MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 15 August 2017 at 4:00pm
City of Rockingham Boardroom
City of Rockingham
Corporate and Community Development Committee Meeting Minutes
4:00pm Tuesday 15 August 2017

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# City of Rockingham

## Corporate and Community Development Committee Meeting Minutes

### Tuesday 15 August 2017 - Council Boardroom

1. **Declaration of Opening**

   The Chairperson declared the Corporate and Community Development Committee Meeting open at **4:00pm**, welcomed all present, and delivered the Acknowledgement of Country.

2. **Record of Attendance/Apologies/Approved Leave of Absence**

   2.1 **Councillors**
   - Cr Leigh Liley
   - Cr Lee Downham
   - Cr Justin Smith
   - Cr Joy Stewart
   - Cr Deb Hamblin (Deputy Mayor)
   - Cr Chris Elliott (from 4:03pm)

   2.2 **Executive**
   - Mr Andrew Hammond
   - Mr John Pearson
   - Mr Michael Holland
   - Mr Peter Doherty
   - Ms Vanisha Govender
   - Ms Jessica Morgana
   - Mr Allan Moles
   - Ms Karin Strachan
   - Mr Mark Tidman
   - Mr Ben Searcy
   - Mr Peter Varris
   - Mr Gary Rogers
   - Ms Mary-Jane Rigby
   - Mrs Jillian Obiri-Boateng
   - Ms Alison Oliver
   - Ms Dean Stoitis
   - Mrs Jelette Edwards
   - Ms Sue Langley
   - Mrs Diane Zanre

   2.3 **Members of the Gallery:** 2

   2.4 **Apologies:** Nil

   2.5 **Approved Leave of Absence:** Nil
3. **Responses to Previous Public Questions Taken on Notice**  
Nil

4. **Public Question Time**  
4:01pm The Chairperson invited members of the Public Gallery to ask questions. There were none.

5. **Confirmation of Minutes of the Previous Meeting**  
Moved Cr Hamblin, seconded Cr Smith:  
That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 18 July 2017, as a true and accurate record.  
Committee Voting – 5/0

6. **Matters Arising from the Previous Minutes**  
Nil

7. **Announcement by the Presiding Person without Discussion**  
4:01pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

8. **Declarations of Members and Officers Interests**  
4:01pm The Chairperson asked if there were any interests to declare. There were none.

9. **Petitions/Deputations/Presentations/Submissions**  
Nil

10. **Matters for which the Meeting may be Closed**  
Nil

4:03pm Cr Elliott joined the meeting.

11. **Bulletin Items**

**Corporate and General Management Services Information Bulletin – August 2017**

**Corporate Services**
1. Corporate Services Team Overview  
2. Human Resource Update  
3. Project Status Reports  
   3.1 Integrated Team Plan and Risk Management  
   3.2 Intramaps Upgrade  
   3.3 Mobile Computing - Infringements  
   3.4 Email Archive Solution  
   3.5 Implementation of a Contracts Register  
   3.6 Call Recordings  
   3.7 Upgrade SCCM (System Centre Configuration Manager)
3.8 SOE (Standard Operating System) Development
3.9 UPS (Uninterruptible Power Supply) Batteries – Various Sites
3.10 Phone System Upgrade
3.11 Implementation of 3 Bin Collection System
3.12 Capping of Cells 12 to 15

4. Information Items
   4.1 List of Payments July 2017
   4.2 Monthly Financial Management Report June 2017
   4.3 Awarding of Tenders by CEO - Delegated Authority
   4.4 Development Contribution Scheme
   4.5 Lease Management
   4.6 Lease Consents and Maintenance Grants

**Governance and Councillor Support**
1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Review of Local Laws
   3.2 Optimisation of Tablet Technology for Business Papers
   3.3 Review of Council Policy, Code of Conduct, Guides
4. Information Items
   4.1 Extra Ordinary Election Deadline
   4.2 Global Friendship
   4.3 Freedom of Information (FOI) Requests
   4.4 Australian Coastal Councils Association Inc. Newsletter
   4.5 Citizenships
   4.6 Coming Events
   4.7 Notice of Motion – Status Report

**Human Resources**
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Wellness Programme
   3.2 Corporate Training Programme
   3.3 RESPECT Programme
   3.4 Occupational Safety and Health Programme
   3.5 Leadership and Management Programme
4. Information Items
   4.1 Recruitment
   4.2 Occupational Safety and Health Statistics

**Strategy and Corporate Communications**
1. Strategy and Corporate Communications Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Risk Management Framework
   3.2 Re-development of Community Plan
   3.3 Implementation and Printing Community Plan
   3.4 Governance Portal – Rock Port
   3.5 Community Plan Strategy Focus Groups
3.6 LGMA Benchmarking Project  
3.7 Replacement of Signage  
3.8 Tourism and Marketing  
4. Information Items  
4.1 Organisational performance measurement  
4.2 Community Engagement  
4.3 8th Generation Team Plans  
4.4 Social Media  
4.5 Media Tracking  

**Investment Attraction**  
1. Investment Attraction Team Overview  
2. Human Resource Update  
3. Project Status Reports  
3.1 Marketing City of Rockingham  
3.2 Small Business Leadership Forums and Investment Attraction Seminars  
3.3 Hotel Attraction Project  
3.4 Investment Attraction Development  
3.5 City Civic Centre Development Strategy  
3.6 Attracting Foreign Investment  
4. Information Items  
4.1 Various Meetings  
4.2 Lot 55 (14) Trafalgar Gardens, Port Kennedy  

**Legal Services & General Counsel**  
1. Legal Services & General Counsel Team Overview  
2. Human Resource Update  
3. Project Status Reports  
4. Information Items  
Provision of Legal Advice  
4.1 Legal Advice – Local Government Operational Matters  
4.2 SAT (State Administrative Tribunal) Matters

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**Committee Recommendation**

Moved Cr Downham, seconded Cr Stewart:  
That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – August 2017 and the content be accepted.  

Committee Voting – 5/0

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**Community Development Information Bulletin – August 2017**  
**Community Support and Safety Services**  
1. Community Support and Safety Services Team Overview  
2. Human Resource Update  
3. Project Status Reports  
4. Information Items  
4.1 Youth and Community Support Services  
4.2 Rockingham Connect Community Transport Project  
4.3 Community Safety  
4.4 Compliance Community Engagement
<table>
<thead>
<tr>
<th>Library Services</th>
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<tbody>
<tr>
<td>1. Library Services Team Overview</td>
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<tr>
<td>2. Human Resource Update</td>
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<td>3. Project Status Reports</td>
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<tr>
<td>3.1 Warnbro Library Agreement</td>
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<tr>
<td>4. Information Items</td>
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<tr>
<td>4.1 June 2017 Library Services Statistics</td>
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<td>4.2 Mary Davies Library and Community Centre</td>
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<td>4.3 Rockingham Central Library</td>
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<td>4.4 Safety Bay Library</td>
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<tr>
<td>4.5 Warnbro Community Library</td>
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<td>4.6 Makers and Creators</td>
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<td>4.7 June Facebook Statistics</td>
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<tr>
<th>Community Infrastructure Planning</th>
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<td>1. Community Infrastructure Planning Team Overview</td>
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<td>2. Human Resource Update</td>
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<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Baldivis District Sporting Complex – Master Planning</td>
</tr>
<tr>
<td>3.2 Veteran’s Memorial Skate Park (Port Kennedy) – Planning and Concept Design</td>
</tr>
<tr>
<td>3.3 Baldivis Outdoor Recreation Space – Planning and Concept Design</td>
</tr>
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<td>3.4 Rockingham Central - Planning and Concept Design</td>
</tr>
<tr>
<td>3.5 Baldivis Outdoor Courts - Planning</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 2017 Community Infrastructure Plan Review</td>
</tr>
<tr>
<td>4.2 Golden Bay Sports Pavilion</td>
</tr>
<tr>
<td>4.3 Baldivis South Community Centre</td>
</tr>
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<td>4.4 Singleton Youth Space Replacement</td>
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<td>4.5 Koorana Reserve Master Plan</td>
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<tr>
<td>4.6 Infrastructure Planning and Development Grants</td>
</tr>
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<thead>
<tr>
<th>Community Capacity Building</th>
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<tbody>
<tr>
<td>1. Community Capacity Building Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Kidsport</td>
</tr>
<tr>
<td>3.2 Perth Symphony Orchestra</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 Community Grants Program</td>
</tr>
<tr>
<td>4.2 Community Capacity Building</td>
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<tr>
<td>4.3 Seniors</td>
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<tr>
<td>4.4 Youth Development</td>
</tr>
<tr>
<td>4.5 Sport, Recreation and Health and Wellbeing</td>
</tr>
<tr>
<td>4.6 Cultural Development and the Arts</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Community and Leisure Facilities</th>
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</thead>
<tbody>
<tr>
<td>1. Community and Leisure Facilities Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
</tbody>
</table>
4. Information items
   4.1 Mike Barnett Sports Complex
   4.2 Warnbro Community Recreation Centre
   4.3 Aqua Jetty
   4.4 Gary Holland Community Centre
   4.5 Autumn Centre

**Committee Recommendation**

Moved Cr Smith, seconded Cr Hamblin:

That Councillors acknowledge having read the Community Development Information Bulletin – August 2017 and the content be accepted.

Committee Voting – 5/0
12. Agenda Items

Community Development

Community Development
Community Infrastructure Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-016/17 Baldivis Enclosed Dog Park - Final Concept Design</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/3334</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Claire O’Neill, Community Infrastructure Project Officer</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Gary Rogers, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>15 August 2017</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>20 December 2016 (CD-041/16)</td>
</tr>
<tr>
<td></td>
<td>26 October 2016 (CD-033/16)</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
<tr>
<td>Site:</td>
<td>Barri Barri Park, Lot 9023 Baldivis Road, Baldivis</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>30,539m²</td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>1. Baldivis Enclosed Dog Park site location</td>
</tr>
<tr>
<td></td>
<td>2. Baldivis Enclosed Dog Park final concept design</td>
</tr>
<tr>
<td></td>
<td>3. Acrasia Road parking concept design</td>
</tr>
</tbody>
</table>

Purpose of Report

To seek Council approval of the concept design of Baldivis Enclosed Dog Park to enable the project to proceed to detailed design.

Background

The Enclosed Off-Leash Dog Exercise Area Needs and Feasibility Study (July 2015) noted that there is an evident need and associated benefits for a number of enclosed dog parks to be provided within the City of Rockingham.
Such benefits include:

- Promoting acceptable dog behaviour by encouraging socialisation;
- Promoting interaction between dog owners from all walks of life; and
- Providing a safe, accessible place for the elderly and people with disability to exercise their dogs.

As a result, the City's first enclosed off leash area was developed on Bayview Reserve, and the Rockingham Enclosed Dog Park was opened in November 2016.

In addition to the needs and feasibility study supporting the development of the Rockingham Enclosed Dog Park, the study also contained the following recommendation:

“**That the City’s future planning investigate the provision of an enclosed off leash dog exercise area in Baldivis, and the Central and the Southern suburbs, and it be delivered as early as practicable.**”

Following on from this recommendation, City officers implemented the site selection process for the second Enclosed Dog Park (EDP), and Council at the meeting held on the 20th December 2016 endorsed Barri Barri Park as the location of the future Baldivis Enclosed Dog Park.

Characteristics of Barri Bari Park which resulted in its selection as preferred site included:

- It is a central, easily accessible location
- It has good passive surveillance from Baldivis Road and Acrasia Road
- There are multiple access options, including walking or private vehicle
- The inclusion of roadside parking is feasible along Acrasia Road
- It is located close to other activity synergies such as sporting equipment, playground, and an extensive path network
- The site can accommodate a variety of design options

![Figure 1: Baldivis Enclosed Dog Park location (outlined in yellow)](image)
Community consultation was undertaken to inform the development of a design brief, and a draft concept design was developed with consideration for the project objectives and outcomes of the community consultation. The Draft Concept Design was advertised for public comment from 2 June 2017 – 16 June 2017, and the results of the community consultation are included within this report.

### Details

In order to develop the concept design brief for the Baldivis Enclosed Dog Park, community consultation was undertaken by City officers in the form of the Baldivis Enclosed Dog Park Design and Rockingham Enclosed Dog Park Review surveys. These surveys were hosted on the Survey Monkey website and accessed by a link from the City’s Share Your Thoughts page. The Baldivis Enclosed Dog Park Design survey received 40 responses and the Rockingham Enclosed Dog Park Review survey received 61 responses.

The survey responses indicated that the primary perceived benefits of enclosed dog parks are safety for dogs and other reserve users, socialisation for dogs and their owners, and mental stimulation to prevent dogs from becoming bored.

Combining the results of the two surveys, the consultation directed that the following items were considered by users to be important to the design of the Baldivis EDP:

- Separate enclosures for small dogs and all dogs;
- Large enclosures
- Large grassed areas
- Shelter, seating and shade
- Prominent signage
- Parking

These outcomes were incorporated into the design brief, as well as other features for the positive use and maintenance of the EDP. Parking was not included in the consultant’s brief for the concept design as this will be implemented by the City, and the parking concept was provided to the consultant for reference when developing the path network.

The draft Baldivis Enclosed Dog Park concept design was advertised for public comment from 2 June to 16 June 2017. 11 responses were received through the public comment process, containing the following comments:

<table>
<thead>
<tr>
<th>Item</th>
<th>Design response</th>
</tr>
</thead>
<tbody>
<tr>
<td>General support for the design</td>
<td>N/A</td>
</tr>
<tr>
<td>Support for agility equipment</td>
<td>Considered in design</td>
</tr>
<tr>
<td>Support for the sand areas</td>
<td>Considered in design</td>
</tr>
<tr>
<td>Support for parking</td>
<td>Parking of overall site design consideration</td>
</tr>
<tr>
<td>Request to make the fenced area larger</td>
<td>The total enclosed area is approximately 3000m², which is 900m² larger than existing Rockingham EDP. The space has been maximised with regard to the site location and features.</td>
</tr>
<tr>
<td>Request for more seating</td>
<td>Seating and benches have been placed throughout the park with regard for their proximity to shade and play areas.</td>
</tr>
<tr>
<td>Request for more bins or different location of bins</td>
<td>Bins have been placed at the entry point to the facility as it will be required to pass them on entry and exit.</td>
</tr>
<tr>
<td>Item</td>
<td>Design response</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Additional planting not considered necessary</td>
<td>Proposed planting was revised throughout the design process, and the final concept incorporates significantly less planting.</td>
</tr>
<tr>
<td>Signage required to communicate enclosure guidelines</td>
<td>Signage will be placed in prominent positions on the enclosure. Signage regarding the designated off-leash areas will be placed on the reserve.</td>
</tr>
<tr>
<td>Request for alternative design for drink fountain than Rockingham EDP</td>
<td>Feedback received regarding drink fountains was considered during the design of the Baldivis Enclosed Dog Park, and fountains with fixed bowls which are able to be emptied to avoid stagnant water have been identified for use.</td>
</tr>
<tr>
<td>Separate gates for each enclosure</td>
<td>Placement of the entry gate has been determined by the safest and most appropriate access point to the facility, with regard to Baldivis Rd on the eastern side, a water body on the northern side and the lot boundary on the southern side of the fenced enclosure. An additional barrier was added to the design to further separate the entry points to each enclosure.</td>
</tr>
<tr>
<td>Mulch is unnecessary and contains sticks which could create disagreements or injuries for dogs</td>
<td>Mulch was significantly reduced within the draft concept design, and predominantly utilised where the agility node is located. Mulch selection will be a consideration to reduce the risk of sticks being present</td>
</tr>
<tr>
<td>Concern that parking will affect residents or road safety</td>
<td>All parking is embayment (off road parking bays) parking to minimise impact on residents and maintain the width of the existing road.</td>
</tr>
<tr>
<td>Suggestion to have one large enclosure instead of two separate ones</td>
<td>Previous community consultation indicated separate enclosures as a priority element of the project, and as such the separate enclosures are maintained in the final concept design.</td>
</tr>
<tr>
<td>Shelter not necessary</td>
<td>Proposed trees on this site are intended to be 300L on installation, significantly larger than the 100L trees installed at the Rockingham Enclosed Dog Park. As shade was determined by community consultation to be an important outcome of the facility, the final concept design incorporates larger trees rather than more trees.</td>
</tr>
<tr>
<td>Trees can be in the line of sight if not large enough</td>
<td>Seating and benches have been placed throughout the park with regard for their proximity to shade and play areas. The placement of the trees allows for the shade to extend across a larger area of the park than if the trees were placed at the perimeter. Design has considered a balance of free running space and play areas, in order to mitigate the risk of high speed collisions between dogs</td>
</tr>
<tr>
<td>Trees and furniture should only be placed around the perimeter to create uninterrupted free-running space</td>
<td>Sand areas will all be within the fenced enclosed area, signposted as an enclosed dog park with signage advocating that children should be supervised at all times. There is a 275m distance between the enclosure and the dedicated children’s play area.</td>
</tr>
<tr>
<td>Concern that children will mistake sand pits for play areas</td>
<td>Agility equipment was separated and reconfigured to provide more of a natural play element and point of interest, as opposed to a formal agility course for training purposes</td>
</tr>
<tr>
<td>Item</td>
<td>Design response</td>
</tr>
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<td>-------------------------------</td>
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</tr>
<tr>
<td>Request for more parking</td>
<td>15 parking bays and 3 accessible bays are included in the parking concept design associated with this project, in addition to the existing formalised parking already present around the perimeter of the reserve. The parking concept design has considered proximity to the space, existing parking already available, the provision of universal access bays, and the project budget.</td>
</tr>
<tr>
<td>Lighting could be a nuisance for nearby residents</td>
<td>Lighting is not part of the project scope, as the facility is intended for day time use only</td>
</tr>
<tr>
<td>Request for security cameras</td>
<td>Security cameras are not part of the project scope, as the facility is intended to be used under proper supervision</td>
</tr>
<tr>
<td>Will the park be cleaned?</td>
<td>The facility will be on a regular maintenance schedule</td>
</tr>
</tbody>
</table>

Following community consultation and internal review of the draft concept plan, the following revisions were applied to the design:

- Shelters were moved closer to enclosure entry points, and path networks adjusted accordingly. This will allow easier access to shelters without being required to travel the entire length of the enclosure.
- An additional gate was added to the entry point which fully separates the access to each enclosure. This will ensure that dogs entering and exiting separate enclosures at the same time are sufficiently separated until they are leashed.
- Mulched areas were significantly reduced and reconfigured to maximise open space.
- The proposed number of trees was reduced, in favour of providing larger trees for similar value. This will provide more shade within the enclosure, in addition to maximising open space and minimising obstacles.
- Additional seating was included.
- Agility elements were separated and reconfigured to act as more of a natural play element than a formal agility training course. This aims to incorporate the desired effect of mental stimulation provided by agility equipment but in a less congested format, and utilising materials consistent with the surrounding environmental aesthetic.
Figure 2: Baldivis Enclosed Dog Park Final Concept Design

The final concept design features:

- A total fenced area of approximately 3000m²
- Two separate enclosures; an “all dog” enclosure of approximately 1660m² and a “small dog” enclosure of approximately 1340m², separated by a solid fence
- Dual-gated entrance, with full separation between the entry to each enclosure
- A shade structure in each enclosure, close to the entrance and connected by path network for ease of access
- Water fountain in each enclosure accessible by path network
- Shade trees distributed throughout each enclosure
- Sand area in each enclosure
- Two nature-based agility nodes including equipment such as recycled logs and stumps, and limestone boulders. Additional limestone boulders are also scattered throughout each enclosure to act as either play equipment for dogs or informal seating for their owners
- Formal and informal seating in each enclosure
- Maintenance access gates to each enclosure
- Bin at entry

The design was developed with consideration for integrating into the existing reserve aesthetic, with the large existing trees to be retained. In the interest of maximising open space and providing access to an existing electrical cabinet and bore for maintenance, some existing vegetation underneath one of the large trees will be replaced with turf. Some additional planting is incorporated into the other existing garden bed areas.
Due to the large existing trees and the inclusion of a shelter structure in each enclosure, the number of trees in the final concept design will be significantly reduced to 10 through the detailed design process. This will accommodate the project budget, while the placement of the remaining trees will be carefully considered to ensure that enough shade is included in the appropriate positions.

The existing path network has been utilised and extended to provide continuous access from the proposed embayment parking to the shelter within each enclosure.

Embayment parking in addition to that which is already present on the reserve has been incorporated into the project, which will be designed and implemented by the City’s Engineering Services team. A preliminary concept design for 19 additional bays, plus three accessible bays connected to the path network, can be seen below. Due to budget parameters and the fact that there is existing parking located adjacent to the proposed parking, the number of additional bays to be constructed will be 15 plus three accessible bays, rather than the 19 plus three accessible bays shown in figure 3.

![Figure 3: Proposed parking concept plan](image)

Implications to Consider

a. **Consultation with the Community**

The City advertised the Baldivis Enclosed Dog Park Survey and the Rockingham Enclosed Dog Park Review Survey to the public from 10 February to 24 February 2017.

The Baldivis Enclosed Dog Park Draft Concept Design was advertised from 2 June – 16 June 2017.

Both the surveys and the Draft Concept Design were advertised to the public using the following:

- Mail out to owners of properties within 200m of Barri Barri Park
- Project information was published on the ‘Share Your Thoughts” page of the City’s website for the duration of the public comment period
- A link to the information on the “Share Your Thoughts” page was published on the City’s Facebook page
During the public comment period, the link to the City’s Share Your Thoughts page was sent via email to RockPort subscribers who had subscribed to community infrastructure categories.

In addition, the Baldivis Enclosed Dog Park Draft Concept Design was displayed at the Mary Davies Library and Community Centre on 15 June 2017, with City Officers available to discuss the design and receive comments.

The Draft Concept Design was also presented to the Disability Access and Inclusion Advisory Group meeting on 14 June 2017.

b. Consultation with Government Agencies
Nil

c. Strategic
Community Plan
This item addresses the Community’s Vision for the future and specifically the following Aspiration and Strategic Objectives contained in the Community Plan 2015-2025:

**Aspiration B:** Strong Community

**Strategic Objective:** Services and Facilities - Community facilities and services that accommodate contemporary community expectation and are justified, well used, cost effective and, where appropriate, multi-functional

**Aspiration C:** Quality Leadership

**Strategic Objective:** Infrastructure: Civic Buildings, sporting facilities, public places and transport infrastructure planned, designed, constructed and maintained using best practice principles and life cycle cost analysis, and implemented in line with informed population growth analysis

d. Policy
Nil

e. Financial
$215,000 is allocated in the 2017/2018 Budget for the development of the Baldivis EDP, including parking.

The cost of 15 additional parking bays and three accessible bays is $42,652 including overheads and contingency.

As the dog park concept design estimate currently excludes overheads and contingency, the design requires amendment to be delivered within budget. Amending the design by reducing the number of 300 litre shade trees from 23 to 10 will result in a concept cost estimate of $170,382, inclusive of overheads.

The revisions outlined above will result in an estimated total project cost of $213,007.

Subject to the financial outcomes of detailed design and construction tender processes there is capacity to review other costs within the dog park design such as selected agility nodes and specification of park furniture to ensure that the project is delivered within budget.

f. Legal and Statutory
The Crown Land Title: Lot 2011 on Deposited Plan 402536, has been created for the reserve. The management order vesting the reserve with the City for the purpose of Public Recreation has been received from the Department of Lands.

The reserve is in the process of being designated as an off-leash area. This statutory process is being undertaken by Ranger Services.
g. Risk

All Council decisions are subject to risk assessment according to the City’s Risk Framework.

Implications and comment will only be provided for the following assessed risks.

- Customer Service / Project management / Environment : High and Extreme Risks
- Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

Based on the information in the Enclosed Off-Leash Dog Exercise Area Needs and Feasibility Study (July 2015), the provision of an Enclosed Dog Park in Baldivis will provide numerous benefits to dog owners and the community. Such benefits include better socialised and well-exercised dogs, which are found to be happier, healthier and less aggressive, and a space which creates opportunity for people to socialise with other dog owners.

Additionally, a key outcome of the enclosed dog park is to provide a safe, accessible area available to those who might find it challenging to exercise their dogs by walking extended distances, such as elderly residents and people with disability.

Community consultation and lessons learned from previous projects have played a key role in the design development, with survey feedback collected on the design of the Baldivis EDP and review of the Rockingham Enclosed Dog Park being used to inform the design brief, and the draft concept design being revised on the basis of public comment in addition to internal review.

The resulting design addresses key objectives of maximising open space, providing separate enclosures of suitable size, and supporting amenities including shelters which are easily accessible. It also provides points of interest for mental stimulation for dogs, and path networks linking to additional parking.

Subject to Council’s approval of the concept design, the project will begin the detailed design phase, to be led by the City’s Park Services team in conjunction with the design consultants. This phase will include the design amendments identified within this report to address the project budget parameters.

Voting Requirements

Simple Majority

Officer Recommendation


Committee Recommendation

Moved Cr Smith, seconded Cr Downham:


Committee Voting – 5/0

The Committee’s Reason for Varying the Officer’s Recommendation

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
General Management Services

General Management Services
Investment Attraction Services

Reference No & Subject:
GMS-014/17 Establishment of the Renaissance Technopole (Absolute Majority)

File No:
ECD/125

Proponent/s:
Mr Mark Tidman, Manager Investment Attraction

Author:
Ms Francesca Damiani, Project Officer Investment Attraction

Other Contributors:
15 August 2017

Date of Committee Meeting:
Preceding before Council:
Disclosed of Interest:
Nature of Council’s Role in this Matter:
Executive

Site:
Lot Area:
Attachments:
Maps/Diagrams:

Purpose of Report
To seek Council approval to allocate $352,000 of funds to establish the Renaissance Technopole at the Rockingham Murdoch University Campus.

Background
On 21 March 2017, Council resolved to support the establishment of a research and development industry innovation hub at the Rockingham Murdoch campus.

Since then, the City has been in discussion with Murdoch University and is now in a position to secure approximately 1,000 square metres of accommodation over two floors in Building 101 of the campus. This will include high quality offices, labs and an auditorium. The mechanism for securing the campus initially will be via a non-exclusive licence agreement between Murdoch University and the City.

The accommodation will be rent free, however the City will be responsible for insurance, outgoings and the initial set up costs.

In addition, the City has engaged lawyers and consultants to establish the Technopole as a not-for-profit entity and in preparing a Business Plan. This work is ongoing and will require set up funding before more detailed work can commence.
Details

A budget has been prepared by the City regarding the envisaged costs in order to carry out the initial set up of the Technopole. These costs are associated only with the setup, in order to carry out more detailed work on a Business Plan and setting up the not for profit as a legal entity together with initial operational costs for the hub.

It is envisaged that the initial set up costs will be approximately $352,000. These costs are set out as follows:

Legal Costs

The City has engaged Jackson McDonald lawyers to set up the not-for-profit. Jackson McDonald has a broad range of experience in establishing not-for-profits and advising such organisations on their corporate structure, corporate governance and regulatory compliance. It is anticipated that legal costs to the point in which the Technopole is up and running to be in the region of $50,000.

Business Plan/Consultancy

The City will engage a consultant to write a Business Plan for the Technopole. The consultant will be experienced in writing Plans for not-for-profits and will have experience in the research and development field. The City has allocated $90,000 for the Business Plan to be written and other possible associated consultant activities.

Outgoings

The Licence Agreement covers a six month rent free term during which the City will be required to pay outgoings based on a rate per square metre cost for the Net Lettable Area (NLA). The rate is approximately $116 per square metre. Based on the net lettable area of floor space of approximately 1,000sqm equating to an outgoing fee of approximately $116,000.

Insurance

The City is required to obtain Employer’s, Public Liability and Contents insurance for the premises. This cost will be in the region of $20,000 per annum. This estimate will be clarified in due course.

Initial Operational Set Up

The City will be responsible for the provision of any telecommunications and information technology equipment such as computers, printers and telephones. The rebranding of part of the campus as the ‘Renaissance Technopole’ will also require signage to be produced. A website, software and other technical equipment will most likely be required. This is estimated to be approximately $45,000.

Contingency

A 10% contingency has been applied to allow for unforeseen costs that could arise as part of the set up. This equates to $32,100.

A summary of the costs are as follows:

<table>
<thead>
<tr>
<th>Costs</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Costs</td>
<td>$50,000</td>
</tr>
<tr>
<td>Business Plan</td>
<td>$90,000</td>
</tr>
<tr>
<td>Outgoings</td>
<td>$116,000</td>
</tr>
<tr>
<td>Insurance</td>
<td>$20,000</td>
</tr>
<tr>
<td>Initial Operational Set Up</td>
<td>$45,000</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$321,000</td>
</tr>
<tr>
<td>Contingency</td>
<td>$32,100  (10% of $321,000)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$353,100</strong></td>
</tr>
</tbody>
</table>

The above set up costs do not include any staffing or ongoing operational costs.

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1 Typographical error corrected.
Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Nil

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspiration and Strategic Objective(s) contained in the Community Plan 2015-2025:

   **Aspiration A:** Tourism Lifestyle

   **Strategic Objective:** Investment Attraction – A strategic and focussed approach to attracting major investment to the City’s coastal nodes, City Centre and inland settlements that promotes quality retail, commercial and residential development, improved civic infrastructure and leisure tourism experiences for residents and visitors.

   Key Recommendation 1
   The City’s major economic development focus and priority resource allocation be directed towards projects and activities that:
   - are unique and attractive to prospective investors
   - come under the control, management and influence of the Local Government
   - call within the capabilities and expertise of the City as a corporation to deliver successfully
   - provide increased revenue streams for the City as a corporation benefit the community at large
   - will facilitate measurable new investment realistically linked to those projects and activities.

   Key Recommendation 6
   Review the Learning Cities Strategy to incorporate the objective of facilitating and encouraging a partnership between Murdoch University and the Department of Defence, and more specifically, between the Sir Walter Murdoch School of Public Policy and International Affairs and HMAS Stirling with a view to establishing a range of professional Masters Degrees and other Graduate programs in global strategic studies, international economics, resource security, political economics and counter-terrorism, at the Rockingham Campus.

d. Policy
   Nil

e. Financial
   The total cost for the initial set up of the Technopole is anticipated to be $352,000. The Funds will be transferred from the Learning City Strategy Transfer fund.

f. Legal and Statutory
   Nil
g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks:

Customer Service / Project management / Environment: High and Extreme Risks
Finance / Personal Health and Safety: Medium, High and Extreme Risks

Nil

Comments

The City has been progressing with the establishment of the Technopole and is now in a position to secure the Murdoch University Campus as a base.

In addition, initial work has been carried out investigating the best structure for the Technopole to adopt and work around the Business Plan. There are a number of costs which are associated with the initial operational set up of the Technopole which equate to approximately $352,000.

These costs will be one off expenses for the purposes of establishing the Technopole. Long term operational funding will be sourced via industry, private investment and State and Federal government programmes.

The non-for-profit entity will be stand alone and independent of the City. A City nominated board member will be considered once this entity has been established. The governance structure and business plan will be an amalgam of the French Technopole concept and the relevant elements of Australian R&D funding and administration systems.

It is expected that significant economic and investment attraction for the medium and long term will be derived from the establishment of the Technopole.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. **ALLOCATES** $352,000 to facilitate the establishment of the Renaissance Technopole at Rockingham Murdoch Campus.

2. **TRANSFERS** $352,000 from the Learning City Strategy Transfer fund.

Committee Recommendation

Moved Cr Smith, seconded Cr Downham:

That Council:

1. **ALLOCATES** $352,000 to facilitate the establishment of the Renaissance Technopole at Rockingham Murdoch Campus.

2. **TRANSFERS** $352,000 from the Learning City Strategy Transfer fund.

Committee Voting – 5/0

The Committee’s Reason for Varying the Officer’s Recommendation

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
13. Reports of Councillors

Nil

14. Addendum Agenda

Nil

15. Motions of which Previous Notice has been given

Community Development

Community Development

Community Capacity Building

Reference No & Subject: CD-017/17 Notice of Motion – Support for Same Sex Marriage

File No: GOV/7

Proponent/s: Cr Matthew Whitfield

Author: Mr Dean Stoitis, A/Manager Community Capacity Building

Other Contributors: Mr Michael Holland, Director Community Development

Date of Committee Meeting: 15 August 2017

Previously before Council: 15 August 2017

Disclosure of Interest: Executive

Nature of Council’s Role in this Matter: Executive

Site:

Lot Area:

Attachments:

Maps/Diagrams:

Purpose of Report

To consider the Notice of Motion proposed by Councillor Whitfield for support of same sex marriage.

Background

Cr Matthew Whitfield submitted the following motion for consideration at the 22 August 2017 Council Meeting:
That Council:

1. **SUPPORTS** the following statement –
   
   “The City of Rockingham is a local metropolitan City in Western Australia made up of a Diverse mix of people who are born here in Australia and who also come here from all around the world and choose to call Rockingham home. The Council supports the rights of all those who live, work and recreate here and wholeheartedly believes in equality for all of people, no matter their race, sex, age, colour, religion, sexual preference or mental and physical ability”.

2. **DIRECTS** the CEO to accept the petition from local residents who are campaigning for marriage equality and to send that petition to all of the Major Federal Political parties on behalf of those residents.

3. **DIRECTS** the CEO to include a letter to accompany those petitions that stresses that the Council urges that Laws are passed without haste that would provide equality for all residents within Australia.

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**Details**

In 1961, the Australian Parliament passed the Marriage Act 1961. The Federal Attorney General Sir Garfield Barwick at the time stated the main purpose of this legislation was:

“to produce a marriage code suitable to present day Australian needs, a code which, on the one hand paid proper regard to the antiquity and foundations of marriage as an institution, but which, on the other resolved modern problems in a modern way”

In 1961, the concept of modern marriage was a heterosexual union where the parties pledged monogamy and permanency in their relationship¹. Therefore a definition of “marriage” was not included within the act at this time.

In 2004, the Marriage Amendment Bill 2004, was introduced to the Australian Parliament. This bill defined marriage as “the union of a man and a woman to the exclusion of all others, voluntarily entered into for life” and to preclude recognition of overseas same sex marriages in Australia. This bill was passed by Parliament. Since 2004, other bills, with similar intent, have been presented to Parliament but have not been passed. Members of the Australian community have been campaigning to make changes to current legislation for heterosexual and same sex marriages to have the same legal rights.

The current Liberal Government have a policy position to take the concept of same sex marriage to the Australian people by way of a plebiscite to decide the issue.

Same sex marriage is relevant to all people that live in Australian and therefore legislation is set by the Australian Parliament. Members of the Australian Parliament are responsible for considering and passing legislation including the Marriage Act 1961, which is the current legislation that relates to same sex marriage for all Australians. The roles of Federal Members of Parliament are to take part in debate on proposed laws and public policy and to represent the views of the people in their electorate. The City of Rockingham sits within the Federal Parliament electorate of Brand and the current member is Madeleine King MP.

In 2014, the City conducted a strategic community planning process to develop the new City of Rockingham Strategic Community Plan 2015-2025. Extensive consultation was undertaken including:

- invitations to 7000 random people within the City of Rockingham to attend one of seven community workshops
- seven community workshops attended by a total of approximately 250 people, that were conducted by independent professional facilitators. No City staff were involved in these discussions
- an additional workshop with young people
- an additional workshop with the aboriginal community
- a combined City Councillors, community members, aboriginal and young people session on the outputs from the previous workshops and
- a four week public comment period on the City’s draft Strategic Community Plan 2015-2025.

At the 25 November 2014 meeting, Council adopted the City’s Strategic Community Plan 2015-2025. The plan’s vision captured the community’s input and comprised of five areas. One of the five areas was to “be proud, welcoming and inclusive community that understands, respects and preserves its unique sense of purpose and place”

Officers have undertaken research to understand the implications of same sex marriage on a local community. This was to objectively and independently understand if same sex marriage within a community would contribute or not towards improved local community health and wellbeing outcomes. No specific research could be identified on this topic.


### Implications to Consider

<table>
<thead>
<tr>
<th></th>
<th>Consultation with the Community</th>
<th>Nil</th>
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<tbody>
<tr>
<td></td>
<td>Consultation with Government Agencies</td>
<td>Nil</td>
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<td></td>
<td>Strategic</td>
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<td>Policy</td>
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<td>Financial</td>
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<td></td>
<td>Legal and Statutory</td>
<td>Nil</td>
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<tr>
<td></td>
<td>Risk</td>
<td>Nil</td>
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The City recognises Australian law, which in this case is the Marriage Act 1961 and the Local Government Act 1995. The Local Government Act 1995 Part 3 Functions of Local Governments Section 3.1 (2) General function states “The scope of the general function of a local government is to be construed in the context of its other functions under this act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions”.

### Risk

All Council decisions are subject to risk assessment according to the City’s Risk Framework.

Implications and comment will only be provided for the following assessed risks.

- **Customer Service / Project management / Environment**: High and Extreme Risks
- **Finance / Personal Health and Safety**: Medium, High and Extreme Risks

### Comments

To best respond to Councillor Whitfield’s Notice of Motion, the Officer responses will be explained against the three specific motions.
Notice of Motion Point 1

The City has an adopted Strategic Community Plan 2015-2025 which includes a clear vision statement. This vision captured the community’s thoughts and included to “be home to a proud, welcoming and inclusive community that understands, respects and preserves its unique sense of purpose and place”. It is believed that this statement, as supported by the Council and community, provides a clear community intent and a new statement is not required.

Notice of Motion Points 2 and 3

As Councillor Whitfield intends to table this petition at the 22 August 2017 Council meeting, should this be accepted by Council, Officers will respond to the lead petitioner with the suggestion for them to forward their petition to Ms Madeleine King MP, Member for Brand, for her information.

The local Federal Member for Brand, Madeleine King MP, is the most appropriate point of contact for residents on the topic of same sex marriage within the City of Rockingham. It is the federal government’s responsibility to amend or develop new legislation to represent the views of the people in Australian and specifically the electorate of Brand on this federal government matter.

No specific research on the implications of same sex marriage on a local community could be identified by Officers and on this basis any Officer recommendations will be subjective and based on personal opinion

In summary:

- Council already has a clear community vision statement contained within the adopted Strategic Community Plan 2015-2025
- Currently same sex marriage is governed by the Marriage Act 1961 which is federal legislation. This legislation is considered and passed by Federal Members of Parliament
- the City must operate in line with federal legislation and the Local Government Act 1995
- As no specific research either positive or negative on the implications of same sex marriage on a local community could be identified by Officers any Officer recommendations would be subjective and based on personal opinion.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **NOT SUPPORT** the notice of motion.

Notice of Motion from Cr Matthew Whitfield

That Council:

1. **SUPPORTS** the following statement –

   “The City of Rockingham is a local metropolitan City in Western Australia made up of a diverse mix of people who are born here in Australia and who also come here from all around the world and choose to call Rockingham home. The Council supports the rights of all those who live, work and recreate here and wholeheartedly believes in equality for all of people, no matter their race, sex, age, colour, religion, sexual preference or mental and physical ability”.

2. **DIRECTS** the CEO to accept the petition from local residents who are campaigning for marriage equality and to send that petition to all of the Major Federal Political parties on behalf of those residents.

3. **DIRECTS** the CEO to include a letter to accompany those petitions that stresses that the Council urges that Laws are passed without haste that would provide equality for all residents within Australia.
### Committee Recommendation

**Moved Cr Downham, seconded Cr Smith:**
That Council *NOT SUPPORT* the notice of motion.

Committee Voting – 5/0

### The Committee’s Reason for Varying the Officer’s Recommendation

Not Applicable

### Implications of the Changes to the Officer’s Recommendation

Not Applicable
<table>
<thead>
<tr>
<th></th>
<th>Notices of motion for Consideration at the Following Meeting</th>
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<tbody>
<tr>
<td></td>
<td>Nil</td>
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<td></td>
<td><strong>Urgent Business Approved by the Person Presiding or by Decision of the Committee</strong></td>
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<tr>
<td></td>
<td>Nil</td>
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<td></td>
<td><strong>Matters Behind Closed Doors</strong></td>
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<td>Nil</td>
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<tr>
<td></td>
<td><strong>Date and Time of Next Meeting</strong></td>
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<tr>
<td></td>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 19 September 2017</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
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<tr>
<td></td>
<td><strong>Closure</strong></td>
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<tr>
<td></td>
<td>There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at <strong>4:24pm</strong>.</td>
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</table>