

# Meeting minutes



## Pipes for Fremantle Working Group

**Date:** Thursday 4 July 2019, 5pm-6pm, Pipes for Fremantle pop up shop 66 High Street, Fremantle

**Attendees:** Water Corporation - Larissa Stanley, Belinda Wilkinson, Steve Horrocks, Shaun Hester, Wing Leung, Danicia Quinlan (CEO Fremantle Chamber of Commerce) Luis Puig (City of Fremantle) Michael Theseira (Chalkys Espresso Bar) David McLean (Notre Dame).

**Apologies:** Apologies: Natasha Atkinson (Fremantle Markets) Elizabeth Arthur (Artson) Mark Pearn (Little Creatures) Greg Leaver (Strange Company) Vaughan (Pirates Backpackers) Linda Rogan (Fremantle Executive Apartments) Sarah Casey (The Esplanade Hotel) Clint Clarke (Port Jarrah) Patrick Prendiville (Hougoumont Hotel), Caleb Mantle (Sandrino Café). City of Fremantle City Ward Councillor - Rachel Pemberton, Business Representatives - Clint Watts (Secure Parking), Shane Braddock (High Street building owner), Kate Trainor (Endota Spa, Fremantle),

### Minutes

- Larissa (Water Corporation, WC) welcomed everybody with introductions around the table. Objective of the group – Representatives from Water Corporation’s Community Engagement Team and Project Management to provide project updates, feedback and actions from previous agenda based on community and key stakeholder discussions.
- Larissa handed out copies of Pipes for Fremantle Community Working Group addressing; What we know so far (2019), Proposed streets for renewal for 2019 & 2020, project map, results summary from customer survey, working days and hours survey responses broken down into graphs and charts, construction fencing regulations with accompanying photos, marketing approach and next steps.
- Everyone agreed with the previous Working Group meeting minutes.
- Discussed the outcomes/actions from last meeting.
- The Customer Survey Responses for working hours was extended by a week with results discussed tonight.
- The ATCO gas contact is Hetal Fritz – Manager Replacement Programs.
- The contract was awarded to DMC on 21st June 2019.
- There were 36 businesses who responded to the working hours survey. High Street had the highest response rate, then Collie St. These results were shared with the City at an earlier meeting. There was much discussion around working hours with the main focus on the five streets for 2019. Fremantle’s CEO and Mayor would’ve liked to have seen more results from the survey. Still determining best and preferred hours for each street, current schedule will be based on Monday to Saturday 7am to 7pm.

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- Michael (Chalkys Espresso Bar) asked what the real difference (in length of time) between working 24/7 or six days a week 7-7? (I.e. two months v four months).
- Shaun (WC, Project Director) responded it's around 10-15% extra productivity. 3 weeks to 2.5 weeks. Point to note for consideration is that there are certain activities that cannot happen at night due to restriction such as noise, vibration and lighting and WC is also needed for safety and fatigue management
- Larissa (WC) discussed the preferred working hour options from the survey as shown in the handout.
- Danicia (CEO Fremantle Chamber of Commerce) said there was a 50/50 split on the cappuccino street for times.
- Wing (WC, Project Manager) report on the Construction Fencing action from the previous meeting - 1.8m rigid frame is the requirement in accordance to the Australian Standard and our regulator, Worksafe. Efforts has been made to look at alternative product available on the market such as temporary pool fencing, however, they do not meet Australian Standard for safety and security. Discussed the photos from the hand out show no banners/signs where you can see through and with banners/signs on fencing. WC will discuss with businesses and accommodate preferences where practicable
- Danicia (Chamber) said several High Street traders and other businesses had requested strong images on their own business to promote what was on the other side of the fencing and visually strong images of Fremantle that captured interest.
- Michael (Chalkys) suggested banners will make it look less like a building site and "business as usual" signage.
- Larissa (WC) suggested about telling Freo's story, which was mentioned at the last Working Group meeting.
- Shaun (Project Director) said its WC policy to have standard project signage with logos so people know this is a WC project. This also prevents people from calling other utilities or the City and knows to call WC direct.
- Luis (City) said once we get that mud map of where and when, we can look at it and engage with people about what they want on there.
- Danicia (Chamber) said most want their own business shown and really clearly see their business.
- **ACTION: WC to engage with business community regarding their fence preference – signs or transparency, focus on street that will commence first**
- Larissa (WC) mentioned WC spent time with Luis (City) working with the Western Traders minimisation plan.
- WC's Marketing team can best add value in the asset space including, editorials and advertising in the local papers, supply of brochures/parking maps for businesses to use on social media platforms and mesh banners telling Freo's story. WC will work closely with the City to finalise details
- WC unable to promote individual businesses but can encourage people through its own social media platforms, to visit the area while the work is ongoing.
- Luis (City) said the City is going through an "awareness" campaign including, radio, social media, branding, inviting people to come and visit. Soon after, it'll start a competition based on winter campaign, targeting all food and beverage businesses.
- Following from the previous point, the City is trialling a new card system. Every business that participates is connected to that card. For example, spend \$20 at Chalkys, go to website, you get a code, type in and you register. Every week the City pull out a winner, they get a card with \$500.

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They can only spend the money on those businesses that are part of the campaign. \$5000 worth of prizes that will go back into the community.

- 10 Nights in Port event. Runs through July 2019. Starts on 21 July. 10 days' worth of activities all around town.
- Shop local campaign to encourage locals to shop local. Run something as part of WA Small Business day in October.
- Luis (City) NBN will be out of West End by end of August 2019. NBN are happy to shift work before WC comes in.
- Luis (City) mentioned a new "Pay Stay" app being developed. The City is working with the developers and the app will have the ability to advertise promotions and specials. This part of the app was scheduled to be online in December but development hasn't started yet.
- Larissa (WC) said the City and WC are still investigating options for discounted parking. City will investigate further and will have more info at next meeting.  
**ACTION: next meeting to have discount information on parking**
- Luis (City) Raised the concern businesses were going to lose some loading bays and not have the ability to unload goods. The City is happy to set up temporary loading bays and have a dedicated loading bay.
- Michael (Chalkys) asked if the water mains will run under alfresco areas and mentioned the cappuccino strip is all footpaths. This will be an issue.
- Danicia (Chamber) any impacts on alfresco dining areas would have to be negotiated as any transgression into these areas (particularly along Market Street, South Terrace and High Street) would be a significant issue that businesses had not yet considered. Liaison would have to be done with the City of Fremantle to remove rates paid for these areas over the time of impact and additional loss of revenue be taken into consideration.
- Steve (WC) responded WC needs to complete service locations to finalise alignment of the new pipes. The new alignment will be close to the existing pipe where possible and it will more likely to be in the road reserve than the pavement area.
- Michael (Chalkys) asked when the connection work is happening and the water is shut off, what does that period look like?
- Shaun (WC) answered it's a service transfer and WC will work with the customer to determine the best possible timeframe to conduct this work. This work can be conducted during nightshift to minimise impact.
- Larissa (WC) mentioned WC will provide plenty of notice for service transfer.
- Danicia (Chamber) suggested the contractor laydown area could be the City's carpark behind the Woolstores on Beach Street, to the most south eastern point entrance to the Port, down from Captain Munchies. At a Small Business committee, the laydown area was raised and the very corner end of the entry to the Port was found to be an underutilised area of Freo.
- **ACTION contractor to be advised of suggested laydown location.**
- Michael (Chalkys) asked how many tradies would be coming in at any one time.
- Steve (WC) said WC's intention is to have two crews working. Each crew has around 6 to 7 people including an operator, spotter, lane crew, truck driver.
- Shaun (WC) indicate that there should be less than 10, estimate around 6-7 in each crew and two crews working in the city.
- Larissa (WC) mentioned they will be encouraged to support local and buy their coffee/lunches from the local shops.

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- Larissa (WC) next steps, WC to communicate that the service location work is coming up with a planned date to start on 15 July. Further consultation regarding working hours conducted through one on one visits along with City of Fremantle
- Danicia (Chamber) queried Notre Dame's communication with staff and students.
- David (Notre Dame) answered it's getting regular updates and key notes are shared with the University community.
- Larissa (WC) raised the next working group meeting will be 18 July; service location work will be shared.
- Danicia (Chamber) wanted to thank Larissa from WC for attending so many of its meetings. She said Larissa has really made a difference with great communication and attendance.
- **Action – report back on upcoming business visits and signage responses.**
- David (Notre Dame) suggested in regard to archaeological digging – one of its academics might be a possible asset in that, as he's done a lot of work in Fremantle.
- Steve (WC) said WC has a protocol about what happens. This is covered in the Heritage Management plans from WC archaeologist.
- Shaun (WC) said WC's had an archaeologist do an assessment of the area, but happy to receive Notre Dame's archaeologist details and pass on.
- **Action – Notre Dame archaeologist contact to be passed on to WC**
- Larissa (WC) thanked everyone for their attendance.

**MEETING CLOSED**

## Actions

No.	Actions/updates	Who	Complete	When (before)
1.	Talk to businesses in streets that will be worked on first to get an idea of their fence preference – signs or transparency.	WC / CoF		18 July
2.	Outcome on discount parking	WC / CoF		18 July
3.	Contractor to be advised of suggested laydown location.	WC	Larissa emailed contractor with City details on 5 July.	Complete
4.	Report back on business visits and signage responses.	WC		18 July
5.	Notre Dame archaeologist contact to be passed on to WC	Notre Dame	David Emailed Larissa contact details 8 July.	Complete

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