CITY OF Fremantle

Agenda

Ordinary Meeting of Council

Wednesday 23 September 2026 6:00 pm

fremantle.wa.gov.au

OFFICIAL

Notice of an Ordinary Meeting of Council

Elected Members

An Ordinary Meeting of Council of the City of Fremantle will be held on Wednesday 23 September 2026 in the Council Chamber (Bibbool Room) at the Walyalup Civic Centre, located at 151 High Street, Fremantle commencing at 6:00 pm.

Glen Dougall
Chief Executive Officer

16 September 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 26 August 2026:

Digby Hill spoke in relation to item SGSC2608-7, and asked the following question:

1. The amphitheatre project commenced in 2002, and I was a member of the design committee. The facility was completed in 2004, and we were able to host three very successful performances in the space before it was subsequently closed. Is there any opportunity to move this project forward?

Response:

The project and its delivery phasing can be reviewed by Council as part of the annual budget process.

Marija Vujcic spoke in relation to item SGSC2608-7, and asked the following questions:

1. Despite a 54% increase in annual rate revenue, why does the LTFP forecast six years of operating losses, and will Council publish those results both including and excluding depreciation?
2. What is the complete ten year cost of Hilton Park, what is the ultimate source of the City's $3.75m contribution, and which stages are funded or grant dependent?
3. If the anticipated $25m in asset sale proceeds is not realised, what projects, services or reserves will be deferred or reduced?
4. Will Council amend clause 2.1(i) and require arborist assessments, removal justifications, design alternatives and replacement plan to be published before approving projects affecting significant public trees?

Response:

The LTFP clearly identifies the various areas of revenue and expenditure within the document. Audited operating results will be published in accordance with this.

The City's 10-year plan currently includes a forecast estimate of approx. $21m for the central and southern sections of Hilton Park. No funding is yet secured against these forecasts. The current northern section has a $3.75m municipal funding contribution. A further $3.75m is grant-funded.

This asset disposal relates to the sale of the current operations centre. Any proceeds will be used to fund costs for the proposed new operations centre and Investment Reserve.

The City's Parks and Landscapes team use arborists and consultants to provide expert advice on any City proposal for tree removal. This is undertaken prior to the commencement of projects. The outcome of these assessments are provided within project plans. Therefore, there is no need for amendment to 2.1(i).

Lehani Williams spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following questions:

3. Can the City provide the total expenditure on Hilton Park consultation and community engagement undertaken during 2023 and 2024, and any other relevant years, broken down by consultant, provider and financial year? This should exclude costs associated with master planning, design, engineering, technical studies and construction, and include any engagement costs paid directly or indirectly through Realm Studios, Shape Urban, or any other consultant or subconsultant involved in community engagement.

Response:

For the master planning and engagement phase of the project, the budget provision for consultant fees was $200,000. This included sub-consultants for community engagement whose fee was $53,000.

Stephanie Jones spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following questions:

1. What discussions and decisions occurred during the four months between the endorsed Place Plan and the final Master Plan that resulted in the significant changes to the area being discussed today? Who participated in those discussions?
2. Can the City provide the minutes, project team records, consultant advice, or other documentation recording how those decisions were reached?
3. The Master Plan received only 22 responses. Was that low response rate identified and discussed by the project team, consultants, administration or Council?
4. Did anyone question whether a response rate of approximately 0.05% of the Fremantle population provided sufficient confidence to proceed with a redevelopment of this scale and cost, being nearly $8 million? If it was discussed, can the City provide a record of those discussions? If it was not discussed, why was such a low participation rate not considered significant?
5. Three earlier stages of the Hilton Park engagement process used up to five different methods of disseminating information and seeking community participation. Why were the Place Plan and Master Plan stages subsequently communicated primarily through MySay? Who made that decision and why?
6. According to the City's Annual Report, MySay had 2,800 registered users in 2022-23. Of those registered users, how many were residents or ratepayers of Hilton, Beaconsfield or the City of Fremantle?
7. Noting that registration for MySay is also open to people outside the City, was any assessment undertaken or discussion held regarding whether MySay alone

would provide a sufficiently broad or representative sample of residents for the Place Plan and Master Plan consultations? If such an assessment occurred, can the City provide it?

Response:

Place Plans are not spatial plans, they are early ideas and goals gathered from community engagement that provide a vision statement. Masterplans build on Place Plans. These were developed through engagement to provide a city / consultant-balanced spatial and temporal early layout for a site. A Masterplan serves as a flexible framework to facilitate design development rather than as a rigid, unchangeable blueprint. Design development has been progressed by City officers and will be refined and finalised by the successful contractor.

Appendix E of the Engagement Report (which is published online) includes all relevant working group meeting minutes. It is the go-to record for decisions made. Final endorsements and decisions made by Council are available in the published Council Agendas and Minutes. These documents are also available on MySay.

The Master Plan received 22 comments, which was felt to be a good indication of progress. The reach and extent of engagement was more substantial. A full list of engagement activities and the number of people engaged is available in the Engagement Report.

MySay is only one form of engagement. There were other opportunities to engage. Participants' feedback was captured and recorded. The Working Group, which met regularly, also included members of the community. When it comes to how the City conducts community engagement, it is important not to just take one metric over another, but to view all activities and engagements as contributing to the overall picture. Engagement reports are an important part of the information that goes to Council, which makes the final decision on projects.

Updates on the Hilton Park Masterplan have been communicated through the City's MySay page and through its other communications channels extensively. The City will continue to utilise these channels for future updates. MySay is one of the ways in which the City conducts community engagement. It is designed to gather feedback on projects, plans or proposals, which then assist Council in making decisions. MySay is not, in and of itself, a decision-making tool. The power to make decisions rests with Council. People who participate in the City's community engagement activities, either on MySay or in-person, are not required to register or reveal where they live or whether they are ratepayers or not.

As the MySay database has grown substantially since 2022-23, it is no longer possible to extract data regarding residential or ratepayer status from that year.

MySay is used as a tool to assist Council in its decision-making. Engagement reports typically indicate where respondents live, if respondents choose to disclose that information. In addition to MySay, officers and Elected Members also engage with the community on projects in person or through correspondence. A full list of engagement activities and the number of people engaged is available Engagement Report for the Hilton Park project.

Sita Bresnihan spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following question:

1. I request that Council provide a tree protection plan prepared by a qualified consulting arborist that clearly shows the actual impact of the proposed works on the mature trees within the area. There are a number of very large mature trees on the edge of the proposed development site and, in my professional opinion, their retention may be incompatible with the current plan. Can this information be provided to the community before the works commence?

Response:

The City engaged a professional Consultant who provided a comprehensive Environmental Management Plan, which is available on the City's website. This includes advice on trees, flora and fauna – this document will guide and inform final design parameters and contractor works.

Mark Woodcock spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following questions:

1. Could Council provide the total line-item cost to ratepayers for removing the 26 mature trees, including stump grinding, and outline how the loss of an estimated 1,000 years of combined tree growth is reflected in the City's asset registers? Can Council state what formal impact study was undertaken regarding the impact on local birdlife, specifically the loss of mature roosting canopy, foraging sites and tree hollows used by urban species? What will happen to the trees if they are ultimately removed?
2. Regarding the local arborist bidding and quoting process, was the tree removal contract awarded through an open and competitive quotation process? Were Fremantle or other local arborist companies given the opportunity to quote for the work? How many companies submitted quotations or tenders before the contract was finalised?

3. Given that heavy machinery and stump grinding can disturb ground containing asbestos materials, what air quality monitoring will the City require around the perimeter fencing and in response to changing wind directions affecting neighbouring residential streets, including Lefroy Road and Carrington Street? Will the daily monitoring logs prepared by the independent occupational hygiene monitor be published to allow the public to review and verify the results?

Response:

The initial costs for tree removal were estimated at approx. $35,000. This is subject to variation and amendment. The City has completed an Environmental Management Plan, which is available on the City's website. The City will seek to reuse as much material as possible. Suitable hardwood trees may be retained for use as nature play elements, habitat logs for local fauna, or future landscaping projects within the City of Fremantle. Material not suitable for reuse may be converted into mulch and used on-site to support revegetation, suppress weeds, improve soil health, and assist with dust control.

The works will progress via Parks and Landscapes tendered supplier. FCC605/22. It was awarded July 2022.

The City has engaged a suitably qualified professional asbestos removal contractor. All relevant and necessary monitoring and management provisions will be in place for the duration of the works.

Anina Burns spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following questions:

1. What would it take for Council to take back the two Electors' Meetings and adopt or initiate a plan and design that does not mean the removal of irreplaceable 70-year-old trees, which are not replaceable by replanting two more?
2. What would it take for Council to reconsider a decision that some believe has been determined by bureaucracy and would rather make a bad decision now, which is irreversible, than make the right one?
3. Does Council acknowledge that this, and other destruction of tree canopy in Fremantle, greatly contradicts the tree canopy retention policy that the Mayor himself designed, and that Fremantle residents had faith in Council to represent and uphold green city policy interests?
4. Does Council acknowledge concerns that this act, the perceived hypocrisy, the misleading information regarding the number of trees to be removed, and the lack of community engagement in decision-making, may not encourage the

community to have faith in the current Council to make decisions on behalf of the many rather than the few?

5. How does Council respond to concerns raised by the 580 signatures collected over four days, and for those that cannot speak, including the birds, the trees and the environment?
6. What would it take for Council to go back and redesign the Master Plan in a way that would reinstate the feeling of trust the community had in Council?
7. When did public space become private enterprise?

Response:

Subject to the Motions from the Electors Meeting, Officers will prepare a report for Elected Members to consider at the Ordinary Council Meeting of 23 September 2026.

The project plan for the Hilton Park Masterplan has provided tree replacement in accordance with the the policy which outlines the requirements of the planting replacement program when trees are required to be removed. More than twice as many trees will be planted than removed.
The City conducted an extensive community engagement process for the Hilton Park project, which was well-documented and publicised widely. Decisions of Council are available in the published Council Agendas and Minutes.

The Council has arranged a Special Electors Meeting for 15 September 2026.

Hilton Park is classified a District Sports Space.

Kaisa Adams spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following question:

1. The Hilton Park Place Plan states, and I quote, “Reducing the amount of turf on site is an important part of ensuring the long-term resilience of Hilton Park.” If reducing the amount of turf is an important part of the park’s long-term resilience, how did we end up with a Master Plan that includes a new oval and more turf?

Response:

Final endorsements and decisions made by Council are available in the published Council Agendas and Minutes.

The project will provide for better quality and better managed turf on the ovals.

There is an overall reduction of turf, and increased mulching / revegetation and hydro zoning; this will reduce water usage (irrigation) and maintenance costs.

Merilyn Major spoke in relation to matters not on the agenda, including the Hilton Park Masterplan, and asked the following questions:

2. What was the reason that four Councillors declared a disclosure of interest when voting on the Fremantle Oval development in November 2024 due to their football club memberships, and yet those same four Councillors did not declare an interest when voting for the Hilton Park Football Oval three months earlier?

3. How many of the 10 Councillors who voted in favour of the Master Plan in 2024 had a membership to a football club, or someone in their family did?

Response:

Elected Members are required to declare financial, proximity, and impartial interests in items presented to Council and Committee under the *Local Government Act 1995* and *Local Government (Model Code of Conduct) Regulations 2021.* An impartial interest does not require an Elected Member to leave the meeting for the discussion or vote of an item.

It is at the Elected Member's discretion to declare an interest if relevant.

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 26 August 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
Committee and working group reports

PSC2609-1 LILLY STREET, NO. 37 (LOT 20), SOUTH FREMANTLE - VARIATION TO DA0288/25 (TWO STOREY ADDITIONS AND ALTERATIONS TO EXISTING SINGLE HOUSE) – (JD VA0020/26)

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Committee
Attachments:	1. Amended Plans 2. CONFIDENTIAL - Applicant and Owner Details
Additional Information: *(viewed electronically)*	3. Justification Letter 4. Heritage Impact Assessment 5. Adjoining Landowner Support Letter 6. Site Photos
New Attachments: *(added since Committee)*	7. Additional Attachment 16/09 - Site Visit Report

SUMMARY

Approval is sought by the applicant for a variation to the approved two storey additions and alterations to an existing Single house at No. 37 (Lot 20) Lilly Street, South Fremantle.

The proposal is referred to Council due to the nature of some discretions being sought that cannot be addressed through conditions of approval. The application seeks discretionary assessments against the Local Planning Scheme No. 4 (LPS4) and Local Planning Policies. These discretionary assessments include the following:

- Demolition of heritage significant fabric

The application is recommended for refusal.

PROPOSAL

Detail

Approval is sought by the applicant for the variation to the approved two storey additions and alterations to an existing Single house at No. 37 (Lot 20) Lilly Street, South Fremantle (subject site).

The proposed works include:

- Demolition of an 11.75m section of existing limestone dividing fence on the boundary of the subject site and the adjoining property to the south (No. 39A Lilly Street).
- Relocation of the previously approved south garage wall from 250mm off the south side lot boundary (abutting the dividing fence) to a nil setback to this lot boundary (requiring the removal of a portion of dividing fence to allow for the garage to be built on the boundary).

Development plans are included as attachment 1.

Site/application information

Date received:	1 July 2026
Scheme:	Residential R30
Heritage listing:	Limestone Feature(s), South Fremantle Precinct Heritage Area
Existing land use:	Single House
Use class:	Single House
Use permissibility:	P

In accordance with the *Privacy and Responsible Information Sharing Act 2024* and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment.

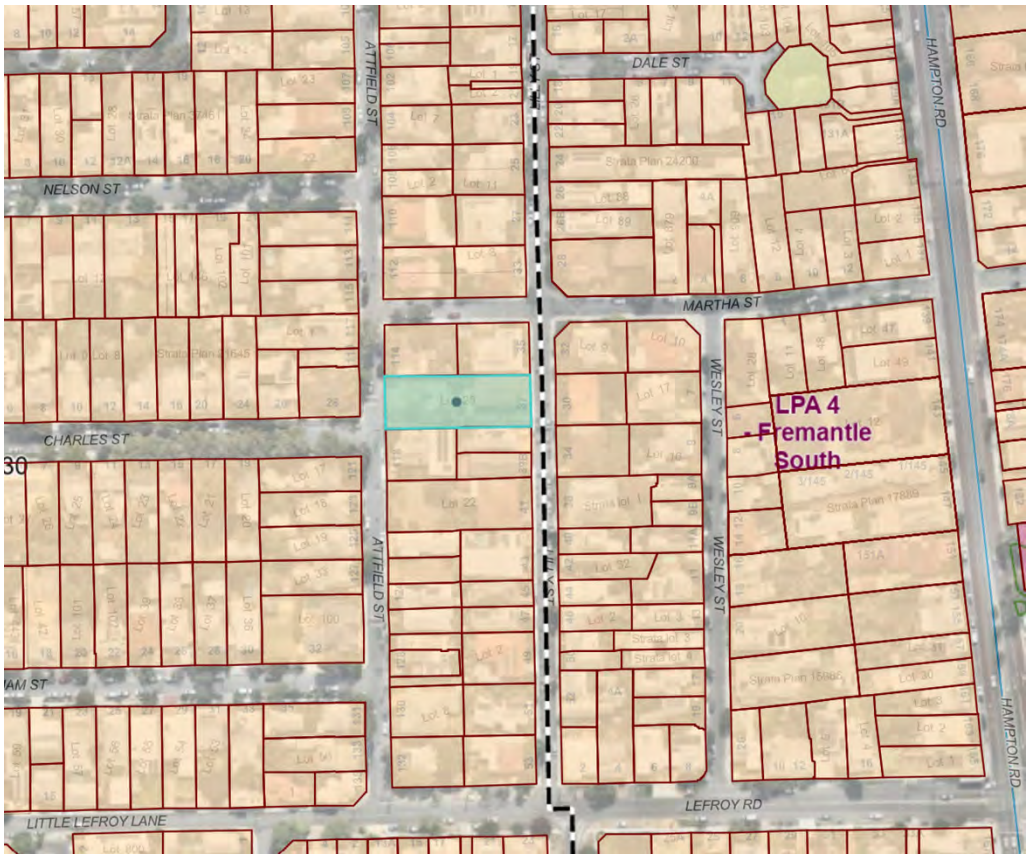


Figure 1 – Planning context map

Figure 2 – Aerial image of the subject site (April 2026)

Figure 3 – The dividing fence subject of this application as viewed from the adjoining lot No. 39A Lilly Street

CONSULTATION

External referrals

Nil required.

Community

The application does not involve any variations to planning controls and is associated with an existing permitted land use, as such no community consultation was required. Notwithstanding, the landowner adjoining the proposed dividing fence works has provided a letter of support.

City of Fremantle internal referrals

City of Fremantle Heritage

The following comments (summarised) were provided in relation to the heritage impact of the demolition of a portion of a heritage significant limestone dividing fence:

- The proposal is to demolish a significant portion of an original 1898 limestone dividing fence.
- The fence is part of the original stables and dividing fence between the subject site and No. 118 Attfield Street and has cultural heritage significance.
- Subsequently, the rear of No. 118 Attfield Street was subdivided and this portion of the fence sits between what is now No. 37 Lilly Street and No. 39A Lilly Street (rear of No. 118 Attfield Street).
- The original development approval under DA0288/25 for No. 37 Lilly Street clearly shows the retention of the limestone dividing fence with a new garage boundary wall proposed to abut this fence.
- It is noted that the applicant states that the dividing fence is in poor condition and needs to be removed.
- Local Planning Policy 3.6 Heritage-protected Places Built Form and Land Use states that demolition or removal of culturally significant fabric or a place is contrary to the principles and objectives of this policy and the scheme.
- LPP3.6 also states that poor condition is not a justification for demolition or removal of culturally significant fabric.
- It is considered that the stabilisation and retention of the dividing fence is possible and that the proposed demolition of the fence will result in the loss of fabric of heritage significance.

The works proposed (demolition of a significant part of an original 1898 limestone dividing fence) in this application are therefore not acceptable as they will have a negative impact on the heritage values of No. 37 Lilly Street, South Fremantle and the South Fremantle Precinct Heritage Area. The City's Heritage Impact Assessment is included as additional information.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4 and relevant Council local planning policies. In this particular application the areas outlined below do not meet the policy provisions:

- Demolition of heritage significant fabric

The above matters are discussed below.

Background

The subject site is located on the west side of Lilly Street, extending through to Attfield Street as the secondary street. The site has a land area of approximately 1156m² and is currently a Single house. The site is zoned Residential and has a density coding of R30. The site is included on the City of Fremantle Heritage List due to existing Limestone Features which includes a former heritage significant stable. Additionally, the site is located within the South Fremantle Precinct Heritage Area.

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

- BP0219/26 - Alterations and additions to existing Single house (in accordance with plans approved under DA0288/25)
- DP0007/26 - Partial demolition of 60's extension, existing hardscaping/retaining walls and portion of rear stable (in accordance with plans approved under DA0288/25)
- DA0288/25 - Two storey additions and alterations to existing Single house (subject of this variation application)
- Dwelling constructed 1965, no planning history on file

Land Use

A Single house is a 'P' land use within the Residential zone which means that the use is permitted by the Scheme.

Demolition of Buildings and Structures

Clause 67(2) (k) and (l) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions)* require Local Governments to have due regard to the built heritage conservation of any place that is of cultural significance and the effect of the proposal on the cultural heritage significance of the area in which the development is located when making decisions on relevant applications.

The City's LPS4 provides the following requirements for the demolition of buildings and structures –

> *4.14.1 Council will only grant planning approval for the demolition of a building or structure where it is satisfied that the building or structure:*
>
> *(a) has limited or no cultural heritage significance, and*
> *(b) does not make a significant contribution to the broader cultural heritage significance and character of the locality in which it is located.*

This clause provides the authority for the decision maker to issue approval for demolition only where both criteria (parts a and b) of clause 4.14.1 are satisfied. If the proposal or place does not meet these criteria, there is no ability for the Council to approve demolition of the place, per the above clause wording.

The proposed demolition of a portion of heritage limestone dividing fence is not supported for the following reasons:

- As detailed in the Heritage Impact Assessment included as additional information, the proposed demolition works are to a limestone fence which was constructed circa 1898. This fence was constructed as part of the original stables. The stables and limestone fence are remnants of a once thriving horse racing and stable industry in South Fremantle and is therefore of cultural heritage significance. Due to the history and use of these buildings/structures, it is considered that they also make a significant contribution to the broader cultural heritage significance and character of the locality.

The demolition of an 11.75m long section of this heritage limestone dividing fence is therefore not supported under clause 4.14.1 for the reasons outlined above.

Local Planning Policy 3.6 Heritage-protected Places Built Form and Land Use

5. Demolition	
5.1 – Demolition criteria	Officer Comment
5.1.1 Demolition or removal of culturally significant fabric or a place is contrary to the principles and objectives of this policy and the scheme. The following factors are not considered justification for demolition: a. economic or other perceived gain from the redevelopment of the land; b. poor condition resulting from the place not being properly maintained; and/or c. the presence of hazardous materials, such as asbestos.	The applicant has sought to justify that a portion of the dividing fence requires removal due to potential failure that may occur during construction/ excavation works for the additions and alterations approved under DA0288/25. There has been no evidence provided that the fence as it currently stands is at risk of failure. The onus is therefore on the builder to ensure that the fence is stabilised and/or suitably repaired to ensure its structural integrity, should they wish to act on any approved works.

	As outlined by clause 5.1.1, any perceived poor condition of the fence, due its lack of maintenance is not considered suitable justification for its removal.
5.1.2 When considering partial demolition, the original / early portion of the place is to be retained and conserved. For contributory properties, this relates only to the original building exterior. For individually listed properties, this relates to the whole of the place.	The whole of the limestone rear stables and dividing fence extending along the south boundary is included in the limestone features heritage listing. Removal of a portion of this fence is therefore not supported.
5.1.3 Facadism, where all building fabric is removed apart from the façade, is not supported due to the loss of significant historic meaning and heritage value.	N/A
5.1.4 The removal and replacement of asbestos or other hazardous materials should be followed immediately by replacement with a matching (but non-hazardous) material. For example, flat asbestos wall sheeting with joint cover battens should be replaced with flat fibre cement sheeting with joint cover battens in the same configuration; a replacement with timber weatherboards or fibre cement weatherboards would not be considered to be a matching material.	N/A
5.1.5 Where demolition is approved, an archival record prepared in a format approved by the City may be required as a condition of planning approval.	Not considered applicable.
8. Additions and Alterations to All Contributory and Individually Listed Places	
8.13 Limestone features	**Officer Comment**
Parts of Fremantle are located on limestone ridges and low hills. Remnants of limestone outcrops and cuttings into limestone ridges for roads, footpaths and buildings are important features in some streetscapes. i. Limestone features such as outcrops and cuttings are to be conserved and retained.	As detailed above, the existing limestone dividing fence is considered to be of cultural heritage significance and is recommended to be retained in its entirety.

CONCLUSION

Approval is sought by the applicant for the variation to the approved two storey additions and alterations to an existing Single house at No. 37 (Lot 20) Lilly Street, South Fremantle. The proposal involves demolition works to a limestone dividing fence which was constructed circa 1898.

As stated above, the fence was constructed as part of the original stables which exist on the site today. The stables and limestone fence are remnants of a once thriving horse racing and stable industry in South Fremantle and is therefore of cultural heritage significance. Due to the history and use of these buildings/ structures, it is considered that they also make a significant contribution to the broader cultural heritage significance and character of the locality. As considered above, the proposed works do not satisfy the requirements of clause 4.14.1 of LPS4 or the relevant provisions of Local Planning Policy 3.6 Heritage-protected Places Built Form and Land Use. As such, the proposed development is recommended for refusal.

STRATEGIC IMPLICATIONS

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

LIVEABLE CITY - SUSTAINABLE GROWTH IN CITY CENTRE POPULATION

- Fremantle is recognised as a development-friendly city as a result of flexible and adaptable approaches to planning.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant is able to apply for a review of any Refusal or conditions of approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Planning Services Committee under delegation 1.1 of the City of Fremantle Delegated Authority Register.

This item was referred to Council for determination in accordance with clause 9.16 of the Meeting Procedures Policy, to allow for due process and to allow for the applicant to supply further information about the Geo Technical report.

OFFICER'S RECOMMENDATION

Moved: Mayor Ben Lawver Seconded: Cr Melanie Clark

Council:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Variation to DA0288/25 (Two Storey Additions and Alterations to Existing Single House) at No. 37 (Lot 20) Lilly Street, South Fremantle, as detailed on plans dated 1 July 2026, for the following reasons:

1. The proposal is inconsistent with clauses 67(k) and (l) of the Deemed Provisions, clause 4.14.1 of LPS4 and Local Planning Policy 3.6 (Heritage-protected Places Built Form and Land Use) as the proposed demolition of a portion of heritage listed limestone dividing fence will result in the loss of heritage significant fabric and will detract from the heritage significance of No. 37 Lilly Street, South Fremantle and the South Fremantle Precinct Heritage Area.

Lost: 0/5

For:

Nil

Against:

Mayor Ben Lawver, Cr Jemima Williamson-Wong, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

In accordance with clause 9.7 of the Meeting Procedures Policy, Cr Andrew Sullivan moved the following alternative motion, accepted by the Presiding Member.

OFFICIAL

COMMITTEE RECOMMENDATION ITEM PSC2609-1
(Alternative motion)

Moved: Cr Andrew Sullivan Seconded: Cr Ingrid van Dorssen

Council, under delegation 3.21:

APPROVE under the Metropolitan Region Scheme and Local Planning Scheme No. 4 the Variations to DA0288/25 (Two Storey Additions and Alterations to Existing Single House) granted 14 November 2025 at No. 37 Lilly Street (Lot 20), South Fremantle, subject to the same terms and conditions, except whereby modified by the following condition(s):

A. Condition 1 of the Planning Approval dated 14 November 2025 February 2026, be deleted and replaced with the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 1 July 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

B. Additional condition

7. Prior to the removal of the section of southern boundary limestone wall a detailed plan and schedule shall be submitted for approval to the satisfaction of the City of Fremantle, which outlines:
   a) the limestone buttress and structural bracing system being used, and
   b) detailed description of the limestone material resulting from the removed portion of fence and how this could be re used for onsite interpretation purposes, and
   c) any other remediation works which will be implemented to protect and maintain the remaining sections of heritage significant limestone southern dividing fence.

Carried: 5/0

For:

Mayor Ben Lawver, Cr Jemima Williamson-Wong, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

Reason for Alternative Motion:
The conservation effort was significant in relation to the overall fabric to be retained.

In accordance with clause 9.16 of the Meeting Procedures Policy, Cr Andrew Sullivan requested that the item be referred to the Ordinary Meeting of Council for determination to allow for due process and for the applicant to supply further information about the Geo Technical report. Seconded by Cr Jemima Williamson-Wong.

ADDITIONAL OFFICERS COMMENT

Following the Planning Services Committee on 2 September 2026, the applicant has provided site visit report from a structural engineering consultant in relation to the wall (see additional information to this report). The report details excavation that has occurred next to the wall that has put the wall at risk of failure.

Officers position regarding the significance of the wall has not changed after reviewing this report. It is reasonable to expect that in a major conservation and adaptation project like this an allowance would have been made to conserve the historic limestone walls on site to ensure their long term survival and structural stability. It is also reasonable to expect that some underpinning of an existing wall may be required if you are undertaking substantial excavating adjacent. If the wall is leaning and unsafe then it may warrant taking down part of the wall and rebuilding it like for like. It is noted however, that the applicant is now proposing to locate the garage wall on the boundary leaving no space for the reconstruction.

Should Council seek to approve the demolition, as per the conditions in Committees recommendation it is recommended additional information be provided for technical review to ensure the protection of the remaining elements of the wall.

OFFICIAL

PSC2609-4 FORREST STREET, NO. 20 (LOTS 1626, 973 & 523), FREMANTLE - DEMOLITION OF EXISTING SINGLE HOUSE WITHIN HERITAGE AREA - (ED DA0187/26)

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Committee
Attachments:	1. Development Plans 2. CONFIDENTIAL - Applicant and Owner details
Additional Information: *(viewed electronically)*	3. Applicant Planning Report and Heritage Impact Assessment 4. CoF Heritage Impact Assessment 5. Site Photos

SUMMARY

Approval is sought for Demolition of an existing Single house and incidental structures at No. 20 (Lots 1626, 973 & 523) Forrest Street, Fremantle.

The proposal is referred to Council as it involves the demolition of a dwelling within the Holland / Forrest Street Heritage Area.

The application is recommended for refusal.

PROPOSAL

Detail

Approval is sought for demolition of an existing Single house and incidental structures at No. 20 (Lots 1626, 973 & 523) Forrest Street, Fremantle. The property is not individually listed on the City of Fremantle Heritage List; however, it is located within the Holland / Forrest Street Heritage Area. As such, Development approval is required for the demolition of the dwelling under the *Planning and Development (Local Planning Schemes) Regulations 2015*.

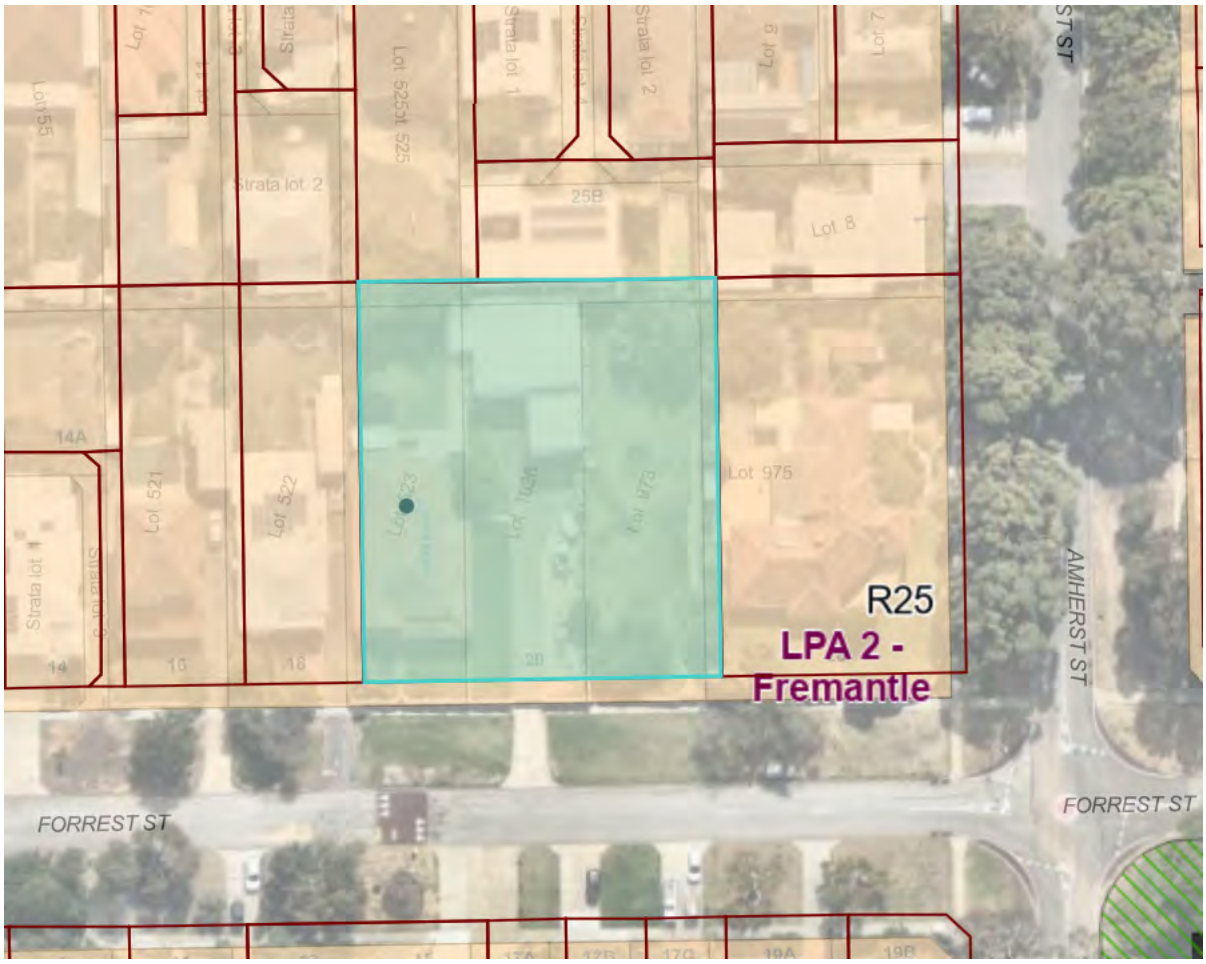
No new development is proposed as part of this application.

Development plans are included as Attachment 1 and the applicant's supporting Planning Report (prepared by Planning Solutions) and Heritage Impact Statement (prepared by Griffiths Architects) are provided in the Additional Information 1 to this report.

Site/application information

Date received:	21 May 2026
Scheme:	Residential (R25)
Heritage listing:	Holland/Forrest Street Heritage Area
Existing land use:	Single House
Use class:	N/A (demolition only)
Use permissibility:	N/A

In accordance with the *Privacy and Responsible Information Sharing Act 2024* and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment.



CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the proposal involved demolition of a dwelling within a registered Heritage Area.

The advertising period concluded on 26 June 2026, and nil (0) submissions were received.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4 and relevant Council local planning policies.

Demolition requires careful consideration because it potentially removes all the heritage significance of the place, except for intangible historical and social values that are not dependent on physical fabric.

Clause 67(2) (k) and (l) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions)* require Local Governments to have due regard to the built heritage conservation of any place that is of cultural significance and the effect of the proposal on the cultural heritage significance of the area in which the development is located when making decisions on relevant applications.

Clause 4.14.1 of the City's Local Planning Scheme No.4 (LPS4) also states:

4.14.1 Council will only grant planning approval for the demolition of a building or structure where it is satisfied that the building or structure:

(a) has limited or no cultural heritage significance, and

(b) does not make a significant contribution to the broader cultural heritage significance and character of the locality in which it is located.

4.14.2 In considering an application under 4.14.1, Council shall have regard to any heritage assessment required under the Planning and Development (Local Planning Schemes) Regulations 2015.

This clause provides the authority for the decision maker to issue approval for demolition only where both criteria (parts a and b) of clause 4.14.1 are satisfied.

If the proposal or place does not meet these criteria, there is no ability for the Council to approve demolition of the place, per the above clause wording.

Background

The subject site is located on the northern side of Forrest Street near the junction of Amherst Street, in Fremantle. The site has an effective (across the 3 lots) land area of approximately 2,277m² and is currently a single storey single house with large, detached outbuilding/garage toward the rear of the site (refer site photos at Additional Information 1). The site is zoned Residential and has a density coding of R25. The site is not individually heritage listed though it is located within the Holland/Forrest Street Heritage Area.

The subject dwelling is a single storey, rendered masonry house with a hipped and gabled roof which was constructed in 1906 in the Federation bungalow style and modified in the Post-War Era.

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

Early History

- 1906-1908 - Development of the block of Forrest Street between Chalmers (Edmund) and Amherst begins in 1906 with the construction of two houses on the north side (18 and 20 Forrest Street) and a house on the south side (11 Forrest Street) in 1908.
- 1938 - House extended to rear. Additions include a bedroom, kitchen, bathroom, laundry and rear verandah. Aerial photos from 1947 and 1953 shown that the original roof form and chimneys were retained with a new hipped roofs constructed over the addition creating a 'M' shape.
- 1960s - House altered internally and externally. The changes are typical of Post-War Era house renovations carried out in Fremantle at that time. The roof was modified to create a simple hipped roof that extends over the original and 1930s parts of house. The new roof was clad with tiles and has slightly wider eaves which were boxed in. The two chimneys were removed and the gable end was clad with timber boarding. The verandah was widened and extended across the front of the projecting wing as a sunhood and also around the side of the building to form a sleepout. Information provided by the owner records that the stone walls were rendered and the double hung sash windows modified to horizontal format casement windows. The interior was modernised at this time with new ceilings, cornices, doors etc but the timber floors were retained.

Recent History

- *DA136/06 – Home Occupation*
- *DA0280/15 - Retrospective primary street fence addition to existing Single House*

The Holland and Forrest Streets Heritage Area was adopted in 2017 following a heritage study on the north-east corner of Fremantle which had been commissioned because this area had not been well investigated during the compilation of the original Fremantle Municipal Heritage Inventory in 2000. During the study the heritage area's individual Contributory Places were not identified.

The City of Fremantle is currently reviewing its 18 heritage areas and identifying all contributory places. In areas where the contributory places have not yet been identified, such as the Holland and Forrest Heritage Area, the status of a place is assessed on receipt of a planning application.

Heritage and Demolition

Local Planning Policy 3.6 - Heritage-protected Places Built Form and Land Use (LPP3.6), provides that demolition is a permanent change that cannot be reversed. Even removal of places with lower levels of individual heritage significance in an area or minor fabric of a place can cumulatively undermine the significance of a heritage place or area.

In considering a proposal for demolition on any site in a Heritage Area where the mapping of contributory places has not been completed and/or is incomplete, the local government shall determine whether any fabric located thereon qualifies as a contributory place as part of the development application assessment process. Applications will be assessed against Clause 4.14 of the City's LPS4 (as outlined above) with the following additional policy guidance from LPP3.6:

Clause 5.1 - Demolition Criteria:

5.1.1 Demolition or removal of culturally significant fabric or a place is contrary to the principles and objectives of this policy and the scheme. The following factors are not considered justification for demolition:

a) economic or other perceived gain from the redevelopment of the land;
b) poor condition resulting from the place not being properly maintained; and/or
c) *the presence of hazardous materials, such as asbestos.*

5.1.2 When considering partial demolition, the original / early portion of the place is to be retained and conserved. For contributory properties, this relates

only to the original building exterior. For individually listed properties, this relates to the whole of the place.

5.1.3 Facadism, where all building fabric is removed apart from the façade, is not supported due to the loss of significant historic meaning and heritage value.

5.1.4 The removal and replacement of asbestos or other hazardous materials should be followed immediately by replacement with a matching (but non-hazardous) material. For example, flat asbestos wall sheeting with joint cover battens should be replaced with flat fibre cement sheeting with joint cover battens in the same configuration; a replacement with timber weatherboards or fibre cement weatherboards would not be considered to be a matching material.

5.1.5 Where demolition is approved, an archival record prepared in a format approved by the City may be required as a condition of planning approval.

The applicant has provided a supporting Planning Report (prepared by Planning Solutions) and Heritage Assessment (prepared by Griffiths Architects) in support of the demolition of the dwelling within the relevant policy framework, full details can be found in Additional Information 1 of this report.

The applicant's detailed Heritage Assessment report (see Additional Information 1) concludes that:

The assessment prepared a thorough gathering of documentary and physical evidence, examined the broader precinctual physical evidence, produced values and a statement of significance, reviewed the Holland/Forrest Street Heritage Area assessment and drew conclusions.

Heritage values of the place were tested, and it was found that the heritage value of 20 Forrest Street is low in terms of the place being contributory place to the Holland/Forrest Street Heritage Area. In a visual sense, the place does not contribute to the values identified in the Heritage Area assessment.

There are historic and social values that are not represented by the physical evidence, as the house has gone through its major iterations, leaving little fabric that represents its earliest era, and more substantial fragments of 1938 part, and much more of the 1960s. The latter stage left only the enclosing four walls of the 1906 house and none of its roof, openings, or opening treatments.

Considering the place in terms of the Holland/Forrest Street Heritage Area statement of significance, it must be concluded that this is a non-contributory place.

In relation to the precinct as a whole, the loss of 20 Forrest Street would not be to its detriment.

In terms of LPP 3.6, the place can be said to non-contributory and therefore under the provisions of LPS 4.14, demolition can be permitted.

It may be appropriate to make an archive record of the place prior to its demolition, making use of the information in this report and extending it to meet the required archive record standard.

In consideration of its social and historic value, and in acknowledgement of its neighbour at 18 Forrest Street, the replacement house might acknowledge the bulk and scale of no 18 and 20 and make a design that is contemporary and sympathetic to the former.

City officers have reviewed the demolition proposal, applicant's Heritage Assessment (prepared by Griffiths Architects, refer Additional Information 1) and have undertaken a detailed Heritage Impact Assessment (HIA) based on an external inspection of the site and from internal photographs (an internal site inspection was requested by officers but the applicant advised this was unable to be accommodated). Pursuant to this, City officers have prepared a Heritage Impact Assessment in accordance with the Burra Charter and LPP 1.6 Heritage Administration and Procedures, for which full details can be found in Additional Information 2 of this report.

The City's HIA acknowledges the applicant's Heritage Assessment yet disagrees with its conclusions that 20 Forrest Street has little heritage significance and does not contribute to the character of the heritage area. Officers also disagree with the conclusion that the demolition of 20 Forrest Street will not adversely affect the heritage area and that the western end of the heritage area has little heritage value.

The City's HIA provides the following statement of significance for the house at 20 Forrest Street:

House, 20 Forrest Street, is a typical rendered stone and tile single storey house constructed in 1906 and modified in the Post-War era which has cultural heritage significance:

- *aesthetic value for its contribution to the streetscape and the heritage area.*
- *historic and social value as a demonstration of the development of Fremantle and the demographic changes that occurred in the Gold Boom and Post War Eras*
- *as an example of the Federation Bungalow style of architecture which has been modified in the Post War Era*
- *as a representative example of the typical houses in the Fremantle area.*

The house at 20 Forrest Street has heritage Significance but the extent of external and internal modification means that it does not meet the threshold for inclusion on the City of Fremantle Heritage List.

While dwelling does not meet the threshold for inclusion on the City of Fremantle Heritage List, the dwelling remains deemed, in the City's assessment, a 'contributory' dwelling within the Holland/Forrest Street Heritage area, as follows:

While the exterior and interior of 20 Forrest Street have been modified in the Inter-War and Post War Eras the external form of the building visible from the street is still recognisable as an early Twentieth Century house due to its siting, form and composition. 20 Forrest Street, the adjacent house at 18 Forrest Street, and the four historic houses opposite combine to form a historic streetscape that defines the western end of Forrest Street.

20 Forrest Street makes a positive contribution to the heritage streetscape of Holland Street and the heritage values of the Holland / Forrest Street Heritage Area and is a Contributory place in the Holland / Forrest Street Heritage Area.

The dwelling is also deemed to contribute to the Holland and Forrest Street Heritage area generally, as follows:

20 Forrest Street sits in the block between Chalmers and Amherst Street. Development of this block began prior to the construction of government housing to the east of Amherst Street in 1915 and represents the privately constructed housing for workers and small business owners that was constructed in this area in the Gold Boom. A similar pattern of development can be seen in Chalmers Street and the western end of Holland Street.

There are two historic houses on the north side of this block (18 and 20) and four on the south side of the street (9, 11, 13 and 19A). These houses combine to form an identifiable historic streetscape in this block of Forrest Street and they also combine with historic houses in Chalmers Street and the western end of Holland Street to contribute to the heritage character of the Holland and Forrest Street Heritage Area. While the exterior and interior of 20 Forrest Street have

been modified in the Inter-War and Post War Eras the external form of the building is still recognisable as an early Twentieth Century house due to its siting, form and composition and it makes a positive contribution to the heritage area.

The changes that have been made to 20 Forrest Street in the Inter-War and Post War eras are typical of modifications that were carried out at that time to refurbish and modernise older houses in Fremantle. Throughout Fremantle there are many examples of houses with these types of modification which are included on the Heritage List and /or are recognised as a contributory place in a heritage area because the original siting, form, composition and scale are still visible.

The alterations that have been made to 20 Forrest Street are linked to the demographic changes that occurred in the Inter-War and Post-War Era and the enormous contribution that was made to the development of Fremantle by families from Southern and Eastern Europe especially in the Post-War era. These changes add a layer of heritage significance to the house.

The HIA also outlines the negative impact of the demolition of the contributory dwelling:

The demolition of a place removes all heritage value apart from some intangible historic and social values that are not embodied in the built fabric. The demolition of 20 Forrest Street will permanently remove all of its heritage values.

The house at 20 Holland Street contributes to the heritage character and values of the Holland and Forrest Streets Heritage. The removal of this place will adversely affect the value of the heritage area. The loss of 20 Forrest Street will leave 18 Forrest Street as the only remaining heritage place on the north side of this block and will weaken the western end of this heritage area.

It is also considered that the existing dwelling is capable of being adapted, altered and/or extended while retaining the existing contribution the dwelling makes to the Holland/Forrest Street Heritage Area.

In summary, the City's HIA concludes that the demolition of 20 Forrest Street should not be supported, pursuant to LPP3.6 and cl. 4.14 of the City's LPS4, as the existing dwelling is deemed to hold greater than little or no heritage significance for the reasons outlined above and its demolition will have a negative impact on the heritage values of Holland/Forrest Heritage Area by removing one of the places that contributes to its heritage character.

CONCLUSION

The demolition of the existing dwelling on the subject site is unable to be supported by officers as the existing dwelling is considered to have cultural heritage significance as a 'Contributory Place' in the Holland/Forrest Street Heritage Area, contributing to the Forrest Street streetscape character through the cultural heritage significance of its built form and typology.

On this basis, the proposal is not supported and is recommended for refusal.

STRATEGIC IMPLICATIONS

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

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

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

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant is able to apply for a review of any Refusal or conditions of approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Planning Services Committee under delegation 1.1 of the City of Fremantle Delegated Authority Register.

This item was referred to Council for determination in accordance with clause 9.16 of the Meeting Procedures Policy.

COMMITTEE RECOMMENDATION ITEM PSC2609-4
(Officer's recommendation)

Moved: Cr Andrew Sullivan Seconded: Cr Ingrid van Dorssen

Council:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, demolition of the existing Single House at No. 20 (Lots 1626, 973 & 523) Forrest Street, Fremantle, as detailed on the plans dated 21 May 2026, for the following reasons:

1. The demolition of the existing Single house does not meet the requirements of Clause 4.14.1 of the City of Fremantle Local Planning Scheme No.4, as the place is:
   a) deemed to have at least "some" cultural heritage significance (i.e. the place has greater than little or no significance); and
   b) deemed to a contributory place to the streetscape of Forrest Street and the Holland/Forrest Street Heritage Area generally.

2. The demolition proposal does not meet the relevant criterion of clause 5.1 of LPP3.6 to support demolition as the existing dwelling is deemed a 'Contributory Place' within the Holland/Forrest Street Heritage Area and its loss would therefore reduce the cultural heritage significance of the heritage area and streetscape generally.

3. The demolition of the dwelling with cultural heritage significance is contrary to Clause 67(2)(k) and (l) of the Planning and Development (Local Planning Schemes) Regulations 2015(Deemed Provisions) as it will have an adverse impact upon the cultural heritage significance of the place as well as the Holland/Forrest Street Heritage Area.

Carried: 5/0
For:
Mayor Ben Lawver, Cr Jemima Williamson-Wong,
Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen
Against:
Nil

In accordance with clause 9.16 of the Meeting Procedures Policy, Cr Jemima Williamson-Wong requested that the item be referred to the Ordinary Meeting of Council for determination. Seconded by Cr Andrew Sullivan.

ADDITIONAL OFFICER'S COMMENT

At its meeting on 2 September, the Planning Services Committee requested that officers undertake an internal inspection of the property in order update their Heritage Assessment in response to the applicant's commentary regarding construction methodology and the condition of the home. The applicants have declined this request.

PSC2609-8 DOURO ROAD, NO. 11/1 (LOT 13), SOUTH FREMANTLE - CHANGE OF USE TO UNHOSTED SHORT TERM RENTAL ACCOMMODATION (ED DA0253/26)

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Committee
Attachments:	1. Development Plans 2. Management Plans (Redacted) 3. Code of Conduct (Redacted) Douro 4. CONFIDENTIAL - Applicant and Owner Details
Additional Information: *(viewed electronically)*	5. Site Photos

SUMMARY

Approval is sought by the applicant for a change of use to Unhosted short-term rental accommodation at No. 11/1 Douro Road, South Fremantle.

The proposal is referred to Council due to the nature of some discretions being sought and comments received during the notification period that cannot be addressed through conditions of approval. The application seeks discretionary assessments against the Local Planning Scheme No. 4 (LPS4) and Local Planning Policies. These discretionary assessments include the following:

- Land Use (Discretionary 'A')

The application is recommended for conditional approval.

PROPOSAL

Detail

Approval is sought for a change of use of an existing Grouped dwelling to Unhosted short-term rental accommodation (STRA) at No. 11/1 Douro Road, South Fremantle. No works are proposed to the existing building or dwelling as part of this application.

Development plans are included as Attachment 1 and the Management Plan and Code of Conduct at Attachments 2 and 3 respectively. Site photos are provided at Additional Information 1.

Site/application information

Date received:	2 July 2026
Scheme:	Residential (R40)
Heritage listing:	South Fremantle Heritage Area (Not Individually Listed)
Existing land use:	Multiple Dwelling
Use class:	Unhosted Short Term Rental Accommodation
Use permissibility:	A

In accordance with the Privacy and Responsible Information Sharing Act 2024 and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment and due to the requirement to link the land use to a person in LPP 2.27 Unhosted Short-term Rental Accommodation, the name will be included on the Determination Notice issued.

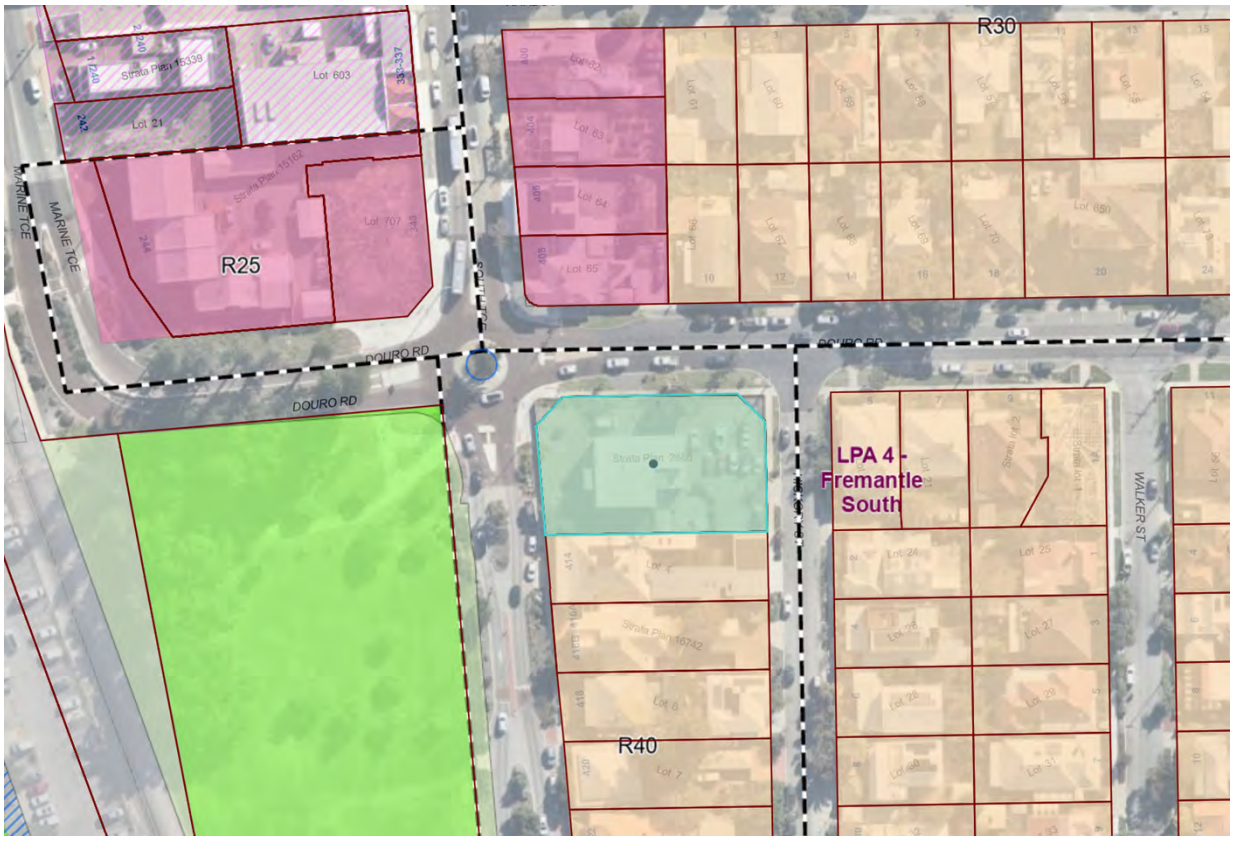


Figure 1. Site Location Plan within planning context.

CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the as the proposal required a merit-based assessment against the Scheme and local planning policy. The advertising period concluded on 24 July 2026, and one (1) submission was received, objecting to the proposal. The following issues were raised (summarised) with officer comment provided in the following table:

Submitter Comment	Officer Comment
Objection in principle to the use, housing supply and long term accommodation should be considered, Fremantle does not need more STRA in this area.	Assessment of the discretionary land use and its appropriateness at this location is detailed in the officer comment below.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies. The relevant assessment criteria are discussed as follows:

- Land use – Unhosted Short-Term Rental Accommodation

The above matters are discussed below.

Background

The subject site is located on the southern side of Douro Road in South Fremantle at the junction with South Terrace and comprises a 3 storey complex of 15 Multiple Dwellings (refer site photos at Additional Information 1). The site is zoned Residential and has a density coding of R40. The site is not individually heritage listed though is located within the South Fremantle Heritage Area.

The subject dwelling comprises 1 bedrooms, an internal area of approximately 40sqm and has 1 car parking space in the ground floor car park designated for exclusive use of the dwelling.

The surrounding area is comprised of 1-2 storey single houses and grouped dwellings, some 2-3 storey multiple dwellings and various non-residential uses along the mixed use zone toward this end of South Terrace

A search of the property file has revealed there is no recent nor relevant planning history for the site.

Data from the State's Short Term Rental Accommodation (STRA) Register indicates that 3 of the 15 units, including the subject unit, within the apartment complex (representing 20% of the total unit number) are registered as unhosted STRA units as it currently stands.

Land Use

'Unhosted Short-Term Rental Accommodation' is a discretionary ('A') use in the Residential Zone, which means that the use is not permitted unless the Council has exercised its discretion and has granted development approval after giving special notice (advertising) in accordance with clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* Schedule 2. In this regard the following matters have been considered:

- *(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area*
- *(m) The compatibility of the development with its setting including the relationship of the development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development*
- *(n) The amenity of the locality including the following:*
  - *(i) Environmental impacts of the development*
  - *(ii) The character of the locality*
  - *(iii) Social impacts of the development*
- *(y) Any submissions received on the application.*

For the purpose of assessing matter (a) above, the objectives of the Residential zone are as follows:

Development within the residential zone shall —

- *(i) provide for residential uses at a range of densities with a variety of housing forms to meet the needs of different household types, while*

recognising the limitations on development necessary to protect local character,

(ii) safeguard and enhance the amenity of residential areas and ensure that development, including alterations and additions, are sympathetic with the character of the area,

(iii) encourage high standards of innovative housing design which recognise the need for privacy, energy efficient design and bulk and scale compatible with adjoining sites,

(iv) recognise the importance of traditional streetscape elements to existing and new development,

(v) conserve and enhance places of heritage significance the subject of or affected by the development, and

(vi) safeguard and enhance the amenity of residential areas by ensuring that land use is compatible with the character of the area.

The proposed development is considered to address the above matters for the following reasons:

- The proposed Unhosted short-term rental accommodation is considered minor in scale, comprising a single bedroom unit (limited to a maximum of two occupants, secured by condition) and it is not considered the scale of this operation will result in detrimental impact to the amenity of the area or adjoining residents if managed appropriately in accordance and the management plan (Attachment 2) by the operator and guests comply with the code of conduct submitted with the application (Attachment 3).
- It is noted that while the subject site is located in the residential zone, the subject site is adjacent the popular tourist area of South Beach (150m west of the subject site) and the various and many café/restaurant offerings toward this end of South Terrace (25m north of subject site).
- The subject dwelling is 1 of only 3 total registered unhosted STRA units within the complex of 15 units (representing 20%) as it currently stands, with the majority of dwellings remaining as owner-occupied and/or long term rental tenanted. It is therefore considered there is not an overabundance of temporary residents or STRA within the complex as it currently stands.
- There are no external additions or alterations proposed to the dwelling (or complex) in this application, as such there are no elements that will impact the existing streetscape or heritage character of the area.
- The land use is considered to satisfy the objectives of the Residential zone, as it will provide a land use compatible with surrounding residential uses, providing accommodation without having detrimental impact on adjoining properties subject to effective and responsible management of the accommodation and compliance with the Local Planning Policy 2.27, which

seeks to mitigate any amenity impacts, as discussed in greater detail below.

Local Planning Policy 2.27 – Unhosted Short-Term Rental Accommodation

The purpose of LPP2.27 is to establish a framework to manage unhosted Short-term rental accommodation within the City of Fremantle. The policy seeks to balance the tourism benefits with residential amenity and urban living, ensuring development and land use aligns with neighbourhood character while not detrimentally impacting the viability of an area through the overabundance of temporary residents.

The objectives of LPP2.27 are to:

1. *To ensure unhosted short-term rental accommodation is designed, sited and managed to preserve amenity and character of areas with heritage, environmental or conservations values.*
2. *To maintain the amenity and established character of zones by ensuring the location, scale, design and operation of unhosted short-term rental accommodation is appropriate to the setting.*
3. *To ensure unhosted short-term rental accommodation is appropriately serviced to meet the needs of visitors and prevent detrimental impacts on the local environment or infrastructure.*
4. *To ensure the vibrancy and viability of zones, particularly the City Centre zone, is maintained by retaining a base of predominantly permanent residents.*

The following table evaluates the proposal against the policy provisions of LPP2.27.

Table 1 – Assessment against LPP2.27

1. Built Form and Site Appearance	Officer comment
1.1 Proposals for unhosted short-term rental accommodation must align with the applicable Residential Design Codes (R-Codes), Local Planning Scheme, Local Development Plans and any location specific local planning policies.	No change is proposed to the existing built form.
1.2 On-site signage is required for all proposals and is: a) Limited to sign plaques or plates affixed to the main frontage of the building. b) To not exceed 0.5m² per dwelling.	A condition of approval is recommended to ensure compliance with signage requirements per the policy.

c) To be consolidated where multiple unhosted short-term rental accommodation units are contained on a site. d) To include the property owner or manager's contact information.	
2. Car Parking	Officer comment
2.1 For all zones, except the City Centre Zone - In addition to providing car parking in accordance with the Residential Design Codes, additional on-site car parking bays should be provided at a rate of one bay for every two bedrooms exceeding four bedrooms (i.e. one additional bay for 5-6 bedrooms, two additional bays for 7-8 bedrooms etc).	Complies – 1 on-site bay is provided for and allocated to the one-bedroom dwelling for dedicated use. As the dwelling is only one-bedroom, no additional on-site parking is required.
2.2 City Centre Zone – The City Centre is a pedestrian friendly location with plentiful retail and dining options within walking distance, close to many of the City's tourist attractions and is well serviced by public transport. Therefore, there is no requirement for the provision of on-site parking within this zone.	N/A – not located within the City Centre zone.
3. Dwelling Occupancy	Officer comment
3.2 Grouped and Multiple Dwellings - Maximum occupancy of no more than two persons per bedroom, excluding persons under 16, to a maximum of six persons.	The subject dwelling is one-bedroom dwelling. A maximum of two (2) persons are permitted to occupy the at any one time which is secured via a recommended condition of approval.
3.3 Rooms not originally designed as bedrooms (e.g. living /dining rooms) cannot be converted for STRA occupancy calculations.	The bedroom is a lawful bedroom and there is no proposal to convert other areas of the dwelling for use as an additional sleeping area.
4. Location Requirements	Officer comment
4.1 In order to prioritise permanent residents within the City Centre Zone so as to retain a lively and vibrant centre throughout the year, consideration will be given to the number of hosted and unhosted short term rental accommodation properties registered at the time of the development application being lodged.	N/A – not located within City Centre zone.
5. Servicing Considerations	Officer comment

5.1 Development is to be connected to a reticulated potable water supply.	Complies
5.2 Development is to be connected to a reticulated sewage or serviced by an approved on-site effluent disposal system with adequate capacity for the proposed number of occupants.	Complies
6. Time Limitations of Approvals	Officer comment
6.1 Development approval may be limited to a period of 12 months where Council deems it appropriate to properly assess the impact on neighbours and amenity.	The proposed STRA can only accommodate a maximum of two (2) persons. It is not considered that this will result in any significantly detrimental impact to the amenity of adjoining properties/dwellings or the area generally. As such a 12 month approval limit is not considered to be required.
7. Restriction of Operator	Officer comment
7.1 Due to the detailed management measures required to operate an unhosted short term rental accommodation in accordance with this policy, development approval for unhosted short-term rental accommodation is restricted to the approved landowner and will not run with the property. A change in landowner will require a new development applicant for unhosted short-term rental accommodation to be submitted and approved.	Compliance with this provision will be secured via a recommended condition of approval.
8. Management Plans and Other Unhosted Short-Term Rental Accommodation Application Requirements	Officer comment
8.1 Where a unhosted short-term rental accommodation is located on a strata title, a letter from the Strata Manager or Strata Management Company in support of the proposed use is to be included with the development application.	A letter from the Associate Strata Manager, on behalf of the Council of Owners, has been submitted in support of the proposed STRA within the complex.
8.2 For proposals located in all zones except the City Centre zone, a site plan indicating the location of on-site parking is to be provided with the development application.	Refer plans provided in Attachment 1 of this report which indicates the allocated parking bay for the unit.

8.3 Development applications must include a Management Plan detailing the following: a) Contact details (phone number and email address) of the Property Manager, which may be the landowner or an external agent. The Property Manager is to respond to nuisance behaviour within 12 hours of a complaint. b) Method of booking and checking in. c) Confirmation of location of designated on-site / visitor parking bays. d) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. e) Complaint management procedures addressing nuisance behaviour which may include: • Violence or threats • Loud aggressive behaviour, including yelling, screaming or arguing • Excessively loud noise nuisance • Overlooking • Light spill • Barking dogs • Smoke or odours. f) Waste management strategies to ensure appropriate disposal. g) Bushfire emergency response procedures (in designated bushfire prone areas).	A Management Plan accompanied the lodgement of the application (Attachment 2) which addresses the requirements of this provision. Adherence with this Management Plan will be secured via a recommended condition of approval.
8.4 A detailed Code of Conduct is to be made available to all occupants and included with the development application. The Code of Conduct is to include the following: a) Contact details of the Property Manager, including after-hours contact details. b) Expected behaviour of occupants / visitor to minimise impact on neighbours. c) Any restrictions of visitors or parties/ events. d) Location of on-site car parking for occupants / visitors, as well as any parking restrictions applicable to the location.	A Code of Conduct accompanied the lodgement of the application (refer Attachment 3) which addresses the requirements of this provision. Compliance with the Code of Conduct will be secured via a recommended condition of approval. A copy of the Code of Conduct is to be made

e) Details of alternate transport options, such as public transport. f) Details regarding waste management, including specific expectations of guests regarding waste disposal and bin collection. g) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. h) Bushfire emergency response procedures (where applicable). i) Any other information relevant to the use of the property which may impact the amenity of the location.	available to the occupants of the accommodation.

In further consideration of the objectives of LPP2.27, while the property is not located in the City Centre zone, it is noted that only 3 units, inclusive of the subject site, of the 15 dwellings within the complex (representing 20% overall) are registered as unhosted STRA units, with a majority of dwellings remaining as owner-occupied and/or long term rental tenanted. It is therefore considered there is not an overabundance of temporary residents or STRA within the complex as it currently stands.

Further, the STRA unit is considered of a small scale (one bedroom, two occupant maximum), that is appropriately located near the popular tourist destination of South Beach and South Terrace and well serviced (with public transport and excellent walkability and cyclability to other areas of Fremantle) to meet the needs of visitors and if managed appropriately and in accordance with management plans provided, will not be detrimental to the amenity of the adjoining residents or the area generally.

On the basis of the above and subject to appropriate conditions of approval, the proposal is considered acceptable pursuant to LPP2.26 objectives and provisions.

CONCLUSION

Approval is sought for a change of use to Unhosted short-term rental accommodation at No. 11/1 Douro Road, Fremantle. With consideration to the officer assessment above, the proposed Unhosted STRA is considered acceptable and can be suitably operated to minimise any potential impact to the amenity of adjoining residents and the area generally.

The land use is generally compatible with the objectives of the Residential zone and LPP2.27, providing accommodation that is minor in scale, with STRA still a

minority use (3 out of 15 dwellings, representing 20%) of the overall number of dwellings within the multiple dwelling complex. The subject site is suitably located for visitors and can be expected to operate with minimal amenity impact to adjoining residents if managed appropriately and in accordance with the management plans to be implemented by the operator.

As such, the application is considered worth of approval, subject to appropriate conditions of approval.

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant is able to apply for a review of any Refusal or conditions of approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Planning Services Committee under delegation 1.1 of the City of Fremantle Delegated Authority Register.

This item was referred to Council for determination in accordance with the City of Fremantle Delegated Authority Register: A decision of committee can only be made by the votes (in favour or against) of at least four (4) members of the committee.

OFFICIAL

OFFICER'S RECOMMENDATION

Moved: Cr Andrew Sullivan Seconded: Mayor Ben Lawver

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 11/1 Douro Road, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 30 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 11/1 Douro Road, South Fremantle, only. If this Landowner ceases to be the landowner of the site, the Unhosted short-term rental accommodation use hereby approved will expire.

3. The approved use is restricted to a maximum of two (2) guests at any one time, based on the one (1) bedroom within the dwelling.

4. The Management Plan and Code of Conduct dated 30 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle. A copy of the Code of Conduct is to be made available to all occupants of the Unhosted short-term rental accommodation.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the front door/ entrance to the dwelling;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m²);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

   d) Include the property owner or manager's contact information, including contact telephone and email information.

The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended), such as:

- mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
- vehicles;
- amplified acoustic systems; and
- patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

In accordance with clause 9.7 of the Meeting Procedures Policy, Cr Melanie Clark moved the following amendment, as provided in the additional documents:

AMENDMENT

Moved: Cr Melanie Clark Seconded: Cr Ingrid van Dorssen

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

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 11/1 Douro

Road, South Fremantle*, for a period of 24 months from the date of this approval* only. If this Landowner ceases to be the landowner of the site*, or the temporary 24 month approval from date of this approval is reached,* the Unhosted short-term accommodation use hereby approved will expire.

Amendment Carried: 4/0

For:

Mayor Ben Lawver, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

Reason for amendment:

As per our Policy, to review land use compatibility and amenity concerns, development approval may be limited to a period of 24 months where Council deems it appropriate to properly assess the impact on neighbours and amenity. Two years is appropriate in this instance.

COMMITTEE RECOMMENDATION ITEM PSC2609-8
(Officer's recommendation, as amended)

Moved: Cr Andrew Sullivan Seconded: Mayor Ben Lawver

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 11/1 Douro Road, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 30 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 11/1 Douro Road, South Fremantle*, for a period of 24 months from the date of this approval* only. If this Landowner ceases to be the landowner of the site*, or the temporary 24 month approval from date of this approval is reached,* the Unhosted short-term rental accommodation use hereby approved will expire.

3. The approved use is restricted to a maximum of two (2) guests at any one time, based on the one (1) bedroom within the dwelling.

4. The Management Plan and Code of Conduct dated 30 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle. A copy of the Code of Conduct is to be made available to all occupants of the Unhosted short-term rental accommodation.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the front door/ entrance to the dwelling;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m²);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

   d) Include the property owner or manager's contact information, including contact telephone and email information.

   The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended), such as:

- mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
- vehicles;
- amplified acoustic systems; and
- patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

Carried: 3 / 1

For:
Mayor Ben Lawver, Cr Andrew Sullivan and Cr Ingrid van Dorssen

Against:
Cr Melanie Clark

In accordance with Delegation 1.1 of the City of Fremantle Delegated Authority Register, the above item is referred to the Ordinary Meeting of Council for final determination.

PSC2609-9 DOURO ROAD, NO. 2/1 (LOT 4), SOUTH FREMANTLE - CHANGE OF USE TO UNHOSTED SHORT TERM RENTAL ACCOMMODATION (CR DA0254/26)

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Committee
Attachments:	1. Site Plan 2. Management Plan 3. Code of Conduct 4. CONFIDENTIAL - Applicant and Owner Details
Additional Information: *(viewed electronically)*	5. Site Photos

SUMMARY

Approval is sought by the applicant for a change of use to Unhosted short-term rental accommodation at No. 2/1 (Strata Lot 4) Douro Road, South Fremantle.

The proposal is referred to Council due to the nature of some discretions being sought and comments received during the notification period that cannot be addressed through conditions of approval. The application seeks discretionary assessments against the Local Planning Scheme No. 4 (LPS4) and Local Planning Policies. These discretionary assessments include the following:

- Land Use (Discretionary 'A')

The application is recommended for conditional approval.

PROPOSAL

Detail

Approval is sought for a change of use of an existing Grouped dwelling to Unhosted short-term rental accommodation (STRA) at No. 2/1 (Strata Lot 4) Douro Road, South Fremantle. No works are proposed to the existing building or dwelling as part of this application.

Development plans are included as Attachment 1 and the Management Plan and Code of Conduct at Attachments 2 and 3 respectively.

Site/application information

Date received:	2 July 2026
Scheme:	Residential (R40)
Heritage listing:	South Fremantle Heritage Area (Not Individually Listed)
Existing land use:	Multiple Dwelling
Use class:	Unhosted Short Term Rental Accommodation
Use permissibility:	A

In accordance with the Privacy and Responsible Information Sharing Act 2024 and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment and due to the requirement to link the land use to a person in LPP 2.27 Unhosted Short-term Rental Accommodation, the name will be included on the Determination Notice issued.

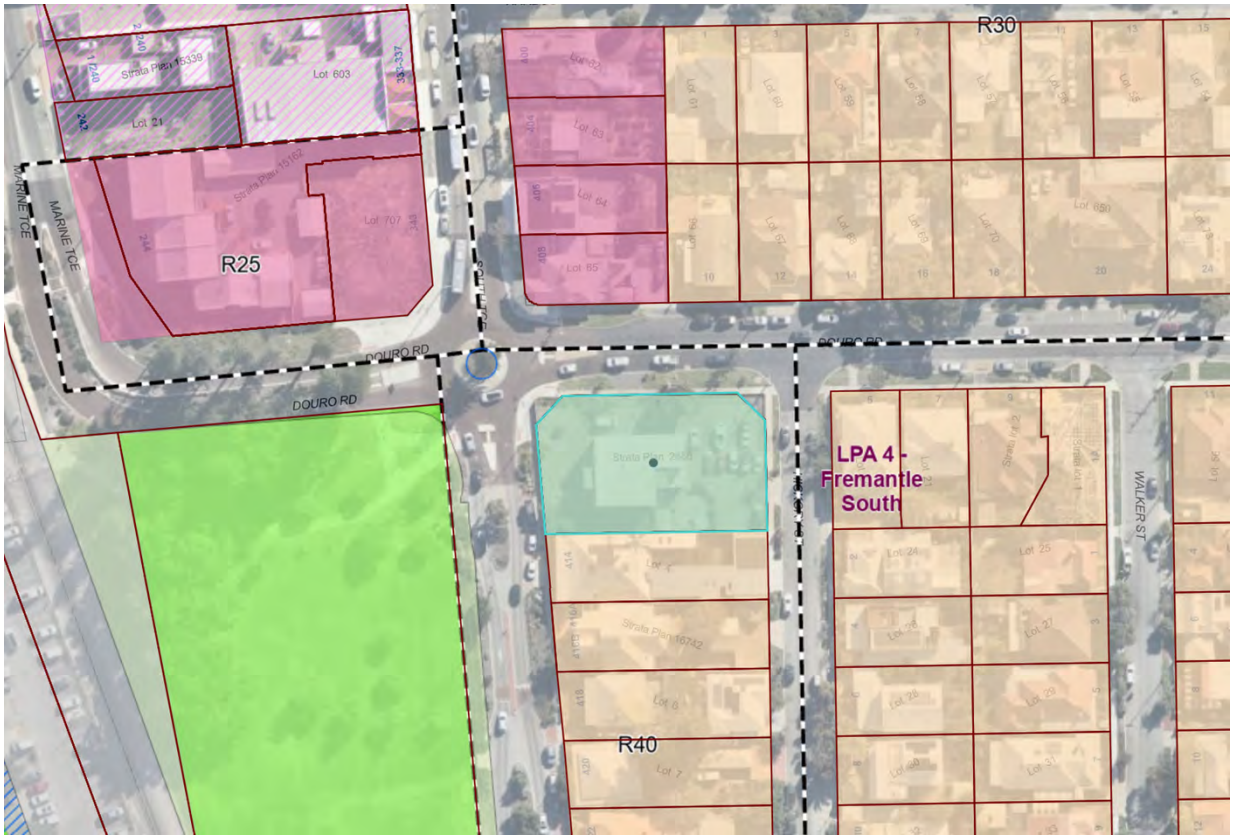


Figure 1. Site Location Plan within planning context.

CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the as the proposal required a merit-based assessment against the Scheme and local planning policy. The advertising period concluded on 24 July 2026, and one (1) submission was received, objecting to the proposal. The following issues were raised (summarised) with officer comment provided in the following table:

Submitter Comment	Officer Comment
Objection in principle to the use, housing supply and long term accommodation should be considered, Fremantle does not need more STRA in this area.	Assessment of the discretionary land use and its appropriateness at this location is detailed in the officer comment below.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4, the R-Codes and relevant Council local planning policies. The relevant assessment criteria are discussed as follows:

- Land use – Unhosted Short-Term Rental Accommodation

The above matters are discussed below.

Background

The subject site is located on the southern side of Douro Road in South Fremantle at the junction with South Terrace and comprises a 3 storey complex of 15 Multiple Dwellings. The site is zoned Residential and has a density coding of R40. The site is not individually heritage listed though is located within the South Fremantle Heritage Area

The subject dwelling comprises 1 bedrooms, an internal area of approximately 40sqm and has 1 car parking space in the ground floor car park designated for exclusive use of the dwelling.

The surrounding area is comprised of 1-2 storey single houses and grouped dwellings, some 2-3 storey multiple dwellings and various non-residential uses along the mixed use zone toward this end of South Terrace.

A search of the property file has revealed there is no recent nor relevant planning history for the site.

Data from the State's Short Term Rental Accommodation (STRA) Register indicates that 3 of the 15 units, including the subject unit, within the apartment complex (representing 20% of the total unit number) are registered as Unhosted STRA units as it currently stands.

Land Use

'Unhosted Short-Term Rental Accommodation' is a discretionary ('A') use in the Residential Zone, which means that the use is not permitted unless the Council has exercised its discretion and has granted development approval after giving special notice (advertising) in accordance with clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* Schedule 2. In this regard the following matters have been considered:

- *(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area*
- *(m) The compatibility of the development with its setting including the relationship of the development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development*
- *(n) The amenity of the locality including the following:*
  - *(i) Environmental impacts of the development*
  - *(ii) The character of the locality*
  - *(iii) Social impacts of the development*
- *(y) Any submissions received on the application.*

For the purpose of assessing matter (a) above, the objectives of the Residential zone are as follows:

Development within the residential zone shall —

- *(i) provide for residential uses at a range of densities with a variety of housing forms to meet the needs of different household types, while recognising the limitations on development necessary to protect local character,*
- *(ii) safeguard and enhance the amenity of residential areas and ensure that development, including alterations and additions, are sympathetic with the character of the area,*

(iii) encourage high standards of innovative housing design which recognise the need for privacy, energy efficient design and bulk and scale compatible with adjoining sites,
(iv) recognise the importance of traditional streetscape elements to existing and new development,
(v) conserve and enhance places of heritage significance the subject of or affected by the development, and
(vi) safeguard and enhance the amenity of residential areas by ensuring that land use is compatible with the character of the area.

The proposed development is considered to address the above matters for the following reasons:

- The proposed Unhosted short-term rental accommodation is considered minor in scale, comprising a single bedroom unit (limited to a maximum of two occupants, secured by condition) and it is not considered the scale of this operation will result in detrimental impact to the amenity of the area or adjoining residents if managed appropriately in accordance and the management plan (Attachment 2) by the operator and guests comply with the code of conduct submitted with the application (Attachment 3).
- It is noted that while the subject site is located in the residential zone, the subject site is adjacent the popular the tourist area of South Beach (150m west of the subject site) and the various and many café/restaurant offerings toward this end of South Terrace (25m north of subject site).
- The subject dwelling is 1 of only 3 total registered Unhosted STRA units within the complex of 15 units (representing 20%) as it currently stands, with the majority of dwellings remaining as owner-occupied and/or long term rental tenanted. It is therefore considered there is not an overabundance of temporary residents or STRA within the complex as it currently stands.
- There are no external additions or alterations proposed to the dwelling (or complex) in this application, as such there are no elements that will impact the existing streetscape or heritage character of the area.
- The land use is considered to satisfy the objectives of the Residential zone, as it will provide a land use compatible with surrounding residential uses, providing accommodation without having detrimental impact on adjoining properties subject to effective and responsible management of the accommodation and compliance with the Local Planning Policy 2.27, which seeks to mitigate any amenity impacts, as discussed in greater detail below.

Local Planning Policy 2.27 – Unhosted Short-Term Rental Accommodation

The purpose of LPP2.27 is to establish a framework to manage Unhosted Short-term rental accommodation within the City of Fremantle. The policy seeks to balance the tourism benefits with residential amenity and urban living, ensuring development and land use aligns with neighbourhood character while not detrimentally impacting the viability of an area through the overabundance of temporary residents.

The objectives of LPP2.27 are to:

1. *To ensure unhosted short-term rental accommodation is designed, sited and managed to preserve amenity and character of areas with heritage, environmental or conservations values.*
2. *To maintain the amenity and established character of zones by ensuring the location, scale, design and operation of unhosted short-term rental accommodation is appropriate to the setting.*
3. *To ensure unhosted short-term rental accommodation is appropriately serviced to meet the needs of visitors and prevent detrimental impacts on the local environment or infrastructure.*
4. *To ensure the vibrancy and viability of zones, particularly the City Centre zone, is maintained by retaining a base of predominantly permanent residents.*

The following table evaluates the proposal against the policy provisions of LPP2.27.

Table 1 – Assessment against LPP2.27

1. Built Form and Site Appearance	Officer comment
1.1 Proposals for unhosted short-term rental accommodation must align with the applicable Residential Design Codes (R-Codes), Local Planning Scheme, Local Development Plans and any location specific local planning policies.	No change is proposed to the existing built form.
1.2 On-site signage is required for all proposals and is: a) Limited to sign plaques or plates affixed to the main frontage of the building. b) To not exceed 0.5m² per dwelling. c) To be consolidated where multiple unhosted short-term rental accommodation units are contained on a site.	A condition of approval is recommended to ensure compliance with signage requirements per the policy.

d) To include the property owner or manager's contact information.	
2. Car Parking	Officer comment
2.1 For all zones, except the City Centre Zone - In addition to providing car parking in accordance with the Residential Design Codes, additional on-site car parking bays should be provided at a rate of one bay for every two bedrooms exceeding four bedrooms (i.e. one additional bay for 5-6 bedrooms, two additional bays for 7-8 bedrooms etc).	Complies – 1 on-site bay is provided for and allocated to the one-bedroom dwelling for dedicated use. As the dwelling is only one-bedroom, no additional on-site parking is required.
2.2 City Centre Zone – The City Centre is a pedestrian friendly location with plentiful retail and dining options within walking distance, close to many of the City's tourist attractions and is well serviced by public transport. Therefore, there is no requirement for the provision of on-site parking within this zone.	N/A – not located within the City Centre zone.
3. Dwelling Occupancy	Officer comment
3.2 Grouped and Multiple Dwellings - Maximum occupancy of no more than two persons per bedroom, excluding persons under 16, to a maximum of six persons.	The subject dwelling is one-bedroom dwelling. A maximum of two (2) persons are permitted to occupy the at any one time which is secured via a recommended condition of approval.
3.3 Rooms not originally designed as bedrooms (e.g. living / dining rooms) cannot be converted for STRA occupancy calculations.	The bedroom is a lawful bedroom and there is no proposal to convert other areas of the dwelling for use as an additional sleeping area.
4. Location Requirements	Officer comment
4.1 In order to prioritise permanent residents within the City Centre Zone so as to retain a lively and vibrant centre throughout the year, consideration will be given to the number of hosted and unhosted short term rental accommodation properties registered at the time of the development application being lodged.	N/A – not located within City Centre zone.
5. Servicing Considerations	Officer comment
5.1 Development is to be connected to a reticulated potable water supply.	Complies

5.2 Development is to be connected to a reticulated sewage or serviced by an approved on-site effluent disposal system with adequate capacity for the proposed number of occupants.	Complies
6. Time Limitations of Approvals	Officer comment
6.1 Development approval may be limited to a period of 12 months where Council deems it appropriate to properly assess the impact on neighbours and amenity.	The proposed STRA can only accommodate a maximum of two (2) persons. It is not considered that this will result in any significantly detrimental impact to the amenity of adjoining properties/dwellings or the area generally. As such a 12 month approval limit is not considered to be required.
7. Restriction of Operator	Officer comment
7.1 Due to the detailed management measures required to operate an unhosted short term rental accommodation in accordance with this policy, development approval for unhosted short-term rental accommodation is restricted to the approved landowner and will not run with the property. A change in landowner will require a new development applicant for unhosted short-term rental accommodation to be submitted and approved.	Compliance with this provision will be secured via a recommended condition of approval.
8. Management Plans and Other Unhosted Short-Term Rental Accommodation Application Requirements	Officer comment
8.1 Where a unhosted short-term rental accommodation is located on a strata title, a letter from the Strata Manager or Strata Management Company in support of the proposed use is to be included with the development application.	A letter from the Associate Strata Manager, on behalf of the Council of Owners, has been submitted in support of the proposed STRA within the complex.
8.2 For proposals located in all zones except the City Centre zone, a site plan indicating the location of on-site parking is to be provided with the development application.	Refer plans provided in Attachment 1 of this report which indicates the allocated parking bay for the unit.
8.3 Development applications must include a Management Plan detailing the following:	A Management Plan accompanied the lodgement of the application

a) Contact details (phone number and email address) of the Property Manager, which may be the landowner or an external agent. The Property Manager is to respond to nuisance behaviour within 12 hours of a complaint. b) Method of booking and checking in. c) Confirmation of location of designated on-site / visitor parking bays. d) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. e) Complaint management procedures addressing nuisance behaviour which may include: • Violence or threats • Loud aggressive behaviour, including yelling, screaming or arguing • Excessively loud noise nuisance • Overlooking • Light spill • Barking dogs • Smoke or odours. f) Waste management strategies to ensure appropriate disposal. g) Bushfire emergency response procedures (in designated bushfire prone areas).	(Attachment 2) which addresses the requirements of this provision. Adherence with this Management Plan will be secured via a recommended condition of approval.
8.4 A detailed Code of Conduct is to be made available to all occupants and included with the development application. The Code of Conduct is to include the following: a) Contact details of the Property Manager, including after-hours contact details. b) Expected behaviour of occupants / visitor to minimise impact on neighbours. c) Any restrictions of visitors or parties/ events. d) Location of on-site car parking for occupants / visitors, as well as any parking restrictions applicable to the location. e) Details of alternate transport options, such as public transport.	A Code of Conduct accompanied the lodgement of the application (refer Attachment 3) which addresses the requirements of this provision. Compliance with the Code of Conduct will be secured via a recommended condition of approval. A copy of the Code of Conduct is to be made available to the occupants of the accommodation.

f) Details regarding waste management, including specific expectations of guests regarding waste disposal and bin collection. g) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. h) Bushfire emergency response procedures (where applicable). i) Any other information relevant to the use of the property which may impact the amenity of the location.	

In further consideration of the objectives of LPP2.27, while the property is not located in the City Centre zone, it is noted that only 3 units, inclusive of the subject site, of the 15 dwellings within the complex (representing 20% overall) are registered as unhosted STRA units, with a majority of dwellings remaining as owner-occupied and/or long term rental tenanted. It is therefore considered there is not an overabundance of temporary residents or STRA within the complex as it currently stands.

Further, the STRA unit is considered of a small scale (one bedroom, two occupant maximum), that is appropriately located near the popular tourist destination of South Beach and South Terrace and well serviced (with public transport and excellent walkability and cyclability to other areas of Fremantle) to meet the needs of visitors and if managed appropriately and in accordance with management plans provided, will not be detrimental to the amenity of the adjoining residents or the area generally.

On the basis of the above and subject to appropriate conditions of approval, the proposal is considered acceptable pursuant to LPP2.26 objectives and provisions.

CONCLUSION

Approval is sought for a change of use to Unhosted short-term rental accommodation at No. 2/1 Douro Road, Fremantle. With consideration to the officer assessment above, the proposed Unhosted STRA is considered acceptable and can be suitably operated to minimise any potential impact to the amenity of adjoining residents and the area generally.

The land use is generally compatible with the objectives of the Residential zone and LPP2.27, providing accommodation that is minor in scale, with STRA still a minority use (3 out of 15 dwellings, representing 20%) of the overall number of dwellings within the multiple dwelling complex. The subject site is suitably located

for visitors and can be expected to operate with minimal amenity impact to adjoining residents if managed appropriately and in accordance with the management plans to be implemented by the operator.

As such, the application is considered worth of approval, subject to appropriate conditions of approval.

STRATEGIC IMPLICATIONS

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

Thriving City - Vibrant and active city centre

- The amenity and infrastructure that services our inner-city neighbourhoods reflect that of a modern and global city.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant is able to apply for a review of any Refusal or conditions of approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Planning Services Committee under delegation 1.1 of the City of Fremantle Delegated Authority Register.

This item was referred to Council for determination in accordance with the City of Fremantle Delegated Authority Register: A decision of committee can only be

made by the votes (in favour or against) of at least four (4) members of the committee.

OFFICER'S RECOMMENDATION

Moved: Cr Andrew Sullivan Seconded: Cr Ingrid van Dorssen

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 2/1 (Strata Lot 4) Douro Road, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 30 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 2/1 Douro Road, South Fremantle, only. If this Landowner ceases to be the landowner of the site, the Unhosted short-term rental accommodation use hereby approved will expire.

3. The approved use is restricted to a maximum of two (2) guests at any one time, based on the one (1) bedroom within the dwelling.

4. The Management Plan and Code of Conduct dated 30 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle. A copy of the Code of Conduct is to be made available to all occupants of the Unhosted short-term rental accommodation.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the front door/entrance to the dwelling;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m²);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

d) Include the property owner or manager's contact information, including contact telephone and email information.

The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended), such as:

- mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
- vehicles;
- amplified acoustic systems; and
- patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

In accordance with clause 9.7 of the Meeting Procedures Policy, Cr Melanie Clark moved the following amendment, as provided in the additional documents:

AMENDMENT

Moved: Cr Melanie Clark Seconded: Cr Ingrid van Dorssen

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

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 2/1 Douro Road, South Fremantle*, for a period of 24 months from the date of this approval* only*.* If this Landowner ceases to be the landowner of the site*, or the temporary 24 month approval from date of this approval is reached*, the Unhosted short-term rental accommodation use hereby approved will expire.

Amendment Carried: 4/0

For:

Mayor Ben Lawver, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

Reason for amendment:

As per our Policy, to review land use compatibility and amenity concerns, development approval may be limited to a period of 24 months where Council deems it appropriate to properly assess the impact on neighbours and amenity. Two years is appropriate in this instance.

COMMITTEE RECOMMENDATION ITEM PSC2609-9
(Officer's recommendation, as amended)

Moved: Cr Andrew Sullivan Seconded: Cr Ingrid van Dorssen

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 2/1 (Strata Lot 4) Douro Road, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 30 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 4) of 2/1 Douro Road, South Fremantle*, for a period of 24 months from the date of this approval* only*.* If this Landowner ceases to be the landowner of the site*, or the temporary 24 month approval from date of this*

approval is reached, the Unhosted short-term rental accommodation use hereby approved will expire.

3. The approved use is restricted to a maximum of two (2) guests at any one time, based on the one (1) bedroom within the dwelling.

4. The Management Plan and Code of Conduct dated 30 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle. A copy of the Code of Conduct is to be made available to all occupants of the Unhosted short-term rental accommodation.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the front door/ entrance to the dwelling;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m²);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

   d) Include the property owner or manager's contact information, including contact telephone and email information.

   The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended), such as:

   - mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
   - vehicles;
   - amplified acoustic systems; and

- patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

Carried: 3/1

For:
Mayor Ben Lawver, Cr Andrew Sullivan and Cr Ingrid van Dorssen

Against:
Cr Melanie Clark

In accordance with Delegation 1.1 of the City of Fremantle Delegated Authority Register, the above item is referred to the Ordinary Meeting of Council for final determination.

PSC2609-11 SOUTH TERRACE, NO. 8/342 (STRATA LOT 8), SOUTH FREMANTLE - CHANGE OF USE TO UNHOSTED SHORT-TERM RENTAL ACCOMMODATION - (LG DA0212/26)

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Committee
Attachments:	1. Plans 2. Management Plan & Cde of Conduct 3. CONFIDENTIAL - Applicant and Owner Details
Additional Information: *(viewed electronically)*	4. Site Photos

SUMMARY

Approval is sought by the applicant for a change of use to Unhosted short-term rental accommodation at No. 8/342 (Strata Lot 8) South Terrace, South Fremantle.

The proposal is referred to Council due to the nature of some discretions being sought and comments received during the notification period that cannot be addressed through conditions of approval. The application seeks discretionary assessments against the Local Planning Scheme No. 4 (LPS4), and Local Planning Policies. These discretionary assessments include the following:

- Land use

The application is recommended for conditional approval.

PROPOSAL

Detail

Approval is sought for a change of use to Unhosted short-term accommodation of an existing two (2) bedroom grouped dwelling at No. 8/342 (Strata Lot 8) South Terrace, South Fremantle (subject site). There are no works proposed.

Development plans are included as attachment 1.

Site/application information

Date received:	8 June 2026
Scheme:	Mixed Use (R30)
Heritage listing:	Not Individually Listed / South Fremantle Precinct Heritage Area
Existing land use:	Grouped Dwelling
Use class:	Unhosted Short-Term Rental Accommodation
Use permissibility:	D

In accordance with the Privacy and Responsible Information Sharing Act 2024 and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment and due to the requirement to link the land use to a person in LPP 2.27 Unhosted Short-term Rental Accommodation, the name will be included on the Determination Notice issued.

Figure 1 – Planning context map

Figure 2 – Aerial image of subject site (April 2026)

Figure 3 – Subject site strata plan, dwelling subject to change of use highlighted yellow (lot 8).

CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the proposal required a merit-based assessment against the Scheme and local planning policy. The advertising period concluded on 7 July 2026, and eleven (11) submissions were received, seven (7) objecting and four (4) in support. It is noted that two (2) additional submissions of support were received post the closure of the advertising period. The following comments were raised (summarised):

Concerns

- Loss of community character and cohesion due to transient visitors.
- Reduced long-term rental housing during a housing crisis.
- Existing short-term accommodation in Fremantle is considered sufficient.
- Noise, parties, late night arrivals and anti-social behaviour.
- Parking congestion, blocked access, damage to gates and impacts on neighbouring businesses.
- Lack of accountability from absentee owners and poor management of guest behaviour.
- Privacy, security and amenity impact on permanent residents.
- Incorrect rubbish disposal and unattended pets causing nuisance.
- Residential complex considered unsuitable for unhosted short-term rentals.
- Concern proposals prioritise commercial gain over residential housing.

Support

- Additional short-term accommodation supports tourism and South Fremantle's growth as a visitor destination.
- South Fremantle is an ideal location for short-stay accommodation, providing visitors convenient access to local businesses, cafes, restaurants and attractions.
- Short-stay accommodation supports tourism and provides and alternative form of accommodation in Fremantle.
- The complex has no visitor parking bays, guests are less likely to have friends and visitors visiting the residence.
- Other units in the complex operate short-stay accommodation with no issues arising during the span of them operating.

- Short-stay accommodation is a way of generating additional income to assist with financial pressure.
- One submission outlined they had no objection to the proposal.

In response to the above, the applicant submitted the following responses to the submitter comments:

- *Loss of community character and cohesion due to transient visitors - Given the presence of family in the complex, we actually intend to use the apartment a lot ourselves and be part of that community - the reason we bought this apartment was because of my sister living there and the people we know there already who are part of that community.*

- *Reduced long-term rental housing during a housing crisis - this really wouldn't be an option for us with this property anyway given the intended purpose of the purchase was to use the apartment ourselves much of the time. If we can't acquire a DA number we would likely utilise the 90 day STRA allowance that doesn't require an STRA number in cities, (given the building strata has no rules objecting to this).*

- *Existing short-term accommodation in Fremantle is considered sufficient - South Fremantle is an upcoming tourist destination and STRA, while excessive in Fremantle, does not have the same numbers in South Fremantle, which helps boost all the local businesses sprouting up there now.*

- *Noise, parties, late night arrivals and anti-social behaviour - I have self-managed another Airbnb for 14yrs with strict guidelines and no complaints. We will adhere to all council regulations with regards to displayed contact numbers for any disturbance. Late night arrivals would not be permitted. My Sister who is on the strata committee also lives onsite, so would be able to monitor the unit for any disruption.*

- *Parking congestion, blocked access, damage to gates and impacts on neighbouring businesses - The unit has onsite parking for 1 car and there is unmetered street parking so I can't see this being a problem.*

- *Lack of accountability from absentee owners and poor management of guest behaviour - As I said, I have self-managed an Airbnb for 14 yrs with no complaints. The only problems or complaints I have had as a landlord have been with long term tenants, not with Airbnb short term guests, so I'm not sure it's fair to say short term guests cause more disturbances in general than long term tenants if correctly managed.*

- *Privacy, security and amenity impact on permanent residents - There is no common security gate etc. All units are individual town houses with individual access, so this shouldn't pose any increased security risk.*

- *Incorrect rubbish disposal and unattended pets causing nuisance - No pets will be permitted at the premises. If the unit is occupied, then guests will be informed of Rubbish Day and my sister is happy to put out the bins if unoccupied and I'm away. I am not far away and can also do this is required. Furthermore, bins are kept within the individual premises, so this shouldn't affect other residents in any way.*

- *Residential complex considered unsuitable for unhosted short-term rentals- This is simply not valid - there is already one Airbnb in the complex which has operated without problem for quite some time. The unit next to mine has also been an Airbnb in the past with no issues for many years, up until it was sold last year. The strata have written the letter I enclosed in my application saying that it does not object to STRA.*

- *Concern proposals prioritise commercial gain over residential housing - As I have stated, this property will not be used for long term leasing for an extended period as the purpose was to be part of the community in the area and spend time with family.*

The remaining comments are addressed in the officer comment below.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4, the R Codes and relevant Council local planning policies. The relevant assessment criteria are discussed as follows:

- Land use

The above matters are discussed below.

Background

The subject site is located on the east side of South Terrace, located on the corner of South Terrace and Scott Street. The dwelling subject to this application is a Grouped dwelling within a strata complex comprising of 16 Grouped dwellings. The subject site has a floor area of approx. 119m^2, with the total parent lot size being approx. 2150m^2. The site is zoned Mixed Use and has a density coding of

R30. The site is not individually heritage listed and located within the South Fremantle Precinct Heritage Area.

Data from the State's Short-Term Rental Accommodation (STRA) Register indicates that 2 of the 16 dwellings (12.5%) within the 342 South Terrace strata complex are registered as short-term rental accommodation, 2 hosted and 1 unhosted.

A search of the property file revealed no relevant planning history.

Land Use

An Unhosted short-term rental accommodation is an 'D' use in the Mixed Use Zone, which means that use is not permitted unless the council has exercised its discretion by granting planning approval. In considering an 'D' use the Council will have regard to the matters to be considered in the *Planning and Development (Local Planning Schemes) Regulations 2015*. In this regard the following matters have been considered:

(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area

(m) The compatibility of the development with its setting including the relationship of the development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development

(n) The amenity of the locality including the following:

(i) Environmental impacts of the development

(ii) The character of the locality

(iii) Social impacts of the development

(y) Any submissions received on the application.

For the purpose of assessing matter (a) above, the objectives of the Mixed Use zone are as follows:

Development within the mixed use zone shall —

(i) provide for a mix of compatible land uses including light, services and cottage industry, wholesaling, trade and professional services, entertainment, recreation and retailing of goods and services in small scale premises, including showrooms, where the uses would not be detrimental to the viability of retail activity and other functions of the City Centre, Local Centre and Neighbourhood Centre zones;

(ii) provide for residential at upper level, and also at ground level providing the residential component is designed to contribute positively to an

active public domain; ensure future development within each of the mixed used zones is sympathetic with the desired future character of each area;

(iii) ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality, and

(iv) conserve places of heritage significance the subject of or affected by the development.

The proposed development is considered to address the above matters for the following reasons:

- The proposed Unhosted short-term rental comprise of a two (2) bedroom dwelling with a maximum of four (4) occupants. This is considered small scale and is not considered to result in a significant impact to the amenity of adjoining residents if managed as per the provide Management Plan (refer Attachment 2).
- The subject site is situated within a residential complex within close proximity to a mixture of land uses, including a Café adjacent to the south, and a various commercial land uses along South Terrace. The site is well serviced by public transport with direct access to the Fremantle City Centre, as such this location is considered appropriate for short-term accommodation.
- The applicant has provided a Management Plan and Code of Conduct included as Attachment 2 to mitigate potential impacts to adjoining properties. Compliance with these documents is to be secured via recommended conditions of approval.
- There are no works proposed in this application, as such there will be no impact on the heritage significance of the South Fremantle Precinct Heritage Area.

Local Planning Policy 2.27 – Unhosted Short-Term Rental Accommodation

The purpose of LPP2.27 is to establish a clear framework to manage unhosted Short-term rental accommodation within the City of Fremantle. The policy seeks to balance the tourism benefits with residential amenity and urban living, ensuring development and land use aligns with neighbourhood character while not detrimentally impacting the viability of an area through the overabundance of temporary residents.

The objectives of this policy are to:

1. *To ensure unhosted short-term rental accommodation is designed, sited and managed to preserve amenity and character of areas with heritage, environmental or conservations values.*

2. *To maintain the amenity and established character of zones by ensuring the location, scale, design and operation of unhosted short-term rental accommodation is appropriate to the setting.*

3. *To ensure unhosted short-term rental accommodation is appropriately serviced to meet the needs of visitors and prevent detrimental impacts on the local environment or infrastructure.*

4. *To ensure the vibrancy and viability of zones, particularly the City Centre zone, is maintained by retaining a base of predominantly permanent residents.*

The following table evaluates the proposal against the policy provisions of LPP2.27.

Table 1 – Assessment against LPP2.27

1. Built Form and Site Appearance	Officer comment
1.1 Proposals for unhosted short-term rental accommodation must align with the applicable Residential Design Codes (R-Codes), Local Planning Scheme, Local Development Plans and any location specific local planning policies.	No changes are proposed to the existing built form.
1.2 On-site signage is required for all proposals and is: a) Limited to sign plaques or plates affixed to the main frontage of the building. b) To not exceed 0.5m² per dwelling. c) To be consolidated where multiple unhosted short-term rental accommodation units are contained on a site. d) To include the property owner or manager's contact information.	A condition of approval is recommended to ensure compliance with signage requirements.
2. Car Parking	**Officer comment**
2.1 For all zones, except the City Centre Zone - In addition to providing car parking in accordance with the Residential Design Codes, additional on-site car parking bays should be provided at a rate of one bay for every two bedrooms exceeding four bedrooms (i.e. one	Proposal utilises two (2) bedrooms therefore 1 bay is required. There are two (2) existing allocated bays for the unit which is considered sufficient to cater for the

additional bay for 5-6 bedrooms, two additional bays for 7-8 bedrooms etc).	maximum occupancy of four (4).
2.2 City Centre Zone – The City Centre is a pedestrian friendly location with plentiful retail and dining options within walking distance, close to many of the City's tourist attractions and is well serviced by public transport. Therefore, there is no requirement for the provision of on-site parking within this zone.	N/A
3. Dwelling Occupancy	Officer comment
3.2 Grouped and Multiple Dwellings - Maximum occupancy of no more than two persons per bedroom, excluding persons under 16, to a maximum of six persons.	The subject dwelling is two (2) bedroom dwelling. A maximum of four (4) persons are permitted to occupy the bedrooms/dwelling which is secured via a recommended condition of approval.
3.3 Rooms not originally designed as bedrooms (e.g. living / dining rooms) cannot be converted for STRA occupancy calculations.	The two (2) bedrooms are approved lawful bedrooms.
4. Location Requirements	Officer comment
4.1 In order to prioritise permanent residents within the City Centre Zone so as to retain a lively and vibrant centre throughout the year, consideration will be given to the number of hosted and unhosted short term rental accommodation properties registered at the time of the development application being lodged.	N/A
5. Servicing Considerations	Officer comment
5.1 Development is to be connected to a reticulated potable water supply.	Complies
5.2 Development is to be connected to a reticulated sewage or serviced by an approved on-site effluent disposal system with adequate capacity for the proposed number of occupants.	Complies
6. Time Limitations of Approvals	Officer comment
6.1 Development approval may be limited to a period of 12 months where Council deems it appropriate to properly assess the impact on neighbours and amenity.	The proposal is for an Unhosted short-term rental for a minor number of people (four (4) persons). It is not considered that this will result in any significantly detrimental impact to the

	amenity of adjoining properties/dwellings or the area generally. As such a 12 month approval limit is not considered to be required.
7. Restriction of Operator	Officer comment
7.1 Due to the detailed management measures required to operate an unhosted short term rental accommodation in accordance with this policy, development approval for unhosted short-term rental accommodation is restricted to the approved landowner and will not run with the property. A change in landowner will require a new development applicant for unhosted short-term rental accommodation to be submitted and approved.	Compliance with this provision will be secured via a recommended condition of approval.
8. Management Plans and Other Unhosted Short-Term Rental Accommodation Application Requirements	Officer comment
8.1 Where a unhosted short-term rental accommodation is located on a strata title, a letter from the Strata Manager or Strata Management Company in support of the proposed use is to be included with the development application.	A letter from the Strata Company Manager included as additional information accompanied the application. They have provided consent for the proposed for the proposed use.
8.2 For proposals located in all zones except the City Centre zone, a site plan indicating the location of on-site parking is to be provided with the development application.	N/A
8.3 Development applications must include a Management Plan detailing the following: a) Contact details (phone number and email address) of the Property Manager, which may be the landowner or an external agent. The Property Manager is to respond to nuisance behaviour within 12 hours of a complaint. b) Method of booking and checking in. c) Confirmation of location of designated on-site / visitor parking bays. d) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended.	A Management Plan accompanied the lodgement of the application which addresses the requirements of this provision. Compliance with this Management Plan will be secured via a recommended condition of approval.

e) Complaint management procedures addressing nuisance behaviour which may include: • Violence or threats • Loud aggressive behaviour, including yelling, screaming or arguing • Excessively loud noise nuisance • Overlooking • Light spill • Barking dogs • Smoke or odours. f) Waste management strategies to ensure appropriate disposal. g) Bushfire emergency response procedures (in designated bushfire prone areas).	
8.4 A detailed Code of Conduct is to be made available to all occupants and included with the development application. The Code of Conduct is to include the following: a) Contact details of the Property Manager, including after-hours contact details. b) Expected behaviour of occupants / visitor to minimise impact on neighbours. c) Any restrictions of visitors or parties/ events. d) Location of on-site car parking for occupants / visitors, as well as any parking restrictions applicable to the location. e) Details of alternate transport options, such as public transport. f) Details regarding waste management, including specific expectations of guests regarding waste disposal and bin collection. g) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. h) Bushfire emergency response procedures (where applicable). i) Any other information relevant to the use of the property which may impact the amenity of the location.	A Code of Conduct accompanied the lodgement of the application which addresses the requirements of this provision. Compliance with this will be secured via a recommended condition of approval.

The proposal is considered to meet the objectives of LPP2.27 for the following reasons:

- The subject site is appropriately located and serviced to meet the needs of visitors and if managed appropriately and in accordance with management plans provided, will not be detrimental to the amenity of the adjoining residents or the area generally.
- As stated above 2 of the 16 dwellings (12.5%) within the 342 South Terrace strata complex are registered as short-term rental accommodation (2 hosted and 1 unhosted), with a majority of dwellings remaining as owner-occupied and/or long term rental tenanted. It is therefore considered there is not an overabundance of temporary residents or STRA within the complex as it currently stands.

On the basis of the above and subject to appropriate conditions of approval, the proposal is considered acceptable pursuant to LPP2.27 objectives and provisions.

CONCLUSION

Approval is sought for a change of use to Unhosted short-term rental accommodation at 8/342 South Terrace, South Fremantle. With consideration to the officer assessment above, the proposed change of use to Unhosted short-term rental accommodation is considered acceptable and can be suitably operated to minimise any potential impact to the amenity of the area. The land use is compatible with the objectives of the Mixed Use zone and LPP2.27, as the accommodation is minor in scale and with manageable amenity impact to adjoining residents.

STRATEGIC IMPLICATIONS

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

Liveable City - Sustainable growth in city centre population

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

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant is able to apply for a review of any Refusal or

conditions of approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Planning Services Committee under delegation 1.1 of the City of Fremantle Delegated Authority Register.

This item was referred to Council for determination in accordance with the City of Fremantle Delegated Authority Register: A decision of committee can only be made by the votes (in favour or against) of at least four (4) members of the committee.

OFFICER'S RECOMMENDATION

Moved: Cr Ingrid van Dorssen Seconded: Cr Andrew Sullivan

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 8/342 (Strata Lot 8) South Terrace, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 4 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. This approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current Landowner (listed in Confidential Attachment 4) of 8/342 South Terrace, Fremantle only. If this Landowner ceases to be the landowner of the site, the Unhosted short-term rental accommodation hereby approved will expire.

3. The approved use is restricted to a maximum of four (4) guests at any one time, based on the two (2) bedrooms within the dwelling.

4. The Management Plan and Code of Conduct dated 4 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the main frontage of the building;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m2);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

   d) Include the property owner or manager's contact information, including contact telephone and email information.

   The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the Environmental Protection (Noise) Regulations 1997 (as amended), such as:

   - mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
   - vehicles;
   - amplified acoustic systems; and
   - patron noise.

   It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original

unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

In accordance with clause 9.7 of the Meeting Procedures Policy, Cr Melanie Clarke moved the following amendment, as provided in the additional documents.

The Amendment was originally seconded by Cr Andrew Sullivan, however was withdrawn due to a misunderstanding of the terms of the amendment due to a typo in the additional documents.

AMENDMENT

Moved: Cr Melanie Clark Seconded: Cr Ingrid van Dorssen

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

2. *Notwithstanding condition 1,* this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current Landowner (listed in Confidential Attachment 4) of 8/342 South Terrace, Fremantle *for a period of 24 months from the date of this approval* only. If the current Landowner ceases to be the landowner of the site, *or the temporary 24 month period from the date of this approval is reached,* the Unhosted short-term rental accommodation use here approved will expire.

Amendment Carried: 4/0

For:

Mayor Ben Lawver, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

Reason for amendment:

As per our Policy, to review land use compatibility and amenity concerns, development approval may be limited to a period of 24 months where Council deems it appropriate to properly assess the impact on neighbours and amenity. Two years is appropriate in this instance.

OFFICIAL

COMMITTEE RECOMMENDATION ITEM PSC2609-11
(Officer's recommendation, as amended)

Moved: Cr Ingrid van Dorssen Seconded: Cr Andrew Sullivan

Council:

APPROVE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 8/342 (Strata Lot 8) South Terrace, South Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 4 June 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short-term rental accommodation hereby approved to be operated by the current Landowner (listed in Confidential Attachment 4) of 8/342 South Terrace, Fremantle *for a period of 24 months from the date of this approval* only. If the current Landowner ceases to be the landowner of the site, *or the temporary 24 month period from the date of this approval is reached,* the Unhosted short-term rental accommodation use here approved will expire

3. The approved use is restricted to a maximum of four (4) guests at any one time, based on the two (2) bedrooms within the dwelling.

4. The Management Plan and Code of Conduct dated 4 June 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the main frontage of the building;

   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m2);

   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and

   d) Include the property owner or manager's contact information, including contact telephone and email information.

The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

6. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the Environmental Protection (Noise) Regulations 1997 (as amended), such as:

- mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
- vehicles;
- amplified acoustic systems; and
- patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

ii. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the Privacy and Responsible Information Sharing Act 2024. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

Lost: 2/2

For:
Cr Andrew Sullivan and Cr Ingrid van Dorssen

Against:
Mayor Ben Lawver and Cr Melanie Clark

Cr Melanie Clark used her casting vote against the recommendation resulting in the recommendation being LOST.

In accordance with Delegation 1.1 of the City of Fremantle Delegated Authority Register, the above item is referred to the Ordinary Meeting of Council for final determination.

PSC2609-14 ADOPTION OF AMENDED LOCAL PLANNING POLICY 3.16 BURT STREET

Meeting date:	Wednesday 2 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. DRAFT amended Local Planning Policy 3 16 Burt Street For Adoption 2. Local Planning Policy 3.16 Burt Street - Schedule of Submissions

SUMMARY

The purpose of this report is to discuss adopting amended Local Planning Policy 3.16: Burt Street.

This report recommends that Local Planning Policy 3.16: Burt Street is approved in accordance with the version of the policy originally proposed to the Planning Services Committee on 1 July 2026.

BACKGROUND

At the Ordinary Council Meeting held on 12 February 2025, Council received the Local Planning Policy (LPP) Review Timeline 2025-26.

The aim of the review is to simplify the planning framework relating to these areas, remove superfluous and outdated criteria, and revert to the updated Residential Design Codes (R-Codes) where appropriate.

This particular report focuses on the review of the policy applicable to Sub Area 5 (2.3.5) of Local Planning Scheme No.4, which affects 19-21 and 23-25 Burt Street Fremantle. Construction of 19-21 is currently underway in accordance with Development Assessment Panel planning approval DAP005/21 - Mixed Use Development, while 23-25 remains undeveloped.

At its meeting of 1 July 2026, the Planning Services Committee unanimously resolved to endorse the amended policy for the purpose of advertising subject to the following further amendment:

modifying the "Site Specific Building Requirement Diagram" to include:

1. *approximately nine (9) possible future parking bays on the eastern verge of Skinner Street; and,*

2. *approximately twenty-six (26) possible future parking bays on the southern verge of Burt Street.*
3. *a reduction from the twenty-five of bays shown on Vale street to approximately fifteen (15) bays configured to accommodate a wide landscape verge near the Skinner Street corner.*

In summary, the modifications to the diagram were proposed on the basis of providing for additional verge car parking to complement higher density development and guide the City in design and approvals for improvements to the public realm within the verge to Skinner, Burt, and Vale Streets.

This amendment to the Building Requirement Diagram (figure 1 below) was incorporated in the draft amended policy for advertising to the public.

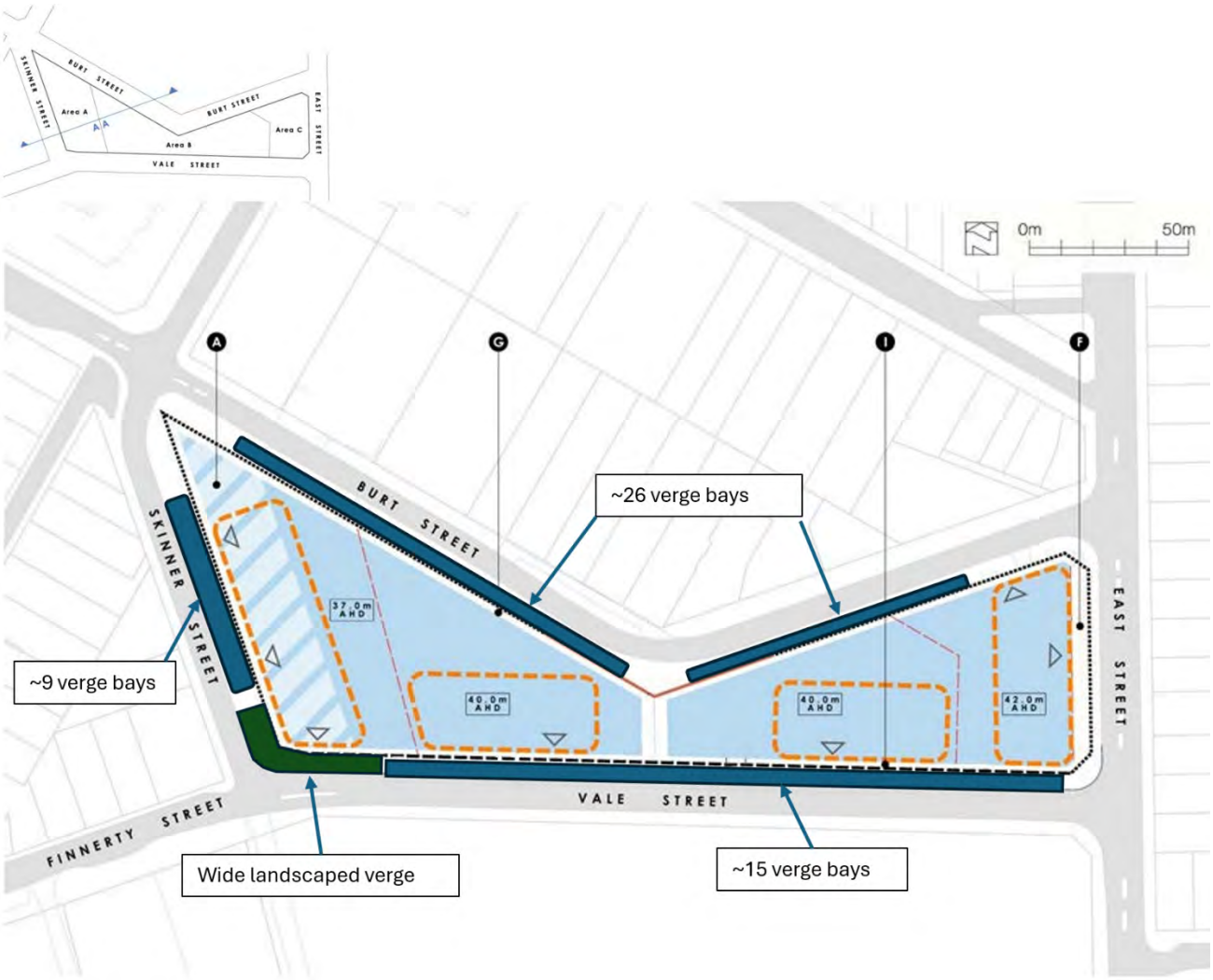


Figure 1: Amendments showing verge parking

Further updates will be provided regarding the second part of PSC's resolution (in relation to public parking strategy developed by the City) separate to this item.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

The procedure for amending a local planning policy is set out in Schedule 2, Regulation 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations).

STRATEGIC IMPLICATIONS

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

Liveable City - Sustainable growth in city centre population

- A higher density City with a diverse range of housing options being available in the city centre that cater to multiple demographics.
- Fremantle is recognised as a development-friendly city as a result of flexible and adaptable approaches to planning.

CONSULTATION

The amended policy was advertised from 10 July to 31 July 2026. Advertising occurred via a dedicated website page on the City's MySay platform, a newspaper notice in the Fremantle Herald, and letters to nearby and surrounding households in both Fremantle and East Fremantle.

The City received a couple of phone calls and an email from residents querying the nature of the changes and one objection (Attachment 2) to the policy during this time. The objection directly relates to the amended Building Requirements diagram.

Objection	Officer Response
The proposed 26 bays of parking on the south side of Burt St seems ill considered. The issue with visibility at the top of the hill on the corner, makes the current proposal dangerous. The visibility on Vale Street is far better and will not impact residents as much as it is next to the school oval.	It is recommended that the amended policy does not include the prospective amendments to the Building Requirements diagram regarding verge parking and landscaping. Analysis by City Officers following the Council decision identified that the changes to the diagram would trigger the required relocation of planned future

Will residents be consulted on this at the next stage when an expert is hired to analyse this proposal? I would like confirmation that the northern verge on Burt Street will not be used for parking as we are currently investing our time and money to undertake the re-wilding of the common area to provide a better habitat for natives and give some privacy from the Muse development for residents in our Strata.	street trees and landscaping, although existing mature trees can be kept. Omitting the amendments to the diagram does not preclude the potential for the City to investigate including additional verge bays at a later date on an as-needs basis, however removing the changes to the diagram will remove the identified conflict with planned landscaping and will enable a more flexible approach to future verge bay delivery.

OFFICER COMMENT

In response to the modified resolution of committee on 1 July 2026, City officers analysed the potential for the verges of Burt, Skinner and Vale Streets to accommodate the amendments espoused in the Building Requirements diagram (Figure 2 below). The initial review finds that no existing street trees would necessitate removal as an outcome of the verge bays, however it would trigger amendments to the landscaping planned for the site verges including a potential reduction in the number of trees planted.

Figure 2: Potential verge parking bays in purple

It is recommended that the modified Building Requirements diagram not be included for the following reasons:

- The verges are under the City's control, and any development on the verges, such as parking bays, requires the City's approval through a process that sits separate from the development application process.
- Location of verge infrastructure and parking may be impacted by proposed access arrangements of future development, necessitating changes to the plan.
- The verges sit outside the lot boundaries and within City-managed land. Local planning policies generally do not dictate development criteria on City-managed land as these designs are best left to the specialised teams within the City (ie: Parks, Engineering, etc.) when projects are undertaken.
- Whether or not the diagram incorporates the verge bays, the City retains the potential to investigate and undertake these works, or any other, subject to further review.

As none of these processes have occurred to date, it is recommended that the changes to the diagram are not retained in the adopted amended policy.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Moved: Cr Andrew Sullivan Seconded: Cr Melanie Clark

Council:

1. Adopt amended Local Planning Policy 3.16 – Burt Street, as provided in Attachment 1, in accordance with Schedule 2, clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

In accordance with clause 9.7 of the Meeting Procedures Policy, Cr Andrew Sullivan moved the following amendment, as provided in the additional documents:

AMENDMENT

Moved: Cr Andrew Sullivan Seconded: Mayor Ben Lawver

Amend the Officer's Recommendation to read as follows:

Council adopt amended Local Planning Policy 3.16 – Burt Street, as provided in Attachment 1, in accordance with Schedule 2, clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, *with the following amendment:*

a. Include the Building Requirement Diagram shown in Figure 1 of the Council Report.

Amendment Carried: 5/0

For:

Mayor Ben Lawver, Cr Jemima Williamson-Wong, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

Reason for amendment:

To provide strategic direction for both the City and the proponents of the need to provide improved parking opportunities in the locality and set expectations for public realm improvements.

COMMITTEE RECOMMENDATION ITEM PSC2609-14
(Officer's recommendation, as amended)

Moved: Cr Andrew Sullivan Seconded: Cr Melanie Clark

Council adopt amended Local Planning Policy 3.16 – Burt Street, as provided in Attachment 1, in accordance with Schedule 2, clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015, with the following amendment:*

a. Include the Building Requirement Diagram shown in Figure 1 of the Council Report.

Carried: 5/0

For:

Mayor Ben Lawver, Cr Jemima Williamson-Wong, Cr Andrew Sullivan, Cr Melanie Clark and Cr Ingrid van Dorssen

Against:

Nil

OFFICIAL

SGSC2609-5 DRAFT COUNCIL POLICY - GRANTS AND SPONSORSHIP

Meeting date:	Wednesday 9 September 2026
Responsible officer:	Manager Community Development
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Draft Council Policy - Grants and Sponsorships 2. Rates Exemptions and Community Group Rates Concessions Guidelines 2026/27
Additional Information: *(viewed electronically)*	3. Current Council Policy - Grants and Sponsorship Youth Grants

SUMMARY

This report presents two related governance documents for Council consideration:

- the revised Grants and Sponsorships Policy for adoption; and
- the Rates Exemptions and Community Group Rates Concessions Guidelines 2026/27 for endorsement.

The revised policy replaces the 2021 Grants and Sponsorship Policy. It establishes a streamlined, principles-based framework for all discretionary financial assistance provided by the City, including grants, sponsorships, donations, rebates, in-kind support, fee waivers and rates concessions.

The Rates Concessions Guidelines establishes a new program framework for assessing and allocating concessions to eligible community groups and organisations. Rates concessions are proposed to sit within the Grants and Sponsorships Policy framework as a program with its own guidelines, assessment criteria and reporting requirements.

This report recommends that Council adopt the revised Grants and Sponsorships Council Policy (Attachment 1) and endorse the Rates Exemptions and Community Group Rates Concessions Guidelines 2026/27 (Attachment 2).

BACKGROUND

Grants and Sponsorship Policy

The City's Grants and Sponsorship Policy was adopted by Council in May 2021 (FPOL2105-7) and subsequently amended in November 2021 and September 2023. The policy is now due for review.

A review of the policy was undertaken in 2025/26 using a cross-organisational working group comprising officers from Governance, Finance, Community Development, Economic Development and Events, Arts and Culture, and Circular Economy. The review identified:

- The previous policy had become difficult to navigate for community groups, officers and elected members, with detailed program rules embedded in the policy itself rather than in more accessible program guidelines.
- There was no consistent framework for how different forms of City support, including fee waivers and rates concessions were assessed and reported alongside each other.
- The policy did not reflect the City's existing practice of providing multi-year funding to some community partners, leaving those arrangements without a clear policy basis.
- Program guidelines could not be updated to respond to community needs without returning to Council, reducing the City's ability to be responsive.

Rates Concessions for Community Groups and Clubs

The City currently provides rates concessions to several community groups and organisations under section 6.47 of the *Local Government Act 1995.* However, the current approach does not include a consistent assessment framework. This creates ambiguity about eligibility, limits certainty for community groups, and makes it difficult to demonstrate that decisions are made equitably and in the best interests of the community.

Officers propose that rates concessions sit within the Grants and Sponsorships Policy framework as a program with its own guidelines.

FINANCIAL IMPLICATIONS

In the 2024-25 financial year the City provided approximately $786,000 in cash grants and sponsorships and $15,000 in in-kind support, totalling approximately $801,000 in discretionary financial assistance. Rates concessions of approximately $211,872 sit separately in the Budget. Combined total City discretionary community investment is approximately $1 million per annum.

Adoption of the revised policy does not in itself create any new financial commitments. All programs remain subject to the City's annual budget process.

Endorsement of the Rates Concessions Guidelines does not grant any individual concession. Rates concessions are reported alongside other forms of City support to give Council visibility of the full picture of investment per organisation.

Major Concession Partnership decisions will be presented to Council for separate approval by absolute majority as required under section 6.47 of the Local Government Act 1995 and will continue to be adopted through the annual budget process for the life of the agreement. Basic Capped Concession recommendations that fall outside the annual budget process will also be presented to Council for separate approval by absolute majority. All concession decisions within the annual budget process are adopted collectively through that process, which is itself approved by the absolute majority.

LEGAL IMPLICATIONS

The Grants and Sponsorships Policy is a Council policy adopted under the *Local Government Act 1995* and regulations.

Fee waivers are made in accordance with the *Local Government Act 1995* and the City's Register of Delegated Authority.

Rates concessions are made under section 6.47 of the *Local Government Act 1995*. Section 6.47 requires an absolute majority of Council to waive a rate or service charge or to grant other concessions in relation to a rate or service charge.

A statutory rates exemption under section 6.26 of the *Local Government Act 1995* is a legislative determination that land is non-rateable. Rates exemptions are distinct from discretionary rates concessions and are excluded from the scope of the Grants and Sponsorships Policy. Applications for rates exemptions continue to be assessed by the City's Rates team against the legislative criteria.

STRATEGIC IMPLICATIONS

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

Liveable City - Liveable and socially connected neighbourhoods

- Community-led clubs and groups allow for social inclusion and connection across our neighbourhoods.
- Community participation is encouraged through spaces that enable social connection.
- Fremantle's diverse cultural heritage is reflected through a broad range of community celebrations and traditions.

Liveable City - Functional and inclusive recreational facilities

- Sporting clubs have access to facilities and greenspace that meet the needs of a broad range of sporting codes and skill levels.
- The community can participate in a diverse and affordable range of sporting and recreational pursuits.

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

- We value and share both stories, First Nations first and then post-colonial.

Thriving City - Attraction and retention of diversified investment and talent

- Fremantle holds a reputation as a desirable place to work and visit which attracts investment from businesses and developers.

Thriving City - A resilient seven-day economy

- City centre visitation extends beyond the weekend peak.
- A City with a diverse range of unique, resilient and sought-after businesses and attractions.
- A vibrant high street environment attracts and supports unique and independent businesses.

Thriving City - A thriving and supportive ecosystem for start-ups and small businesses

- Fremantle is recognised as a hotspot for creativity and innovation with a strong network of support for start-up ventures and small businesses.

Thriving City - Vibrant and active city centre

- Key city centre places are activated by a diverse program of both programmed and community-driven events and activities.

Creative City – 50,000 years of First Nations culture and heritage is recognised, celebrated and embraced

- A ‘First Nations First’ approach informs the design of our key programming areas.
- Commitment to advancing reconciliation and truth telling.

Creative City – Events and programming celebrate Fremantle's unique and diverse creative and cultural identity

- A diverse program of events is inspired by Fremantle's unique identity and accessible by all members of the community.
- An annual calendar of homegrown and independent events are delivered in collaboration with the State Government, neighbouring local governments, and arts and culture organisations.

Resilient City – Availability of services and support for the most vulnerable members of the community

- Access to programs that connect vulnerable community members to services and support.
- Strong partnerships with relevant State Government agencies and service providers.
- A caring community supports, protects and accepts those who are most vulnerable.

Inclusive City – A clear and respectful path towards reconciliation and truth telling for First Nations people

- A reconciliation action plan (RAP) drives authentic two-way engagement with Whadjuk people, the traditional owners of the greater Walyalup area.

Inclusive City – A safe and accessible community for all abilities

- Equitable events and programming enable participation in community life.

CONSULTATION

The review of the Grants and Sponsorships Policy was undertaken through a cross-organisational working group comprising officers from Community Development, Governance, Finance, Economic Development and Events, Arts and Culture, and Circular Economy. All program guidelines were reviewed and tested against the proposed policy framework.

The draft policy and Rates Concessions Guidelines were presented to an Informal Elected Members meeting 19 August 2026 to seek feedback prior to Council consideration. Feedback from that meeting has been considered by officers in preparing this report.

Program officers with direct responsibility for administering grants and sponsorship programs were consulted on the operational implications of the policy changes. Key implementation dependencies identified through that consultation, including the development of an in-kind rates card and a central register for

verifying total City support per organisation, have been noted and will be progressed ahead of the guidelines being finalised.

Community consultation was not required for the adoption of the Grants and Sponsorships Policy or endorsement of the Rates Concessions Guidelines, as these are administrative governance documents. The reporting and accountability requirements introduced for recipients of City financial assistance are proportionate to the level of funding provided and consistent with standard practice for local government grants frameworks.

Community groups currently receiving rates concessions have not been individually consulted on the proposed Community Rates Concession Guideline. The proposed framework is designed to ensure no current recipient is worse off. Individual communications to affected groups will be undertaken following Council endorsement.

OFFICER COMMENT

The revised policy delivers four key improvements:

1. A simplified three tier structure organises all City financial assistance based on total support value, with detailed program requirements moved to individual program guidelines. This allows programs to be updated responsively without returning to Council while the overarching policy framework remains stable.

2. Total City support per organisation including cash grants, in-kind contributions, and fee waivers must now be assessed as a combined figure, with Council approval required where that combined value exceeds $50,000. Rates concessions are reported alongside other forms of City support to give Council visibility of the full picture of investment per organisation, but do not count toward the $50,000 threshold. Fee waivers are included with clear requirements for approval, valuation and reporting.

3. Multi-year funding agreements of up to three years are formally recognised, consistent with existing practice and subject to annual budget appropriation.

4. The revised policy provides the overarching governance framework for the full suite of the City's discretionary financial assistance programs, summarised in the table below. All programs and their guidelines will be publicly accessible through a dedicated grants and sponsorships page on

the City's website, providing community members with a single point of access to funding opportunities across the organisation.

Program name	Department / Team	Description	Application period	Support type
Community and Youth Grants	Community Development	Supports youth and community initiatives and programs	Two annual application rounds	Monetary
Community Donations	Community Development	Provides small donations to community groups and organisations	Ongoing until funding exhausted	Monetary
Sporting Club Sponsorships	Community Development	Supports local sporting clubs and organisations	Two annual application rounds	Monetary
Youth Athlete Scholarships	Community Development	Assists local athletes with travel and development opportunities	Two annual application rounds	Monetary and in-kind
Community Partnerships	Community Development	Partnerships with local groups providing significant community value or projects (e.g. Imagined Futures, Men's Shed, Surf Life Saving Club)	No formal application window	Monetary
Positive Ageing Assistance	Community Development	Supports initiatives promoting positive ageing in the community	Ongoing until funding exhausted	Monetary
Small Business Grants Program	Economic Development & Events	Funded by the City, supported by Fremantle Chamber of Commerce. Supported up to 50 visitor-facing businesses with grants of up to $2,000 to deliver	Round 1: 1 Dec 2025 - 16 Jan 2026; Round 2:	Monetary

		coordinated, business-led marketing in partnership with a City-appointed agency. Aims to maintain strong visibility and positive sentiment during the 2026 traffic bridge construction.	June-July 2026	
Event Sponsorship Program	Economic Development & Events	Supports events and initiatives that align with Fremantle's strategic goals: enhance cultural identity, increase tourism and boost economic growth, support engagement and appeal to wider community, support accessible/inclusive/sustainable event practices, support innovation and creativity	Ongoing	Monetary ; Value in-kind (reduction of fees and charges)
Sponsorships	Economic Development & Events	Strategic partnerships that are highly tailored, with objectives, deliverables, benefits and investment structures unique to each organisation and negotiated on a case-by-case basis	No formal application window	Monetary
Street Party Sponsorship Program	Economic Development & Events	Helps residents host safe, welcoming street parties by reducing some of the costs required for approval and compliance	Ongoing	Monetary ; Value in-kind
Venue Support Sponsorship / Grant	Economic Development & Events	Aids eligible groups via discount of Fremantle venues and reserve hire fees	Ongoing	Value in-kind
Waste Minimisation Rebates	Waste & Environment	Rebates to make reducing waste more affordable for residents	Ongoing	Monetary
Reuse Shop Voucher	Waste & Environment (collaboration)	Voucher program for the Reuse Shop at the recycling centre	Ongoing	Monetary voucher

Arts Grants	Arts & Culture	Supports arts initiatives and programs	Two annual application rounds	Monetary
Arts event sponsorships	Arts & Culture	Supports arts initiatives and programs (e.g. Fremantle Design Week, Totally Lit Festival). Usually in tandem with event sponsorship from Economic Development.	Ad hoc	Monetary & in-kind

Community Rates Concessions

Rates concessions are brought within the policy scope for the first time. The revised policy distinguishes between statutory rates exemptions under section 6.26 of the *Local Government Act 1995* which remain excluded and rates concessions under section 6.47 which are treated as a form of community investment and are now subject to the same transparency and accountability standards as other financial assistance.

The Rates Concessions Guidelines apply the same principles and assessment criteria as the Grants and Sponsorships Policy but use their own approval pathways and reporting requirements rather than the policy funding thresholds. A Basic Capped Concession of up to $12,000 carries basic annual reporting requirements, while a Major Concession Partnership providing relief above that amount requires detailed reporting and a formal partnership agreement.

The Rates Concessions Guidelines introduce a consistent assessment framework. Groups demonstrating significant and measurable community benefit may be eligible for a concession above the basic capped rate. All other eligible groups continue a basic capped concession. The framework is designed to ensure no current recipient is worse off. Assessment criteria weight public access and reach, community outcomes, volunteering and activation, and financial need.

Impact on current rates concession recipients

Community groups and clubs currently receiving a capped rates concession will not experience a reduction in their current level of financial support. The Basic Capped Concession formalises the existing arrangement for a three-year term commencing in 2027/2028, with the option for groups to reapply at the end of that term.

The main change is the introduction of basic annual reporting requirements. Groups will be asked to provide simple KPI reporting on:

- membership and participation numbers;
- activities and programs delivered;
- community benefits provided;
- open-access events; and
- estimated volunteer hours.

Groups will also be asked to acknowledge City support where practical in their publications and communications. These requirements are proportionate to the level of support provided and are not intended to be onerous for community organisations.

At the point of application or renewal, groups will be assessed against four weighted criteria:

- public access and reach;
- community outcomes;
- volunteering and activation; and
- financial need.

A score below 70 confirms eligibility for the Basic Capped Concession. Groups scoring 70 or above may be considered for a Major Concession Partnership, which carries more detailed reporting and partnership obligations and requires standalone Council endorsement.

Individual communications with affected groups will be undertaken following Council endorsement of the guidelines.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICIAL

COMMITTEE RECOMMENDATION ITEM SGSC2609-5
(Officer's recommendation)

Moved: Cr Pip Slaughter Seconded: Cr Geoff Graham

Council:

1. Revoke the current Grants and Sponsorships Council Policy (Additional Information 3) and adopt the Grants and Sponsorships Council Policy, as provided in Attachment 1.

2. Endorse the Rates Exemptions and Community Group Rates Concessions Guidelines 2026/27, as provided Attachment 2, to serve as the administrative framework for assessing eligibility and formulating recommendations to Council.

3. Note that individual Major Concession Partnership decisions under the Rates Concessions Guidelines will be presented to Council for separate approval by absolute majority as required under section 6.47 of the *Local Government Act 1995*, and will continue to be adopted through the annual budget process for the life of the agreement.

4. Note that all Basic capped concession recommendations under the Rates Concessions Guidelines outside the annual budget process will be presented to Council for separate approval by absolute majority as required under section 6.47 of the *Local Government Act 1995*.

Carried: 5/0

For:

Mayor Ben Lawver, Cr Frank Mofflin, Cr Fedele Camarda, Cr Geoff Graham and Cr Pip Slaughter

Against:

Nil

OFFICIAL

ARIC2609-1 ADOPTION OF THE 2025 COMPLIANCE AUDIT RETURN

Meeting date:	Monday 14 September 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Compliance Audit Return 2025 2. Compliance Audit Return 2025 - with audit notes

SUMMARY

The 2025 Compliance Audit Return (CAR) has been completed by the City of Fremantle and is presented to Committee for review and Council for adoption in accordance with regulation 14 of the *Local Government (Audit) Regulations 1996*.

This report recommends that Council adopt the 2025 Compliance Audit Return as provided in Attachment 1, and note that the Mayor and the Chief Executive Officer will certify the return before it is submitted to the Department of Local Government, Sport, and Cultural Industries Inspectors Office by 30 September 2026.

BACKGROUND

In accordance with regulation 14 of the *Local Government (Audit) Regulations 1996*, each local government is required to carry out a compliance audit for the period 1 January to 31 December of each year and submit it to the Department of Local Government, Sport, and Cultural Industries (the Department) by 31 March (of each year).

For the 2025 audit period, the submission deadline was extended to 30 September 2026 as a transitional arrangement arising from the establishment of the Local Government Inspectorate and amendments to the *Local Government (Audit) Regulations 1996.*

As part of these reforms, a number of the CAR questions were revised and new compliance questions have been included, expanding the scope of assessment across a number of governance, transparency and accountability obligations. The revised CAR consists of 97 question/reference items in total (previously 94).

This years CAR contains questions focusing on the local government's compliance with the requirements of the *Local Government Act 1995 (*the Act) and associated

regulations. The 2025 CAR includes consideration of compliance across the following areas:

- Commercial Enterprises by Local Governments
- Delegation of Power/Duty
- Disclosure of Interest
- Disposal of Property
- Elections
- Finance
- Integrated Planning and Reporting
- Local Government Employees
- Official Conduct
- Tenders for Providing Goods and Services

Under regulation 14(3)(a) of the *Local Government (Audit) Regulations 1996*, the Audit, Risk and Improvement Committee is required to review the CAR and make recommendations to Council on any action required in response to the audit findings. Council is required to adopt the CAR prior to its certification by the Mayor and Chief Executive Officer and submission to the Local Government Inspector before the deadline of 30 September 2026.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

In accordance with section 7.13(1)(i) of the *Local Government Act 1995* and regulations 13, 14 and 15 of the *Local Government (Audit) Regulations 1996*, local governments are required to carry out an audit of compliance for the period 1 January to 31 December each year.

Following preparation of the CAR, a local government is required to:

a) Review the return at its Audit, Risk and Improvement Committee;
b) Present the return to Council;
c) Adopt the return by resolution of Council; and
d) Record the return and Council's resolution in the minutes of the meeting.

The return is to be signed by the Mayor and Chief Executive Officer. It must then be submitted to the Local Government Inspector, together with a copy of the relevant section of the Council minutes recording its adoption, by the prescribed due date.

The release of the 2025 CAR was delayed following the establishment of the Local Government Inspector function and the implementation of local government reforms.

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

Internal meetings were held with relevant officers to review each of the 97 questions/reference items in total contained within the CAR 2025. During these internal meetings supporting documents were examined and responses were verified to ensure accuracy and completeness.

OFFICER COMMENT

The City has conducted the 2025 CAR internally and determined that it achieved an overall compliance rate of 97.94% with 2 findings of non-compliance relating to purchase card reporting requirments and tender register recording requirements.

This result demonstrates a consistently high level of legislative compliance across the organisation. The identified instances of non-compliance were limited in scope and have either been addressed or are currenly being addressed through policy and procedural improvements to further strengthen compliance practices, or as required in accordance with local government reform changes.

CAR Audit Findings

Attachment 2 contains detailed results of the 2025 CAR, comprising of the 97 questions/reference items.

The 2 instances of non-compliance, are as follows:

Local Government (Financial Management) Regulations 1996 Regulation 13A		
Question	Response	Officer Response to Finding

Did the local government prepare a list each month of all payments made using employee-authorised credit, debit or other purchasing cards, and include the payee's name, the amount of the payment, the date of the payment, sufficient information to identify the payment, and present the list at the next ordinary council meeting (and record in the minutes)?	No	The City provided the following to Council monthly: (a) the payee's name; (b) the amount of the payment; (c) the date of the payment; An audit finding identified that the following requirement of regulation 13A (1), was not met on all occasions: *(d) sufficient information to identify the payment.* It is noted that this finding was identified in the management of purchasing cards audit. In response to this finding and recommendation, the City is reviewing the report provided to Council each month and will make appropriate amendments to ensure sufficient information is provided to satisfy this requirement.
Local Government (Functions and General) Regulations 1996 Regulation 15 and 16		
Question	**Response**	**Officer Response to Finding**
<u>Regulation 15</u> Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?	No	The City generally complied with the requirements of *Local Government (Functions and General) Regulations 1996,* Regulations 15 and 16. However, the City did not fully comply with Regulation 16(3)(c), as some details of tenders were not recorded in the tenders register "immediately" after opening. It was found that the names of respondents were not recorded immediately in the register after opening. Procedures are being reviewed and updated to address this requirement, based on advice that "immediately" suggests "by end of day".
<u>Regulation 16</u> Asked as part of question Reg 15		

A number of questions within the 2025 CAR were assessed as not applicable (NA) due to the City's circumstances during the audit period. Further details of all NA responses and supporting comments are provided in Attachment 2.

The City uses the CAR each year as an opportunity to review its practices and identify processes improvement opportunities that may assist in preventing future non-compliance. As part of this officers are exploring options to implement an

ongoing internal audit program based on the questions in the CAR. This program will be used to monitor and track compliance throughout the year. The proposed CAR Audit Action Plan is provided below. The actions identified will be incorporated into the City's Audit Action Regster.

Finding	Responsible officer	Audit Action	Completion date (est.)
Purchase card reports presented to Council did not include all information required under Regulation 13A of the *Local Government (Financial Management) Regulations 1996.*	Manager Commercial Services	The City is reviewing the report presented to Council each month to ensure sufficient information is given for each purchase listed. Appropriate action will be taken as required to meet the regulation requirements.	December 2026
Tender details were not recorded in the tender register immediately following tender opening as required by Regulation 16(3)(c) of the *Local Government (Functions and General) Regulations 1996*.	Manager Commercial Services	Procedures are being reviewed and updated to ensure respondents names are added to the tenders register and published on the website by end of day.	December 2026

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICIAL

COMMITTEE RECOMMENDATION ITEM ARIC2609-1
(Officer's recommendation)

Moved: Cr Pip Slaughter Seconded: Mr Brad Pearce

Council:

1. Receive the Compliance Audit Return, as provided in Attachment 1, and endorse the actions outlined in this report.

2. Adopt the 2025 Compliance Audit Return for the period 1 January 2025 to 31 December 2025, as provided in Attachment 1.

3. Authorise the Mayor and the Chief Executive Officer to certify the 2025 Compliance Audit Return (Attachment 1), for submission to the Inspector of Local Government by 30 September 2026.

Carried: 6/0

For:

Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver,
Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

ARIC2609-2 ADOPTION OF THE ENTERPRISE RISK MANAGEMENT (ERM) POLICY & FRAMEWORK

Meeting date:	Monday 14 September 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Current City of Fremantle Risk Management Framework 2. Enterprise Risk Management (ERM) Policy 3. Enterprise Risk Management (ERM) Framework 2026-28

SUMMARY

At the Ordinary Meeting of Council held on 24 June 2026, Council received the Risk Roadmap Information Report (ARIC2606-1) which provided an update to Council on the City of Fremantle's transition from its current risk management program to enterprise risk management.

This report recommends that Council revokes the existing Risk Management Policy and Risk Management Framework and adopts the proposed Enterprise Risk Management Policy (Attachment 2) and Enterprise Risk Management Framework (Attachment 3).

BACKGROUND

Traditional risk management often results in risk being considered and managed in isolation or siloed to individual service areas, physical locations, and projects. Enterprise risk management (ERM) is managed as a governance function ensures risk management is sufficiently integrated into the decisions and activities of the organisation, with the objective of improving risk competency and driving desired behaviour, both of which support the long-term sustainability of Council by ensuring risk is managed where sustainability is essential.

The proposed Enterprise Risk Management Policy (Policy), provided in Attachment 1, is a new policy that establishes Council's commitment to effective risk management. Guided by the risk management principles, the Policy defines the roles, responsibilities, and accountabilities for enterprise risk management and establishes the framework for risk management governance, oversight, and continual improvement.

The proposed Enterprise Risk Management Framework (Framework) provides the structure and guidance for implementing the Policy and establishes the minimum

standards for the identification, assessment, treatment, monitoring, escalation, and reporting of risk across the organisation.

The Framework outlines the processes, methodologies, and responsibilities necessary to support a consistent and integrated approach to risk management, ensuring that risks are managed in accordance with Council's risk appetite and strategic objectives.

Together, the proposed Policy and Framework strengthen the integration of risk management across governance, strategic planning, operations, projects, financial management, and organisational decision-making. This integrated approach promotes risk-informed decision-making, enhances organisational resilience, and supports the effective achievement of Council's objectives.

FINANCIAL IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

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'

- Improve organisational performance and capability.

CONSULTATION

Both the proposed Policy and Framework were developed in consultation with the organisation, including relevant officers, management, the Executive Leadership Team (ELT), and the Audit, Risk and Improvement Committee (ARIC).

The consultation process helped ensure the proposed documents were practical and aligned with the organisation's needs. It also provided an opportunity to reinforce risk management as an organisation-wide responsibility and strategic business enabler.

Feedback received during consultation was carefully considered in finalising both documents and was critical to the transition to Enterprise Risk Management (ERM).

Executive Leadership Team (ELT)

The proposed Enterprise Risk Management Framework (Framework) was presented to the Executive Leadership Team (ELT) at the April Risk Workshop. ELT received an update on the progress of the risk roadmap and the organisation's transition to enterprise risk management (ERM).

Framework review and comparison
The workshop compared the proposed Framework with the existing framework, with particular focus on the risk assessment methodology, risk criteria and risk appetite. It also outlined how ERM can strengthen risk governance, assessment, treatment, escalation, monitoring and reporting across the organisation.

Considerations
ELT discussed how the Framework would be implemented across all levels and functions of the organisation, including how it would:

- apply to governance, strategy, operations, projects and service delivery;
- embed a consistent and integrated approach to risk management;
- strengthen risk-informed decision-making; and
- support the achievement of Council's strategic and operational objectives.

Outcome
The workshop provided ELT with an opportunity to review and contribute to the proposed Framework, ensuring the Framework reflects organisational requirements and will support the successful transition to a mature and effective enterprise risk management approach.

Audit, Risk and Improvement Committee (ARIC)

On 10 August 2026, key elements of the proposed Enterprise Risk Management Policy (Policy) and Enterprise Risk Management Framework (Framework) were presented to the Audit, Risk and Improvement Committee (ARIC) for review, input, and feedback.

Considerations
ARIC reviewed the proposed risk management documents and considered how the Policy and Framework would support effective risk governance and organisational

oversight and provide assurance risk is being consistently managed across the organisation.

Outcome
ARIC's feedback provided strategic input into the finalisation of the Policy and Framework and confirmed the Committee's alignment with the organisation's governance and assurance requirements.

OFFICER COMMENT

Enterprise Risk Management (ERM) represents the next stage in the maturity of Council's risk management program, building on the existing risk management framework by establishing a coordinated, organisation-wide approach to identifying, assessing, managing and monitoring risk and uncertainty.

The transition to ERM is expected to strengthen the relationship between strategy, objectives, decision-making, risk appetite, performance and assurance. Rather than managing risk in isolation, ERM provides the framework for Council to consider risk collectively across the organisation, providing the organisation with a better understanding of how individual and interconnected risks may affect objectives, statutory responsibilities, financial sustainability, and service delivery models.

Aligning risk management to organisational planning and decision-making also supports a more consistent assessment of risk, improving accountability and risk ownership, control effectiveness, and risk governance objectives by providing Council with better visibility over its enterprise and emerging risks and a stronger understanding for whether risk is being managed within appropriate risk appetite.

The implementation of ERM is expected to provide the organisation with the following long-term benefits:

- Stronger alignment between risk and strategy by considering risks in the context of Council's objectives and priorities.
- Enterprise-wide visibility of risk by providing a consolidated view of enterprise, emerging and interconnected risks.
- Improved governance and accountability through clear risk ownership, escalation and oversight functionality.
- Enhanced decision-making by providing timely, consistent and relevant risk information across the organisation.
- Strengthened assurance processes as risk information is more consistently used to determine which assurance or compliance activities should be prioritised

- Better allocation of resources by prioritising investment toward risks of greatest threat
- The more consistent application of risk appetite supports informed decisions to the level and nature of risk Council is prepared to accept or pursue.
- Strengthened organisational resilience by improving Council's capacity to plan, prepare for, respond to and recover from, significant disruption and crisis.

Transitioning to ERM will require ongoing engagement with the organisation.

For ERM to be effective, risk management must become an integrated business discipline rather than a stand-alone compliance activity.

Achieving ERM is expected to provide Council, the Audit, Risk and Improvement Committee and the Executive Leadership Team with greater confidence that risks are being appropriately identified, managed, treated, and monitored.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-2
(Officer's recommendation)

Moved: Cr Andrew Sullivan Seconded: Cr Fedele Camarda

Council:

1. Revoke the existing Risk Management Policy and Risk Management Framework, provided in Attachment 1.

2. Adopt the Enterprise Risk Management Policy, provided in Attachment 2.

3. Adopt the Enterprise Risk Management Framework, provided in Attachment 3.

Carried: 6/0
For:
Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver, Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

OFFICIAL

ARIC2609-3 BUDGET MANAGEMENT POLICY

Meeting date:	Monday 14 September 2026
Responsible officer:	Manager Financial Services
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Current Budget Management Council Policy 2. DRAFT Council Policy Budget Management 3. Proposed Delegation 2.25 - Insufficient Budget Allocations

SUMMARY

The Budget Management Council Policy has been reviewed in line with the City of Fremantle's Document Management administration policy, which states that all documents should be reviewed within every four (4) years to ensure that the information contained in the document is still relevant, accurate and remains compliant with legislation. The Budget Management Policy was adopted on 27 June 2018 (FPOL1806-11) and is therefore due for review.

This report recommends that Council revoke the current policy and adopt the new Budget Management Council Policy.

BACKGROUND

The Budget Management Council Policy (the Policy) is due for review, in accordance with the City of Fremantle's City Document Management administration policy, which calls for a review every four (4) years. Policy amendments are often recommended to reflect contemporary practices, changes in legislation and Council direction, and to clarify working requirements.

FINANCIAL IMPLICATIONS

The Policy establishes a governance framework and does not itself commit any operating or project budget expenditure. Individual budget decisions made under the Policy will continue to be considered by Council through the normal annual budget process.

LEGAL IMPLICATIONS

The Policy facilitates the City's compliance with Part 6 (Financial Management) of the *Local Government Act 1995*, including sections 6.2 (annual budget), 6.8

(unbudgeted expenditure), 6.33 (differential general rates), 6.34 (balanced budget), 6.37 (specified area rates) and 6.38 (service charges), and with the *Local Government (Financial Management) Regulations 1996*, including regulation 33A (mid-year budget review) and regulation 34(5) (material variance threshold for Statement of Financial Activity reporting). There are no contractual 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'

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

CONSULTATION

Nil.

OFFICER COMMENT

Officer's undertook an internal review of the current Budget Management Council Policy and propose numerous changes to bring the Policy inline with the current legislative and operational context.

To assist with readability and application, the Policy was re-written and as such, officer's recommend revoking the current Budget Management Council Policy (Attachment 1) and to adopt the new draft Budget Management Council Policy (Attachment 2).

The following table lists the proposed changes to the Policy and the justification for each:

Change	Reason
Broader policy that covers the full annual budget cycle, not just budget variations.	Provides a single, comprehensive policy governing the annual budget process.
Updated legislative references, including new mid-year review dates.	Reflects 2023 changes to the Regulations.
Outdated reference to the former FPOL Committee updated; removed outdated resolution template.	Reflects the City's current internal reporting structure.

Additional-purpose spending can now be funded from surplus, grants or reserves, not just other accounts.	Reflects funding sources used in practice.
Monthly budget amendment reports to Council replaced with as-needed reporting.	Discourages staff from making frequent, ad-hoc budget changes.
Carried-forward projects must meet Council's materiality threshold.	Encourages staff to deliver funded projects within the year requested, while retaining Council and CEO discretion to approve carry-forward in other cases.
Included reference to annual budget workshops for Elected Members.	Provides a formal opportunity for Elected Member feedback before adoption.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-3
(Officer's recommendation)

Moved: Mayor Ben Lawver Seconded: Cr Andrew Sullivan

Council:

1. Revoke the current Budget Management Council Policy, as provided in Attachment 1.

2. Adopt the new Budget Management Council Policy, as provided in Attachment 2.

3. Delegate authority to the Chief Executive Officer to incur expenditure for a purpose already identified within the budget where there are insufficient funds allocated, as detailed in the attached delegation 2.25 (Attachment 3), to be included in the Register of Delegated Authority 2026-27.

Carried: 6/0
For:
Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver,
Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

OFFICIAL

ARIC2609-4 AUDIT ACTIONS UPDATE - AUGUST 2026

Meeting date:	Monday 14 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. CONFIDENTIAL - Audit Action Register

SUMMARY

This report provides an update on the status of actions arising from annual audits carried out in line with statutory requirements and recommends that Council receive and note the current list of audit actions and status associated with each, as provided in Confidential Attachment 1.

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 (Financial Management Regulation 5)
- Audit of general systems, procedures and controls (Audit 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.

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* (the Act).

If the Auditor General or a local government's appointed auditor reports a significant matter in an audit report, section 7.12A of 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, Risk and Improvement 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 2026 Audit, Risk and Improvement Committee meeting, 23 items were reported as outstanding. Nine of these were completed during this reporting period, leaving 14 items outstanding.

Summary of outstanding items:

1. Six items relate to the OAG General Computer Controls (IT) Audit, comprising six findings assessed as moderate and one assessed as minor.
2. One item relates to the OAG Performance Audit – Management of Purchasing Cards, assessed as moderate.
3. Seven items relate to the Regulation 17 Audit, comprising one finding assessed as high, four assessed as moderate, and two assessed as minor.

Items finalised since the previous reporting period:

1. Four items relate to the OAG Financial Audit for the 2024/25 financial year,
2. Four relate to the OAG General Computer Controls (IT) Audit, and
3. One relates to the Regulation 17 Audit.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-4
(Officer's recommendation)

Moved: Cr Pip Slaughter Seconded: Mr Brad Pearce

Council receive the updated Audit Actions Register, as provided in Confidential Attachment 1.

Carried: 6/0

For:

Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver, Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

OFFICIAL

ARIC2609-5 EMERGING ISSUES REPORT - AUGUST 2026

Meeting date:	Monday 14 September 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. CONFIDENTIAL - Emerging Issues Summary Report August 26

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

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-5
(Officer's recommendation)

Moved: Mr Brad Pearce Seconded: Cr Fedele Camarda

Council receive the Emerging Issues report up to August 2026, as provided in Confidential Attachment 1.

Carried: 6/0

For:

Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver, Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

ARIC2609-6 PROCUREMENT POLICY EXEMPTIONS JUNE TO AUGUST 2026

Meeting date:	Monday 14 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Purchasing Policy Exemptions June to August 2026

SUMMARY

The purpose of this report is to inform the Committee and Council of purchases made by the City that were exempted from the requirements of the Procurement Policy, during the period June to August 2026.

This report recommends that Council receive the Procurement Policy Exemptions report from June to August 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, Risk and Improvement Committee.

FINANCIAL IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

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

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

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

CONSULTATION

Nil.

OFFICER COMMENT

June 2026

The total value of spending exempt from the City of Fremantle Procurement Policy was $152,296.55 for the month of June 2026.

The value of exemptions by category is:

Exemption Category	Value $
Specialist Legal or Consultant Advice	33,000.00
Original Equipment Manufacturer (OEM)	0.00
Subscription (excluding software)	0.00
Statutory Exemptions including Advertising	34,320.55
Professional / LG Memberships	0.00
Subscription (excluding software)	17,976.00
Postal Services	0.00
Software Licence Renewal	0.00
Sole Source of Supply	67,000.00
Total	152,296.55

Details regarding individual exemptions can be found in Attachment 1.

July 2026

The total value of spending exempt from the City of Fremantle Procurement Policy was $42,000.00 for the month of July 2026.

The value of exemptions by category is:

Exemption Category	Value $
Specialist Legal or Consultant Advice	0.00
Original Equipment Manufacturer (OEM)	20,0000.00
Subscription (excluding software)	0.00
Statutory Exemptions including Advertising	0.00
Professional / LG Memberships	0.00
Subscription (excluding software)	0.00
Postal Services	0.00
Software Licence Renewal	0.00
Sole Source of Supply	22,000.00
Total	42,000.00

Details regarding individual exemptions can be found in Attachment 1.

August 2026

The total value of spending exempt from the City of Fremantle Procurement Policy was $43,984.00 for the month of August 2026.

The value of exemptions by category is:

Exemption Category	Value $
Specialist Legal or Consultant Advice	43,984.00
Original Equipment Manufacturer (OEM)	0.00
Subscription (excluding software)	0.00
Statutory Exemptions including Advertising	0.00
Professional / LG Memberships	0.00
Subscription (excluding software)	0.00

Postal Services	0.00
Software Licence Renewal	0.00
Sole Source of Supply	0.00
Total	43,984.00

Details regarding individual exemptions can be found in Attachment 1.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-6
(Officer's recommendation)

Moved: Cr Pip Slaughter Seconded: Mr Brad Pearce

Council receive the information report on Procurement Policy Exemptions for June to August 2026.

Carried: 6/0
For:
Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver,
Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:
Nil

ARIC2609-7 TENDERS AWARDED UNDER DELEGATION JUNE TO AUGUST 2026

Meeting date:	Monday 14 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	Nil

SUMMARY

The purpose of this report is to summarise tenders awarded under delegation by various delegated Officers and Committees during the period June to August 2026.

This report recommends that Council receive the report on tenders awarded under delegation between June to August 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 and 2026-27 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, the Chief Executive Officer is required to report the use of this delegation to the Audit, Risk and Improvement Committee.

STRATEGIC IMPLICATIONS

This is in keeping with the City of Fremantle's Strategic Community Plan 2024 – 2034:
Corporate - Lead and empower the organisation to deliver the vision of 'strong reputation, stronger future'

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

CONSULTATION

Nil.

OFFICER COMMENT

Below is a list of tenders awarded under delegation between June to August 2026.

June 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Estimated Value
FCC715/26 - IT Infrastructure – Storage Renewal	Public Tender	CEO	R1i Pty Ltd T/A R1i Technology	5 Years	$881,410.80
WFCC136/26 - Engineering Consulting Services	WALGA	CEO	Glen Flood Group Pty Ltd T/A GFG Consulting	Up to 5 Years (3+1+1)	$500,000.00
WFCC137/26 - Underground Service Locating	WALGA	Director	WH Location Services Pty Ltd T/A ABAXA	Up to 5 Years (3+1+1)	$424,730.00
WFCC142/26 - Supply of Precast Concrete Drainage Products	WALGA	Director	T C Precast Pty Ltd T/A Hydra Storm	Up to 5 Years (3+1+1)	$430,820.00

July 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Estimated Value
WFCC141/26 - Green Waste Collection	WALGA	Director	Craneswest (WA) Pty Ltd T/A Western Tree Recyclers	Up to 3 Years (2+1)	$250,000.00
WFCC144/26 - Supply of Gas to Fremantle Leisure Centre and Walyalup Civic Centre	WALGA	CEO	Wesfarmers Kleenheat Gas Pty Ltd	Up to 3 Years (2+1)	$523,029.00
FCC703/26 - Hilton Park North - ACM Removal	Public Tender	Director	Savana Environmental Australia Pty Ltd	1 Month	$180,357.00
FCC707/26 - Supply and Delivery of one (1) General Purpose Side Tipper Cartage Truck	Public Tender	Director	Falconet Pty Ltd ATFT Truck Unit Trust T/A WA Hino Sales & Service	6 Months	$170,113.39

August 2026

Tender Description	Procurement Method	Awarded By	Contractor(s)	Contract Term	Contract Estimated Value
FCC712/26 - Graffiti Services	Public Tender	CEO	Dalecoast Pty Ltd ATF Robthor Unit Trust T/A Graffiti Systems Australia	Up to 5 Years (3+1+1)	$510,000.00
FCC717/26 - Supply of Tree Stock	Public Tender (*)	Director	Ellenby Pty Ltd T/A Ellenby Tree Farm Forestvale Trees Pty Ltd	Up to 4 Years (2+1+1)	$388,000.00

* FCC717/26 - Supply of Tree Stock was awarded under a panel arrangement of 2 suppliers. The Contract Estimated Value reflects the Total Contract Amount for the panel.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

COMMITTEE RECOMMENDATION ITEM ARIC2609-7
(Officer's recommendation)

Moved: Mr Brad Pearce Seconded: Cr Pip Slaughter

Council receive the information report on Tenders Awarded under Delegation for June to August 2026.

Carried: 6/0

For:

Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver, Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

ARIC2609-8 OVERDUE DEBTORS AS AT AUGUST 2026

Meeting date:	Monday 14 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. CONFIDENTIAL - Summary of Outstanding Debtors - 31 August 2026 2. CONFIDENTIAL - Fee Waivers and Debt Write-Offs Schedule - 31 August 2026

SUMMARY

This Overdue Debtors Report, with confidential attachments, is provided to the Audit, Risk and Improvement Committee to report overdue debts outstanding as at 31 August 2026.

Attachment 1 identifies debts overdue by more than 90 days where the combined value, by debtor, exceeds $10,000.

Attachment 2 provides the supporting schedule of fee waivers and debt write-offs actioned under Delegation 2.3 during the period.

BACKGROUND

This report provides the Audit, Risk and Improvement Committee with 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 waived or 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 August 2026, $72,028 has been held as an allowance for impairment of sundry receivables. A total of $194,158 in waivers and/or write offs has occurred during the 2026/27 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 sections 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, Risk and Improvement 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 August 2026 were $619,408, decreased from $1,056,199 reported to the Audit, Risk and Improvement Committee in June 2026. The decrease is primarily attributable to a capital grant invoice of approximately $450,000 that was issued in May 2026. This invoice was fully receipted in June 2026 and therefore does not represent a long-term collection risk.

Debts outstanding for more than 90 days increased marginally from $97,776 in May 2026 to $105,499 as at 31 August 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.

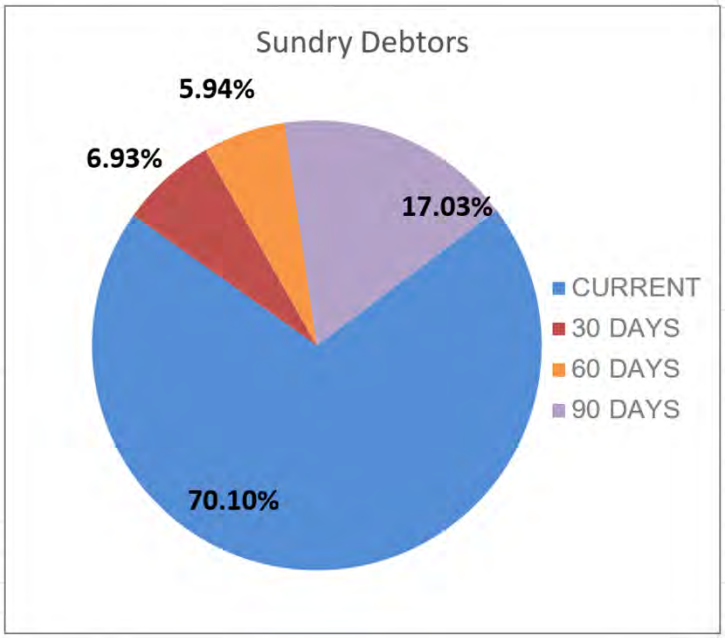
One debtor exceeds both the 90-day ageing threshold and the $10,000 reporting limit. As at 31 August 2026, the outstanding balance is $58,126, all of which is more than 90 days overdue.

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 August 2026	Current	30 Days	60 Days	90+ Days	Total
August 2026	70%	7%	6%	17%	100%
Total Debtors	434,215	42,918	36,776	105,499	619,408
August 2026 Excl.	82%	0%	11%	7%	100%
Commercial Properties	168,345	-	22,847	14,210	205,402
August 2025	49%	10%	12%	29%	100%
Total Debtors	268,278	52,304	64,813	158,795	544,190

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

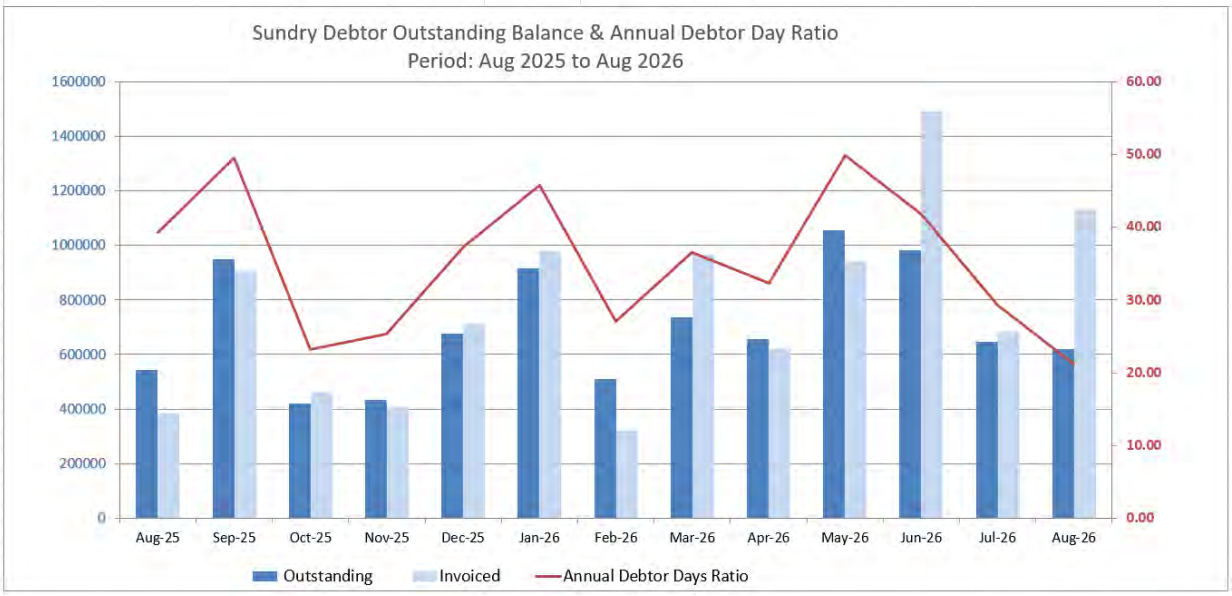
Officers consider all of these metrics alongside each other as well as the debtor day ratio to assist in providing an overarching assessment of general performance of outstanding debtors. The debtor day ratio measures how quickly cash is being collected from debtors regardless of the level of total outstanding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

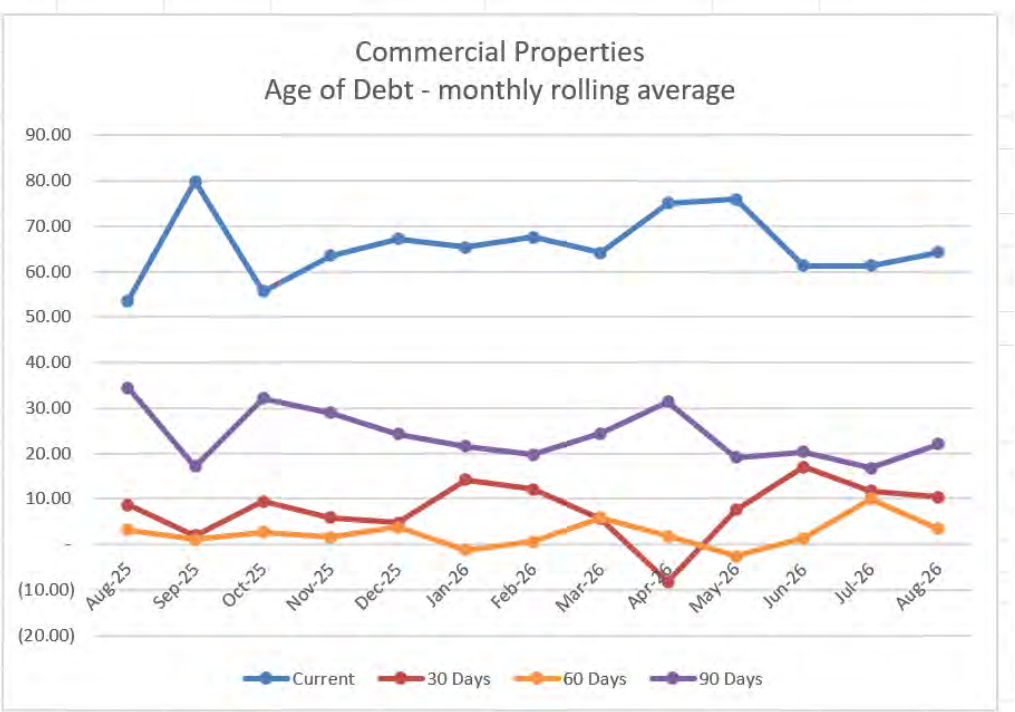
The following chart indicates the debtor days over the last 12 months. Debtor days have steadily decreased over the past 12 months, with a ratio of 21.13 being reported for August 2026.



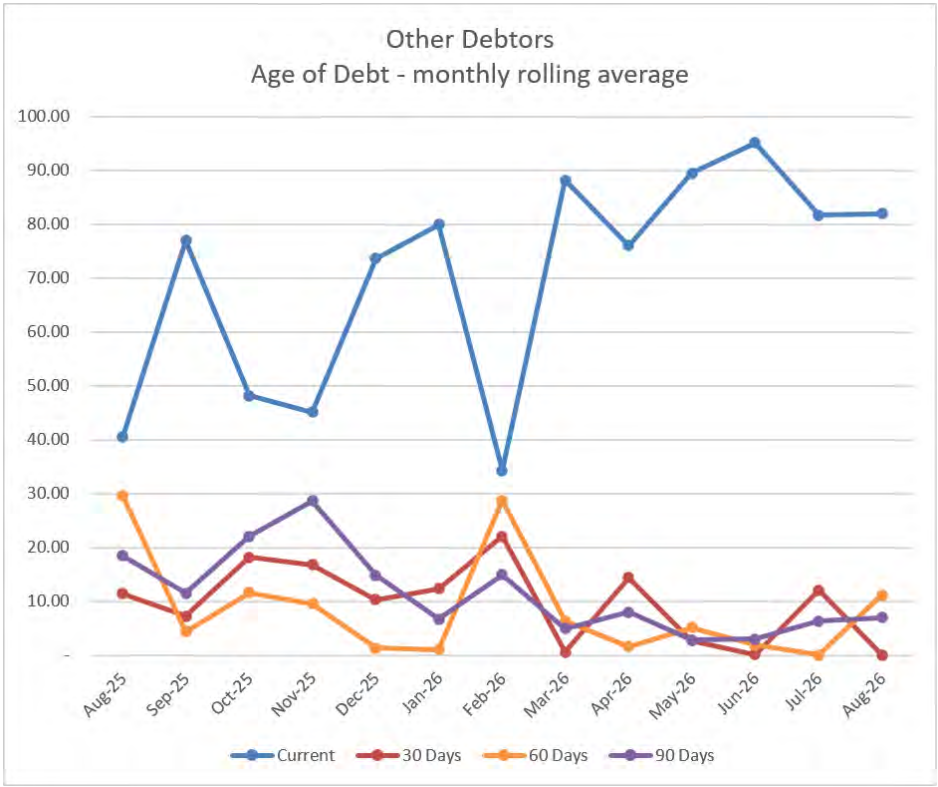
Age of Debt

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, 64% of debt was current as of August 2026. Debt over 90 days has increased from 19.10% to 22.05% since the last reporting period, while debt in the 30-59 day and 60-89 day categories remains low.

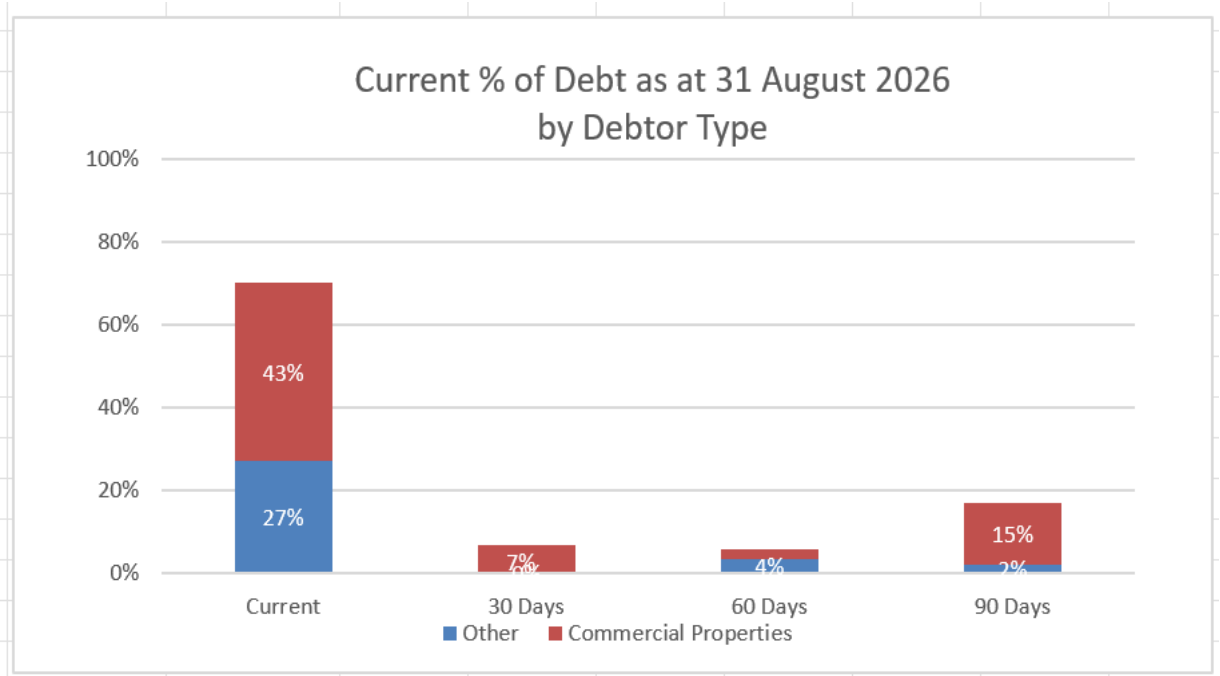


For other debtors, 82% of debt was current as of August 2026. Debt over 90 days has increased since the last reporting period from 3% to 7%, while debt 60-89 days has increased from 5% to 11%.



The next graph shows the current value of debt by age category, split between commercial properties and other debtors. Commercial properties make up 43% of current debt and 15% of debt over 90 days, whilst other debtors make up 27% 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

Waivers and write-offs received since last reported. Refer to attachment 2 for full details, including reasoning.

Customer / Debtor	Description	Amount
Fee Waivers		
Collaboration for Impact	ChangeFest25 partnership event.	$2,247.00
Circus WA	Victoria Hall hire, 5–25 Jan 2026.	$4,783.00
Buckingham Redevelopment Co.	50% discount on 4 parking bays, Phillimore Street (~18 months).	$68,544.00
Circus WA	Victoria Hall hire — rehearsal space, 10 Nights in Port 2026.	$4,930.00

Customer / Debtor	Description	Amount
Circus WA	Victoria Hall hire — rehearsal, The Raft (10 Nights in Port 2026).	$1,505.00
MBAS Studio Artist	Moores Building Art Space hire — group exhibition.	$1,800.00
	Subtotal – Waivers	$83,809.00

Debt Write-offs		
2090081 – Fremantle Rugby League Football Club Incorporated	Lease termination.	$7,656.89
2090107 – Fremantle Arts Centre Café	Lease termination.	$2,078.38
2093943 – G.A.P's Kitchen Pty Ltd	Lease termination — Debtor went into Liquidation.	$3,076.26
	Subtotal – Write-offs	$12,811.53
	TOTAL	$96,620.53

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICIAL

COMMITTEE RECOMMENDATION ITEM ARIC2609-8
(Officer's recommendation)

Moved: Cr Fedele Camarda Seconded: Cr Pip Slaughter

Council:

1. Receive the Overdue Debtors Report as at 31 August 2026.

2. Receive the confidential attachments listing overdue debts exceeding 90 days with the combined value, by debtor, exceeding $10,000.

3. Receive fee waivers and debts written off as at 31 August 2026.

Carried: 6/0

For:

Ms Hayley Manser, Mr Brad Pearce, Mayor Ben Lawver, Cr Fedele Camarda, Cr Pip Slaughter and Cr Andrew Sullivan

Against:

Nil

C2609-1 WORKING GROUP INFORMATION REPORT - SEPTEMBER 2026

WALYALUP RECONCILIATION ACTION PLAN 2024-27 WORKING GROUP

WG meeting date:	25 August 2026
WG Chair:	Brendan Moore, Senior Aboriginal Engagement Officer
Responsible officer:	Manager Community Development
Attachments:	Nil.

Opening and Acknowledgments

The meeting opened with a Welcome to Country by a Walyalup Reconciliation Action Plan (WRAP) Working Group member. A minute of silence was observed to remember those who have passed away.

Welcome to the Town of Mosman Park Representatives

The Chair and Mayor formally welcomed the CEO and staff from the Town of Mosman Park to the WRAP Working Group meeting, and the Town of Mosman Park described it as a valuable opportunity to learn directly from the City, the Elders and the Working Group.

Tribute to Dr Gerrard Shaw

Jasmine Rodet from Piazza Fremantle shared an idea to pay tribute to Dr Gerrard Shaw and introduced the Piazza Fremantle and its vision to the Working Group.

WRAP Working Group members expressed support for the idea and confirmed interest in remaining open to conversations regarding Piazza Fremantle and long-term reconciliation strategies.

Standing WRAP Update

The Chair reported that the City is currently completing a Reconciliation Action Plan (RAP) survey to track the progress of achieving the City's annual RAP deliverables, noting positive procurement data.

City staff provided an update on current projects, including the Hilton Park cultural shelter roof art, and the Noongar Standard Heritage Agreement (NSHA).

Noongar Road Naming Update

The WRAP Working Group considered the proposed renaming of Stirling Street, Fremantle, and by a majority vote, the Aboriginal Elders of the group selected Manitj (White Cockatoo) as the preferred name to be recommended to Council for endorsement.

Landgate have confirmed that the name is available, and that it will assess the proposed renaming pending consultation.

Action: Chair to present the proposed renaming of Stirling Street to Manitj Street to Council for endorsement, investigate the consultation process and, following consultation, submit the proposal to Landgate.

FOCUS First Nations Film Programming

The Events Producer – Truth-Telling provided an update on the date and programming changes for the 2027 FOCUS First Nations Films event. The Working Group unanimously supported an idea to hold the program as a 1-day event on 26 January.

The success of Thomas Mayo's oration was noted, and it was confirmed that the City will look to include another Walyalup Oration speaker in the 2027 program.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council receive the following working group updates for September 2026:

1. WALYALUP RECONCILIATION ACTION PLAN 2024-27 WORKING GROUP

General reports

C2609-2 SAT RECONSIDERATION - ADELAIDE STREET, NO. 612/23 (LOT 82), FREMANTLE - CHANGE OF USE TO UNHOSTED SHORT-TERM RENTAL ACCOMMODATION - (JD DA0108/26)

Meeting date:	Wednesday, 23 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Development Plans - DA0108/26 2. Management Plan 3. Code of Conduct - 23 Adelaide St Fremantle 4. CONFIDENTIAL - Owner and Application Details
Additional Information: *(viewed electronically)*	5. Strata Consent 6. OCM Minutes - June 2026
New Attachments: *(added since June 2026)*	7. Additional Attachment 16/09 - Revised proposal - Applicant Further Information

SUMMARY

The applicant has submitted an application for review of a decision by Council to refuse a change of use to Unhosted short-term rental accommodation at No. 612/23 Adelaide Street, Fremantle.

On 10 June 2026, Council considered this application and unanimously resolved to:

REFUSE, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No. 612/23 (Strata Lot 82) Adelaide Street, Fremantle, as detailed on plans dated 18 March 2026, for the following reasons:

1. *The proposal is inconsistent with clause 67 (n) of the Deemed Provisions as the proposal will remove long term residential accommodation in the 86/132 City of Fremantle Ordinary Meeting of Council - Minutes 10 June 2026 City Centre zone thereby resulting in detrimental amenity and social impacts by virtue of reduced housing availability.*
2. *The proposal is inconsistent with the policy objectives of Local Planning Policy 2.27 (Unhosted Short-term Rental*

Accommodation) as it will not prioritise permanent residents within the City Centre Zone so as to retain a lively and vibrant centre throughout the year.

In July 2026, the applicant submitted an application for review of the decision to the State Administrative Tribunal (SAT). The parties were invited to participate in onsite mediation (28 August 2026), which included the participation of the applicant and their representative, City officers, Councils Planning Consultant and Elected Members.

Following this mediation, the SAT issued a direction inviting the City to consider setting aside its previous decision pursuant to s. 31(1) of the *State Administrative Tribunal Act 2004* (WA) and provided additional information. The amended proposal is the subject of the current report.

The amended proposal includes the following amendments and additional information:

- Limiting the proposed land use to 24 months, and a
- Code of conduct

It is recommended that Council set aside its previous decision and approve the amended application.

PROPOSAL

Detail

Approval is sought for a change of use of an existing two (2) bedroom Multiple dwelling to Unhosted short-term rental accommodation at No.612/23 Adelaide Street, Fremantle. There are no works proposed.

At its meeting on 10 June 2026, Council considered this proposal and refused the application against the officers recommendation of approval.

In July, the applicant lodged an application for review of the decision with the SAT. Following mediation, orders were issued for the reconsideration of the decision by Council. The applicant has submitted an amended proposal for consideration that includes the following amendments and additional information:

- Limiting the proposed land use to 24 months, and
- Code of conduct

Development plans and supporting documents are included as attachments to this report.

OFFICIAL

Site/application information

Date received:	18 March 2026
Scheme:	City Centre RAC-3
Heritage listing:	N/A
Existing land use:	Multiple Dwelling
Use class:	Unhosted Short-Term Rental Accommodation
Use permissibility:	A

In accordance with the *Privacy and Responsible Information Sharing Act 2024* and to minimise the public disclosure of personal information, the applicant's name has been redacted from the public agenda. The applicant's details have been provided to elected members within the confidential attachment and due to the requirement to link the land use to a person in LPP 2.27 Unhosted Short-term Rental Accommodation, the name will be included on the Determination Notice issued.

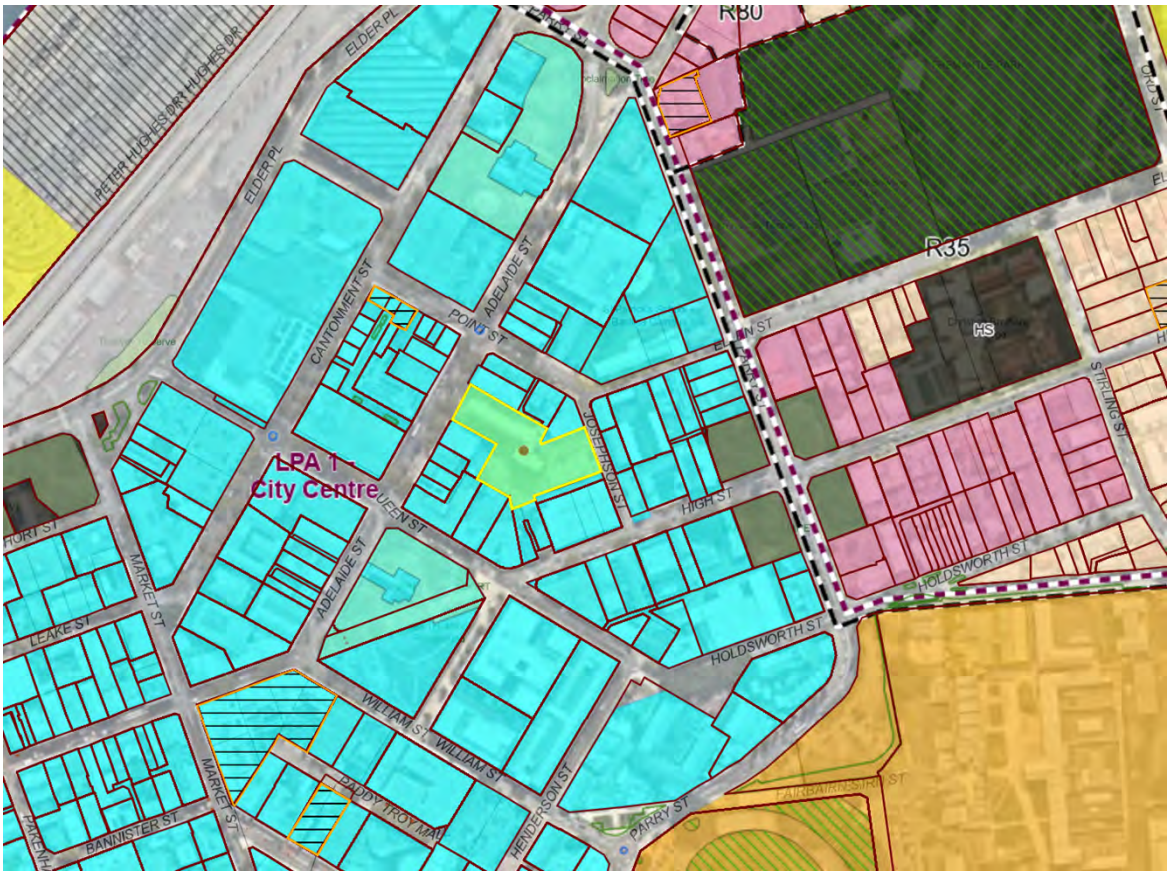


Figure 1 – Planning context map

Figure 2 – Approximate location of subject dwelling outlined in red

CONSULTATION

External referrals

Nil required.

Community

The application was advertised in accordance with Schedule 2, clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as the as the proposal required a merit-based assessment against the Scheme and local planning policy. The advertising period concluded on 24 April 2026, and two (2) submissions were received. One (1) in support of the proposal and one (1) objecting to the proposal. The following issues were raised (summarised):

- Concern stating there is a housing crisis and that the City should take a moral stand to discourage further expansion of short-term rentals.

The changes to the proposal are in substance the same, with a limitation to the timeframe of the use and as such was not readvertised in accordance with LPP 1.3 Community Consultation on Planning Proposals.

OFFICER COMMENT

Statutory and policy assessment

The proposal has been assessed against the relevant provisions of LPS4 specifically land use and car parking provisions. The relevant assessment criteria are discussed as follows:

- Land use

The above matters are discussed below.

Background

The subject site is located on the east side of Adelaide Street. The dwelling subject to the change of use is within a strata development comprising 118 Multiple dwellings and has a floor area of approximately 58m². The dwelling is located on the sixth floor and sits within a parent lot of approximately 5198m². The site is zoned City Centre and has a density coding of RAC-3. The site is not individually heritage listed or located within a Heritage Area.

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

- Primary street fence addition and alterations – DA0218/20
- Front fence and landscaping on Adelaide Street frontage – DA728/05
- Construction of a 10 storey multi-purpose building – BL5377/1968

Council refused to grant approval for DA108/26 June 2026. In July 2026, the applicant appealed the decision to the State Administrative Tribunal (SAT). The parties were invited to participate in onsite mediation (28 August 2026), which included the participation of the landowners, applicant, City officers, Councils Planning Consultant and Elected Members.

Following this mediation, the SAT issued a direction, pursuant to s. 31(1) of the *State Administrative Tribunal Act 2004* (WA), inviting the City to review an amended proposal and consider setting aside its previous decision. This amended proposal is the subject of the current report.

Land Use

An Unhosted short-term rental accommodation is an 'A' use in the City Centre Zone, which means that the use is not permitted unless the Council has exercised its discretion by granting planning approval. In considering an 'A' use the Council will have regard to the matters to be considered in the *Planning and Development (Local Planning Schemes) Regulations 2015*. In this regard the following matters have been considered:

(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area

(m) The compatibility of the development with its setting including the relationship of the development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development

(n) The amenity of the locality including the following:

(i) Environmental impacts of the development

(ii) The character of the locality

(iii) Social impacts of the development

(y) Any submissions received on the application.

For the purpose of assessing matter (a) above, the objectives of the City Centre zone are as follows:

Development within the City Centre zone shall —

(i) provide for a full range of shopping, office, administrative, social, recreation, entertainment and community services, consistent with the region-serving role of the centre and including residential uses, and

(ii) *comply with the objectives of local planning area 1 of schedule 7,*

(iii) *conserve places of heritage significance the subject of or affected by development.*

The proposed amended proposal is considered to address the above matters for the following reasons:

- The Unhosted short-term rental accommodation land use is considered to satisfy the objectives of the City Centre zone as it will provide a use which is consistent with the region-serving role of the centre.
- The land use will complement the surrounding retail and hospitality land uses by providing accommodation for visitors to the area and will assist in the ongoing viability of these businesses.
- The proposal is for a small scale Unhosted short-term rental accommodation for a maximum of four (4) persons. It is not considered that the scale of the accommodation will result in any significantly detrimental impact the amenity of the area or adjoining residents.
- The proposal does not involve any structural changes to the existing dwelling built form or existing buildings on the subject site.
- It is not considered that there is currently an over densification of Unhosted short-term rental accommodation land uses in the surrounding area.
- The time limited option allows the applicant a period to demonstrate the limited impact on the amenity of the area.

Local Planning Policy 2.27 – Unhosted Short-Term Rental Accommodation

The purpose of LPP2.27 is to establish a clear framework to manage Unhosted short-term rental accommodation within the City of Fremantle. The policy seeks to balance the tourism benefits with residential amenity and urban living, ensuring development and land use aligns with neighbourhood character while not detrimentally impacting the viability of an area through the overabundance of temporary residents.

The following table evaluates the proposal against the policy provisions of LPP2.27.

Table 1 – Assessment against LPP2.27

1. Built Form and Site Appearance	Officer comment
1.1 Proposals for unhosted short-term rental accommodation must align with the applicable Residential Design Codes (R-Codes), Local Planning Scheme, Local Development Plans and any location specific local planning policies.	No changes are proposed to the existing built form.
1.2 On-site signage is required for all proposals and is: a) Limited to sign plaques or plates affixed to the main frontage of the building. b) To not exceed 0.5m² per dwelling. c) To be consolidated where multiple unhosted short-term rental accommodation units are contained on a site. d) To include the property owner or manager's contact information.	A condition of approval is recommended to ensure compliance with signage requirements.
2. Car Parking	**Officer comment**
2.1 For all zones, except the City Centre Zone - In addition to providing car parking in accordance with the Residential Design Codes, additional on-site car parking bays should be provided at a rate of one bay for every two bedrooms exceeding four bedrooms (i.e. one additional bay for 5-6 bedrooms, two additional bays for 7-8 bedrooms etc).	N/A
2.2 City Centre Zone – The City Centre is a pedestrian friendly location with plentiful retail and dining options within walking distance, close to many of the City's tourist attractions and is well serviced by public transport. Therefore,	The subject site is located within the City Centre zone. There are no requirements under LPP2.27 for onsite parking to be provided.

there is no requirement for the provision of on-site parking within this zone.	
3. Dwelling Occupancy	Officer comment
3.2 Grouped and Multiple Dwellings - Maximum occupancy of no more than two persons per bedroom, excluding persons under 16, to a maximum of six persons.	The subject dwelling is two (2) bedroom dwelling. A maximum of four (4) persons are permitted to occupy the bedrooms/dwelling which is secured via a recommended condition of approval.
3.3 Rooms not originally designed as bedrooms (e.g. living / dining rooms) cannot be converted for STRA occupancy calculations.	The two (2) bedrooms are approved lawful bedrooms.
4. Location Requirements	Officer comment
4.1 In order to prioritise permanent residents within the City Centre Zone so as to retain a lively and vibrant centre throughout the year, consideration will be given to the number of hosted and unhosted short term rental accommodation properties registered at the time of the development application being lodged.	28 of the 118 dwellings (19.5%) within 23 Adelaide Street are registered as short-term rental accommodation. It is considered that the predominant use of the dwellings within the subject site are for long term residential use.
5. Servicing Considerations	Officer comment
5.1 Development is to be connected to a reticulated potable water supply.	Complies
5.2 Development is to be connected to a reticulated sewage or serviced by an approved on-site effluent disposal system with adequate capacity for the proposed number of occupants.	Complies
6. Time Limitations of Approvals	Officer comment
6.1 Development approval may be limited to a period of 12 months where Council deems it appropriate to properly assess the impact on neighbours and amenity.	The applicant has proposed to amend the timeframe being sought to a 24-month period. This time limitation does allow both the applicant and Council to review and monitor the operation of the use onsite and if the use is suitable and appropriate for longer term periods.

	The Unhosted short-term rental for a minor number of people (four (4) persons). It is not considered that this will result in any significantly detrimental impact to the amenity of adjoining properties/ dwellings or the area generally. Accordingly, an appropriate condition is to be imposed to ensure the 24-month approval limit.
7. Restriction of Operator	Officer comment
7.1 Due to the detailed management measures required to operate an unhosted short term rental accommodation in accordance with this policy, development approval for unhosted short-term rental accommodation is restricted to the approved landowner and will not run with the property. A change in landowner will require a new development applicant for unhosted short-term rental accommodation to be submitted and approved.	Compliance with this provision will be secured via a recommended condition of approval.
8. Management Plans and Other Unhosted Short-Term Rental Accommodation Application Requirements	Officer comment
8.1 Where a unhosted short-term rental accommodation is located on a strata title, a letter from the Strata Manager or Strata Management Company in support of the proposed use is to be included with the development application.	A letter from the Strata Company Manager included as additional information accompanied the application. They have provided consent for the proposed for the proposed use.
8.2 For proposals located in all zones except the City Centre zone, a site plan indicating the location of on-site parking is to be provided with the development application.	N/A
8.3 Development applications must include a Management Plan detailing the following: a) Contact details (phone number and email address) of the Property Manager, which may be the landowner or an external agent.	The original submitted Management Plan accompanied with the lodgement of the application is again considered to

The Property Manager is to respond to nuisance behaviour within 12 hours of a complaint. b) Method of booking and checking in. c) Confirmation of location of designated on-site / visitor parking bays. d) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. e) Complaint management procedures addressing nuisance behaviour which may include: • Violence or threats • Loud aggressive behaviour, including yelling, screaming or arguing • Excessively loud noise nuisance • Overlooking • Light spill • Barking dogs • Smoke or odours. f) Waste management strategies to ensure appropriate disposal. g) Bushfire emergency response procedures (in designated bushfire prone areas).	address the requirements of this provision. Compliance with this Management Plan will be secured via a recommended condition of approval.
8.4 A detailed Code of Conduct is to be made available to all occupants and included with the development application. The Code of Conduct is to include the following: a) Contact details of the Property Manager, including after-hours contact details. b) Expected behaviour of occupants / visitor to minimise impact on neighbours. c) Any restrictions of visitors or parties/ events. d) Location of on-site car parking for occupants / visitors, as well as any parking restrictions applicable to the location. e) Details of alternate transport options, such as public transport. f) Details regarding waste management, including specific expectations of guests regarding waste disposal and bin collection.	As part of the S31 orders the applicant has also provided a Code of Conduct (refer to attachment 4) accompanied the application lodgement. The lodged Code of conduct has been reviewed against these specific provisions and is considered acceptable. A condition is recommended to ensure the Code includes contact details for the property manager.

g) Whether pets will be permitted at the property, if so, whether they are permitted to be left unattended. h) Bushfire emergency response procedures (where applicable). i) Any other information relevant to the use of the property which may impact the amenity of the location.	

CONCLUSION

Approval is sought for a change of use to Unhosted short-term rental accommodation at No. 612/23 Adelaide Street, Fremantle for a period of 24 months.

Based on the assessment above, it is considered that the accommodation can be suitably operated to minimise any potential impact to the amenity of the area. The land use will complement the surrounding retail and hospitality land uses and is consistent with the region-serving role of the City Centre and the objectives of LPP2.27. In accordance with the assessment above, the application is recommended for conditional approval.

It is for the reasons detailed in the officer assessment above, the amended application the council is being asked to reconsider, is recommended for approval.

STRATEGIC IMPLICATIONS

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

Thriving City - Vibrant and active city centre

- A coexistence of residents, visitors and workers creates a desirable environment in which to live, work, and visit.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and Local Planning Scheme No. 4. The applicant can apply for a review of any Refusal or conditions of

approval issued by Council in relation to this application, through the State Administrative Tribunal. Where not specifically detailed in the Regulations or City's policy, all works require approval and may be subject to compliance investigation and enforcement if approval is not sought prior to undertaking works.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council, pursuant to Section 31(2)(c) of the *State Administrative Tribunal Act 2004*, SETS ASIDE its decision of 10 June 2026 and SUBSTITUTES the following decision:

Council APPROVES, under the Metropolitan Region Scheme and Local Planning Scheme No. 4, the Change of Use to Unhosted Short-Term Rental Accommodation at No.612/23 (Strata Lot 82) Adelaide Street, Fremantle, subject to the following condition(s):

1. This approval relates only to the development as indicated on the approved plans, dated 18 March 2026. It does not relate to any other development on this lot and must substantially commence within four years from the date of this decision letter.

2. Notwithstanding condition 1, this approval allows the Unhosted short term rental accommodation hereby approved to be operated by the current landowner (listed in Confidential Attachment 3) of No.612/23 Adelaide Street, Fremantle, for a period of 24 months from the date of this approval to the satisfaction of the City of Fremantle. If this Landowner ceases to be the landowner of the site, or the 24 month period is reached, the Unhosted short-term rental accommodation use hereby approved will expire and must cease operation on site.

3. The approved use is restricted to a maximum of four (4) guests at any one time, based on the two (2) bedrooms within the dwelling to the satisfaction of the City of Fremantle.

4. The Management Plan dated 18 March 2026 (City of Fremantle stamped date) hereby approved must be implemented at all times to the satisfaction of the City of Fremantle.

5. Prior to the occupation/operation of the Unhosted short-term rental accommodation, the Code of Conduct is to be amended to include the contact details for the manager and must be made available to all occupants of the Unhosted short-term rental accommodation to the satisfaction of the City of Fremantle.

6. Prior to the occupation/operation of the Unhosted short-term rental accommodation, signage is to be provided on site and shall:

   a) Be limited to sign plaques or plates affixed to the front door/entrance to the dwelling;
   b) Not exceed 0.5m² per dwelling (minimum size, 0.2m²);
   c) Be consolidated where multiple Unhosted short-term rental accommodation units are contained on a site; and
   d) Include the property owner or manager's contact information, including contact telephone and email information.

   The signage shall be maintained for the life of the development to the satisfaction of the City of Fremantle.

7. Where any of the preceding conditions has a time limitation for compliance, if any condition is not met by the time requirement within that condition, then the obligation to comply with the requirements of any such condition (other than the time limitation for compliance specified in that condition), continues whilst the approved development continues.

Advice note(s):

i. All noise from the proposed development must comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended), such as:

   - mechanical service systems like air-conditioners, exhaust outlets, motors, compressors and pool filters;
   - vehicles;
   - amplified acoustic systems; and
   - patron noise.

It is advised to seek the services of a competent acoustic consultant to assist the applicant in addressing the potential noise impacts on noise sensitive receivers.

i. The applicant is advised that contact details have been redacted from the attached Code of Conduct in accordance with the *Privacy and Responsible Information Sharing Act 2024*. The original unredacted Code of Conduct with relevant contact details included shall be provided to occupants prior to their stay.

C2609-3 WALGA CONSULTATION - SHORT-TERM RENTAL ACCOMMODATION (STRA) IN WESTERN AUSTRALIA

Meeting date:	Wednesday 23 September 2026
Responsible officer:	Manager City Planning
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. WALGA DRAFT Consultation Paper Short Term Rental Accommodation STRA September 2026

SUMMARY

Short-term rental accommodation (STRA) is a significant part of the accommodation sector in Fremantle. The conversion of dwellings into STRA has long been permitted, however this is at the expense of dwellings that would otherwise be available for permanent occupation.

While Unhosted STRA now requires planning approval from the City of Fremantle (the City), there are several exemptions available to applicants. A mandatory state government registration is also in place, however there are limitations to its effectiveness. The Western Australian Local Government Association (WALGA) are proposing to update their advocacy position to seek greater support for local governments managing the issue.

This report recommends that Council endorse WALGA's draft Advocacy Position.

BACKGROUND

Prior to 2026, the City's planning framework exempted STRA from needing approval. Essentially, if a property was an approved dwelling, a registration was required on a now defunct local law, but not planning approval was required.

With changes to the *Planning and Development (Local Planning Schemes) Regulations 2015* (planning Regulations), the City was required to update its Local Planning Scheme No. 4 (LPS4), to set land use permissibility and require development applications be submitted for Unhosted STRA that is booked for greater than 90 days in a year. Hosted STRA or Unhosted that is occupied for less than 90 days can operate without planning approval, but must still register on the state government portal. STRA under operation prior to this time, continue to exercise non-conforming land use rights and can continue to operate.

In addition to changes to the planning framework, the state government introduced new regulations (*Short-Term Rental Accommodation Regulations 2024)* which set up the Short-Term Rental Accommodation Register. The register is mandatory for all types of STRA and booking providers are subject to penalties if they have unregistered properties advertised on their sites.

WALGA first adopted an Advocacy Position on this matter in 2017, with their current position endorsed in 2022. As this position was developed prior to the introduction of the legislative reform and register, WALGA is reviewing their position statement and has asked for comment from local governments. The consultation paper includes background and research on the impact STRA is having on local communities. The consultation paper is included as Attachment 1.

FINANCIAL IMPLICATIONS

Nil

LEGAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

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

Liveable City - Sustainable growth in city centre population

- A higher density City with a diverse range of housing options being available in the city centre that cater to multiple demographics.
- The matters contained in this report align to the intent of this theme's outcome.

CONSULTATION

This report responds to the consultation paper prepared by WALGA.

OFFICER COMMENT

WALGA's draft advocacy position requests the state government review the planning framework and register to strengthen requirements and provide compliance support to local governments.

- Planning framework

City officers are currently reviewing the planning policy that supports assessment of Unhosted STRA development applications to provide greater guidance to decision makers on the acceptability of the land use. This is expected to be presented to the Planning Service Committee in coming months.

In addition to the policies that the City can amend, the planning Regulations set the exemptions and definitions and can only be amended at state level. WALGA is recommending that the exemptions be wound back, with the 90 day limit being removed entirely for Unhosted properties. While the removal of an exemption would place more administrative burden on the City and applicants, it would streamline compliance and make it much clearer for applicants as to when approval is required.

In relation to the proposal to remove the ability for an Ancillary Dwelling (granny flat) to be classified as hosted, as it is on the same lot as dwelling occupied by residents not visitors, this is not supported by officers. Ancillary dwellings are limited in size (70sqm), reducing the number of occupants and provide an opportunity for homeowners to monitor for any unreasonable amenity impacts. The short-term renting of a room or granny flat is often used as supplementary income for people in various circumstances, enabling them to continue to afford to live in their community.

- Registration portal

The registration portal is administered by the Department of Local Government, Industry Regulation and Safety (DLGIS). It requires that everyone booking out their property for STRA register on the portal. The portal is self reporting, relying on the property owner entering data including whether they have obtained development approval and advising which classification (hosted or Unhosted). There are no mandatory checks of this information before it is published on the register, instead relying on local governments reviewing and reporting issues and requesting registrations be checked or cancelled in addition to taking enforcement action against planning legislation. The data collected is difficult to review and is extremely resource intensive for local governments.

- Differential rating

The City currently applies a short-term accommodation differential rate to STRA properties that are registered as un-hosted.

Tourists utilising short term accommodation access and utilise infrastructure, facilities, and services across the City and not just at the properties they are staying in so it's important that there is mechanism to cover the additional cost of providing this. Commercial properties that provide tourism related services such as hotels cover the cost of this additional service delivery via payment of commercial rates, as well as contribute significantly to the promotion of Fremantle as a tourism destination via their own investment in marketing, promotion and visitor servicing. The short-term accommodation differential rate is therefore applied to the owners of residential land used for the commercial purpose of short stay accommodation to ensure those properties contribute to the additional service delivery required to service tourism activity.

Currently, the collection of data and verification of a property's STRA status listed on the register (un-hosted vs hosted) can be manual and time consuming and relies on both the accuracy of the STRA register, and the property owner's management of their listing on the register.

WALGA's recommendations would assist the City in being able to make clearer determinations around what is considered to be a hosted STRA property versus an un-hosted STRA property, creating a more streamlined approach to collecting and maintaining the data required to apply the City's differential rate for un-hosted STRA properties.

WALGA's suggested reforms to the registration system and the request for additional support from the state government to manage compliance are supported by officers.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council support WALGA's Short-Term Rental Accommodation (STRA) in Western Australia Advocacy Position, with the following amendment:

- Delete:
  - *1a) Remove Ancillary Dwellings from being eligible to operate as Hosted STRA*

OFFICIAL

C2609-4 REVIEW OF HEALTH LOCAL LAWS 1997

Meeting date:	Wednesday 23 September 2026
Responsible officer:	Manager Governance
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. City of Fremantle Health Local Laws 1997

SUMMARY

Officers have undertaken an internal review of the City of Fremantle Health Local Laws 1997 in accordance with the local law review schedule (C2503-6) and propose that no changes are made at this time, and that a new Health Local Law is drafted in 2027 to align with the Public Health Act reforms and the City's new Public Health Plan.

As the City is subject to local law review provisions within the Local Government Amendment Act 2024, to formally complete the review of the City of Fremantle Health Local Laws 1997, the City must provide the opportunity for the community to make submissions before the Council can determine if the local laws should remain unchanged at this time. All submissions will be considered in a report brought back to Council after the 6-week (minimum) submission period.

Submissions would contribute to the drafting of a new Health Local Law.

BACKGROUND

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. If this review does not occur, the local laws that have not been reviewed within this timeframe will automatically be repealed.

At the Ordinary Meeting of Council held on 12 March 2025 (C2503-6), Council approved the below schedule which will guide the local law review.

Council:

1. **Accepts the City of Fremantle Local Law Review 2025 in accordance with section 3.16 of the *Local Government Act 1995*, and adopts the following schedule:**

City of Fremantle Local Law	Review Timeframe
Activities in Thoroughfares and Public Places and Trading Local Law 2005	To be amended and brought back to Council within 3 months.
Local Government Model By-laws (Signs, Hoardings and Billposting), No. 13	To be repealed and brought back to Council within 3 months.
Short Stay Accommodation Local Law 2008	Review to be brought back to Council within 6 months.
Cat Management Local Law 2020	Review to be brought back to Council within 12 months.
Local Government Property Local Law 2002	Review to be brought back to Council within 12 months.
Health Local Laws 1997	Review to be brought back to Council within 18 months.
Alfresco Dining Local Law (No.2) 2014	Review to be brought back to Council within 18 months.
Local Laws Relating to Dogs 1998	Review to be brought back to Council before the end of 2025.

Council approved at the Ordinary Meeting of Council held on 25 June 2025 (C2506-10) for the following local laws to remain unchanged:

- Parking Local Law 2021
- Prevention and Abatement of Sand Drift Local Law 2022

Council approved at the Ordinary Meeting of Council held on 25 March 2026 (C2603-14) for the following repeal local laws to be made, following a completed review:

- City of Fremantle Short Stay Accommodation Repeal Local Law 2025
- City of Fremantle Local Government Model-By-Laws (Signs, Hoarding and Billposting) No.13 Repeal Local Law 2025

Council approved at the Ordinary Meeting of Council held on 24 June 2026 (C2606-10) for the following amendment local law to be made, following a completed review of the City of Fremantle Local Laws relating to dogs:

- City of Fremantle Dogs Amendment Local Law 2026

Council approved at the Strategic and General Services Committee held on 12 August 2026 (SGSC2608-3 and 4) for:

- The City of Fremantle Alfresco Dining Local Law 2014 to be reviewed.

- The City of Fremantle Cat Management Local Law 2020 to be reviewed within 15 years of the local law's commencement; and present an amendment within 6 months of the completion of the State Government *Cat Act 2011* reforms.

The City of Fremantle Activities in Thoroughfares and Public Places and Trading Local Law 2005, City of Fremantle Local Government Property Local Law 2002 are pending review.

FINANCIAL IMPLICATIONS

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

LEGAL IMPLICATIONS

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.

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.

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

<u>Completed:</u>

Consultation with internal stakeholders responsible for the administration of the relevant local law provisions was undertaken, in addition to a review of the Joint Standing Committee on Delegated Legislation (JSCDL) undertakings list to identify

if other local governments were instructed to make changes to their amendments on similar local laws.

The City sought legal advice in relation to making amendments to the current local law vs drafting a new local law, as relevant provisions under the current head of power (*Health (Miscellaneous Provisions) Act 1911)* are anticipated to be repealed.

Ongoing Public Health Act reforms and legal advice have influenced officer's recommendation to draft a new Health Local Law in 2027, which will repeal the current local law.

Future:

In accordance with the Act, after the public submission period of no less than six (6) weeks has closed, officers will provide a report to Council to consider any submissions made. Council may then determine by absolute majority whether it considers that the local law should be amended, repealed, or remain the same.

If endorsed, a new Health Local Law will be subject to further community consultation.

OFFICER COMMENT

Due to the timing of a request for legal advice, combined with the time constraints for the local law review, this report is presented directly to Council instead of the Strategic and General Services Committee.

Review requirement

Officers had not commenced a review of the Health Local Law 1997 until now as there are significant changes to the Public Health Act framework still being made.

The Health Local Law was originally made under the *Health Act 1911*. Since the assent of the *Public Health Act 2016*, local laws can no longer be made under its power and instead should be made under the *Local Government Act 1995.*

In March 2024, the Department of Health's Chief Health Officer wrote to local government CEO's outlining a staged approach for the implementation of the *Public Health Act 2016*. The correspondence included an indicative implementation timetable that proposed the repeal of the local law provisions of the *Health (Miscellaneous Provisions) Act 1911* by the end of 2026, subject to completion of the Department's regulatory review program. This has been extended to sometime in 2027.

In 2024 various health regulations were repealed which has resulted in a number of sections being removed or updated to reference Public Health Guidelines in the proposed amendment local law, including those relating to:

- *Health (Construction Work) Regulations 1973*
- *Health (Temporary Sanitary Conveniences) Regulations 1997*
- *Health Act (Laundries and Bathrooms) Regulations*
- *Health (Offensive Trades Fees) Regulations 1976*
- *Sewerage (Lighting, Ventilation and Construction) Regulations 1971*

The Health Local Laws 1997 contain several provisions that cover the management of general waste across residential, commercial, and some industrial contexts, primarily focusing on waste handling, sanitation, and nuisance prevention. To resolve overlaps or conflicts between the Health Local Laws 1997 and the proposed Waste Local Law 2026, these provisions are proposed to be repealed. This approach ensures waste management is centralised under the Waste Local Law 2026 while retaining necessary health-focused provisions in the Health Local Laws for enhanced sanitation and public health oversight. The Waste Local Law 2026 would automatically repeal those sections if adopted (anticipated by the end of 2026) or remain within the Health Local Laws 1997 if rejected.

Originally officer's intended to present amendments to the local law in 2026 which focus on removing redundant and conflicting sections and placing the local law under the new head of power (the *Local Government Act 1995),* then complete a more thorough review and re-draft in 2027 following reform implementation and adoption of the Public Health Plan. However, legal advice sought by the City recommends that a replacement (new) health local law is pursued for the following reasons:

- if the City were to amend the Health Local Laws 1997 simply by replacing the head of power from the *Health Act 1911* to the *Local Government Act 1995*, that amendment local law would be legally ineffective and, in any event, would very likely be disallowed; and
- having regard to the extensive amendments that would be required under the amendment local law, it would be preferable for the City to pursue a replacement health local law that was made under, and consistent with, the provisions of the *Local Government Act 1995.*

As the City is subject to local law review provisions within the Local Government Amendment Act 2024, which require a review of the City of Fremantle Health Local Laws 1997 by 7 December 2026, officers recommend initiating a review with no proposed changes at this time.

New Health Local Law

Keeping the current Health Local Laws 1997 with no changes, which includes redundant provisions, until a new local law can be drafted is acceptable for now. The redundant provisions will not be able to enforced by the City's Officers. This includes provisions such as:

- Part 2 – Sanitation
  Various provisions are now subject to the Department of Health's Guidelines or Building Code only, as regulations have been repealed.
- Part 5 – Nuisances and General
  Section 67 – Cats has been replaced by a separate local law.
- Part 9 – Offensive Trades
  Regulations have been repealed and entire section is now subject to the Department of Health's Guidelines.

Drafting of a new Health Local Law will consider up-to-date practices, the City's new Public Health Plan (pending adoption), and feedback received during this review. To ensure the new local law is adopted before the local law provisions of the *Health (Miscellaneous Provisions) Act 1911* are repealed, officers will aim to present a draft to Council by March 2027.

Relationship with Public Health Plan

A local public health plan sets the overarching priorities of the local government, while local laws provide the legal and enforcement mechanisms to regulate specific activities that impact those goals.

Next steps

Following Council's decision, public notice will be given and submissions sought on the current Health Local Laws 1997. A report will be brough back to Council to consider the submissions and to make a final determination in relation to the review.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council.

OFFICER'S RECOMMENDATION

Council:

1. Approve local public notice to be given, in accordance with section 3.16 of the *Local Government Act 1995,* of the City's intent to review the City of Fremantle Health Local Laws 1997 (Attachment 1).

2. Note that a report will be brought back to Council which considers the submissions made, and any subsequent recommendations for the local law.

Statutory reports

C2609-5 BUDGET AMENDMENTS - AUGUST 2026

Meeting date:	23 September 2026
Responsible officer:	Director City Business
Voting requirements:	Absolute Majority Required
Decision making authority:	Council
Attachments:	1. South Fremantle TUPP Map update

SUMMARY

The purpose of this report is to present budget amendments for consideration in accordance with the Budget Management Policy. This report recommends that Council approves the proposed budget amendments to the 2026/27 adopted budget.

BACKGROUND

In accordance with the Budget Management Policy, this report provides details of proposed amendments to the 2026/27 budget that:

1. Adjust for the prepayment of the financial assistance grant.

2. Consider amendments for a purpose identified within the budget for which there was unbudgeted grant or contributions funding received and no related expenditure budgeted.

3. Make amendments to the carried forward projects budget to reflect the amended position at the time of this report.

4. Reallocate project budgets from operating to capital to reflect the nature of the spend.

Additionally, the report provides details that:

5. Make amendments to the project boundary for the Targeted Underground Power Program South Fremantle.

FINANCIAL IMPLICATIONS

The budgeted opening position from the 2025/26 Financial Year is proposed to be

amended from $3.32 million to $7.14 million, to reflect the adjustments for the 2025/26 budget to be carried forward into 2026/27. It is important to note that these are timing adjustments only and these adjustments have nil impact on the closing position of the 2026/27 Financial Year.

This budgeted opening position is a draft position as presented at the time of preparation of this report and is subject to change on account of the end-of-year processes. A final closing position for the 2025/26 financial year will be determined upon completion of the City's external audit.

The adopted 2026/27 budget included an estimated amount of $6.43 million for carry forward capital and operating projects. As a result of end of year (EOY) reconciliations for 2025/26 activities, the current estimate for carry forward capital and operating projects is $8.92 million. The proposed budget amendments intend to ensure the City maintains the capacity to deliver on current year projects and carry forward projects in line with current budget priorities. Budget amendments are also proposed for unbudgeted grant revenue and related expenditure.

LEGAL IMPLICATIONS

Local Government Act 1995:

Section 6.2 (1)

The Council is required to prepare and adopt, by Absolute Majority, an annual budget for its municipal fund by 31st August each year.

Section 6.8 (1) and (2)

The Council cannot incur expenditure from its municipal fund for a purpose for which no expenditure estimate is included in the annual budget (known as an additional purpose') except where the expenditure —
(a) is incurred in a financial year before the adoption of the annual budget by the local government;
(b) is authorised in advance by resolution by Absolute Majority; or
(c) is authorised in advance by the mayor or president in an emergency.
Where expenditure has been incurred;
(a) under S 6.8 (1) (a) it is required to be included in the annual budget for that financial year; and
(b) under S 6.8 (1) (c), it is to be reported to the next ordinary meeting of the council.

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 amendments to the adopted budget for 2026/2027 are submitted to Council for approval as outlined below.

1. Budget amendment to for Financial Assistance Grants prepayment

Item	Account Details	2026/27 Adopted Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2026/27 Amended Budget
1.1	Advance payment of $1,246,981 of the FY27 Financial Assistance Grant in FY26 which increases the opening position and reduces the budgeted revenue in 2025/26.				
	Grants, Subsidies and Contributions	1,481,500	(1,246,981)		234,519
	Muni surplus carried forward from 25/26FY	3,322,100	1,246,981		4,569,081

2. Budget amendments for expenditure for a purpose identified within the budget for which there was unbudgeted grant or contributions funding received and no expenditure budgeted:

Item	Account Details	2026/27 Adopted Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2026/27 Amended Budget
2.1	Hilton – Public Art – Cash in Lieu - Following consultation with the Precinct Group, this public art project using % for art funds, seeks to develop a creative art trail within Hilton, anchored by a key arrival, gathering and orientation point located on the paved area adjacent to Gilbert's and opposite Coles Supermarket (within 500m). At least 1 permanent work must form part of the overall concept delivery.				

Item	Account Details	2026/27 Adopted Budget	Revenue Increase / (Decrease)	Expenditure (Increase)/ Decrease	2026/27 Amended Budget
	AccumSurp - Transfer from Reserve	0	96,500		96,500
	Materials and Contracts	0		(96,500)	(96,500)
2.2	Clontarf Hill Cockitrough Project – The City is delivering the project on behalf of the Friends of Clontarf Hill, who have been awarded a grant from the Department of Industry, Science and Resources under the Local Roads and Community Infrastructure Program. Project costs incurred by the City will be reimbursed by Friends of Clontarf Hill on completion of the project.				
	Capital Grants, subsidies and Contributions	0	35,000		35.000
	Materials and Contracts	0		(35,000)	(35,000)
2.3	Successful grant application: Lotterywest -Technical upgrades including full system design, supply, and installation of sound, lights and technical equipment and chairs at Victoria Hall.				
	Capital Grants, subsidies and Contributions	0	282,000		282,000
	Materials and Contracts	0		(282,000)	(282,000)
2.4	Successful grant application: Department of Primary Industries and Regional Development (DPIRD) 2026 - Polyphagous Shot Hole Borer (PSHB)-local government support scheme.				
	Grants, subsidies and Contributions	0	120,000		120,000
	Materials and Contracts	0		(120,000)	(120,000)
2.5	Successful grant application: Shoreline management North Bank Stabilisation Project Stage -3				
	Capital Grants, subsidies and Contributions	0	321,402		321,402
	Materials and Contracts	0		(321,402)	(321,402)

2.6	Base operating Unspent grant balances carried forward from 2025/26 to 2026/27			
	Account Details	Unspent Grant Revenue Increase / (Decrease)	Materials and Contracts Expense (Increase)/ Decrease	Impact to closing position 2026/27

	Allocate arts development funding	10,000	(10,000)	0
	Support youth engagement and participation	4,786	(4,786)	0
	Provide legal aid - Baseline	29,500	(29,500)	0
	Provide arts centre education services	15,000	(15,000)	0
	Conduct Sunday music program	35,000	(35,000)	0
	Coordinate arts centre exhibitions	15,000	(15,000)	0
	Operate Creative Learning Hub	67,143	(67,143)	0

3. Carried forward projects estimate budget amendments

The budget amendments below are to adjust the carried forward project estimates and to amend the carried forward budget to reflect the position at the time of this report.

In total, an additional budget of $2.49 million has been requested for carry forward projects expenditure, with amendments to funding as below (increase)/decrease:

	Carry Forward Expenditure (Increase)/ Decrease	Grants/ contributions Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
Capital Projects	(2,319,408)	208,471	125,099	1,985,837
Operating Projects	(170,902)	(240,353)	(175,708)	586,962
	(2,490,310)	(31,881)	(50,609)	2,572,800

Item	Project	Carry forward Expenditure (Increase)/ Decrease	Grants Increase/ (Decrease)	Transfer from Reserve Increase/ (Decrease)	Municipal Increase/ (Decrease)
3.1	<u>Capital Projects</u> Amendments are proposed to be made for the following capital projects due to a variance in the amount estimated as being available to carry forward, and the actual amount at the prior year end. A budget amendment of $2,319,408 is requested for carry forward capital projects expenditure:				
Install-Network infrastructure		(12,368)	-	-	12,368
Walyalup Civic Centre Network Infrastructure		(34,638)	-	34,638	-

Item	Project	Carry forward Expenditure (Increase) / Decrease	Grants Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
Tenancy Fitout		36,495	-	-	(36,495)
Walyalup Koort Public Realm - Public Artwork		(94,554)	94,554	-	0
Program - Furniture and Equipment		(34,471)	-	-	34,471
Program - Asbestos Removal		(17,608)	-	-	17,608
Program - Building Sustainability Initiatives		(9,563)	-	-	9,563
WCC - Levels 1,2&3 Tenancy construction		(55,508)	-	-	55,508
Stevens Reserve - Master Plan Projects		(37,000)	-	-	37,000
Design and construct - Arts Centre Creative Hub		(204,930)	125,700	-	79,230
Old Fire Station - Electrical and Fire Works		(41,244)	-	21,670	19,574
Walyalup Civic Centre - Drainage		(81,393)	-	-	81,393
Walyalup Koort Public Realm		(59,010)	-	-	59,010
Program - Buildings		(49,052)	-	-	49,052
Hilton Park Master Plan - Northern Projects		(58,791)	-	58,791	-
Community facility - Forward Works		(250,000)	-	-	250,000
Fremantle Leisure Centre - Gym Extension		(156,026)	-	-	156,026
Road safety - Parry / Queen Vic		(13,480)	-	-	13,480
Johannah St / Fremantle Sailing Club - Drainage Works		65,652	(65,652)	-	-
Program - Footpaths		58,477	-	-	(58,477)
Program - Traffic Calming Devices		(34,050)	-	-	34,050
Program - Street Lighting		(230,571)	-	-	230,571
Program - R2R Works 25-26		(9,113)	-	-	9,113
Program - Bus Stops		(52,411)	-	-	52,411
Program - Drainage		(8,786)	-	-	8,786
Program - Black Spot Works 25-26		(8,869)	8,869	-	-
Douro Road Traffic Calming and Design Program (Construct)		(122,635)	-	-	122,635
Program - Bike Plan		11,416	-	-	(11,416)

Item	Project	Carry forward Expenditure (Increase) / Decrease	Grants Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
Program - Plant, Equipment & Vehicles		26,138	-	-	(26,138)
Town Hall - Design for essential works		(110,350)	-	-	110,350
Pioneer Park Public Toilet		(79,037)	-	-	79,037
Install - Parks - Signage		(12,809)	-	-	12,809
Program - Irrigation		(400,233)	-	-	400,233
Program - Playgrounds		(109,882)	-	-	109,882
Samson park - Seasonal wetland, boardwalks and drainage cons		(36,696)	-	-	36,696
Program - Sports Infrastructure		(21,505)	-	-	21,505
Booyembara Park Masterplan Forward Planning		(10,000)	-	10,000	-
North Fremantle Heritage Trail – Stage 2		(41,000)	25,000	-	16,000
Port Beach Access Ramp		(20,000)	20,000	-	-
		(2,319,408)	208,471	125,099	1,985,837

Item	Project	Carry forward Expenditure (Increase) / Decrease	Grants Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
3.2	<u>Operating Projects</u> Amendments are proposed to be made for the following operating projects due to a variance in the amount estimated as being available to carry forward, and the actual amount at the prior year end. A budget amendment of $170,902 is requested for carry forward operating projects expenditure:				
Project - Retrospective Scanning		(20,000)	-	-	20,000
Program - Implement OAG audit recommendations - IT		(87,460)	-	-	87,460
Woola Walyalup – Cruise Ship Activation		(4,624)	4,624	-	-
Booyembara Park Golf Course/Community Centre		395,551	(395,551)	-	-
Plan - Arts Centre - Noise management		(5,950)	-	-	5,950

Item	Project	Carry forward Expenditure (Increase) / Decrease	Grants Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
Local Government Partnership Fund		(12,465)	-	-	12,465
Deliver Early Development Census Program		(16,139)	16,139	-	-
Event - Truth telling		(19,051)	-	-	19,051
Strategy - Social Strategy		(93,585)	-	-	93,585
Plan - Child Safe Organisation Policy and Plan		(31,905)	-	-	31,905
Cx Transformation		(15,000)	-	-	15,000
Software - Technology One - Field Services App		(40,000)	-	-	40,000
Plan-Fremantle Oval Precinct		(2,700)	2,700	-	-
Strategy - Carbon Emissions Reduction		25,930	-	-	(25,930)
Social and Affordable Housing & Homelessness Program		(60,000)	-	-	60,000
Integrated Transport Plan 2025-2035 Review & Update		(10,000)	-	-	10,000
Plan – Bike Plan		(29,095)	14,095	-	15,000
Plan - Undertake heritage review		(14,841)	-	-	14,841
Heritage - Place area reviews		(41,217)	-	-	41,217
Fremantle Oval Redevelopment Planning		175,708	-	(175,708)	-
Operations Centre Development Planning		(43,830)	-	-	43,830
Community facility - Planning		(35,000)	35,000	-	-
Parry St Crisis Accommodation Feasibility		(57,255)	-	-	57,255
Program - Line Marking		(7,436)	-	-	7,436
Design and construct - Green linkage projects		(21,079)	-	-	21,079
Swan river section 18 approval		(38,567)	-	-	38,567
Prawn Bay - Ecological Restoration - Phase 2		(79,281)	44,471	-	34,810
Design and Construct – William Street – Streets Alive Grant		(16,174)	16,174	-	-
Mills and Wares Park - Community Engagement		(30,000)	-	-	30,000
Deliver - Urban forest tree planting		86,557	-	-	(86,557)

Item	Project	Carry forward Expenditure (Increase) / Decrease	Grants Increase / (Decrease)	Transfer from Reserve Increase / (Decrease)	Municipal Increase / (Decrease)
Coastwest - Dune Restoration Port Beach		(21,996)	21,996	-	(0)
		(170,902)	(240,353)	(175,708)	586,962

4. Project budget reallocations

The budget amendments below are to consolidate or reallocate project budgets, with no impact to the closing position 2026/27:

Item	Account Details	2026/27 Budget after carry forwards	Revenue Increase / (Decrease)	Expenditure (Increase) / Decrease	2026/27 Amended Budget
4.1	Booyembara Park Golf Course/Community Centre - recognition of the capital component of works. The 26/27 budget will be reallocated as follows (balances after carry forward adjustment):				
	Grants, Subsidies and Contributions	2,804,449	(884,449)		1,920,000
	Capital Grants, Subsidies and Contributions	0	884,449		884,449
	Materials and Contracts	(2,804,449)		884,449	(1,920,000)
	Capital Expense	0		(884,449)	(884,449)

5. Amendments to the South Fremantle Targeted Underground Power Project (TUPP) boundaries in consultation with Western Power (Attachment 1):

- *ADD to project area:* 4 and 6 Little Howard Street
- *REMOVE from project area:* 5 Strang court

The service charges will be applied and adjusted accordingly.

VOTING AND OTHER REQUIREMENTS

Absolute Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council adopt the budget amendments and amend the adopted budget for 2026/2027 as outlined in this report, the impact thereof:

1. The financial implications to the budgeted opening position are detailed as below:

Item	Budget Opening Position 1 July 2026	3,322,100
1.1	Amendment: Financial Assistance grants prepayment	1,246,981
3.1-3.2	Amendment: Capital and Operating Projects	2,572,800
	Amended Budget Opening Position 1 July 2026	7,141,881

There is no impact to the closing position for 26/27.

2. Amend the project boundary for the Targeted Underground Power Program as per Attachment 1.

OFFICIAL

C2609-6 MONTHLY FINANCIAL REPORT AUGUST 2026

Meeting date:	23 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Monthly Financial Report August 2026

SUMMARY

The monthly financial report for the period ending 31 August 2026 has been prepared and tabled in accordance with the *Local Government (Financial Management) Regulations 1996.*

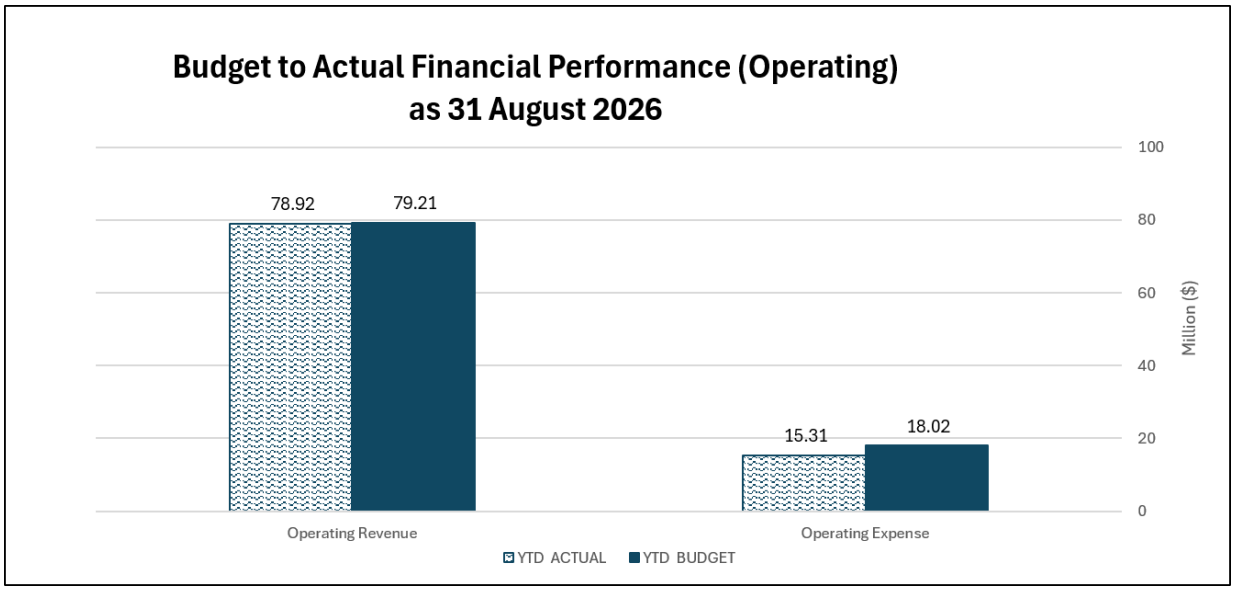
This report provides an analysis of financial performance up to August 2026 based on the following statements:

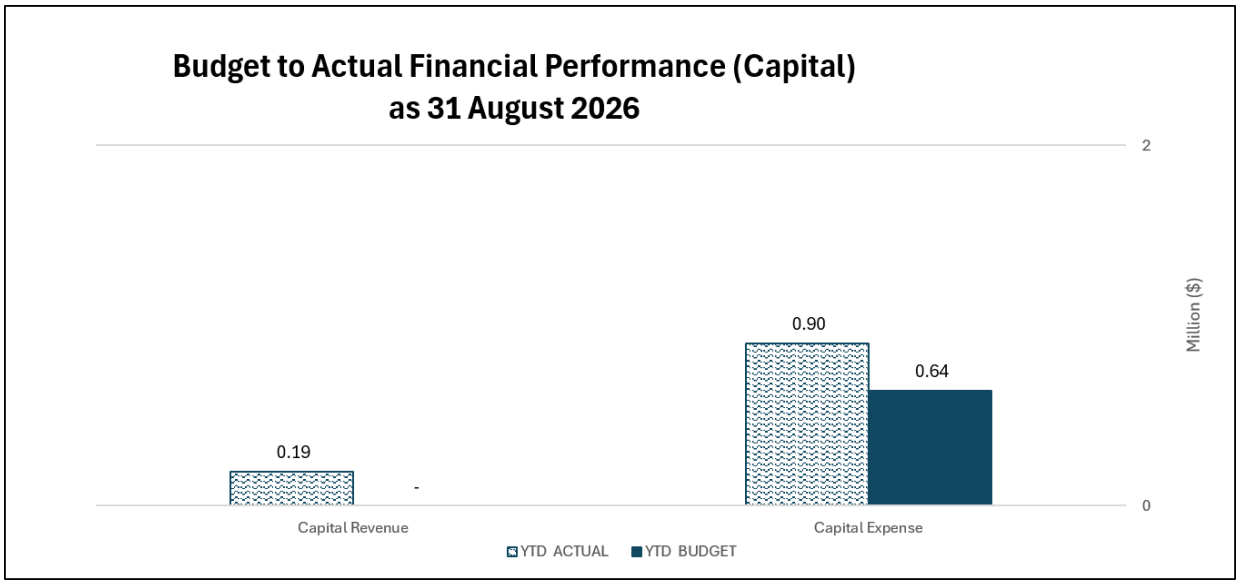
- Statement of Comprehensive Income by Nature;
- Statement of Financial Activity by Nature and by Directorate; and
- Statement of Financial Position with Net Current Assets.

Please note figures contained in this report are as at the reporting date and subject to change with 2025/26 end-of-year adjustments yet to be completed.

BACKGROUND

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





STATEMENT OF FINANCIAL ACTIVITY – BY NATURE FOR THE PERIOD TO 31 JULY 2026

The table provides a variance summary of the operating revenue and expenses for the Statement of Financial Activity by Nature, to 31 August 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	70,771,616	70,778,082	6,466	0.01%
Service Charges	1,803,804	1,822,687	18,883	1.05%
Grants, Subsidies & Contributions	1,244,288	379,682	(864,606)	(69.49%)
Fees and Charges	4,419,057	4,977,120	558,063	12.63%
Interest Earnings	625,000	622,622	(2,378)	(0.38%)
Other Income	342,884	343,498	614	0.18%
Total	79,206,649	78,923,692	(282,957)	(0.36%)
Operating Expenditure				
Employee Costs	(8,343,030)	(7,743,945)	599,085	7.18%
Materials and Contracts	(5,447,188)	(3,502,191)	1,944,997	35.71%
Depreciation	(3,345,456)	(3,351,856)	(6,400)	(0.19%)

Finance Costs	(61,771)	(65,352)	(3,581)	(5.80%)
Utility Charges	(422,410)	(308,965)	113,445	26.86%
Insurance Expenses	(208,421)	(194,748)	13,673	6.56%
Other Expenditure	(189,751)	(140,667)	49,084	25.87%
Total	(18,018,027)	(15,307,723)	2,710,304	15.04%

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

STATEMENT OF FINANCIAL POSITION - FOR THE PERIOD TO 31 AUGUST 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.

STRATEGIC IMPLICATIONS

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

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

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

CONSULTATION

Nil.

OFFICER COMMENT

Summary of Financial Performance

As at the end of August 2026, the City demonstrated strong financial performance with a closing funding position of $75.45m.

In summary, as at the end of August 2026, the current closing position exceeds the YTD amended budget by $11.84m.

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

- Fees and Charges of $0.56m;
- Employee costs of $0.60m;
- Materials and Contracts of $1.94m;
- Utility charges $0.11m;
- Increased carry forward funds from the 2025/26 financial year of $9.54m compared to the adopted budget*;

These favourable variances are offset by:

- Grants, subsidies and contributions of $0.86m;
- Capital expenditure of $0.26m;

*It should be noted that 2025/26 FY figures are unaudited and subject to change from end of year processing and audit finalisation. The figures remain draft until such time as these processes have been completed.

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 2026-27 financial year for reporting material variances as 10% together with the minimum value of $100,000 (Refer Item SC2507-1 from Council meeting on 8 July 2026).

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

Building on the favourable opening net position for the year, the following items explain the City's major variances in operating performance for this financial year, as highlighted in the year-to-date Financial Activity Statement as at 31 August 2026:

Description	Variance $	Comment
Grants, subsidies and contributions	(864,606)	(69.49) % Under budget
Major Variances:		
Booyembara Park Golf Course/Community Centre	(447,993)	Timing variance; Grant received and higher portion allocated to FY25/26 than estimated at time of budget. Carried forward budget amendment required.
Receive general purpose grants and contributions	(370,375)	Timing variance; advance payment of FY26/27 grant took place in FY25/26. Budget amendment required.
Fees and Charges	558,063	12.63% Over budget
Major Variances:		
Lease Rental Income	439,240	Timing variance; $375k Fremantle Markets Turnover rent FY25/26 to be adjusted to correct financial year.
Fees - Parking	105,618	Revenue higher than budget for reporting period.
Materials and Contracts	1,944,997	35.71% Under budget
Major Variances:		
Booyembara Park Golf Course/Community Centre	447,993	Timing variance; expenditure for FY25/26 accrued to relevant period. Carried forward budget amendment required.
Conduct Fremantle festival	311,222	Timing variance; festival delivery in late August. Final invoices are being processed.
Waste and cleansing	304,404	Timing; Invoices pending processing.
Building Maintenance	221,059	
Parks and Landscapes	206,318	
Resource Recovery	118,265	
Utility Charges	113,445	26.86 % Under budget

Major Variances:		
Contribute to public street lighting	87,156	Timing of invoices.
Maintain Hard Landscaping	31,211	
Capital Grants, Subsidies and Contributions	191,950	Over budget
Major Variances:		
Installation of AV Equipment – Victoria Hall	168,282	Carried forward unbudgeted Grant revenue; received $282k late FY25/26. Budget amendment required.
Payment for Property, Plant and Equipment	(308,148)	(150.32) Over budget
Major Variances:		
Installation of AV Equipment – Victoria Hall	(168,282)	Unbudgeted grant Funded expenditure; received late FY25/26. Budget amendment required.
Fremantle Leisure Centre - Gym Extension	(145,346)	Timing variance; FY25/26 budget to be carried forward.
Net position at the start of the financial year	9,537,540	287.09 % Over budget
Major Variances:		
Carry forward funds from the 2025-26 financial year	9,537,540	The End of the Financial Year reconciliation and carry forward finalisation process is still underway. The final closing balance will be reported to Council once the annual audit is complete.

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 in the period they are encountered.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council receive the Monthly Financial Reports, as provided in Attachment 1, including the Statement of Comprehensive Income, Statement of Financial Activity, Statement of Financial Position and Statement of Net Current Assets, for the period ended 31 August 2026.

C2609-7 STATEMENT OF INVESTMENTS AUGUST 2026

Meeting date:	23 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Investment Report 31 August 2026

SUMMARY

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

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

The investment report provides a snapshot of the City's investment portfolio and includes information as at 31 August 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 $365,226 against a full year budget of $2,040,000. Interest earnings year to date are higher than YTD budget by $25,226 with $184,302 being earned in August 2026. The strong investment performance is due to the attractive interest rates in the current market.

The Reserve Bank of Australia (RBA) maintained the cash rate at 4.35% at its Monetary Policy Board meeting on 11 August 2026, following three increases totalling 75 basis points earlier in the year. The latest CPI data showed headline inflation easing to 3.5% in July, which is still above the target range. Recent stronger-than-expected economic and inflation data have increased expectations of a further rate increase. Market pricing and several major banks are now indicating a possible 25 basis point increase, which would take the cash rate to 4.60%, although the timing remains uncertain.

Given the continued uncertainty surrounding the interest rate outlook, cash and term deposit returns are expected to remain relatively attractive 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 5.09% for the month of August 2026. The City's actual portfolio return in the last 12 months is 3.96%, comparing on par with the benchmark Bloomberg AusBond Bill Index reference rate of 3.99% (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 July 2026 which can be viewed in the Attachments. A summary of the investment reports is provided below

Portfolio Details

As at 31 August 2026 the City's investment portfolio totalled $52.81m. The market value of this investment was $53.21m at that time, which takes into account accrued interest.

The investment portfolio is made up of:

Cash Investments (<= 3 months)	$ 8.81m
Term Deposits (> 3 months)	$44.00m
TOTAL	$52.81m

Of which:

Unrestricted cash	$29.36m
Restricted cash (Reserve Funds)	$23.45m
TOTAL	$52.81m

The current amount of $29.36m held as unrestricted cash represents 26.05% of the total adopted budget for operating revenue $112.72m.

Portfolio Credit Framework

The City's Investment policy determines the maximum amount to be invested in any one Tier, or any one financial institution within a Tier, based on the credit rating of the financial institution. Council adopted amendments to this policy at its

Ordinary Council Meeting held on 25 November 2020, and the current adopted Counterparty Credit Framework is noted below.

Portfolio Credit Framework limits

The Portfolio Credit Framework limits prescribe the limit of investments that may be made within any Tier of financial institutions. The maximum allocation to be invested in each Tier, and the City's actual investment allocation in those Tiers as at 31 August 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	15,806,496.57	29.93%	100.00%	29.93%	70.07%	0.00%
Tier 2	25,000,000.00	47.34%	60.00%	78.90%	21.10%	0.00%
Tier 3	12,000,000.00	22.72%	35.00%	64.91%	35.09%	0.00%
Tier 4	0.00	0.00%	15.00%	0.00%	100.00%	0.00%
	52,806,496.57					

Values used in the above calculations exclude interest for term deposits and other simple intereest securities.

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

Counterparty credit framework

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

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

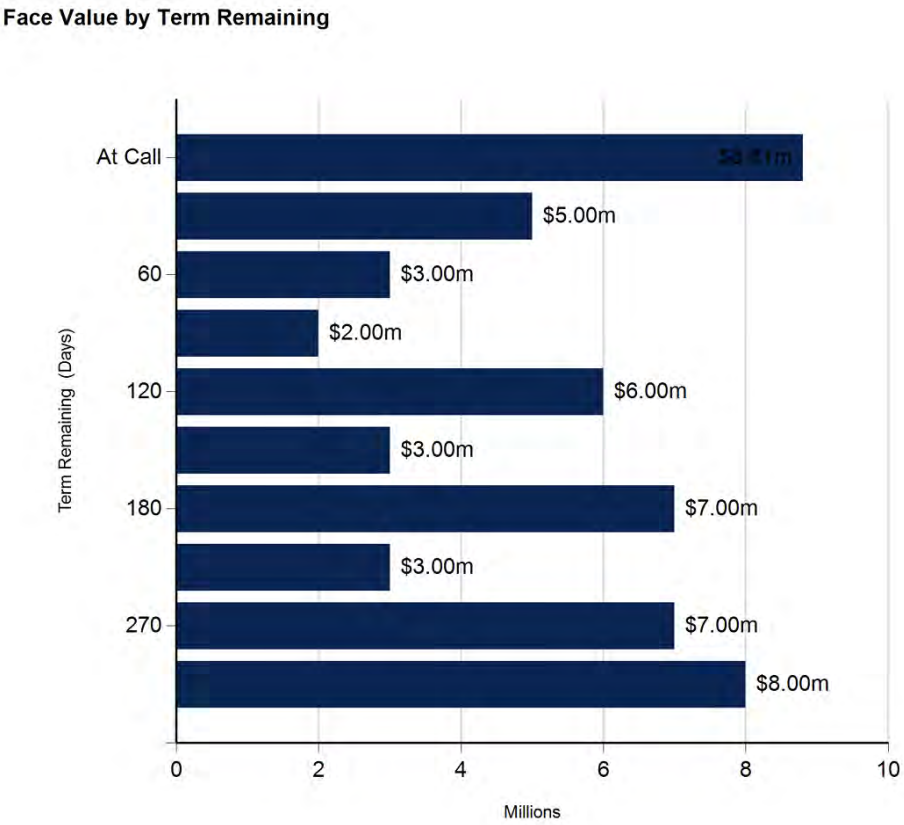
The City's funds invested as at 31 August 2026 relative to the Counterparty Credit Framework limits were as follows:

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

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 August 2026. Currently, all investments will mature in one year or less.



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 August 2026, Green Investments totalled $37 million, representing 70.1% of the City's investment portfolio.

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 has achieved its 50% Green Investment target.

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:

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.

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.

Regular review and rebalance of investment portfolio to ensure alignment with the investment goals, risk tolerance and market conditions.

Interest Income for Matured Investments

Per Attachment 1 (Note 9), interest income earned during August 2026 from matured investments was $361k.

Investing Activities

There were 7 new term deposits totalling $19M. Full details of the Institutions invested in, interest rates, number of days and maturity date for investments held as at 31 August 2026 are provided in Attachment 1 (Note 10).

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

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

C2609-8 SCHEDULE OF PAYMENTS AUGUST 2026

Meeting date:	23 September 2026
Responsible officer:	Director City Business
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. Schedule of Payments and Listings - August 2026 2. Purchase Card Transactions - August 2026 3. BP Fleet Control Report - August 2026 4. Schedule of Payments and Listings Summary - August 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 August 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 August 2026 is provided within Attachments 1 and 2.

FINANCIAL IMPLICATIONS

A total of $6,681,163.36 in payments were made in the month of August 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 August 2026, by payment type:

Payment Type	*Amount ($)*
Cheque / EFT / Direct Debit (Attachment 1)	3,704,685.40
Corporate Credit Cards (Attachment 2)	51,211.32
Salary / Wages / Superannuation	2,925,266.64
Total Payments	$6,681,163.36

Attachment 1 provides a detailed listing of the payments by Cheque, EFT and Direct Debit payments. Attachment 2 provides a detailed listing of Purchase Card transactions for the month ending 31 August 2026.

VOTING AND OTHER REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

OFFICER'S RECOMMENDATION

Council:

1. Accept the list of payments made under delegated authority, totalling $3,704,685.40 for the month ending 31 August 2026 including the Cheque /EFT/ Direct Debits as contained within Attachment 1.

2. Accept the detailed transaction listing of Purchase Card expenditure, including Corporate Credit Cards, totalling $51,211.32 for the month ending 31 August 2026, as detailed in Attachment 2.

3. Accept the detailed transaction listing of BP Plus Fuel Cards totalling $6,672.86 for the month ending 31 July 2026, as contained within Attachment 3.

4. Accept the Salary / Wages / Superannuation payments made under delegated authority, totalling $2,925,266.64 for the month ending 31 August 2026 as contained within Attachment 4.

Motion of which previous notice has been given

C2609-9 NOTICE OF MOTION - NORTH FREMANTLE URBAN PRECINCT COASTAL FORESHORE RESERVE - CR ANDREW SULLIVAN

Meeting date:	Wednesday 23 September 2026
Responsible officer:	Chief Executive Officer
Voting requirements:	Simple Majority Required
Decision making authority:	Council
Attachments:	1. North Fremantle Urban Precinct submission

ELECTED MEMBER SUMMARY

Council, at its meeting on 26th August 2026, adopted its response and feedback to the Department of Planning, Lands and Heritage regarding a request for comment on the proposed Lifting of Urban Deferment Request for the North Fremantle Urban Precinct.

Council endorsed the City of Fremantle position that it is premature to consider lifting the urban deferment and amending the Local Planning Scheme (whether concurrently or not) on account of insufficient planning work being finalised on two of the four critical issues identified by the Western Australian Planning Commission (WAPC), namely:

- confirmation of regional road and transport requirements in the locality
- confirmation of coastal foreshore reserve requirements

The motion as approved included a comprehensive list of matters the City would seek resolution of before supporting the lifting of the urban deferment or modifying its Local Planning Scheme.

The attached document, *North Fremantle Urban Precinct – Coastal Foreshore Reserve*, authored by Cr Andrew Sullivan, is the submission he has made to the Western Australian Planning Commission and expands on the relevant matters identified by Council. It seeks to bring together inputs from the community, the recent changes in strategic planning direction including the *Future of Fremantle* vision, and the strong desire to move forward with the urban precinct in a timely manner. It offers a balanced perspective that supports the need for development coupled with the unique opportunity to optimise the way the coastal foreshore reserve serves regional demand for coastal access and recreational needs.

The submission is intended to promote discussion with key stakeholders but also recommends certain outcomes that will be critical to the success of the urban development and the foreshore node. The Notice of Motion requests Council receive the submission for that purpose as part of the City's discussions with key stakeholders.

As noted, the Council's August 2026 decision listed the matters it deemed warranted further discussion and resolution prior to lifting the urban deferment and included:

- Confirmation of regional road and transport requirements, specifically the completion of a comprehensive transport study for the Leighton Peninsula.
- The timely relocation of Port Beach Road to ensure the new portion of foreshore reserve, together with the new urban precinct, can be successfully integrated with Port Beach.
- Confirmation of the spatial requirement to meet the recreation and access needs of the regional community across the full planning horizon.
- An allowance in the foreshore reserve to accommodate the space required for recreation and access.
- Confirmation that planning remains based on the previously agreed coastal adaptation plan and the desire to maintain Port and Leighton as wide and continuous sandy beaches.
- Review of the Fremantle Port Buffer that reflect current and future operations whilst optimising suitable development within the urban precinct.
- The process of determining the foreshore reserve involve informed community engagement in accordance with the State Coastal Planning Policy SPP2.6, including the release of relevant reports the WAPC will rely on in making its decision.

In receiving the report authored by Cr Sullivan, the matters listed above remain unchanged, but the report does seek to provide further context for discussion with key stakeholders.

Since the August Council meeting, it has become apparent that the State Government is likely considering a shift away from 'planned or managed retreat' at Port Beach. It is unclear whether that shift in strategy is informed by new information or evidence. To date, there has been no transparency or communication that invites the City or community to participate or comment on such a significant change in direction.

If the State Government is planning a shift in strategy, it may be considering the next policy level of adaptation planning required by SPP2.6, being 'Accommodation', which may include design and/or management interventions that render the risks from the identified coastal hazards acceptable. To a degree, the 'Accommodation' approach is already underway at Sandtrax and parts of Port Beach through the implementation of sand nourishment of the beach. The impacts and effectiveness of the sand nourishment programme is being monitored and may inform whether further 'Accommodation' protection works should be considered, possibly as part of the upcoming CHRMAP process.

The State may also be considering the most impactful adaptation planning category, namely 'Protection', which includes permanent physical works such as groynes and seawalls where there is a need to preserve the foreshore reserve, public access and public safety, property and infrastructure that is not

expendable. As stated above an 'Accommodation' strategy is already in play. To a lesser degree so is a "Protection" strategy, albeit in the form of temporary/emergency seawalls that have been a reactive response rather than a planned response. There is no evidence that these approaches alone can fully mitigate against both historic erosion caused by the function of the sediment cell and erosion caused by sea level rise.

Pursuing a 'Protection' type adaptation plan capable of mitigating both historic erosion and sea level rise would likely involve the construction of long groynes projecting considerable distance into the ocean, and yet there is no evidence that such groynes would be sufficient in the longer term. Examples of such groynes can be seen at other beaches in Perth but were typically developed before the middle of the last century, and certainly well before the state adopted planning policy based on coastal science.

Early concepts developed by the *Future of Fremantle* consultancy team consultant included such groynes as can be seen in the sketch below. However, on presenting these early concepts, the community response did not favour this approach as it was considered too impactful on the values the community placed on their wide and continuous sandy beaches. All subsequent concept plans and diagrams produced as part of the *Future of Fremantle* vision excluded groynes projecting into the ocean.

The key directions of the Future of Fremantle study did note *a "sustainable long-term 'protect' solution to coastal erosion at Port Beach is achieved that maintains the usability of the beach and supports its role and function as a regionally important destination."* It remains unclear whether this was intended to be a direct reference to the 'Protection' type of adaptation methodology referred to in the *State Coastal Planning Policy* (SPP2.6) or just stating the need to protect the values and assets associated with the beach more generally.

At section 5.5 of SPP2.6, the following coastal hazard risk management and adaptation planning hierarchy is identified and must be applied on a sequential and preferential basis:

1. *Avoid the presence of new development within an area identified to be affected by coastal hazards. Determination of the likely consequences of coastal hazards should be done in consideration of local conditions and in accordance with the guidelines provided in Schedule One.*

2. *Planned or Managed Retreat or the relocation or removal of assets within an area identified as likely to be subject to intolerable risk of damage from coastal hazards over the planning time frame.*

3. *If sufficient justification can be provided for not avoiding development of land that is at risk from coastal hazards, then Accommodation adaptation measures should be provided that suitably address the identified risks. Such measures would involve design and/or management strategies that render the risks from the identified coastal hazards acceptable.*

4. *Where sufficient justification can be provided for not avoiding the use or development of land that is at risk from coastal hazards and accommodation measures alone cannot adequately address the risks from coastal hazards, then coastal Protection works may be proposed for areas where there is a need to preserve the foreshore reserve, public access and public safety, property and infrastructure that is not expendable.*

It is reasonable to question whether a more impactful adaptation approach has been surreptitiously endorsed by the State Government and the extent to which such adaptation works would be consistent with preferential hierarchy stated in SPP2.6.

If a different adaptation methodology has or is to be adopted by the State, reference should be made to SPP2.6 that explicitly states that:

5.7 Coastal protection works

i. *New coastal protection works are not permitted, except where such works are considered only after all other options for avoiding and adapting to coastal hazards have been fully explored, as part of a comprehensive coastal hazard risk management process.*

ii. *Existing coastal protection works that require significant upgrade or maintenance over the planning timeframe should be considered as new coastal protection works, including consideration of the most appropriate form.*

iii. *Coastal protection works should only be supported:*
   a. *where it is demonstrated there are no significant negative impacts on the adjacent environment within the sediment cell; and*
   b. *in conjunction with appropriate funding arrangements for the construction and ongoing care, control and maintenance being put in place.*

iv. *Coastal protection works, where necessary and justified should be:*
   a. *adequately considered and planned as part of making decisions about land use, subdivision and development within the coastal zone;*
   b. *primarily proposed in the public interest to ensure they maintain a coastal foreshore reserve, public access, public amenity, and public safety as well as to protect high value property and infrastructure that is not expendable; and,*
   c. *evaluated at a sediment cell level and take into consideration the future protection requirements of adjoining development.*

It is unclear how groyne structures at Port Beach could be considered consistent with SPP2.6. If the WAPC's consideration of the proposal to lift the urban deferment presupposes a reliance on protection works including groynes and sea walls, then the policy requirements described above would need to be adhered to by the proponent and DPLH and be evidenced by the WAPC prior to a decision being made.

Specifically, if the western extent of the new Urban Zone in the MRS is reliant on engineered solutions to protect the foreshore reserve inclusive of enough space for recreation assets and access over the 100-year planning horizon, then the scope and extent of the protection works must be confirmed, assessed, and

planned for prior to making the decision to lift the urban deferment. In doing so, the works must be evaluated through modelling at a sediment cell level to provide an understanding of the probable impacts such groynes will have on other beaches in the cell, which in this instance extends from Sandtrax to at least South Cottesloe.

For stakeholders to be aligned in their deliberations there must be clarity regarding the coastal adaptation method that the State and/or the proponent will rely on. This must be determined first as it becomes the foundation for all other coastal planning matters. As it stands, the lack of clarity concerning the coastal adaptation methodology solidifies the Council's conclusion that it is premature to consider lifting the urban deferment or amending the Local Planning Scheme.

The proposed motion seeks Council to note Cr Sullivan's report as information that may further the City's strategic planning thinking for the urban precinct and foreshore area and as part of discussions and advocacy with other stakeholders. A second motion adds to the matters identified in the Council's previous resolution describing the reasons why it would be premature to lift the urban deferment or amend the local scheme.

OFFICER COMMENT

Officers note the motion provided by Cr Sullivan and appreciate his long running interest in and knowledge of this issue. The content of this motion is noted as a more detailed account (Attachment 1) of the item considered at the Council meeting on 26th August 2026, with additional context and views provided.

At the time of agenda drafting, there had been no formal update or scheduling of a WAPC meeting on the lifting request. City officers are progressing work on the North Fremantle City Plan and CHRMAP, alongside continued engagement with DPLH, the proponents and state government agencies involved in the area.

Following endorsement from Council, Officers will forward the additional discussion paper to the WAPC for their decision making on the lifting request.

VOTING AND OTHER SPECIAL REQUIREMENTS

Simple Majority Required

DECISION MAKING AUTHORITY

Council

ELECTED MEMBER MOTION

Council:

1. Note the report titled *North Fremantle Urban Precinct – Coastal Foreshore Reserve* (Attachment 1), authored by Cr Andrew Sullivan, and request the City consider the matters raised therein, and in furtherance of discussion with key stakeholders that seek to underpin the success and integration of the North Fremantle Urban Precinct and the Port Beach foreshore node and reserve.

2. Note the following additional submission, authored by Cr Andrew Sullivan, has been provided to the Department of Planning, Lands and Heritage in response to its letter dated 6 July 2026, regarding a request for comment on MRS Amendment, Lifting of Urban Deferment Request - North Fremantle Urban Precinct:

    a. It is premature to consider lifting the urban deferment and amending the Local Planning Scheme due to the lack of clarity regarding the adaptation planning method being relied upon by the proponent and/or DPLH when seeking to confirm the coastal foreshore requirements and the proposed lifting of the urban deferment, and specifically the lack of supportive evidence and compliance with process required in consideration of adaptation methods based on 'Protection' works as defined in the State Coastal Planning Policy generally, and Sections 5.5 and 5.7 specifically.

    b. If the WAPC's assessment of the adequacy of the coastal foreshore reserve is to be based on an adaptation methodology involving 'Protection' works that prior to lifting the urban deferment the WAPC release the following information and invite comment on:
        i. The assessment that demonstrates that all other options for avoiding and adapting to coastal hazards have been fully explored, as part of a comprehensive coastal hazard risk management process:
        ii. the required configuration and location of the proposed works;
        iii. demonstration that the works will provide adequate protection of the foreshore reserve, and that the foreshore reserve is of such area and width that it will accommodate the required components including stable dunes; recreational assets and access that meets the long-term demands of the regional community; and, the

extension of Leighton Beach Boulevard through to Tydeman Road;

iv. an assessment of the impact of the works at a sediment cell level and, if necessary, any required mitigation in other locations, as part of a comprehensive coastal hazard risk management process; and,

v. the identity of the entity/entities responsible for the construction of those works and the ongoing maintenance of them.

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

Nil.

Confidential business

Nil.

Closure