fremantle Precinct Heritage Area and as a significant property in its own right.



- The new proposed carport will obscure the site as perceived from the street, notwithstanding the elevated height of the dwelling due to the site topography. The new storage area will further obscure views to the contributory dwelling.
- The demolition of the existing outbuilding and carport at the front of the property is considered acceptable as the structures are later additions and have little cultural significance or heritage value.
- No justification addressing the heritage values of the site, which is identified in available records as an Inter-War Californian Bungalow constructed in 1920.
- The proposed height of the carport and with a double width including enclosed storage room, is visually intrusive and does not sufficiently minimise its impact on the heritage values of this site.
- It is of the opinion of Officers that opportunities exist to minimise the visual impact of the carport and outbuilding by reducing the height and width, reducing the perceived bulk and impact on the streetscape.
- The proposed solid roller door is not considered sympathetic to the character of the bungalow. It is encouraged to consider alternatives to provide a more sympathetic response to the significance of the place and reduce the perceived bulk. The proposed works are not considered to sufficiently address the criteria of Local Planning Policy 3.6 (LPP3.6) Heritage Areas.

Considering the above, the works proposed in this application are not acceptable as they will have a negative impact on the heritage values of 19 Scott Street and the South Fremantle Precinct Heritage Area.

Detailed assessment against relevant policy provisions are included below, and the complete Heritage Impact Assessment is included as additional information.

#### Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015* due to the following identified variations:

- Outbuilding in front setback area
- Wall height (outbuilding)
- Demolition (carport)

The advertising period concluded on the 8 July 2025, and one (1) submission was received, providing no objection to the proposal but some general comments. The following comments were raised (summarised):



- All works to be located within the legal boundaries
- New fencing required and to be on the legal boundary
- All existing services (water/gas) that are within the boundary to be relocated within legal boundary

In response to the above, the applicant provided the following responses:

- *All proposed works are to be undertaken within the legal boundary of 19 Scott Street. My clients are happy to have the boundaries pegged to ensure no encroachments to neighbouring properties.*
- *My clients are happy to replace any fence removed due to works within the development area. Note: this only pertains to the fence within the development site (i.e. the front setback area) and not along the entire boundary line. The fence will be colorbond sheet type.*
- *All services for 19 Scott Street will be relocated within the legal boundary of 19 Scott Street as required.*

All relevant planning concerns have been assessed in the Officer comment section below.

#### OFFICER COMMENT

##### Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies. Where a proposal does not meet the Deemed-to-comply requirements of the R-Codes, an assessment is made against the relevant Design principles of the R-Codes. Not meeting the Deemed-to-comply requirements cannot be used as a reason for refusal. In this particular application the areas outlined below do not meet the Deemed-to-comply or policy provisions and need to be assessed under the Design principles:

- Wall height (Outbuilding)
- Ancillary structures
- Garages and carports

The above matters are discussed below.

##### Background

The subject site is located on the southern side of Scott Street and approximately 70m east of South Terrace. The site has a land area of approximately 594m<sup>2</sup> and is currently a Single house. The site is zoned residential and has a density coding of R30. The site is heritage listed and located within the South Fremantle Precinct Heritage Area.



A search of the property file has revealed the following history for the site:

- DA0050/23 – Ancillary Dwelling and alterations to existing Single house

Outbuilding location (primary street setback)

Element	Deemed-to-comply	Provided	Merit based assessment
Outbuilding location (R-Codes section 5.4.3, C3)	Not located within the primary or secondary street setback area	Outbuilding proposed within the primary street setback area	See below

The proposed outbuilding location is not considered to address the design principles of the R-Codes for the following reasons:

- The proposed location of the outbuilding, being forward of the existing dwelling and located within the front setback area with limited screening, is considered to result in an adverse visual impact upon the Scott Street streetscape and is inconsistent with the established character of development within the streetscape. Furthermore, the proposed outbuilding will obscure views to and from the dwelling and Scott Street.

Outbuilding wall height

Element	Deemed-to-comply	Provided	Extent of Variation
External wall	2.4m	2.94m	0.54m

The proposed wall height is not considered to address the design principles of the R-Codes for the following reasons:

- The additional height of the outbuilding contributes to further obscuring views to and from the original contributory dwelling and Scott Street and unacceptably adds to the bulk of the structure within the front setback area resulting in an adverse visual impact upon the Scott Street streetscape and is inconsistent with the established pattern of development.

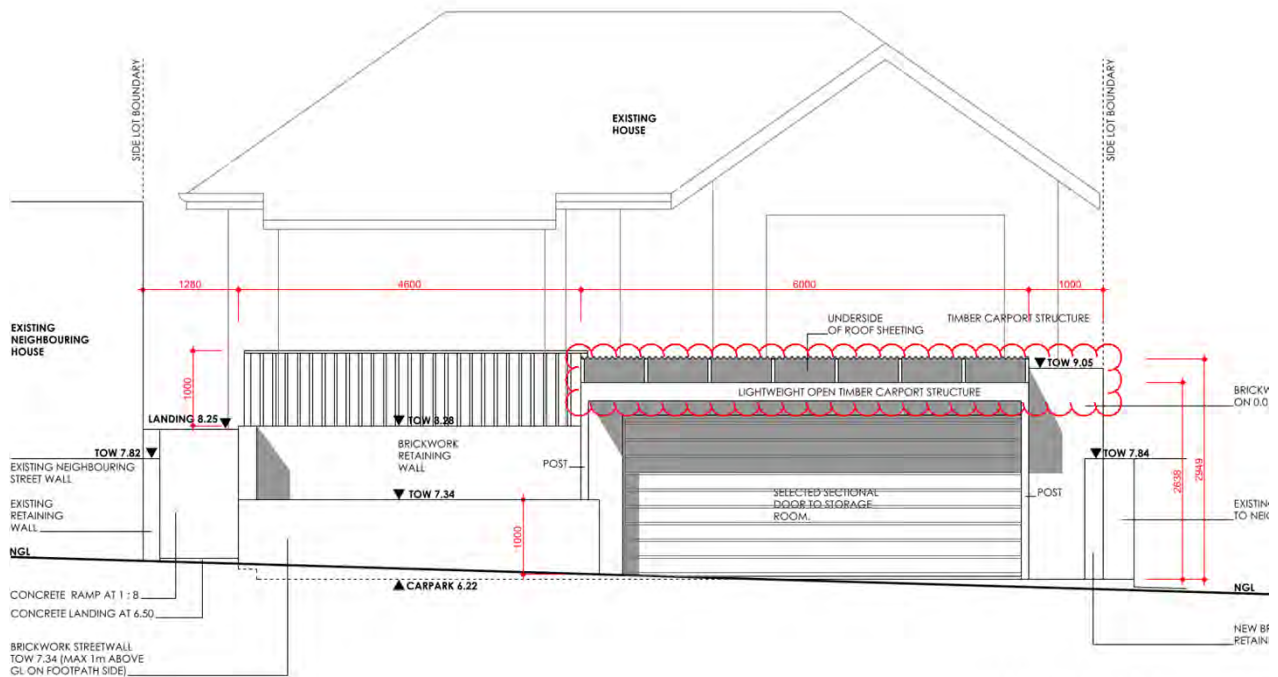


Figure 3 – Portion of structure exceeding 2.4m (view from Scott Street)

LPP3.6 - Garages and Carports

Section 3.7 of LPP3.6 outlines the criteria for all garages and carports within heritage areas. The proposed carport has been assessed against the relevant criteria in the table below.

Table 1 – Garages and Carports

3.7 Garages and Carports	
3.7.1 Intent	Officer Comment
Where provided at all, garages and carports within a heritage area were generally located to the rear or side of the original dwelling and so are not traditional features in Fremantle’s heritage streetscapes. As such, new garages or carports should be visually unobtrusive as viewed from the street.	<p>The new carport addition is in front of the original dwelling.</p> <p>The carport is lightweight in design and open on three sides, however the structure’s overall height and location in front of the contributory dwelling, with an outbuilding located at the rear of the carport, means it will be visually obtrusive when viewed from the street</p>
3.7.2 Design guidance	Officer Comment



<p>i. Carports and garages should be setback behind the building where possible, and visually unobtrusive.</p>	<p>The structure is in front of the dwelling and may be visually obtrusive.</p>
<p>ii. Notwithstanding this general principle, the following arrangements can usually be supported:</p> <p>a) A single or double carport located to the side of an existing or new house set back a minimum of 1m from the front building line of the house. (This setback line is taken as the front wall of the building that is closest to the proposed addition and is not the verandah or porch line). The roof to the side carport is to be flat, skillion or simple hipped or gable.</p>	<p>The proposed structure is a double carport located in front of the original dwelling, as such it does not meet the criteria of any of the design arrangement options outlined.</p>
<p>iv. In all instances, carports projecting forward of the building should be:</p> <p>a) Open on at least 3 sides (including the side facing the street) with no door; and</p> <p>b) Of lightweight in construction with timber or steel vertical supports no greater than 150mm in width in any direction; and</p> <p>c) Simple in design and visually subservient to the form and proportion of the dwelling.</p>	<p>The proposal is open on 3 sides and generally lightweight in construction. The structure has a simple design with a skillion roof.</p> <p>Notwithstanding the above, carport is visually dominant and not considered as visually subservient to the form and proportion of the dwelling.</p>

LPP3.6 sets out secondary criteria that allows variations to the abovementioned criteria to be considered in clause 3.7.2(v):

*v. Variations to the above may be considered where development meets one of the following criteria:*

*a) The proposal is consistent with the character of the prevailing streetscape (e.g. within a redevelopment precinct) and the proposal does not have a negative impact on the cultural heritage significance of the heritage area;*

*b) The proposed setback does not result in a projecting element into an established streetscape vista by virtue of the road and/or lot layout in the locality or the topography of the land; and / or*

*c) The proposed setback of the building will facilitate the retention of a mature, significant tree deemed by the Council to be worthy of retention.*

It is considered that the proposal does not satisfy the above clause 3.7.2(v) of LPP3.6 criteria for the following reasons:

- The prevailing streetscape does not feature carports or similar structures within the primary street setback area, as such the proposal is not consistent with the established street pattern. As the proposal is inconsistent with the established street pattern it will have a negative impact on the cultural heritage significance of the heritage area.
- The proposed setback and design of the carport will result in a projecting element into the established streetscape.
- There are no mature, or significant trees to be retained as a result of the carport's location.

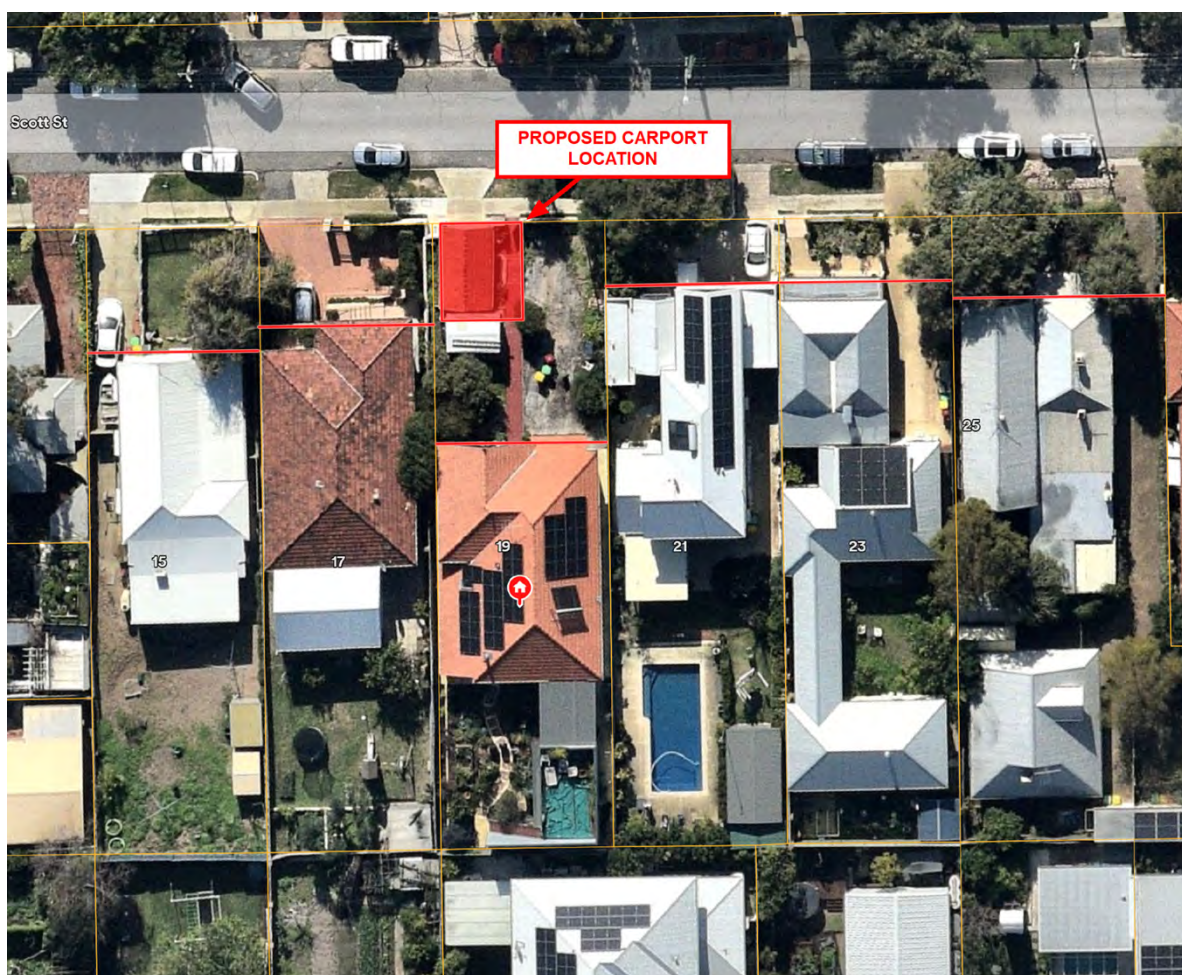


Figure 4 – Existing streetscape pattern (red lines) and proposed carport location

LPP3.6 – Ancillary structures



Section 3.8 of LPP3.6 outlines the criteria for ancillary structures (including outbuildings) within heritage areas, the proposal has been assessed against the relevant criteria below.

LPP3.6 sets out design guidance criteria for the development of ancillary structures in Heritage Areas in clause 3.8.2(i):

*i. Ancillary structures and external fixtures for a place within a heritage area can be supported where they are located behind the original building and screened from view from the primary street, in order to minimise their visual impact on the character of heritage places.*

The proposed outbuilding is not considered to satisfy the abovementioned requirements for the following reasons:

- The proposed location for the outbuilding is in front of the original dwelling with minimal screening when viewed from the primary street. The height, width and bulk of the outbuilding will obscure views to the original dwelling when viewed from the street.
- The structure's location is inconsistent with the established streetscape and character of the heritage area.

It is considered by Officers that alternate siting and design options are available that would minimise the visual impact, particularly when viewed from the primary street.



Figure 1 – Street view and structures to be demolished

LPP3.6 Heritage-protected Places Built Form and Land Use (currently under review)

Amendments to LPP3.6 are currently being prepared and considered for adoption. The amendments applicable to the proposal remain in principle, as assessed above.

## CONCLUSION

Approval is sought for a carport and outbuilding addition to an existing Single house at No.19 Scott Street, Fremantle. The application has been referred to Council due to variations with the local planning policies specifically clause 3.7.2 and 3.8.2 of Local Planning Policy 3.6 – Heritage Area, and section 5.4.3 of the R-Codes.

The variations proposed are considered to result in negative impact on the heritage values of 19 Scott Street and the South Fremantle Precinct Heritage Area and as such is recommended for refusal.

## STRATEGIC IMPLICATIONS



This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Liveable City - A unique built heritage and history that is preserved, protected and shared

- Our built heritage is central to our character and sense of place, and is retained and protected for future generations to enjoy.

#### FINANCIAL IMPLICATIONS

Nil

#### LEGAL IMPLICATIONS

Nil

#### VOTING AND OTHER REQUIREMENTS

Simple Majority Required

#### OFFICER'S RECOMMENDATION

Council:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, Carport and Outbuilding Addition to Existing Single House at No.19 (Lot 22) Scott Street, Fremantle, as detailed on plans dated 28 July 2025, for the following reasons:

1. The proposed carport addition is inconsistent with clause 3.7.2 of the City of Fremantle's Local Planning Policy 3.6 Heritage Areas as it is in front of the dwelling and will have a negative impact on the heritage values of 19 Scott Street and the South Fremantle Precinct Heritage Area.
2. The proposed outbuilding addition is inconsistent with clause 3.8.2 of the City of Fremantle's Local Planning Policy 3.6 Heritage Areas as its location in front of the original dwelling with minimal screening will have a negative impact on the heritage values of 19 Scott Street and the South Fremantle Precinct Heritage Area.
3. The proposal is inconsistent with section 5.4.3 of the Residential Design Codes. The location of the outbuilding in the primary street setback and the increased wall height is inconsistent with the prevailing streetscape and will



result in a detrimental visual impact upon the character and amenity of the area.

4. The proposal is inconsistent with clauses 67(k) and 67(l) of the Deemed Provisions as it will negatively impact a place of cultural significance and have a negative impact on the cultural heritage significance of the area by virtue of the proposed carport and outbuilding.

In accordance with clause 9.7 of the [Meeting Procedures Policy](#), Cr Andrew Sullivan moved the following alternative motion, as provided in the additional documents:

COUNCIL DECISION ITEM C2509-3  
(Alternative motion)

Moved: Cr Andrew Sullivan

Seconded: Cr Adin Lang

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, Carport and Outbuilding Addition to Existing Single House at No.19 (Lot 22) Scott Street, Fremantle, subject to the following conditions:

1. This approval relates only to the development as indicated on the approved plans dated 28 July 2025. It does not relate to any other development on this lot and must substantially commence within 4 years from the date of the decision letter.
2. All storm water discharge from the development hereby approved shall be contained and disposed of on-site unless otherwise approved by the City of Fremantle.
3. The works hereby approved shall be undertaken in a manner which does not irreparably damage any original or significant fabric of the building. Any damage shall be rectified to the satisfaction of City of Fremantle.
4. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note:



- i. A building permit is required to be obtained for the proposed building work. The building permit must be issued prior to commencing any works on site.

Carried: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil

Reason for alternative motion:

The proposed development is not considered to have a detrimental impact on the heritage significance of the place or streetscape and is appropriate for its context.



## Items approved en bloc

### ITEMS APPROVED "EN BLOC"

The following items were adopted unopposed and without discussion "en bloc" as recommended.

### COUNCIL DECISION

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

The following items be adopted en bloc as recommended:

- C2509-4 PLANNING INFORMATION REPORT - SEPTEMBER 2025
- C2509-6 DEFERRED ITEM - ROAD NAMING FOR SUBDIVISION AT NO. 11-15 (LOT 2680) GROSVENOR STREET, BEACONSFIELD
- C2509-7 STATEMENT OF INVESTMENTS AUGUST 2025
- C2509-8 SCHEDULE OF PAYMENTS AUGUST 2025
- C2509-9 MONTHLY FINANCIAL REPORT AUGUST 2025
- C2509-10 WORKING GROUP INFORMATION REPORT
- ARMC2509-1 AUDIT ACTIONS UPDATE - AUGUST 2025
- ARMC2509-3 PROCUREMENT POLICY EXEMPTIONS JUNE TO AUGUST 2025
- ARMC2509-4 TENDERS AWARDED UNDER DELEGATION JUNE TO AUGUST 2025
- ARMC2509-5 OVERDUE DEBTORS REPORT AS AT 31 AUGUST 2025
- ARMC2509-6 INFORMATION REPORT – DRAFT ANNUAL FINANCIAL STATEMENTS 30 JUNE 2025

Carried: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Planning reports

### C2509-4 PLANNING INFORMATION REPORT - SEPTEMBER 2025

#### 1. SCHEDULE OF APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

Meeting date: 24 September 2025  
 Responsible officer: Manager Development Approvals  
 Voting requirements: Simple Majority Required  
 Attachments: 1. SCHEDULE OF APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY

Under delegation, development approvals officers determined, in some cases subject to conditions, each of the applications relating to the place and proposals as listed in the attachments.

#### 2. UPDATE ON METRO INNER DAP DETERMINATIONS AND RELEVANT STATE ADMINISTRATIVE TRIBUNAL APPLICATIONS FOR REVIEW

Meeting date: 24 September 2025  
 Responsible officer: Manager Development Approvals  
 Voting requirements: Simple Majority Required  
 Attachments: Nil

Applications that have been determined by the Metro Inner DAP and/or are DAP/Council determinations that are subject to an application for review at the State Administrative Tribunal are included below.

1. Application Reference
DA0023/25
Site Address and Proposal
16 Collick Street, Hilton- Demolition of Single house
Council Consideration/Decision
<ul style="list-style-type: none"> <li>At its meeting held on 9 April 2025, the Council resolved to refuse the application in accordance with the Officers recommendation.</li> </ul>
Current Status
<ul style="list-style-type: none"> <li>On 7 May 2025, an Application for Review by the State Administrative Tribunal was lodged by the owner.</li> <li>A Directions Hearing was held on 23 May 2025.</li> <li>A Mediation session between the parties was held on 17 June 2025.</li> </ul>



- The applicant has withdrawn their Application for Review and is not pursuing the demolition at this stage.

## 2. Application Reference

DAP003/25

### Site Address and Proposal

82-84 Stirling Highway, North Fremantle – Co living development

### Council Consideration/Decision

- Application for development was accepted on 24 April 2025.
- A DAP meeting has not yet been scheduled for the item.
- As the application was submitted prior to 1 May 2025, the Responsible Authority Report will be presented to Council.

## 3. Application Reference

DAPV001/25

### Site Address and Proposal

19 Essex Street, Fremantle – Variation to previously approved development

### Update

- Application for development was accepted on 16 May 2025.
- The Responsible Authority Report was submitted to DAP on 1 August 2025.
- A DAP meeting was held on 12 August 2025, where the application to vary the development proposal was approved with amendments to the officers recommendation.
- As the application was submitted after 1 May 2025, the RAR was not presented to Council.

## 4. Application Reference

DAP005/25

### Site Address and Proposal

10 Henderson Street, Fremantle- Hotel

### Update

- Application for development was accepted on 18 July 2025.
- The Responsible Authority Report is due to be submitted to DAP on 3 October 2025.
- A DAP meeting has not yet been scheduled.
- As the application was submitted after 1 May 2025, the Responsible Authority Report will not be presented to Council.

## 5. Application Reference

DAPV002/25

### Site Address and Proposal



1 Goldsbrough and 46-68 Cantonment Street, Fremantle – Variation to approval (Deletion of Condition 38)

**Update**

- Application for development was accepted on 17 July 2025.
- The Responsible Authority Report is due to be submitted to DAP on 2 October 2025.
- A DAP meeting has not yet been scheduled.
- As the application was submitted after 1 May 2025, the Responsible Authority Report will not be presented to Council.

**6. Application Reference**

DAP006/25

**Site Address and Proposal**

No. 64 Queen Victoria Street, Fremantle – 6 level Mixed Use Development

**Update**

- Application for development was accepted on 4 August 2025.
- The Responsible Authority Report is due to be submitted to DAP on 20 October 2025.
- A DAP meeting has not yet been scheduled.
- As the application was submitted after 1 May 2025, the Responsible Authority Report will not be presented to Council.

**VOTING AND OTHER REQUIREMENTS**

Simple Majority Required



COUNCIL DECISION ITEM C2509-4  
(Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the following information reports for September 2025:

1. SCHEDULE OF APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY
2. UPDATE ON METRO INNER-SOUTH JDAP DETERMINATIONS AND RELEVANT STATE ADMINISTRATIVE TRIBUNAL APPLICATIONS FOR REVIEW.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## General reports

### C2509-6 DEFERRED ITEM - ROAD NAMING FOR SUBDIVISION AT NO. 11-15 (LOT 2680) GROSVENOR STREET, BEACONSFIELD

Meeting date:	24 September 2025
Responsible officer:	Manager Commercial Services
Voting requirements:	Simple Majority Required
Attachments	<ol style="list-style-type: none"> <li>1. MNG Road Naming Application</li> <li>2. MNG Road Names Research</li> <li>3. Updated Road Name Plan</li> <li>4. City Road Names Register</li> <li>5. Letter to City of Fremantle</li> </ol>

#### SUMMARY

At the Ordinary Meeting of Council held on 23 July 2025, report item C2507-9 for the naming of roads within the subdivision of nos. 11-15 Grosvenor Street, Beaconsfield (Lot 2680) being the former TAFE College site (see attachment 1), was deferred by Council for a decision at the next appropriate Ordinary Meeting of Council, to enable Development WA to consider Indigenous and Women names from the City's naming register.

Further consultation with the applicant has occurred since the deferral of this item. For the reasons outlined in this report and in Attachment 5, the applicant has requested that Council reconsider its original road naming application. In addition, the applicant has provided a list of alternate names within the same theme, which have been reviewed and verified by officers and Landgate, should Council wish to consider substitutions.

This report recommends that Council support the Applicant's original proposed road names as listed below and identified on the MNG plan (see figure 1) and note the Applicant's commitment to exploring an Indigenous and Women's theme in the upcoming subdivision of the Davis Park precinct.

<i>Proposed Road Names Theme - Knowledge and Wisdom</i>	<i>Road type (suffix)</i>
<i>Observation</i>	<i>Drive</i>
<i>Explore</i>	<i>Lane</i>
<i>Insight</i>	<i>Lane</i>



Maven	Lane
Veritas	Lane
Enrich	Lane
Athena	Lane
Additional names as required by Landgate	
Mentor	
Stencil	
Verve	



Figure 1 – Original MNG proposed road name plan

BACKGROUND

27/08/2024 – The City received a Planning application for the Beaconsfield TAFE Subdivision - Nos. 11-15 (Lot 2680) Grosvenor Street, Beaconsfield. Public comment and submissions associated with the former TAFE site development closed on 8/10/2024 with a suggested road naming theme of “education”.

25/09/2024 – during the Planning public consultation period a submission was received requesting a future road name of “Challenger” for a main street to honour the former Challenger TAFE site. Unfortunately the name Challenger



failed the Landgate preliminary check due to name duplications in the suburbs of Melville and Coogee.

29/10/2024 - The Applicant proposed a road naming theme of “knowledge and education” and carried out the associated naming research.

05/02/2025 - The Applicant confirmed the theme knowledge and education.

17/02/2025 - The Applicant submitted a formal road naming application with the theme “knowledge and education”. The City forwarded the application to Landgate/GNT for comment.

18/02/2025 – The City provided the Applicant with the minor changes requested by Landgate/GNT to:

1. Replace the proposed suffix of Way (indicating a wide roadway) with the more suited suffix of Lane in two of the road names.
2. Replace proposed “Perception Court” with “Athena Lane” (see attachment 3 and figure 1).

The GNT supported a road name theme as an opportunity for the City's local road names to honour the sites's former use as a TAFE college .

21/05/2025 - The applicant submitted, on behalf of the Developer, the revised theme of “knowledge and wisdom”.

26/05/2025 - The Applicant made the requested amendments and submitted the final road names to the City (attachments 1-3).

23/07/2025 - At the Ordinary Meeting of Council on 23 July 2025, the road naming application was submitted to Council for consideration and Council resolved to defer the decision to the next appropriate Ordinary Meeting of Council to enable Developmet WA to consider Indigenous and Women names from the City's naming register.

Following the Council meeting, officers engaged with both DevelopmentWA and McMullan Nolan Group (MNG) to discuss the potential use of names from the City's register and to outline the processes required should those names be applied to this subdivision.

Officers advised that the use of Indigenous words is site-specific, and the words contained within the City's register would require additional engagement with



local elders and the City’s WRAP Working Group before they could be deemed appropriate for application to this site.

With respect to women’s names, officers noted that the three entries currently included in the City’s register are subject to consultation with surviving family members prior to being presented to Council for consideration. Additional requirements, such as establishing a clear connection between the proposed names and the site, would need to be researched and confirmed.

11/08/2025 - the Applicant wrote to the City requesting that Council reconsider its earlier position and approve the previously proposed theme of “Knowledge and Wisdom” (see attachment 5). The correspondence explains that, while DevelopmentWA investigated Council’s preferred alternative theme of Indigenous and Women’s names from the City’s register, the necessary consultation processes and limitations of the register render this option unfeasible within the project’s required timeframes. However, DevelopmentWA has submitted additional proposed names within the same theme for Council consideration. DevelopmentWA has expressed its interest in working with the City to explore opportunities to reflect an Indigenous and/or Women’s theme in future stages of the Davis Park precinct, where consultation with families and stakeholders can be undertaken more appropriately.

Additional road name options are listed below, all of which have passed the Landgate test.

Additional Road Name options Theme - Knowledge and Wisdom	Road type (suffix) use 'Drive' for the main road
Sage	Lane
Wisdom	Lane
Insight	Lane
Craftsman	Lane
Alumni	Lane
Elevation	Lane
Makers	Lane
Lexicon	Lane
Inkwell	Lane
Technology	Lane
Advance	Lane
Pandit	Lane
Enrol	Lane
Savant	Lane



Enhance	Lane
Acumen	Lane
Bachelor	Lane
Print	Lane
Pathway	Lane

## FINANCIAL IMPLICATIONS

All costs associated with road naming are borne by the Applicant.

## LEGAL IMPLICATIONS

Certificate of Title details - The subject land is contained within Land Record Certificate of Title Volume 3054 Folio 106 being Lot 2680 on Diagram 33642 with the registered Proprietor being the Western Australian Land Authority T/as Development WA.

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

- The Geographic Names Committee – Policies and Standards for Geographical Naming in Western Australia (released on 01/01/2013).
- The Australian/New Zealand Standard Rural and Urban Addressing standard (AS/NZS 4819:2011 (3<sup>rd</sup> edition released in 2011)).

The Landgate Policies and Standards for Geographical Naming in Western Australia Version 03:2017 Page 28 state the following;

Local governments may no longer request that eligible road names be reserved for future use within their boundaries. Prior existing reserved road names will automatically lapse five years from the original approval, with the Reserve Register to contain no local government requested names from 01 January 2022.

Local governments are encouraged to maintain their own reserve register, using the landgate on-line form to check for suitability.

The Landgate Policies and Standards for Geographical Naming in Western Australia Version 03:2017 – use of personal names clause 1.4.2 Pages 12 and 13 state the following;



*'Landgate will not accept a commemorative naming proposal of a person whilst they are still alive for road or locality.*

*Requests to approve names that commemorate, or that may be construed to commemorate, living persons will also not be accepted.*

*The approval of a name to commemorate an individual will only be considered;*

- *Posthumously;*
- *permission of the immediate family must be obtained. where the person has been deceased for more than 10 years and contact with the immediate family could not be established appropriate consultation must be carried out;*
- *based on a demonstrated record of achievement;*
- *having had a direct and long-term association with the location and made a significant contribution to the area;*
- *the proposal commemorating an individual with an outstanding national or international reputation has had a direct association with the area in which it is to be located;*
- *such application is in the public interest;*
- *there is evidence of broad community support for the proposal.*

*The following will not be considered as appropriate grounds for a commemorative naming request:*

- *Current or past ownership of the land is not considered sufficient grounds;*
- *Precedence of existing names;*
- *Past or ongoing public service within all levels of government;*
- *Names will not be supported after a person who has sponsored the development of the area, or was a commercial developer.'*

An example of a name (last name "Hill") which failed the Landgate Preliminary Test is shown below. Any road type may be used in the initial check together with a relevant land description such as a plan or diagram with a lot number of an area close to the development site.



**Results**

Request	Road Name	Type	Availability
New	Hill	Lane	Failed Preliminary Validation

- ✘ Similar road name exists in BEACONSFIELD  
Howell Vista

- ✘ Road name exists in postcode 6162  
Hill Street in SOUTH FREMANTLE

- ✘ Similar road name exists in adjoining locality.  
Hillier Crescent in HAMILTON HILL  
Heal Street in HAMILTON HILL

- ✘ Road name exists within 10km.  
Hill Place in ATTADALE  
Hill Terrace in MOSMAN PARK

- ✘ Similar road name exists within 10km.  
Hillside Road in EAST FREMANTLE  
Hillary Street in WILLAGEE  
Hall Place in KARDINYA  
Hillberg Rise in SPEARWOOD  
Hillcrest Street in COOGEE

Road Type

The GNC Policies and Standards note; the ‘road type’ (suffix) should reflect the road on the ground. The selection of road type should meet criteria established by the GNC.

The GNC Policies and Standards has changed to exclude the road type description of ‘Way’ in preference of ‘Lane’ so that visitors of heavier vehicles know that an under-width roadway is a lane and may be difficult to navigate where the road type of ‘Way’ gives the impression of a wider roadway.

The table below describes the road types available within the 11-15 Grosvenor Street, Beaconsfield subdivision. The section copied, is an extract from the Australian/New Zealand Standard AS/NZS 4819-2011 Appendix A ‘Road Types – Australia’



Road Type	Description	Open ended	Cul-de-sac
Drive	Wide thoroughfare, especially where both ends join the same thoroughfare	✓	
Lane	Narrow way between walls, buildings or a narrow country or city roadway	✓	
Road	Open way or public passage primarily for vehicles	✓	
Street	Public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides	✓	

## STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle’s Strategic Community Plan 2024 – 2034:

### Liveable City - Connected city

- Streets are well connected, and it is easy and safe for pedestrians and cyclists to move within neighbourhoods and between key destinations and precincts.

### Liveable City - Sustainably designed and optimised urban and natural environments

- The community can access and enjoy natural areas and green spaces for passive and active recreation.

### Inclusive City – A safe and accessible community for all abilities

- The matters contained in this report align to the intent of this theme's outcome.

### Inclusive City – A welcoming and inclusive City for all members of community

- The matters contained in this report align to the intent of this theme's outcome.

## CONSULTATION

Consultation is not required for a new development without existing street addresses.

## OFFICER COMMENT

Following the deferral at the Ordinary Meeting of Council on 23 July 2025, the Applicant investigated Indigenous and Womens names from the City’s naming



register. City officers undertook further research via the Local History Library and ran more than 150 local women’s names through the online Landgate check, all of which failed for various reasons.

The table below shows women’s names that were submitted by the applicant for the City to consider. The names supplied by the applicant were checked and people holding public service office were excluded, being Carmen Lawrence and Rita Dorothy Laurie (Rita Laurie). The remaining 4 names did not have a direct association with the area being a requirement of the Geographic Road Naming Policy and Guidelines.

Armit	Emily Armit Manning was a founding member of the Christian Temperance Union of Western Australia (WCTU) and the Women’s Franchise League (WA)	<a href="#">Emily Armit Manning — Streets of Freo</a>
Beadle	Jean Beadle founded the Labor Women's Organisation in Fremantle	<a href="#">Jean Beadle : a life of labor activism / Bobbie Oliver   City of Fremantle Local History Centre</a>
Elsie	Elsie Curtin - Elsie was elected as the Western Australian President of the LWO in 194, Elsie became a Justice of the Peace and served on the Married Women’s Court and as a visitor to Fremantle Gaol. She was also awarded life memberships of a number of organisations, including the Perth branch of the Association of Civilian Widows, the Royal Association of Justices, the Women’s Justice Association and the Fremantle LWO.	<a href="#">Curtin, Elsie   AWR</a>
Dorothea	Dorethea Parker, the founding president of the Fremantle Soroptimist International	<a href="#">Fremantle Studies Day 2024 - Freopedia</a>
Carmen	Carmen Lawrence - Member of Parliament for Fremantle 1994 -2007	<a href="#">Carmen Lawrence - Wikipedia</a>
Rita	Adelaide Rita Dorothy Laurie (Rita Laurie) was the Mayoress of Fremantle	<a href="#">Laurie, Adelaide Rita Dorothy   AWR</a>

The names below are listed on the first page of the attached City of Fremantle Road Names Register. The Women are not from the Beaconsfield area which disqualifies them with Landgate.



- Fanny Rose Rudeforth (1885-1982) - Sister
- Carmel Mullally (1933-2022) - North Fremantle
- Margaret Ann McPherson (1933-2014) - North Fremantle
- **Esme** Kathleen Fletcher (1916-1977), first name complies only.

Research into recognising Fremantle women of significance is ongoing. The challenge is not a lack of women who have made valuable contributions to our community, but rather the strict requirements set out by the Landgate Geographic Names Committee's *Policies and Standards for Geographical Naming in Western Australia*. In previous years, many road names were duplicated or had similar sounding names across the metropolitan area. The tightening of naming standards has improved clarity and supported both emergency services and general service providers, such as postal delivery, by ensuring locations have unique and easily identifiable addresses.

The following Fremantle Women of importance were recognised with local roads named in their honor:

1. Friend Street – named after Mary Ann Friend also spelt as Anne (1794-1838). Famous author, sketch artist and lithographer. The name Friend was applied to the private road located between Blinco Street and Knutsford Street Fremantle on 22/10/2019.
2. Pulford Lane- named after Fanny Pulford (1862 – unknown). Mrs. Pulford moved to Fremantle and occupied the former Rose and Crown Hotel on the corner of High and Queen Streets as a Girls School in 1867. In December 1867 the Fremantle Herald provided a very positive article regarding a visit to the school and examination by respected members of the community including the resident Magistrate. Mrs. Pulford was complimented on her management, teaching skills and attendance records of the children. The name Pulford was applied to the new service road resulting from the High Street upgrade on 08/07/2021.

The following names listed below are not available (already existing road names) for the road naming within the City of Fremantle.

- Adams
- Parker
- Anderson
- Campbell
- Tangney
- Clune
- Walsh



- O'Connor
- Currie
- Friend
- Pulford

Due to the challenges and development timeframes outlined, the following road names have been submitted by the Applicant and pre-approved by Landgate as alternate names within the same theme. These provide Council with the option to substitute them for those included in the original application if preferred.

Additional Road Names Theme - Knowledge and Wisdom	Road type (suffix) use 'Drive' for the main road
Sage	Lane
Wisdom	Lane
Insight	Lane
Craftsman	Lane
Alumni	Lane
Elevation	Lane
Makers	Lane
Lexicon	Lane
Inkwell	Lane
Technology	Lane
Advance	Lane
Pandit	Lane
Enrol	Lane
Savant	Lane
Enhance	Lane
Acumen	Lane
Bachelor	Lane
Print	Lane
Pathway	Lane

#### VOTING AND OTHER REQUIREMENTS

Simple Majority Required



COUNCIL DECISION ITEM C2509-6  
(Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council:

1. Supports the following proposed road names, to be applied to the subdivision located at 11-15 Grosvenor Street, Beaconsfield (Lot 2680):

Proposed Road Names Theme - Knowledge and Education	Road type (suffix)
Observation	Drive
Explore	Lane
Insight	Lane
Maven	Lane
Veritas	Lane
Enrich	Lane
Athena	Lane
Additional names as required by Landgate	
Mentor	
Stencil	
Verve	

2. Note the Applicant's intention to explore an Indigenous and/or Women's theme for road names in future stages of the subdivision of the Davis Park precinct.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Statutory reports

### C2509-7 STATEMENT OF INVESTMENTS AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Manager Financial Services  
Voting requirements: Simple Majority Required  
Attachments: 1. Investment Report - August 2025

#### SUMMARY

This report outlines the investment of surplus funds for the month ending 31 August 2025 and provides information on these investments for Council consideration.

This report recommends that Council receive the Investment Report for the month ended 31 August 2025, as provided in Attachment 1.

The investment report provides a snapshot of the City's investment portfolio and includes information as at 31 August 2025 in relation to:

- Portfolio details;
- Portfolio credit framework;
- Portfolio liquidity;
- Portfolio fossil fuel summary;
- Interest income; and
- Investing activities.

#### BACKGROUND

In accordance with the Investment Policy adopted by Council, the City of Fremantle invests its surplus funds, long term cash, current assets and other funds in authorised investments as outlined in the policy.

Due to timing differences between receiving revenue and the expenditure of funds, surplus funds may be held by the City for a period of time. To maximise returns and maintain a low level of credit risk, the City invests these funds into appropriately rated and liquid investments, until the City requires the money for operational expenditure.

The City's investment policy seeks to limit investments in financial institutions which support, either directly or indirectly, fossil fuel companies, while balancing



compliance with the Investment Policy, and achieving a suitable return on those investments.

## FINANCIAL IMPLICATIONS

Investment interest earned year to date is \$327k against a full year budget of \$1.85m. Interest earnings year to date are lower than YTD budget by \$3k.

The Reserve Bank of Australia (RBA) kept the cash rate at 3.60% following its 12 August 2025 cut of 25 basis points, the third reduction this year and the lowest level since March 2023. The decision reflected easing inflation, now within the 2–3% target band, alongside a slightly higher but stable unemployment rate near 4.3%. While the RBA signalled that further changes will depend on incoming data, it remains cautious due to weak productivity growth and global uncertainties. The next RBA Board meeting to review the cash rate is scheduled for 29–30 September 2025.

The City's investment portfolio is invested in highly secure investments with a low level of risk yielding a weighted average rate of return of 4.50% for the month of August 2025. The City's actual portfolio return in the last 12 months is 4.26%, comparing on par with the benchmark Bloomberg AusBond Bill Index reference rate of 4.25% (refer to Attachment 1 point 8).

## LEGAL IMPLICATIONS

The following legislation is relevant to this report:

- *Local Government (Financial Management) Regulations 1996* Regulation 19 – Management of Investments; and
- *Trustee Act 1962* (Part 3)

Authorised Deposit-taking Institutions are authorised under the *Banking Act 1959* and are subject to Prudential Standards which are overviewed by the Australian Prudential Regulation Authority (APRA).

## STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'



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

## CONSULTATION

Nil.

## OFFICER COMMENT

The City's Investment Portfolio Manager has provided a comprehensive Investment Report for the month ending 31 August 2025 which can be viewed in the Attachment. A summary of the investment report is provided below.

### 1. Portfolio Details

As at 31 August 2025, the City's investment portfolio totalled \$54.37m. The market value of this investment was \$55.04m at that time, which takes into account accrued interest.

The investment portfolio is made up of:

Cash Investments (<= 3 months)	\$10.29m
Term Deposits (> 3 months)	\$44.08m
TOTAL	\$54.37m

Of which:

Unrestricted cash	\$34.79m
Restricted cash (Reserve Funds)	\$19.58m
TOTAL	\$54.37m

The current amount of \$34.79m held as unrestricted cash represents 31.87% of the total adopted budget for operating revenue (\$109.17m).

### 2. Portfolio Credit Framework

The City's Investment policy determines the maximum amount to be invested in any one Tier, or any one financial institution within a Tier, based on the credit rating of the financial institution. Council adopted amendments to this policy at its Ordinary Council Meeting held on 25 November 2020, and the current adopted Counterparty Credit Framework is noted below.



## Portfolio Credit Framework limits

The Portfolio Credit Framework limits prescribe the limit of investments that may be made within any tier of financial institutions. The maximum allocation to be invested in each tier, and the City's actual investment allocation in those tiers as at 31 August 2025, is outlined below. It shows that the distribution of the City's investments across the four tiers is compliant with the City's investment policy.

Tier	Allocation	Allocation %	Maximum Allocation %	% Used of Maximum Allocation	% Available of Maximum Allocation	% Exceeded of Maximum Allocation
Tier 1	37,368,748.81	68.73%	100.00%	68.73%	31.27%	0.00%
Tier 2	4,000,032.68	7.38%	60.00%	12.27%	87.73%	0.00%
Tier 3	13,000,000.00	23.91%	35.00%	68.31%	31.69%	0.00%
Tier 4	0.00	0.00%	15.00%	0.00%	100.00%	0.00%
54,368,781.49						
Values used in the above calculations exclude interest for term deposits and other simple interest securities.						

Within each Tier, the Counterparty Credit Framework limits prescribe the limit of investments that may be made with any one financial institution. The maximum percentage of investments to be held with any one financial institution, within a given Tier, are outlined below.

### Counterparty credit framework

Investments are not to exceed the following percentages of average annual funds invested with any one financial institution and consideration should be given to the relationship between credit rating and interest rate.

Credit quality	Maximum % of total investments
Tier 1 (excl. AAA government) AAA to AA-	45%
Tier 2 A+ to A-	25%
Tier 3 BBB+ to BBB-	10%
Tier 4 Unrated	(\$1m)

The City's funds invested as at 31 August 2025, relative to the Counterparty Credit Framework limits were as follows:

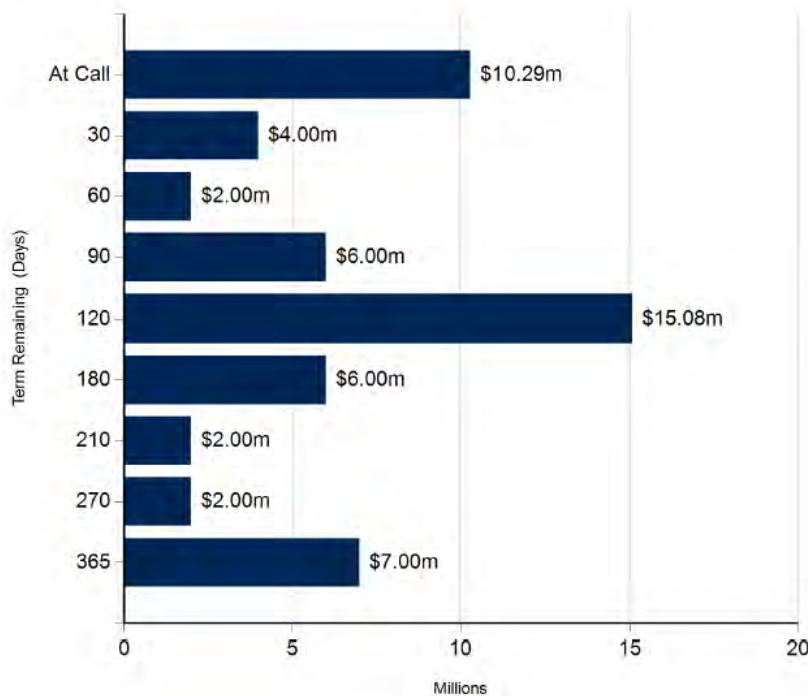


As shown in the above graph, the portfolio was compliant with the issuer trading limit.

### 3. Portfolio Liquidity Indicator

The City's investments are to be made in a manner to ensure sufficient liquidity to meet all reasonably anticipated cash flow requirements, without incurring significant costs due to the unanticipated sale of an investment.

**Face Value by Term Remaining**



The below graph provides details on the maturity timing of the City's investment portfolio as at 31 August 2025. Currently, all investments will mature in one year or less.

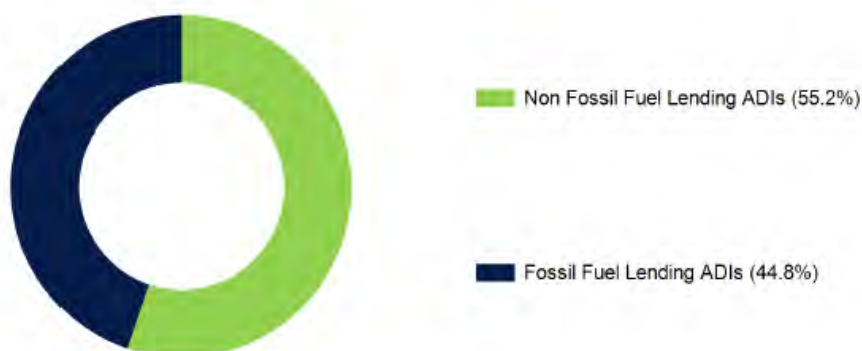


#### 4. Portfolio Summary by Fossil Fuels Lending Authorised Deposit-Taking Institutions (ADIs)

To support the City's ability to undertake greater fossil fuel divestment, a review of the Investment Policy was presented and adopted by Council on 25 November 2020. This review introduced a minor amendment to the investment framework, increasing the allocation percentages for tier 3 and tier 4 categories to allow greater flexibility. Since December 2020, all investments have been made in accordance with the revised policy, with a focus on prioritising "Green Investments." These investments are directed towards ADIs that comply with the City's Portfolio and Counterparty Credit Frameworks and do not lend to industries involved in the exploration or production of fossil fuels (Non-Fossil Fuel Lending ADIs).

As at 31 August 2025, \$30m (55.2%) of the City's portfolio was invested in "Green Investments".

**Fossil Fuel vs  
Non Fossil Fuel  
Lending ADI**



Refer to Attachment 1 (Note 7) for details on which financial institutions these investments are held in.

#### *Australian Banking Industry's Financial Stability Risks*

According to the Reserve Bank of Australia's (RBA) Financial Stability Review published in March 2024, the Australian banking industry's financial stability remains robust, underpinned by strong capitalization, sound asset quality, adequate liquidity, and effective risk management practices. While challenges and risks persist, proactive regulatory measures and prudent banking practices continue to support the sector's resilience and ability to navigate uncertainties effectively.

Given the current financial stability risk assessment the City will implement the following investment strategies:



1. Diversify investment portfolio across different banks - continue to prioritise higher rated banks (tier 1 and tier 2) when it comes to investment activity. If a non-fossil fuel lender is providing competitive rates that will generate a suitable return, and fall within a tier 1 or 2 category, these lenders will be prioritised.
2. Implement risk management strategies to protect the investment portfolio against downside risks - The City will prioritise low risk investment activity across higher tier banks in order to limit the City's exposure to the risk being faced across the sector.
3. Regular review and rebalance of investment portfolio to ensure alignment with the investment goals, risk tolerance and market conditions.

#### Interest Income for Matured Investments

Per Attachment 1 (Note 9), interest income earned during 31 August 2025 from matured investments was \$301k.

#### 5. Investing Activities

In August 2025, there were 9 new term deposits totalling \$19m. Full details of the institutions invested in, interest rates, number of days and maturity date for investments held as at 31 August 2025 are provided in Attachment 1 (Note 10).

#### VOTING AND OTHER REQUIREMENTS

Simple Majority Required

#### COUNCIL DECISION ITEM C2509-7 (Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the Investment Report for the month ending 31 August 2025 as provided in Attachment 1.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## C2509-8 SCHEDULE OF PAYMENTS AUGUST 2025

Meeting date:	24 September 2025
Responsible officer:	Manager Financial Services
Voting requirements:	Simple Majority Required
Attachments:	<ol style="list-style-type: none"><li>1. Schedule of Payments and Listings - August 2025</li><li>2. Purchase Card Transactions - August 2025</li><li>3. Summary of Payments and Listings - August 2025</li></ol>

### SUMMARY

The purpose of this report is to present to Council a list of accounts paid by the Chief Executive Officer under delegated authority for the month ending 31 August 2025 as required by the *Local Government (Financial Management) Regulations 1996*.

This report recommends that Council accept the list of payments made under delegated authority and accept the detailed transaction listing of Purchase Card expenditure.

### BACKGROUND

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's municipal or trust fund. In accordance with regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid under delegation for the month of August 2025 is provided within Attachments 1 and 2.

### FINANCIAL IMPLICATIONS

A total of \$7,784,575 in payments were made in the month of August 2025

### LEGAL IMPLICATIONS

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*
  - (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
    - (a) *the payee's name; and*
    - (b) *the amount of the payment; and*



- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*

(2) *A list of accounts for approval to be paid is to be prepared each month showing*

(a) *for each account which requires council authorisation in that month*

—

- (i) *the payee's name;*
- (ii) *the amount of the payment; and*
- (iii) *sufficient information to identify the transaction; and*

(b) *the date of the meeting of the council to which the list is to be presented.*

(3) *A list prepared under sub-regulation (1) or (2) is to be —*

- (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) *recorded in the minutes of that meeting.*

## STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

## CONSULTATION

Nil.

## OFFICER COMMENT

The following table summarises the payments for the month ending 31 August 2025, by payment type:

<i>Payment Type</i>	<i>Amount (\$)</i>
<i>Cheque / EFT / Direct Debit/International Payments</i>	<i>\$4,592,700</i>
<i>Purchase card transactions</i>	<i>\$56,842</i>
<i>Salary / Wages / Superannuation</i>	<i>\$3,135,032</i>
<i>Total</i>	<i>\$7,784,575</i>



Attachment 1 provides a detailed listing of the payments by Cheque, EFT and Direct Debit, while Attachment 2 provides a detailed listing of Purchase Card transactions for the month ending 31 August 2025.

## VOTING AND OTHER REQUIREMENTS

Simple Majority Required

### COUNCIL DECISION ITEM C2509-8 (Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

#### Council:

1. Accept the list of payments made under delegated authority, totalling \$4,592,700 for the month ending 31 August 2025 including the Cheque /EFT/ Direct Debits/ International Payments as contained within Attachment 1.
2. Accept the detailed transaction listing of Purchase Card expenditure, totalling \$56,842 for the month ending 31 August 2025, as contained within Attachment 2.
3. Accept the Salary / Wages / Superannuation payments made under delegated authority, totalling \$3,135,032 for the month ending 31 August 2025, as contained within Attachment 1.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## C2509-9 MONTHLY FINANCIAL REPORT AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Director City Business  
Voting requirements: Simple Majority Required  
Attachments: 1. Monthly Financial Report - August 2025

### SUMMARY

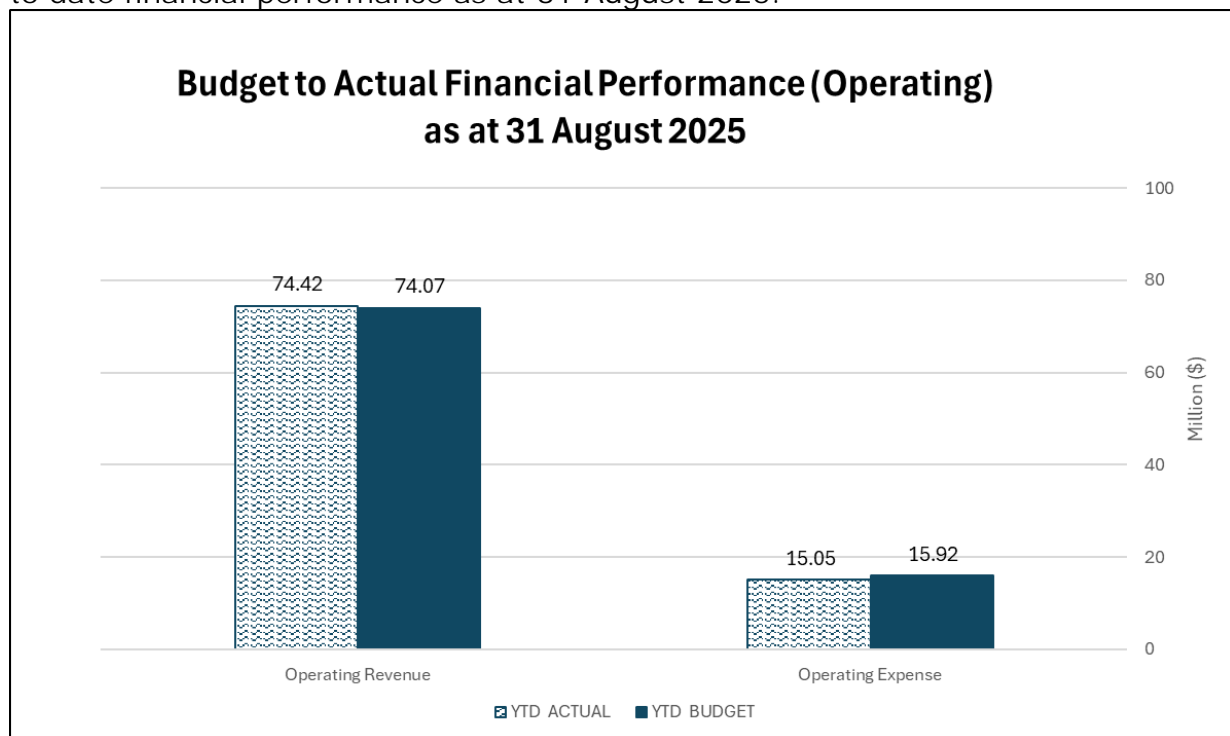
The monthly financial report for the period ending 31 August 2025 has been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996*.

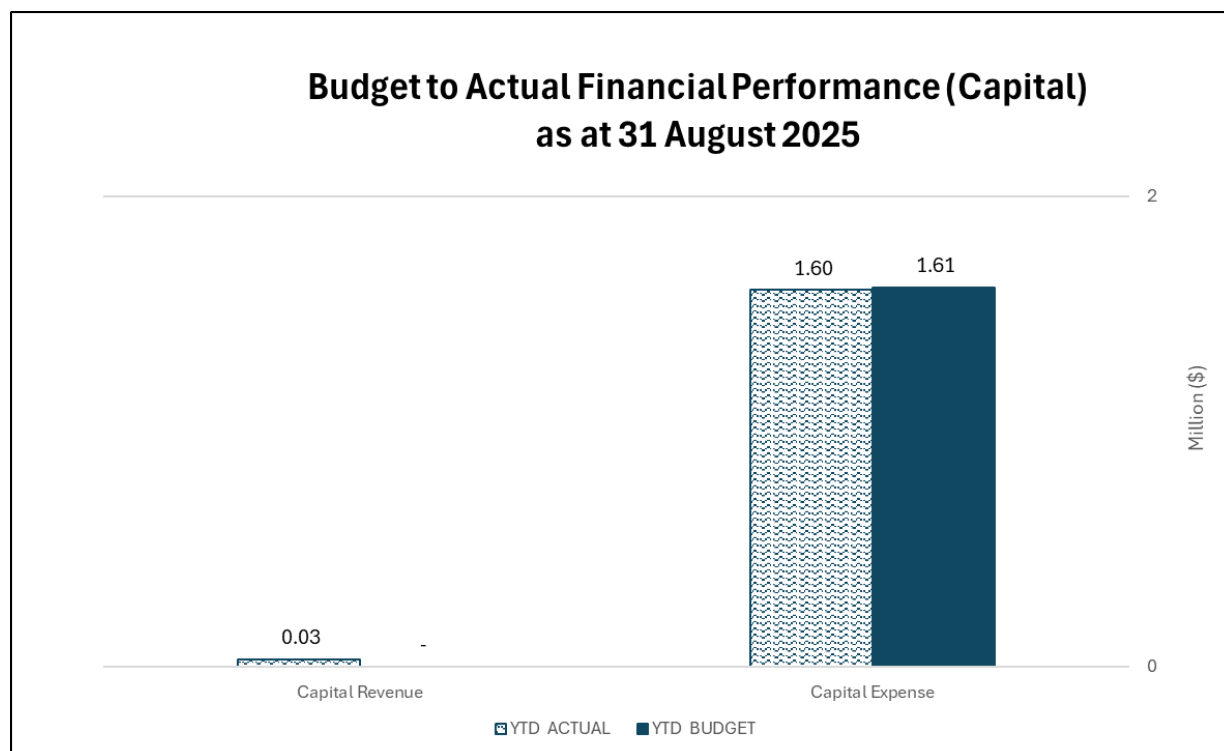
This report provides an analysis of financial performance up to 31 August 2025 based on the following statements:

- Statement of Comprehensive Income by Nature;
- Statement of Financial Activity by Nature and by Directorate; and
- Statement of Financial Position with Net Current Assets.

### BACKGROUND

The following charts and table provide a high-level summary of the Council's year to date financial performance as at 31 August 2025.





### STATEMENT OF FINANCIAL ACTIVITY – BY NATURE FOR THE PERIOD TO 31 AUGUST 2025

The table provides a variance summary of the operating revenue and expenses for the Statement of Financial Activity by Nature, to 31 August 2025. The detailed Statement can be found in the attached Monthly Financial Report.

Description	YTD Adopted Budget \$	YTD Actual \$	Variance \$	Variance %
<b>Operating Income</b>				
Rates (including Annual Levy)	66,638,194	66,632,360	(5,834)	(0.01%)
Service Charges	1,808,804	1,904,651	95,847	5.30%
Grants, Subsidies & Contributions	270,228	436,572	166,344	61.56%
Fees and Charges	4,453,163	4,586,748	133,585	3.00%
Interest Earnings	698,210	611,496	(86,714)	(12.42%)
Other Income	200,008	251,629	51,621	25.81%
<b>Total</b>	<b>74,068,607</b>	<b>74,423,456</b>	<b>354,849</b>	<b>0.48%</b>
<b>Operating Expenses</b>				
Employee Costs	(8,270,009)	(7,708,101)	561,907	6.79%
Materials and Contracts	(3,082,552)	(3,122,618)	(40,066)	(1.30%)
Depreciation	(3,655,418)	(3,596,939)	58,479	1.60%
Interest Expenses	(64,506)	(60,431)	4,075	6.32%



Utility Charges	(410,212)	(229,591)	180,621	44.03%
Insurance Expenses	(207,117)	(193,548)	13,569	6.55%
Other Expenditure	(226,616)	(134,477)	92,139	40.66%
Total	(15,916,430)	(15,045,706)	870,724	5.47%

Further explanation of material variances can be found within the Officer's Comment section of this report.

#### STATEMENT OF FINANCIAL POSITION - FOR THE PERIOD TO 31 AUGUST 2025

The detailed Statement can be found in the attached Monthly Financial Report.

#### FINANCIAL IMPLICATIONS

This report is provided to enable Council to assess how revenue and expenditure are tracking against budget, and to identify any budget issues of which the Council should be informed.

#### LEGAL IMPLICATIONS

Local Government (Financial Management) Regulation 34 requires a monthly financial activity statement and an explanation of any material variances to be prepared and presented to an Ordinary Council meeting.

Local Government (Financial Management) Regulation 35 requires a monthly statement of financial position to be prepared and presented to an Ordinary Council meeting.

#### STRATEGIC IMPLICATIONS

This item is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

#### CONSULTATION

Nil.



## OFFICER COMMENT

### Summary of financial performance

As at the end of August 2025, the City demonstrated strong financial performance with a closing funding position of \$70.83m.

In summary, as at the end of August 2025, the current closing position exceeds the YTD amended budget by \$1.93m. This is mainly due to favourable variances against the year-to-date budget across the following areas:

- Increased revenue from Grants, Subsidies and Contributions of \$0.17m;
- Increased revenue from Fees and Charges of \$0.13m;
- Operating expenditure underspend of \$0.56m from Employee Costs;
- Operating expenditure underspend of \$0.18m from Utility costs;
- Increased carry forward funds from the 2024/25 financial year of \$1.26m compared to the amended budget\*;

\*It should be noted that 2024/25 FY figures are unaudited and subject to change from end of year processing and audit finalisation. The figures remain draft until such time as these processes have been completed.

These favourable variances are offset by:

- Transfers to Reserves of \$0.55m

### Explanation of Material Variances & YTD Performance



In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, Council adopted the level to be used in Statements of Financial Activity by Nature in the 2025-26 financial year for reporting material variances as 10% together with the minimum value of \$100,000 (Refer Item C2506-13 from Council meeting on 25 June 2025).

The material variance thresholds are adopted annually by Council and indicate whether actual expenditure or revenue varies materially from the year-to-date budget. The following is an explanation of significant operating and capital variances to budget as identified in the Statements of Financial Activity by Nature.

Building on the favourable opening net position for the year, the following items explain the City's major variances in operating performance for this financial year, as highlighted in the year-to-date Financial Activity Statement as at 31 August 2025:

Description	Variance Amount (\$)		Comment
Grants, Subsidies and Contributions	166,344		61.56%



Description	Variance Amount (\$)	Comment
<b>Major Variances:</b>		
Operate Fremantle arts centre	90,000	Unbudgeted 25-26 Grant received in 24-25.
Provide tenancy advocacy and support	47,202	Timing variance: 1 <sup>st</sup> instalment 25-26 received in 24-25.
<b>Utility Charges</b>	<b>180,621</b>	 <b>44.03%</b>
<b>Major Variances:</b>		
Electricity charges	124,962	Timing variance: invoices being processed.
Water charges	34,810	Timing variance: invoices being processed.
<b>Transfer to/from Reserves</b>	<b>(546,441)</b>	 <b>(100%)</b>
<b>Major Variances:</b>		
Transfer from Reserves (Restricted) - Operating	(546,441)	Timing variance: Transfer of funds received for underground power service charge. Budget phasing to be updated.

### Accounting methods

The City manages its finances in line with the requirements of the *Local Government Act 1995*, associated regulations and Australian accounting standards.

The City carries out accounting on both an accrual basis and a cash basis.

Accrual accounting requires accounting transactions to be recognised and recorded when they occur, regardless of whether payment/receipt has been made at that time, in accordance with the Australian Accounting standards.

The City accounts for Rates, Service Charges, Interest income on term deposits, Insurance expenses and Interest expenses on borrowings (loans) & leases on an accrual basis.

The remainder of income and expenditure items are recognised and recorded at the period they are encountered.

### VOTING AND OTHER REQUIREMENTS

Simple Majority Required



COUNCIL DECISION ITEM C2509-9  
(Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the Monthly Financial Reports, as provided in Attachment 1, including the Statement of Comprehensive Income, Statement of Financial Activity, Statement of Financial Position and Statement of Net Current Assets, for the period ended 31 August 2025.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Committee and working groups reports

### C2509-10 WORKING GROUP INFORMATION REPORT

#### 1. DESTINATION MARKETING WORKING GROUP

WG meeting date:	14 August 2025
WG Chair:	Linda Wayman
Responsible officer:	Team Leader Investment and Growth
Attachments:	1. Minutes - Destination Marketing Working Group – 14 August 2025

Destination Marketing Working Group discussed a range of topics including:

- 2026 BRIDGE CLOSURE MARKETING STRATEGIES
- SAIL GP ACTIVATIONS
- FREMANTLE DOCKERS FINALS ACTIVATIONS

#### 2. TOWARDS 2029 WORKING GROUP

WG meeting date:	25 August 2025
WG Chair:	Cr Jenny Archibald
Responsible officer:	Creative Industry Lead
Attachments:	1. Towards 2029 Working Group Minutes - 25 August 2025 2. Towards 2029 Working Group Overview Report

Two key items were addressed during this meeting of the working group. The City's Community Engagement Partner presented the findings from the Manjaree public consultation report, noting that over 70 submissions had been received.

The City's Business Development & Sponsorship Officer was introduced to the group by the Creative Industry Lead. The Business Development & Sponsorship Officer shared her research on similar precincts around the country and internationally. She invited working group members to suggest any locations where comparable work to the community's vision for Manjaree has been undertaken. The Chair requested to receive this work completed to date. The Business Development & Sponsorship Officer committed to sharing this research with the working group.

The City's Creative Industry Lead provided an update on the progress of the Rottnest Island Authority led funding application to state government for



complementary Manjaree and Wadjemup infrastructure improvements.

The second agenda item addressed the required closure of the current working group ahead of local government elections. Officers agreed to create and circulate a report providing an overview of the work and achievements of the Towards 2029 Working Group, to be submitted to the Ordinary Meeting of Council in October for consideration prior to formal closure of the working group.

## VOTING AND OTHER SPECIAL REQUIREMENTS

Simple Majority Required

### COUNCIL DECISION ITEM C2509-10 (Officer's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the following working group updates for September 2025:

1. DESTINATION MARKETING WORKING GROUP
2. TOWARDS 2029 WORKING GROUP

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## ARMC2509-1 AUDIT ACTIONS UPDATE - AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Director City Business  
Voting requirements: Simple Majority Required  
Attachments: 1. CONFIDENTIAL - Audit Action Register

### SUMMARY

This report provides an update on the status of actions arising from annual audits carried out in line with statutory requirements.

The report requests the Audit and Risk Management Committee receive and note the current list of audit actions and status associated with each.

### BACKGROUND

Currently the City of Fremantle participates in or undertakes the following audits as required under the *Local Government Act 1995*:

- Audit of annual financial statements
- Audit of General computer controls and information systems
- Audit of Financial management (Regulation 5)
- Audit of general systems, procedures and controls (Regulation 17)

The Financial Audit and General Computer Controls Audit are carried out by the Office of the Auditor General (OAG) and assess both financial and information technology related compliance and controls.

The Regulation 5 and Regulation 17 audits are carried out by external auditors engaged by the City.

The OAG also carries out Performance audits from time to time on topics selected by the Auditor General. These audits assess the efficiency and effectiveness of entity activities, services and programs.

Each audit results in a series of recommendations being made by the auditor, which the City reviews, tracks and actions accordingly. Recommendations are rated based on risk and severity and the city prioritises any remediation required on that basis.



The audit register, as provided in confidential attachment 1, provides information regarding the status of each action and progress associated with each.

#### FINANCIAL IMPLICATIONS

Nil.

#### LEGAL IMPLICATIONS

The City considers and actions audit recommendations in line with its requirements under the *Local Government Act 1995*.

If the Auditor General or a local government's appointed auditor reports a significant matter in an audit report, section 7.12A of the *Local Government Act 1995* (the Act) requires a response from the local government.

The requirements of this response are:

1. Upon receipt of the auditor's report, the local government must prepare a report for its Audit Committee to address the significant matters raised and outline what action(s) the local government has taken or intends to take in respect of each of the matters raised.
2. The Audit Committee minutes and the report to the Minister are referred to Council for proper review and endorsement of any proposed actions.
3. Within 3 months of receipt of the auditor's report, a copy of the Council-endorsed report must be provided to the Minister.
4. Within 14 days of providing a copy of the report to the Minister, a copy must be published on the local government's website.

#### STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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



## CONSULTATION

Audit recommendations are implemented and actioned in consultation with auditors to ensure accurate interpretation and understanding of audit recommendations.

## OFFICER COMMENT

The audit action register has been developed as part of the continuous improvement of the City's management and reporting of audit activities and findings.

The audit action register provides a summary report of all the current open audit findings, recommendations, and progress comments from the various audit activities.

Noting that full audit reports are presented to the Audit and Risk Management Committee upon completion of each audit, the register provides an ongoing summary update on status and includes the following information:

- The core finding identified by the relevant audit.
- The associated risk rating as identified by the auditor.
- The auditor's core recommended actions.
- The officer responsible for implementing the action.
- Indications of which audits resulted in the core finding, whether it be the OAG financial, performance or IT audits, Regulation 5 or 17.
- Comments on progress made, and current status of action being taken by the City.
- Estimated completion date and actual completion date for the items that have been resolved.

In June 2025, 18 outstanding items were reported on the audit register to the Audit and Risk Management Committee. Since then, three items have been completed, leaving ten items currently outstanding. Majority of these are on track to be addressed and closed out prior to the end of 2025.

Of the 10 outstanding items:

- Six relate to the OAG GCC (IT) Audit, with four of those findings being assessed as moderate and two other being assessed as minor.
- One relates to the Reg 17 audit and is assessed as moderate.



- Three relate to the OAG Performance Audit for the management of purchasing cards with one finding being significant, four being moderate and one being minor.

## VOTING AND OTHER REQUIREMENTS

Simple Majority Required

### COUNCIL DECISION ITEM ARMC2509-1 (Committee's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

#### Council:

1. Receive and note the updated Audit Actions Register as provided in confidential attachment 1; and
2. Request officer's include a list of purchase card holders to the next Audit and Risk Management Committee meeting, for information.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## ARMC2509-3      PROCUREMENT POLICY EXEMPTIONS JUNE TO AUGUST 2025

Meeting date:                    24 September 2025  
Responsible officer:         Director City Business  
Voting requirements:        Simple Majority Required  
Attachments:                 1.    Procurement Policy Exemptions June - August 2025

### SUMMARY

The purpose of this report is to inform Council of purchases made by the City that were exempted from the requirements of the Procurement Policy, during the period June to August 2025.

This report recommends that Council receive the Procurement Policy Exemptions report for June to August 2025.

### BACKGROUND

The City's Procurement Policy outlines the requirements and decision-making process for each Policy threshold. The Policy also contains a list of tender exemptions (exempt under Regulation 11(2) of the *Local Government (Functions and General) Regulations 1996*) and other Policy exemptions.

The City's Purchasing Policy was amended in August 2025, with Council adopting the new Procurement Policy (C2508-22). The updated procurement policy reflects the consideration of best practice procurement principles, the City's obligations under the *Local Government Act 1995*, and independent advice sought from procurement professionals. It also recognises and responds to the City's ongoing work to develop and maintain efficient, responsive and thorough business processes that improve City response times, supplier experience and ensure compliance.

Under this policy all exemptions applied by the City are to be reported to the Audit and Risk Management Committee.

### FINANCIAL IMPLICATIONS

Nil.

### LEGAL IMPLICATIONS

Nil.



## STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

## CONSULTATION

Nil.

## OFFICER COMMENT

June 2025

The total value of spending exempt from the City of Fremantle Procurement Policy was \$13,030.000 for the month of June 2025.

The value of exemptions by category is:

Exemption Category	Value
Procurement Policy Exemption	\$13,030.00
Request for Artist	\$0.00
Sole Source of Supply	\$0.00
Total	\$13,030.00

Details regarding individual exemptions can be found in Attachment 1.

July 2025

The total value of spending exempt from the City of Fremantle Procurement Policy was \$160,102.20 for the month of July 2025.

The value of exemptions by category is:

Exemption Category	Value
Procurement Policy Exemption	\$90,102.20
Request for Artist	\$0.00



Sole Source of Supply	\$70,000.00
Total	160,102.20

Details regarding individual exemptions can be found in Attachment 1.

### August 2025

The total value of spending exempt from the City of Fremantle Procurement Policy was \$307,827.40 for the month of August 2025.

The value of exemptions by category is:

Exemption Category	Value
Procurement Policy Exemption	\$297,827.40
Request for Artist	\$0.00
Sole Source of Supply	\$10,000.00
Total	\$307,827.40

Details regarding individual exemptions can be found in Attachment 1.

### VOTING AND OTHER REQUIREMENTS

Simple Majority Required

#### COUNCIL DECISION ITEM ARMC2509-3 (Committee's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the information report on Procurement Policy Exemptions for June to August 2025.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
 Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
 Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## ARMC2509-4 TENDERS AWARDED UNDER DELEGATION JUNE TO AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Director City Business  
Voting requirements: Simple Majority Required  
Attachments: Nil

### SUMMARY

The purpose of this report is to summarise tenders awarded under delegation by various delegated Officers and Committees during the period June to August 2025.

This report recommends that Council receive the report on tenders awarded under delegation between June to August 2025.

### BACKGROUND

Tenders awarded by the City are awarded under the following delegations, approved at Council on 25 June 2025 (C2506-15):

Delegated Authority	Amount of Delegation
Ordinary Meeting of Council	\$1,000,000+ (if within budget)
CEO	Up to \$1,000,000
Directors	Up to \$500,000

Items identified under 'Officer Comment' of this report detail tenders awarded under delegation.

### FINANCIAL IMPLICATIONS

All tenders were awarded in line with the adopted 2025-26 budget.

### LEGAL IMPLICATIONS

All tenders awarded met the requirements of Regulations 11A – 24AJ of the *Local Government (Functions and General) Regulations 1996* and S3.57 of the *Local Government Act 1995*.



Under delegation 2.11 Expressions of interest and tenders, of the City's Register of Delegated Authority 2025-26, the Chief Executive Officer is required to report the use of this delegation to the Audit and Risk Management Committee.

### STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

### CONSULTATION

Nil.

### OFFICER COMMENT

Below is a list of tenders awarded under delegation between June to August 2025.

#### June 2025

Tender Description	Awarded By	Contractor(s)	Contract Term	Contract Value
FCC659/24 - Plumbing Services	OCM	Maxey Plumbing Pty Ltd	Up to 6 Years	\$3,000,000.00
FCC667/24 - Roofing Services	OCM	Futureproof Building Services Pty Ltd	Up to 5 Years	\$1,435,000.00
FCC674/25 - WCC Security Services	CEO	Vibrant Services Pty Ltd	Up to 5 Years	\$795,630.00

#### July 2025

Tender Description	Awarded By	Contractor(s)	Contract Term	Contract Value
FCC675/25 - Ken Allen Lighting	Director	Greenlite Electrical Contractors Pty Ltd	4 Months	\$352,445.27



August 2025

Tender Description	Awarded By	Contractor(s)	Contract Term	Contract Value
FCC680/25- PC Fleet Replacement	OCM	Computers Now Pty Ltd	3 Years	\$1,684,987.20
FCC688/25- Third Floor Fit Out at WCC	OCM	Swan Group WA Pty Ltd	2 Months	\$1,086,869.00
WFCC128/25 - Parmelia Parks Upgrade	Director	Phase3 Landscape Construction	4 Months	\$485,602.28
WFCC130/25 - CCTV Maintenance and Replacement	CEO	Zenien Pty Ltd	Up to 5 Years	\$775,000.00

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COUNCIL DECISION ITEM ARMC2509-4  
 (Committee's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council received the information report on Tenders Awarded under Delegation for June to August 2025.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
 Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
 Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## ARMC2509-5 OVERDUE DEBTORS REPORT AS AT 31 AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Manager Financial Services  
Voting requirements: Simple Majority Required  
Attachments: 1. CONFIDENTIAL - Summary of Outstanding Debtors  
as at 31 August 2025

### SUMMARY

This Overdue Debtors Report, with confidential attachment, is provided to the Audit and Risk Management Committee to report details of overdue debts, as at 31 August 2025, and identify those where the amount owing is over 90 days with a total debt exceeding \$10,000.

This report recommends that Council receive the Overdue Debtors Report and acknowledge the overdue debts exceeding 90 days that have a combined value greater than \$10,000 as at 31 August 2025.

### BACKGROUND

This report provides the Audit and Risk Management Committee the following information in relation to overdue debtors:

- The amount of total debt outstanding for the period aged from current to over 90 days overdue with a comparison to the same period for the previous year.
- All records of the uses of delegated authority, to waive or write off debts valued at \$1,000 or above.
- A confidential report containing the individual debtor information in relation to the outstanding debts exceeding 90 days with a combined value of debt, by debtor, exceeding \$10,000.
- The Debtor Day Ratio, being the average number of days taken for the City to receive payment from its customers for invoices issued to them.

### FINANCIAL IMPLICATIONS

It is a requirement that annual financial statements include an allowance for impairment of receivables owed to the local government to be recognised as a cost to the budget in the year in which the impairment is made.

As at the year ending 30 June 2025, an amount of \$89,562 is held as an allowance for impairment of sundry receivables. There was a total of \$136,677 of waivers or debts written off for the 2024/25 financial year.



## LEGAL IMPLICATIONS

Section 6.12 (1) (c) of the *Local Government Act 1995* provides authority for the Council to write off outstanding monies.

In accordance with section 5.42 and 5.44 of the *Local Government Act 1995* the following delegated authority applies:

- The Chief Executive Officer has delegated authority to write off debts (not including rates or infringement) considered unrecoverable up to \$50,000 per account where, in the opinion of the Chief Executive Officer, all other reasonable avenues of recovery have been exhausted.
- Directors and Managers have various sub-delegated authority to write off debts (not including rates or infringement) considered unrecoverable up to \$20,000 per account where, in the opinion of the Director or Manager, all other reasonable avenues of recovery have been exhausted.

All records of the uses of this delegated authority, to waive or write off debts valued at \$1,000 or above, per debtor, must be reported to the Audit and Risk Management Committee.

Any amount more than \$50,000 is to be written off by Council resolution. A Council resolution authorising the write-off of any bad debt does not prevent Council from reinstating the debt if the future circumstances change and the debt becomes collectable.

## STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

## CONSULTATION

Nil.

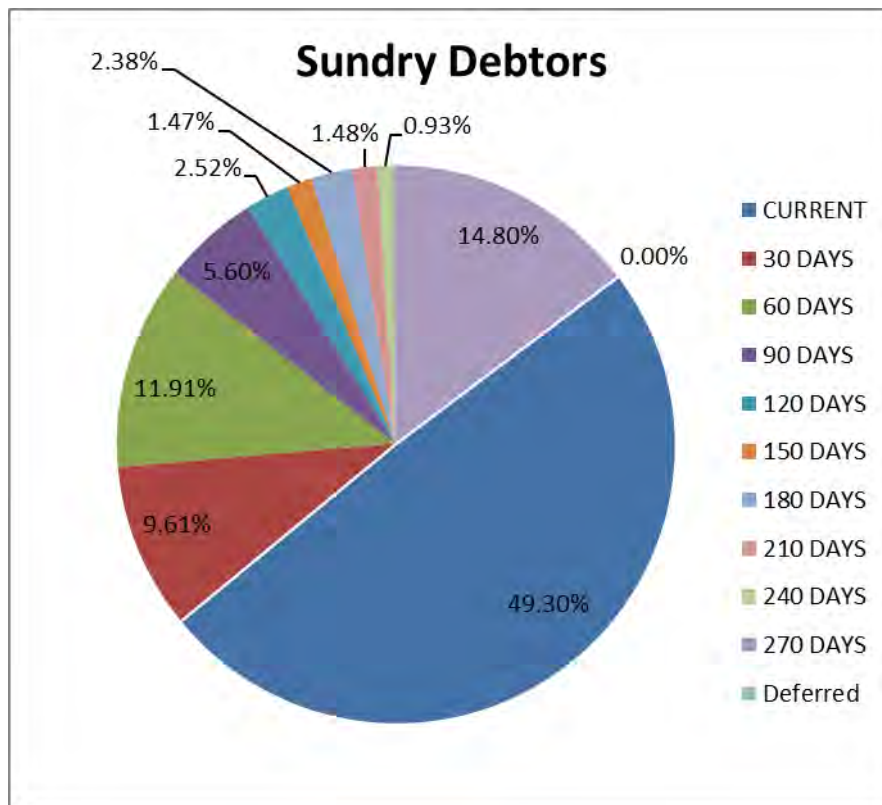


OFFICER COMMENT

The total of debts outstanding as at 31 August 2025 was \$544,190. A breakdown of aged debt for the current period compared to prior year is tabled below.

Period Ending August 2025	Current	30 Days	60 Days	90+ Days	Total
June 25 - Aug 25	49%	10%	12%	29%	100%
	268,278	52,304	64,813	158,795	544,190
Jun 25 - Aug 25 Excl. Commercial Properties	41%	11%	30%	18%	100%
	73,038	20,500	53,201	33,237	179,977
Jun 24 - Aug 24	336,029	25,132	53,455	293,101	707,717

The graph below shows the aged debt balances as at 31 August 2025:



Compared to the report of overdue debtors as at 31 May 2025, which was presented to Audit and Risk Management Committee meeting on 16 June 2025, the total value of outstanding debts has decreased from \$746,129 to \$544,190.

Total outstanding debt over 90 days has increased from \$119,965 at the end of the previous reporting date to \$158,795.



The number of overdue debtors over 90 days, and above the total debt reporting threshold of \$10,000 has decreased to three.

Of the three reported, one debtor has increased and the other two debtors has had the debts reduced.

The three debtors have a total debt owing of \$104,478 of which \$88,772 is over 90 days. The confidential attachment contains details of the debtors comprising this balance.

### Key Performance Indicators

When determining status or risk associated with outstanding debtors, officers typically consider and assess the following metrics:

- Total amount of outstanding debt
- Age of outstanding debt (and value of that debt)
- Frequency of payment of outstanding debt
- Outstanding debt per individual debtor
- Outstanding debt per type of debtor

Officers consider all of these metrics alongside each other as well as the debtor day ratio to assist in providing an overarching assessment of general performance of outstanding debtors. The debtor day ratio measures how quickly cash is being collected from debtors regardless of the level of total outstanding amount of debt or the type of debt, allowing for a consistent metric that will identify periods where debtors are taking longer to pay down outstanding debt.

A number of metrics have been provided to follow that provide an initial snapshot of performance and or status of outstanding debtors to follow.

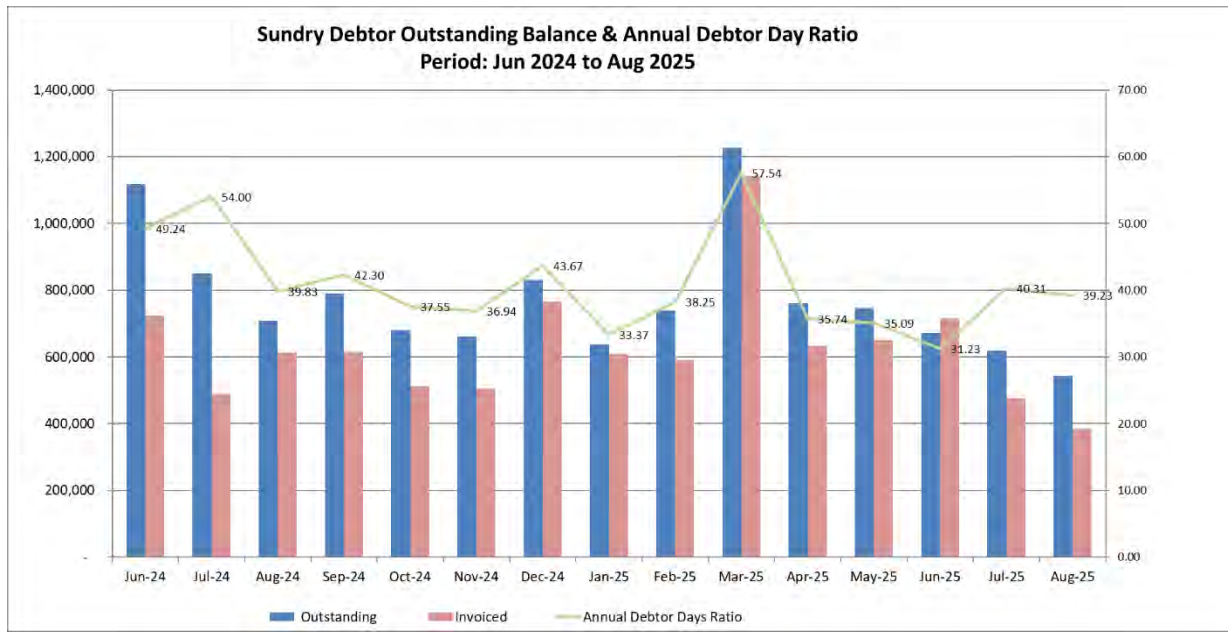
### Debtor Day Ratio

The Debtor Day Ratio measures how quickly cash is being collected from debtors. The longer it takes for an organisation to collect, the greater the number of debtor days.

The calculation of the ratio considers the total amount outstanding at the end of the period divided by the total amount invoiced to that period for the financial year. This is then multiplied by the total number of days from 1 July to the end of the period. See calculation in the graph to follow.



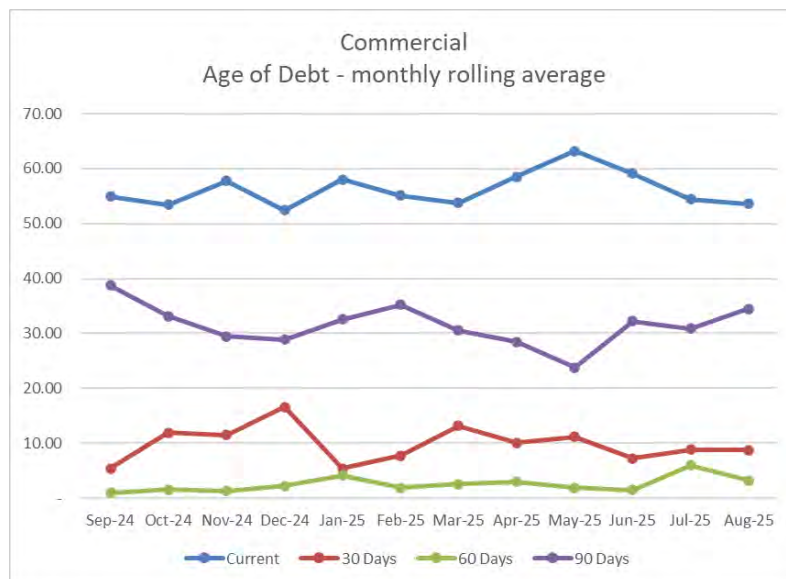
The chart to follow indicates the debtor days over the last 12 months. Debtor days have steadily decreased over the past 12 months, with a ratio of 39.23 being reported for August 2025.



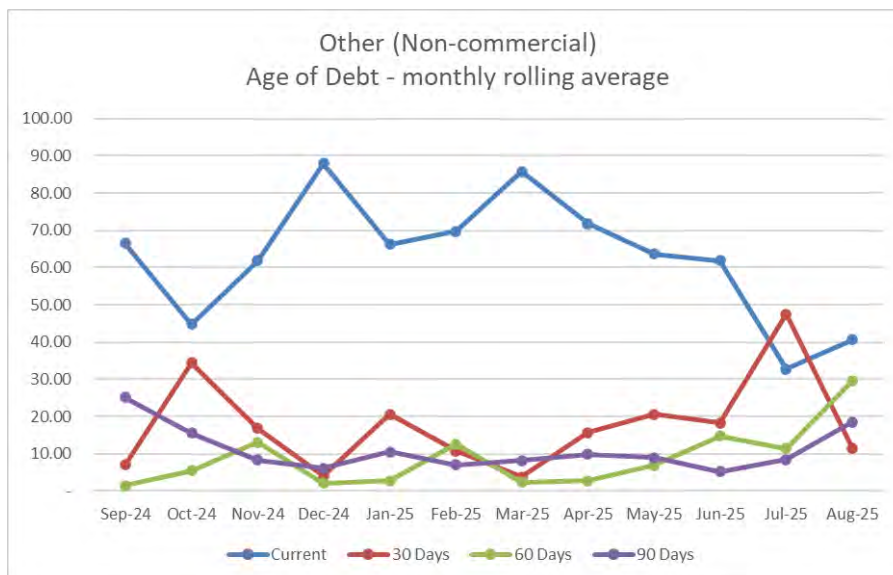
Age of Debt

The rolling 12-month Average for debt in each age category is shown in the graphs to follow for Commercial and Other (non-commercial) debt. These graphs show the 12-month average as at each point in time, to provide a view of the trend of the City’s aged debt portfolio.

As per the monthly rolling average chart for commercial, the portion of debt that is current was 36% as at August 2025. The portion of debt that is over 90 days has slightly increased since the last reporting period. The portion of debt in the 30-59 days and 60-89 days remained at the lower end.

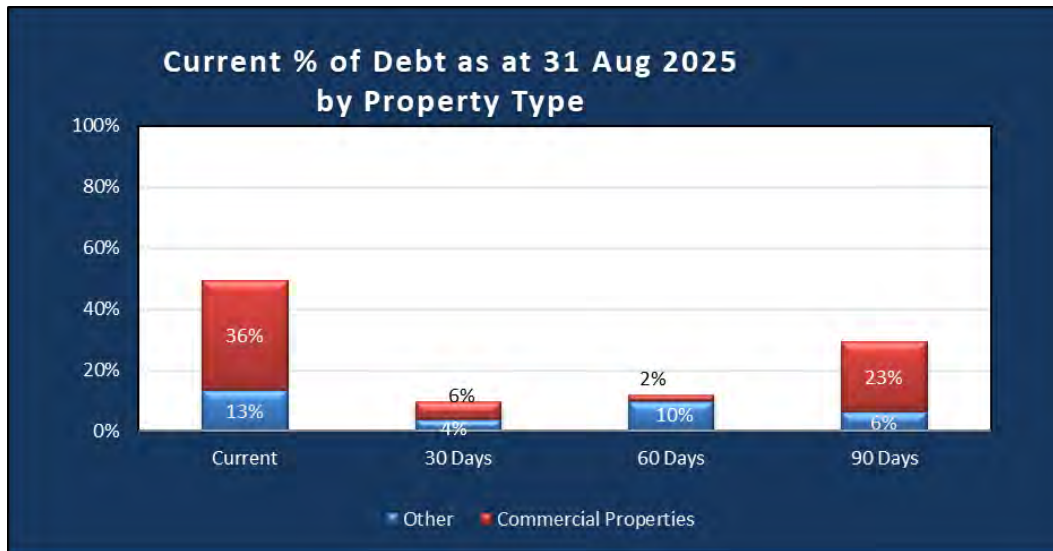


For other (non-commercial) debt, current debt has reduced from 33% to 13% since the last reporting period. All other categories remain much lower than the current trend line. This indicates a high proportion of debts being collected in a timely manner.



The Current Value of Debt by Age category is shown in the graph to follow, split between Commercial Properties and Other (Non-Commercial) Property Types. Of the total debt, Non-Commercial Properties account for 13% of Current debt, and account for 6% of the debt owing 90 days or more.

City officers continue to liaise with all commercial tenants to provide assistance, including payment arrangements where appropriate.



Delegation 2.3 - Defer payment, grant a concession, waive fees and write off of Debts

During the reported period there were two waiver/write offs.

1. Victoria Hall hire for 8 days by Performing Lines WA, totalling \$1,720.
2. Victoria Hall hire for two months by Tara Del Borrello, Sol Music Therapy, during maintenance of the front room, totalling \$880.

#### VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COUNCIL DECISION ITEM ARMC2509-5  
(Committee's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the Overdue Debtors Report as at 31 August 2025, and the confidential attachment listing overdue debts exceeding 90 days with the combined value, by debtor, exceeding \$10,000 as at 31 August 2025.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil

124/133



## ARMC2509-6 INFORMATION REPORT – DRAFT ANNUAL FINANCIAL STATEMENTS 30 JUNE 2025

Meeting date: 24 September 2025  
Responsible officer: Director City Business  
Voting requirements: Simple Majority Required  
Attachments: 1. Draft Annual Financial Statements 2024-25

### SUMMARY

The Draft Annual Financial Statements for the year ending 30 June 2025 will be submitted to the Audit Firm appointed by the Office of the Auditor General, Grant Thornton, prior to the deadline of 30 September 2025. Thus, achieving compliance with Section 6.4 of the *Local Government Act 1995*.

The audit of the Annual Financial Statements will be undertaken by Grant Thornton, on behalf of the Office of the Auditor General (OAG), starting on 6 October 2025.

It is currently anticipated that the audit will be completed by the OAG and the Annual Financial Statements 2024-25 will be presented to Council for acceptance in December 2025.

This report recommends Council receive the City of Fremantle's draft 2024-25 Annual Financial Statements for information and note they are still in draft and subject to further minor adjustments prior to being submitted to the Auditor, including:

- Rounding corrections
- Adjustment to the share of net profit of associates accounted for using the equity method and Note 22 – Investment in Associates when the City receives the audited financial statements from the SMRC

### 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).



The audit of the Financial Statements will be performed by Grant Thornton on behalf of the OAG from 6 October 2025.

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 Statements for the year ending 30 June 2025 is completed, an Exit meeting will be scheduled. At this stage it is anticipated the City will be able to finalise the audit and exit meetings prior to the 31 December 2025. Thus, in compliance with section 5.54 of the *Local Government Act 1995*.

## FINANCIAL IMPLICATIONS

For the year ending 30 June 2025, the unaudited closing balance as per the Financial Activity Statement (cash position) is a surplus of \$9,493,187.

In accordance with the regulatory framework, the fair value of land, buildings, infrastructure, and investment properties is assessed at least once every five years. The 2024–25 Draft Annual Financial Statements do not include the results of any revaluations, as the most recent infrastructure revaluation was completed in the 2022–23 financial year, and the revaluation of land and buildings was undertaken in the 2023–24 financial year. The total asset value the City holds has reduced from \$748M to \$741M.

The final audit of the draft Annual Financial Statements will commence on 6 October 2025. The audit findings and all relevant assessments undertaken will be subsequently communicated to the City and then to Council. The following table provides a high-level draft and unaudited summary of Council's financial performance for year ending 30 June 2025.

Description	Draft Actual 2024-25 \$M	Adopted Budget 2024-25 \$M	Variance (Actual to Budget) \$M
Opening Surplus	11.57	8.92	2.65
<b>Operating</b>			
Rate Revenue	63.17	63.52	(0.35)
Revenue	39.42	33.19	6.23
Expenses	(111.64)	(110.94)	(0.70)
Non-Cash Adjustments	20.74	22.37	(1.63)
	11.69	8.14	3.55
<b>Investing</b>			
Capital Revenue	2.84	9.32	(6.48)



Capital Expenses	(12.26)	(19.17)	6.91
Non-Cash Adjustments	(0.02)	(4.00)	3.98
	(9.42)	(13.86)	4.44
<b>Financing</b>			
Repayment Loans & Leases	(1.75)	(2.27)	0.52
Reserve Transfers	(2.59)	(0.88)	(1.71)
	(4.35)	(3.15)	(1.20)
Closing Surplus	9.49	0.06	9.43

## 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.



## STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

## CONSULTATION

No consultation is 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 attached draft Annual Financial Statements are subject to further minor adjustments prior to being submitted to the Auditor, including:

- Rounding corrections
- Adjustment to the share of net profit of associates accounted for using the equity method and Note 22 – Investment in Associates when the City receives the audited financial statements from the SMRC

The City will submit its draft Annual Financial Statements for the year ended 30 June 2025 to the Auditor prior to 30 September as per the requirements of the *Local Government Act 1995*. The formal audit of the statements will occur from 6 October 2025 and is expected to conclude by the end of November 2025, subject to final consideration by the Auditor General.

Once concluded the statements will be provided as part of the 2024-25 Annual Report and presented to Council for adoption and setting of the Annual Electors Meeting.

## VOTING AND OTHER REQUIREMENTS

Simple Majority Required



COUNCIL DECISION ITEM ARMC2509-6  
(Committee's recommendation)

Moved: Cr Geoff Graham

Seconded: Cr Fedele Camarda

Council receive the City's draft Annual Financial Statements, as provided in Attachment 1 for the financial year ending 30 June 2025, and note:

- a. The Annual Financial Statements are still in draft and subject to further minor adjustments prior to being submitted to the Auditor; and
- b. Once finalised the draft Annual Financial Statements will be forwarded to the City's auditor Grant Thornton prior to 30 September 2025, in accordance with section 6.4 of the *Local Government Act 1995*.

Carried en bloc: 10/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Andrew Sullivan, Cr Jemima Williamson-Wong,  
Cr Fedele Camarda, Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



Cr Andrew Sullivan left the meeting at 7:41pm prior to the consideration of the following item and did not return.

#### ARMC2509-2 EMERGING ISSUES REPORT - JUNE TO AUGUST 2025

Meeting date: 24 September 2025  
Responsible officer: Manager Governance  
Voting requirements: Simple Majority Required  
Attachments: 1. CONFIDENTIAL - Emerging Issues Summary Report August 25

#### SUMMARY

This report highlights the relevant issues which are either current or emerging and may significantly affect the operation, financial, legal, or reputational operation of the City.

These matters are raised to inform the committee of any significant issues identified by officers and allow for any further feedback or questions on the actions currently being taken or under consideration to address and resolve them.

#### BACKGROUND

Part of the role of the Audit and Risk Management Committee is to be aware of any significant financial, political, and corporate issues being identified by the organisation and to understand, review or advise on the possible actions to address these.

#### FINANCIAL IMPLICATIONS

Some of the issues and potential mitigation actions outlined in this report may include financial implications for the City. Order of magnitude estimates of financial implications based on information available at the time of the report is included in the issues table attached.

#### LEGAL IMPLICATIONS

The City actively seeks legal advice and support where issues and risks identified have potential legal implications.



## STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:

Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

- Enable the City to maintain legislative compliance and accountability for organisational decision making.
- Support the City through financial, procurement and revenue functions whilst ensuring legislative compliance and providing excellent customer service.

## CONSULTATION

Nil.

## OFFICER COMMENT

The table provided in confidential attachment 1 identifies the current or emerging issues which are considered significant by the organisation. Some are in action, and some are under review by the organisation and will continue to be updated to the Audit and Risk Management Committee over time.

In conjunction with the organisation's Risk Management Framework, the City's issues log will provide a consistent and effective means of tracking, managing, and resolving significant issues.

The City's emerging issues log is populated and maintained by officers. This document is maintained live in the City's corporate document management system and is reviewed and discussed by the Executive Leadership Team as a standing agenda item monthly.

## VOTING AND OTHER REQUIREMENTS

Simple Majority Required



COUNCIL DECISION ITEM ARMC2509-2  
(Committee's recommendation)

Moved: Cr Frank Mofflin

Seconded: Cr Ben Lawver

Council receive the Emerging Issues report for June to August 2025 as detailed in confidential attachment 1.

Carried: 9/0

For:

Mayor Hannah Fitzhardinge, Cr Jenny Archibald, Cr Geoff Graham,  
Cr Adin Lang, Cr Jemima Williamson-Wong, Cr Fedele Camarda,  
Cr Ben Lawver, Cr Frank Mofflin and Cr Ingrid van Dorssen

Against:

Nil



## Motion 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 in accordance with the Meeting Procedures Policy.

Nil.

## Urgent business

Nil.

## Late items

Nil.

## Confidential business

Nil.

## Closure

The Presiding Member declared the meeting closed at 7:42pm.