



Agenda

Ordinary Meeting of Council

Wednesday 24 June 2026 6:00 pm



Notice of an Ordinary Meeting of Council

Elected Members

An Ordinary Meeting of Council of the City of Fremantle will be held on **Wednesday 24 June 2026** in the Council Chamber (Bibbool Room) at the Walyalup Civic Centre, located at 151 High Street, Fremantle commencing at 6:00 pm.

A handwritten signature in blue ink, appearing to read "Glen Dougall".

Glen Dougall
Chief Executive Officer

17 June 2026



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Official opening, welcome and acknowledgement

Ngala kaaditj Whadjuk moort keyen kaadak nidja Walyalup boodja wer djinang
Whadjuk kaaditjin wer nyiting boola yeye.

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

Attendance, apologies and leave of absence

Apologies

There are no previously received apologies.

Leave of absence

There are no previously received leave of absence.

Applications for leave of absence

Elected members may request leave of absence.

Disclosures of interest by members

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

Responses to previous public questions taken on notice

The following questions were taken on notice at the Ordinary Meeting of Council held on 10 June 2026:

Mark Woodcock spoke in relation to matters not on the agenda, including Douro Road and South Terrace intersection modifications, and item C2606-9 and asked the following questions:

1. Will the Council formally acknowledge that the fatal pedestrian accident used to justify "urgent pedestrian interventions" did not happen at the South Terrace roundabout where the trees are marked for removal, and explain why they community is being given a false choice between pedestrian safety and heritage canopy retention?



2. In the interest of financial cultural responsibility to Fremantle ratepayers, will the Council disclose the full business case and risk assessment profile for the J Shed eviction plan or admit the council is sacrificing proven cultural assets for an uncosted unverified ideological agenda?

Response to question 1 by the Director Infrastructure:

The City's consideration of pedestrian improvements at the Douro Road / South Terrace intersection has been based on site-specific traffic, pedestrian movement and safety assessments relevant to that location.

A fatal pedestrian incident has not been incorporated into, nor has it formed part of, officers' assessment or justification for the proposed works at the Douro Road / South Terrace intersection.

There is a record of a fatal pedestrian incident on Douro Road (September 2022) near the Hampton Road intersection. Officers are not aware of a fatal pedestrian incident at the Douro Road / South Terrace intersection.

Response to question 2 by the Director Creative Arts and Community:

Existing tenants are all eligible to apply for a lease under the EOI process.

In accordance with a previous Council resolution, the City has been developing a management plan to guide the revitalisation of the Manjaree area. The plan provides a framework for the planning, operation and ongoing management of the precinct. The plan has been informed by the recent community engagement findings and incorporates findings from the benchmarking of comparable cultural precincts across Australia and internationally, and identifies site-wide infrastructure needs, along with an assessment of existing facilities and natural area management.

Bill Massie spoke in relation to matters not on the agenda, including housing for the Homeless in Fremantle, and item C2606-9 and asked the following questions:

1. This situation with the J Sheds, who is driving it? Is it officers or is it Council?
2. Are we taking the right track going this way releasing these longstanding tenants?
3. Why is the city not doing something to house the homeless?

Response to question 1-2 by the Director Creative Arts and Community:

The item discussed at council regarding an EOI process over units in the Manjaree / Arthur's Head area was in response to community consultation. Existing tenants are all eligible to apply for a lease under the EOI process.



Response to question 3 by the Chief Executive Officer:

The City is in constant contact with State and not for profit agencies to assist in support services and housing.

Public question time

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

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

Petitions

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

Deputations

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

Presentations

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

Confirmation of minutes

OFFICER'S RECOMMENDATION

Council confirm the minutes of the Ordinary Meeting of Council dated 10 June 2026.

Elected member communication

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



Reports and recommendations from officers

Planning reports

Nil.



General reports

C2606-10 REVIEW AND AMENDMENT OF DOG EXERCISE AND PROHIBITED AREAS COUNCIL POLICY AND LOCAL LAWS RELATING TO DOGS

Meeting date:	24 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Absolute Majority Required
Attachments:	1. Engagement Report 2. Draft City of Fremantle Dogs Amendment Local Law 2026 3. Draft amended Council Policy - Dog Exercise and Prohibited Areas 4. Full List of Proposed Changes - Dog Exercise and Prohibited Areas Council Policy
Additional Information: (viewed electronically)	5. Tracked changes - City of Fremantle Local Laws relating to dogs 6. Current - City of Fremantle Local Laws relating to dogs

SUMMARY

At the Ordinary Meeting of Council on 25 March 2026, Council approved local public notice be given, in accordance with section 3.12 of the *Local Government Act 1995*, of its intention to make the City of Fremantle Dogs Amendment Local Law 2026.

Council also endorsed an amended Dog Exercise and Prohibited Areas Council Policy for the purpose of community consultation.

Community submissions are considered and addressed within this report. No changes are recommended to the Amendment Local Law, however, minor changes are recommended to the policy as a result of community feedback.

This report seeks final Council approval to:

- 1. Make the City of Fremantle Dogs Amendment Local Law 2026;**
- 2. Adopt the amended Dog Exercise and Prohibited Areas Council Policy; and**
- 3. Specify the public places, or class of public places, listed in the Policy to be a place where dogs are prohibited or a dog exercise area.**

BACKGROUND



At the Ordinary Meeting of Council held on 25 March 2026 (C2603-13), Council resolved to:

Council:

- 1. Approves local public notice be given of the review of the City of Fremantle Local Laws relating to dogs (Additional information 4), in accordance with section 3.16 of the Local Government Act 1995, and invite public submissions for a minimum period of 6 weeks.**
- 2. Approves local public notice to be given, in accordance with section 3.12 of the *Local Government Act 1995*, of its intention to make the *City of Fremantle Dogs Amendment Local Law 2026 (Attachment 1)*, the purpose and effect of which is as follows:**

Purpose: Amend the City of Fremantle Local Laws relating to dogs (Principal Local Law), to remove redundant provisions and update clauses and definitions to align with current operations.

Effect: The City of Fremantle Local Laws relating to dogs are amended.
- 3. Endorses the proposed Dog Exercise and Prohibited Areas Council Policy (Attachment 2) for the purpose of community consultation, with the intent to specify a public place, or a class of public place, that is under the care, control or management of the City of Fremantle, to be a place where dogs are prohibited or a dog exercise area.**
- 4. Notes that a further report will be presented to Council after the public submission period, including any submissions received and recommendations for adoption of the Amendment Local Law and final Council Policy.**

Council were overall supportive of the proposed changes, however, expressed the importance of giving the community opportunity to provide qualitative feedback in relation to dog management and area use generally, and in particular, to the proposed change of playgrounds and play-spaces to be areas where dogs are prohibited.

FINANCIAL IMPLICATIONS

All costs associated with a local law and policy review are included in the adopted budget.



The City has existing operational signage and park infrastructure budgets which will be used to improve signage and dog infrastructure across the city. Should additional projects be identified outside these operational budgets, officers will submit a proposal for consideration through the budget process.

LEGAL IMPLICATIONS

As part of the Local Government Reforms and commencement of provisions within the *Local Government Amendment Act 2024* following assent, the City of Fremantle is required to review any local laws that are either due or overdue for a review. This must be undertaken within a two-year period, prior to 7 December 2026, unless a review occurred within the last 8 years. This is to be completed in accordance with section 3.16 of the *Local government Act 1995*.

Section 3.5 of the *Local Government Act 1995* (the Act) provides the power for local governments to make local laws to help perform their functions.

Section 3.12 of the Act prescribes the procedure for making local laws, which is the same procedure to amend or repeal a local law.

With the support of Council, the City conducted both the review of the current local law related to dogs and proposed amendment local law public consultation simultaneously to reduce community confusion of the City's intention, while still complying with the legislative requirements.

Section 31 of the *Dog Act 1976* requires the City to give local public notice of at least 28 days before specifying a place to be where dogs are prohibited or is a dog exercise area. Public notice will be formally given following final adoption. If comments are received that are significantly different to what is already considered as part of this report, the decision may be re-presented to Council.

STRATEGIC IMPLICATIONS

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

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.

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.



CONSULTATION

The City of Fremantle opened public engagement on this project on 1 April 2026 and collected submissions until close-of-business on 22 May 2026.

Below is a summary of key takeaways from the engagement program. A full engagement report has been provided as part of meeting attachments to this agenda item.

- The public engagement program reached more than **4,335 people** through online and face-to-face interactions. City officers received **462 formal submissions** of feedback to the project. This results in more **6,594 pieces of data captured** throughout the engagement period.
- This engagement program saw responses from every suburb in the City of Fremantle. The top three suburbs with respondents were:
 - North Fremantle
 - Fremantle (Central)
 - Hilton
 - South Fremantle
 - Respondents who selected "Other (Please specify)" submitted the following: Hamilton Hill (11); Bicton; North Coogee (2); Coogee; Coolbellup (5); Murdoch; Willagee (3); Southern River; Leeming; Mosman Park; Como; Bayswater; Lake Coogee; Palmyra (4); East Fremantle (3); Kardinya (2); Rockingham; Cannington; Albany; Melville (2).
- **75% of respondents identified as dog owners**, or looking after dogs. 25% of respondents identified as non-dog owners.
- Dog owners and non-dog owners all experienced similar volumes of the following issues:
 - Confusion about whether dogs were allowed
 - Conflict between users
 - Dog attack or aggressive behaviour
- It's important to note that both dog owners and non-dog owners experience the issues mentioned above, and that these experiences are not isolated to non-dog owners.



- In response to proposed amendments to dog exercise prohibitions around playgrounds and play spaces, respondents did not suggest an absolute majority for the options presented:
 - 38.1 % of respondents support no prohibitions of dogs near playgrounds.
 - 34.2% of respondents would prefer some playgrounds being prohibited or dogs on-lead.
 - 27.6% of respondents would prefer all playgrounds and play spaces to be prohibited.
- Respondents asked City officers and Elected Members to consider the following in determining the right balance for playground rules:
 - Shared spaces for families & dogs
 - Child safety & hygiene around dogs
 - Rules may be too restrictive or reduce access for dog owners
 - Consideration of designated or fenced dog areas
- Overall, respondents indicate the following levels of support for the proposed Dog Exercise & Prohibited Areas Policy:
 - 39% of respondents SOMEWHAT SUPPORT the amended policy.
 - 38% of respondents DO NOT SUPPORT the amended policy.
 - 23% of respondents SUPPORT the amended policy.
- Respondents indicated the following levels of support for specific amendments in the draft policy:
 - 28.2% support the addition of 36 Rule St as a dog exercise area.
 - 19.8% support the addition of Samson Park's bush conservation areas as dog prohibited.
 - Removal of Prawn Bay as a dog exercise area (12.9%); and removal of Rocky Bay as a dog exercise area (12.8%).
- Respondents asked City officers and Elected Members to consider the following in determining the right balance for the whole policy:
 - Balance access & shared use of public spaces
 - Wildlife conservation and protections
 - Opposition to additional restrictions on dog access
 - Better enforcement of irresponsible dog owners
 - Addressing public safety concerns around off-leash dogs
- There is a strong tension in the community between:
 - Protecting public amenity and protecting environmentally sensitive areas
 - Maintaining accessible, flexible public spaces for responsible dog owners
 - Stronger enforcement of existing rules
 - Desire for more designated dog infrastructure



- Targeted management approaches rather than broad restrictions

In addition to the above public engagement process, an Informal Elected Member meeting was held on Monday, 8 June 2026 to discuss the proposed Local Law and Policy changes. Below is a summary of feedback that was provided by Elected Members at the meeting:

- Support expressed for the removal of “play spaces” as it was considered too ambiguous, and changes to the definition of a playground to include surrounding soft-fall areas.
- Support expressed for the removal of the proposed 5m exclusion zone around playgrounds as it was considered overly restrictive.
- Clearer descriptions of the specified areas is needed (e.g. Hilton Park soccer pitch location).
- Improved signage placement was suggested to better delineate shared-use areas, particularly near playgrounds.
- Ongoing issues such as dog urination at shopfronts highlight the need for continued behaviour change initiatives and enforcement.

OFFICER COMMENT

The City has reviewed the feedback provided by the community and Elected Members during the engagement period and provides the following responses to the key themes identified in the engagement and proposed changes in response to this feedback.

Local Laws relating to dogs

Officer’s proposed minor amendments to the City of Fremantle Local Laws relating to dogs at the 25 March 2026 Ordinary Meeting of Council (C2603-13), and no further changes have been proposed. The tracked changes copy the local law (additional information 5) and [C2603-13](#) report list the proposed changes.

Public submissions were not supportive of the local law as a whole. However, comments received were mainly directed towards powers that are either controlled by legislation or in the City’s policy.

Some of the key themes identified in the community feedback during public consultation are summarised below and responded to by officers:

Stronger enforcement and compliance



- Existing rules are not being adequately enforced.
- More ranger patrols are needed.
- Signage and public education should be improved.
- Higher fines may improve behaviour.
- Conflicts arise when rules are ignored without consequence.

Officer Response

The City acknowledges concerns regarding the enforcement of existing rules and the need for visible compliance activities. Breaches of the Dog Act and relevant local laws and policy are taken seriously, and the City undertakes enforcement action where appropriate.

The City applies a balanced approach to compliance, combining enforcement with education to encourage positive, long-term behavioural change. This includes documenting offences, issuing compliance notices, and pursuing further action when required. Infringements may be issued on the spot, particularly in cases of serious or repeated non-compliance.

To further discourage poor behaviour, the City is proposing to increase certain local law penalties from \$100 to \$200. It should be noted that some penalties are prescribed by legislation and are outside of the City's control.

The City provides regular patrols of public spaces, however, community reporting plays an important role in enabling timely responses to non-compliance. The City also recognises the importance of clear signage and public education and will continue to review opportunities to improve awareness and understanding of requirements.

Dog Waste and Irresponsible Ownership

- Dog waste left in parks and laneways is a major issue.
- Owners should be required to clean up after dogs.
- Irresponsible behaviour should attract stronger penalties.

Officer Response

The City acknowledges community concerns regarding dog waste and irresponsible dog ownership, particularly in parks and laneways. Dog owners are legally required to clean up after their dogs under the Dog Act and local laws, and failure to do so may result in an infringement.

The City recognises that dog waste significantly impacts public amenity and can contribute to community frustration, particularly where shared spaces are involved.



Responsible dog owners also expect a safe and clean environment and may feel unfairly affected by the actions of others who do not meet these obligations.

Through regular patrols and targeted compliance activities, the City aims to encourage responsible behaviour, improve owner control, and reduce conflict in shared spaces. Penalties are applied where necessary; however, education and awareness remain important tools to support long-term behaviour change.

The City remains committed to supporting responsible dog ownership while setting clear expectations to ensure public spaces can be safely and respectfully enjoyed by all.

Dog Exercise and Prohibited Areas Council Policy

The current Dog Exercise and Prohibited Areas Council Policy is inconsistent in its approach for specifying dog exercise or prohibited areas and effective management of dogs in public spaces. It also lacks information for members of the community who seek changes to these areas, sometimes unaware of the various influences that go into decision making.

Officer's proposed amendments to the Dog Exercise and Prohibited Areas Council Policy at the 25 March 2026 Ordinary Meeting of Council (C2603-13), and sought the community's feedback. Public submissions varied across the changes, showing the difficulty in providing a balanced approach to all area users. The responses captured during public consultation are summarised below into themes and responded to by officers:

1. Dogs in Playgrounds

Community Feedback

No clear majority view Community opinion is divided, with no dominant preference regarding dog restrictions in playgrounds:

- 38.1% support no specific restrictions
- 34.2% prefer partial controls (e.g. some playground bans or dogs on-lead)
- 27.6% support a full prohibition

Concerns included child safety and hygiene, shared spaces for families and dogs, and loss of access.

Officer Response

The City has heard community concerns regarding confusion between "playspaces" and the overly restrictive nature of the 5-metre rule. In response, the City intends to



prohibit dogs only within designated “playgrounds” and will remove the 5-metre rule to address concerns about restrictions.

This approach also considers families who own dogs. While the prohibition will apply in all playgrounds, it is intended to ensure children can play freely without concerns about interactions with dogs and to reduce risk. Additionally, this supports a consistent approach, with clear signage to ensure the community is aware of the restriction.

Keeping dogs out of playgrounds is also intended to address public health concerns. In regard to dogs being allowed when a playground is not in use, the restriction will still apply. However, officers exercise discretion with all dog law enforcement and will consider appropriate action on a case-by-case basis.

This approach aims to balance child safety, public health, and the needs of dog-owning families, while providing clear and consistent rules for all users.

2. Balanced Access to Shared Public Spaces

Community Feedback

A strong and consistent theme was the need to maintain a balanced approach to public space use, ensuring both dog owners and non-dog users can access and enjoy parks and reserves. Many respondents expressed a preference for shared-use environments over blanket restrictions.

Officer Response

The amended policy has been developed to provide a balanced framework for managing dog access across the City. In accordance with the *Dog Act 1976*, the policy applies clear criteria when determining dog exercise and prohibited areas, including safety, environmental impact, and primary land use.

The City seeks to maintain an appropriate mix of off-lead, on-lead, and dog-prohibited areas to support equitable access while minimising conflict between users.

3. Public Safety, Child Safety and Amenity

Community Feedback

Respondents raised concerns regarding uncontrolled dogs, dog attacks, and interactions between dogs and children, particularly in playgrounds. Safety, cleanliness, and the need to prioritise children in play spaces were recurring issues.

Officer Response

The City recognises the importance of prioritising safety and amenity in shared spaces. The policy reinforces legislative requirements for dogs to be under effective control in public areas and introduces clear restrictions in high-risk locations, including playgrounds.



These measures aim to reduce risk, improve user safety, and ensure that public spaces remain accessible and enjoyable for all members of the community.

3. Opposition to Additional Restrictions

Community Feedback

A significant proportion of respondents expressed concern that additional restrictions would reduce access for dog owners and unfairly impact responsible behaviour. There was a strong view that restrictions should not be increased without providing alternative spaces.

Officer Response

The City acknowledges concerns regarding access and has taken a targeted approach to restrictions. Proposed changes have been limited to areas where there are demonstrated safety, environmental, or amenity considerations. The policy also includes opportunities to maintain and, where appropriate, expand dog exercise areas to ensure continued access for responsible dog owners.

4. Environmental Protection and Conservation

Community Feedback

There was clear support for restricting dogs in environmentally sensitive areas, including bushland and coastal reserves, to protect wildlife and biodiversity.

Officer Response

The protection of environmentally sensitive areas is a key consideration under the policy framework. The amended policy proposes restrictions in areas where conservation is the primary priority, including identified bushland and conservation reserves.

These measures are intended to minimise impacts on native fauna and habitats and support long-term environmental sustainability.

5. Enforcement and Irresponsible Dog Ownership

Community Feedback

Many respondents identified that issues arise primarily from irresponsible dog ownership rather than dogs themselves. Requests were made for increased ranger presence, stronger penalties, and improved compliance measures.

Officer Response

The City applies a balanced compliance approach combining education, engagement, and enforcement. While most dog owners comply with requirements, enforcement action is undertaken where necessary, particularly for repeated or serious breaches.



The City will continue to undertake patrols, issue infringements where appropriate, and promote responsible dog ownership through education and awareness initiatives.

6. Demand for Additional Dog Exercise Areas and Infrastructure

Community Feedback

Respondents expressed a need for more off-lead areas, including fenced or designated dog parks, and improved infrastructure to support safe and responsible dog exercise.

Officer Response

The City acknowledges the demand for additional dog exercise opportunities, including fenced dog exercise areas. Opportunities to expand or enhance dog exercise infrastructure, such as fenced areas, requires careful planning, design, as well as appropriate funding, delivery and maintenance considerations. As such, it is recommended that this be considered separately and be discussed as part of the budget process.

7. Clarity of Rules and Signage

Community Feedback

Confusion regarding where dogs are permitted was identified as a common issue, contributing to unintentional non-compliance and conflict between users.

Officer Response

Improving clarity and consistency is a key objective of the policy review. The amended policy introduces clearer definitions and aligns policy provisions with on-ground signage to ensure users can easily understand requirements.

The City will continue to prioritise clear communication and education to support compliance.

The City intends to increase education on the topic of responsible dog ownership and control through improving information on the website, interactive signage across the district, and brochures that Community Safety can provide to the community while on patrol. These initiatives will be influenced by responses received during community consultation (previous and most recent).

If the amended policy is adopted by Council, a 28-day notice period will be given after which enforcement will commence, and the roll out of new signage (where not already sufficient) is expected to be completed over a 6-month period. It is intended that community education will be used as the primary way of seeking compliance with the local law and policy.

8. Diverse and Divided Community Views



Community Feedback

Engagement results demonstrate a diversity of views, with no clear majority position on several key issues, particularly in relation to playground restrictions and specific site changes.

Officer Response

The City acknowledges that competing community expectations exist. The amended policy seeks to balance these views by applying consistent criteria, aligning with legislative requirements, and considering safety, access, and environmental outcomes.

While not all preferences can be accommodated, the policy provides a transparent and evidence-based framework to guide decision-making.

Conclusion

The engagement outcomes highlight a strong community interest in how dog access is managed in Fremantle, with key themes centred on safety, fairness, environmental protection, and responsible ownership.

The proposed amendments to the Dog Exercise and Prohibited Areas Policy respond to these themes by providing clearer guidance, improving consistency, and balancing the needs of dog owners with those of the broader community.

As a result of community and Elected Member feedback, further amendments have been proposed to the draft amended policy (attachment 3). All changes are captured in attachment 4, with notable changes since original endorsement below:

Part/Clause	2. Dog Prohibited Areas
Proposed Change (endorsed)	Addition of the following as dog prohibited areas: - Playgrounds and play spaces, including an area within 5 meters.
Additional change since endorsement	Removal of "play spaces" and 5m area radius around a playground. Addition of location description for "playgrounds": <i>"An area generally featuring sand, rubber, bark, grass, or another impact attenuating (soft fall) surface, that is provided for children's play and includes fixed play equipment such as swings, slides, climbing structures, seesaws, and any similar apparatus designed for recreational use by children."</i>
Justification	The addition of playgrounds as dog prohibited areas aligns the City with other Local Governments and addresses the concerns of safety identified through public engagement.



	Providing a blanket approach assists with user education and enforcement. Removal of original proposal to add a 5m boundary and “play spaces” addresses ability for families with dogs to use the space in a balanced way. Play spaces are difficult to identify and enforce.
Part/Clause	3. Dog Prohibited Areas
Proposed Change (endorsed)	Addition of a location description for “a public building”, which included WFAC and Fremantle Oval.
Additional change since endorsement	1. New location description for “a public building”: “Any public building which is owned or managed by the local government”. 2. Separation of Fremantle Arts Centre and Fremantle Oval as dog prohibited areas, individually, which include the grounds.
Justification	The addition assists the enforcement of the <i>Dog Act 1976</i>, to be further supported by signage in problematic areas such as changerooms and public toilets. The specification of Walyalup Fremantle Arts Centre grounds and Fremantle Oval provides clarity for users, as although the building is already specified as a dog prohibited area (a public building owned or managed by the City), the grassed area causes confusion. The whole area is recommended to be dog prohibited to assist with the management of the grounds and safety for users.
Part/Clause	4. Dog Exercise Areas
Proposed Change (endorsed)	Included the following policy statement: 4.4. <i>Areas not identified in this part of the policy as dog exercise areas are considered on-lead dog areas, unless classified as a dog prohibited area (see part 3 of this policy).</i>
Additional change since endorsement	Addition of 4.5 to supplement part 3: “The following dog exercise areas excludes playgrounds (and the immediate surrounding area necessary for its safe use), whereby dogs must be on-lead at all times.”
Justification	The addition provides clarity for the community to assist and educate responsible dog control.
Part/Clause	4. Dog Exercise Areas



Proposed Change (endorsed)	Separation of each Hilton Park area (already dog exercise areas, excluding the soccer ground).
Additional change since endorsement	Clarified the surrounding roads to assist with location identification.
Justification	Specifying each area individually allows for effective enforcement, specifically while sporting events are on. For example, this allows the use of South (Upper Oval) as a dog exercise area while a sporting event (including training) is in progress on Ken Allen Field. All areas, including Dick Lawrence Oval, are currently dog exercise areas.
Part/Clause	Definitions and abbreviations
Proposed Change (endorsed)	Addition of definitions for "dog exercise areas" and "dog prohibited area"
Additional change since endorsement	Addition of definitions for "assistance dog" and "dog on-lead".
Justification	Assists with implementation of the policy.

Mills and Wares Park Petition

As part of the review of dog exercise and prohibited areas above, officers considered the request to specify Mills and Wares Park as a dog exercise area. Based on the criteria for assessment of dog exercise areas, Mills and Wares Park is considered too small to safely specify as a dog exercise area, and there are walkable options nearby in South Beach Dog Beach and Parmelia Park.

The City has also recently engaged with the community on Mills and Wares Park to hear what the community loves and values, how they currently use it and what ideas they might have to enhance the existing open space to make it an even more welcoming, accessible and enjoyable place for all. This engagement recently closed and the City is assessing the responses. A report and recommendation will be brought to Council in the coming months for consideration.

With consideration to dog exercise criteria and the future of the park, officers recommend no change to Mills and Wares Park being a dog on leash area.

McCabe Memorial Park, North Fremantle Petition



At the Council meeting held on 22 April 2026, a petition signed by 39 residents, requesting that McCabe Memorial Park, North Fremantle, be officially designated as an off-lead dog exercise space was presented to Council. This request has been considered as part of the Policy review.

Consideration was given to McCabe Memorial Park by officers originally, and furthermore as a result of a petition received requesting the area be a dog off-lead exercise area.

Due to factors including the small size of the park, the common use of the area, the two playgrounds positioning, and short location for Gilbert Fraser Reserve (off-lead area), officer's do not recommend a change from dog on-lead at this time.

Next steps

If Council approve the amendment local law and amended policy as recommended, a final determination will be made which will result in:

- The local law amendment publication in the *Government Gazette*, notification to the Department and Minister, and further public notice.
- Public notice of the amended policy, and more specifically of the specified dog prohibited and exercise areas for a minimum of 28 days.
- Roll out of education material, signage, and enforcement.

VOTING AND OTHER REQUIREMENTS

Absolute Majority Required



OFFICER'S RECOMMENDATION

Council:

- 1. Considers the submissions received during the consultation period, as provided in Attachment 1, for the review of the Local Laws related to dogs, in accordance with section 3.16 of the Local Government Act 1995 and determines that the local law be amended.**
- 2. Approves to make the *City of Fremantle Dogs Amendment Local Law 2026* as provided in Attachment 2, the purpose and effect of which is as follows:**
 - Purpose:** Amend the City of Fremantle Local Laws relating to dogs (Principal Local Law), to remove redundant provisions and update clauses and definitions to align with current operations.
 - Effect:** The City of Fremantle Local Laws relating to dogs are amended.
- 3. Adopts the Dog Exercise and Prohibited Areas Council Policy, as provided in Attachment 3.**
- 4. Designates the areas listed in Part 3 of the Dog Exercise and Prohibited Areas Policy as dog prohibited areas; and determines that dogs are prohibited in those areas at all times, except where otherwise specified.**
- 5. Designates the areas listed in Part 4 of the Dog Exercise and Prohibited Areas Policy, as dog exercise areas; and determines that, within those areas:**
 - i. dogs may be exercised off-lead; or**
 - ii. dogs must be kept on a leash not exceeding the prescribed length, as specified for each area in Schedule 2;**
- 6. Approves to give public notice in accordance with section 31 of the *Dog Act 1976* to specify a public place, or a class of public place, that is under the care, control or management of the City of Fremantle, to be a place where dogs are prohibited or a dog exercise area.**
- 7. Note that in accordance with section 31(1)(b) of the Act, signage will be erected and maintained to clearly indicate that dogs are prohibited in those areas; and that these designations for both dog prohibited areas**



and dog exercise areas will take effect upon installation of appropriate signage.



C2606-11 SEASONAL AND TEMPORARY TRADING POLICY

Meeting date:	24 June 2026
Responsible officer:	A/Manager Economic Development and Events
Voting requirements:	Simple Majority Required
Attachments:	1. Draft Council Policy - Seasonal Trading (Tracked Changes) 2. Council Policy - Seasonal Trading Policy (Clean) 3. Seasonal & Temporary Trading in Fremantle Guidelines 2026

SUMMARY

The purpose of this report is to provide Council with an updated Seasonal and Temporary Trading Policy following consideration of feedback from the community. The current policy was adopted by Council in November 2022 and is now due for renewal.

This report recommends that Council receive the feedback from community engagement and adopt the amended Seasonal and Temporary Trading Policy which includes:

- **Changes to saunas as a separate long-term commercial leasing opportunity to be managed through a public expression of interest process.**
- **Combining the Seasonal Trading and Mobile Food Vendor programs under a single policy framework which will improve clarity, consistency, and efficiency in managing commercial activity on public land, while also incorporating time-based trading allocations for mobile food vendors.**
- **Proposed site changes based on community feedback.**

BACKGROUND

The Seasonal and Temporary Trading Policy was created to support innovative, short-term activations with the objective to bring public spaces to life. The policy defined suitable locations and operating times for temporary trading, detailed the City's role in enabling these activities, and established a consistent and transparent decision-making framework.

Following Council approval of the previous Seasonal Trading Council Policy, DPLH approved the identified trading locations and advised that temporary trading activities



were limited to a maximum period of 18 months. This condition has created an operational constraint for sauna operators, whose business model relies on seasonal continuity rather than short-term or intermittent trading.

Although there were some short-term activations, uptake was primarily by sauna operators.

In response to the DPLH conditions, one sauna operator was required to cease trading for a defined seasonal break before recommencing operations for an initial six-month period, followed by a further six-month summer season in 2025/26.

Following the completion of the upcoming winter season, the maximum 18-month trading period will have been reached, requiring either another mandated break in trading or further amendments to the policy to enable continued operation.

Mobile food vendors have historically been administered through the Environmental Health team; however, this approach has delivered limited program outcomes.

Given the inherently seasonal and temporary nature of mobile food vending, integrating the program within the Seasonal Trading framework provides a more appropriate and cohesive policy approach.

The updated draft policy was presented to Council for endorsement for the purposes of seeking community feedback which closed on the 22nd of May 2026.

FINANCIAL IMPLICATIONS

Vendors participating in the program will be subject to fees and charges. Proposed fees and charges have been provided in the tables to follow.

Item	Winter Season	Summer Season
Expression of Interest (EOI) opens	1 February	1 August
Expression of Interest (EOI) closes	1 March	1 September
Operational assessment period	30 days	30 days
Trading approval issued	1 April	1 October
Approved trading dates	1 May – 31 October	1 November – 30 April
Seasonal trader permit fee	\$1,500	\$1,500



Location bond	Determined following assessment of risk to infrastructure assets	Determined following assessment of risk to infrastructure assets
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Mobile Food Vendor

Item	Winter Season	Summer Season	Annual Permit
Expression of Interest (EOI) opens	1 February	1 August	1 August
Expression of Interest (EOI) closes	1 March	1 September	1 September
Operational assessment period	30 days	30 days	30 days
Trading approval issued	1 April	1 October	1 October
Approved trading dates	1 May – 31 October	1 November – 30 April	1 November – 31 October
MFV trader fee – Time Slot 1 (7:00am–11:00am)	\$350	\$350	\$650
MFV trader fee – Time Slot 2 (11:30am–3:00pm)	\$350	\$350	\$650
MFV trader fee – Time Slot 3 (3:30pm–9:00pm)	\$400	\$400	\$700
Location bond	Determined following assessment of risk to infrastructure assets	Determined following assessment of risk to infrastructure assets	Determined following assessment of risk to infrastructure assets

LEGAL IMPLICATIONS

Seasonal and temporary trading applications are issued at the discretion of the City and subject to applicable legislation, local laws, City policies, and the Terms and Conditions of the Seasonal and Temporary Trading Program. Permits do not confer any exclusive property rights, tenure, or expectation of renewal and may be withdrawn in accordance with legislative powers.



STRATEGIC IMPLICATIONS

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

Thriving City - A resilient seven-day economy

- Visitor-focused amenity and infrastructure supports the delivery of an exceptional visitor experience.
- A vibrant high street environment attracts and supports unique and independent businesses.

CONSULTATION

The City of Fremantle opened public engagement on the proposed Seasonal and Temporary Trading Policy on 25 April 2026 and collected submissions until close-of-business on 22 May 2026.

City officers promoted the public engagement period in the following ways:

- **Social Media:** The public engagement program for this project was mentioned on the City of Fremantle's Facebook page, as well as its Instagram profile throughout the lifespan of the submission period.
- **Electronic Newsletters:** The Community Engagement team deployed a "Just Launched" email newsletter announcing the opening of the public consultation period on 25 April 2026. The Community Engagement team advertised this project via its monthly engagement newsletter in May. This email is deployed to over 7,000 people who are subscribed to hear engagement updates from the City of Fremantle.

The project was also promoted in the City's Freo Weekly newsletter program which is deployed to over 3,500 people. The project was also promoted in the City's This is Business newsletter program which is deployed to over 1150 people.

- **Local Media:** The project was promoted in the Fremantle Herald via a half-page ad.
- **1:1 or Group Meetings:** Throughout the duration of the engagement period, members of the public and business stakeholders were able to book 1:1 or small group meetings with staff. These meetings allowed the public to discuss the project, seek clarity on the scope and draft policy, and provide feedback in-person. City staff conducted 3 x 1:1 meetings with local businesses.



CONSULTATION - KEY TAKEAWAYS

The public engagement program reached more than 625 people through a combination of online and face-to-face engagement activities. A total of 102 formal submissions were received, generating more than 2,150 individual data points across survey responses, comments and stakeholder submissions.

Responses were received from almost every City of Fremantle suburb, with the highest participation from:

- South Fremantle
- Fremantle (Central)
- Beaconsfield

Additional responses were received from Hamilton Hill, Spearwood, East Fremantle, Willagee, Coolbellup, North Coogee, Cockburn, Coolbellup; Thornlie, Byford, Lake Coogee, Harvey, Margaret River, Attadale and St James.

Community awareness of seasonal and temporary trading was high, with 91% of respondents either very aware or somewhat aware that the City regulates seasonal and temporary trading on public land.

- Feedback indicated generally positive perceptions of the City's previous programs: 59% considered the previous Seasonal Trading Program either very effective or somewhat effective.
- 61% considered the Unique Food Vehicle Program either very effective or somewhat effective.
- 32% were unsure how effective the Unique Food Vehicle Program had been.

There was strong overall support for seasonal and temporary trading in Fremantle:

- 75% of respondents were very supportive of allowing seasonal and temporary trading on public land.
- 81% believe seasonal and temporary trading improves the experience of public spaces.
- 79% believe seasonal and temporary trading improves Fremantle's sense of place and vibrancy.

Respondents frequently described seasonal trading as helping activate public spaces, support local businesses and strengthen community connection.



Feedback highlighted a desire for seasonal trading to reflect Fremantle's creative, cultural and community-focused identity through a diverse mix of experiences and activations.

Food-related trading received the highest level of support.

- 33% supported food vendors.
- 20% supported entertainment and cultural activities.
- 18% supported wellness and recreation activities.

Respondents expressed strongest support for beach and foreshore locations where seasonal and temporary trading occurs. The most selected locations were:

- South Beach Dog Beach (40%)
- Bathers Beach – south of Kidogo (14%)
- Bathers Beach – hardstand area (12%)

Overall, respondents generally supported seasonal and temporary trading in beaches, parks, foreshore areas and other public spaces where activities complement the surrounding environment and existing businesses.

Respondents valued the program as a pathway for business growth, market testing and customer development.

For current and previous operators, the key drivers for participating in the Seasonal Trading Program were:

- Ability to reach new customers (29%)
- Potential to increase sales (26%)
- Exposure and brand visibility (21%)

Respondents placed very high importance on the principles of sustainability, innovation and adding vibrancy.

- 98% considered sustainability either very or somewhat important.
- Supporting small business innovation and adding vibrancy to public space was also considered very important by more than 75% of respondents.

The findings indicate strong support for balancing activation with environmental responsibility and community benefit. Overall, respondents viewed seasonal trading as contributing positively to the activation and enjoyment of public spaces:

- 81% believe trading improves the experience of public spaces.
- 79% believe trading enhances sense of place and vibrancy.



- 43% reported no change to pathway, park or foreshore access.

Most respondents (69%) reported experiencing no negative impacts from seasonal or temporary trading. Among those who identified concerns, the most commonly raised issues were:

- Generator noise, fumes and emissions.
- Takeaway packaging and litter.
- Lack of supporting amenities such as bins and toilets.
- Parking.

OFFICER COMMENT

Fremantle attracts a diverse range of innovative entrepreneurs seeking to operate seasonal and temporary businesses in the City's iconic public spaces. These activities can play a positive role in meeting gaps in the local market by providing tourism and recreation related products and services that complement existing offerings.

Seasonal and temporary trading contributes to the vibrancy and activation of public areas, attracts additional visitors, and supports economic development by providing lower-risk opportunities for businesses to trial new concepts and business models. This approach has proven effective in supporting the transition to permanent operations and the successful establishment of businesses in Fremantle.

As these activities occur on public land, it is necessary to ensure that access to trading opportunities is managed through a fair, transparent and equitable process that provides equal opportunity for participation and supports community benefit.

The City also has a responsibility to ensure that seasonal and temporary trading is appropriate for its location, does not negatively impact residential amenity or nearby businesses, and does not unreasonably conflict with established permanent retailers.

This policy establishes guiding principles and a clear application and assessment framework to ensure seasonal and temporary trading activities align with the City of Fremantle's vision as a destination city, while delivering consistent, transparent and balanced outcomes for traders, businesses, residents and visitors.

The policy aligns with the strategic direction set out in the City of Fremantle Strategic Community Plan 2024–2034, Destination Development Strategic Plan 2023–2027, and the Economic Development Strategy 2025–2030.

Following review of Community and Elected Member feedback the amended policy proposes the following key changes after the consultation process:



Proposed location changes

Parmelia Park removal - In response to community feedback, officers have proposed the removal of Parmelia Park as a mobile food vendor site. Concerns were raised about congestion as the park is already busy from general use, and the proximity to residential properties, making it an unsuitable location.

Esplanade Reserve – In response to community feedback, officers have relocated the site closer to the Esplanade Youth Plaza, providing greater separation from the narrow pathway and the Fremantle Wheel.

South Beach Dog Beach – In response to community feedback, officers have relocated the site closer to the car park and away from the ACROD bays, seating, and the beachfront path.

Boo Park Mountain Bike Trail – In response to consultation, officers have removed one of the two proposed locations to ensure consistency in the approved site.

Officers have also included provisions in the policy allowing applicants to propose sites not currently listed in the program, which may be considered as trial locations. Suitable sites may be approved for temporary trading for up to 12 months, allowing the City to assess how the location works in practice. If successful, the location may be added to the program permanently, subject to Council approval via an update to the policy.

Transition of sauna operations to a more appropriate regulatory pathway

A temporary sauna first started operating at South Beach in the South Beach North carpark in June 2022 under the approval of a Trading in Public Places permit.

Due to increasing interest received from other commercial saunas, in November 2022, Council adopted the Seasonal Trading Council Policy, subject to receiving approval of the trading locations by the Department of Planning, Lands and Heritage (DPLH). A new policy was developed to bring consistency to Council's approach to managing temporary and seasonal commercial trading activity in public spaces throughout the City of Fremantle.

The need for repeated seasonal breaks or ongoing policy reviews indicates that sauna operations are not well aligned with regulation under the Seasonal Trading Council Policy. The policy is intended to support genuinely temporary, short-term trading activities, whereas sauna operations are semi-permanent in nature and require greater long-term certainty to operate effectively.



Following a review undertaken by the Economic Development & Events team, it is proposed that saunas no longer be managed under the Seasonal and Temporary Trading Policy. Instead, sauna operations would be considered through a more suitable regulatory mechanism that better reflects their operational characteristics. This approach will improve regulatory clarity, reduce administrative burden, and avoid the need for repeated policy amendments, while continuing to provide an appropriate pathway for sauna operations to occur.

As a result of this proposed transition, the South Beach sauna site would no longer be progressed as a seasonal or temporary trading location. Officers will instead look to establish the site as a potential long-term commercial leasing opportunity, via a public expression of interest process in line with the requirements of the Local Government Act.

Preliminary discussions with the Department of Planning, Lands and Heritage indicate that a health and wellbeing-related commercial use, such as a sauna, may be considered ancillary to the Reserve purpose and potentially permissible at this location, subject to relevant approvals.

Subject to further investigation and Council endorsement, officers will commence an expression-of-interest process to identify a suitable long-term operator that responds to community needs and addresses existing operational concerns, including the management of power supply and generator use. Longer-term tenure is expected to better position operators to commit to sustainable energy solutions.

Officers have consulted with sauna operators about the proposed changes and have received positive feedback supporting the change.

Any proposal to lease the site for this purpose will be reported back to Council for consideration.

Integration of seasonal trading and the mobile food vendor program

Combining the Seasonal Trading and Mobile Food Vendor Program under a single policy framework will improve clarity, consistency and efficiency in the management of commercial activity on public land.

Both programs involve temporary, non-exclusive use of public spaces, and are assessed against comparable criteria, and require consideration of public safety, amenity, infrastructure impacts and regulatory compliance. Managing these activities under a single policy enables a consistent approach to approvals, conditions, fees and enforcement, reducing duplication and administrative complexity.



A unified policy also enhances transparency and accessibility for applicants by providing a single, clear pathway for seasonal and temporary trading opportunities, while retaining operational flexibility through differentiated permit types, timeframes and location-specific controls where required.

From a strategic perspective, an integrated framework supports stronger coordination of public space activation, enables more effective balancing of trader access with community and business impacts, and ensures temporary trading activity aligns with broader economic development and place-making objectives.

Bringing both programs together strengthens the City's ability to manage cumulative impacts, respond to changing demand, and ensure that seasonal and temporary trading remains low-impact, equitable and beneficial to the community.

Inclusion of time-based trading allocations for mobile food vendors

Structured time slots are a mechanism to balance demand, manage impact, and equitably distribute economic opportunity, while still enabling activation of public spaces and enhanced visitor experiences.

They also provide:

- Increased access and fairness: Allocating defined time slots allows multiple businesses to operate in popular locations over a season, rather than a small number holding continuous access. This broadens participation, particularly for small or start-up operators.
- Reduce competition saturation: Staggered time slots prevent the market becoming overcrowded at any one time, helping individual traders maintain viability and avoid dilution of customer demand.
- Opportunities to trial different trading periods: Businesses can test how their concept performs at different times of day or across seasons, gaining valuable insights to refine their offer.
- Share economic uplift: By rotating opportunities, spending is distributed across more operators, supporting local economic development rather than concentrating benefits with a single trader.
- Responsive place activation: Time slots can be aligned with peak visitation periods, events, or seasonal demand, maximising foot traffic while ensuring benefits are shared across multiple businesses.



Governance and program management

Overall management of the Seasonal and Temporary Trading Program will sit within the Economic Development and Events team, supported by Parks, Engineering and other relevant departments to address operational, amenity and infrastructure considerations.

The Environmental Health team will continue to be responsible for the assessment of all mobile food vendor applications for compliance under the *Food Act 2008*, including approvals, conditions and ongoing food safety compliance monitoring.

This shared governance approach ensures that economic activation objectives are balanced with regulatory compliance, public safety and community amenity outcomes.

This revised policy balances support for seasonal and temporary trading with the protection of public amenity, while encouraging businesses to activate public spaces and enhance visitor experiences.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

OFFICER'S RECOMMENDATION

Council:

- 1. Revoke the current Seasonal Trading policy; and**
- 2. Adopt the Seasonal and Temporary Trading Council Policy, as provided in attachment 2.**



C2606-12 YOUTH STRATEGY PROGRESS UPDATE

Meeting date:	24 June 2026
Responsible officer:	Manager Community Development
Voting requirements:	Simple Majority Required
Attachments:	1. Youth Strategy Progress Report 2024-2026

SUMMARY

The City of Fremantle's Youth Strategy 2024-2028 provides a strategic framework for supporting young people aged 12–25 to thrive, participate, and contribute to community life. This report presents a progress update covering the period December 2024 to February 2026 and is provided to Council for information.

Significant progress has been achieved across all four strategic focus areas: Living, Learning and Working; Healthy and Safe; Connected and Accepted; and Engaged and Empowered

This report recommends that Council receive the 2024-2026 Progress Report.

BACKGROUND

The City of Fremantle Youth Strategy 2024–28 was endorsed by Council in February 2024. It is the City's first endorsed Youth Strategy in more than a decade and establishes a clear commitment to making Fremantle an inclusive, accessible, and youth-friendly city.

The Strategy was developed following extensive community engagement undertaken in partnership with the Youth Affairs Council of Western Australia (YACWA), drawing on contributions from 237 young people and consultations with 12 key stakeholder organisations. The engagement was complemented by demographic analysis, sector research, and local community insights.

The Youth Action Plan is structured around four strategic focus areas of the Youth Strategy and identifies a set of priority actions designed to achieve positive outcomes.

1. Living, Learning and Working
2. Healthy and Safe
3. Connected and Accepted
4. Engaged and Empowered



Signature initiatives include the Changemakers Program, the Youth Grants Program, and a range of events and festivals delivered in partnership with community organisations and service providers.

The attached progress report covers the period December 2024 to February 2026 and has been prepared by the Community Development team to assess implementation progress, identify emerging opportunities, and inform future planning.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

Inclusive City – A platform for engagement and participation for our youth and next generation of community leaders

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

CONSULTATION

Nil

OFFICER COMMENT

Officers are pleased to report good progress across all four strategic focus areas during the reporting period. The Youth Strategy 2024–28 has provided a clear framework for investment and partnership.

Living, Learning and Working

Good progress has been achieved in supporting youth employment and education pathways, including through accredited training, career expos, and work experience placements. Strategic planning work on housing affordability and a technology-focused careers expo are also in progress.



Healthy and Safe

Strong cross-sector partnerships with youth mental health services have been maintained, with organisations actively involved in youth-led events and established networks. The weekly 'Safe Space by the Bookcase' program continues at Fremantle Library, and planning for community hubs is underway.

Connected and Accepted

A broad range of inclusive programs, events, and festivals have been delivered, including Freo Pride Fest (16,000+ attendees across two festivals), the Future Treasures music program, First Nations truth-telling and storytelling initiatives, and the 'Our Voice | Our Mark' mural project. The Youth Grants Program continues to support community-led activity. Full details are provided in the attachment.

Engaged and Empowered

The Changemakers Program continues to grow, with 18 completions to date and nine participants in the current cohort. Young people have also contributed directly to key City strategies including the Community Safety and Crime Prevention Plan and the Health and Wellbeing Plan.

Officers note that ongoing communication of Youth Action Plan review outcomes through corporate channels will be important to maintain transparency and accountability as the Strategy progresses into its second half.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

OFFICER'S RECOMMENDATION

Council receive the Youth Strategy 2024-2028 progress report for December 2024 – February 2026.



C2606-13 ELECTED MEMBER COUNCIL POLICY REVIEW

Meeting date:	24 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Absolute Majority Required
Attachments:	1. Council Policy - Coat of Arms, Logo and Common Seal 2. Council Policy - Elected Member and Committee Member Allowances and Reimbursements 3. Council Policy - Elected Member Professional Development 4. Council Policy - Electors Meetings 5. Council Policy - Meeting Procedures Policy 6. Council Policy - Caretaker Period (revoke) 7. Council Policy - Electronic recording and livestreaming of meetings (revoke)

SUMMARY

A review of the City of Fremantle's Elected Member-related Council Policies has been conducted following the 2025 Local Government Ordinary Election.

This report recommends that Council adopt the proposed amendments to the following Council Policies:

- a. Coat of Arms, Logo and Common Seal**
- b. Elected Member and Committee Member Allowances and Reimbursements**
- c. Elected Member Professional Development**
- d. Electors Meetings**
- e. Meeting Procedures**

This report also recommends that Council revoke the following Council Policies:

- f. Caretaker Period**
- g. Electronic recording and livestreaming of meetings**

BACKGROUND

The policies reviewed as part of this report apply specifically to Elected Members and are reviewed following each ordinary election to familiarise newly Elected Members with the policies. Policy amendments may also be recommended to reflect contemporary practices, changes in legislation and Council direction, as well as to clarify administrative and operational requirements.



Recommended amendments and other changes to these policies are outlined within the attachments provided and summarised in this report.

FINANCIAL IMPLICATIONS

Any expenditure resulting from the policies will continue to be considered as part of the annual budget process and adopted by Council.

LEGAL IMPLICATIONS

The Elected Member Professional Development Council Policy was adopted in accordance with section 5.128 of the Act on 23 September 2020 (FPOL2009-8), with amendments recorded within the policy review record.

The Elected Member and Committee Member Allowances and Reimbursements Council Policy was adopted on accordance with the Act, the *Local Government (Administration) Regulations 1996* (the Regs), and the determinations of the Salaries and Allowances Tribunal on the 23 May 2018 (FPOL1805-15) with amendments recorded within the policy review record.

The Electors Meeting Council Policy was adopted in accordance with Part 5, Division 2, Subdivision 4 of the Act and Part 3 of the Regs, on 23 August 2017 (FPOL1708-8) with amendments recorded within the policy review record.

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.

CONSULTATION

All reviewed Council policies are pre-existing and are provided as part of Elected Member induction to support awareness of, and compliance with, relevant requirements. The reviewed policies were also presented to Elected Members at an informal meeting in March 2026 for information and general feedback before being presented to Council for adoption.

Elected Members were presented with the proposed Council and committee structure at an informal meeting in June 2026. Feedback was received on whether the Meeting



Procedures Policy should be amended to remove the requirement for a seconder when referring a committee decision to Council.

This amendment has not been proposed in the Meeting Procedures policy as it is not considered the best practice. However, should Council wish to make this amendment, the following draft amendment to clause 9.16 is provided:

9.16 Delegated decisions of committee

A committee member, ~~with the support of at least one other committee member,~~ may cause a decision of committee, made under delegated authority, to be referred to Council for final decision.

OFFICER COMMENT

The proposed amendments to the Council policies shown in **Attachments 1-7** are primarily administrative in nature and are intended to improve clarity, accuracy, readability and alignment with current legislation, sector practice and administrative processes. Any significant amendments have been shown in the table below under the proposed change and supporting rationale.

Coat of Arms, Logo and Common Seal (Attachment 1)	
Proposed amendments improve clarity and accuracy and align the policy with current administrative practices, without altering policy intent. As the policy is administrative in nature, officers recommend extending the review cycle from two to four years.	
Proposed Change	Reason
Amendment to the policy scope.	The first paragraph has been revised to improve clarity of the policy scope.
Renumbered each clause and subheading and added images to provide visual examples.	Administrative changes to assist with readability, referencing the policy, and application.
Amended clause 3 – Coat of Arms	Reworded to improve readability and accuracy in describing the purpose and authorised use of the Coat of Arms.
Addition of clause 4 – Logo.	Provides pre-approval for use of the City's logo by employees and councillors, so CEO approval is not required.
Amended clause 7 and addition of clause 8 – Common Seal	Reworded to improve readability and accuracy in describing the purpose and authorised use of the Common Seal.



Amended clause 9 - Seeking approval Addition of the words "and relevant register".	Administrative, reflects current process.
Elected Member and Committee Member Allowances and Reimbursements (Attachment 2)	
The policy continues to align with the Act, Regulations, Salaries and Allowances Tribunal determinations and industry standards. Proposed amendments provide clearer guidance for members and officers, improve readability, introduce improved financial controls, and support accurate budget allocation.	
Proposed Change	Reason
Added the word "Independent" in front of committee member to multiple sections.	Administrative, no change to the intent.
Amended section 2.1 - Travel Expenses formatting.	Administrative to improve readability. No changes to intent.
Amended section 2.2 – Child care costs formatting.	Administrative to improve readability. No changes to intent.
Addition of clause 3.3(c).	Reimbursements should not be claimed for alcoholic beverages, unless pre-approved by the CEO. This is a best practice amendment in line with a recent OAG audit (purchase cards).
Amendment to section 3.4 – Ward Newsletters. - Re-named from "ward" to "Elected Member" Newsletters. - Amended reimbursement clause 3.4(b)	Introduces financial control and consistency across members, and allows a fair budget allocation.
Deleted section 3.5 – Consumable Office Supplies	Covered under both section 3.6 and 5.3.
Amended section 5.1 – Smartrider	In the interest of avoiding non-reimbursable trips incurred by elected member on a City of Fremantle controlled smartrider, it is recommended to reimburse costs incurred by an elected member on their personal smartrider instead. Charges are captured on a trip-by-trip basis on a smartriders TransPerth account, and easily reconciled with attended events/meetings/etc.
Amended section 5.2 - Parking	The amendment aligns with operational practice and introduces a formal limit on parking permit entitlements.



Amended section 5.3 - Equipment and stationery	Reflects current operational practice. An ICT allowance is provided separately for mobile phones, laptops, etc.
Addition of clause 8.2(b) - Payment of Fees/allowances	To clarify elected members superannuation entitlements in accordance with legislation.
Addition of definition and re-formatting/moving notes throughout the policy that some sections don't apply to independent committee members.	Administrative to improve readability.
Elected Member Professional Development (Attachment 3)	
Amendments update legislative references to reflect changes commencing from 1 January 2026, clarify exemptions from mandatory training, and align reporting requirements with section 5.127 of the Act.	
Proposed Change	Reason
Amended reference to section 5.126 of the <i>Local Government Act 1995</i> .	Additions implement from 1 January 2026. Inclusion in the policy creates awareness for elected members of their requirements under the Act.
Addition of a note under clause 1.2(1) – Local Government Industry Specific	Regulation 36 of the <i>Local Government (Administration) Regulations 1996</i> provides exemptions for completing mandatory training. The City will confirm with the provider if changes have been made to the course which may require the elected member to re-sit the courses regardless of this exemption.
Amendment to section 3.3 – Reporting	Section 5.127 of the <i>Local Government Act 1995</i> requires that a report on training is published within 1 month after the end of the financial year.
Electors Meetings (Attachment 4)	
Amendments provide greater clarity for both the City and the Electors regarding the conduct of electors' meetings and the consideration of motions carried at those meetings, consistent with legislative requirements. As the policy is administrative in nature, officers recommend extending the review cycle from two to four years.	
Proposed Change	Reason
Addition of section 6 – Motions carried at an Electors meeting	Consistent with legislation, provides clarity to Electors of the process.
Meeting Procedures Policy (Attachment 5)	
Proposed amendments seek to improve procedural clarity and ensure sufficient administrative timeframes for agenda preparation, with further refinements to improve consistency and meeting management.	



Proposed Change	Reason
Addition of definition for "Independent committee member". Independent committee member means a person independent of the Council, appointed by the Council, as a committee member;	Where "independent committee member" is referenced and not "member", the clause applied specifically to the independent committee member.
Amended the definition for "Member". Member means elected member and/or independent committee member;	The intent of the word within the policy.
Amended, where relevant, reference from "elected member" to "member" across the policy.	Allows reference to Elected Members and Independent Committee Members in one word "member". Elected Members (includes the Mayor), Councillors, and Independent committee members may be referenced elsewhere where required to distinguish who the clause applies to.
Section 3 Conflicts of Interests: Amended to refer to part 11 of the meeting procedures (disclosure of interests).	Ensures consistency across in-person, hybrid, and (fully) online meetings.
Section 4.2 Order of Business: Amended to reflect the current order of business.	Consistent with current agendas and minutes.
Section 4.3 Notices of motions: Amended clause 2 from requiring a NOM 7 working days before a meeting, to 10 working days.	Allows sufficient time for administration to include the motion in the forthcoming agenda.
Section 5.13 Recording of proceedings: Amended to reflect current provisions required for recording meetings.	s 5.23A of the Act and Part 2A of the Regulations outline the requirements for Band 1 Local Governments to livestream and record meetings.
Part 6 Member communications: Amended to require notice of member communication by 3pm on the day of the meeting (previously 12pm) and for the presiding member to allow without prior notice.	Consistent with current procedures, allowing flexibility for members.
Section 7.3 Participation at Committee meetings: Amended	Members attending as an observer are not to address the committee outside of public



to restrict when a member who is attending to observe only speaks.	question time, unless allowed by the presiding member.
Section 9.7 Alternative motions and amendments: Amended clause 1 and 2.	Administrative, reflects current process.
Section 10.2 No debate: Amended clause 1 and 2.	Reflects current process of no debate on a deferral.
Section 11.1 Disclosure of interest: Amended to require disclosure of interest forms (previously covered in section 3).	Included a requirement to provide financial and proximity interest disclosures to the CEO by 3pm on the day of the meeting to ensure proper governance, and enable a quorum to be arranged for Committee meetings. Previously in section 3, which is under the part for electronic meetings.
Section 16.12 Presentations of committee reports: Amended clause 2 to read: <i>Recommendations of a committee, will be presented to the next appropriate Council Meeting.</i>	Provides flexibility to present reports from Committee to the next appropriate Council meeting, which allows the schedule of Council and Committee to be adopted without this consideration limiting the structure.
Caretaker Period Council Policy (Attachment 6)	
Officers recommend revoking this Policy as all matters previously addressed by the policy are now prescribed by section 1.4A and 3.73 of the <i>Local Government Act 1995</i> and Part 1B of the <i>Local Government (Functions and General) Regulations 1996</i> . No additional restrictions are proposed at this time. Information for the community is available on the City's website, and an internal administration policy will be developed to guide officers during caretaker periods.	
Proposed Change	Reason
Revoke the Council Policy.	Replaced by section 1.4A and 3.73 of the <i>Local Government Act 1995</i> and Part 1B of the <i>Local Government (Functions and General) Regulations 1996</i> . No further restrictions during a caretaker period are proposed by officers.
Electronic recording and livestreaming of meetings (Attachment 7)	
Officers recommend revoking this policy as the requirements for recording and livestreaming of meetings are now fully prescribed by legislation, rendering the policy redundant.	
Proposed Change	Reason
Revoke the Council Policy.	Section 5.23A of the <i>Local Government Act 1995</i> and Part 2A of the <i>Local Government</i>



	(Administration) Regulations 1996 prescribe the requirements for recording and livestreaming of meetings.
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In addition to the above, it is noted that the following policies will be brought back to Council for consideration at a later date:

Electoral Activities and Signage Council Policy – This policy will be brought back for review in line with the review of the Activities in Public Places and Trading Local Law. Officers anticipate this policy will be recommended to be revoked, as policy provisions are intended to be inserted into the local law. Although provisions already exist for temporary signage, electoral signage has various requirements that can be met to remove the need for a permit (the purpose of the Council Policy). Authorised officers will be able to infringe if provisions are not met. Temporary electoral signage on private property can be dealt with by the Western Australian Electoral Commission and isn't enforceable by the City.

Elected Member and Chief Executive Officer Attendance at Events Council Policy – This policy is still under review and will also be brought back to Council for consideration at a later date.

VOTING AND OTHER REQUIREMENTS

Absolute Majority Required

OFFICER'S RECOMMENDATION

Council:

1. **Adopt the following amended Council policies, as provided in the Attachments:**
 - a. **Coat of Arms, Logo and Common Seal**
 - b. **Elected Member and Committee Member Allowances and Reimbursements**
 - c. **Elected Member Professional Development**
 - d. **Electors Meetings**
 - e. **Meeting Procedures**
2. **Approve to revoke the following Council policies, as provided in the Attachments:**
 - g. **Caretaker Period**
 - h. **Electronic recording and livestreaming of meetings**



Statutory reports

C2606-14 STATEMENT OF INVESTMENTS MAY 2026

Meeting date:	24 June 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Attachments:	1. Investment Report - 31 May 2026

SUMMARY

This report outlines the investment of surplus funds for the month ending 31 May 2026 and provides information on these investments for Council consideration.

This report recommends that Council receive the Investment Report for the month ended 31 May 2026, as provided in Attachment 1.

The investment report provides a snapshot of the City's investment portfolio and includes information as at 31 May 2026 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 \$2.36m against a full year amended budget of \$1.95m. Interest earnings year to date are higher than YTD budget by \$0.51m with \$0.2m being earned in May 2026. The strong investment performance is due to the attractive interest rates in the current market.

The Reserve Bank of Australia (RBA) increased the cash rate by 25 basis points to 4.35% at its May 2026 meeting in response to ongoing inflationary pressures. Annual CPI inflation eased to 4.2% in April 2026 (3.9% in Perth), down from 4.6% in March, but remains above the RBA's target range of 2–3%. While inflation is showing signs of moderating, the RBA has indicated that risks remain and future interest rate decisions will depend on economic conditions and inflation trends. Given the uncertainty surrounding future rate movements, investment returns on cash and term deposits are expected to remain relatively stable in the near term. Council will continue to monitor market conditions and investment opportunities in accordance with its Investment Policy and applicable legislation.

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 4.57% for the month of May 2026. The City's actual portfolio return in the last 12 months is 3.89%, comparing on par with the benchmark Bloomberg AusBond Bill Index reference rate of 3.78% (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 comprehensive Investment Reports for the months ending May 2026 which can be viewed in the Attachments. A summary of the investment reports is provided below

1. Portfolio Details

As at 31 May 2026 the City's investment portfolio totalled \$52.36m. The market value of this investment was \$53.13m at that time, which takes into account accrued interest.

The investment portfolio is made up of:

Cash Investments (<= 3 months)	\$3.36m
Term Deposits (> 3 months)	\$49.00m
TOTAL	\$52.36m

Of which:

Unrestricted cash	\$34.69m
Restricted cash (Reserve Funds)	\$17.67m
TOTAL	\$52.36m

The current amount of \$34.69m held as unrestricted cash represents 31.76% of the total adopted budget for operating revenue \$109.23m.

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 May 2026 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	26,364,781.90	50.35%	100.00%	50.35%	49.65%	0.00%
Tier 2	16,000,000.00	30.55%	60.00%	50.92%	49.08%	0.00%
Tier 3	10,000,000.00	19.10%	35.00%	54.57%	45.43%	0.00%
Tier 4	0.00	0.00%	15.00%	0.00%	100.00%	0.00%
52,364,781.90						
Values used in the above calculations exclude interest for term deposits and other simple interest securities.						

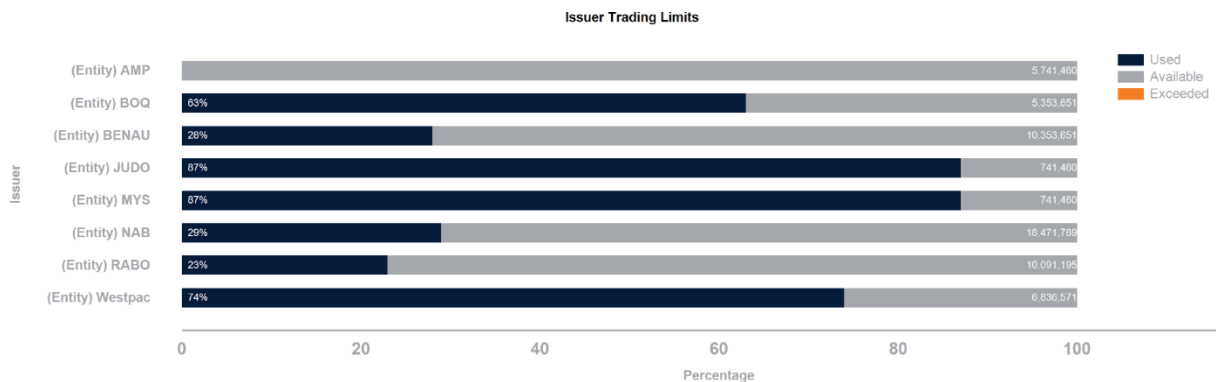
Within each Tier, the Counterparty Credit Framework limits prescribe the limit of investments that may be made with any one financial institution. The maximum percentage of investments to be held with any one financial institution, within a given Tier, are outlined below.

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 May 2026 relative to the Counterparty Credit Framework limits were as follows:



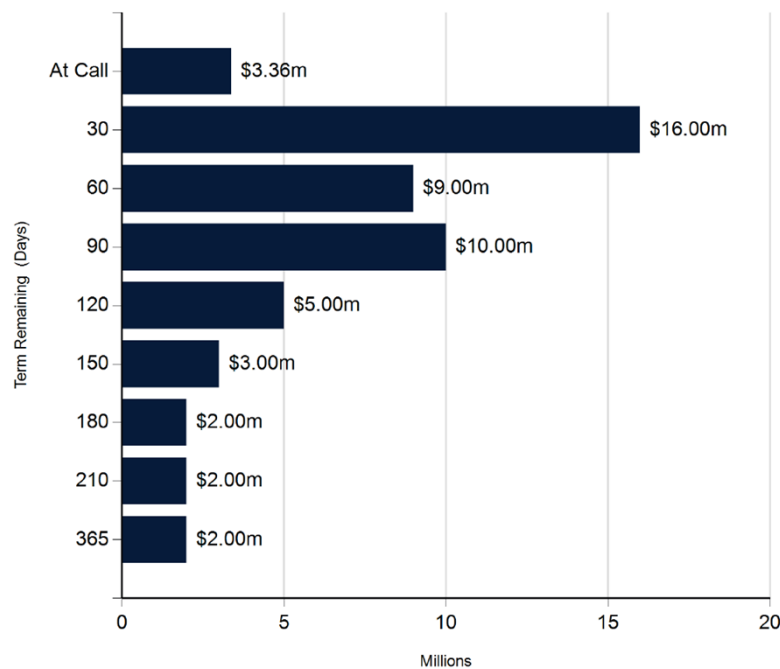
As shown in the above graph, the portfolio was compliant with the issuer trading limit.

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.

The below graph provides details on the maturity timing of the City's investment portfolio as at 31 May 2026. Currently, all investments will mature in one year or less.

Face Value by Term Remaining



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 which incorporated a minor change to the investment framework to increase the percentages allocated to Tier 3 and Tier 4 categories, allowing greater flexibility.

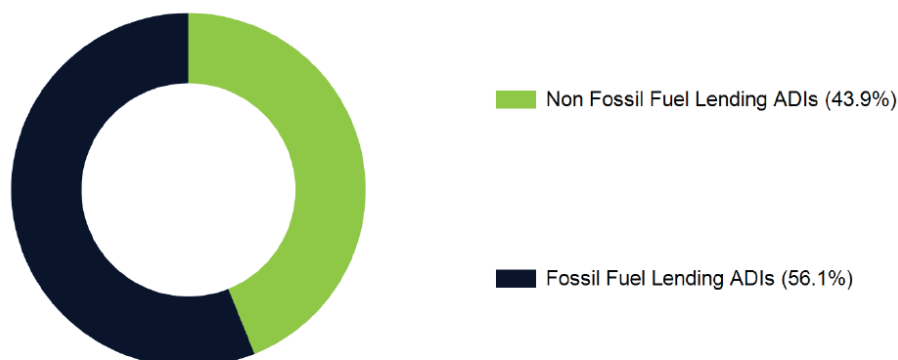
Since December 2020 investments have been made in accordance with the revised policy to increase the percentage invested in "Green Investments"; being ADIs that do not lend to industries engaged in the exploration for, or production of, fossil fuels (Non-Fossil Fuel Lending ADIs).

As at 31 May 2026, Green Investments totalled \$23.0 million, representing 43.9% of the City's investment portfolio. This is a significant increase of \$7.0 million (14.8%) compared to the April 2026 report.

The increase is primarily attributable to the City's strategy of prioritising new investments with green-rated financial institutions. In addition, the City established a new on-call account with Bank of Queensland during the month, further supporting the City's objective of increasing the proportion of investments held with green banks.

The City continues to work toward achieving and sustaining its 50% Green Investment target.

**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.

Management of Financial Stability Risks

The City regularly reviews risks associated with the financial stability of the Australian and global financial system. Based on the current assessment the City implements the following investment strategies:



1. Diversify investment portfolio across different banks - continue to prioritise higher rated banks (Tier 1 & 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.

5. Interest Income for Matured Investments

Per Attachment 1 (Note 9), interest income earned during May 2026 from matured investments was \$283k.

6. Investing Activities

There were 5 new term deposits totalling \$11.0M. Full details of the Institutions invested in, interest rates, number of days and maturity date for investments held as at 31 May 2026 are provided in Attachment 1 (Note 10).

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

OFFICER'S RECOMMENDATION

Council receive the Investment Report for the month ending 31 May 2026 as provided in Attachment 1.



C2606-15 SCHEDULE OF PAYMENTS MAY 2026

Meeting date:	24 June 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Attachments:	1. Schedule of Payments and Listings - May 2026 2. Purchase Card Transactions - May 2026 3. BP Plus Fuel Card - April 2026 4. Summary of Payments and Listings - May 2026

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 May 2026 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 May 2026, is provided within Attachments 1 and 2.

FINANCIAL IMPLICATIONS

A total of \$8,578,028.21 in payments were made in the month of May 2026, from the City's municipal and trust fund accounts.

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 May 2026, by payment type:

<i>Payment Type</i>	<i>Amount (\$)</i>
<i>Cheque / EFT / Direct Debit (Attachment 1)</i>	5,439,888.00
<i>Corporate Credit Cards (Attachment 2)</i>	44,915.53
<i>BP Plus Fuel Cards (included above) (Attachment 3)</i>	8,700.61



<i>Salary / Wages / Superannuation (Attachment 4)</i>	3,081,299.75
<i>International Payments (Attachment 4)</i>	11,924.93
Total Payments	\$8,578,028.21

Attachment 1 provides a detailed listing of the payments by Cheque, EFT and Direct Debit for the month ending 31 May 2026.

A variance of \$27.55 exists between the payment made to BP of \$8,700.61 and the BP Plus Fuel Card report amount of \$8,728.16 (Attachment 4). This variance relates to a sundry credit of \$27.55 (GST inclusive) applied to the BP Plus Fuel Card account.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

OFFICER'S RECOMMENDATION

Council:

- 1. Accept the list of payments made under delegated authority, totalling \$5,439,888.00 for the month ending 31 May 2026 including the Cheque /EFT/ Direct Debits as contained within Attachment 1 and International Payments of \$11,924.93 as contained within Attachment 4.**
- 2. Accept the detailed transaction listing of Purchase Card expenditure, including Corporate Credit Cards, totalling \$44,915.53 for the month ending 31 May 2026, as detailed in Attachment 2.**
- 3. Accept the detailed transaction listing of BP Plus Fuel Cards totalling \$8,728.16 for the month ending 31 May 2026, as contained within Attachment 3.**
- 4. Accept the Salary / Wages / Superannuation payments made under delegated authority, totalling \$3,081,299.75 for the month ending 31 May 2026 as contained within Attachment 4.**



C2606-16 MONTHLY FINANCIAL REPORT MAY 2026

Meeting date: 24 June 2026
Responsible officer: Director City Business
Voting requirements: Absolute Majority Required
Attachments: 1. Monthly Financial Report May 2026

SUMMARY

The monthly financial report for the period ending 31 May 2026 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 May 2026 based on the following statements:

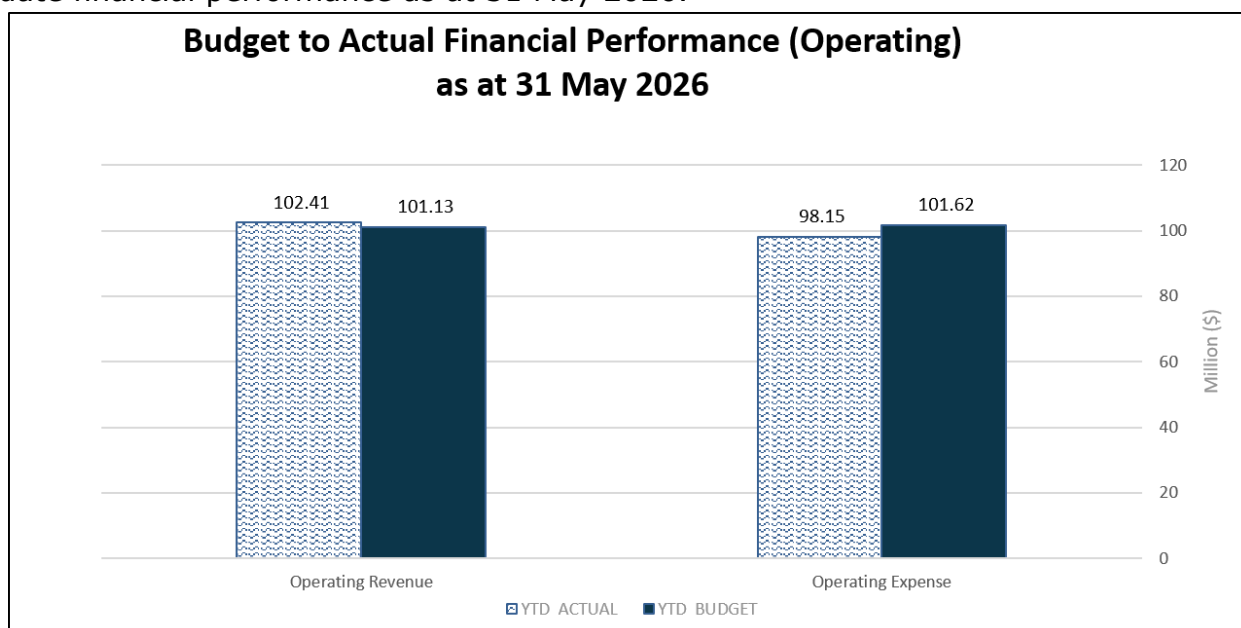
- Statement of Comprehensive Income by Nature;
- Statement of Financial Activity by Nature and by Directorate; and
- Statement of Financial Position with Net Current Assets.

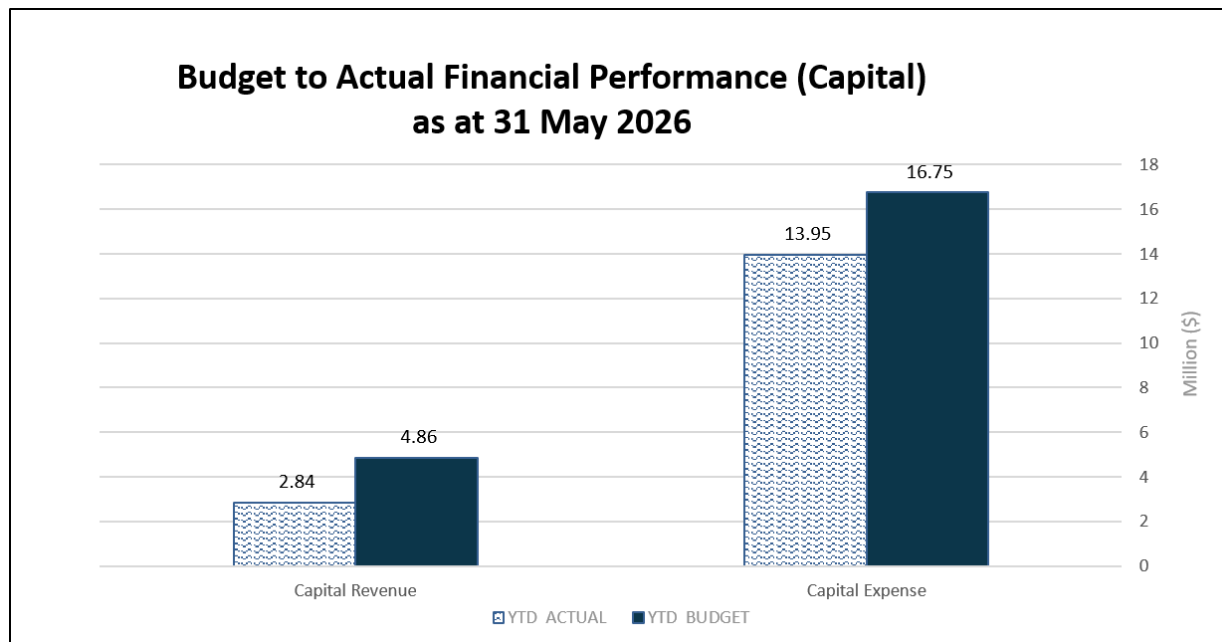
This financial report for the period ended 31 May 2026 is prepared considering accrued interest on borrowings (loans) and prepaid insurance premiums.

This report also proposes new reserves to be created for restricted funds.

BACKGROUND

The following charts and table provide a high-level summary of the Council's year to date financial performance as at 31 May 2026.





STATEMENT OF FINANCIAL ACTIVITY – BY NATURE FOR THE PERIOD TO 30 APRIL 2026

The table provides a variance summary of the operating revenue and expenses for the Statement of Financial Activity by Nature, to 31 May 2026. The detailed Statement can be found in the attached Monthly Financial Report.

Description	Adopted Budget YTD \$	Actual YTD \$	Variance YTD \$	Variance YTD %
Operating Revenue				
Rates	66,700,647	66,842,632	141,985	0.21%
Service Charges	1,803,804	1,805,466	1,662	0.09%
Grants, Subsidies & Contributions	3,734,137	3,638,230	(95,907)	(2.57%)
Fees and Charges	24,158,089	24,883,567	725,478	3.00%
Interest Earnings	2,416,162	2,996,521	580,359	24.02%
Other Income	2,298,746	2,222,055	(76,691)	(3.34%)
Total	101,111,585	102,388,471	1,276,886	1.26%
Employee Costs	(44,216,546)	(43,617,309)	599,238	1.36%
Materials and Contracts	(32,781,986)	(30,162,078)	2,619,908	7.99%
Depreciation	(19,423,624)	(19,400,753)	22,871	0.12%
Interest Expenses	(345,564)	(364,368)	(18,804)	(5.44%)
Utility Charges	(2,242,567)	(1,975,640)	266,927	11.90%
Insurance Expenses	(1,138,362)	(1,023,399)	114,963	10.10%



Other Expenditure	(1,413,348)	(1,376,040)	37,308	2.64%
Total	(101,561,998)	(97,919,586)	3,642,412	3.59%

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 MAY 2026

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 material variances 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 within 2 months after the end of the relevant month.

Local Government (Financial Management) Regulation 35 requires a monthly statement of financial position to be prepared and presented to an Ordinary Council meeting within 2 months after the end of the previous month.

Local Government Act 1995 section 6.11 requires that where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

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 May 2026, the City demonstrated strong financial performance with a closing funding position of \$23.16m.

In summary, as at the end of May 2026, the current closing position exceeds the YTD amended budget by \$5.55m.

This is mainly due to favourable variances against the year-to-date budget across the following areas:

- General Rates of \$0.14m;
- Fees and charges of \$0.73m;
- Interest earnings of \$0.58m;
- Employee costs of \$0.60m;
- Materials and Contracts of \$2.63m
- Utility charges \$0.27m;
- Insurance expenses \$0.11m
- Capital expenditure of \$2.80m;

These favourable variances are offset by:

- Loss on Asset disposals \$0.18m over budget;
- Capital revenue \$2.02m behind YTD budget;
- Net reserve transfers \$0.30m behind YTD budget.

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 May 2026:

Description	Variance \$	Comment
Interest earnings	580,359	24.02%
Major Variances:		
Interest Inc - Bank and Term Deposits	511,719	Favourable interest rates and higher cash holdings have resulted in higher than expected interest earnings.
Interest Inc - Rates Penalty	75,980	Higher than budgeted.
Loss on sale of Assets	(177,954)	(355.91%)
Major Variances:		
Loss on Asset Disposals	(175,653)	Unbudgeted loss on disposal of assets arising from asset renewal activity. Assets have now been replaced.
Utilities	266,927	11.90%
Major Variances:		
Contribute to public street lighting	176,112	Timing of invoices and lower utility consumption expense than estimated.
Operate Fremantle Leisure centre	29,584	
Insurance	114,963	10.10%
Major Variances:		
Insurance - Property	46,676	Lower premiums than budgeted.
Insurance - Public Liability	28,977	
Insurance - Fleet	25,206	
Capital grants, subsidies and contributions	(2,037,607)	(42.99%)
Major Variances:		
P-12373 Hilton Park Master Plan - Northern Projects	(757,192)	The City is applicable to claim; Brad Hardie contract awarded. Northern Redevelopment works, EOI complete – RFT to follow to be issued in June.
P-12234 Program - MRRG Works 25-26	(410,894)	Works underway. Final claims will be submitted when all invoices received.



Description	Variance \$	Comment
P-12184 Design and construct - Arts Centre Creative Hub	(348,236)	\$331k received; 2 nd claim \$400k in June.
P-12213 Road safety - Low-cost urban road safety upgrades	(322,893)	Works underway. Final claims will be submitted when all invoices received.
Johannah St / Fremantle Sailing Club - Drainage Works	(244,990)	\$329k received; to allocate in line with expenditure.
P12379 Program - Black Spot Works 25-26	(142,768)	Project carry forward to 2026/27 due to delays in utility provider works.
Payment for Property, Plant and Equipment	1,311,998	 18.30%
Major Variances:		
Construct 7-15 Quarry St Car park	335,374	Invoice timing variance, works underway.
Program - Asbestos Removal	267,608	Carry Forward, completion expected by August.
P-12375 Community facility - Forward Works	250,000	Project rephased.
P-12218 Town Hall - Design for essential works	215,889	Works in progress. Minor carry forward. Completion expected in mid July.
P-12240 Program - Buildings	161,348	Projects completed pending final invoicing. Stevens Reserve electrical compliance works & sub-distribution board at FLC – 117K carry forward for the works to be finalised.
P-12159 Tenancy Fitout	143,682	Full tenant fitout and lease commencement delayed.
Fremantle Leisure Centre - Gym Extension	88,585	Works in progress. Minor carry forward. Works June to July.
Payment for Construction of infrastructure	1,351,901	 18.15%
Major Variances:		
P-12373 Hilton Park Master Plan - Northern Projects	560,228	Brad Hardie contract awarded. Northern Redevelopment works,



Description	Variance \$	Comment
		EOI complete – RFT to follow in June for Award in August.
P-12213 Road safety - Low-cost urban road safety upgrades	322,893	Invoice timing variance, works underway.
P-12237 Program - Street Lighting	264,953	Invoice timing variance, works underway.
P-12223 Walyalup Civic Centre - Drainage	147,371	Works on site and in progress, to be completed in June.
Douro Road Traffic Calming and Design Program (Construct)	116,364	Invoice timing variance, works underway. Anticipated partial carry forward to 2026/27 Financial Year due to utility provider delays in relation to an adjustment to a retaining wall at the truncation.
Johannah St / Fremantle Sailing Club - Drainage Works	116,071	Johannah St Phase 1: Invoice timing variance; works underway. Johannah St Phase 2: Completion in 2026/27. Fremantle Yacht Club Phase 1: Completion by June 2026, subject to execution of a signed agreement between Department of Transport and FSC prior to drainage installation. Fremantle Yacht Club Phase 2: Completion in 2026/27.
P-12226 Program - Playgrounds	(224,858)	Invoice timing variance, Contracts awarded and works underway.

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.

New Reserve Accounts

Pursuant to Section 6.11(1) of the *Local Government Act 1995*, it is proposed Council create the following new Reserves:

1. Payment in Lieu – Parking

Planning and Development (Local Planning Schemes) Regulations 2015 Clause 77I requires all money received by the local government in accordance with a payment in lieu of parking condition imposed on an approval of development in accordance with clause 77H to be paid into a reserve account established under the Local Government Act 1995 section 6.11 for the purposes set out in the relevant payment in lieu of parking plan for the development.

New Reserve Title: Payment in Lieu Parking Reserve

Purpose: To hold funds paid in lieu of a parking condition under section 2.77I of the Planning and Development (Local Planning Schemes) Regulations 2015.

2. Developer contributions

New Reserve Title: Developer contribution reserve

Purpose: To hold the developer contributions paid to the City as required by State Planning Policy 3.6 Infrastructure contributions or other relevant agreement. The funds will be used as specified in the developer contribution plan or agreement.

VOTING AND OTHER REQUIREMENTS

Absolute Majority Required



OFFICER'S RECOMMENDATION

- 1. 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 May 2026.**
- 2. Pursuant to Section 6.11(1) of the *Local Government Act 1995* create the following New Reserves:**

New Reserve Title: Payment in Lieu Parking Reserve

Purpose: To hold funds paid in lieu of a parking condition under section 2.77I of the Planning and Development (Local Planning Schemes) Regulations 2015.

New Reserve Title: Developer contributions

Purpose: To hold the developer contributions paid to the City as required by State Planning Policy 3.6 Infrastructure contributions or other relevant agreement. The funds will be used as specified in the developer contribution plan or agreement.



Committee and working group reports

C2606-17 WORKING GROUP INFORMATION REPORT

1. DESTINATION DEVELOPMENT WORKING GROUP

WG meeting date:	4 June 2026
WG Chair:	Linda Wayman
Responsible officer:	Director City Business
Attachments:	1. Minutes Destination Development Working group – Thursday 4 June 2026

Mini-Campaign Results – “Your Next Holiday is Closer Than You Think”

Campaign delivered strong results, with positive feedback from hotel operators.

“50 Ways to Freo” Campaign

Campaign has been well received, with strong creative endorsed by members. TV and digital rollout underway and landing page live. Business toolkits have been distributed. A further media buy is proposed for September (to be presented at a future meeting). New Business Welcome Pack has been developed for distribution.

Calcio Italiano

Partnership proposal presented, with community-focused activations planned. Opportunities identified to further involve local businesses. Strong PR outcomes anticipated.

America’s Cup Activation

Officers outlined a draft program including city-wide activations, exhibitions, events, and family-friendly activities. Opportunities noted for business event integration and merchandise.

Christmas Programming

Key events to be centred at the Esplanade, with additional lighting and market options under consideration to create a connected precinct.

Curtin Ignition Scholarship

Applications progressing, with a focus on supporting a visitor economy startup.

WA Maritime Museum Programming

Upcoming VR experiences, exhibitions, and school holiday programming noted, including a major Viking exhibition from December.



Other Business

Upcoming event focus includes school holiday activations and a truffle festival.

2. NORTH FREMANTLE PLAN WORKING GROUP

WG meeting date:	27 May 2026
WG Chair:	Cr Ingrid van Dorssen
Responsible officer:	Director Planning and Development and Urban Development
Attachments:	Nil.

1. Integrated Transport Planning – STANTEC Consulting

Stantec presented some of their initial work on integrated transport planning that will feed into the City Plan for North Fremantle. The session was highly interactive, creating much discussion. Key points regarding the Stantec initial findings include:

- The transport work is fully integrated with the urban design work being undertaken in-house.
- Initial data collection indicates that regional metropolitan traffic through the peninsula is significantly less than sub-regional and local movements combined.
- The current planning by MRWA that underpins their current preference for the Curtin Link Flyover does not include future demands associated with post-port Future of Fremantle considerations.
- Long-term scenario transport planning will need to include a significant mode-shift away from private vehicle use and towards mass transit. This is especially the case with post-port planning.
- More detailed work around transport planning will continue, and feed into the North Fremantle City Plan work.

2. Project Update / Status

A brief update on engagement with state government agencies was provided at the meeting:

- Most meetings continue to be focussed on road planning and building capacity for future regional car movements.
- This seems to support MRWA's preferred option for the Curtin/Stirling flyover link and widening of Stirling Bridge.
- The City will be meeting with State agencies in the near future and will be sharing some of its initial findings from the Stantec analysis.
- The City continues to work with government agencies to advocate that transport planning in North Fremantle must include all modes as well as



balancing the place-based needs of a heritage Town Centre and the established residential area that needs to be connected to its centre.

3. WALYALUP RECONCILIATION ACTION PLAN 2024-27 WORKING GROUP

WG meeting date: 2 June 2026
WG Chair: Brendan Moore, Senior Aboriginal Engagement Officer
Responsible officer: Manager Community Development
Attachments: Nil

WRAP Meeting Overview

Opening and Acknowledgements

The meeting opened with a Welcome to Country by a WRAP Working Group Member. A minute of silence was observed to remember those who have passed away.

Introduction to new WRAP Working Group Members

The Chair formally welcomed the new members to the WRAP Working Group.

Standing WRAP Update

The Chair presented an overview of the City's current Stretch RAP, in which the 17 actions and 100 deliverables within it are due for completion in July 2027. Positive reflections were shared on National Reconciliation Week events hosted by the City of Fremantle and Reconciliation WA. The City is aware that an interim CEO may be appointed to Whadjuk Aboriginal Corporation, and the City will follow up to meet with that person in due course.

Action: Identify events that will be held for NAIDOC Week and circulate information to the WRAP Working Group.

- Due to the '50 Years of Deadly' milestone, the City will investigate additional events.

Action: The City to explore the potential for the future delivery of a viewing of the National Reconciliation Week Breakfast event to support the wider community.

Action: An update on the delivery of RAP Action 10: *Action 10: Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes*, to be provided at each WRAP Working Group Meeting.

Backyard Truth-Telling Reflections

The Manager of Community Development led reflections on the 2026 Backyard Truth-Telling Series, which received a total of 255 attendees across 3 weekends and was



powerful, moving, and inspiring. Positive feedback was shared on the way the event facilitated informal conversations post-event, allowing attendees to connect with the themes shared throughout the stories. The Manager of Community Development noted an increase in engagement since last year, with 36 storytelling submissions received, highlighting future opportunities for the continued partnership between the Centre for Stories and the City of Fremantle.

Town of Mosman Park – Request to join the WRAP Working Group

The Manager of Community Development reported that the Town of Mosman Park was interested in opportunities to engage with our WRAP Working Group.

The WRAP Working Group unanimously supported City of Fremantle staff meeting with the Town of Mosman Park to explore these collaboration opportunities.

Action: Director Creative Arts and Community, Manager Community Development, and Senior Aboriginal Engagement Officer to meet with the Town of Mosman Park and relay information back to the group at the next WRAP Working Group Meeting.

Action: Discuss broader engagement with other LGAs on RAP deliverables at the next WRAP Working Group Meeting.

Next Meeting: Tuesday 25 August 2026

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple Majority Required

OFFICER'S RECOMMENDATION

Council receive the following working group updates for June 2026:

- 1. DESTINATION DEVELOPMENT WORKING GROUP**
- 2. NORTH FREMANTLE PLAN WORKING GROUP**
- 3. WALYALUP RECONCILIATION ACTION PLAN 2024-27 WORKING GROUP**



ARIC2606-1 RISK ROADMAP INFORMATION REPORT

Meeting date:	15 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Attachments:	1. CONFIDENTIAL - Risk Roadmap 2025 27

Progress of the roadmap continued to be made across both enterprise and operational risk management activities. Governance facilitated a risk management workshop with the Executive Leadership Team (ELT) in April, providing an update to the actions and activities of the past 12 months and presenting the updated risk management policy, risk framework, and risk appetite statements for discussion.

Governance tested the market as it looks to procure a new governance, risk and compliance (GRC) system. Procurement of a centralised GRC system has been identified as a critical activity of the roadmap and pivotal to the future management and reporting of risk throughout the organisation.

Additional work has also progressed in business continuity and fraud and corruption control planning, with governance providing supporting continuity documents to selected service areas to provide updated essential services information, as well as completing the first draft of the new integrity control plan (ICP) document designed to support Councils fraud and corruption control policy (FCCP).

ELT Risk Management Workshop

An Executive Leadership Team (ELT) risk management workshop was conducted in April. The workshop was well received with ELT providing feedback on the revised risk policy, risk framework, risk appetite statements, and risk assessment criteria. A number of things came from the workshop, including:

- ELT need for better oversight on operational risks
- The importance of providing practical, accessible assessment criteria to the workforce
- The potential usability of a more developed, defined risk appetite statements
- The benefits considered and measured opportunity criteria would provide to ELT's decision-making framework

Governance is currently actioning the following:

- The ERM framework is being updated following ELT feedback, and will include a revised opportunity assessment criteria to be used at the enterprise level



- The revised risk criteria will be tested in upcoming risk assessments alongside the current criteria to provide additional feedback on the preferred structure and to validate their applicability across service areas. These will be tested in upcoming assessments with infrastructure and finance
- The revised risk appetite statements will be finalised and submitted to the ARIC for review and endorsement once the framework and risk criteria have been approved.

These activities are intended to strengthen alignment between strategic planning, operational risk management, and decision-making processes.

Governance, Risk and Compliance (GRC) System

Market testing for a new Governance, Risk and Compliance (GRC) system is now complete. Procurement received six requests for quote (RFQ) submissions but closed the process due to the indicative pricing provided in the submissions being over the allowed thresholds. Findings from testing the market include:

- Market testing identified several suitable system options
- Indicative pricing exceeded initial expectations
- Pricing was generally consistent with one submission a clear outlier
- Procurement have been advised to progress with an open tender process

The implementation of a GRC system is a key milestone of the risk roadmap and a strategic initiative which will enable the organisation to centralise its risk management program, improving oversight of risk to the ELT and the ARIC, facilitating the development of enterprise risk reporting, and simplifying workflows.

Risk Register Consolidation

Governance continues to consolidate the various risk registers currently used across the organisation into a single, central register. This process aims to improve risk assessment consistency and transparency, improving ELT and ARIC oversight on material risk, and support the future migration of risk information into the future GRC system.

Event Risk Management

Progress has been made in relation to event risk governance and planning. Updated event management plans and event risk management plan templates have been drafted and trialled during FISAF 2026 alongside the current event plans to test the documents.



Both documents were developed using the revised templates and were populated with real event information alongside the current documents for comparison. Initial feedback from event staff was positive, noting the updated templates were cleaner, easier to follow and understand, and clearly distinct between the respective document roles

A draft *Event Risk Management – Guidelines* has been developed outlining the framework to support the safe delivery of Council managed events and the structured approach event planners and organisers are required to take to effectively identify, assess, treat and monitor event risks.

This process aims to strengthen event governance, assist in emergency preparedness, and support consistency across all Council events. These documents will be circulated for further feedback following approval of the risk framework.

Business Continuity

Work continues updating the organisations business continuity plans (BCP), with the first round of updated information received from selected infrastructure service areas.

BCP development is progressing and will require ongoing collaboration with service areas over an extended period to develop and implement. The framework is intended to improve organisational resilience, service continuity capability, and preparedness for operational disruptions and emergencies.

Fraud and Corruption Control

The first draft Integrity Control Plan (ICP) has been finalised following open consultation and review from management in late 2025. The ICP was developed to support the Fraud and Corruption Control Policy (FCCP) and takes guidance from the framework outlined in the *ISO 8001:2021 – Fraud and Corruption Control*, outlining the systems, processes, and controls implemented throughout the organisation to prevent, detect, and respond to fraud, corruption, and misconduct.

Governance will submit the ICP to the ARIC for endorsement following ELT review.

Development of supporting fraud and corruption awareness training material is currently underway which will support the organisation's commitment to ethical governance, accountability, and compliance with fraud and corruption control requirements.



VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-1 **(Officer's recommendation)**

Moved: Mayor Ben Lawver

Seconded: Cr Frank Mofflin

Council receive the Risk Roadmap update for June 2026.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-2 ADOPTION OF THE COUNCIL PRIVACY POLICY (PRIS)

Meeting date:	15 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Attachments:	1. Draft Council Policy - Privacy Policy (PRIS)

SUMMARY

The City of Fremantle is committed to compliance with the obligations and requirements of *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) and Information Privacy Principles, commencing 1 July 2026.

This report recommends that Council adopt the draft Council Privacy Policy, as provided in Attachment 1, to support the City's PRIS Act compliance.

BACKGROUND

The *Privacy and Responsible Information Sharing Act 2024* (PRIS Act) aims to protect the personal information of Western Australians and facilitate the responsible sharing of information by government agencies.

The PRIS Act:

- promotes responsible and transparent practices in the handling of personal information;
- balances the public interests of protecting the privacy of personal information with the free flow of information; and
- provides a mechanism for individuals to complain about alleged interferences with their privacy.

"Personal information" means information or an opinion, whether true or not, that relates to an individual, whether living or dead, whose identity is apparent or can reasonably be ascertained from the information or opinion.

This includes information of the following kinds (not an exhaustive list):

- name
- date of birth
- address
- contact information
- information that relates to an individual's location
- information that relates to one or more features specific to the physical, physiological, genetic, mental, behavioural, economic, cultural or social identity of an individual.



"Sensitive personal information" includes information that relates to the individual's:

- racial or ethnic origin
- gender identity
- sexual orientation or practices
- political opinions
- membership of a political association
- religious beliefs or affiliations
- philosophical beliefs
- membership of a professional or trade association
- membership of a trade union
- criminal record
- health information

The PRIS Act gives individuals new rights and protections over their personal information in the hands of government entities, including:

- Being informed how their personal information is handled.
- Being notified if their personal information was involved in a breach.
- Ability to access and correct personal information an entity holds about them, in some circumstances.
- Ability to make complaints about the use of their personal information to the Information Commissioner.

The PRIS Act provisions that effect the City commence from 1 July 2026.

All local governments are required to comply with the Information Privacy Principles set out in Schedule 1 of the Act. These include collection, use and disclosure, information quality, information security, openness and transparency, access and correction, unique identifiers, anonymity, disclosures outside Australia, automated decision making, and de-identified information. A summary of the Information Privacy Principles are available on the Government of Western Australia's [website](#).

Particular provisions, such as collection notification, are not retrospective.

To ensure the City's compliance with the PRIS Act and associated Information Privacy Principles, a Council Privacy Policy (Attachment 1) is proposed for adoption.

FINANCIAL IMPLICATIONS

Operational financial implications associated with the PRIS Act requirements are considered as part of the annual budget process.



LEGAL IMPLICATIONS

Section 20 of the *Privacy and Responsible Information Sharing Act 2024* requires all local governments to comply with the Information Privacy Principles, set out in Schedule 1 of the Act, unless otherwise prescribed.

Section 73 of the *Privacy and Responsible Information Sharing Act 2024* requires the City to prepare a publicly available Information Breach Policy, setting out the procedures to be followed to comply with the PRIS Act. This policy has been drafted by officer's and is recommended to be published as an Administration Policy by the Chief Executive Officer, who is the principle privacy officer in prescribed by the Act, as it is administrative in nature.

The PRIS Act allows the use and disclosure of personal information if required or authorised by or under law. This means that other law may supersede the PRIS Act requirements to first obtain consent from the individual. This is applicable to the governance and compliance functions of the City; however, further provisions under the PRIS Act are to be followed if applied.

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.

CONSULTATION

The Office of the Information Commissioner has been working with public entities to prepare them for the relevant provisions of the PRIS Act to commence from 1 July 2026. This support is expected to be ongoing as industry templates are developed.

Sufficient information and training (where relevant) will be provided to all employees, contractors, Elected Members and Committee Members.

OFFICER COMMENT

The City of Fremantle is committed to full compliance with the obligations and requirements of the PRIS Act, the *Freedom of Information Act 1992*, and the *Privacy Act 1988*.

The City of Fremantle collects personal and, in some cases, sensitive personal information about individuals when this is necessary for the performance of its functions and activities under relevant laws and for the delivery of its services.



The proposed Council Privacy Policy (Attachment 1) sets out how the City of Fremantle will manage the collection, storage and use of personal information to ensure documents that contain private information are appropriately managed, and compliance with the PRIS Act. The Policy also outlines the requirements to manage and respond to an information breach and to mitigate risk of future breaches.

Internal guidelines and administration policies will supplement this policy.

Once adopted, officers will update the City's privacy statement on the corporate website and all relevant customer and creditor forms, outgoing emails, and telephone messages to inform the individuals of the Privacy Policy.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-2 **(Officer's recommendation)**

Moved: Cr Ingrid van Dorssen

Seconded: Cr Pip Slaughter

Council:

- 1. Adopt the Council Privacy Policy, provided in Attachment 1.**
- 2. Note that the Chief Executive Officer will prepare and publish an Information Breach Policy setting out the procedures to be followed by the City in complying with the *Privacy and Responsible Information Sharing Act 2024*, to be made publicly available.**

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-3 LOCAL GOVERNMENT MANAGEMENT OF GIFTS AND BENEFITS PERFORMANCE AUDIT INFORMATION REPORT

Meeting date: 15 June 2026
Responsible officer: Manager Governance
Voting requirements: Simple Majority Required
Attachments: 1. Auditor General Report

In 2025 the Office of the Auditor General (OAG) completed a performance audit on Local Government Management of Gifts and Benefits. The City of Fremantle was one of six local government's that were assessed on the effective management of gifts and benefits, in addition to the Department of Local Government, Industry Regulation and Safety (LGIRS) who were assessed on their provision of effective guidance to the sector.

The *Local Government Act 1995* regulations require council members and chief executive officers (CEOs) to declare any gift received in their capacity as a council member or CEO valued at \$300 or above (or the cumulative value of gifts from one donor if they exceed \$300 in a 12-month period) within 10 days of receipt. Council members and CEOs must also manage associated conflicts of interest. The CEO must maintain an up-to-date version of the register and publish it on the local government's official website.

The *Local Government Act 1995* regulations prohibit staff from accepting gifts which exceed a \$300 threshold in a 12-month period. For gifts below this amount, the regulations require local governments to set their own threshold for recording, storing and disclosing gifts accepted by staff in their codes of conduct. This provides flexibility to determine the City's own reporting requirements for staff. The City of Fremantle requires that gifts valued at \$50 or above (or the cumulative value value of gifts from one donor if they exceed \$50 in a 12-month period) to be disclosed within 10 days of receipt. The CEO must maintain an up-to-date version of the register and publish it on the local government's official website.

The performance audit reviewed gifts and benefits registers and the recording and management of conflict of interests at each audited local government over the period 1 July 2019 to 30 June 2024. The full report, publicly available on the OAG's website, is provided in Attachment 1.

OAG Recommendations

The full report, provided in Attachment 1, outlines the OAG's findings of which explore the creation of a conflict of interest when accepting a gift and the risks involved in decision making for council members, CEOs, and staff. The following recommendations were made:



To enable effective management of gifts and benefits, entities should:

1. Provide education and guidance that sets out entity expectations and assists staff and council members in making decisions by:
 - a. implementing clear and up to date policies and procedures that outline gifts that are acceptable (good practice limits these to token gifts)
 - b. requiring accepted and declined gifts from commercial entities, be declared
 - c. specifically outline gifts that are prohibited
 - d. implement regular training and education programs to ensure staff understand and apply policy, procedure and code of conduct, in practice and when making decisions.

Implementation timeframe: December 2026

Entity response: Entities generally accepted the recommendations but noted that there is currently no legal or regulatory requirement to disclose declined gifts.

2. Implement fit for purpose, risk-based monitoring and reporting mechanisms to:
 - a. proactively oversee gift and benefit declarations
 - b. analyse information across the entity to identify undeclared gifts, check that controls are working and identify any concerning trends or patterns
 - c. manage perceived and actual conflicts of interest, requiring these declarations to consider the receipt of gifts and benefits
 - d. consider a centralised complaints register to highlight where controls and processes have not been followed and identify systemic risks.

Implementation timeframe: December 2026

Entity response: Recommendation supported.

To enable effective oversight of compliance requirements and in supporting the local government sector, LGIRS should:

3. Review regulatory requirements and guidelines to consider:
 - a. reducing the \$300 threshold or explaining why it remains appropriate (noting state entity requirements of \$50 or Australian Government requirements of \$100)
 - b. increasing the timeframe for updating gift registers from 10 days to better reflect the tempo and nature of senior attention, decision-making and compliance reporting processes, (noting 31 days is the Australian Government timeframe)
 - c. amending the Form 4 template to record both the date the gift was received as well as the date the gift register was updated to allow regulatory compliance to be monitored.



Implementation timeframe: December 2026

Entity response: Recommendation to be considered as part of review of potential legislative reform and updates to guidelines.

4. Issue updated guidance and templates to the sector to:
 - a. extend guidance beyond elected members and CEOs to include all entity staff
 - b. require entity gift registers to disclose accepted gifts and benefits and declined gifts from commercial entities to:
 - improve transparency – listing all offers improves trust that declined gifts have not been accepted informally and staff have not been subject to influence
 - improve compliance - declined gifts can help identify patterns where repeated offers from the same person or company are being offered or identify situations requiring further oversight
 - help protect staff by officially recording declined gifts demonstrating compliance and maintaining trust.

Implementation timeframe: December 2026

Entity response: LGIRS accepts the recommendation.

City of Fremantle Response

Recommendation 1

All newly elected Council Members at the City of Fremantle are required to complete an induction and mandatory training following the election. The City's induction process includes a presentation from WALGA or City Officers, outlining their role and responsibilities as an Elected Member, this includes gifts and interest disclosure requirements. They are also provided with an induction manual, which includes various information regarding gifts and disclosure of interest requirements. The induction manual also includes operational guidelines published by the Department, Council policies and procedures. In 2025, the city also introduced an internal intranet site for Elected Members to provide them with direct access to up-to-date information relevant to their role.

Officers at the City are required to complete mandatory Code of Conduct training, which includes important information in relation to gifts, and specifically outlines that gifts over \$300 are prohibited. Information regarding disclosure of interest relating to gifts has also been included in the City's new procurement policy, guidelines and mandatory training. Officers are reminded that they are required to disclose any interests relating to a supplier when undertaking any procurement process such as an RFQ or Tender. Online and in person Governance training has been implemented to ensure staff are aware of their requirements relating to gifts, and regular reminders and information is also published on the City's internal intranet site.



Elected Members, the CEO, and staff are required to disclose gifts in accordance with the requirements of the *Local Government Act 1995* and these disclosures are recorded within a gift register which is published on the City's website. The City has not implemented the requirement to disclose gifts that have been declined, as this is not a requirement of the Act. However, staff are required to record this information in the City's records keeping system for future reference.

Recommendation 2

In addition to the annual Compliance Audit Return review, the City undertakes regular internal Governance audits, to monitor gift disclosures and compliance. When non compliance occurs, the matter is reviewed and appropriate action is taken. This may include mandatory training relating to gift and interest disclosures, or if the matter is serious or repeated, disciplinary action may be taken and the matter is reported to the Department and CCC (now the Local Government Inspector and the CCC). If non-compliance is related to an Elected Member or the CEO, this is reported to the Department and CCC as required (now the Local Government Inspector and the CCC).

Disclosure of declined gifts

Whilst the City makes every effort to ensure Staff and Elected Members are aware of their requirements relating to gifts, and gift disclosures are made to ensure compliance and transparency, in the City's opinion, the disclosure of gifts that are declined is not required for the following reasons:

- The *Local Government Act 1995* establishes disclosure obligations for gifts that are received by the CEO and Council Members. Section 5.87A(1) requires disclosure only for gifts that have been received. The term "received" implies acceptance and possession of the gift.
- Where a gift is declined, it is never taken into possession and therefore does not meet the statutory condition of being "received". As such, a gift that is offered but not accepted, in the City's opinion, does not fall within this definition.
- The intent of disclosure provisions is to ensure transparency regarding benefits that may influence decision-making. If a gift is declined, no benefit is conferred, and therefore no potential for undue influence exists.
- Recording declined gifts as disclosures could create unnecessary administrative burden and misrepresent the nature of interactions, as no actual transfer of value occurred.

Therefore, a gift that has not been accepted should not be disclosed, as it does not meet the legislative requirement of being "received," nor does it present any risk of influence or conflict of interest.

Gifts received electronically by email

A gift offered via email is not considered "received" until formal acceptance occurs. The City's interpretation is based on the following principles:



- Section 5.87A of the Act requires disclosure of gifts that are received. The term “received” implies both acceptance and possession. An emailed offer is merely an invitation.
- Until the recipient formally accepts, no transfer of benefit has occurred.
- The intent of the legislation is to ensure transparency regarding benefits that may influence decision-making. If a gift remains unaccepted, there is no actual benefit conferred, and therefore no potential for undue influence.
- Formal acceptance provides a clear, auditable point in time when the gift becomes a reportable item. This prevents ambiguity about whether an offer constitutes a received gift and supports consistent governance practices.
- Treating emailed offers as “received” without acceptance could lead to unnecessary disclosures and misinterpretation of interactions.
- Requiring formal acceptance ensures that only genuine transfers of value are recorded.

In conclusion, a gift offered by email should only be considered “received” once formal acceptance has been given, as this aligns with the statutory wording, legislative intent, and best practice for transparency and accountability.

Concluding remarks

As a result of this Audit, the City has commenced a review of the information, processes and training provided to staff and Elected Members relating to gift and disclosures of interest, to ensure improvement. Various initiatives as outlined in the responses above have already been implemented, and additional improvements are being considered by the City, with the intent to be implemented as actions as a result of this audit. These actions will be reported to the City’s Audit, Risk and Improvement Committee for consideration and adopted by Council.

Further actions taken since the response was provided

1. The City is currently drafting an internal audit program, which will include assessing purchase order approvals and amendments against the gifts register.
2. The City’s code of conduct, procurement, and governance training for employees has been updated to strengthen the delivery of key considerations when accepting a gift, such as how it may affect expenditure and contract delivery procedures. These trainings are mandatory for all new starters and a refresher is required annually.
3. The City have added a mandatory check in the internal Council and Committee meeting report software for staff to consider their disclosure requirements, before the system allows them to proceed with creating the report.



The City welcomes and supports the OAG's performance audit and recommendations generally and continuously looks for ways to improve internal procedures and guidelines provided to both staff and elected members to assist them in their compliance. Where recommendations are not required by legislation, the City will continue to consider best practice in the industry and apply as if appropriate.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-3 **(Officer's recommendation)**

Moved: Cr Frank Mofflin

Seconded: Cr Fedele Camarda

Council receive the Local Government Management of Gifts and Benefits Performance Audit information report.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-4 DELEGATED AUTHORITY REGISTER REVIEW 2026-2027

Meeting date:	15 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Absolute Majority Required
Attachments:	1. Draft Register of Delegated Authority 2026-27 (excluding sub delegations from CEO)

SUMMARY

Council is required to undertake a review of its delegated authority register each financial year. All delegations have been reviewed to ensure that the Chief Executive Officer (CEO) and Officers have the appropriate discretion to exercise delegated authority under the relevant legislation.

This report recommends that Council acknowledge that a review has been undertaken and revoke all current delegated authority and adopt the reviewed delegations contained in the Delegated Authority Register 2026/2027, as provided in attachment 1.

BACKGROUND

In accordance with the provisions of the *Local Government Act 1995* (the Act), Council is required to review the authority it has delegated at least once every financial year. The City's current Delegated Authority Register was last reviewed and adopted by Council on 25 June 2025.

FINANCIAL IMPLICATIONS

Several delegations provide the ability for the CEO and officers to exercise power to approve tenders or commit funding. These delegations are only provided when within policy and adopted budgets set by Council.

LEGAL IMPLICATIONS

Section 5.42 of the *Local Government Act 1995* prescribes that Council may delegate certain powers and duties to the Chief Executive Officer.

A delegation authorises a person or class of persons to exercise powers that the Council would ordinarily exercise. The City of Fremantle has established a Delegated Authority Register to improve the timeliness and efficiency of decision making. In some instances, Acts and Regulations require that Council make a direct appointment to a person or class of persons. These acts do not contain a provision to allow the CEO to make a sub delegation.



For example, the *Food Act 2008* allows an Enforcement Agency (Local Government) to delegate authority but does not provide for the CEO to sub-delegate those powers where the initial delegation is made to the local government.

In addition, where legislation provides for the direct delegation to authorise a person or class of persons by other agencies or decision makers, no delegation is required from the local government.

For example, The *Environmental Protection Act 1986* provides for the appointment and authorisation of local government Environmental Health Officers directly by the Department of Water and Environmental Regulation.

Where legislation requires a function to be performed in a prescribed manner without discretion, no delegation is required. This is commonly referred to as "acting through".

For example, if a provision of an Act specified that a local government must refuse an application that does not contain the applicants' name, there is no need for Council to provide delegation to officers to refuse applications for this reason as officers are unable to exercise any discretion, they must refuse the application.

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'

- Enable the City to maintain legislative compliance and accountability for organisational decision making.

CONSULTATION

An internal consultation was undertaken to ensure accuracy and to address all 'best practice' and procedural needs.

OFFICER COMMENT

A thorough review has been undertaken of the City's Delegated Authority Register with the intention of producing an up to date, comprehensive and workable register that complies with relevant legislation and meets the operational needs of the City of Fremantle.

All amendments to the Delegated Authority Register have been shown in tracked changes in Attachment 1.



The table below provides a summary of amendments made to the Delegated Authority Register 2026/2027, and minor amendments have been made to correct legislation references, remove position titles and update to some reporting requirements to align with administration processes and legislative requirements.

Delegation	Amendment	Reason
1.1 Delegated Committees of Council	Add the following words to the delegation limitations: 5. May not determine final approval for or revocation of:	Ensures the decision to revoke important Council documents is made by Council.
2.5 Payments from municipal or trust fund	Add reference to regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>	Relevant legislation reference.
	Add under Legislation (Delegation section): For the purpose of this delegation, "payments" refer exclusively to the execution and release of funds from the City's municipal or trust fund bank accounts.	Ensures the delegation is clear by distinguishing bank execution authority (NAB) from internal financial system authorisation (Tech1/M-Files) and clarifying cash outflows vs inflows (direct debits).
2.13 Appoint persons to receive and withdrawal of complaints	Amend to align with the Model regulations and reference the appointment of officers by the CEO for dealing with complaints (not a Council delegation).	Changes provide clarity for delegated officers and the community. New delegation 5.2 cannot be included in this delegation from Council (2.13) as they are separate actions.
3.22 Modifications to the Heritage List and Local Heritage Survey	Amend the delegation to read: Council provide authorisation to modify the Heritage List and Local Heritage Survey to maintain their currency by:	Clarifies the authorised function by limiting reclassification and removal to subdivided properties that have little or no heritage significance and



Delegation	Amendment	Reason
	- amending listing information where no advertising is required under the regulations to more accurately describe the listed property, and - reclassifying to Level 4 - Historic Record Only and removing from the Heritage List any properties that which have been subdivided from the originally listed parent lot and have little or no heritage significance. which do not retain heritage significance in their own right or maintain a significant contribution to the heritage significance of the original property.	removing redundant or ambiguous wording. Reduces the amount of administrative changes taken to Council.
3.23 Health (Asbestos) Regulations 1992 Appointment of authorised officers and approved officers	With-in the delegation change the reference from "Section" to "Regulation"	Administrative addition.
Associated Legislation Section	Change " <i>Environmental Protection Act 2005</i> " to <i>Environmental Protection Act 1986</i>	Administrative. The 2005 reference is incorrect (regulations are 2005).

Once adopted, the public register will be updated to include sub-delegations and director delegation to officers from the Chief Executive Officer and published on the City's website. Appropriate notification will be given to delegated officers.



VOTING AND OTHER REQUIREMENTS

Absolute Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-4 **(Officer's recommendation)**

Moved: Cr Ingrid van Dorssen

Seconded: Cr Pip Slaughter

Council:

- 1. Revoke the Delegated Authority Register 2025-2026 and all Council delegations contained within; and**
- 2. Adopt the Delegated Authority Register 2026-2027 and all Council delegations contained within, as provided in Attachment 1.**

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-5 AUDIT ACTIONS UPDATE - MAY 2026

Meeting date: 15 June 2026
Responsible officer: Director City Business
Voting requirements: Simple Majority Required
Attachments: 1. CONFIDENTIAL - Audit Action Register as of June 2026

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 Council 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.

At the June 2025 Audit and Risk Committee, 18 items were outstanding. Fourteen new items were raised and 13 items were completed during the period to March 2026, resulting in 19 items outstanding. No further items have been actioned since the March 2026 meeting, with 19 items remaining outstanding as at June 2026.

Summary of outstanding items:

- 12 items relate to the OAG GCC (IT) Audit:
 - one finding assessed as significant;
 - nine findings assessed as moderate;
 - two findings assessed as minor.
- One item relates to the OAG Performance Audit – Management of Purchasing Cards:
 - one finding assessed as moderate.
- Eight items relate to the Regulation 17 Audit:
 - one finding assessed as high;
 - three findings assessed as moderate;
 - two findings assessed as minor;
 - one finding assessed as improvement opportunity.



VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-5 **(Officer's recommendation)**

Moved: Cr Fedele Camarda

Seconded: Cr Frank Mofflin

Council receive the updated Audit Actions Register as provided in confidential attachment 1.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil

Additional Officer Comment:

Due to a filtering error with the attachment provided for this item at the Audit Risk & Improvement Committee, an updated attachment has been provided with this item following that meeting. Four action items from the 2024/25 Financial Audit were disclosed in the attachment for ARIC2606-8 (Audit Planning and Entrance Meeting) however they were inadvertently omitted from the attachment for ARIC 2606-5 (this item). Members of the Audit, Risk & Improvement Committee have been advised of this.

Therefore, in addition to the summary of outstanding items provided in the officer comment for this item, there are also four outstanding items relating to the OAG Financial Audit for 2024/5. Of these there is:

- One finding assessed as moderate
- Three findings assessed as minor.

These actions are estimated to be completed prior to 30 June 2026 and have been provided in the updated attachment for this item.



ARIC2606-6 EMERGING ISSUES REPORT - MAY 2026

Meeting date:	15 June 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Attachments:	1. CONFIDENTIAL - Emerging Issues Summary Report May 2026

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, Risk and Improvement 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.

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, Risk and Improvement 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

COMMITTEE RECOMMENDATION ITEM ARIC2606-6
(Officer's recommendation)

Moved: Mayor Ben Lawver

Seconded: Cr Pip Slaughter

Council receive the Emerging Issues report up to May 2026 as detailed in confidential attachment 1.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-7 LOCAL GOVERNMENT 2025 - FINANCIAL AUDIT RESULTS
(OFFICE OF THE AUDITOR GENERAL)

Meeting date: 15 June 2026
Responsible officer: Director City Business
Voting requirements: Simple Majority Required
Attachments: 1. Financial Audit Results

Responsibility for conducting financial audits of all local government entities rests with the Office of the Auditor General (OAG). The Auditor General's report titled Local Government 2025 – Financial Audit Results was tabled in Parliament on 15 April 2026. The OAG is legislatively required to report annually to Parliament on the outcomes of financial audits conducted across the local government sector, including audit opinions on individual council's annual financial statements and sector-wide observations highlighting areas for improvement.

While there is no legislative requirement to present the OAG's sector-wide report to the Audit, Risk and Improvement Committee (ARIC), doing so reflects better practice governance. The OAG's own better practice guidance encourages entities to ensure their audit committees are informed of and engaged with all aspects of the audit process. This is further supported by the reconstituted ARIC's broader mandate to provide oversight across all audit-related matters. Presenting this report to the Committee ensures members are aware of the City's audit outcomes in the context of the wider sector, and are across the OAG's recommendations to the broader sector.

This report is brought to the Audit, Risk and Improvement Committee for review and to address the OAG's best practice recommendations.

For the 2024-25 financial year, the City of Fremantle received a clear audit opinion. Notably, the City was also recognised as one of only 25 best practice entities across the sector, specifically as a top 10 Band 1 and 2 entity, which is one of the most significant achievements in the OAG's annual reporting. This recognition reflects the City's strong performance across key criteria including the timeliness and quality of its financial report, availability of key staff, quality of supporting working papers, and a clear audit opinion with no modifications.

This outcome reflects the professionalism and dedication of the City's finance team in maintaining robust internal controls and best practice processes, as well as the strong collaboration and support across the entire organisation.



REPORT

The Auditor General's report *Local Government 2025 – Financial Audit Results* (Report 13: 2025-26) was tabled in Parliament on 15 April 2026, summarising the results of annual financial audits of 138 local government entities for the year ended 30 June 2025.

For 2024-25, the OAG issued 136 clear audit opinions, with only two entities receiving qualified opinions. Audit timeliness continued to improve, with 94% of opinions issued by the 31 December 2025 statutory deadline. Areas of ongoing concern across the sector included high numbers of financial report versions, increased error values largely linked to asset valuations, and a bottleneck of audit completions in December.

Best Practice Recognition — City of Fremantle

The City of Fremantle was recognised as one of the Top 10 Best Practice entities for Band 1 and 2 for 2024-25; one of only 25 entities recognised sector-wide. Entities are assessed on the timeliness and quality of their financial report, working paper quality, management resolution of accounting matters, staff availability, management letter findings, and receipt of a clear opinion with no modifications. This recognition reflects the City's commitment to transparent and timely financial reporting.

City of Fremantle — 2024-25 Audit Outcomes

The City received a clear audit opinion for 2024-25, with the audit completed on time and the financial report assessed as audit-ready. The management letter identified three minor findings and one moderate finding, and was presented to the Audit, Risk and Improvement Committee on 10 December 2025.



VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-7 **(Officer's recommendation)**

Moved: Cr Frank Mofflin

Seconded: Cr Pip Slaughter

**Council receive the information report on the Office of the Auditor
General's report on Local Government 2025 – Financial Audit Results.**

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



**ARIC2606-8 AUDIT PLANNING AND ENTRANCE MEETING FOR
FINANCIAL YEAR 2025/26**

Meeting date:	15 June 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Attachments:	1. CONFIDENTIAL - Audit Planning Report - 30 June 26

Responsibility for conducting financial audits of all local government entities rests with the Office of the Auditor General (OAG). For the 2025-26 financial year, the City's audit is being delivered by Grant Thornton Audit Pty Ltd, engaged by the OAG to carry out audit activities on its behalf.

The Audit Planning Report (APR), dated 8 June 2026 and signed by Carina Becker, Partner, Audit & Assurance, Grant Thornton, has been provided to this Committee in accordance with the requirements of Australian Auditing Standard ASA 260 Communication with Those Charged with Governance.

Given the OAG's preference that audit plans are not made publicly available, the APR is presented as a confidential attachment to this agenda.

As set out in the ARIC Terms of Reference, the Committee's duties and responsibilities include discussing with the external auditor the scope and planning of the audit each year.

Regulation 9(2) of the Local Government (Audit) Regulations 1996 states that the principal objective of the external audit is for the auditor to carry out such work as is necessary to form an opinion on whether the accounts are properly kept, and that the Annual Financial Report:

- is prepared in accordance with financial records
- represents fairly the results of the operations of the Local Government as at 30 June 2026, in accordance with Australian Accounting Standards and the Local Government Act 1995.

REPORT

As the appointed contract audit firm, Grant Thornton will conduct an independent audit to enable the OAG to express an opinion on whether the City's 2025-26 Annual Financial Report is free of material misstatement and prepared in accordance with the Local Government Act 1995 and Australian Accounting Standards.



The full Audit Planning Report is attached as a confidential document. A summary of the key elements is provided below.

AUDIT TIMELINE

Key milestones agreed with Grant Thornton are as follows:

Activity	Date
Interim audit procedures	22 June 2026
Management accounts and audit pack finalised	30 September 2026
Commence year-end audit fieldwork	19 October 2026
Complete audit fieldwork	13 November 2026
Draft Audit Report and Findings Report provided	27 November 2026
ARIC presentation of findings / financial statements signed	7 December 2026

AREAS OF AUDIT RISK

Grant Thornton has advised they will be focusing on the following key risk areas for the 2025-26 audit. The materiality benchmark adopted is total expenditure.

Risk Area	Significant Risk	Management Judgement
Revenue recognition	Yes	Yes
PP&E, Infrastructure and Investment Properties – Valuation (Buildings due for external revaluation in FY26)	Yes	Yes
PP&E, Infrastructure and Investment Properties – Accuracy	No	Yes
Operating expenses and payables	No	Yes
Employee costs, accruals and provisions	No	Yes
Investment in associate – Resource Recovery Group (RRG withdrawal effective 31 Dec 2025)	No	Yes



Management override of controls (presumed significant risk under ASA 240)	Yes	Yes
Information Systems (General IT Controls)	No	No

Prior Year Recommendations

Grant Thornton has carried forward four recommendations from the 2024-25 audit for assessment during 2025-26 fieldwork: establishment of a reserve account for Cash in Lieu Parking receipts (currently held in Trust Funds); implementation of a period-matching control for sponsorship grant revenue; refinement of the superannuation on-cost calculation to include all employee categories; and updating of the Fees & Charges accounting policy to clearly distinguish revenue recognition bases under AASB 15 and AASB 1058. Management's responses to each are outlined in the attached APR.

Prior Year Information Systems Findings

The 2024-25 IS audit identified 14 findings carried into 2025-26, including one significant finding (Access Management) and seven moderate findings. Seven of these findings also existed prior to FY25, including TechnologyOne management, business continuity planning, and disaster recovery plan. These will be reassessed as part of the 2025-26 IS audit. Full details are included in the attached APR.

Developments in Financial Reporting

AASB 18 Presentation and Disclosure in Financial Statements applies to the City from annual periods beginning on or after 1 January 2028. Grant Thornton has also drawn management's attention to the LGIRS Non-Financial Asset Valuation Guidelines (March 2026), which are particularly relevant given that Buildings are subject to external revaluation this year.

Independence

Grant Thornton has confirmed that the engagement team and the firm have complied with all relevant ethical requirements regarding independence. No non-audit services were provided during the period 1 July 2025 to the date of the APR.

FINANCIAL IMPLICATIONS

The OAG has provided a quote for the completion of the audit, which is covered within the FY 2025-26 Annual Municipal Budget.



LEGAL IMPLICATIONS

- Local Government Act 1995 – Sections 5.53, 5.54, 6.4, and Part 7 (Audit)
- Local Government (Audit) Regulations 1996 – Regulations 9, 9A and 10
- Local Government (Financial Management) Regulations 1996 – Part 4 (Financial Reports)

It is a requirement under the Local Government Act 1995 for Council to accept the City's Annual Report (including the Financial Report and Auditor's Report) by no later than 31 December each year. Appropriate audit planning and adherence to agreed timelines mitigates the risk of statutory non-compliance. The agreed target completion date of 4 December 2026 provides adequate buffer for this requirement to be met.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-8 **(Officer's recommendation)**

Moved: Cr Pip Slaughter

Seconded: Cr Fedele Camarda

Council receive the Audit Planning and Entrance Meeting for Financial Year 2025-26 information report.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-9 PROCUREMENT POLICY EXEMPTIONS MARCH TO MAY 2026

Meeting date: 15 June 2026
Responsible officer: Director City Business
Voting requirements: Simple Majority Required
Attachments: 1. Purchasing Policy Exemptions March - May 2026

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 March to May 2026.

This report recommends that Council receive the Procurement Policy Exemptions report from March to May 2026.

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:

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

CONSULTATION

Nil.

OFFICER COMMENT

March 2026

The total value of spending exempt from the City of Fremantle Procurement Policy was **\$35,815.00** for the month of March 2026.

The value of exemptions by category is:

Exemption Category	Value \$
Purchases from Original Equipment Manufacturers (OEM)	0.00
Specialist Legal or Consultant Advice	35,815.00
Sole Source of Supply	0.00
Fixed or Statutory Cost	0.00
Software License Renewal	0.00
Subscriptions	0.00
Total	35,815.00

Details regarding individual exemptions can be found in Attachment 1.

April 2026

No exemptions were approved in April 2026.



May 2026

No exemptions were approved in May 2026.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-9
(Officer's recommendation)

Moved: Cr Frank Mofflin

Seconded: Cr Fedele Camarda

Council receive the information report on Procurement Policy Exemptions for March to May 2026.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-10 TENDERS AWARDED UNDER DELEGATION MARCH TO MAY 2026

Meeting date: 15 June 2026
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 March to May 2026.

This report recommends that Council receive the report on tenders awarded under delegation between March to May 2026.

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:

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- 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 March to May 2026.

March 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Value
WFCC133/25 – Horrie Long and Virginia Ryan Playground Renewal	WALGA	Director	Nature Based Play Pty Ltd	1 Year	\$180,000.00
WFCC133/25 – Horrie Long and Virginia Ryan Playground Renewal	WALGA	Director	Nature Play Solutions Pty Ltd	1 Year	\$180,000.00

April 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Value
RFQ684/25 - Provision of Powerline Clearance Services	Request for Quote *	OCM	Genus Environmental Pty Ltd	Up to 4 Years (2+1+1)	3,000,000.00
FCC699/25 - Fire Services	Public Tender	CEO	Critical Fire Protection and	Up to 5 Years (3+1+1)	\$505,000.00



			Training Pty Ltd		
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* In accordance with Part 4, Division 2 Regulation 11 (2c) of the Regulations the City progressed to direct engagement with suppliers via RFQ; as no prospective tenderers made any submission for Public Tender FCC681/25 - Provision of Utility Line Clearance Services.

May 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Value
WFCC135/26 - Agency Labour Hire	WALGA	OCM	Maxima Training Group (Aust) Ltd	Up to 5 Years (3+1+1)	5,000,000.00
WFCC138/26 - Low Cost Urban Road Safety Project – Stevens Reserve	WALGA	Director	Roads 2000 Pty Ltd	1 Month	272,801.71
WFCC140/26 - Microsoft Licensing Renewal	WALGA	OCM	Crayon Australia Pty Ltd	3 Years	1,472,702.10

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-10 **(Officer's recommendation)**

Moved: Cr Pip Slaughter

Seconded: Cr Ingrid van Dorssen

Council receive the information report on Tenders Awarded under Delegation for March to May 2026.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
 Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-11 FINES ENFORCEMENT REGISTRY (FER) UNRECOVERABLE FINES

Meeting date:	15 June 2026
Responsible officer:	Manager Regulatory Services
Voting requirements:	Absolute Majority Required
Attachments:	1. CONFIDENTIAL - Write Off Schedule 102907 - 30.09.2022 2. CONFIDENTIAL - Write Off Schedule 102916 - 30.09.2022 3. CONFIDENTIAL - Write Off Schedule 103010 - 31.12.2022 4. CONFIDENTIAL - Write Off Schedule 103030 - 31.12.2022 5. CONFIDENTIAL - Write Off Schedule 103128 - 31.03.2023 6. CONFIDENTIAL - Write Off Schedule 103156 - 31.03.2023 7. CONFIDENTIAL - Write Off Schedule 103251 - 30.06.2023 8. CONFIDENTIAL - Write Off Schedule 103275 - 30.06.2023

SUMMARY

The City of Fremantle issues parking fines to drivers of vehicles that are in breach of the Parking Local Law. Any fines that are not paid to the City within 84 days are referred to the Fines Enforcement Registry (FER) which is a statutory body within the Department of Justice, for follow up collection.

After a process undertaken by FER for recover of the debt, some matters are regarded by FER as unrecoverable.

This report recommends that Council write-off the fines identified in the attached lists by FER as being unrecoverable from the 2022/23 financial year.

BACKGROUND

The City of Fremantle uses FER to assist in the recovery of unpaid parking fines. This registry is the sole provider of the service which is able to cancel driver and vehicle licenses and undertake recovery action. This service comes at a cost which can be greater than the fine itself and these costs are recoverable if the alleged offender is located.



The City uses data provided by the Department of Transport to identify the registered owner of vehicles when enforcing unpaid penalties. This data is used to provide written notifications to owners, using regulatory final demand notices and subsequent registration with FER to assist in the recovery of unpaid parking fines.

Each year, FER identifies those registrations for which it has exhausted all avenues of enforcement and removes those records from the Registry upon agreement from the City. Matters regarded by FER as unrecoverable include factors such as death, being uneconomical to enforce due to amount owing, insufficient details being available, and time elapsed since registration.

Consequently, debts identified by FER as being unrecoverable ends further recovery of those cases (once agreed to by the City).

FINANCIAL IMPLICATIONS

Debts relating to parking infringements are not recorded within the City's financial system until paid. The City records any money recovered as revenue at point of recovery, and therefore the amount being proposed for cancellation has no impact on the City's balance sheet.

LEGAL IMPLICATIONS

FER operates pursuant to the *Fines Penalties and Infringement Notices Enforcement Act 1994*. By this statute, FER is the sole provider of the service enabled under this legislation.

Once all efforts have been made to recover unpaid parking fines, action is taken in accordance with the City's Debtor Management Policy, and Section 6.12 of the *Local Government Act 1995*.

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

For the financial year of 2022/23 beginning 1 July 2022, FER has advised it is unable to recover \$381,552.86 of unpaid fines and collection costs.

Of this amount, approximately \$307,274.01 is associated with the cost of registering the case for enforcement. The remainder (\$74,278.85) is the original modified penalty of the infringement notice, plus statutory fees chargeable by City of Fremantle during the statutory enforcement process.

FER is requesting permission from the City to cancel the sum of \$381,552.86 due to being unrecoverable.

Some registrations date back to 2005 and include a number of deceased people, companies that are no longer registered and cases which have been registered for 4 years or more where FER considers there is no prospect of the recovery of the funds.

FER has exhausted all avenues of the recovery for these registered infringement notices. Therefore, it is recommended by officers that these outstanding fines and recovery costs are written-off, given the recovery difficulties.

The list of affected records is shown under separate confidential cover in order to maintain privacy considerations.

Officers will continue to present unrecoverable amounts identified in each respective financial year to forthcoming Audit, Risk and Improvement Committee meetings for consideration.

VOTING AND OTHER REQUIREMENTS

Absolute Majority Required



OMMITTEE RECOMMENDATION ITEM ARIC2606-11
(Officer's recommendation)

Moved: Cr Pip Slaughter

Seconded: Cr Ingrid van Dorssen

Council approves the write-off of \$381,552.86 of unrecoverable fines and associated recovery costs, outlined within the Department of Justice's Fines Enforcement Registry's schedules 102907, 102916, 103010, 103030, 103128, 103156, 103251, 103275 provided in confidential attachment 1.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



ARIC2606-12 OVERDUE DEBTORS REPORT AS AT MAY 2026

Meeting date: 15 June 2026
Responsible officer: Director City Business
Voting requirements: Simple Majority Required
Attachments: 1. CONFIDENTIAL - Summary of Outstanding Debtors as at May 2026

SUMMARY

This Overdue Debtors Report, with confidential attachment, is provided to the Audit, Risk and Improvement Committee to report overdue debts outstanding as at 31 May 2026. The report identifies debts overdue by more than 90 days where the total value owing is greater than \$10,000.

This report recommends that Council receive the Overdue Debtors Report and acknowledge the overdue debts exceeding 90 days where the total value owing is greater than \$10,000 as at 31 May 2026.

BACKGROUND

This report provides the Audit, Risk and Improvement Committee the following information:

- The total outstanding debt aged from current to over 90 days, with comparison to the same period for the previous year.
- Delegated authority usage for waivers or write offs of debts valued at \$1,000 or above.
- A confidential attachment detailing debtor balances exceeding 90 days and \$10,000 and a summary of debts written off.
- The Debtor Day Ratio, representing the average number of days for payment collection.
-

FINANCIAL IMPLICATIONS

An allowance for impairment of receivables must be recognised in annual financial statements as a cost to the budget in the year in which the impairment is made. As at 31 May 2026, \$65,420 has been held as an allowance for impairment of sundry receivables. A total of \$40,298 in waivers or write offs has occurred during the 2025/26 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 waivers or write-offs 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 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

Total outstanding debts as at 31 May 2026 were \$1,056,199, increased from \$509,476 reported to the Audit, Risk and Improvement Committee in March 2026.



The increase is primarily attributable to a capital grant invoice of approximately \$450,000 that was issued in May 2026. This invoice was fully received in June 2026 and therefore does not represent a long-term collection risk.

Debts outstanding for more than 90 days increased marginally from \$94,005 in March 2026 to \$97,776 as at 31 May 2026. The increase reflects a small number of aged debtor balances and is not the primary driver of the overall increase in outstanding debt during the reporting period.

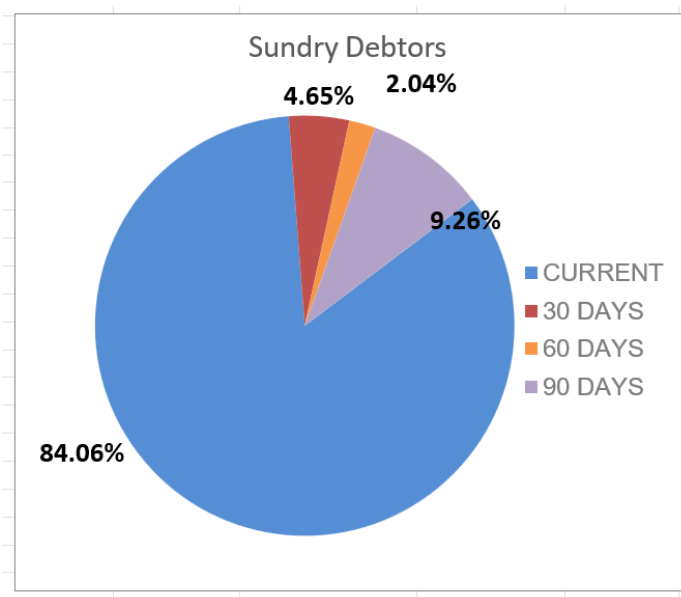
One debtor exceeds both the 90-day ageing threshold and the \$10,000 reporting limit. As at 31 May 2026, the outstanding balance is \$58,031, all of which is more than 90 days overdue.

Detailed information relating to this debtor is contained within the confidential attachment for the Committee's consideration.

A breakdown of aged debt for the current period compared to prior year is tabled below.

Period Ending May 2026	Current	30 Days	60 Days	90+ Days	Total
May 2026 Total Debtors	84%	5%	2%	9%	100%
	887,800	49,092	21,531	97,776	1,056,199
May 2026 Excl. Commercial Properties	89%	3%	5%	3%	100%
	570,534	17,263	32,308	17,922	638,027
May 2025 Total Debtors	63%	16%	4%	16%	100%
	473,416	119,323	33,425	119,965	746,129

The graph below shows the aged debt balances as at 31 May 2026:





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

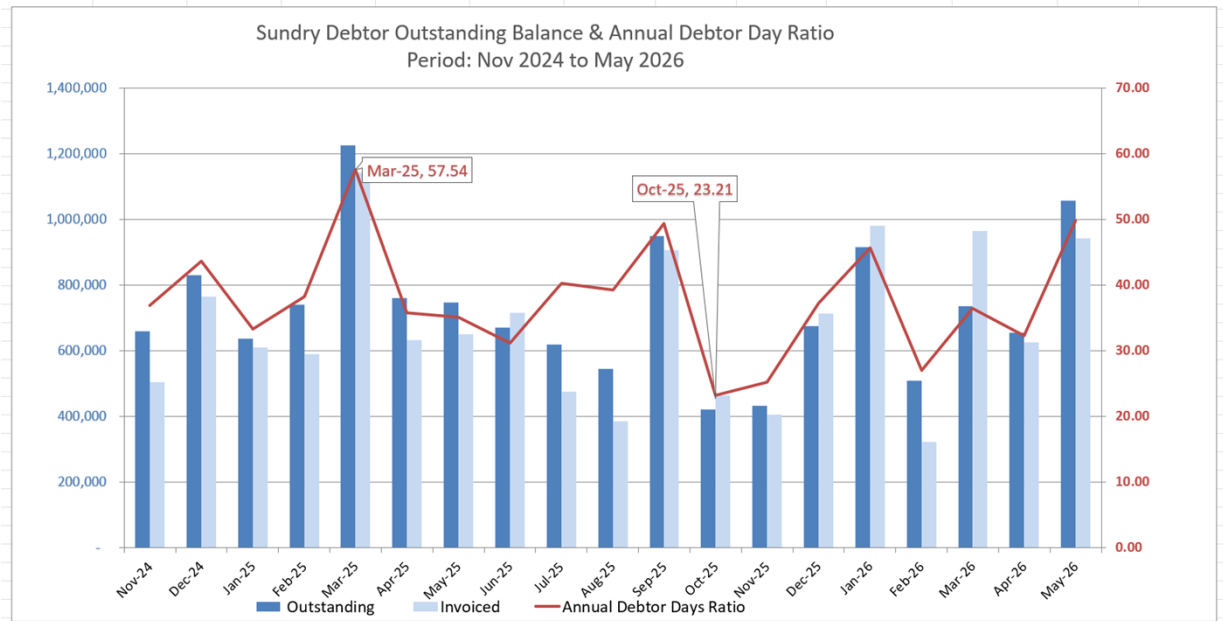
Officers consider all of these metrics alongside each other as well as the debtor day ratio to assist in providing an overarching assessment of general performance of outstanding debtors. The debtor day ratio measures how quickly cash is being collected from debtors regardless of the level of total outstanding 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.

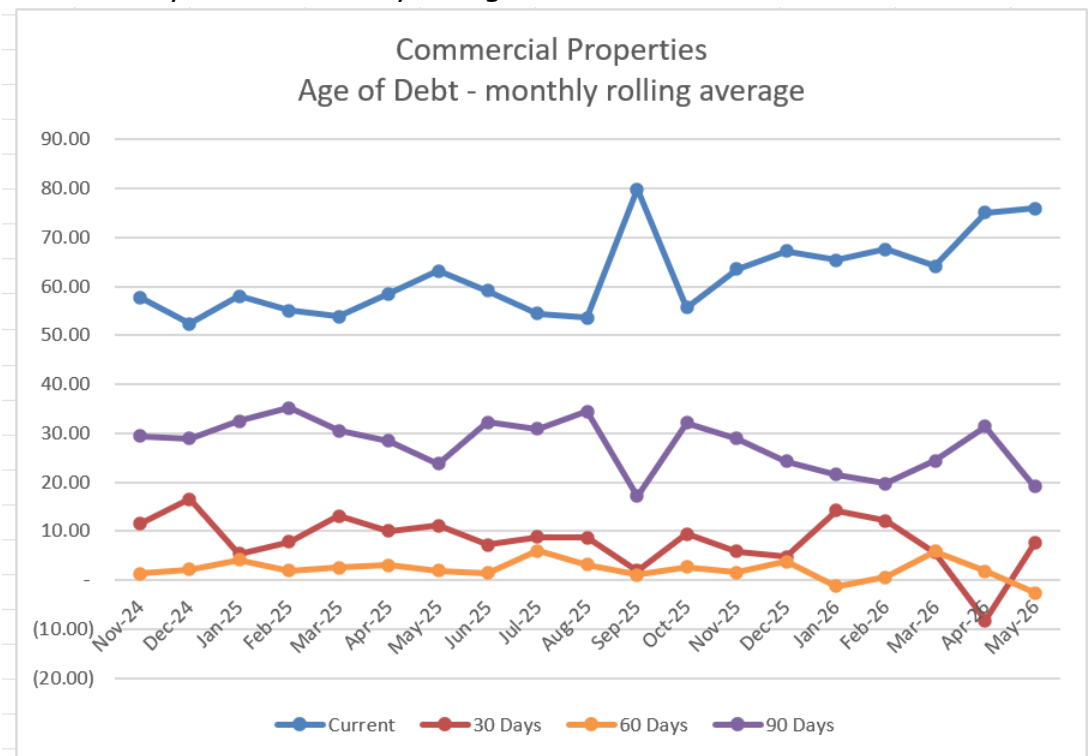
The following chart indicates the debtor days over the last 12 months. Debtor days have steadily increased over the past 12 months, with a ratio of 49.84 being reported for May 2026.



Age of Debt

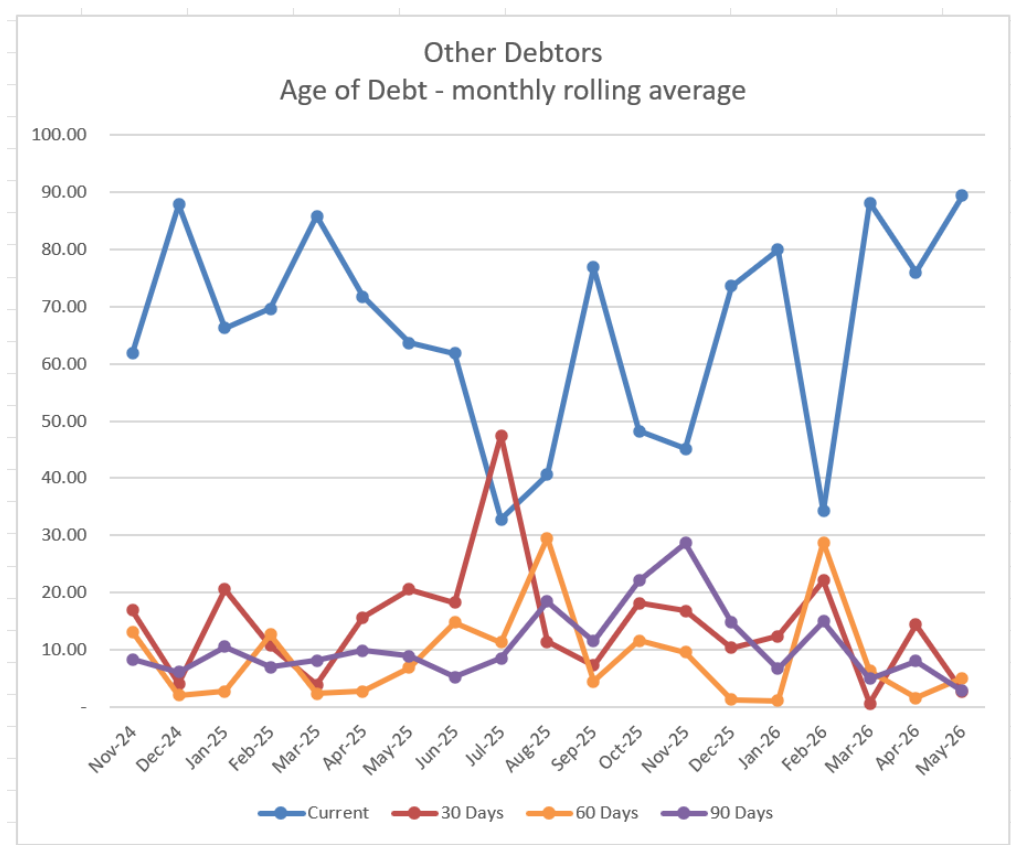
The following graphs show the rolling month average of debt by age category for both Commercial and Other (non-commercial) accounts. This provides a clear view of trends in the City’s aged debt portfolio over time.

For commercial debt, 75% of debt was current as of May 2026. Debt over 90 days has decreased from 19.73% to 19.10% since the last reporting period, while debt in the 30-59 day and 60-89 day categories remains low.



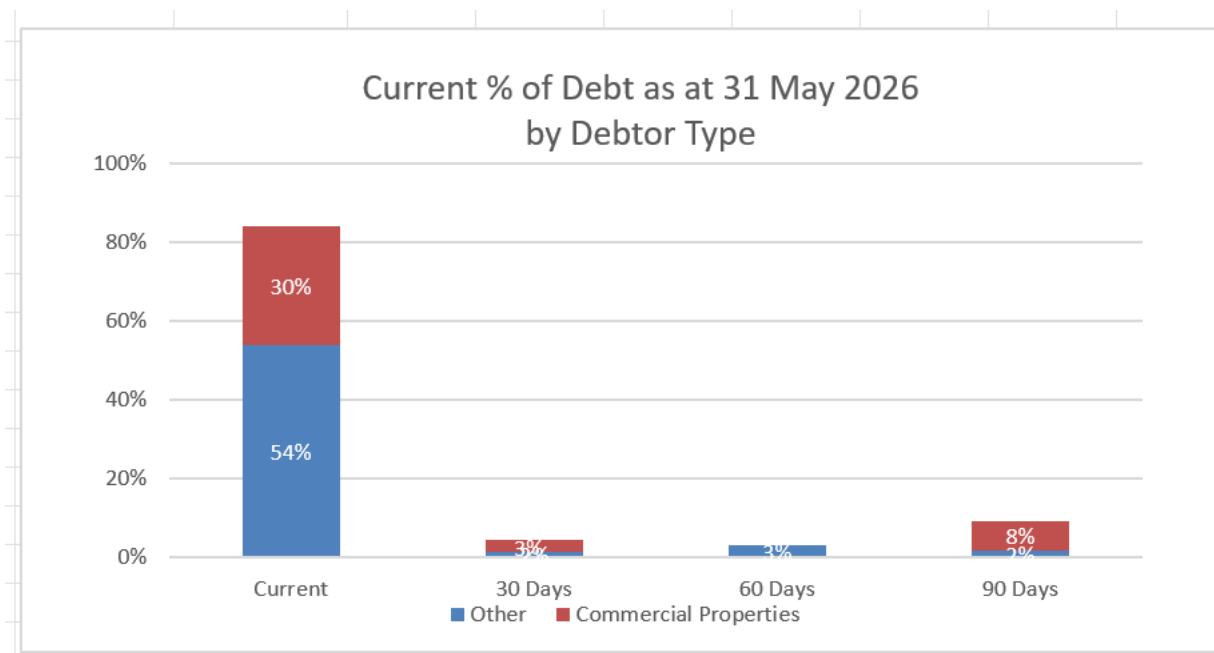


For other debtors, 89% of debt was current as of May 2026. Debt over 90 days has decreased since the last reporting period from 15% to 3%, while debt 60-89 days has decreased from 29% to 5%.



The next graph shows the current value of debt by age category, split between commercial properties and other debtors. Commercial properties make up 30% of current debt and 8% of debt over 90 days, whilst other debtors make up 54% of current, and 2% of debt over 90 days.

City officers continue working with commercial tenants to provide support, 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 was no waiver/write off.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

COMMITTEE RECOMMENDATION ITEM ARIC2606-12
(Officer's recommendation)

Moved: Cr Ingrid van Dorssen

Seconded: Cr Frank Mofflin

Council receive the Overdue Debtors Report as at 31 May 2026, and the confidential attachments listing overdue debts exceeding 90 days with the combined value, by Debtor, exceeding \$10,000 as at 31 May 2026.

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
 Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



**ARIC2606-13 LOCAL EMERGENCY MANAGEMENT COMMITTEE UPDATE
- JUNE 2026**

Meeting date: 15 June 2026
Responsible officer: Manager Regulatory Services
Voting requirements: Simple Majority Required
Attachments: 1. Minutes LEMC Meeting - 25 February 2026

SUMMARY

The purpose of this information report is to provide an overview of the functions of the Local Emergency Management Committee (LEMC), including the City's role in emergency management, and to provide the minutes of the 25 February 2026 LEMC meeting.

BACKGROUND

It is recognised that local governments are the closest level of government to their communities and have access to local knowledge about the local environment and demographic features of their communities.

It is also recognised that in some instances the wider community is not always informed as best as it can be on emergency management, and what it means to be prepared for an unanticipated emergency event.

Section 36 of the *Emergency Management Act 2005* states the functions of local government in an emergency are:

- a. subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- b. to manage recovery following an emergency affecting the community in its district; and
- c. to perform other functions given to the local government under this Act.

As per the definition in the *Act*, recovery means the support of emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing.

The functions of a local emergency management committee (LEMC) are:

- a. to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;



- b. to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- c. to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

The current LEMC is made up of City officers and representatives from:

• WA Police Force	• Australian Border Force
• DFES	• Fremantle Ports
• St John Ambulance	• Department of Communities
• Department of Defence	• Department of Health

Representatives from other groups such as aged care and medical facilities attend meetings on an irregular basis.

The City's membership of the LEMC now includes two elected members, Cr Geoff Graham and Cr Fedele Camarda, and meets four times per year.

COMMITTEE UPDATE

The City's Local Emergency Management Arrangements (LEMA), shared with the Town of East Fremantle, were endorsed by the LEMC on 27 February 2017 and approved by the State Emergency Management Committee (SEMC) on 2 May 2017. They were reviewed in 2025.

Towards the end of each financial year, Officers of the LEMC prepare an Annual Report which is a self-assessment of the City's Emergency Management capabilities. The report identifies any gaps due to external or internal factors during that period.

The committee met on 25 February 2026 to discuss the Terms of Reference for LEMC Meetings, proposed exercise planned for June 2026 and the review of the State Emergency Management Framework.

The minutes of the meeting are provided in attachment 1. The next meeting will be held on 24 June 2026 at the Town of East Fremantle.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required



COMMITTEE RECOMMENDATION ITEM ARIC2606-13
(Officer's recommendation)

Moved: Cr Fedele Camarda

Seconded: Cr Frank Mofflin

Council:

- 1. Receive the Local Emergency Management Committee (LEMC) minutes for February 2026 as provided in attachment 1.**
- 2. Endorse the City's Local Emergency Management Arrangements as provided in attachment 2.**

Carried: 6/0

For:

**Ms Hayley Manser, Mayor Ben Lawver, Cr Fedele Camarda,
Cr Frank Mofflin, Cr Pip Slaughter and Cr Ingrid van Dorssen**

Against:

Nil



Motion of which previous notice has been given

C2606-18 NOTICE OF MOTION - SHORT-TERM ACTIVATION OF CITY OWNED PROPERTIES - CR JEMIMA WILLIAMSON-WONG

Meeting date:	24 June 2026
Responsible officer:	Chief Executive Officer
Voting requirements:	Simple Majority Required
Attachments:	Nil

ELECTED MEMBER SUMMARY

The City of Fremantle owns and leases numerous properties within the City of Fremantle. These properties are sometimes vacant for extended periods of time during 'Expression of Interest' processes, or where a suitable tenant cannot be found.

Vacancy within city centres can increase the risk of anti-social behaviour and costs the businesses and community surrounding the vacant building. Ongoing vacancy also contributes to the perception of Fremantle as an undesirable or uninteresting place to visit. On the other hand, cities thrive when they are a diverse and fully tenanted mix of uses.

The City of Fremantle Commercial Plan has a strategic intent to balance financial performance with 'placemaking value' to decrease vacancy rates.

By formalising a process that allows for City owned properties to be tenanted for short-term use the City can provide affordable, flexible options for local startups and creatives.

This motion proposes investigating a new Commercial Plan action to allow for short-term activation while an Expression of Interest (EOI) process is being undertaken, or where an EOI process does not find a suitable tenant within three months. This will ensure that City assets remain productive and contribute to a creative, diverse, economically sustainable and vibrant Fremantle.

OFFICER COMMENT

The City of Fremantle owns and maintains a variety of property assets across the local government area. A portion of these property assets are made available for commercial lease as a way to generate revenue for the City.

The City's approach to managing its commercial property assets is outlined in the Council adopted Commercial Plan (attachment 1).

As stated in the plan, the majority of the City's commercial properties exist within the City Centre. While the City does manage these properties to achieve a commercial outcome it is unable to operate like a traditional commercial landlord.



As a result, the plan acknowledges that Councils must manage property assets in a way that balances financial performance with community value, planning goals, management orders and broader public benefit – and includes the following consideration:

- Some properties may serve important cultural or civic roles, or add significant value to tenancy mix despite delivering sub-commercial returns.
- Strategic land may yield modest financial returns but enable activation, employment, or affordable space for creative industries.
- Asset decisions must therefore consider the broader economic, environmental, and social impacts beyond immediate financial returns.

For these reasons, the City has done and will continue to make vacant spaces available for temporary activations, as and when those opportunities are presented to the city, or officers proactively identify them.

The City currently only has vacancy in one building within its commercial portfolio (Evan Davies Building). The larger vacancy (7-9 South Terrace) has recently been licensed to a pop-up retailer for the purpose of short-term activation. This space has also been made available for other pop-ups in the past via nonprofit agencies like Spacemarket. The much smaller vacant space adjacent to this (formerly Ben & Jerrys) has also been leased and is currently going through relevant approval processes.

However, should any additional commercial spaces become available due to vacancy officers are supportive of making them available for short term/temporary activations for the appropriate uses, while longer term tenants are sought.

Proposed changes will be made to the commercial plan to formalise this existing practice and will be brought back to Council for endorsement.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple Majority Required

ELECTED MEMBER MOTION

Requests the Chief Executive Officer:

- 1. Investigate a new action for the Commercial Plan 2025-2030 to formalize a process for short-term activation of City-owned commercial properties where no suitable long-term tenant is identified within three months of an EOI closing, or during the EOI process.**
- 2. Present a report back to council with recommendations for implementation.**



Urgent business

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

Late items

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

Confidential business

Nil.

Closure