MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 19 August 2014 at 4:00pm
City of Rockingham Boardroom
# Corporate and Community Development Committee Minutes

4:00pm Tuesday 19 August 2014

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6. Matters Arising from the Previous Minutes  
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8. Declaration of Member's and Officer's Interest  
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10. Matters for which the Meeting may be Closed  
11. Bulletin Items  
   - Corporate and General Management Services Information Bulletin – August 2014  
   - Community Development Information Bulletin – August 2014  
12. Agenda Items – Corporate and Community Development Committee

### Corporate Services
- CS-030/14 WA Treasury Corporation - Local Government Master Lending Agreement  

### General Management Services
- GMS-012/14 Recommendation from the Pioneers’ Luncheon Working Party Meeting held on 16 July 2014  
- GMS-013/14 Recommendations from the Governance Review Committee Meeting held on 23 July 2014  
- GMS-015/14 Draft Council Local Law Policy – Miscellaneous Activities  

### Community Development
- CD-023/14 Recommendations from the Community Grants Program Advisory Committee Meeting held on 3 July 2014  
- CD-024/14 Peel Regional Cycling Centre – Needs and Feasibility Study July 2014  
- CD-025/14 Appointment of Returned and Services League (RSL) members to the Gallipoli Centenary Plaque Occasional Committee (Absolute Majority)  
- CD-026/14 Proposed Amendments to the Activities in Thoroughfares and Public Places and Trading Local Law 2001 (Absolute Majority)  
- CD-027/14 Rhonda Scarrott Reserve Master Plan August 2014  
- CD-028/14 Laurie Stanford Reserve Master Plan August 2014
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CD-029/14 Community Sporting and Recreation Facilities Fund 2014/2015 Small Grants Summer Round Applications</td>
<td>73</td>
</tr>
<tr>
<td>CD-030/14 Baldivis Recreation Reserve Master Plan July 2014</td>
<td>79</td>
</tr>
<tr>
<td>13. Reports of Councillors</td>
<td>83</td>
</tr>
<tr>
<td>14. Addendum Agenda</td>
<td>83</td>
</tr>
<tr>
<td>15. Motions of which Previous Notice has been Given</td>
<td>83</td>
</tr>
<tr>
<td>16. Notices of Motion for Consideration at the Following Meeting</td>
<td>83</td>
</tr>
<tr>
<td>17. Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
<td>83</td>
</tr>
<tr>
<td>18. Matters Behind Closed Doors</td>
<td>83</td>
</tr>
<tr>
<td>19. Date and Time of Next Meeting</td>
<td>83</td>
</tr>
<tr>
<td>20. Closure</td>
<td>83</td>
</tr>
</tbody>
</table>
City of Rockingham  
Corporate and Community Development Committee Meeting Minutes 
Tuesday 19 August 2014 - Council Boardroom

1. **Declaration of Opening**

The Chairperson declared the Corporate and Community Development Committee Meeting open at \textbf{4:00pm}, welcomed all present, and recited the Acknowledgement of Country.

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

2.1 **Councillors**

<table>
<thead>
<tr>
<th>Councillor</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td>Chairperson</td>
</tr>
<tr>
<td>Cr Matthew Whitfield</td>
<td></td>
</tr>
<tr>
<td>Cr Justin Smith</td>
<td></td>
</tr>
<tr>
<td>Cr Barry Sammels (Mayor)</td>
<td></td>
</tr>
<tr>
<td>Cr Joy Stewart</td>
<td></td>
</tr>
<tr>
<td>Cr Chris Elliott</td>
<td>Observer</td>
</tr>
</tbody>
</table>

2.2 **Executive**

<table>
<thead>
<tr>
<th>Executive</th>
<th>Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
</tr>
<tr>
<td>Mr John Woodhouse</td>
<td>Director Legal Services and General Counsel</td>
</tr>
<tr>
<td>Mr Michael Holland</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Ms Karin Strachan</td>
<td>Manager Strategy Coordination</td>
</tr>
<tr>
<td>Ms Vanisha Govender</td>
<td>Manager Financial Services</td>
</tr>
<tr>
<td>Mr Michael Yakas</td>
<td>Manager Customer and Corporate Support</td>
</tr>
<tr>
<td>Mr Ashley Pittard</td>
<td>Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Mrs Jillian Obiri-Boateng</td>
<td>Manager Community Support and Safety Services</td>
</tr>
<tr>
<td>Ms Jane Elton</td>
<td>Manager Community Capacity Building</td>
</tr>
<tr>
<td>Ms Alison Oliver</td>
<td>Manager Library and Information Services</td>
</tr>
<tr>
<td>Mrs Jelette Edwards</td>
<td>Governance Coordinator</td>
</tr>
<tr>
<td>Mrs Brenda Atkins</td>
<td>Human Resources Coordinator</td>
</tr>
<tr>
<td>Mrs Julie McDonald (from 4:07pm)</td>
<td>Coordinator Community Capacity Building</td>
</tr>
<tr>
<td>Ms Sue Langley</td>
<td>Governance Officer</td>
</tr>
<tr>
<td>Mrs Kris Rowlinson</td>
<td>Community Capacity Building Secretary</td>
</tr>
<tr>
<td>Mr Daniel Bennetts</td>
<td>Business Trainee – Human Resources</td>
</tr>
</tbody>
</table>

2.3 **Members of the Gallery:**

1

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**

<table>
<thead>
<tr>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00pm</td>
<td>The Chairperson invited members of the Public Gallery to ask questions. There were none.</td>
</tr>
</tbody>
</table>

5. **Confirmation of Minutes of the Previous Meeting**

<table>
<thead>
<tr>
<th>Moved Cr Sammels, seconded Cr Stewart:</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Committee CONFIRM the Minutes of the Corporate and Community Development Committee Meeting held on 15 July 2014, as a true and accurate record.</td>
</tr>
</tbody>
</table>

Committee Voting – 5/0

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

Nil

7. **Announcement by the Presiding Person without Discussion**

<table>
<thead>
<tr>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:01pm</td>
<td>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.</td>
</tr>
</tbody>
</table>

8. **Declarations of Members and Officers Interests**

<table>
<thead>
<tr>
<th>Time</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:01pm</td>
<td>The Chairperson asked if there were any interests to declare.</td>
</tr>
<tr>
<td></td>
<td>Cr J Smith and Cr Whitfield declared the following Declaration of Interests:</td>
</tr>
</tbody>
</table>

8.1 **Item CD-023/14** Recommendations from the Community Grants Program Advisory Committee Meeting held on 3 July 2014

<table>
<thead>
<tr>
<th>Councillor:</th>
<th>Cr J Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Interest:</td>
<td>Impartiality</td>
</tr>
<tr>
<td>Nature of Interest:</td>
<td>Cr J Smith is a life member of the Rockingham Kwinana Chamber of Commerce. He is also a member of the Golden Bay Progress Association and Secret Harbour Residents Association.</td>
</tr>
</tbody>
</table>

| Extent of Interest (if applicable): | Not Applicable |

8.2 **Item CD-027/14** Rhonda Scarrott Reserve Master Plan August 2014

<table>
<thead>
<tr>
<th>Councillor:</th>
<th>Cr J Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Interest:</td>
<td>Impartiality</td>
</tr>
<tr>
<td>Nature of Interest:</td>
<td>Cr J Smith is a member and his son plays for the Secret Harbour Dockers Football Club and the Secret Harbour Dockers Cricket Club.</td>
</tr>
</tbody>
</table>

<p>| Extent of Interest (if applicable): | Not Applicable |</p>
<table>
<thead>
<tr>
<th>8.3</th>
<th>Item CD-023/14</th>
<th>Recommendations from the Community Grants Program Advisory Committee Meeting held on 3 July 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Councillor:</td>
<td>Cr M Whitfield</td>
</tr>
<tr>
<td></td>
<td>Type of Interest:</td>
<td>Impartiality</td>
</tr>
<tr>
<td></td>
<td>Nature of Interest:</td>
<td>Cr Whitfield is a board member of Baldivis Events.</td>
</tr>
<tr>
<td></td>
<td>Extent of Interest (if applicable):</td>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

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 – August 2014**

**Corporate Services**

1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Retention and Disposal Project
   3.2 Implementation Projects Coordinator
   3.3 Integrated team plan and risk management module
   3.4 Mobile Computing – Infringements
   3.5 Mobile Computing – Asset Management / Inspections
   3.6 Purchasing Card Module
   3.7 Closed-Circuit Television (CCTV) – Stage 2
   3.8 Closed-Circuit Television (CCTV) – Stage 3 & 4
   3.9 Service Management Processes
   3.10 Replacement of DC1 and DC2 Servers & VMware Upgrade
   3.11 Upgrade to System Centre Configuration Manager (SCCM)
   3.12 Finalisation of Quality of Service (QOS) and IP Addressing
   3.13 Redevelopment of Standard Operating Environment (SOE)
   3.14 IntraMaps 8 Upgrade
   3.15 Implement Radio Frequency Identification (RFID) Safety Bay Library
   3.16 Integrate Security Access Control Systems
   3.17 Implement DC1/DC2 configuration as per Business Continuity Plan requirements
4. **Information Items**
   4.1 Amendment to Rate Record – Non Rateable Land s6.26(2) of Local Government Act
   4.2 Amendment to Rate Record – Incorrect Charges
<table>
<thead>
<tr>
<th>4.3</th>
<th>Change of Basis of Rates July 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.4</td>
<td>Write off Monies</td>
</tr>
<tr>
<td>4.5</td>
<td>List of Payments July 2014</td>
</tr>
</tbody>
</table>

**Community and Leisure Facilities**

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

**Governance and Councillor Support**

1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Pioneers’ Luncheon
   4.2 Governance Review
   4.3 Advisory Committee Community Membership Review
   4.4 Councillor Satchel Deliveries
   4.5 National Sea Change Taskforce Newsletter
   4.6 Citizenships

**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 Leadership & Management Programme
   3.4 Values Programme
   3.5 Occupational Safety & Health Programme
   3.6 People with Disability Employment Project
   3.7 Online Learning Management Systems
   3.8 Health Surveillance Project
   3.9 Workforce Development Plan
4. Information Items
   4.1 Recruitment and Onboarding
   4.2 Occupational Safety and Health Statistics
4.3 Human Resource Development Statistics

**Strategy and Corporate Coordination**

1. Strategy Coordination Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Update of Climate Change Response Strategy and implementation of Key Actions
   3.2 Risk Management Training and Printing
   3.3 Community Engagement Framework
   3.4 Re-development of Strategic Community Plan
   3.5 Implementation and Printing of 2015-2025 Strategic Community Plan
4. Information Items
   4.1 Annual Customer Satisfaction Survey
   4.2 Coordinating the development of a 10 year infrastructure plan
   4.3 5th Generation Team Plans
   4.4 Coordinating the implementation of a Development Contribution Scheme
   4.5 City Scoreboard
   4.6 Roll-out of Risk Analysis Framework
   4.7 Social Media
   4.8 Media Tracking
   4.9 Other initiatives that the Strategy and Corporate Communications team is involved with

**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 Documentation
   4.3 Proceedings in Courts / State Administrative Tribunal / Other Tribunals / Commissions etc
   Oversight of Systems and Documentation
   4.4 Executive Policy – Withdrawal of Parking Infringements
   4.5 Council Policy – Local Law – Various Activities
   4.6 Executive Policy – Mandatory Legal Advice
   Legal Capacity Building
   4.7 Training - Leasing

**Committee Recommendation**

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – August 2014 and the content be accepted.

Committee Voting – 5/0
### Community Development Information Bulletin – August 2014

#### Community Support and Safety Services

1. Community Support and Safety Services Team Overview
2. Human Resource Update
3. Project Status Reports
   - 3.1 Regional Community Services Leadership Programmes
   - 3.2 Social Connector Project
   - 3.3 Rockingham Connect
4. Information Items
   - 4.1 Youth Services
   - 4.2 Community Safety

#### Library Services

1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   - 4.1 June Library Services Statistics
   - 4.2 Mary Davies Library and Community Centre Update
   - 4.3 Safety Bay Library Update
   - 4.4 Warnbro Community Library Update
   - 4.5 Manager Library and Information Services Update

#### Community Infrastructure Planning

1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
   - 3.1 Coastal South Sporting Infrastructure Assessment
   - 3.2 Baldivis Library and Community Centre
   - 3.3 Regional Cycling Facilities Feasibility Study
   - 3.4 Golden Bay Primary School – Shared Use Open Space Development and Agreement
   - 3.5 Secret Harbour Surf Life Saving Club Redevelopment (SHSLSC)
   - 3.6 Baldivis Primary School Shared Use Reserve
   - 3.7 Lot 1507 Active Public Open Space Development
   - 3.8 Baldivis District Sporting Complex Feasibility Study and Concept Plans
   - 3.9 Active Ageing Precinct Master Plan
   - 3.10 Rockingham Youth Venue – Feasibility Planning
   - 3.11 Public Open Space and Community Purpose Site Strategy
   - 3.12 Laurie Stanford Reserve – Management and Business Planning
   - 3.13 Secret Harbour Community Library – Feasibility Study and Concept Plan
   - 3.14 Sport Reserve Floodlighting Program
   - 3.15 Aquatic Facilities Strategy
   - 3.16 Community Infrastructure Plan
   - 3.17 Rhonda Scarrott Reserve Master Plan Implementation
3.18 Laurie Stanford Reserve Master Plan Implementation
3.19 Play Space Strategy
3.20 Reserve and Open Space Master Plans
3.21 Dog Exercise Areas
3.22 Karnup Community Infrastructure Plan

4. Information Items
4.1 Inclusive Play Space

**Community Capacity Building**
1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 New Year’s Eve Celebration 2014
   3.2 Australia Day Celebrations 2015
   3.3 Community Grants Program (CGP)
   3.4 Youth Encouragement Award (YEA)
   3.5 Infrastructure Planning and Development Grants (IPDG)
   3.6 Disability Access and Inclusion Plan (DAIP)
   3.7 Christmas Decorations Program
   3.8 Murdoch Partnership Agreement – Chair of Education
   3.9 Reconciliation Action Plan (RAP)

4. Information Items
4.1 Seniors
4.2 Youth Development
4.3 Sport and Recreation
4.4 Learning City’s Strategy
4.5 Outdoor Event Applications
4.6 Cultural Development and Arts
4.7 Cultural and Linguistically Diverse (CaLD)
4.8 Place Activation
4.9 Generalist Programs/Projects/Events

**Committee Recommendation**

That Councillors acknowledge having read the Community Development Information Bulletin – August 2014 and the content be accepted.

Committee Voting – 5/0
## 12. Agenda Items

### Corporate Services

**Corporate Services**

**Financial Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-030/14 WA Treasury Corporation - Local Government Master Lending Agreement</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GVR/24</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>455</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Vanisha Govender, Manager Financial Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 August 2014</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
</tbody>
</table>

| Site:                  |                                                                             |
| Lot Area:              |                                                                             |
| Attachments:           | WA Treasury Corporation – City of Rockingham Master Lending Agreement       |
| Maps/Diagrams:         |                                                                             |

### Purpose of Report

To seek Council’s approval to enter into a Local Government Master Lending Agreement with the Western Australian Treasury Corporation.

### Background

The Western Australian Treasury Corporation (WATC) is implementing a Local Government Master Lending Agreement (LGMLA). This agreement is to improve the efficiency of its lending processes. The LGMLA incorporates all future and existing loans together under one agreement therefore removing the need for individual loan agreements to be executed under seal each time new loan funds are issued by WATC. A formal application with details of the City’s financial position will still need to be submitted for each new loan sought, as is the current process.
**Details**

The new Master Lending Agreement also incorporates the recently introduced Commonwealth Government Personal Property Security Act 2009 (PPSA). Local Governments are only allowed to provide security in the way of a charge over its general funds pursuant to section 6.21(2) of the Local Government Act 1995. It is a requirement of the PPSA to register these securities and this requirement is included in the new LGMLA.

**Implications to Consider**

<table>
<thead>
<tr>
<th>a.</th>
<th>Consultation with the Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>b.</th>
<th>Consultation with Government Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>City officers have been liaising with WATC about this matter.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>c.</th>
<th>Strategic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Plan</td>
<td></td>
</tr>
<tr>
<td>This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:</td>
<td></td>
</tr>
<tr>
<td><strong>Aspiration 15</strong>: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>d.</th>
<th>Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>e.</th>
<th>Financial</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>f.</th>
<th>Legal and Statutory</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Property Security Act 2009 states all security needs to be registered in the PPSA register.</td>
<td></td>
</tr>
<tr>
<td>Section 6.21(2) of the Local Government Act 1995 grants power to borrow to a local government, and the general funds can only be provided as security.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>g.</th>
<th>Risk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Risk Implications of Implementing Officer Recommendation</td>
<td></td>
</tr>
<tr>
<td>Nil</td>
<td></td>
</tr>
<tr>
<td>Risk Implications of Not Implementing Officer Recommendation</td>
<td></td>
</tr>
<tr>
<td>Medium:</td>
<td></td>
</tr>
<tr>
<td>* Potentially increase finance costs</td>
<td></td>
</tr>
</tbody>
</table>

**Comments**

The City will seek all required methods to obtain funds when borrowings are required. To this end, should the LGMLA not be in place, the City will not be able to borrow funds from Treasury and will be forced to secure funds from elsewhere. As such, it is in the City's interest to agree to enter into the LGMLA.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council **APPROVE** entering into the Western Australian Treasury Corporation Local Government Master Lending Agreement.
**Committee Recommendation**

That Council *APPROVE* entering into the Western Australian Treasury Corporation Local Government Master Lending Agreement.

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
### Corporate Services
**Financial Services**

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>FLM/88</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>330</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mrs Vanisha Govender, Manager Financial Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 August 2014</td>
</tr>
<tr>
<td>Previously before Council:</td>
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<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></td>
</tr>
<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### Purpose of Report

To receive the monthly Financial Management Report for June 2014.

### Background

Nil

### Details

The monthly Financial Management Report includes the following:

1. Statement of Financial Activity by Program
2. Statement of Net Current Assets
3. Other schedules and charts for management information purposes.

### 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 contained in the Community Plan 2011:

**Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

d. Policy

Nil

e. Financial

Major variances (above $250,000) between budget estimates and actual results for the month to which the statement relates are shown in the supporting documentation.

f. Legal and Statutory


g. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

High:
- Non-compliance with relevant legislation

**Comments**

Any variances identified have been reviewed within the current budget review.

**Voting Requirements**

Simple Majority

**Officer Recommendation**


**Committee Recommendation**


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
4:07pm Mrs Julie McDonald joined the meeting.

General Management Services

Reference No & Subject: GMS-012/14
Recommendation from the Pioneers’ Luncheon Working Party Meeting held on 16 July 2014

File No: COM/40
Risk Register No: 393
Author: Mr Peter Varris, Manager Governance and Councillor Support

Other Contributors:
Date of Committee Meeting: 19 August 2014
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive
Attachments: Minutes of the Pioneers’ Luncheon Working Party Meeting held on 16 July 2014
Maps/Diagrams:

Purpose of Report
To consider a recommendation from the Pioneers’ Luncheon Working Party to appoint a community representative.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1: Appointment of Community Member

That Council APPOINT Mrs Lorraine Dunkling to the Pioneers’ Luncheon Working Party as the community representative with the term of appointment expiring 30 September 2014.

Background
Due the passing earlier this year of the community representative to the Pioneers’ Luncheon Working Party Mrs Mary Davies OAM and City of Rockingham Honorary Freeman, there is now one vacancy for a community representative on the Pioneers’ Luncheon Working Party.
The Pioneers’ Luncheon is an important event in the City of Rockingham calendar and needs continued support from members of the community.
Although the City is advertising for nominations to fill the vacancy as part of the biennial review of community representatives on Advisory Committees, any appointment through this process will not occur until the September 2014 Council meeting. In the intervening period the Pioneers’ Luncheon Working Party will likely meet at least three times.
The Governance and Meeting Framework Policy provides that should a community member resign (or become vacant) from an Advisory Committee mid-term then the committee may recommend to Council the name of a replacement or alternatively advertise the position.

The City has received a nomination for the community representative vacancy from Mrs Lorraine Dunkling. Lorraine was a City of Rockingham Councillor for 8 years. She has also been a member of the Rockingham Lions Club for 22 years.

Currently Lorraine is Chairperson of the Rockingham/Kwinana Local Drug Action Group and the Hillman Residents Association. She is also a member of a Relay For Life team.

As a Councillor, Lorraine was on the Pioneers’ Luncheon Working Party for four years and assisted with Rockingham memorabilia. She would like to continue this work as a community representative.

The Working Party considered the nomination from Mrs Dunkling at its meeting held 16 July 2014. As it is cognisant that the City may receive further nominations for the vacancy through the biennial review the Working Party recommends the Mrs Dunkling’s appointment term of appointment expire on 30 September 2014 in line with existing Advisory Committee community representation under review.

<table>
<thead>
<tr>
<th>Implications to Consider</th>
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</thead>
<tbody>
<tr>
<td>a. Strategic</td>
</tr>
<tr>
<td>Community Plan</td>
</tr>
<tr>
<td>This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:</td>
</tr>
<tr>
<td>Aspiration 15: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.</td>
</tr>
<tr>
<td>Aspiration 16: A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its prosperity.</td>
</tr>
<tr>
<td>b. Policy</td>
</tr>
<tr>
<td>Council Policy ‘Governance and Meeting Framework’ underpins the appointment and review of community members to Advisory Committees, specifically addressing the appointment to mid-term vacancies.</td>
</tr>
<tr>
<td>c. Financial</td>
</tr>
<tr>
<td>Three are not any specific financial implications in respect to the appointment of a community representative to the Working Party.</td>
</tr>
<tr>
<td>d. Legal and Statutory</td>
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<tr>
<td>Section 5.10 of the Local Government Act 1995 specifies that a committee is to have as its members a person appointed by the local government (absolute majority required) to be members of the committee.</td>
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<tr>
<td>e. Voting Requirements</td>
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<tr>
<td>Absolute Majority</td>
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<tr>
<td>f. Risk</td>
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<tr>
<td>Risk Implications of Implementing Officer Recommendation</td>
</tr>
<tr>
<td>Nil</td>
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<tr>
<td>Risk Implications of Not Implementing Officer Recommendation</td>
</tr>
<tr>
<td>Low</td>
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<tr>
<td>• Diversity of input into the Committee’s Terms of Reference and membership</td>
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<table>
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<tr>
<th>Officer Recommendation if Different to Advisory Committee Recommendation</th>
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<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>
## The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable

## Committee Recommendation

That Council **APPOINT** Mrs Lorraine Dunkling to the Pioneers’ Luncheon Working Party as the community representative with the term of appointment expiring 30 September 2014.  

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
Governance and Councillor Support

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>GMS-013/14 Recommendations from the Governance Review Committee Meeting held on 23 July 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GOV/39</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>296 – 298, 392</td>
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<td>Nature of Council’s Role in this Matter:</td>
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<tr>
<td>Attachments:</td>
<td>Minutes of the Governance Review Committee Meeting held on 23 July 2014</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
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Purpose of Report

To consider the recommendations resulting from Governance Review Committee meeting held 23 July 2014, including:

- To clarify the status of the Warnbro Community High School Library Management Committee and remove the Committee from the Governance and Meeting Framework policy;
- To establish the practice of holding an Ordinary Meeting of Council in January, supported by the usual arrangement of standing committees meetings held the week earlier, and to modify the meeting dates for the December round of meetings;
- To advise Council of recent changes to the executive support arrangements for the Global Friendship Committee and seek amendment to Council Policy to reflect the change;
- To propose an amendment to Council Policy – *Acknowledgement of Country* to incorporate a standardised spelling for the name of the traditional aboriginal custodians of the land within the City of Rockingham, the ‘Nyungar’ people;
- To propose an alternate room and seating layout for Standing Committee meetings;
- To establish the practice of calling for and minuting the mover and seconder of Standing Committee recommendations to Council; and
- To propose a ‘plain English’ approach to Council resolutions.
## Recommendations to the Corporate and Community Development Committee

### Advisory Committee Recommendation 1:
**Warnbro Community High School Library Management Committee**

Moved Cr Hill, seconded Cr Hamblin:

That Council **DELETE** reference of the Warnbro Community High School Library Management Committee from the Governance and Meeting Framework policy and **CONFIRM** its status as an organisational management committee under the responsibilities of the Chief Executive Officer.

Carried – 4/0

### Background

The Warnbro Community High School Library Management Committee (WCHSLMC) was established in January 1996 by agreement between the City and the Minister for Education to oversee the management of the jointly funded library facility.

The Agreement made reference to the provisions of section 181 of the (now repealed) Local Government Act 1960, ‘the former Act’, as the agreement was made prior to the promulgation of the Local Government Act 1995, ‘the current Act’ in July 1996.

The WCHSLMC has in the past been given the status of an Advisory Committee in the City’s Governance and Meeting Framework policy however it is considered by the committee membership and the City that it would be better defined as an organisational management committee.

Section 181 of the former Act relates to the establishment of committees where it could delegate the duty to care for, control and manage any property vested in or under the care, control and management of the Council. This is no longer relevant for the WCHSLMC, and the application of current legislative requirements for Advisory Committees makes the operations of the Committee unwieldy. The WCHSLMC makes no recommendations to Council for consideration, with any matters being resolved at an operational level through the Chief Executive Officer and relevant Community Development Division officers.

The practical approach to resolving the status of the WCHSLMC is to delete reference to the Committee from the Governance and Meeting Framework policy and giving it the status of an organisational management committee to which the Chief Executive Officer appoints the City’s representation. Any outcomes from the Committee are fed through the normal planning and budgetary processes for Council consideration, similar to other City facilities managed by third parties on behalf of the City.

### Implications to Consider

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<thead>
<tr>
<th></th>
<th>Strategic</th>
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</tr>
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<td></td>
<td><strong>Aspiration 15:</strong> Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.</td>
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<table>
<thead>
<tr>
<th></th>
<th>Policy</th>
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<tbody>
<tr>
<td></td>
<td>The Governance and Meeting Framework Policy outlines the decision making framework of the City, including the City’s Advisory Committees, their Terms or Reference and membership composition.</td>
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<table>
<thead>
<tr>
<th></th>
<th>Financial</th>
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<tbody>
<tr>
<td></td>
<td>There are no financial implications relating to the change of status for the WCHSLMC.</td>
</tr>
</tbody>
</table>
d. **Legal and Statutory**
Section 5.8 of the Local Government Act 1995 (the Act) provides that a local government may establish committees (by absolute majority) and section 5.9 of the Act defines the composition of committees.

e. **Voting Requirements**
Simple Majority

f. **Risk**

**Risk Implications of Implementing Officer Recommendation**
Nil

**Risk Implications of Not Implementing Officer Recommendation**
Low
- Non-compliance with legislative requirements

**Officer Recommendation if Different to Advisory Committee Recommendation**
Not Applicable

**The Officer’s Reason for Varying the Advisory Committee Recommendation**
Not Applicable

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**Advisory Committee Recommendation 2:**

**Review of December and January Ordinary Council Meeting Practices**

Moved Cr R Smith, seconded Cr Hamblin:

That Council:

1. **AMEND** the Governance and Meeting Framework Policy by deleting the following paragraph under 1. Ordinary Council meetings:

   “An Ordinary Meeting of Council may be conducted on the fourth Tuesday in January commencing at 6pm to address matters requiring urgent Council attention. The Council agenda will exclude reports from the Standing Committees and Information Bulletins. An Agenda Briefing Forum will be held at 4pm the Thursday prior to the Council Meeting to provide Councillors an opportunity to seek clarification or supplementary information on items on the Council meeting agenda. The Forum will be open to members of the public.”

2. **IMPLEMENT** a January round of Committee and Council Meetings for the month of January, commencing 2015.

3. **MODIFY** the Committee and Council Meeting schedule for December 2014 as follows:
   - Planning and Engineering Services Committee – 4pm Monday 8 December 2014
   - Corporate and Community Development Committee – 4pm Tuesday 9 December 2014
   - Ordinary Council Meeting – 6pm 16 December 2014

4. **REVIEW** the effectiveness of the modified meeting arrangements through a report to the Governance Review Committee in March 2015.

Carried – 4/0

---

**Background**

At its meeting held 12 February 2013 the Governance Review Committee recommended to Council the amendment of the Governance and Meeting Framework to incorporate the following paragraph:

*An Ordinary Meeting of Council may be conducted on the fourth Tuesday in January commencing at 6pm to address matters requiring urgent Council attention. The Council agenda will exclude reports from the Standing Committees and Information Bulletins. An*
Agenda Briefing Forum will be held at 4pm the Thursday prior to the Council Meeting to provide Councillors an opportunity to seek clarification or supplementary information on items on the Council meeting agenda. The Forum will be open to members of the public.

This was subsequently adopted by Council.

The City has held January meetings for urgent matters the past two years, these being prefaced by an Agenda Briefing Forum, and indications are that matters requiring a decision over the intervening period between the early December and normal February meetings are increasing. It is unlikely there will be a future time where there is not sufficient business to warrant a Council meeting in January.

In September 2013 Council adopted a restructure of the Standing Committees, reducing the number from three to two, the Planning and Engineering Services Committee and the Corporate and Community Development Committee. With six months past under the new structure, anecdotal evidence suggests that the new arrangements are working effectively.

Given the workload of the Committees and the arrangements for deputy committee members, the implementation of a January round of meetings incorporating both Standing Committees and an Ordinary Council meeting is recommended. Contemporary business decision making practices in the commercial environment continue with only a minor break during the festive season.

The delay in Council decision making between the ‘brought forward’ December Council meeting and the subsequent February meeting, sometimes up to ten weeks in duration, is no longer an acceptable arrangement.

It is proposed to establish a regular round of meetings in January, with the exception of the Council Information Workshop, with the Ordinary Council meeting held the fourth Tuesday of the month, supported by the Standing Committees the week prior.

It is also proposed modify the ‘brought forward’ period for the December round of meeting from two weeks to one week. This would allow the inclusion of a Council Information Workshop in December, as these forums have become increasingly important in advising Councillors of strategic issues affecting the City.

The following calendar highlight the meeting schedule should the December and January meeting arrangements be adopted for 2014 and 2015:

Note: OCM = Ordinary Council meeting; CIW = Council Information Workshop; PESC = Planning and Engineering Services Committee; CCDC = Corporate and Community Development Committee

<table>
<thead>
<tr>
<th>November 2014</th>
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<tbody>
<tr>
<td>3</td>
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<tr>
<td>10</td>
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<tr>
<td>17 PESC</td>
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<table>
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<tr>
<th>December 2014</th>
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<td>1</td>
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<tr>
<td>8 PESC</td>
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<tr>
<td>15</td>
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<tr>
<td>22</td>
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<td>29</td>
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The above schedule provides a three week interval between the November and December Council Meeting; a six week interval between the December and January meeting; and a four week interval between January and February meetings. This provides a reasonable arrangement for officers to prepare reports, for Council to be informed and make decisions, and customers to obtain an approval or outcome from Council.

**Implications to Consider**

a. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

- **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

- **Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its prosperity.

b. **Policy**

Should the recommendation be adopted the Governance and Meeting Framework will be amended to delete reference to existing arrangements for January meetings.

c. **Financial**

Financial implications include the need to publically advertise the change of meeting schedule in accordance with legislative requirements, administrative costs related to business paper preparation for Standing Committee meetings and other operational costs related to the conduct of Committee and Council meetings. These costs will be absorbed into existing budgetary provisions. Given that the City has conducted an Agenda Briefing Forum and Council meeting in January the past two years it is anticipated that the financial impost is limited.

d. **Legal and Statutory**

Regulation 12(2) of the Local Government (Administration) Regulations 1996 specify that a local government is to give public notice of any change to the date, time and place for Council meetings.

e. **Voting requirements**

Simple Majority
f. **Risk**

- **Risk Implications of Implementing Officer Recommendation**
  - Nil

- **Risk Implications of Not Implementing Officer Recommendation**
  - Nil

<table>
<thead>
<tr>
<th>Officer Recommendation if Different to Advisory Committee Recommendation</th>
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<tbody>
<tr>
<td>Not Applicable</td>
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<tr>
<th>The Officer’s Reason for Varying the Advisory Committee Recommendation</th>
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<tbody>
<tr>
<td>Not Applicable</td>
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### Advisory Committee Recommendation 3:
**Global Friendship Committee – Executive Support Changes**

**Moved Cr Hill, seconded Cr Hamblin:**

That Council:

1. **AMEND** the Global Friendship Policy as follows –
   - Clause 5.6 Executive Support to read:
     
     Manager Governance and Councillor Support (or nominee) and Manager Community Capacity Building (or nominee) will attend meetings to provide support and advice. Executive support will be provided by the Governance and Councillor Support Team.
   
   - Clause 6 Legislative and Strategic Context
     
     Delete the sentence ‘This policy relates to the City of Rockingham Economic Development Plan.’

2. **AMEND** the Governance and Meeting Framework Policy as follows –
   - clause 5.9 Global Friendship Committee to record the Executive Support as:
     
     Executive Support: General Management Services Division – Governance and Councillor Support Team

Carried – 4/0

### Background

Recent organisational restructuring has precipitated the need to alter the executive support arrangements for the Global Friendship Committee.

Previously the executive support was provided through the former Economic Development Team. With a new direction being pursued for investment attraction through the Economic Development Plan, and the incorporation of the media and communications functions with the Strategic Development Team, there is no longer capacity to undertake the executive support role for Global Friendship through previous means.

As a consequence, the executive support function for the Global Friendship Committee has moved to the Governance and Councillor Support Team.

The change reflects that the core functions of the Global Friendship Committee and the associated relationships is civic in nature and the Governance and Councillor Support Team has appropriate expertise to support the Committee in this area.

Given the significance of the education and cross-cultural awareness role of the existing sister city relationship with Ako, Japan, there will be a liaison established with the Community Capacity Building Team to leverage established education networks.

Several changes are required to Council Policy to reflect the above change.
Firstly the Global Friendship Policy needs to be amended as follows:

Clause 5.6 Executive Support to read:

- Manager Governance and Councillor Support (or nominee) and Manager Community Capacity Building (or nominee) will attend meetings to provide support and advice. Executive support will be provided by the Governance and Councillor Support Team.

Clause 6 Legislative and Strategic Context

- Delete the sentence ‘This policy relates to the City of Rockingham Economic Development Plan.’

Secondly the Governance and Meeting Framework Policy needs to be amended in clause 5.9 Global Friendship Committee to record the Executive Support as follows:

Executive Support: General Management Services Division – Governance and Councillor Support Team

The above changes will reflect the current executive support arrangements for the Global Friendship Committee. Given the minor and administrative nature of the changes it is not proposed to seek public comment on the changes as specified in the Policy Framework.

Implications to Consider

a. Strategic
Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

- **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
- **Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its prosperity.

b. Policy

Should the recommendation be adopted the Governance and Meeting Framework will be amended to reflect the change in Executive Support for the Global Friendship Committee.

c. Financial

There are no financial implications of significance should the recommendation be adopted.

d. Legal and Statutory

Section 5.8 of the Local Government Act 1995 (the Act) provides that a local government may establish committees (by absolute majority) and section 5.9 of the Act defines the composition of committees.

e. Voting requirements

Simple Majority (to amend Policy)

f. Risk

Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
Nil

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable
Advisory Committee Recommendation 4:
Council Policy Amendment – Acknowledgement of Country

Moved Cr Hill, seconded Cr R Smith:
That Council AMEND the Council Policy Acknowledgement of Country to standardise the spelling of the name of the traditional custodians of the land within the City of Rockingham from ‘Noongar’ to ‘Nyungar’ wherever it occurs.

Carried – 4/0

Background

On 26 February 2013 Council adopted a policy guiding the recognition of the traditional custodians of the land within the City of Rockingham, establishing the use of ‘Welcome to Country’ and ‘Acknowledgement of Country’ at civic events and Council meetings.

At the time of policy development, the spelling used for the name of the traditional custodians was ‘Noongar’, however the recent adoption of the Reconciliation Action Plan recommends the standardised spelling of ‘Nyungar’.

It is proposed to amend the Council Policy Acknowledgement of Country reflect the standardisation of the name by substituting ‘Noongar’ with ‘Nyungar’ wherever it occurs in the Policy.

The amendment is a simple change and will not require public consultation within the context of the Policy Framework.

Implications to Consider

a. Strategic
Community Plan
This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

Aspiration 15: Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

Aspiration 16: A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its prosperity.

b. Policy
Council Policy – Acknowledgement of Country will be amended to reflect the standardised name.

c. Financial
The financial implications of amending the name in the Acknowledgement of Country is minimal. Standardising the name across all City publications will be done on a ‘when required’ basis with the costs being accommodated within relevant operational budget provisions.

d. Legal and Statutory
Section 2.7 of the Local Government Act 1995 defines one role of Council as ‘determine the local government's policies’.

e. Voting requirements
Simple Majority

f. Risk
Risk Implications of Implementing Officer Recommendation
Nil
Risk Implications of Not Implementing Officer Recommendation

Low

- Council seen to not be committed to the Reconciliation process

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable

Advisory Committee Recommendation 5: Standing Committee – Proposed Seating Arrangements

Moved Cr Liley, seconded Cr Hamblin

That Council **TRIAL** Preferred Layout B for Standing Committee Meetings for a period of six months commencing the September 2014 round of meetings.

Carried – 4/0

Background

The recent change to the Standing Committee structure has proved to be effective and opportunities have been considered to improve the manner in which the Committee members interact with City officers and members of the public.

The current layout of the Boardroom does not provide an arrangement where the Committee may discuss and debate issues, seek advice and information from City officers and receive questions and submissions from the gallery, while retaining the appropriate level of decorum needed for this important forum.

A variety of layouts have been investigated given the confines of the venue and the flexibility of the Boardroom table components.

The Committee considered a variety of (physical) layouts of the Boardroom to determine the most effective table arrangement for Standing Committee meetings.

The following arrangement (Layout B) was considered the most effective to promote engagement of committee members, officers and the gallery. It was proposed that a lectern be used for members of the gallery seeking to ask questions or make submissions. It was also proposed that officers stand when responding to queries or addressing the Committee.

1. Preferred Layout B
2. Preferred Layout B Drawing

The Chief Executive Officer (or relevant Director) would be to the right of the Committee Chairperson, with the minute taker to the right of the CEO. Observer Councillors would be seated closest to the head table on the left, Directors to the right.

Report authors and relevant managers (responsible for reports) would be seated at the table, whereas observing officers and managers would be seated on chairs along the right wall of the Boardroom.
Implications to Consider

a. Strategic
   
   Community Plan
   
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:

   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

b. Policy
   
   Not Applicable

c. Financial
   
   There are no significant financial implications of adopting the proposed seating and Boardroom layout beyond the officer time for room set up and acquisition of a basic lectern. These costs would be accommodated within existing budget provisions.

d. Legal and Statutory
   
   There are no legal or statutory implications relevant to the seating / room layout.

e. Voting requirements
   
   Simple Majority

f. Risk
   
   Risk Implications of Implementing Officer Recommendation
   
   Nil

   Risk Implications of Not Implementing Officer Recommendation
   
   Nil

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable

Advisory Committee Recommendation 6:

Committee Recommendations – Mover and Seconder

Moved Cr Hill, seconded Cr Hamblin

That Council *ADOPT* the practice of calling for and minuting the mover and seconder of Standing Committee recommendations to Council.

Carried – 4/0

Background

The practice of the past four plus years has been to not record the name of the mover and seconder of a Standing Committee recommendation to Council, and simply record the vote, for example ‘Committee Voting – 5/0’.

Notwithstanding the outcomes of the current review of the Standing Orders, the existing local law provides (with two exceptions) that a Committee shall comply with the provisions of the Standing Orders, which includes the requirement for a mover and seconder for a motion (Clause 10.1 and 10.2 City of Rockingham Standing Orders Local Law 2001). It is intended to carry the formalities of a mover and seconder into the new standing orders proposal.
The use of the debate procedures in the Standing Committee environment will standardise the recording of minutes to the level expected of a Council meeting. It will also provide rigour to the occasions where debate is necessary on important matters before the Standing Committees.

It is proposed that the recording of the mover and seconder of committee recommendations will be implemented for the September round of meetings.

**Implications to Consider**

a. **Strategic**  
   **Community Plan**  
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:  
   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

b. **Policy**  
   Not Applicable

c. **Financial**  
   Not Applicable

d. **Legal and Statutory**  
   The City’s Standing Orders Local Law 2001 provides for the calling of a mover and seconder in the procedures for debate for both Council and Committee meetings. This is anticipated to be carried through with the review of the Standing Orders.

e. **Voting requirements**  
   Simple Majority

f. **Risk**  
   **Risk Implications of Implementing Officer Recommendation**  
   Nil  
   **Risk Implications of Not Implementing Officer Recommendation**  
   Non-compliance of legislative requirements

**Officer Recommendation if Different to Advisory Committee Recommendation**  
Not Applicable

**The Officer’s Reason for Varying the Advisory Committee Recommendation**  
Not Applicable

**Advisory Committee Recommendation 7:**  
**Council Resolution Review**

That Council **ADOPT** a ‘plain English’ approach to Council resolutions which is to be implemented by the Chief Executive Officer after suitable training has been conducted for officers.

**Background**

The need to ensure clarity in Council motions/resolutions has been a regular topic of discussion at an executive level within the City. Much of this has focused on the structure and wording of motions to clearly express the action and outcome intended.

In the past the City has encouraged motions to specifically direct the Chief Executive Officer to undertake an action and current thinking is that this is unnecessary when it can be inferred from the resolution. For example a past resolution of Council was:
That Council:

1. **REQUEST** the Department of Fire and Emergency Services (DFES) to extend the gazetted fire district for urban offensive structural fire response to include the existing and planned urban settlement areas of Baldivis and Karnup and commence planning and resource allocation for the construction and commissioning of an appropriately located fire station as a matter of urgency.

2. **DIRECT** the Chief Executive Officer to communicate Council’s request to the Minister for Emergency Services and the Commissioner for Fire and Emergency Services.

It can be inferred from the first point that the CEO is to communicate this request in carrying out his functions in accordance with section 5.41(c) of the Local Government Act 1995, i.e. to cause council decisions to be implemented.

The proposal would be to style resolutions (using the above example) as follows:

*That the Department of Fire and Emergency Services (DFES) be REQUESTED to extend the gazetted fire district for urban offensive structural fire response to include the existing and planned urban settlement areas of Baldivis and Karnup and commence planning and resource allocation for the construction and commissioning of an appropriately located fire station as a matter of urgency.*

Attached to the Committee minutes is a list of ‘procedural resolutions’, common to each Council meeting, drafted in the proposed format.

Also attached to the minutes is an example of resolutions from the December 2013 re-styled to the proposed format.

**Implications to Consider**

a. **Strategic**
   - **Community Plan**
   
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:

   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.

b. **Policy**
   - Not Applicable

c. **Financial**
   - Financial implications will be limited to the preparation of model resolutions and training for report authors, the cost of which will be accommodated within existing budgetary provisions.

d. **Legal and Statutory**
   - Not Applicable

e. **Voting requirements**
   - Simple Majority

f. **Risk**
   - **Risk Implications of Implementing Officer Recommendation**
     - Nil
   - **Risk Implications of Not Implementing Officer Recommendation**
     - Low
     - Poor decisions open to interpretation

**Officer Recommendation if Different to Advisory Committee Recommendation**

Not Applicable

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

Not Applicable
Officer Recommendation

That Council:

1. **DELETE** reference of the Warnbro Community High School Library Management Committee from the Governance and Meeting Framework policy and **CONFIRM** its status as an organisational management committee under the responsibilities of the Chief Executive Officer.

2. **AMEND** the Governance and Meeting Framework Policy by deleting the following paragraph under 1. Ordinary Council meetings:

   "An Ordinary Meeting of Council may be conducted on the fourth Tuesday in January commencing at 6pm to address matters requiring urgent Council attention. The Council agenda will exclude reports from the Standing Committees and Information Bulletins. An Agenda Briefing Forum will be held at 4pm the Thursday prior to the Council Meeting to provide Councillors an opportunity to seek clarification or supplementary information on items on the Council meeting agenda. The Forum will be open to members of the public."

3. **IMPLEMENT** a January round of Committee and Council Meetings for the month of January, commencing 2015.

4. **MODIFY** the Committee and Council Meeting schedule for December 2014 as follows:
   - Planning and Engineering Services Committee – 4pm Monday 8 December 2014
   - Corporate and Community Development Committee – 4pm Tuesday 9 December 2014
   - Ordinary Council Meeting – 6pm 16 December 2014

5. **REVIEW** the effectiveness of the modified meeting arrangements through a report to the Governance Review Committee in March 2015.

6. **AMEND** the Global Friendship Policy as follows –
   - Clause 5.6 Executive Support to read:
     
     Manager Governance and Councillor Support (or nominee) and Manager Community Capacity Building (or nominee) will attend meetings to provide support and advice. Executive support will be provided by the Governance and Councillor Support Team.
   - Clause 6 Legislative and Strategic Context
     
     Delete the sentence ‘This policy relates to the City of Rockingham Economic Development Plan.’

7. **AMEND** the Governance and Meeting Framework Policy as follows –
   - clause 5.9 Global Friendship Committee to record the Executive Support as:
     
     Executive Support: General Management Services Division – Governance and Councillor Support Team

8. **AMEND** the Council Policy Acknowledgement of Country to standardise the spelling of the name of the traditional custodians of the land within the City of Rockingham from ‘Noongar’ to ‘Nyungar’ wherever it occurs.

9. **TRIAL** Preferred Layout B for Standing Committee Meetings for a period of six months commencing the September 2014 round of meetings.

10. **ADOPT** the practice of calling for and minuting the mover and seconder of Standing Committee recommendations to Council.

11. **ADOPT** a ‘plain English’ approach to Council resolutions which is to be implemented by the Chief Executive Officer after suitable training has been conducted for officers.

Committee Recommendation

That Council:

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10. ADOPT the practice of calling for and minuting the mover and seconder of Standing Committee recommendations to Council.

11. ADOPT a ‘plain English’ approach to Council resolutions which is to be implemented by the Chief Executive Officer after suitable training has been conducted for officers.

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
### Strategy and Corporate Communications

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>GMS-014/14 Draft Community Plan Vision and Aspirations (2015 – 2025)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPM/80</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>441 and 442</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mrs Karin Strachan, Manager Strategy and Corporate Communications</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Andrew Hammond, Chief Executive Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 August 2014</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>25 February 2014 (D14/7159)</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
</tbody>
</table>

### Purpose of Report

To seek Council endorsement of the draft Community Plan Vision and Aspirations (2015 – 2025) for the purposes of community consultation.

### Background

The City of Rockingham Strategic Community Plan (2010-2020) was adopted by Council in March 2011, and met all the requirements that are stipulated in the Local Government Act 1995 (the Act). The City was commended by Minister John Castrilli for the high standard that was followed with the development of the plan.

The Act also requires that a strategic review of the Strategic Community Plan is to be scheduled for 2 years from when it is adopted, and a full review of the Strategic Community Plan is to be scheduled for 4 years from when it is adopted.

The City recently held a series of “Planning for the future workshops” in order to determine from the community what their vision and aspirations were for the City for the next 10-20 years. From the community vision and aspirations the City’s 2015-2025 Strategic Community Plan will be developed.
Details

Invites to the community workshops were sent to a random sample of 7000 community members. A total of 7 community workshops were held, with a total of approximately 250 people attending. The workshops were facilitated by Mr. Michael Smith from Black House Pty. Ltd., who is an expert facilitator with the ability of effectively extracting the community's aspirations from the conversations that were held. Mr. Smith also facilitated the workshops that were held in 2010, with the development of the 2010 – 2020 Strategic Community Plan.

No staff was involved in the workshop discussions, in order to ensure that the outcomes were totally driven by the community. The workshops were staggered over different time slots during the week (morning, afternoon and evening), and one was also held on a Saturday morning. In addition to these workshops, two workshops were facilitated with youth and one with the aboriginal community, following the same process.

The outputs from the workshops were consolidated and presented back at a "Councillors workshop" that was held on 19 June. This workshop was also facilitated by Mr. Smith. A community representative from each of the 7 community workshops, 1 aboriginal representative and 2 youth representatives also attended this workshop. The focus of this workshop was to identify the priority areas from the community’s perspective. The draft Community Plan Vision and Aspirations (2015 – 2025) is the result of the overall process.

Implications to Consider

a. Consultation with the Community

The community was actively engaged through a series of community workshops, followed by a Councillors workshop which involved ten community representatives.

Public comment will be invited on the draft Community Plan Vision and Aspirations (2015 – 2025).

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 contained in the Community Plan 2010 - 2020:

Aspiration 16: Community engagement: A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its future prosperity

d. Policy

City of Rockingham Strategic Framework Policy (2010)

e. Financial

The Strategy and Corporate Communications team had a budget of $15,000 for the workshops that were held in the 2013/2014 financial year. An amount of $25,000 has been included in the 2014/2015 team plan for further costs associated with the workshops, as well as the development, printing and marketing of the Final Strategic Community Plan booklet.

f. Legal and Statutory

Regulation 19C (Section 5.56 of the Local Government Act 1995), states that Local Government Strategic Community Plans are required to cover at least 10 financial years, be reviewed every 4 years and should clearly set out the vision, aspirations and objectives of the community in the district. The capacity of the Local Government’s current resources and anticipated future resources should also be considered within this plan, as well as the region’s demographic trends. A key requirement for the development of such a plan is that the electors and ratepayers are consulted during its development.
g. Risk

Risk Implications of Implementing Officer Recommendation
Low:
- Draft Community Plan Vision and Aspirations (2015-2025) does not represent the community’s view correctly

Risk Implications of Not Implementing Officer Recommendation
Medium
- Community participants are expecting to give inputs into the draft Community Plan Vision and Aspirations (2015-2025)

Comments

Following endorsement by Council of the draft Community Plan Vision and Aspirations (2015 – 2025), it will be put out for public comment. The workshop attendees will also be sent a copy of the draft Vision and Aspirations, with an invitation for them to provide feedback and comments, using a postage paid return envelope that will be included.

Following feedback from the public consultation process, the final Community Plan Vision and Aspirations will be developed and put forward to Council for adoption, along with the strategic objectives for the City.

Once adopted, the City’s Strategic Community Plan Aspirations (2015 – 2025) will be activated through the specific purpose strategies, the asset management plan and the major infrastructure plan. Any newly identified specific purpose strategies will be reconciled with the specific purpose strategies that were associated with the previous Strategic Community Plan. The identified actions will also be incorporated into the ten-year team plans, and the annual budget. The City scoreboard will also be updated accordingly for ongoing annual measurement of implementation.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ENDORSE the draft Community Plan Vision and Aspirations (2015 – 2025) for the purposes of community consultation.

Committee Recommendation

That Council ENDORSE the draft Community Plan Vision and Aspirations (2015 – 2025) for the purposes of community consultation:

Our Community’s vision for the future:

In 2030 the City of Rockingham;

Will be recognised and admired as a contemporary and vibrant regional destination, renowned for its thriving City Centre and Waterfront Village, natural beauty and world class beaches.

Will enjoy a safe, relaxed and friendly tourism lifestyle, underpinned by a diverse range of community facilities, services and cultural activities all linked with a world class public transport system.

Will prosper from significant investment and employment opportunities, created by a diverse and robust economic base including retail, services, tourism, education, defence, horticulture and light and heavy industrial activity.

Will acknowledge that the climate is changing and continue to reduce its carbon footprint and the generation of waste, and manage and use its land and marine environments in a manner that preserves them for future generations.

Will be home to a proud, welcoming and inclusive community that understands, respects and preserves its unique sense of purpose and place.
Our Community’s Aspirations for 2015-2025:
Tourism Lifestyle

<table>
<thead>
<tr>
<th>Rockingham Beach Foreshore Precinct</th>
<th>Investment Attraction</th>
<th>Safety, Appearance and Cleanliness</th>
<th>Coastal Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>A world-class foreshore precinct capitalising on its unique location and aspect, delivering a quality leisure tourism experience through contemporary design, best practice facilities and seamless linkage between beach, parkland and tourism-based commercial, retail and food and beverage outlets.</td>
<td>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.</td>
<td>Attractive, appealing and welcoming foreshores, beaches and public spaces that are clean, safe and litter free.</td>
<td>A range of quality and contemporary leisure tourism facilities including a “major brand” hotel, marinas, boat ramps, jetties, boardwalks and foreshore parks that contribute to the City’s reputation as the premier metropolitan coastal tourism destination.</td>
</tr>
</tbody>
</table>

Strong Community

<table>
<thead>
<tr>
<th>Mobility and Accessibility</th>
<th>Services and Facilities</th>
<th>Building Capacity and Awareness</th>
<th>Safety and Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community services and infrastructure that effectively caters for all residents including seniors, youth, people with special needs and those who are unable or choose not to own or drive a motor vehicle.</td>
<td>Community Facilities and services that accommodate contemporary community expectation and are justified, well used, cost effective and, where appropriate, multi-functional.</td>
<td>A community that embraces lifelong learning, cultural awareness, volunteering and social interaction underpinning a diverse range of vibrant and sustainable community, sporting, cultural and artistic organisations and pursuits.</td>
<td>A community that feels safe and secure in home, work and leisure environments, and has access to a range of effective support services and mechanisms when encountering challenging or difficult times.</td>
</tr>
</tbody>
</table>

Sustainable Environment

<table>
<thead>
<tr>
<th>Climate Change</th>
<th>Coastal and Bushland Reserves</th>
<th>Land-Use and Development Control</th>
<th>Carbon Footprint and Waste Reduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning systems, infrastructure standards and community awareness programs that acknowledge, mitigate and adapt to the impacts of climate change.</td>
<td>Coastal and bushland reserves that are well used and sustainably managed preserving them for future generations to enjoy</td>
<td>Planning for population growth and guiding development and land use to ensure that future generations enjoy a sustainable city and a genuinely desirable lifestyle.</td>
<td>Carbon footprint reduction and waste minimisation programs focussed on community education and awareness, and the use of new technologies proven to be environmentally acceptable and financially sustainable.</td>
</tr>
</tbody>
</table>
Quality Leadership

<table>
<thead>
<tr>
<th>Financial Sustainability</th>
<th>Community engagement and advocacy</th>
<th>Infrastructure</th>
<th>Governance</th>
</tr>
</thead>
<tbody>
<tr>
<td>A City that understands the importance of sustainable revenue streams, long term resource planning and allocation, and the need to prioritise spending on core services and strategic asset management programs.</td>
<td>An engaged and informed community that participates in local decision making and can rely upon the Council to advocate on its behalf when important issues challenge the best interests of the City and its residents.</td>
<td>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.</td>
<td>Governance systems that enable Council to make informed and considered decisions, effectively supported by an executive informing and implementing those decisions; all within an accountable, legally compliant, transparent and ethical environment.</td>
</tr>
</tbody>
</table>

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
#### Legal Services and General Counsel

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>GMS-015/14 Draft Council Local Law Policy – Miscellaneous Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPM/80</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>467</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr John Woodhouse, Director Legal Services and General Counsel</td>
</tr>
<tr>
<td>Author:</td>
<td>Mrs Karin Strachan, Manager Strategy and Corporate Communications</td>
</tr>
<tr>
<td>Other Contributors:</td>
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<td>Date of Committee Meeting:</td>
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<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
</tbody>
</table>

### Purpose of Report

To recommend that:
- the Council supports, in principle, the draft *Council Local Law Policy* - Miscellaneous Activities; and
- public comment be sought on the draft *Council Local Law Policy* for a period of 14 days.

### Background

The City has two local laws which regulate certain activities on local government property and public places. A number of activities are prohibited unless the activity is authorised by a permit and carried out in accordance with any conditions of the permit.

The two local laws are:
1. the City of Rockingham Local Government Property Local Law 2001; and
2. the City of Rockingham Activities and Thoroughfares in Public Places and Trading Local Law 2001.
Activities which are prohibited, without a permit, include any ‘function’, parachuting and trading. A “function” is defined by one of the local laws to mean any event or activity characterised by formal organisation, payment of fees or systematic recurrence and includes events and activities organised by any club.

Unlike the City’s town planning scheme, the local laws do not set out a list of specific matters which are required to be considered when an application for a permit is received. Clearly, however, having regard to the content of the local laws, there will be some considerations which will be relevant and others which will be irrelevant.

**Details**

It is considered to be highly desirable for the City to set out those specific factors which it considers to be relevant and which must be taken into account whenever an application for a permit is received. This is desirable for a number of reasons including:

(A) to formalise existing practices;
(B) to inform the public and potential applicants as to what matters will guide the determination of any application; and
(C) to ensure the Council, and employees acting as delegates, act consistently and have regard only to matters which are relevant.

To this end, a draft Council policy has been prepared, to be entitled ‘Council Local Law Policy’. The draft policy represents a relatively small and introductory step. It does not seek to deal with every activity which could conceivably be the subject of an application for a permit. The draft policy focuses on those activities which are more commonly the subject of an application based on past experience. The draft policy will deal with:

(A) trading on local government property;
(B) the conduct of any function on local government property; and
(C) any proposal to parachute, or hang-glide from or on to local government property.

The draft policy identifies 8 distinct considerations which are considered to be relevant and basic in nature. The considerations include the preservation of the locality’s amenity, the protection and management of the local government property and associated assets, the preservation of public safety and the purpose, if any, for which the land is reserved as Crown land.

**Implications to Consider**

a. Consultation with the Community

The draft ‘Council Local Law Policy - Miscellaneous Activities’ will be advertised for public submissions once the Council gives its support in principle.

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 contained in the Community Plan 2011:

**Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant

d. Policy

City of Rockingham Policy Framework (23 June 2013)

e. Financial

Limited costs relating to advertising
f. **Legal and Statutory**
   The two applicable local laws are:
   (1) the City of Rockingham Local Government Property Local Law 2001; and
   (2) the City of Rockingham Activities and Thoroughfares in Public Places and Trading Local Law 2001.

g. **Risk**
   **Risk Implications of Implementing Officer Recommendation**
   Nil
   **Risk Implications of Not Implementing Officer Recommendation**
   Medium
   - In the absence of a Council Local Law Policy, there could be inconsistency and a lack of understanding as to the considerations to be taken into account when applications for permits are assessed and determined.

**Comments**

The draft policy represents a relatively small and introductory step. It does not seek to deal with every activity which could conceivably be the subject of an application for a permit. The draft policy focuses on those activities which are more commonly the subject of an application based on past experience. The draft policy will deal with:

(A) trading on local government property;
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(C) any proposal to parachute, or hang-glide from or on to local government property.

The draft policy identifies 8 distinct considerations which are considered to be relevant and basic in nature. The considerations include the preservation of the locality’s amenity, the protection and management of the local government property and associated assets, the preservation of public safety and the purpose, if any, for which the land is reserved as Crown land.

The proposed policy is classified as a ‘Statutory Policy’ under the Policy Framework, i.e. a policy created in respect to approvals, licences, and permits provided under the City Local Laws. The intention for Statutory Policy is that the draft policy is presented directly to Council for endorsement prior to being submitted for public consultation. The format of the policy deviates slightly from that recommended in the Framework to ensure that it is transparent when being scrutinised in a Court or Tribunal environment.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council ENDORSE the draft Council Local Law Policy - Miscellaneous Activities for the purposes of community consultation.

**Committee Recommendation**

That Council ENDORSE the draft Council Local Law Policy - Miscellaneous Activities for the purposes of community consultation:

**DRAFT COUNCIL LOCAL LAW POLICY**

**MISCELLANEOUS ACTIVITIES**

1. **Introduction**

   1.1 Under clauses 3.13, 3.14 and 3.15 of the Local Law certain activities cannot be carried out on local government property except with a permit.
   1.2 This Policy relates only to certain activities set out in clause 3.13.
1.3 A person wishing to make an application for a permit must do so in accordance with clause 3.2 of the Local Law.

1.4 The Local Law does not set out, expressly, the considerations relevant to the determination of an application for a permit.

2. **Purpose**

2.1 This purpose of this Policy is to set out considerations considered to be relevant to the determination of an application for a permit under the Local Law for a proposed activity.

3. **Policy application**

3.1 This Policy is made for the purposes of guiding the determination of an application referred to in paragraph 3.2.

3.2 This Policy applies where a person makes an application for a permit:

(a) under clause 3.13 (f) of the Local Law, to carry on any trading on local government property;

(b) under clause 3.13 (h) of the Local Law, to conduct a function on local government property; and

(c) under clause 3.13 (k) of the Local Law, to parachute or hang glide from or on to local government property.

4. **Relevant considerations**

4.1 In determining an application to which this Policy applies, the following considerations are considered to be relevant:

(a) the preservation of the amenity of the locality;

(b) the preservation of public safety;

(c) where the local government property is Crown land:

   (A) the purpose, if any, for which the land is reserved under the Land Administration Act 1997; and

   (B) the purpose for which the land is designed, developed and used;

(d) the protection, management and control of the local government property and assets on the local government property;

(e) the conservation, protection and proper management of flora and fauna on the local government property;

(f) the impact of the proposed activity on the use of the local government property by existing users and by the public; and

(g) the experience and qualifications of the applicant and the applicant’s past performance in undertaking or managing the proposed activity or similar activities.

5. **Policy Objectives**

5.1 In determining an application to which this Policy applies, regard is to be had to the Policy Objectives.

5.2 The Policy objectives are:

(a) **Preservation of amenity**

   An activity is only to be permitted where the amenity of the locality will not be adversely affected;

(b) **Public safety**

   An activity is only to be permitted where it will not prejudice public safety;

(c) **Reserve purpose**

   Where local government property is reserved for a public purpose, a proposed activity on that local government property is only to be permitted where it is consistent with that public purpose;

(d) **Public use of facilities**

   A proposed activity which is likely to give rise to a need for facilities including parking and toilets, is only to be permitted where those facilities exist and where there will be no unreasonable interference with the use by the public of those facilities;
(e) Damage
A proposed activity is only to be permitted where it is not likely to entail unreasonable damage to the local government property or to the natural environment in the locality;

(f) Use by the public
The proposed activity is only to be permitted where it will not unreasonably restrict use of the local government property by existing users and by the public generally;

(g) Trading
Trading is only to be permitted where:
(i) the trading will be incidental to an activity which is permitted; or
(ii) the trading will be on local government property reserved for a public purpose, and the trading promotes that public purpose.

6. Preservation of amenity
6.1 When considering whether a proposed activity is likely to detrimentally affect the amenity at the locality, the following factors are to be taken into account:
(a) noise from the proposal and from persons participating in the proposed activity;
(b) traffic likely to be generated by the proposed activity;
(c) increase in the demand for parking as the result of the proposed activity and the availability of public parking to meet the demand;
(d) hours of operation of the proposed activity;
(e) number of persons involved in the proposed activity;
(f) the display of signs associated with the proposed activity;
(g) the proximity of the proposed activity to residential dwellings; and
(h) equipment and things to be used in connection with the proposed activity.

7. Definitions
In this Policy, unless the contrary intention appears:
- amenity means all those factors which combine to form the character of an area and include the present and likely future amenity;
- function has the meaning given to it in the Local Law;
- local government property has the meaning given to it in the Local Law;
- Local Law means City of Rockingham Local Government Property Local Law 2001;
- Policy Objective means an objective set out in clause 5.2;
- proposed activity means a matter to in clause 3.2 of this Policy which is the subject of an application for a permit under the Local Law;
- trading has the meaning given to it in the Local Law.

8. Adoption
This Draft Policy was adopted by the Council at its ordinary Meeting held on 26 August 2014.

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
CONFIRMED AT A CORPORATE AND COMMUNITY
DEVELOPMENT MEETING HELD ON TUESDAY, 16
SEPTEMBER 2014

PRESIDING MEMBER

Corporate and Community Development Committee Minutes
Tuesday 19 August 2014

CONFIRMED AT A CORPORATE AND COMMUNITY
DEVELOPMENT MEETING HELD ON TUESDAY, 16
SEPTEMBER 2014

PRESIDING MEMBER

Community Development

Community Development
Community Capacity Building

Reference No & Subject: CD-023/14
Recommendations from the Community
Grants Program Advisory Committee
Meeting held on 3 July 2014

File No: GRS/48
Risk Register No: 368-372
Author: Mrs Narelle Edmonds, Community Development Officer
Other Contributors: Ms Jane Elton, Manager Community Capacity Building
Date of Committee Meeting: 19 August 2014
Disclosure of Interest:
Cr Justin Smith declared an Impartiality Interest in Item 8.1
Community Grants Program Grant Applications Round One as
detailed in Clause 3.3 of Council’s Code of Conduct and
Regulation 11 of the Local Government (Rules of Conduct)
Regulations 2007, as he is a life member of the Rockingham
Kwinana Chamber of Commerce. He is also a member of the
Golden Bay Progress Association and Secret Harbour
Residents Association.

Cr Matthew Whitfield declared an Impartiality Interest in Item 8.1
Community Grants Program Grant Applications Round One as
detailed in Clause 3.3 of Council’s Code of Conduct and
Regulation 11 of the Local Government (Rules of Conduct)
Regulations 2007, as he is a board member of Baldivis Events.

Nature of Council’s Role in
this Matter: Executive
Attachments:
Minutes of the Community Grants Program Advisory Committee
Meeting held on 3 July 2014
Maps/Diagrams:

Purpose of Report
That Council APPROVE the Community Grants Program Advisory Committee Recommendations
as tabled.

Recommendations to the Corporate and Community Development Committee

Advisory Committee Recommendation 1:
Approval and non-approvals of the CGP, minor project, event and
infrastructure planning and development grants Round One.

That Council APPROVE the allocation of funds for Round One of the 2014/2015 Community Grants
Program as follows:
<table>
<thead>
<tr>
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<td>2,951</td>
<td>Nil</td>
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<td>Rockingham Rugby Union Football Club Event – Rugby Union Match</td>
<td>19,700</td>
<td>Nil</td>
<td>16,800</td>
</tr>
<tr>
<td>Kiwi Festival Promotions Inc Event - Kiwi Festival</td>
<td>5,365.20</td>
<td>Nil</td>
<td>5,365.20</td>
</tr>
<tr>
<td>Lions Club of Comet Bay Event - Secret Harbour Spring Market Fair</td>
<td>20,000</td>
<td>Nil</td>
<td>7,740</td>
</tr>
<tr>
<td>Baldivis Events Inc Minor Project - Equipment</td>
<td>14,370</td>
<td>Nil</td>
<td>14,370</td>
</tr>
<tr>
<td>Family History Society of Rockingham &amp; Districts Inc Minor Project - Equipment</td>
<td>853.20</td>
<td>Nil</td>
<td>853.20</td>
</tr>
<tr>
<td>Secret Harbour Residents Association Event - Secret Harbour Carols</td>
<td>17,500</td>
<td>Nil</td>
<td>5,009</td>
</tr>
<tr>
<td>White Knights Baldivis Cricket Club Minor Project - Equipment</td>
<td>4,470</td>
<td>Nil</td>
<td>4,470</td>
</tr>
<tr>
<td>Flying Ant Skiff Association Event - Anniversary</td>
<td>5,813.50</td>
<td>Nil</td>
<td>1,158.50</td>
</tr>
<tr>
<td>Lions Club of Rockingham Inc Event - Rockingham Community Fair</td>
<td>20,000</td>
<td>Nil</td>
<td>6,100</td>
</tr>
<tr>
<td>Baldivis Primary School P &amp; C Association Event - Baldivis Country Fair</td>
<td>10,273</td>
<td>Nil</td>
<td>6,713</td>
</tr>
<tr>
<td>Warnbro Community Church of Christ Minor Project - Social Connector</td>
<td>6,500</td>
<td>Nil</td>
<td>500</td>
</tr>
<tr>
<td>Warnbro Community Church of Christ Event - Father’s Day Car Show</td>
<td>5,000</td>
<td>Nil</td>
<td>2,540</td>
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<tr>
<td>Warnbro Community Church of Christ Event - Conference</td>
<td>5,860</td>
<td>Nil</td>
<td>2,040</td>
</tr>
<tr>
<td>Golden Bay Progress Association Event - Christmas Fair</td>
<td>1,636</td>
<td>Nil</td>
<td>1,636</td>
</tr>
<tr>
<td>Rockingham Amateur Swimming and Life Saving Club Inc Minor Project - Equipment</td>
<td>20,000</td>
<td>Nil</td>
<td>8,984</td>
</tr>
<tr>
<td>Secret Harbour Surf Life Saving Club Minor Project - Equipment</td>
<td>5,110.50</td>
<td>Nil</td>
<td>3,580.50</td>
</tr>
</tbody>
</table>
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 16 SEPTEMBER 2014

PRESIDING MEMBER

<table>
<thead>
<tr>
<th>CGP Applicants</th>
<th>Requested Amount ($)</th>
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<tbody>
<tr>
<td>Rockingham Kwinana Chamber of Commerce Minor Project - Office Relocation</td>
<td>16,753</td>
<td>Nil</td>
<td>8,376.50</td>
</tr>
<tr>
<td>Baldivis Children's Forest Environmental Initiative - Conferences x two</td>
<td>2,479.50</td>
<td>Nil</td>
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</tr>
<tr>
<td><strong>Total CGP – 20 Applicants</strong></td>
<td><strong>190,498.80</strong></td>
<td></td>
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</tr>
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<table>
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<tr>
<td>Rockingham BMX Club</td>
<td>IPDG - Track Upgrade</td>
<td>30,000</td>
<td>Yes</td>
<td>30,000</td>
</tr>
<tr>
<td>Rockingham Golf Club</td>
<td>IPDG - Patio Upgrade &amp; Equipment Replacement</td>
<td>20,038.31</td>
<td>Nil</td>
<td>20,038.31</td>
</tr>
<tr>
<td>Rockingham Tennis Club</td>
<td>IPDG - Shade Structure</td>
<td>2,026.47</td>
<td>Nil</td>
<td>2,026.47</td>
</tr>
<tr>
<td>Rockingham Petanque Club</td>
<td>IPDG - New Playing Surface &amp; Storage</td>
<td>13,462.50</td>
<td>Yes</td>
<td>13,462.50</td>
</tr>
<tr>
<td><strong>TOTAL IPDG – Four Applicants</strong></td>
<td><strong>65,527.28</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>TOTAL – CGP AND IPDG 24 Applicants</strong></td>
<td><strong>256,026.08</strong></td>
<td></td>
<td><strong>173,057.58</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Background**

Round One of the Community Grants Program (CGP) closed on Friday 13 June 2014. A total of 24 applications were received for minor project, events and infrastructure planning and development grants.

All applications were approved in varying amounts with some conditions imposed, totalling $173,057.58.

**Implications to Consider**

a. **Strategic**
   
   **Community Plan**
   
   This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:
   
   **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multi-functional.
   
   b. **Policy**
   
   The Community Grants Program operates in line with the Community Grants Program Policy and Guidelines. The Community Grants Program operates in line with the Council’s Governance and Meeting Framework Policy.
c. **Financial**

If Council approves the CGP minor project and event grant round one applications, an amount of $107,530.30 will be utilised from the CGP budget which currently has a balance of $380,000 leaving a further balance of $272,469.70.

If Council approves the CGP infrastructure planning and development grant round one applications, an amount of $65,527.28 will be utilised from the CGP budget which currently has a balance of $104,000 leaving a further balance of $38,472.72

d. **Legal and Statutory**

Nil

e. **Voting Requirements**

Simple Majority

f. **Risk**

**Risk Implications of Implementing Officer Recommendation**

Low:
- Community’s reaction impacting the Council and City’s reputation

**Risk Implications of Not Implementing Officer Recommendation**

Low:
- Failure to comply with Community Grants Policy and Guidelines

---

**Officer Recommendation if Different to Advisory Committee Recommendation**

Nil

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

Nil

---

**Committee Recommendation**

That Council **APPROVE** the allocation of funds for Round One of the 2014/2015 Community Grants Program as follows:

<table>
<thead>
<tr>
<th>CGP Applicants Project/Event</th>
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### CGP Applicants

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| Family History Society of Rockingham & Districts Inc  
  Minor Project - Equipment                  | 853.20               | Nil                                                           | 853.20       |
| Secret Harbour Residents Association  
  Event - Secret Harbour Carols               | 17,500               | Nil                                                           | 5,009        |
| White Knights Baldivis Cricket Club  
  Minor Project - Equipment                  | 4,470                | Nil                                                           | 4,470        |
| Flying Ant Skiff Association  
  Event - Anniversary                          | 5,813.50             | Nil                                                           | 1,158.50     |
| Lions Club of Rockingham Inc  
  Event - Rockingham Community Fair         | 20,000               | Nil                                                           | 6,100        |
| Baldivis Primary School P & C Association  
  Event - Baldivis Country Fair             | 10,273               | Nil                                                           | 6,713        |
| Warnbro Community Church of Christ  
  Minor Project - Social Connector          | 6,500                | Nil                                                           | 500          |
| Warnbro Community Church of Christ  
  Event - Father’s Day Car Show             | 5,000                | Nil                                                           | 2,540        |
| Warnbro Community Church of Christ  
  Event - Conference                        | 5,860                | Nil                                                           | 2,040        |
| Golden Bay Progress Association  
  Event - Christmas Fair                    | 1,636                | Nil                                                           | 1,636        |
| Rockingham Amateur Swimming and Life Saving Club Inc  
  Minor Project - Equipment                  | 20,000               | Nil                                                           | 8,984        |
| Secret Harbour Surf Life Saving Club  
  Minor Project - Equipment                  | 5,110.50             | Nil                                                           | 3,580.50     |
| Rockingham Kwinana Chamber of Commerce  
  Minor Project - Office Relocation         | 16,753               | Nil                                                           | 8,376.50     |
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  Environmental Initiative - Conferences x two | 2,479.50             | Nil                                                           | 2,479.50     |
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CONFIRMED AT A CORPORATE AND COMMUNITY
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PRESIDING MEMBER

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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
Community Development
Community Infrastructure Planning

Reference No & Subject: CD-024/14 Peel Regional Cycling Centre – Needs and Feasibility Study July 2014

File No: CPR/500
Risk Register No: 450
Proponent/s: Peel District Cycling Club
Author: Mr Luke Tressler, Community Infrastructure Planning Officer
Other Contributors: Mr Ashley Pittard, Manager Community Infrastructure Planning

Date of Committee Meeting: 19 August 2014
Previously before Council: 19 August 2014
Disclosure of Interest: Executive
Nature of Council’s Role in this Matter:

Site: Peel Regional Cycling Centre Needs and Feasibility Study
Lot Area:
Attachments:
Maps/Diagrams:

Purpose of Report

For Council to endorse the Peel Regional Cycling Centre Needs and Feasibility Study and support further investigations into the development of cycling facilities during the planning stages of future sporting and recreational precincts such as Baldivis District Sporting Complex.

Background

Peel District Cycling Club (PDCC) approached the City of Rockingham in 2007 with a self-commissioned Needs and Feasibility Study outlining the need for new purpose built cycling facilities. Their study highlighted the need to develop purpose built facilities which could then become the club’s home venue. Their report specifically named the need for a Velodrome and a Criterium Track. In 2011, the PDCC, in conjunction with the City of Rockingham, decided to reinvestigate the feasibility of the cycling facilities across a broader region. A larger collaboration of neighbouring Local Governments, the PDCC and the Department of Sport and Recreation (DSR) developed project objectives and engaged a consultant to compile a Needs and Feasibility Study on what cycling facilities were required within the broader Peel Region which could be located as part of a Regional Cycling Centre. The City of Rockingham was the lead agency and facilitator in the collaboration and funding for the study was provided by the City $15,000, DSR $15,000 and the PDCC $4,700 (Ex GST).
Details

The consultant liaised with a number of cycling groups within the Peel Region, examined cycling facility benchmarks in a number of locations throughout Australia, analysed the population and participation trends and conducted an investigation into potential sites to accommodate future cycling facilities.

These investigations found that:

- There is a lack of purpose built cycling facilities (dedicated sporting cycle circuits or velodromes) within Peel and Western Australia, and
- There is currently limited opportunity for a regional level cycling centre in the Peel Region.

This is, in part, due to the Peel’s geographic location in relation to the majority of the cycling population, the cost of construction and maintenance, and the lack of suitable locations.

Specifically, it was determined that a velodrome would not be feasible to construct and operate due to the immense capital costs associated with construction and maintenance and the associated population/participation numbers and special events required to sustain the facility.

The development of purpose built criterium tracks (off-road cycling circuit) and additional or upgraded BMX tracks are supported within the study. While no specific sites could be confirmed, Local Governments within the Peel Region were encouraged to develop these facilities alongside future district and regional sporting and recreational precinct developments.

There were a number of sites investigated as part of the study, including: Fiegert Road Sporting Complex (Shire of Murray), Kwinana Motorplex (VenuesWest – Kwinana), Keralup, Lark Hill and the future Baldivis District Sporting Complex (City of Rockingham). With the exception of the Kwinana Motorplex, these sites were found to be, at present, unsuitable for the purpose of a Regional Cycling Centre or individual cycling facilities, primarily because they were not scheduled for development in the short to medium term and in some cases, land had not been secured for them. The Kwinana Motorplex, however, is capable of being used as a criterium circuit, and is currently being used as such by the PDCC. The Motorplex was however ruled out for ultimate development as a Regional Cycling Centre due to the lack of available space and its primary role as a commercial motorsports complex.

Ideally the PDCC, as an existing sporting club, require a home venue to cater for their riders and members as soon as practicable. The club is already utilising the Kwinana Motorplex, which currently meets some needs of the club. It is recommended that the club continue to use this facility in the short to medium term. The PDCC would be required to liaise with the management of the Motorplex in relation to tenure arrangements and to develop any additional amenities they require.

The PDCC currently utilise a number of road circuits throughout the Peel Region for criterium events. This will continue despite the development of the Motorplex as their home venue and even if purpose built facilities are constructed in the future, it is likely that this practice will continue to give their riders a variety of riding experiences.

It is recommended within the Needs and Feasibility Study that the City of Rockingham should consider the provision of cycling facilities, specifically a criterium circuit, BMX track and supporting infrastructure, for future sports precincts such as Baldivis District Sporting Complex.

Implications to Consider

a. Consultation with the Community

Consultation has occurred with a variety of cycling clubs, other potential user groups and organisations to determine their needs and interests in relation to a Regional Cycling Centre and Cycling facilities in general. All who responded indicated that they would be very keen to have access to purpose built cycling facilities within the Peel Region.

Cycling venue operators were also engaged to gain an understanding of the costs involved in developing and maintaining specific cycling facilities, as well as determining the participation levels which they experience.
Cycle Sport WA, the State Sporting Association for road and track cycling sports, was consulted during the Needs and Feasibility Study and provided sound advice on the standards of cycling facilities, growth in their sport and strategic directions.

b. **Consultation with Government Agencies**

Department of Sport and Recreation (DSR) has been involved in the steering group which laid down the project focus and also provided information and support relating to the various cycling disciplines. DSR has also provided feedback on the Needs and Feasibility Report. The neighbouring Local Government Authorities (LGAs) including the Cities of Kwinana and Mandurah and the Shires of Murray and Serpentine Jarrahdale were also involved in the steering group and have provided information and support during Needs and Feasibility study and have expressed their approval of the findings and recommendations outlined within the report.

c. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

- **Aspiration 4:** A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.

- **Aspiration 5:** Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.

- **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective and where appropriate multi-functional.

- **Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of place whilst positively contributing to its future prosperity.

d. **Policy**

Nil

e. **Financial**

The Department of Sport and Recreation require Council to adopt the Needs and Feasibility Report prior to releasing the remainder of their grant allocation to the project ($2,700 Ex GST).

The endorsement of the Needs and Feasibility Study does not place any financial implications on the City.

f. **Legal and Statutory**

Nil

g. **Risk**

**Risk Implications of Implementing Officer Recommendation**

Nil

**Risk Implications of Not Implementing Officer Recommendation**

Low:

- Failure to endorse report may jeopardise the ability to make a final financial claim to the Department of Sport and Recreation who provided funding towards the Needs and Feasibility Study.

The Peel Regional Cycling Centre Needs and Feasibility Study has been a positive and collaborative process between the City, the PDCC and surrounding LGAs. It has clearly outlined that a velodrome is not feasible and that the provision of a criterium track and pavilion, possibly co-located with BMX facilities, would provide an appropriate home complex for cycling across the
broader Peel region. It is fortunate that the PDCC can utilise the Kwinana Motorplex as an interim base and they have articulated their support for the City and other LGAs shall continue to plan for their sporting needs at future major sport and recreational precincts.

The Needs and Feasibility Study becomes a roadmap for the sport of cycling in the region and for the PDCC, which can be utilised to guide planning and activation of future venues, especially in the long term. It does not lock the City into any infrastructure commitment or financial contribution. The City’s existing Community Infrastructure Plan and Business Plan have provision for this level of infrastructure to be planned within the proposed Baldivis District Sporting Complex.

Although not stipulated in the study, it was discovered that further work may be required in relation to regional partnerships when it comes to major facility planning. That is, it is generally the case that the LGA, whose land such as regional venue would be based, would be the lead agency as well as the primary funding partner. Consideration should be given to whether contributions may ever be able to be achieved from surrounding LGAs towards a regional facility. The study contains adequate leisure planning principles and justification that the sport of cycling is a high participatory activity and that like many field and court sports, the sport of cycling deserves purpose built sports infrastructure that are safe, functional and accessible.

Off-road cycling facilities would aid in the safety of riders and assist the club managing events and volunteers by requiring less compliance with on-road events and road closures.

If the Baldivis District Sporting Complex is undertaken, it could be suitable for a Regional Cycling Centre, with a criterium circuit, BMX track and supporting infrastructure.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

1. **ENDORSE** the Peel Regional Cycling Centre Needs and Feasibility Report July 2014;
2. **SUPPORT** further investigations into the development of cycling facilities during the planning stages of future sporting and recreational precincts such as Baldivis District Sporting Complex.

### Committee Recommendation

That Council:

1. **ENDORSE** the Peel Regional Cycling Centre Needs and Feasibility Report July 2014;
2. **SUPPORT** further investigations into the development of cycling facilities during the planning stages of future sporting and recreational precincts such as Baldivis District Sporting Complex.

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
Purpose of Report

To appoint Returned Service League (RSL) members to the Gallipoli Centenary Plaque Occasional Committee.

Background

At the Ordinary Council Meeting held Tuesday 22 July 2014 Council resolved:

1. **APPROVE** a plaque to be sited at the Lone Pine tree in the Village Green in recognition of the contributions/sacrifice Rockingham forefathers gave in WWI to mark the Centenary of Gallipoli in 2015.
2. **ALLOCATE** $8,000 to the project in the 2014/2015 budget.
3. **DIRECT** the Chief Executive Office to establish a working party consisting of the two elected members, Cr Allan Hill and Cr Richard Smith, RSL representatives and officers to bring this to fruition.

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1 Incorrectly recorded in Agenda as Cr Justin Smith, now corrected.
Details

The 2015 ANZAC Day Centenary commemorates a significant time in Australia’s history and the concept of marking this date by installing a World War One (WWI) commemorative plaque at the Lone Pine tree on the Village Green, to represent the 14 men who served from the Rockingham area is a worthwhile project. This will leave a lasting legacy for the community to remember those who served and in some cases gave their lives from the Rockingham area during WWI.

Following the Ordinary Council Meeting held Tuesday 22 July 2014, Council resolved to direct the CEO to establish a working party which is in effect a Council Committee which includes: Councillors, RSL representatives and City officers. Officer’s have contacted both the Rockingham and Port Kennedy RSL’s to see if they would nominate a representative to be on the committee. Subsequently, Mr Mick Ryan, President Rockingham RSL and Mr Steve Elliot, President Port Kennedy RSL have been nominated as the relevant representatives for the Occasional Committee.

The appointment of both Mr Mick Ryan and Mr Steve Elliot to the Gallipoli Centenary Plaque Occasional Committee meets the Council resolution and the representation from both local RSL’s will provide relevant and appropriate consultation and feedback to the occasional committee.

Implications to Consider

a. Consultation with the Community
   Contact has been made with both the Port Kennedy and Rockingham RSL’s to nominate a representative to the Committee

b. Consultation with Government Agencies
   Nil

c. Strategic
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:
   
   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable, participative and legally and ethically compliant.
   
   **Aspiration 16:** A Council which engages with all elements of the community in order to make decisions that respect Rockingham’s unique sense of the place whilst positively contributing to its future prosperity.

d. Policy
   The Gallipoli Centenary Plaque Occasional Committee is to be appointed as per the City’s Governance and Meeting Framework.

e. Financial
   Nil

f. Legal and Statutory
   In accordance with the Local Government Act 1995, s5.10, Appointment of Committee Members. A committee is to have as its members (1) persons appointed by the local government to be members of the committee (other than those referred to in paragraph (b)) and (b) persons who are appointed to be members of the committee under subsection (4) or (5).
   
   The authority to issue permission for local memorials is the jurisdiction of the Department of Defence in accordance with the February 2010 amendments to the Defence Act of 1903, Section 83: Unauthorised use, possession or supply of emblems or flags.

g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil
Risk Implications of Not Implementing Officer Recommendation

Low:
- A Council resolution is unable to be implemented by the exclusion of any representation from the RSL’s.

Comments

Representation from both the Rockingham and Port Kennedy RSL’s is a very important component of the Gallipoli Centenary Plaque Occasional Committee. As both RSL Presidents have agreed to be the nominated representatives the appointment of both makes sense so Officers can initiate the first meeting of the committee as soon as possible and practical.

The Terms of Reference need to be identified and approved by Council and therefore it is proposed that terms of reference be “To approve the design and material of the memorial plaque to commemorate the Gallipoli Centenary”. It should be noted that permission needs to be sought from the Office of Australian War Graves for the use of service emblems for commemorations for individuals.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:

1. **APPOINT** Mr Mick Ryan from the Rockingham RSL and Mr Steve Elliot from the Port Kennedy RSL to the Gallipoli Centenary Plaque Occasional Committee.
2. **APPROVE** the Terms of Reference “To approve the design and material of the memorial plaque to commemorate the Gallipoli Centenary”.

Committee Recommendation

That Council:

1. **APPOINT** Mr Mick Ryan from the Rockingham RSL and Mr Steve Elliot from the Port Kennedy RSL to the Gallipoli Centenary Plaque Occasional Committee.
2. **APPROVE** the Terms of Reference “To design a memorial plaque to commemorate the Gallipoli Centenary”.
3. **DELEGATE AUTHORITY** to the Gallipoli Centenary Plaque Occasional Committee to give final approval of the design and form of the memorial plaque.

   Committee Voting – 5/0

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

The Committee changed the Officer’s recommendation to include delegated authority of the final design and form of the memorial plaque to the Gallipoli Centenary Plaque Occasional Committee.

Implications of the Changes to the Officer’s Recommendation

Not Applicable
Community Development
Community Support and Safety Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-026/14 Proposed Amendments to the Activities in Thoroughfares and Public Places and Trading Local Law 2001 (Absolute Majority)</th>
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<td>453, 454</td>
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<td>Proponent/s:</td>
<td>Mr Michael Holland, Director Community Development</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Mary-Jane Rigby A/Manager Community Support and Safety Services</td>
</tr>
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**Purpose of Report**

To initiate the local law process as per section 3.12(2) of the Local Government Act 1995 and amend the City of Rockingham Activities In Thoroughfares and Public Places and Trading Local Law 2001.

**Background**

As a result of numerous comments and complaints in relation to abandoned shopping trolleys, Council resolved in October 2012 to direct the Chief Executive Officer to develop an Abandoned Shopping Trolley Management Plan. The plan was completed in early 2013 which identified numerous complexities involved with the management of abandoned shopping trolleys (AST’s). It detailed strategies and processes intended to reduce the level of AST’s, expedite their collection and impact/decrease the associated perception of crime and community concerns.

Early actions around the implementation of the AST management plan focused on consultation, clarification of roles and responsibilities, education, compliance and enforcement with retailers. This culminated in August 2013 with a contractor being engaged by the City to tag, impound and release AST’s between 19 August 2013 and 31 October 2013. Over this period a total of 2220 trolleys were tagged, 27 trolleys impounded and four impounded trolleys released.
A contractor was engaged a second time in December 2013 through to February 2014 with a total of 3062 trolleys tagged/reported and six impounded.

An analysis of the data indicated that retailers and their contractors were complying with the City of Rockingham Activities in Thoroughfares and Public Places and Trading Local Law 2001 in regards to collecting trolleys in 24 hours of notification of their location, however, the consistently high number of trolleys which were tagged identified a significant gap in the process.

It was noted with concern that one of the reasons a reduction in AST’s may not have occurred was that retailers and contractors had started to rely on reports generated through the City’s contractor for the location of AST’s instead of employing proactive strategies to locate and collect AST’s.

This has culminated into a review and proposed amendment to the City of Rockingham Activities in Thoroughfares and Public Places and Trading Local Law 2001.

**Details**

The purpose of the local law amendment is to reduce the timeframe for removing abandoned shopping trolleys (once they have been notified), from 24 hours to six hours by retailers or their contractors. The amendment will also increase the modified penalty from $100 to $150 for trolleys not collected by retailers or contractors within the prescribed timeframe.

This will increase the responsibility of the trolley owners (retailers) to remove the identified abandoned shopping trolleys within a more acceptable timeframe to reduce the amount of abandoned shopping trolleys in public places within the City of Rockingham.

The current timeframe of 24 hours means trolleys remain abandoned for extended timeframes, particularly overnight. This leaves the City in a position of displaying a poor image in relation to littering, the perception of crime, community concerns and poses a possible safety risk for people and property by trolleys being left on footpaths and rolling onto roads, particularly at night (but also during the day).

The reduction in removal time (from 24 hours to six hours) from notification (when tagged) aims to ensure retailers instigate more effective systems for abandoned shopping trolley management which will in turn decrease the prevalence of abandoned shopping trolleys in public places. Particularly in relation to AST’s that have been left outside the shopping centre overnight.

The current City of Rockingham Activities in Thoroughfares and Public Places and Trading Local Law 2001 Division 2 Shopping Trolleys is not having the desired impact to reduce the prevalence and timeframes shopping trolleys are abandoned within public places around the Rockingham community.

The City believes the decreased timeframe and increased penalty is fair and reasonable and aligns with other Western Australian Local Governments and the table below outlines the removal period and infringement amounts of five other Western Australian metropolitan Local Government Authorities.

<table>
<thead>
<tr>
<th>Local Government</th>
<th>Removal Period</th>
<th>Failure to remove trolley Infringement</th>
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<tr>
<td>City of Joondalup</td>
<td>3 hours</td>
<td>$110</td>
</tr>
<tr>
<td>City of Bayswater</td>
<td>24 hours</td>
<td>$100</td>
</tr>
<tr>
<td>City of Stirling</td>
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<td>City of Cockburn</td>
<td>15 minutes</td>
<td>$100</td>
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<tr>
<td>City of Belmont</td>
<td>24 hours</td>
<td>$100</td>
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Therefore, the proposed amendments to the Activities in Thoroughfares and Public Places and Trading Local Law 2001 are labelled in red and are as follows:

4.6 **Retailer to remove abandoned trolley**

2 A retailer shall remove a shopping trolley within 24 hours (change 24 hours to 6 hours) of being so advised under subclause (1)
In Clause 4.6 (2) Delete “24 Hours” and insert “6 Hours”

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Modified Penalty $</th>
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<tbody>
<tr>
<td>4.6 (2)</td>
<td>Failure to remove shopping trolley upon being advised of location</td>
<td>$100 $150</td>
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If the proposed amendments to the local law are supported they will need to go out for public consultation for a minimum of 42 day period (not including the first and last day).

**Implications to Consider**

a. **Consultation with the Community**
   Local Government Act 1995, Section 3.12 (3)(a), (3)(c), (3a) the local government is to give Statewide public notice and a notice to be published and exhibited as if it were a local public notice. Submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given.

A meeting has been held with the Rockingham Shopping Centre Manager and Operations Manager to discuss the new magnetic trolley locking device currently being installed around the perimeter of the shopping complex.

b. **Consultation with Government Agencies**
   Local Government Act 1995, Section 3.12 (3)(b) As soon as notice is given a copy of the proposed local law and a copy of the notice will be given to the Minister.

c. **Strategic**
   Community Plan
   This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:
   
   **Aspiration 2:** A safe community where residents feel secure, relaxed and comfortable within their home, work and social environments.
   
   **Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.
   
   **Aspiration 15:** Governance systems that ensure decision making and resource allocation is accountable and legally and ethically compliant.

d. **Policy**
   Nil

e. **Financial**
   Cost of advertising the proposed Local Law amendments in local and state newspapers.

f. **Legal and Statutory**
   The Local Government Act 1995, s3.12 , s3.12(8) ‘In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described’. ‘Making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law’

g. **Risk**
   **Risk Implications of Implementing Officer Recommendation**

   Low
   
   • Community does not support proposed amendment to Local Law.
**Risk Implications of Not Implementing Officer Recommendation**

**Low:**
- Ineffective Local Law in relation to Abandoned Shopping Trolley Management Plan.

**Comments**

The process to amend a Local Law is extensive and City Officers will work through this process if the concept is supported by Council.

Following the development of the Abandoned Shopping Trolley Management Plan, appointment of trolley contractors on two separate occasions the City is still in a position that there are significant amounts of abandoned shopping trolleys located throughout the City of Rockingham.

During the two separate contracted periods where trolleys were tagged and impounded it clearly demonstrated that there was very high numbers of AST’s throughout the City and although when retailers were notified by the City’s contractor, AST’s were being removed within the 24 hour period it hasn’t alleviated the issue. It is envisaged that with a reduction in collection timeframe from 24 hours to six hours this will increase the responsibility on retailers and their contractors to collect AST’s in more suitable timeframes reducing their prevalence within the community.

A review of the other relevant metropolitan local governments used for benchmarking supports the proposed amendments to the City of Rockingham Activities in Thoroughfares and Public Places and Trading Local Law 2001.

It is interesting to note that the Rockingham Shopping Centre Coles Supermarket is installing a magnetic trolley locking device around the perimeter of the shopping complex. The magnetic device located under the ground triggers a device on the trolley to lock the wheels meaning they cannot be taken outside the shopping centre area. During discussions with Centre Management it is believed that the other major retailers will install the locking devices to their trolleys to take advantage of this initiative. The magnetic lock has been implemented at other shopping centres with considerable success.

It is envisaged that the new technology will complement the amended local laws leading to a reduction in the amount of abandoned shopping trolleys around the community, particularly the Rockingham Shopping Centre.

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council:

1. **ENDORSE** the proposed City of Rockingham Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2014 and initiate the local laws process as per section 3.12 of the Local Government Act 1995.

   **LOCAL GOVERNMENT ACT 1995**
   
   **City of Rockingham**

   ACTIVITIES IN THROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2001

   Under the powers conferred by the Local Government Act 1995 and under all other powers enabling it, the Council of the City of Rockingham resolved on ...........2014 to make the following local law.

   1. **Citation**

      This local law may be cited as the City of Rockingham Activities in Thoroughfares and Public and Trading Amendment Local Law 2014.

   2. **Commencement**

      This local law comes into operation 14 days after the date of its publication in the Government Gazette.
3. **Principal local law**

   In this local law, the *City of Rockingham Activities in Thoroughfares and Public and Trading Local Law 2014* published in the *Government Gazette* on 7 November 2001, is referred to as the principal local law. The principal local law is amended.

   **Clause 4.6 amended**

   In clause 4.6(2) delete “24 hours” and insert “6 hours”.

5. **Schedule 1 – Prescribed Offence amended**

   In Schedule 1 – Prescribed Offences

   In clause 4.6(2), under column “Modified Penalty $” delete “100” insert “150”.

2. **Give NOTICE** as per section 3.12(2) of the Local Government Act 1995 and regulation 3 of the Local Government (Functions and General) regulations 1996, or the purpose and effect of the proposed City of Rockingham Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2014.

   **PURPOSE**

   To amend the local law by reducing the response time for retailers to collect abandoned shopping trolleys. Increase the modified penalty to encourage the collection of trolleys within the prescribed time frame.

   **EFFECT**

   Increase responsibility of the trolley owners with intention to reduce the amount of abandoned shopping trolleys in Rockingham. To reduce the number of shopping trolleys abandoned outside centre boundaries by amending the local law.

   Reduction in notification times aims to ensure retailers instigate more effective systems for abandoned shopping trolley management.

**Committee Recommendation**

That Council:

1. **ENDORSE** the proposed City of Rockingham Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2014 and initiate the local laws process as per section 3.12 of the Local Government Act 1995.
5. **Schedule 1 – Prescribed Offence amended**
   In Schedule 1 – Prescribed Offences
   In clause 4.6(2), under column “Modified Penalty $" delete “100” insert “150”.

2. Give **NOTICE** as per section 3.12(2) of the Local Government Act 1995 and regulation 3 of the Local Government (Functions and General) regulations 1996, or the purpose and effect of the proposed City of Rockingham Activities In Thoroughfares and Public Places and Trading Amendment Local Law 2014.

**PURPOSE**
To amend the local law by reducing the response time for retailers to collect abandoned shopping trolleys. Increase the modified penalty to encourage the collection of trolleys within the prescribed time frame.

**EFFECT**
Increase responsibility of the trolley owners with intention to reduce the amount of abandoned shopping trolleys in Rockingham. To reduce the number of shopping trolleys abandoned outside centre boundaries by amending the local law.

Reduction in notification times aims to ensure retailers instigate more effective systems for abandoned shopping trolley management.

Committee Voting – 5/0

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<th>The Committee's Reason for Varying the Officer's Recommendation</th>
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<table>
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**Rhonda Scarrott Reserve Aerial Image**
Purpose of Report

For Council to adopt the Rhonda Scarrott Reserve Master Plan and a subsequent increase in the City's Business Plan to enable the implementation of the Master Plan.

Background

On 24 June 2014, Council endorsed the draft Rhonda Scarrott Reserve Master Plan for the purposes of public comment.

Following a 22 day public comment period, the final Rhonda Scarrott Reserve Master Plan is returned to Council for adoption.

Details

A total of 13 comments were received from two reserve stakeholders and one Advisory Committee. No comments were received from the general community or surrounding residents.

Full details of the public comments received are included as an attachment and a summary of some of the comments received is provided below:

Building Design

- Change rooms to be 50m² not including wet areas;
- Relocate the western change rooms, umpires room, first aid room and public toilets so they do not face the winter elements;
- Increase the club room to 300m²;
- Alter the building to be a two storey facility with operational areas on the ground floor and social spaces on the top floor;
- Incorporate a cool room in the kitchen design;
- Incorporate a 20m² merchandise and sales area;
- Increase storage from the proposed 78m² to 150m²;
- Incorporate a 70m² gym in the building design; and
- Ensure universal access amenities are above standard including an adult change table.

All the comments relating to the building design are best addressed at detailed design and will be considered during this phase. The City acknowledges the desire for larger spaces; however site constraints and budget limitations, along with the hierarchy of facility provision, also need to be considered. Larger function spaces could be provided, however it may be at the expense of other areas to ensure the project remains within financial parameters.

Parking

- Provision of a dedicated parking area for the Singleton Volunteer Fire Brigade.

This is supported by the City and the Master Plan has been amended to extend the fenced area surrounding the brigade buildings to enable parking inside the compound. Overflow parking is available and would be accessible to the Fire Brigade.

Implications to Consider

a. Consultation with the Community

A formal public comment period ran from Friday 27 June 2014 to Friday 18 July 2014. The public comment period was promoted in the following ways:
- Advertisement in the Sound Telegraph Wednesday 2 July 2014;
- Advertisement in the Weekend Courier Friday 11 July 2014;
- Facebook post Friday 27 June and Monday 14 July 2014;
- Email to key stakeholders Thursday 26 June 2014 and Monday 14 July 2014;
- Mail out to residents within a 100m radius of the perimeter of Rhonda Scarrott Reserve, Friday 27 June 2014;
- Mail out to key stakeholders Monday 30 June 2014; and
- Onsite visit Thursday 10 July 2014 (nil attendance).

In addition, the document was made available on the City’s website, the Administration Building and all City of Rockingham Libraries.

b. **Consultation with Government Agencies**

The Department of Sport and Recreation has been consulted in relation to the project’s eligibility for State Government funding.

c. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

- **Aspiration 1:** An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs;
- **Aspiration 3:** A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities;
- **Aspiration 4:** A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and recreational and personal development opportunities;
- **Aspiration 5:** Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods;
- **Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles;
- **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective and where appropriate multi-functional.

d. **Policy**

Nil

e. **Financial**

To implement Stage 1 of the Rhonda Scarrott Reserve Master Plan, the City needs a total allocation of $4,932,567.

The current 2014/2015 budget has an amount of $384,631 for the detailed design of the Rhonda Scarrott Reserve Master Plan. This amount is sufficient to undertake the required design works.

The City Business Plan April 2014 has an allocation of $695,379 for the Rhonda Scarrott Reserve Active Open Space Master Plan in 2015/2016. This amount is not sufficient to undertake the required works. The City will be required to increase their contribution through municipal funds by $3,852,557 and give a total allocation 2015/2016 of $4,547,936.

If Council adopts the Rhonda Scarrott Reserve Master Plan, the City’s Business Plan will need to be amended to reflect the new costs associated with this Community Infrastructure.

f. **Legal and Statutory**

The provision of items of infrastructure (including the “Rhonda Scarrott Reserve Active Public Open Space Master Plan”) is envisaged by Development Contribution Plan No. 2 (which is a schedule of the City of Rockingham Town Planning Scheme No.2).

Owners of relevant land may be required to make cost contributions towards to estimated costs of that infrastructure. See clause 5.6 of Town Planning Scheme No.2.

The estimated costs are required to be subject of a Development Plan Report which must be reviewed at least annually.
In addition, the City is required to continue discussions with the State Land Service to enable power to lease provisions for the community facility.

**Risk**

**Risk Implications of Implementing Officer Recommendation**

Medium:

- The City Business Plan requires a significant financial increase to cater for the infrastructure provision which may affect the timing and capital funding model of other infrastructure projects contained within the Business Plan.

**Risk Implications of Not Implementing Officer Recommendation**

Medium:

- The City Business Plan is not subsequently increased accordingly to cater for the infrastructure provision.

Low:

- Delay in finalising the Master Plan which results in missed opportunities to seek external funding;
- May impact upon City reputation by plans and infrastructure not meeting community expectation for facility provision.

### Comments

The Rhonda Scarrott Reserve Master Plan has returned to Council largely unchanged with the exception to the location of current infrastructure. Concerns regarding parking for the Singleton Volunteer Fire Brigade have been addressed through the addition of a hard stand area to the rear of the current fire brigade buildings which can be used for a range of different purposes including training exercises or parking. Funding through the community support grants should be explored to cover or contribute to the costs of the parking area. The facility shall be implemented with universal access amenities above standard including an adult change table.

The City has not altered the size or the types of proposed functional spaces in the community facility as requested during the public comment period as the Master Plan meets, and in most instances exceeds State Sporting Association requirements. The proposed provision is consistent with the standards of provision for a Neighbourhood Level facility. Any increase in the size of functional spaces or the types of functional spaces would not be consistent with the City’s hierarchy of provision. An increase in facility size would only be achievable by funding contributions from the stakeholders.

If Council adopts the Rhonda Scarrott Reserve Master Plan, the City’s Business Plan would need to be amended to reflect the increase in expenditure required to deliver the projects. In effect, the existing Business Plan has a figure of $695,379 for 2015/2016 which would need to be increased by $3,852,557 to give a total allocation amount for 2015/2016 $4,547,936. This increase may have an impact on other projects, their timing and funding models.

Council’s adoption of the Master Plan is critical in enabling the project to progress through to detail design and subsequent amendment to the City Business Plan and preparation of external funding applications.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **ADOPT** the Rhonda Scarrott Reserve Master Plan August 2014.
**Committee Recommendation**

That Council **ADOPT** the Rhonda Scarrott Reserve Master Plan August 2014.

Committee Voting – 3/2

(Cr J Smith and Cr Whitfield voted against)

**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 Infrastructure Planning

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<td>Ms Carly Kroczek, Community Infrastructure Planning Officer</td>
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<td>Author:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
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<td>2. Public Comments Received</td>
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![Laurie Stanford Reserve Aerial Image](image-url)
Purpose of Report

For Council to adopt the Laurie Stanford Reserve Master Plan.

Background

On 24 June 2014, Council endorsed the draft Laurie Stanford Reserve Master Plan for the purposes of public comment.

Following a 22 day public comment period, the final Laurie Stanford Reserve Master Plan is returned to Council for adoption.

Details

A total of 22 comments were received from four sporting/community groups who currently use Laurie Stanford Reserve and one Advisory Committee. No comments were received from residents who live in close proximity to the reserve or from the general community.

Full details of the public comments received are included as an attachment and a summary of some of the comments is provided below.

Building Design

- Desire for a larger eastern club room;
- Increase width of eastern club room to accommodate table layout;
- Relocate bar area in the eastern club room to the southern end of the room;
- Installation of lockers, compartments and benches in the change rooms; and
- Ensure universal access amenities are above standard including an adult change table.

All the comments relating to the building design are best addressed at detailed design and will be considered during this phase. The City acknowledges the desire for larger spaces; however site constraints and budget limitations, along with the hierarchy of facility provision, also need to be considered. Larger function spaces could be provided, however it may be at the expense of other areas to ensure the project remains within financial parameters.

Storage

- Minimum of 24m² storage space close to the cricket nets and oval;
- Outdoor storage space close to the play space; and
- Larger internal storage spaces in the community meeting rooms.

The desire for larger storage areas is a common request in the provision of community and sporting facilities. It may be possible to design the building so that storage is located on both the northern and southern sides or facing activity areas, however it may be at the expense of space in other areas. The City will work with all user groups during detailed design to determine the most appropriate storage solutions.

Internal Fit out

- Baby change tables close to the community meeting rooms; and
- Trophy cabinet and an awards/honour board area for the sporting clubs.

Both of these items will be accommodated in the detailed design of the facility. The most appropriate locations will be determined in partnership with the user groups.

Management and Facility Access

- Full access to a bar, kitchen and canteen during the relevant sporting season and the opportunity for sporadic access outside of these times.

The City has scheduled a meeting with all relevant stakeholders to be held in August with the purpose of discussing the future management of the facility. Comments relating to facility access and management will be discussed at this meeting and then incorporated into the detailed design where appropriate.
External Facilities
- Cricket nets to be relocated to the south west corner of the reserve.
This is supported by the City and the change has been made on the Master Plan.

Parking
- Provision of dedicated parking bays for emergency response vehicles.
This is supported by the City and the provision of appropriate signage will be determined during detailed design of the car park.

Implications to Consider

a. Consultation with the Community
A formal public comment period ran from Friday 27 June to Friday 18 July 2014. The public comment period was promoted in the following ways:
- Advert in the Sound Telegraph Wednesday 2 July 2014;
- Advert in the Weekend Courier Friday 11 July 2014;
- Facebook post Friday 27 June and Monday 14 July 2014;
- Email to key stakeholders Thursday 26 June 2014 and Monday 14 July 2014;
- Mail out to residents within a 100m radius of the perimeter of Laurie Stanford Reserve, Friday 27 June 2014;
- Mail out to key stakeholders Monday 30 June 2014; and
- Onsite visit to Laurie Stanford Reserve Monday 7 July 2014 (Three Comet Bay Bowling Club representatives in attendance).
In addition, the document was made available on the City’s website, the Administration Building and all City of Rockingham Libraries.

b. Consultation with Government Agencies
The Department of Sport and Recreation and Lotterywest were consulted in relation to potential funding for the implementation of the Master Plan.

c. Strategic Community Plan
This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

Aspiration 1: An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
Aspiration 3: A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities
Aspiration 4: A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities
Aspiration 5: Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods
Aspiration 6: Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles
Aspiration 7: Community facilities and services that are well utilised, accessible and cost effective, and where appropriate multi-functional

d. Policy
Nil
e. **Financial**

The 2014/2015 budget has an allocation of $483,089 for the “Laurie Stanford Reserve Active Open Space Master Plan”. This amount is sufficient for the scope of works scheduled for stage one, namely detailed design and the reticulation upgrade.

The City Business Plan April 2014 has an allocation of $4,473,234 for the Laurie Stanford Reserve Active Open Space Master Plan in 2015/16. This amount is sufficient to implement stage two of the Master Plan.

Stage three of the Master Plan will be implemented when additional funding is made available or when community groups seek funding through grant programs.

It is important to note that the City is required to seek approval from the Minister for Planning for the use of cash-in-lieu of public open space funds, valued at $645,000, towards improvement works to the Laurie Stanford Reserve. These funds, derived from the adjacent Oceancrest Estate development, are an integral part of the capital funding model for this project. Council’s endorsement is required, with this matter included in the Planning and Engineering Services Agenda item PDS-059/14.

f. **Legal and Statutory**

The provision of items of infrastructure (including the “Laurie Stanford Reserve Active POS Master Plan”) is envisaged by Development Contribution Plan No. 2 (which is a schedule of the City of Rockingham Town Planning Scheme No.2).

Owners of relevant land may be required to make cost contributions towards the estimated costs of that infrastructure. See clause 5.6 of Town Planning Scheme No.2.

The estimated costs are required to be the subject of a Development Plan Report which must be reviewed at least annually.

Under Section 154(2)(c) of the Planning and Development Act 2005, the cash-in-lieu of public open space funds can be applied by the City, with the approval of the Minister for Planning, for the improvement or development of parks, recreation grounds or open spaces generally on any land in that locality vested in or administered by the City.

g. **Risk**

**Risk Implications of Implementing Officer Recommendation**

Nil

**Risk Implications of Not Implementing Officer Recommendation**

Low:

- Delay in finalising the Master Plan which results in missed opportunities to seek external funding;
- May impact upon City reputation by plans and infrastructure not meeting community expectation for facility provision.

**Comments**

A large portion of the comments received during the public comment period for the Laurie Stanford Reserve Master Plan directly related to the configuration and design of the building. These changes will be considered during the detailed design stage of this project. With the exception of a few minor corrections to the existing location of footpaths and the relocation of the cricket nets to the southwest corner of the reserve, the landscape Master Plan is returned to Council relatively unchanged.

It is important to note that the reticulation upgrade of the reserve has now been included in the scope of works for the Master Plan and will be included in the stage one schedule of works and funded through the cash-in-lieu of public open space funds (PDS-059/14). The public toilet located at the northern end of the reserve is being recommended to remain in place in response to feedback received during consultation.

Council’s adoption of the Master Plan is critical in enabling the project to progress through to detailed design and subsequent preparation of external funding applications.
Voting Requirements

Simple Majority

Officer Recommendation

That Council **ADOPT** the Laurie Stanford Reserve Master Plan August 2014.

Amended Officer Recommendation

That Council **ADOPT** the Laurie Stanford Reserve Master Plan August 2014 subject to it being modified to clearly demonstrate that post construction of the new facility, the temporary toilet block located in the north east corner of Reserve No. 26471 will be relocated to Bight Reefs Road Reserve, Reserve No 26470.

Reason for Amended Officer Recommendation

The recommendation now reflects Council’s previous resolution (OCM 26 June 2012 Item EP-053/12) to relocate the temporary toilet from Laurie Stanford Reserve to Bight Reefs Road Reserve upon construction of the new facility on Laurie Stanford Reserve.

Committee Recommendation

That Council **ADOPT** the Laurie Stanford Reserve Master Plan August 2014 subject to it being modified to clearly demonstrate that post construction of the new facility, the temporary toilet block located in the north east corner of Reserve No. 26471 will be relocated to Bight Reefs Road Reserve, Reserve No 26470.

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
## Purpose of Report

To seek Council endorsement for the submission of prioritised applications requesting financial assistance through the State Government Department of Sport and Recreation (DSR) Community Sporting and Recreation Facilities Fund (CSRFF) to enhance sport infrastructure within the City of Rockingham.

## Background

The DSR, through the CSRFF small grant program, provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increased physical activity, through rational development of good quality, well-designed and well-utilised facilities.

The maximum grant offered for small grant applications is one third of the total estimated project cost (ex GST) up to $50,000. All CSRFF applications must be lodged with the relevant Local Government Authority, as the assessment process provides the City with the opportunity to review applications and rank them in priority order. Following Council endorsement, these applications must be submitted to DSR by the last working day in August 2014.
Details

Two applications for the 2014/2015 CSRFF Small Grants (summer funding round) were lodged with the City in July 2014 and a summary of the proposed projects is provided below:

1. **Rockingham BMX Club Inc. – Track Rebuild**

An application has been received from the Rockingham BMX Club Inc. (BMX Club) for the design and rebuild of the current BMX track in Ennis Avenue, Rockingham. As a regional BMX facility the degraded track and not adequate to cater for the popularity and growth of the sport and does not meet BMX Australia standards. The need for a BMX facility upgrade is corroborated by the City’s Community Infrastructure Plan and Peel Regional Cycling Centre Needs and Feasibility Study.

The planned scope of works includes levelling of current track formation, design and construction of a new track, and installation of race starting gates. The track is designed to comply with unsupervised public use safety requirements as well as international standards, allowing for recreational and competitive use.

The BMX track is located on Crown land vested in the City for the purpose of recreation and is a known contaminated site. The BMX Club have a five year lease over the area concluding in July 2019. The BMX Club received planning approval to increase the leased area boundary to incorporate the track upgrade layout on 26 May 2014 (Planning Reference No.20.2014). The Department of Environmental Regulation provided support for the boundary realignment and recommended any material brought on to the site be consistent with the definition of ‘clean’ fill as outlined in the Landfill Waste Classification and Waste Definitions (DEC 2009), or should be validated as ‘clean’ by analytical testing and laboratory certificates. The BMX Club’s preferred contractor has experience constructing BMX tracks on contaminated sites and is aware of the rules and regulations regarding construction and dirt displacement on these sites.

The BMX Club has requested a CSRFF grant of $31,563.75 towards the total estimated project cost of $94,691.25 (ex GST). The BMX Club is also seeking City of Rockingham funding of $30,000 through the Community Grant Program, Infrastructure Planning and Development Grant (to be considered at the Ordinary Council Meeting in August 2014). The project balance is to be funded by the BMX Club through cash and in-kind contributions. The following is a proposed capital funding model:

<table>
<thead>
<tr>
<th>Contributor</th>
<th>Amount (ex GST)</th>
<th>Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham BMX Club Inc. (cash contribution)</td>
<td>$19,178.39</td>
<td>Yes</td>
</tr>
<tr>
<td>Rockingham BMX Club Inc. (in-kind contribution)</td>
<td>$13,949.11</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Rockingham (IPDG)</td>
<td>$30,000.00</td>
<td>Pending (August 2014)</td>
</tr>
<tr>
<td>Department of Sport and Recreation (CSRFF)</td>
<td>$31,563.75</td>
<td>No</td>
</tr>
<tr>
<td>Total</td>
<td>$94,691.25</td>
<td></td>
</tr>
</tbody>
</table>

*Notably, the BMX Club must fund the GST amount of $8,074.21 as they are not registered for GST.

2. **Rockingham Petanque Inc. – Green Resurface, Storage Shed and Shelter**

An application has been received from the Rockingham Petanque Inc. (Petanque Club) for a green resurface and a storage and shelter structure at Bowls Safety Bay. A bowling green will be resurfaced for petanque playing purpose and a combined 6.2 x 9.2m storage and shelter structure will be situated at the southern corner of the green.

The Petanque Club recently signed a sub-lease with the Bowls Safety Bay Club located at 130 Gloucester Crescent, Shoalwater. The Petanque Club moved from the Rockingham Bowling Club due to increased sublease fees that were unviable for the 48 Petanque Club members. City Leisure Facility Officers assisted to mediate sublease negotiations with between the Petanque Club and Bowls Safety Bay.
The Petanque Club provide the only petanque facility in the Perth South Metropolitan Area with the closest facilities at Subiaco and Busselton. The proposed petanque green will become the sole petanque facility as the Rockingham Bowling Club has proposed to change the use of the old petanque green at their facility.

The Petanque Club has requested a CSRFF grant of $8,975 towards the total estimated project cost of $26,925 (ex GST). The Petanque Club is also seeking City of Rockingham funding of $13,462 through the Community Grant Program, Infrastructure Planning and Development Grant (to be considered at the Ordinary Council Meeting in August 2014). The project balance is to be funded by the Petanque Club through cash and in-kind contributions. The following is a proposed capital funding model:

<table>
<thead>
<tr>
<th>Contributor</th>
<th>Amount (ex GST)</th>
<th>Confirmed</th>
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</thead>
<tbody>
<tr>
<td>Rockingham Petanque Inc. (cash contribution)</td>
<td>$2,488.00</td>
<td>Yes</td>
</tr>
<tr>
<td>Rockingham Petanque Inc. (in-kind contribution)</td>
<td>$2,000.00</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Rockingham (IPDG)</td>
<td>$13,462.00</td>
<td>Pending (August 2014)</td>
</tr>
<tr>
<td>Department of Sport and Recreation (CSRFF)</td>
<td>$8,975.00</td>
<td>No</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$26,925.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Notably, the Petanque Club must fund the GST amount of $2,492 as they are not registered for GST.

The DSR have developed the following key principles based on the need for a sustainable approach to infrastructure provision to assess CSRFF applications:

- Project justification
- Planned approach
- Community input
- Management planning
- Access and opportunity
- Design
- Financial viability
- Coordination
- Potential to increase physical activity

The CSRFF assessment process requires the City to review and rank all applications against the CSRFF key principles to assess how worthwhile the project is and indicate its importance on its need and benefit to the community. Both the BMX Club and the Petanque Club have recognized submitted applications to the City’s Infrastructure Planning and Development Grant program founded on the City's Community Infrastructure Planning principles and closely aligns with the CSRFF program.

The BMX Club and the Petanque Club projects have demonstrated well planned projects that meet the criteria of both the City's Infrastructure Planning and Development Grant and the CSRFF program.

**Implications to Consider**

a. **Consultation with the Community**

The applicants have received community support for the projects that meets CSRFF key principle requirements. Given the nature of the projects, this level of consultation is deemed acceptable.
b. Consultation with Government Agencies

As per the CSRFF application and assessment process, the applicants have liaised with a representative of the DSR and the applications will be forwarded to DSR following Council consideration and endorsement.

c. Strategic

Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

Aspiration 4: A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreation and personal development opportunities.

Aspiration 7: Community facilities and services that are well utilised, accessible, cost effective, and where appropriate multi-functional.

d. Policy

The applications have been assessed in accordance with the CSRFF guidelines and the following City of Rockingham plans and policies:

- Infrastructure Asset Management and Services Plan;
- Community Infrastructure Plan; and
- Community Grants Policy.

e. Financial

Under the CSRFF guidelines, there is no obligation for the relevant Local Government Authority to provide municipal funding for the proposed projects.

However, it should be noted that the BMX Club and the Petanque Club have Infrastructure Planning and Development Grant applications pending with the City for their respective projects for a combined total of $43,462 and there is currently a budgeted amount of $104,000 (ex GST) in the Infrastructure Planning and Development Grant account (refer to report CD-023/14).

f. Legal and Statutory

Nil

g. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

Low:

- A drop in confidence from community groups in City’s support for community led projects.
- Inability to deliver on current and future community infrastructure needs of community groups.

**Comments**

The information provided in the two CSRFF applications has been assessed as per the CSRFF key principles and a summary of the project assessments is provided below:

1. Rockingham BMX Club Inc. – Track Rebuild

The track rebuild project has been assessed using the CSRFF key principles of facility provision. The assessment table below demonstrates the project viability:
The BMX Club have presented a well-planned project which demonstrates an improvement of existing facilities to encourage recreational and club growth and manage the risk of a degrading track surfaces. Although the BMX Club has identified a variety of sources of funding, the project is highly dependent upon both CSRFF and the City's Community Infrastructure and Planning Grant. It is unlikely the Club has the financial capacity to proceed with the project and meet ongoing operational expenses should either of these grant applications be unsuccessful.

The track rebuild project generally meets the CSRFF assessment principles and meets the needs of the general community.

2. Rockingham Petanque Inc – Green Resurface, Storage Shed and Shelter

The green resurfacing project has been assessed using the CSRFF key principles of facility provision. The assessment table below demonstrates the project viability:

<table>
<thead>
<tr>
<th>Petanque Club – Green Resurface</th>
<th>Satisfactory</th>
<th>Unsatisfactory</th>
<th>Not relevant</th>
</tr>
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<tbody>
<tr>
<td>Project justification</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Planned approach</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community input</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Management planning</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Access and opportunity</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial viability</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Co-ordination</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Potential to increase physical activity</td>
<td>✓</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The project is reasonably planned, has community support, and will remove the risk of the Petanque Club disbanding resulting in a decrease in physical activity. However, the justification for the project and the proposed removal of the City’s only petanque facility is ultimately caused by the Petanque Club determining to leave existing facilities and partnerships.

The Petanque Club is in a strong financial position to fund the remainder of the project should the CSRFF application be unsuccessful. However, the financial implications of the previous sublease arrangement were a major justification for the Petanque Club relocation. It has not been determined whether the Petanque Club’s cost benefit analysis considered financial impact of the ongoing maintenance and operational expenses required as per the new sub-lease arrangement in addition to the relocation and capital costs of the project.
The green resurface project generally meets the CSRFF assessment principles. However, given the need for the project is the consequence of moving from existing facilities it is unlikely that such an application would be supported for CSRFF funding by DSR.

The CSRFF guidelines required the City to rank, in order of priority, all applications received from within its boundaries. The applications are ranked to reflect the actual need and benefit to the community:

1. The BMX Club demonstrated a stronger project justification by providing a more rational use of an existing facility to increase participation and meet the needs of the Club and the community. The project is considered is a higher priority for the City.
2. The Petanque Club propose a project justified on the Club's need to continue operation in order to maintain participation rather than facility condition or community need.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council:

1. **ENDORSE** the Rockingham BMX Club Inc. – Track Rebuild Project as the City of Rockingham first priority application for the Department of Sport and Recreation's Community Sporting and Recreation Facility Fund 2014/2015 Small Grants (summer round) for the amount of $31,563.75.

2. **ENDORSE** the Rockingham Petanque Inc. – Green Resurface, Storage and Shelter Project as the City of Rockingham second priority application for the Department of Sport and Recreation's Community Sporting and Recreation Facility Fund 2014/2015 Small Grants (summer round) for the amount of $8,975.00.

### Committee Recommendation

That Council:

1. **ENDORSE** the Rockingham BMX Club Inc. – Track Rebuild Project as the City of Rockingham first priority application for the Department of Sport and Recreation's Community Sporting and Recreation Facility Fund 2014/2015 Small Grants (summer round) for the amount of $31,563.75.

2. **ENDORSE** the Rockingham Petanque Inc. – Green Resurface, Storage and Shelter Project as the City of Rockingham second priority application for the Department of Sport and Recreation's Community Sporting and Recreation Facility Fund 2014/2015 Small Grants (summer round) for the amount of $8,975.00.

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
### Conference Development

#### Community Infrastructure Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-030/14 Baldivis Recreation Reserve Master Plan July 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPR/446-02</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>459</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>19 August 2014</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
</tbody>
</table>

#### Site:

- **Lot 1376, Fifty Road, Baldivis (R23952) – Baldivis Recreation Reserve Volume 1 and 2 – Nature Reserve**

#### Lot Area:

- **13.78 hectares (total)**

#### Attachments:

- Baldivis Recreation Reserve Master Plan Report

#### Maps/Diagrams:

- Baldivis Recreation Reserve Aerial Image
Purpose of Report

To seek Council endorsement of the draft Baldivis Recreation Reserve Master Plan July 2014 for the purposes of community consultation.

Background

Baldivis Recreation Reserve is a significant active sports reserve located on the corner of Baldivis Road and Fifty Road in Baldivis.

In recent years there have been a number of capital improvements to the Baldivis Recreation Reserve including:

- Former Baldivis Primary School Conservation Building Upgrade;
- Sports Floodlighting Upgrade;
- Tennis Court Resurfacing and Sports Floodlighting Upgrade; and
- Baldivis Primary School Shared Use Reserve.

These enhancements have benefitted the community and the reserve user groups enormously.

Details

With a range of ageing infrastructure, some of which is due for asset replacement, and community groups interested in advancing the reserve through minor capital upgrades with grant funding, it was determined that the City would be in the best position to formalise a community vision to guide infrastructure development and continuous improvement of this reserve. This Master Plan is presented to Council for endorsement and progression to community consultation.

The overall vision for Baldivis Recreation Reserve is for it to remain a significant sporting and community asset for the community of Baldivis, continuing to serve the needs of the current user groups and retain the capacity to accommodate additional usage into the future.

The reserve boasts a rich local history with many areas of the reserve having significant heritage value. This included the recently upgraded and refurbished Baldivis Group Settlement School Buildings, one of which was built in 1923. These buildings are included on the City's municipal inventory as a place of 'exceptional significance'. With a Conservation Plan in place guiding alterations to this precinct, a consolidated reserve master plan was deemed appropriate to have a common community vision. The reserve is also home to a sizeable bushland area that offers a wonderful nature experience for the community.

A number of reserve users, such as the Baldivis Brumbies AFL Club and the Baldivis Play Group had expressed the desire to enhance the fencing and security around their respective venues and had undertaken preliminary design work to apply for the City's Infrastructure Planning and Development Grants. In conjunction with this, the City had determined, and backed by all reserve users, that the existing toilet blocks and storage were ageing and substandard and as assets were due to be replaced.

The Master Plan was then developed to guide this infrastructure provision to ensure a consolidated and holistic approach to the reserve. It shall aid in the placement, linkage and design of capital development, such as items like the public toilets and storage that shall be used by a number of groups. This can ensure that the multitude of users and visitors alike can undertake their respective activities from markets and fairs to football and badminton can take place in the most functional, safe and accessible open space reserve possible.

Key features of the proposed Baldivis Recreation Reserve Master Plan include:

- Public toilet and storage shed upgrade;
- Recreation Centre Roof replacement;
- General Access and pathway improvements including Nature Trail Formalisation;
- Fencing; and
- Landscaping, park furniture and open space improvements.
Implications to Consider

a. Consultation with the Community
Officers have liaised with some of the reserve groups over the last six months on a range of reserve development matters, which has aided in the production of the Master Plan:

- Baldivis Brumbies AFL Club;
- Baldivis Lions Club;
- Baldivis Visual Arts Group;
- Baldivis Play Group;
- Baldivis Scout Group; and
- Baldivis Primary School.

Further consultation will be conducted pending Council endorsement of the draft Master Plan.

b. Consultation with Government Agencies
Nil

c. Strategic
Community Plan
This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:

**Aspiration 1:** An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs

**Aspiration 3:** A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities

**Aspiration 4:** A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities

**Aspiration 5:** Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods

**Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles

**Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective, and where appropriate multi-functional

d. Policy
Nil

e. Financial
The 2014/2015 Budget has funding allocated towards the following projects at Baldivis Recreation Reserve:

- New toilets and shared storage building $210,000
- Recreation Centre Roof Replacement $50,000
- Nature Trail Formalisation $27,000
- Security Fencing (pending Infrastructure Planning and Development Grant) $5,240

f. Legal and Statutory
Baldivis Recreation Reserve is an A Class Reserve for the purpose of Recreation and Parklands. This adds a level of reserve protection whereby the reserve cannot be used for any purpose other than the specified purpose of recreation and parkland. The reserve can
only be leased or licenced for the purpose of recreation or parklands, no other purpose will be considered.

g. Risk

Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
Low:

- May reduce City reputation by limited community consultation.

Comments

Community facilities and open space play a vital role in providing spaces for both active and passive recreation. These areas are valued by communities, not only for their recreational opportunities but also for its ability to define landscapes and establish a sense of place. As such the development of an updated draft Baldivis Recreation Reserve Master Plan is important to ensure this reserve remains relevant to the community and is well activated into the future as the population increases.

Following initial consultation it has become evident that the draft Baldivis Recreation Reserve Master Plan effectively meets the needs and expectations of the majority of current users.

To date some of the user groups have been involved in the process of updating the Master Plan by way of Officers gathering all relevant correspondence and grant applications and interpreting the community requirements to enhance the reserve. It is essential that wider community consultation including formal liaison with reserve stakeholders, is undertaken prior to endorsing the final Master Plan. Releasing the document for public comment will allow the City to amend the Master Plan, where appropriate, prior to finalising the plan and proceeding with the detailed design of respective projects.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ENDORSE the draft Baldivis Recreation Reserve Master Plan July 2014 for the purpose of community consultation.

Committee Recommendation

That Council ENDORSE the draft Baldivis Recreation Reserve Master Plan July 2014 for the purpose of community consultation.

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

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 September 2014** 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 **4:58pm**.