MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 18 June 2019 at 4:00pm
City of Rockingham Boardroom
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<td>Closure</td>
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City of Rockingham  
Corporate and Community Development Committee Meeting Minutes  
Tuesday 18 June 2019 - 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**

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<th>2.1 Councillors</th>
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<tr>
<td>Cr Joy Stewart</td>
<td>Mr Michael Parker</td>
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<td>Cr Mark Jones</td>
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<td>Cr Andrew Burns</td>
<td>Mr Michael Holland</td>
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<td>Cr Leigh Liley</td>
<td>Mr Peter Doherty</td>
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<td>Mr Peter Varris</td>
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<td>Mr Michael Yakas</td>
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<td>Mr Allan Moles</td>
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<td>Mr Nuno Dionisio</td>
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<td>Mr Khushwant Kumar</td>
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<td>Ms Nollaig Baker</td>
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<td>Mr Nick Brown</td>
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<td>Mr Gary Rogers</td>
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<td>Ms Jillian Obiri-Boateng</td>
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<td>Mrs Julia Dick</td>
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<td>Ms Alison Oliver</td>
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<td>Mr Peter Le</td>
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<td>Mrs Jelette Edwards</td>
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<td>Mr Aiden Boyham</td>
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<td>Ms Sue Langley</td>
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<td>Mrs Diane Zanre</td>
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<td>Mr Tom Kettle</td>
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<td>Ms Janine Neeling</td>
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Chairperson
Chief Executive Officer
Director Corporate Services
Director Community Development
Director Legal Services and General Counsel
Manager Governance and Councillor Support
Manager Customer and Corporate Support
Manager Financial Services
Manager Waste Services
Financial Controller
A/Manager Strategy, Tourism, Marketing and Communications
Manager Community and Leisure Facilities
Manager Community Infrastructure Planning
Collaborative Manager, Community Capacity Bldg
Collaborative Manager, Community Capacity Bldg
Manager Library and Information Services
Senior Legal and Councillor Liaison Officer
Governance Coordinator
City Media Officer
Governance Officer
EA to Director Community Development
Administration Officer – Governance and Councillor Support
Governance Assistant
2.3 Members of the Gallery: 1
2.4 Apologies: Nil
2.5 Approved Leave of Absence:
Cr Lee Downham

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.

4.1 Mr Mal McFetridge, Safety Bay – Item GM-016/19 Petition – Proposal to change the method of filling the office of mayor

The Chairperson invited Mr McFetridge to present his questions to the Corporate and Community Development Committee. Mr McFetridge asked the following questions:

1. The local government industry offers among others, the following opinion for electing the Mayor by the electors method.

‘Election of the Mayor by the electors would remove the internal politics of Councillors during the time leading up to the election of Mayor.’ (Source: City of Stirling – Council Minutes dated 7 March 2017 – pages 284-285).

Will Councillors sitting on this committee put aside alliances and allegiances to other Councillors and vote with their conscience with respect to changing the method by which the Mayor is elected from elected by Councillors to elected by electors?

The Chairperson advised that she expects all Councillors to vote according to their conscience.

2. Will Councillors sitting on this committee recommend to Council that the vote to change the method by which the Mayor is elected from the elected by the Councillor’s method to the elected by electors method be deferred to the July 2019 meeting of Council allowing extensive community consultation to be carried out and Cr Whitfield and Cr Downham to return to Council, both Councillors being on leave of absence in June 2019 and who support the community being allowed by Councillors to elect their Mayor?

The Chairperson advised that it is up to Committee and Council to decide if they wish to defer the item. This matter is an item contained in today’s Committee agenda and will be considered later in the meeting.

Mr McFetridge tabled a signed Statutory Declaration stating the following:

“That an inference has been made that money was paid for those signatures on a petition presented to Council on the 28 May 2019 to change the method of electing the Mayor of Rockingham, the sum being $1.00 per signature. I swear that no money exchanged hands from those gathering signatures to those signing the petition, these signatures all being given freely.”

Report Item GM-016/19 notes “The City was in receipt of several complaints that an offer was made to fund sporting and community groups in return for signatures on the petition.” Evidence of this offer is via posts on social media.

4:04pm There being no further questions the Chairperson closed Public Question Time.
5. Confirmation of Minutes of the Previous Meeting

Moved Cr Burns, seconded Cr Jones:
That Committee CONFIRMS the Minutes of the Corporate and Community Development Committee Meeting held on 21 May 2019, as a true and accurate record.
Committee Voting – 4/0

6. Matters Arising from the Previous Minutes
Nil

7. Announcement by the Presiding Person without Discussion

4:04pm 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

4:04pm 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

11. Bulletin Items

Corporate and General Management Services Information Bulletin – June 2019

Corporate Services
1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Team Plan and Budgeting Module
   3.2 Implementation of a Contracts Register
   3.3 Implementation of Online timesheets
   3.4 Major review and upgrade of the website
   3.5 Server operating system upgrade
   3.6 Implement Performance and Personal Development Module
4. Information Items
   4.1 List of Payments May 2019
   4.2 Monthly Financial Management Report April 2019
   4.3 Amendment to Rate Record – Non-Rateable Land s6.26 (2) of the Local Government Act 1995
   4.4 Awarding of Tenders by CEO - Delegated Authority
   4.5 Development Contribution Scheme
   4.6 Leased Property Maintenance Grants
   4.7 Delegated Authority to Dispose of Property by way of Lease
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<td>3.4 Economic Development Strategy</td>
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<td>3.5 Rockingham Renaissance Technopole</td>
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4. Information Items
   4.1 Various Meetings

**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
   4.3 Magistrates Court Matters

**Committee Recommendation**

Moved Cr Liley, seconded Cr Burns:
That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – June 2019 and the content be accepted.

Committee Voting – 4/0

**Community Development Information Bulletin – June 2019**

**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

**Library Services**
1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 April 2019 Library and Information Services Statistics
   4.2 Baldivis South Community Centre
   4.3 Mary Davies Library and Community Centre
   4.4 Rockingham Central Library
   4.5 Safety Bay Library
   4.6 Warnbro Community Library
   4.7 April 2019 Library and Information Services Facebook Activity

**Community Infrastructure Planning**
1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Baldivis District Sporting Complex
   4.2 Koorana Reserve Master Plan – Design
   4.3 Port Kennedy Skate Park – Construction
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**Community Capacity Building**

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Perth Symphony Orchestra
4. Information Items
   4.1 Community Grants Program
   4.2 Volunteering
   4.3 Reconciliation Action Plan (RAP)
   4.4 Seniors
   4.5 Early Years, Children and Learning Community
   4.6 Youth Development
   4.7 Sport, Recreation and Health and Wellbeing
   4.8 Cultural Development and the Arts

**Community and Leisure Facilities**

1. Community and Leisure Facilities Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Mike Barnett Sports Complex
   4.2 Aqua Jetty
   4.3 Gary Holland Community Centre
   4.4 Rockingham Aquatic Centre
   4.5 Warnbro Community Recreation Centre
   4.6 Autumn Centre

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**Committee Recommendation**

Moved Cr Burns, seconded Cr Liley:

That Councillors acknowledge having read the Community Development Information Bulletin – June 2019 and the content be accepted.

Committee Voting – 4/0
12. Agenda Items

Corporate Services

**Corporate Services**

**Financial Services**

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<th>CS-010/19 Adoption of the 2019/2020 Budget Setting of Rates and Related Issues (Absolute Majority)</th>
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<tr>
<td>File No:</td>
<td>FLM/313</td>
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<tr>
<td>Proponent/s:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
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<tr>
<td>Other Contributors:</td>
<td>Mr Allan Moles, Manager Financial Services, Mr Khushwant Kumar, Financial Controller</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>18 June 2019</td>
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<td>Previously before Council:</td>
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<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
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<tr>
<td>Site:</td>
<td>Draft Annual Budget 2019/2020</td>
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<tr>
<td>Lot Area:</td>
<td></td>
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<td>Attachments:</td>
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<td>Maps/Diagrams:</td>
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**Purpose of Report**

The purpose of this report is for the adoption of the 2019/2020 financial year annual budget and to provide explanation on its content and detail. A detailed budget document for the 2019/2020 financial year has been prepared and supplied to each Councillor for consideration.

**Background**

The major capital items contained in the budget document were included in the City of Rockingham City Business Plan 2019/2020 - 2028/2029, which was adopted on 28 May 2019.

Councillors have been briefed on items to be included within the budget, with two briefings related directly to the City Business Plan and one specifically on the Annual Budget.

The City of Rockingham Rating Methodology was approved on 28 May 2019 and the proposed Fees and Charges were approved on 23 April 2019.
Details

The proposed capital expenditure for the City is included in Section 3 of the budget document. This totals to $86.57 million, which includes $81.06 million for capital expenditure and the balance is for reserve transfers and loan repayments. It also includes $32.40 million in carried forward expenditure. Of further interest will be section 3 which provide details of the expected sources of funding for the various capital items.

Total operating revenue is expected to be $169.74 million. Total operating expenditure is expected to be $178.35 million (including non-cash). Rate revenue is anticipated to be $92.10 million.

The proposals for rates are included in section 5 of the budget document, as per those adopted by Council at its meeting of 28 May 2019. The rate yield will represent 54% of the City’s overall operating income.

The Statutory Statements and Notes to the Statutory Statements are included in section 5 of the budget. The most important of these is the Rate Setting Statement and a Flowchart version which is included at the end of this section.

Fees and Charges listed in Section 6 of the budget document are as per those approved by Council on 23 April 2019.

Implications to Consider

a. Consultation with the Community

Consultation has occurred consistently with the community in the lead up to the adoption of the budget. The City of Rockingham Community Plan engaged a significant number of ratepayers in its preparation. All these documents feed through to the Annual Budget document. Further, the Community Plan Strategies have all involved community consultation.

The City advertised its intention to apply differential general rates and minimum payments in the Weekend Courier on 31 May 2019 and the Sound Telegraph 4 June 2019. The notice was also placed in ‘Share Your Thoughts’ on the City’s website and Rock Port. Submissions close on 21 June 2019 at 4.30pm. At the time of writing this report, submissions had not closed. All submissions will be presented to Council for consideration at the 25 June 2019 Council meeting.

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 Strategic Community Plan 2019-2029:

Aspiration 4: Deliver Quality Leadership and Business Expertise

Strategic Objective: Effective governance – Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.

d. Policy

Nil

e. Financial

The budget is an extremely important annual financial document and details what is proposed for the forthcoming year. It lists all matters of an operational nature as well as capital items and various sources of income. The budget is the basis for Council striking its rates for the new financial year.
It is considered important that Councillors understand the financial make up of various items within the budget for the forthcoming year. The most important items are those of a “new” nature, and these are included in section 3 of the budget document. While brief explanations are included throughout the budget document, Councillors have been involved and briefed consistently over the preceding six months relating to the budget contents.

The 2019/2020 capital budget includes the following major capital projects:

- Baldivis District Sporting Complex- $13.95 million
- Port Kennedy Drive- $4.37 million
- Koorana Reserve Master Plan- $3.88 million
- Waterfront village- Foreshore Park Redevelopment- $3.87 million
- Rockingham Foreshore Project- $2.05 million
- Rockingham Youth Venue- $1.94 million
- Point Peron Boat Launching facility- $1.59 million
- Eighty road upgrade- $1.06 million
- Baldivis Indoor Recreation Centre (Planning & Design)- $1.02 million
- Aqua Jetty replace pool liner- $1.01 million

Finances within the City of Rockingham are solid and accurate planning has allowed revenue to be allocated for a number of years in advance; thus, annualised “budget bidding” does not occur. Councillors have actively supported this view and adopted rates increases to support new infrastructure creation. Rates for the coming financial year are planned to include differential rates for residential and non-residential properties in the Gross Rental Value (GRV) valuation method as per prior years.

The Federal Government Financial Assistance Grants remains steady at $4.71 million which includes the local roads component of the amount of $1.96 million. The City of Rockingham is a minimum grant Council which means the City receives a fixed sum of money from the Federal Government based on population. Therefore, there is an upward trend in this number and it is unlikely to reduce unless there are changes in Federal legislation.

Given the early budget adoption, assumptions have been made related to opening balances. The 2019/2020 Annual Budget opening balance is $38.43 million which includes $32.40 million in monies carried forward for capital projects, $3.99 million in restricted funds for Bert England Lodge and $2.04 million in unspent grants.

Should there be any variance to this figure, budget adjustments through the budget review process will occur accordingly. Council will need to be mindful of any further changes or requests for additional items throughout the coming financial year. While the City does have capacity to make adjustments, little capacity exists to accommodate any new large costs unless there are other positive movements to the City’s end-of-year balance position. Adoption of new items beyond that which are now included in the budget could mean that some of the adopted projects may have to be “dropped off” or be delayed until future years. This process may even still need to occur should there be any large decreases in any of the projected income sources.

f. Legal and Statutory

Preparation and adoption of the budget has occurred in accordance with all legislative requirements. Part 6 of the Local Government Act 1995 legislates all matters to do with finance for local government which the City has complied with.

It is a requirement under section 6.36 of the Local Government Act 1995 that where a Council elects to use differential rates then it shall advertise its intention to do so, and call for submissions for a period of at least 21 days before any further action occurs. This has occurred. Further updates will be provided at the meeting. In accordance with prescribed
legislation, Council is to consider any submission received and may impose the proposed rates with or without modification.

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

Council approved the fees and charges at the April 2019 Ordinary Council Meeting for inclusion in the budget. Below additions are required to be made to the 2019/2020 Schedule of Fee and Charges (section 6), which were not included in April 2019:

1. Section 16.2 and 16.3: Landfill operation and other waste services fees and charges were not included at the April 2019 Council meeting and these are now updated in the Schedule of Fee and Charges.

2. Section 16.2.1: The new fee and charge for Western Metropolitan Regional Council has been included for the new waste disposal contract as approved at the May 2019 Council Meeting.

3. Section 4.2: A new fee and charge has been proposed for the Hire of Rockingham Central Library Foyer of $10. Currently there is no fee or charge for this.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council ADOPTS the Annual Budget for the 2019/2020 financial year and the income and expenditures as presented within the budget document, which includes:

- The following rates:
  - For all Residential properties where Gross Rental Valuations are applied, a rate of 7.26200 cents in the dollar with a minimum rate of $1,200 to apply.
  - For all Non Residential properties where Gross Rental Valuations are applied, a rate of 8.58600 cents in the dollar with a minimum rate of $1,200 to apply.
  - For all Unimproved Valued properties a rate of 0.1025 cents in the dollar with a minimum rate of $625 to apply.

Where payments are received after the prescribed time and penalty charges apply, then a penalty interest rate for all Gross Rental Value and Unimproved Value outstanding rates is set at 10% per annum, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.

- Where payments for the Emergency Services Levy (ESL) are received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding ESL is set at 10% per annum, to be calculated on a daily basis, unless a Rates Smoothing arrangement is entered into.

- For those ratepayers who have entered into the Rates Smoothing arrangement, penalty interest of 10% per annum is applicable if there is an outstanding balance at the end of the smoothing period, and 11% if there is an outstanding ESL balance at the end of the smoothing period.

- For those ratepayers not paying by instalments or Rates Smoothing, the penalty interest will commence to be calculated 36 days after the rates notice issue date.
The following Rates Instalment Payment Options:

**Option 1**
To pay the total amount of rates and charges included on the rate notice in full by 16 August 2019, the 35th day after the rates notice issue date.

**Option 2**
Payments to be made by two instalments as will be detailed on the rates notices with the following anticipated dates:
- First Instalment 16 August 2019
- Second Instalment 16 December 2019

**Option 3**
Payments to be made by four instalments, as will be detailed on the rates notices with the following anticipated dates:
- First Instalment 16 August 2019
- Second Instalment 16 October 2019
- Third Instalment 16 December 2019
- Fourth Instalment 17 February 2020

- Where payments are made by instalment, an administration charge of $3.50 for each instalment after the first instalment shall apply and interest to be set at 5.5% per annum, to be calculated on a daily basis.
- Where payments are made by Rates Smoothing arrangements, interest is to be set at 5.5% per annum, to be calculated on a daily basis.
- The transfers/movements to and from the Reserve Accounts, as detailed within the budget document and in accordance with Council’s adopted policies.
- The imposition of the 2019/2020 Fees and Charges, as listed in Section 6 of the budget document.

**Committee Recommendation**

Moved Cr Jones, seconded Cr Liley:
That Committee **REFERS** this matter to the Council meeting to be held on Tuesday 25 June 2019 to ensure Councillors have time to consider submissions received.

Committee Voting – 4/0

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

Section 6.36 of the Local Government Act 1995 requires that where a Council elects to use differential rates, then it must advertise its intention to do so and call for submissions for a period of at least 21 days. It has been noted by officers that submissions for differential rates close on Friday 21 June 2019, and this date is post the Corporate and Community Development Committee date of Tuesday 18 June 2019. Friday 21 June 2019 was the earliest possible closure time for submission, given the May 2019 Ordinary Council Meeting date.

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

Not Applicable
**Purpose of Report**

Council nomination of voting delegates to the Western Australian Local Government Association (WALGA) Annual General Meeting.

**Background**

The City of Rockingham is a member of WALGA and in the past Council delegates have attended the WALGA Local Government Convention (Convention) and have represented Council’s interests by voting at the WALGA Annual General Meeting (AGM) which is held in conjunction with the Convention. Council has on occasions submitted motions for consideration at the Annual General Meetings.

**Details**

The 2019 Convention will be held at the *Perth Convention and Exhibition Centre* from Wednesday 7 August to Friday 9 August 2019, with the AGM being held on the afternoon of the opening day (Wednesday 7 August 2019 at 1:30 – 5:00pm).

WALGA has invited representatives from Council to attend the Convention and to nominate two (2) voting delegates for the AGM.
Implications to Consider

a. Consultation with the Community
   Not Applicable

b. Consultation with Government Agencies
   Not Applicable

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 4:** Deliver Quality leadership and Business Expertise
   
   **Strategic Objective:** Effective Governance – Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.

d. Policy
   Council Policy – *Councillor Attendance at Conferences*, states “All Councillors are entitled to attend Conferences held in the Perth metropolitan area and Peel region provided that no more than four (4) Councillors attend each Conference”.

e. Financial
   Funds totalling $31,000 have been provided in the 2018-2019 budget for Councillor Development, and a similar provision is anticipated for the 2019-2020 budget. Attendance at the AGM only is free.

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

Council has been an active participant in past at the AGM and Convention with up to three Councillors (usually the WALGA South Metropolitan Zone representatives – currently Cr Burns, Cr Jones and Cr Hamblin) attending. The two voting delegates at the AGM have traditionally been the two longest serving Councillors.

Voting Requirements

Simple Majority

Officer Recommendation

That Council NOMINATES Cr ________ and Cr ________ (Cr ________ as reserve) as the voting delegates at the Western Australian Local Government Association Annual General Meeting to be held Wednesday 7 August 2019.
### Committee Recommendation

**Moved Cr Jones, seconded Cr Liley:**

That Committee *REFERS* this matter to the Council meeting to be held Tuesday 25 June 2019 to provide time for Councillors to consider nominating as a delegate.

Committee Voting – 4/0

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

To provide time for Councillors to consider nominating as a delegate.

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

Not Applicable
To consider a petition received in accordance with section 2.12 of the Local Government Act 1995 to change the method of filling the office of mayor from the election by council method to the election by elector method.

Background

At its meeting held 23 April 2019 Council received a petition from Mr Mal McFetridge seeking to change the method of filling the office of mayor at the City of Rockingham.

A review of the petition found it was not in the form required by the Local Government (Constitution) Regulations 1998 and that 27 signatories could not be verified as electors of the City of Rockingham. As a consequence there were not the 250 electors (signatories) required by the legislation to make an effective proposal. Mr McFetridge and Councillors were informed of this outcome.

Mr McFetridge subsequently presented a new petition at the 28 May 2019 Council meeting. The petition is in the correct form as required by legislation and contains some 321 signatories. At the time of writing verification of the signatories as electors has yet to be finalised.

The reasons for change provided in the petition are as follows –

- The electors want to be allowed a fundamental democratic right that is, electing a person from the community to be their community leader, that is the Mayor.
Residents through Facebook polls have demonstrated that they are overwhelmingly in favour (90% of those polled) of electing their Mayor.

Details

The Local Government Act 1995 (the Act) provides two methods for filling the office of mayor –

(a) elected by the council from amongst the councillors; or

(b) elected by electors of the district;

A ‘councillor mayor’ is elected every two years by the council at the first available meeting after the local government elections. The mayor is therefore part of the elected council body, elected (in the City of Rockingham’s case) via a ward, and represents the district as a whole. The position is titled Councillor <Surname>, Mayor of the City of <local government>.

An ‘elector mayor’ is elected by way of an election every four years coinciding with the local government election process for councillors. The office of ‘elector mayor’ sits over the councillors representing wards and the district as a whole. The ‘elector mayor’ is therefore in addition to the elected councillors. The position is titled ‘Mayor <Surname>’ of the City of <local government>.

The Act further provides the manner in which the method of filling the office of mayor may change.

Electors of a local government may propose a change to the election method through the means of a ‘petition’ in accordance to the requirements of the Act. Council is to consider the proposal by such means as it thinks fit, after which it must consider a motion to change the method, and in the City of Rockingham’s circumstance, supported by absolute majority for change to occur.

To change from ‘elector mayor’ to ‘councillor mayor’ requires a poll of electors, with a majority of those voting being in favour of the change.

Section 2.8 of the Local Government Act 1995 specifies the role of the mayor as follows –

(a) presides at meetings in accordance with the Act;

(b) provides leadership and guidance to the community;

(c) carries out civic and ceremonial duties;

(d) speaks on behalf of the local government;

(e) performs any functions are required by the Act or other written law; and

(f) liaises with the CEO on the local government’s affairs and the performance of its functions.

Regardless of the method of filling the office, the mayor also is required to perform the role of councillor per section 2.10 of the Act.

Local Government is the only tier of Australian government that provides the electors the opportunity to directly elect the ‘leader’. Both State and Federal governments elect the leader (Premier / Prime Minister) from the elected members representing the political party in office.

Of the 30 metropolitan local governments, 18 have an ‘elector’ mayor and 12 have a ‘councillor mayor’. As can be seen in the table below, there is no demographic trend as to the manner of filling the office of mayor.

<table>
<thead>
<tr>
<th>‘Councillor Mayor’ (12)</th>
<th>‘Elector Mayor’ (18)</th>
</tr>
</thead>
</table>

Council has considered three Notices of Motion seeking to change the method of filling the office of mayor in the past twelve years. On each occasion the status quo of the council method for electing the mayor has been strongly supported, with one Councillor voting for change on two occasions, and two voting for change most recently.
The City has recently reviewed its ward boundaries and councillor representation with ministerial approval received to increase councillor number to eleven and reduce from four wards to three.

The provisions of the Act has an influence on the City's ability to implement a mayoral election in conjunction with the forthcoming October 2019 local government elections. According to section 2.13(3) of the Act, a decision by Council on this matter has no effect if it is made during the period 80 days before, and ending on election day. Therefore the last date for a decision to change the method of filling the office of mayor (in time for the October elections) is Wednesday 31 July 2019.

There are several options for Council to consider on this matter –

1. Retain the status quo of a ‘council elected’ mayor.
2. Conduct a poll of the electors in conjunction with the forthcoming local government elections.
3. Change to an ‘elector elected’ mayor without change to ward boundaries and councillor representation, thereby increasing Council to twelve members (including the mayor).
4. Change to an ‘elector elected’ mayor in conjunction with a change to ward boundaries and councillor representation to reduce councillor numbers (to eleven or less, including the mayor).

### Implications to Consider

**a. Consultation with the Community**

A petition containing 319 signatures has been received in accordance with Section 2.12 of the Local Government Act 1995. The City was in receipt of several complaints that an offer was made to fund sporting and community groups in return for signatures on the petition (i.e. $1 per signature). This offer is verified on Facebook posts and forums. The number of signatories on the petition represents less than 0.4% of the total number of City of Rockingham electors (i.e. 319 of approx. 83,326).

**b. Consultation with Government Agencies**

Enquiries have been made with the Western Australian Electoral Commission in respect to the implications of holding an election by the electors for the office of mayor as well as the cost of conducting a poll of electors.

Advice has also been obtained from the Department of Local Government, Sport and Cultural Industries in respect to the legislative requirements of this matter.

**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 Strategic Community Plan 2019-2029:

**Aspiration 4:** Deliver Quality leadership and Business Expertise

**Strategic Objective:** Effective Governance – Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.

**d. Policy**

Nil

**e. Financial**

The financial implications on this matter are varied. In retaining the status quo of filling the office of mayor by the ‘Council Elected’ method there are no financial implications.

In pursuing a poll of the electors through the next ordinary local government elections the cost is estimated at $10,000 for preparation of support information, conduct of poll, count, etc.

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1 Note: The City has received subsequent requests from residents for their names to be removed from the petition.
Should an ‘Elector Elected’ mayor be implemented without subsequent changes to councillor numbers, the cost is estimated at $50,000pa covering addition sitting fees and allowances, support materials, training and resources. A further $9,000 - $13,000 would be required for the mayoral election.

In the circumstance of an ‘Elector Elected’ mayor being implemented with a reduction in councillor numbers a review of ward boundaries and councillor representation would be required. The cost of a mayoral election would be $9,000 - $13,000, however cost savings would be achieved through the reduction in fees, allowances and support costs. Notwithstanding the above, it is very unlikely that a review could be undertaken in time for implementation for the forthcoming local government elections.

f. Legal and Statutory

Section 2.11(2) of the Local Government Act 1995 (the Act) states “a local government may change the method of filling the office of mayor … used by the local government from the election by the council method to the election by the electors method” (“Special majority required”).

Section 1.10 of the Act notes that a special majority (as required by section 2.11 above) only applies to those local governments where there are more than 11 offices of councillor. Where there are not more than 11 offices of councillor (such as the City of Rockingham) an absolute majority is required.

Section 2.12(1) of the Act 1995 states “a proposal to change the method of filling the office of mayor … used by a local government to the other method … may be made to the local government by electors of the district who –

(a) are at least 250 in number; or
(b) are at least 10% of the total number of elector of the district.

Sub-section (2) of 2.12 stipulates that the proposal (petition) is to comply with any regulations about such proposals.

Regulation 11 of the Local Government (Constitution) Regulations 1998 requires that a proposal (petition) by electors under section 2.12 is to be in the appropriate form (Form 4).

Section 2.12(3) of the Act requires Council to give consideration of the proposal (petition) “by such means as the council thinks fit after which a motion to change the method of filling the office of mayor … is to be put to the council for decision under section 2.11(2)”.

Section 2.13(1) of the Act states “a decision under section 2.11(2) to change to the election by electors method has effect in relation to the filling of the office of mayor or president at the next ordinary elections of the local government held after the decision is made and from then on until a change under section 2.11(4) to the election by the council method takes effect.”

Section 2.13(3) of the Act states that a decision under section 2.11(2) has no effect if it is made during the period beginning on the 80th day before, and ending on, the ordinary election day.

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 Department of Local Government, Sport and Cultural Industries is currently oversighting the review of the Local Government Act 1995. The Minister for Local Government; Heritage; Culture and the Arts, Hon David Templeman MLA has stated (in respect to the ward boundaries and councillor representation review) that given the review of the Act is currently considering the issue of councillor
numbers and a decision on that matter has yet to be finalised, it may be prudent for the City to maintain councillor numbers.

To restate some of the issues raised in the report to Council in November 2018, the Elections Summary Discussion Paper (for the Act review) addresses the matter of election of mayor and states “The direct election of a mayor/president can increase public confidence and strengthen the role in the eyes of the community. However, the popular election of mayors/presidents has been linked to greater politicisation, instability and friction on council itself, especially when elected on a single issue.”

An ‘elector mayor’ elected on a single issue or ‘populist’ platform or with a different mandate to that of councillors/council can lead to the promotion of different agendas and subsequent conflicts, and this has been experienced in various local governments. A review of the findings of Inquiry investigations into a number of local governments bears this observation out, with dysfunction between ‘popularly elected’ mayor, councillors and the local government administration, on occasion resulting in the dismissal of council. An ‘elector mayor’ has a term of office of four years (compared to the two years for ‘councillor’ mayor), which potentially is a lengthy period before the community can ‘voice’ dissatisfaction in a mayor’s performance via the ballot box.

This is not to say that dysfunction does not occurs between a ‘councillor’ mayor, and council and the city administration. The key difference is that the council has the ability to address mayoral poor performance every two years in the case of a ‘councillor mayor’, as well as the ability for the electors to register dissatisfaction through the election process for the ward in which the mayoral incumbent sits.

It is reasonable to say that appropriate and timely ‘checks and balances’ are not in place for Council or the community to deal with any mayor that causes discord and dysfunction between the Council and/or the City administration, however it is more challenging in the case of an ‘elector’ mayor given the length of tenure. This could potentially hinder Council’s decision making capacity and the ability of the City to deliver services to the community.

Council will also need to determine the manner in which an ‘elector mayor’ should be implemented. The City has only recently had the outcome of its review into its ward boundaries and councillor representation, with Council receiving consent to its decision to increase representation to eleven Councillors and reducing wards from four to three.

An ‘elector mayor’ system could be introduced by retaining the number of councillors and the new ward structure, and implementing a mayor over the current council, increasing the number of elected members to twelve. In essence this will impose an increase in election costs (for a City-wide mayoral election), in addition to the additional elected member support costs (sitting fees, allowances, IT, etc). This can be achieved for the forthcoming election cycle.

Alternatively, Council may decide to introduce the change of election method by reducing councillor numbers to accommodate the inclusion of a ‘popularly elected’ mayor. This will require a revision of the ward boundaries and representation review. Any change will need to be undertaken in accordance with legislative requirements and will not be achieved in time for the local government elections in October 2019.

A further option is for Council to incorporate a poll on whether to change the method of filling the office of mayor in conjunction with the forthcoming October elections. A decision on this option would need to be made with sufficient time to enable preparations through the WA Electoral Commission. It would be prudent to use independent consultants to prepare the poll question and ‘for’ and ‘against’ arguments for inclusion with the poll. This would be undertaken by the Local Government Advisory Board should the change be from ‘elector elected’ to ‘council elected’ per section 2.12A of the Act.

Council has only recently shown strong support to retain the current method of electing the mayor by council. With the forthcoming election for more than half (six) the positions of councillor, the ‘new’ Council’s views on this matter could potentially be different to that of the current Council. The current Council may consider it prudent for this matter to be considered after the October Council election, providing the opportunity for the outcomes of the Local Government Act review to be incorporated in the decision making, as well as any potential changes to ward boundaries and councillor representation. Should the ‘new’ Council pursue the change of electing the mayor, this could be introduced (with any accompanying ward and councillor number changes) in the 2021 election cycle.
An issue that also needs be considered is that once the change to an ‘elector elected’ mayor has been implemented, it is far more complex and challenging to change back (per section 2.12A of the Act), requiring a public submission period, followed by a poll of electors.

As noted earlier in the report the reasons for change provided in the petition are as follows –

- The electors want to be allowed a fundamental democratic right that is, electing a person from the community to be their community leader, that is the Mayor.
- Residents through Facebook polls have demonstrated that they are overwhelmingly in favour (90% of those polled) of electing their Mayor.

The ‘fundamental’ democratic right in respect to Western Australian local government is the non-compulsory right to elect a councillor/s to make decisions on the community’s behalf. There are two methods for electing the mayor, prescribed by legislation, both bearing merit, but as stated this ‘fundamental democratic right’ is not extended to any other level of government.

Furthermore, the validity of Facebook polls is questionable due to the following reasons –

- the question is rarely unbiasedly or independently put;
- the arguments put for and against (if any) is rarely balanced, and
- the sample population responding is often a closed group or not representative of the general community.

The statutory requirement of Council upon receiving a proposal such as that subject to this report is –

- Considers the proposal by such means as it thinks fit;

and then

- Deliberates on a motion to change the method of filling the office of mayor.

It is the author's opinion that the current method of electing the mayor has served the City of Rockingham well. Notwithstanding the receipt of the petition, which is less than half a percent of the total number of electors of the City, there is still no compelling reason to change. It would be appropriate for the question to be reconsidered after the current review of the Local Government Act so any resultant implications can be taken into account by the incoming Council, including any appropriate changes to ward boundaries and councillor numbers should an ‘elector’ mayor be favoured.

### Voting Requirements

Absolute Majority (in lieu of Special majority)

### Officer Recommendation

That Council SUPPORTS the retention of filling the office of mayor of the City of Rockingham through the election by council method.

### Committee Recommendation

Moved Cr Liley, seconded Cr Burns:

That Council SUPPORTS the retention of filling the office of mayor of the City of Rockingham through the election by council method.

Councillors having voted for the motion: Cr Liley, Cr Burns

Councillors having voted against the motion: Cr Stewart (2), Cr Jones

Committee Voting – 2/3
NOTE: Due to an equality of votes at the Corporate and Community Development Committee meeting, the Chairperson exercised her obligation to cast a second vote to reach a decision in this matter (Section 5.21(3) of the Local Government Act 1995).

Moved Cr Jones, seconded Cr Stewart:
That Council DEFERS consideration of Item GM-016/19 ‘Petition – Proposal to change the method of filling the office of mayor’ to the July 2019 Council meeting.

Committee Voting – 3/2

Councillors having voted for the motion: Cr Stewart (2)
Cr Jones

Councillors having voted against the motion: Cr Liley
Cr Burns

NOTE: Due to an equality of votes at the Corporate and Community Development Committee meeting, the Chairperson exercised her obligation to cast a second vote to reach a decision in this matter (Section 5.21(3) of the Local Government Act 1995).

The Committee’s Reason for Varying the Officer’s Recommendation
To give those Councillors not present at the June 2019 meeting the opportunity to comment and vote on the matter.

Implications of the Changes to the Officer’s Recommendation
Not Applicable
Purpose of Report
For Council to direct the Chief Executive Officer (CEO) to obtain an update from the State Government regarding the preferred second access route into the Woodbridge Estate, Cooloongup and the Rockingham General Hospital.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1 of 1:
Request for Update - Second Access Road into the Woodbridge Estate and Rockingham General Hospital

That officer’s prepare a report to Council REQUESTING the CEO write to the Premier, Hon Mark McGowan, MLA and Member for Baldivis, Mr Reece Whitby, MLA for an update regarding the status of a second access road into the ‘Woodbridge Estate’, Cooloongup and the Rockingham General Hospital.

Officer Recommendation if Different to Advisory Committee Recommendation
That Council DIRECTS the Chief Executive Officer to undertake further investigation and complete a report into the second access road into the ‘Woodbridge Estate’, Cooloongup.
The Officer’s Reason for Varying the Advisory Committee Recommendation

The Advisory Committee recommendation can be interpreted two-fold, does it relate to the congestion at the intersection of Ennis Avenue, Elnora Drive and Grange Drive or does it relate to risks associated by having a single access road for residents and hospital services when there may be an emergency. Or quite simply does it relate to both issues raised above which it is assumed it does.

There has been significant work undertaken on this project previously and it is timely to review this body of work and update traffic modelling, including congestion, crashes, entry and egress points, risk management and hospital services.

It is more appropriate that before the CEO writes to the Premier seeking an update that a clearer and current position be developed by the City for the project.

The City’s Planning and Design team will be reviewing the current capacity of the Ennis Avenue, Elnora Drive and Grange Drive intersection in the 2019/20 financial year. This review will consider current traffic volume, congestion and will involve a risk assessment associated with the single access route.

In affect the work that will be undertaken in the preparation of the report will provide the basis to advocate and lobby the State Government if it is deemed appropriate for the second access to be constructed.

Therefore, it is considered prudent to complete the report prior to writing to the Premier.

Background

The Woodbridge Estate, Cooloongup is a 117ha residential area that includes Rockingham General Hospital and accommodates approximately 2,300 people. The community has reported safety concerns, due to the one road access in and out of the estate, in particular with relation to the emergency and evacuation access to the hospital over the past 14 years.

The Estate is bound by Ennis Avenue to the West, Rockingham Lakes Regional Park to the East, the Perth Mandurah Railway to the North and the Rockingham Golf Course / natural vegetation to the South. Access into and out of the Estate is restricted to one road, Elnora Drive, which is connected to the district road network at Ennis Avenue under traffic signal control.

The route of the South West Metropolitan Railway (SWMR) to Mandurah is situated within the Garden Island Highway reservation to the Rockingham railway station (at the corner of Ennis Avenue) and then within the eastern side of the Ennis Avenue reservation. The construction of the SWMR has further exacerbated access to the hospital and the estate by effectively cutting off any potential emergency access/egress that may have been available from the Garden Island Highway and Ennis Avenue road reservations.

The works associated with the construction of the SWMR and the proposed upgrade of the Rockingham General Hospital highlighted the need to review the access to the existing hospital and the broader Woodbridge Estate. A Ministerial Working Party was set up by the then Minister for Planning and Infrastructure (Alannah MacTiernan MLA) in early 2005 to address the provision of an additional access road.

The Ministerial Working Party held its final meeting on 22 February 2010 where it endorsed a Northern Entry as its preferred route, and resolved the following actions:

- Submit a comprehensive report via the Rockingham Kwinana Development Office (RKDO) to the Rockingham Kwinana Planning and Development Taskforce for State Government funding consideration.
- Submit an application to the Environmental Protection Authority (EPA) for approval of the Northern Option B.

An interim report into the history of the Woodbridge Second Access Study was presented to the RKDO Taskforce meeting held on 12 March 2010. The RKDO noted that the Ministerial Working Party’s brief was to just consider the best route for a second access road. The Ministerial Working Party was
not requested, nor did it consider, the need for a second access road. The RKDO undertook two studies to consider the question of the need for another access road to the Woodbridge Estate.

The first study undertaken was a traffic study of the Ennis Avenue / Elanora Drive intersection to determine if a second access road was required to accommodate future traffic volumes.

The second study undertaken was a risk assessment to determine if the risks associated with having a single access road for the residents, hospital and ambulance service represented an unacceptably high risk and, if so, whether a second access road would address this risk.

The traffic study concluded that:

- By 2021, the performance of the existing Ennis Avenue / Elanora Drive intersection is expected to suffer, following the expansion of the Rockingham General Hospital together with the expected growth in regional traffic on Ennis Avenue.

- With a second access road constructed from the eastern end of Elanora Drive to intersect with the existing Dixon Road / Day Road intersection, the Ennis Avenue / Elanora Drive intersection would operate at satisfactory levels in 2031.

- The current crash history at the Ennis Avenue / Elanora Drive intersection indicates an over-representation of rear end crashes. With expected increases in traffic volumes entering the intersection and increasing congestion, it is expected that crash frequency would also increase.

- The provision of a second access road to the Woodbridge Estate is expected to reduce congestion at the Ennis Avenue / Elanora Drive intersection and positively affect the crash patterns by reducing the frequency of rear end crashes.

In 2012 it was estimated that should the second access project be constructed, with a completion date of 2016/2017, the cost would be approximately $22 million. This was declined by the State Government.

The projections of the above mentioned traffic study indicate expected congestion by 2021, therefore it is timely that the City undertake a revised review and traffic study in 2019 / 2020. The City’s Planning and Design team will be reviewing the current capacity of the Ennis Avenue, Elanora Drive and Grange Drive intersection in the 2019/2020 financial year. This review will consider current traffic volume, congestion and will involve a risk assessment associated with the single access route.

Given the extended timeframes between reports and subsequent lack of current information the development of a new report is a sensible approach to this ongoing issue.

This matter has been before Council in April and May 2005, July 2006 and October 2008.

**Implications to Consider**

**a. 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 Strategic Community Plan 2019-2029:

**Aspiration 2:**  Grow and Nurture Community Connectedness and Wellbeing

**Strategic Objective:** Community Capacity Building – Empower the community across all ages and abilities to be culturally aware and involved with a diverse range of community initiatives that incorporate volunteering, sport, culture and the arts.

**Aspiration 3:**  Plan for Future Generations

**Strategic Objective:** Responsive Planning and Control of Land Use – Plan and control the use of land to meet the needs of the growing population, with consider of future generations.

**b. Policy**

Nil
c. Financial
An amount has been included in the 2019/20 budget for the report to be completed.

d. Legal and Statutory
Nil

e. Voting Requirements
Simple Majority

f. 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

Committee Recommendation

Moved Cr Jones, seconded Cr Liley:
That Council DIRECTS the Chief Executive Officer to undertake further investigation and complete a report into the second access road into the 'Woodbridge Estate', Cooloongup.

Committee Voting – 4/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
<table>
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<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-012/19 Tender T18/19-32 – Provision of concept and detailed design services for four buildings and landscaping areas at the Baldivis District Sporting Complex</th>
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<td>File No:</td>
<td>T18/19-32</td>
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<tr>
<td>Proponent/s:</td>
<td>Ms Carly Kroczek, Senior Community Infrastructure Planning Officer Mr Gary Rogers, Manager Community Infrastructure Planning Mr Ian Daniels, Manager Infrastructure Project Delivery Mr Robert Pollock, Major Infrastructure Project Officer</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
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<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>18 June 2019</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
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<td>Disclosure of Interest:</td>
<td>Executive</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
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<tr>
<td>Site:</td>
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<tr>
<td>Lot Area:</td>
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<tr>
<td>Attachments:</td>
<td></td>
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<tr>
<td>Maps/Diagrams:</td>
<td></td>
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### Purpose of Report

Provide Council with details of the tenders received for Tender T18/19-32 – Provision of concept and detailed design services for four buildings and landscaping areas at the Baldivis District Sporting Complex, document the results of the tender assessment, and make recommendations regarding award of the tender.

### Background

Tender T18/19-32 – Provision of concept and detailed design services for four buildings and landscaping areas at the Baldivis District Sporting Complex was advertised in the West Australian on Saturday, 9 March 2019. The Tender closed at 2.00pm, Wednesday, 17 April 2019 and was publicly opened immediately after the closing time.
Details

The scope of the contract is for the detailed design for the district pavilion, maintenance shed, indoor recreation centre, junior pavilion and landscaping areas including car parks, central pedestrian spine and the interface with the playing fields. Contract management services throughout the construction phase are also included as part of the scope.

A panel comprising the Manager Community Infrastructure Planning, Manager Infrastructure Project Delivery, Senior Community Infrastructure Planning Officer and Major Infrastructure Project Officer undertook tender evaluations. The Manager Parks Services also provided technical advice and input into the landscaping component of the assessment.

In order to assess the submissions, tenderers were required to provide information on:

- the organisational structure
- the organisations project management framework, and that proposed specifically for this project
- industry experience, particularly in relation to projects of a similar nature
- role and experience of all personnel nominated for the project, including sub consultants
- ability to provide sufficient personnel and equipment to perform the services
- status of the organisation in respect to quality accreditation systems
- proposed project management methodology for completion of the contract requirements
- their knowledge and understanding of the contract outcomes, requirements and processes
- their ability to meet project timeframes

Evaluation of the tender, in accordance with the advertised tender assessment criteria, produced the following weighted scores:

<table>
<thead>
<tr>
<th>Assessment Criteria</th>
<th>Level of Service</th>
<th>Understanding of Tender Requirements</th>
<th>Tendered Price/s</th>
<th>Total Weighted Scores</th>
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<tr>
<td></td>
<td>Max. Points 30 Pts</td>
<td>40 Pts 40 Pts</td>
<td>30 Pts 30 Pts</td>
<td>100 Pts 100 Pts</td>
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<td>29.1</td>
<td>81.7</td>
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<tr>
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<td>59.9</td>
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<tr>
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</table>
Implications to Consider

a. Consultation with the Community
   Not Applicable

b. Consultation with Government Agencies
   Not Applicable

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 Strategic Community Plan 2019-2029:
   
   **Aspiration 3: Plan for Future Generations**
   
   *Infrastructure planning:*
   
   Plan and develop community, sport and recreation facilities which meet the current and future needs of the City's growing population.

d. Policy
   In accordance with the City’s Purchasing Policy, for purchases above $150,000, a public tender process is to be conducted in accordance with the provision of section 3.57 of the Local Government Act 1995; and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11A(1).

e. Financial
   There are sufficient funds available to award this contract. There is a total of $5.5 million in the 2018/2019 budget allocated to this project. An additional $9.4 million will be available in the 2019/2020 budget.

f. Legal and Statutory
   
   ‘Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $150,000 unless sub regulation (2) states otherwise’.

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 level of detail provided, demonstrating the tenderers understanding of the contract requirements, varied in each submission.

Following consideration of all submissions in accordance with the tender assessment criteria, the submission received from Site Architecture Studio is recommended as the preferred tenderer. The submission demonstrated that Site Architecture Studio had a highly skilled and experienced architectural and sub consultant team, with previous experience designing sporting infrastructure for Western Australian local governments. They demonstrated a good understanding of the contract outcomes and requirements, and have the relevant systems and processes in place to manage a project of this nature. When considering all assessment criteria including level of service, understanding of tender requirements and price, Site Architecture Studio demonstrated best value to the City.
Voting Requirements

Simple Majority

Officer Recommendation

That Council ACCEPTS the tender submitted from Site Architecture Studio, for Tender T18/19-32 – Provision of concept and detailed design services for four buildings and landscaping areas at the Baldivis District Sporting Complex in accordance with the tender documentation for the lump sum value of $706,590 (ex GST).

Committee Recommendation

Moved Cr Burns, seconded Cr Jones:

That Council ACCEPTS the tender submitted from Site Architecture Studio, for Tender T18/19-32 – Provision of concept and detailed design services for four buildings and landscaping areas at the Baldivis District Sporting Complex in accordance with the tender documentation for the lump sum value of $706,590 (ex GST).

Committee Voting – 4/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
### Purpose of Report

To request Council to appoint Mr Jim Bell as the Department of Education’s representative to the Rockingham Education and Training Advisory Committee (RETAC).

### Background

Mr Gary Anderson was appointed as the Department of Education’s representative to the Rockingham Education and Training Advisory Committee following the review of all Advisory Committees at Council meeting conducted on 28 August 2018.

### Details

Following the Department of Education’s review of the division of work boundaries a new role has been created. Schools within the Rockingham area will now fall into the portfolio of the new position, therefore representation to RETAC will no longer be relevant to Mr Anderson’s role. The Department of Education’s new nomination to RETAC is Mr Jim Bell.
Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Department of Education

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 Strategic Community Plan 2019-2029:
   **Aspiration 4:** Deliver Quality Leadership and Business Expertise
   **Strategic Objective:** Effective Governance – Apply systems of governance which empower the Council to make considered and informed decisions within a transparent, accountable, ethical and compliant environment.

d. Policy
   The Governance and Meeting Framework Council Policy outlines the membership composition and appointment of memberships on Advisory Committees. The RETAC membership composition requires a Department of Education representative.

e. Financial
   Nil

f. Legal and Statutory
   Local Government Act 1995 Section 5.10 (1) A Committee is to have as its members - (a) persons appointed by absolute majority by the local government to be members of the committee.

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 appointment of Mr Jim Bell is in line with the Department of Education’s review of work boundaries which has identified Mr Bell as the relevant RETAC member.

Voting Requirements
Absolute Majority

Officer Recommendation
That Council **APPOINTS** Mr Jim Bell as member of the Rockingham Education and Training Advisory Committee, representing the Department of Education.
**Committee Recommendation**

**Moved Cr Liley, seconded Cr Jones:**

That Council **APPOINTS** Mr Jim Bell as member of the Rockingham Education and Training Advisory Committee, representing the Department of Education.

Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
Community Development
Community Capacity Building

Reference No & Subject: CD-014/19
Recommendation from the Sports Advisory Committee Meeting held on 6 May 2019

File No: RCS/163-03
Author: Ms Jillian Obiri-Boateng, Collaborative Manager Community Capacity Building

Other Contributors: Date of Committee Meeting: 18 June 2019
Disclosure of Interest: Executive
Nature of Council’s Role in this Matter: Executive
Attachments: Minutes of the Sports Advisory Committee Meeting held on 6 May 2019
Maps/Diagrams:

Purpose of Report
To present to Council a recommendation from the Sports Advisory Committee.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1 of 1: Recommendations for the World Masters Games 2021

That Council:

1. SUPPORTS the World Masters Games and investigate options for grant support for participants to take part in the Games via the Travel Subsidy Scheme (TSS).

2. DIRECTS the Executive Support to request relevant officers to review the TSS Grants and provide recommendations/options to the Sports Advisory Committee.

3. DIRECTS the Executive Support to present options to the Community Grants Committee and the Global Friendship Committee for their input/consideration.

Officer Recommendation if Different to Advisory Committee Recommendation

That Council NOT SUPPORT the recommendations from the Sports Advisory Committee.

The Officer’s Reason for Varying the Advisory Committee Recommendation

While the City supports the concept of the World Masters Games in principle, the recommendations from the Sports Advisory Committee (SAC) are actions that should be investigated by officers in the first instance and then their findings taken to SAC for further discussion.

Recommendation 1 is unclear in the use of the word support, making it difficult to know what type of support is intended. However support through the TSS grant is available to individuals and teams
who are authorised by their association’s governing body to participate in accredited interstate and international competitions travelling outside of Western Australia. TSS grant applications are all considered on their own merit.

Recommendation 2 is not supported as the review of the TSS grant is not deemed relevant as it is governed through the existing Council Policy, Executive Policy and guidelines within the City’s Community Grants Program and Community Grants Program Committee. That being said applications through the TSS from local athletes or teams who are authorised by their association’s governing body to participate in accredited interstate and international competitions travelling outside of Western Australia such as the Masters Games will be considered in line with the Policies and guidelines.

Recommendation 3 is not supported for the reason given at recommendation 2. However Officers are already working in collaboration with the Global Friendship Committee in relation to the World Masters Games.

While the SAC recommendations are not supported, actions will be undertaken by officers to investigate how the City can best support the World Masters Games through the TSS and this will be reported back to SAC for further discussion.

Background
The World Masters Games are an international multi-sport athletic competition held every four years by the International Masters Games Association for athletes over the age of 30 and into their middle age and senior years.

The games are held in the year following the Olympics. The first World Masters Games were held in 1985 in Toronto, Canada. The latest Games (the 9th hosting) took place in Auckland, New Zealand in the year 2017.

In 2021 the Games will be held in Japan, the first hosting in Asia. This auspicious 10th hosting will be in the western part of Japan—the Kansai region. The Games will be held from Friday 14 May 2021 to Sunday 30 May 2021 and will include 59 events across 35 sports.

Implications to Consider

a. 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 Strategic Community Plan 2019-2029:

Aspiration 2: Grow and Nurture Community Connectedness and Wellbeing

Strategic Objective: Community capacity building – Empower the community across all ages and abilities to be culturally aware and involved with a diverse range of community initiatives that incorporate volunteering, sport, culture and the arts.

b. Policy
The Community Grants Program Policy encompasses the TSS grants.

c. Financial
Nil

d. Legal and Statutory
Nil

e. Voting Requirements
Simple Majority
f. 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

**Committee Recommendation**

Moved Cr Jones, seconded Cr Liley:
That Council **NOT SUPPORT** the recommendations from the Sports Advisory Committee.

Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
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</table>
| 13. | **Reports of Councillors**  
| | Nil |
| 14. | **Addendum Agenda**  
| | Nil |
| 15. | **Motions of which Previous Notice has been given**  
| | Nil |
| 16. | **Notices of motion for Consideration at the Following Meeting**  
| | Nil |
| 17. | **Urgent Business Approved by the Person Presiding or by Decision of the Committee**  
| | Nil |
| 18. | **Matters Behind Closed Doors**  
| | Nil |
| 19. | **Date and Time of Next Meeting**  
| | The next Corporate and Community Development Committee Meeting will be held on **Tuesday 16 July 2019** in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm. |
| 20. | **Closure**  
| | 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 4:32pm. |