MINUTES
Community Development Committee Meeting
Held on Monday, 12 November 2012 at 4:00pm
City of Rockingham Boardroom
<table>
<thead>
<tr>
<th>CONTENTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Declaration of Opening</td>
<td>4</td>
</tr>
<tr>
<td>2. Record of Attendance/Apologies/Approved Leave of Absence</td>
<td>4</td>
</tr>
<tr>
<td>3. Responses to Previous Public Questions Taken on Notice</td>
<td>4</td>
</tr>
<tr>
<td>4. Public Question Time</td>
<td>4</td>
</tr>
<tr>
<td>5. Confirmation of Minutes of the Previous Meeting</td>
<td>5</td>
</tr>
<tr>
<td>6. Matters Arising from the Previous Minutes</td>
<td>5</td>
</tr>
<tr>
<td>7. Announcement by the Presiding Person without Discussion</td>
<td>5</td>
</tr>
<tr>
<td>8. Declaration of Member’s and Officer’s Interest</td>
<td>5</td>
</tr>
<tr>
<td>9. Petitions/Deputations/Presentations/Submissions</td>
<td>5</td>
</tr>
<tr>
<td>10. Matters for which the Meeting may be Closed</td>
<td>5</td>
</tr>
<tr>
<td>Community Development Information Bulletin – November 2012</td>
<td>5</td>
</tr>
<tr>
<td>12. Agenda Items – Community Development Committee</td>
<td></td>
</tr>
<tr>
<td>Library Services</td>
<td>8</td>
</tr>
<tr>
<td>LIS-002/12 Library and Information Services Strategy 2012-2014</td>
<td>8</td>
</tr>
<tr>
<td>Community Infrastructure Planning</td>
<td>11</td>
</tr>
<tr>
<td>CIP-011/12 Response to Council Resolution - Golden Bay Active Public O</td>
<td>11</td>
</tr>
<tr>
<td>CIP-012/12 Appointment of Members to Secret Harbour Surf Life Saving Cl</td>
<td>12</td>
</tr>
<tr>
<td>eld Project Reference Group</td>
<td></td>
</tr>
<tr>
<td>Community Capacity Building</td>
<td>16</td>
</tr>
<tr>
<td>CCB-025/12 Recommendations from the Community Grants Program Advisory</td>
<td>16</td>
</tr>
<tr>
<td>Committee Meeting held on 5 October 2012</td>
<td></td>
</tr>
<tr>
<td>CCB-026/12 Appointments for Rockingham Education and Training Advisory Committee</td>
<td>24</td>
</tr>
<tr>
<td>Community and Leisure Facilities</td>
<td>28</td>
</tr>
<tr>
<td>CLF-023/12 Recommendation from Autumn Centre Strategic Development</td>
<td>28</td>
</tr>
<tr>
<td>Committee Meeting held on 11 October 2012</td>
<td></td>
</tr>
<tr>
<td>CLF-024/12 Lease with Rockingham Entertainers Inc. for the McLarty Hall</td>
<td>32</td>
</tr>
<tr>
<td>Entertainers Shed</td>
<td></td>
</tr>
<tr>
<td>13. Reports of Councillors</td>
<td>36</td>
</tr>
<tr>
<td>14. Addendum Agenda</td>
<td>36</td>
</tr>
<tr>
<td>15. Motions of which Previous Notice has been given</td>
<td>36</td>
</tr>
<tr>
<td></td>
<td>Agenda Item</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>16.</td>
<td>Notices of Motion for Consideration at the Following Meeting</td>
</tr>
<tr>
<td>17.</td>
<td>Urgent Business Approved by the Person Presiding or by Decision of Council</td>
</tr>
<tr>
<td>18.</td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td>19.</td>
<td>Agenda Items – Community Development Committee Continued</td>
</tr>
<tr>
<td></td>
<td>Community Infrastructure Planning</td>
</tr>
<tr>
<td></td>
<td>CIP-011/12 Response to Council Resolution - Golden Bay Active Public Open Space</td>
</tr>
<tr>
<td>20.</td>
<td>Date and Time of Next Meeting</td>
</tr>
<tr>
<td>21.</td>
<td>Closure</td>
</tr>
</tbody>
</table>
1. **Declaration of Opening**

The Chairperson declared the Community Development Committee Meeting open at **4.01pm** and welcomed all present.

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

<table>
<thead>
<tr>
<th>Councillors</th>
<th>Chairperson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td></td>
</tr>
<tr>
<td>Cr Deb Hamblin</td>
<td></td>
</tr>
<tr>
<td>Cr Lorraine Dunkling</td>
<td></td>
</tr>
<tr>
<td>Cr Chris Elliott</td>
<td>Deputy for Cr Stewart</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Executive</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>Ms Gay Thornton</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
</tr>
<tr>
<td>Mrs Natalie Venables</td>
<td>A/Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Dean Burton</td>
<td>Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Alicia Kilminster</td>
<td>A/Manager Community Support Services</td>
</tr>
<tr>
<td>Mr Nick Brown</td>
<td>Manager Community and Leisure Facilities</td>
</tr>
<tr>
<td>Ms Julie McDonald</td>
<td>Active Ageing Development Manager</td>
</tr>
<tr>
<td>Ms Tracey Bottrell</td>
<td>Branch Librarian Safety Bay Library</td>
</tr>
<tr>
<td>Ms Diane Zanre</td>
<td>PA to Director Community Development</td>
</tr>
</tbody>
</table>

**Members of the Public:** 6

**Press:** 1

<table>
<thead>
<tr>
<th>Apologies</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Joy Stewart</td>
<td></td>
</tr>
</tbody>
</table>

| Approved Leave of Absence | Nil |

3. **Responses to Previous Public Questions Taken on Notice**

Nil

4. **Public Question Time**

Nil
5. Confirmation of Minutes of the Previous Community Development Committee Meeting

Moved Cr Dunkling, seconded Cr Hamblin:

That Council CONFIRM the Minutes of the Community Development Committee Meeting held on 8 October 2012, as a true and accurate record.

Committee Voting – 4/0

6. Matters Arising from the Previous Community Development Committee Meeting Minutes

Nil

7. Announcement by the Presiding Person without Discussion

4.03pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

8. Declarations of Members and Officers Interests

4.03pm The Chairperson asked if there were any interests to declare. There were none.

9. Petitions/Deputations/Presentations/Submissions

9.1 4.04pm The Chairperson recognised the request for deputations from Singleton Residents Association Inc, Secret Harbour Dockers and Peel Junior Soccer Association relating to CIP-011/12 Response to Council Resolution Golden Bay Active Public Open Space report. For the convenience of the meeting the Chairperson deferred this item the end of the meeting (page 38).

10. Matters for which the Meeting may be Closed

Nil

11. Bulletin Items

Community Development Information Bulletin – November 2012

Community Support Services
1. Community Support Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Regional Community Services Leadership Programmes
   3.2 Urban Art
   3.3 Rockingham Connect
4. Information Items
   4.1 Community Support Services General
   4.2 Youth Services
   4.3 Out of School Hours Care (OSHC)
   4.4 Social Connector Pilot Program

Community Infrastructure Planning
1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
| 3.1 Youth Outdoor Recreation Space Strategy – Implementation Actions |
| 3.2 Public Open Space Strategy |
| 3.3 Baldivis District Sporting Complex Feasibility Study and Concept Plans |
| 3.4 Secret Harbour Community Library Feasibility Study and Concept Plan |
| 3.5 Rockingham Arts Centre |
| 3.6 Baldivis Library and Community Centre |
| 3.7 Secret Harbour Surf Life Saving Club Redevelopment |
| 3.8 Baldivis Group Settlement School Buildings – Conservation Works |
| 3.9 Aquatic Facilities Strategy |
| 3.10 Community Infrastructure Plan |
| 3.11 Community Purpose Site Strategy |
| 3.12 Regional Cycling Facilities Feasibility Study |
| 3.13 Council Motion – Development of a Shared Use Reserve at Rhonda Scarrott Reserve/Future Golden Bay Primary School |
| 3.14 Active Ageing Precinct Master Plan |
| 3.15 Sports Floodlighting Upgrade Program |

**Community Capacity Building**

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
   - 3.1 Rockingham City Football Club
   - 3.2 Rockingham Regional Environmental Centre (RREC)
   - 3.3 Rockingham Rams Football Club
   - 3.4 Community Grants Program (CGP)
   - 3.5 Infrastructure Planning and Development Grants
   - 3.6 Bert England Lodge – Management and Governance
   - 3.7 Disability Access and Inclusion Plan

4. Information Items
   - 4.1 Community Garden
   - 4.2 Active Ageing
   - 4.3 Challenger Court – Aged Persons Units
   - 4.4 Challenger Lodge
   - 4.5 Youth Development
   - 4.6 Sport and Recreation
   - 4.7 Rockingham Early Years Group (REYG)
   - 4.8 Rockingham Education and Training Advisory Committee (RETAC)
   - 4.9 Events Advisory Group
   - 4.10 Cultural Development and Arts
   - 4.11 Reconciliation Action Plan (RAP)

**Community Safety**

1. Community Safety Team Overview
2. Human Resource Update
3. Information Items
   - 3.1 Security Operational
   - 3.2 Crime Prevention and Community Safety General
   - 3.3 Rangers
   - 3.4 Emergency Services
   - 3.5 Emergency Management and Recovery
<table>
<thead>
<tr>
<th>Community and Leisure Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Community and Leisure Facilities Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 Rockingham Child Care Services</td>
</tr>
<tr>
<td>4.2 Rockingham Aquatic Centre</td>
</tr>
<tr>
<td>4.3 Rockingham Autumn Centre</td>
</tr>
<tr>
<td>4.4 Gary Holland Community Centre</td>
</tr>
<tr>
<td>4.5 Warnbro Community Recreation Centre and Mike Barnett Sports Complex Management Committee Minutes 23 October 2012</td>
</tr>
<tr>
<td>4.6 Warnbro Community Recreation Centre Manager’s Report – September 2012</td>
</tr>
<tr>
<td>4.7 Mike Barnett Sports Complex Manager’s Report – September 2012</td>
</tr>
<tr>
<td>4.8 Aqua Jetty Management Committee Minutes 16 October 2012</td>
</tr>
<tr>
<td>4.9 Aqua Jetty Manager’s Report – September 2012</td>
</tr>
</tbody>
</table>

Committee Recommendation

That Councillors acknowledge having read the Community Development Information Bulletin – November 2012 and the contents be accepted.

Committee Voting – 4/0
12. Agenda Items

Library Services

## Community Development
#### Library and Information Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>LIS-002/12 Library and Information Services Strategy 2012-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/1920</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Bill Mead, Manager Library Services</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Tracey Bottrell, Acting Manager Library Services</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>12 November 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council's Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Site:</td>
<td></td>
</tr>
<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td>Library and Information Services Strategy 2012-2014</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

### Purpose of Report
To seek Council's endorsement of the Library and Information Services Strategy 2012-2014.

### Background
At the Ordinary meeting of 22 May 2012 Council resolved to accept the draft City of Rockingham Library and Information Services Strategy 2012-2014. Consequently, the report was circulated for public comment from 16 July to 16 August 2012. The comment period ended and the Strategy was presented to the Community Development Committee Meeting held on 8 October 2012 meeting. Unfortunately, the full report had inadvertently not been provided to the committee so it resolved to:

**DEFER** the City of Rockingham Library and Information Strategy 2012-2014 pending receipt of a complete Library and Information Strategy 2012-2014 document.

A full copy is now provided for the Council's full endorsement.
Details

The Draft Library and Information Services Strategy was advertised for public comment for a period of 30 days between 16 July to 16 August 2012. The following actions were taken to ensure community awareness during the consultation process:

- Public Notice in the Weekend Courier 13 July 2012
- Notice on the City of Rockingham Website in the “News and Media” section, with an electronic copy of the Library and Information Services Strategy available for download
- Posted on the City of Rockingham Facebook page
- Copies were forwarded to library stakeholders from Murdoch University, Challenger TAFE, and Warnbro Community High School
- Copies were forwarded to Learning City members, Members of Rockingham Educational and Training Advisory Committee, and the Early Years Development Group
- Copies were made available at the Rockingham Community Campus Library, Warnbro Community Library and also the Council Administration building

As a result no public comment was received therefore no changes to the document are required.

Implications to Consider

a. Consultation with the Community
   Public comment period from 16 July to 16 August 2012 for a period of 30 days.

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/s contained in the Community Plan 2011:-

   **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

d. Policy
   Nil

e. Financial
   If Council endorse the City of Rockingham Library and Information Strategy 2012-2014, there will be a financial impact on projects and staff time.

f. Legal and Statutory
   The library services provided by the City of Rockingham result from a Joint Agreement between the City of Rockingham and the Library Board of Western Australia. The Library Board of Western Australia is a statutory authority accountable to the State Library of Western Australia, is in the form of:
   - Resources
   - Professional support services
   - Staff training

   Under the Agreement, the City of Rockingham contribution towards the provision of public library services is in the form of:
   - Capital building costs
   - Recurrent expenditure (including staffing costs)
Comments
The purpose of the Library and Information Strategy 2012-2014 is to provide a guide to the future direction, planning and development of library and information services within the City of Rockingham. It is considered that the three main elements which have arisen from producing this strategy will ensure that this purpose is achieved.

Voting Requirements
Simple majority

Officer Recommendation
That Council *ENDORSE* the City of Rockingham Library and Information Services Strategy 2012-2014.

Committee Recommendation
That Council *ENDORSE* the City of Rockingham Library and Information Services Strategy 2012-2014.

Committee Voting – 4/0

The Committee’s Reason for Varying the Officer’s Recommendation
Not applicable

Implications of the Changes to the Officer’s Recommendation
Not applicable
<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CIP-011/12 Response to Council Resolution - Golden Bay Active Public Open Space</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/1931</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr Dean Burton, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Author:</td>
<td>Mrs Natalie Venables, A/Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>12 November 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>CIP-005/12</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
<tr>
<td>Site:</td>
<td>Lot 195 Tangadee Rd, Golden Bay</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>3.5 ha</td>
</tr>
<tr>
<td>Attachments:</td>
<td>1. Golden Bay Primary School Shared Use Reserve Concept Plan (DRAFT)</td>
</tr>
<tr>
<td></td>
<td>2. Opinion of Probable Cost</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>1. Rhonda Scarrott Reserve and Lot 195 Tangadee Reserve, Golden Bay</td>
</tr>
</tbody>
</table>

For the convenience of the meeting the Chairperson deferred agenda item CIP-011/12 Response to Council Resolution Golden Bay Active Public Open Space to the end of the meeting (page 37).
### Purpose of Report

For Council to amend the composition of the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group and appoint community members.

### Background

At the Ordinary Council Meeting on 25 September 2012 (Report CIP-009/12) Council resolved to:

1. **ESTABLISH** the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group with the following Terms of Reference and membership compilation.

   Terms of Reference – "To guide the detailed design phase of the Secret Harbour Surf Life Saving Club Redevelopment project to ensure outcomes meet both Council and community objectives."

   Membership:
   - One Councillor (and one Councillor as Deputy)
   - Director Community Development
   - Two Secret Harbour Surf Club Representatives
   - One Surf Life Saving WA Representative
   - One Secret Harbour Surf Beach Boardriders Club Representative
2. **AMEND** the Governance and Meeting Framework Policy to include the Secret Harbour Surf Lifesaving Club Redevelopment Project Reference Group

### Details

Following the Ordinary Council Meeting on 25 September 2012, City Officers invited membership representation from the relevant organisations. In addition, the Secret Harbour Surf Club requested a further member be added to the Project Reference Group due to the key attributes and expertise each individual member will provide to the project. As a result, the following six (6) nominations were received:

**Secret Harbour Surf Life Saving Club**

**Digby Wilson**: Vice President of the Secret Harbour Surf Life Saving Club. Digby currently oversees the management of the Club’s House, Finance and Administration, Sponsorship and Assets portfolios.

**Ron Wade**: Chair of Club’s Technical Reference Committee. Ron is currently a licensed plumber who has over 20 years of experience within the Building Industry.

**Max Hannah**: Chair of Club’s Building Upgrade Committee. Max has been involved within the project since its inception with the development of the Needs Assessment, Feasibility Study and Concept Plans. Max currently is a Director of Frogmat Environmental Pty Ltd.

**Surf Life Saving WA**

**James O’Toole**: Business Services Manager. James has previously provided advice and guidance on the Port Bouvard, Mandurah, Trigg Island, Champion Bay, City of Perth and Coogee Surf Life Saving Clubs with their development/ redevelopment.

**Secret Harbour Surf Beach Boardriders Association**

**David Ware**: General Committee Member. David is a long time Rockingham resident and user of the Secret Harbour Beach. He was also a previous member of the Secret Harbour Surf Life Saving Club and has a strong working knowledge of Information Technology Systems.

**Secret Harbour Residents Association**

**Guy Bennett**: Member of Executive Committee and Chair of Foreshore Subcommittee. Guy is a Mechanical Engineer with design and technical project management experience who has been a City resident and regular user of the foreshore precinct/surf beach since 2002.

### Implications to Consider

**a. Consultation with the Community**

The proposed formation and composition of the Project Reference Group was discussed at the Secret Harbour Surf Life Saving Club Board Meeting on 15 August 2012. When the Club was formally invited to provide representatives, it requested an additional member represent the Club to assist guide the detailed design process.

**b. Consultation with Government Agencies**

The Community Sporting and Recreation Facilities Fund (CSRFF) agreement between the City and the Department of Sport and Recreation states that the Department should have a representative on any project reference group or project steering group. However, discussions with the Department have confirmed that it does not wish to have a representative on the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group. The Department will be kept informed through CSRFF Progress Reports and Project Reference Minutes.
c. **Strategic**

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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 future prosperity

d. **Policy**

The Project Reference Group members are to be appointed as per the City’s Governance and Meeting Framework.

e. **Financial**

An amount of $490,000 is included within the City Business Plan in 2012/13 for the appointment of a Project Architect to prepare detailed design documentation.

f. **Legal and Statutory**

In accordance with the Local Government Act 1995, Section 5.10, Appointment of Committee Members.

### Comments

The formation of a Project Reference Group that will oversee the detailed design stage of the Secret Harbour Surf Life Saving Club Redevelopment project is deemed necessary to ensure both Council and the wider community’s objectives are successfully met. The request from the Secret Harbour Surf Life Saving Club to appoint an additional member to the Project Reference Group is rationalised due to each member’s previous involvement in the project, their association within the Club and its operations, and the level of technical experience each will provide to the project. On this basis, the appointment of the nominated members will ensure that the Project Reference Group provides Council with valuable knowledge, experience and expertise to effectively guide the development and design of the Secret Harbour Surf Life Saving Club Redevelopment.

### Voting Requirements

**Absolute Majority.**

### Officer Recommendation

That Council:

1. **AMEND** the membership of the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group to include the following:
   - One Councillor (and one Councillor as Deputy)
   - Director Community Development
   - Three Secret Harbour Surf Club Representatives
   - One Surf Life Saving WA Representative
   - One Secret Harbour Surf Beach Boardriders Club Representative
   - One Secret Harbour Residents Association Representative

2. **AMEND** the Governance and Meeting Framework Policy to include the amended composition of the Secret Harbour Surf Lifesaving Club Redevelopment Project Reference Group.

3. **APPOINT** the following representatives to the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group:
CONFIRMED AT A COMMUNITY DEVELOPMENT
MEETING HELD ON MONDAY, 12 NOVEMBER 2012

PRESIDING MEMBER

Committee Recommendation

That Council:

1. **AMEND** the membership of the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group to include the following:
   - One Councillor (and one Councillor as Deputy)
   - Director Community Development
   - Three Secret Harbour Surf Club Representatives
   - One Surf Life Saving WA Representative
   - One Secret Harbour Surf Beach Boardriders Club Representative
   - One Secret Harbour Residents Association Representative

2. **AMEND** the Governance and Meeting Framework Policy to include the amended composition of the Secret Harbour Surf Lifesaving Club Redevelopment Project Reference Group.

3. **APPOINT** the following representatives to the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group:
   - Councillor Cr Elliott
   - Councillor Cr Liley (Deputy)
   - Gay Thornton (Director Community Development)
   - Digby Wilson representing Secret Harbour Surf Life Saving Club
   - Ron Wade representing Secret Harbour Surf Life Saving Club
   - Max Hannah representing Secret Harbour Surf Life Saving Club
   - James O’Toole representing Surf Life Saving WA
   - David Ware representing Secret Harbour Surf Beach Boardriders Assoc.
   - Guy Bennett representing Secret Harbour Residents Assoc.

   The ‘Chair’ will be voted by the Secret Harbour Surf Life Saving Club Redevelopment Project Reference Group.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
Community Development
Advisory and Occasional Committee Minutes
Community Capacity Building

Reference No & Subject: CCB-025/12
File No: GRS/48
Author: Mrs Narelle Edmonds, Community Development Officer
Other Contributors: Mr Michael Holland, Manager Community Capacity Building
Date of Committee Meeting: 12 November 2012
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive Function
Attachments: Minutes of Community Grants Program Committee Meeting
Maps/Diagrams:

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

Recommendations to the Community Development Committee

Advisory Committee Recommendation 1:
Approvals and non-approvals of CGP, Minor Project/Event Grants Round Two.

That Council APPROVE and NOT APPROVE the allocation of funds for Round Two of the Community Grants Program as follows:

Community Grants Program (CGP) Round Two

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham Kwinana Chamber of Commerce</td>
<td>Funding to host the Regional Business Awards in an amount of $3,850 in August 2012.</td>
<td>Subject to Conditions from Community Grants Program Committee</td>
<td>Not Approved Nil</td>
</tr>
<tr>
<td>Applicant</td>
<td>Event/Project Request</td>
<td>Subject to Conditions from Community Grants Program Committee</td>
<td>Amount ($)</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Rockingham Kwinana Chamber of Commerce</td>
<td>Funding towards website development in an amount of $14,880.</td>
<td>A further recommendation is made for continued liaison between the RKCC and City Officers into the CGP and suitable items to request funding. The RKCC is welcome to re-submit to a future round.</td>
<td>Not Approved Nil</td>
</tr>
<tr>
<td>Tourism Rockingham</td>
<td>Funding towards hosting the Musselfest event in an amount of $20,000 covering advertising, security &amp; minor infrastructure.</td>
<td>Approved</td>
<td>20,000</td>
</tr>
<tr>
<td>Safety Bay Yacht Club</td>
<td>Funding to host 65th Anniversary Regatta in an amount of $5,000 towards advertising and trophy costs.</td>
<td>Approved</td>
<td>3,847</td>
</tr>
<tr>
<td>Cancer Council Western Australia</td>
<td>Funding to host the Relay for Life Event in an amount of $10,000 towards marketing, first aid &amp; venue hire.</td>
<td>Approved</td>
<td>8,000</td>
</tr>
<tr>
<td>Secret Harbour Surf Life Saving Club</td>
<td>Funding for operational costs, 2 x events, equipment in an amount of $20,000</td>
<td>Approved</td>
<td>18,000</td>
</tr>
<tr>
<td>Swimming WA</td>
<td>Funding to host round 7 of the Open Water Swim Series in an amount of $5,000 towards hire costs, advertising &amp; water safety</td>
<td>Approved</td>
<td>1,800</td>
</tr>
<tr>
<td>Cooloongup Primary School P &amp; C Association</td>
<td>Funding to develop a community space in an amount of $10,076.58 towards the costs of soft fall and electrical works.</td>
<td>Not Approved</td>
<td>Nil</td>
</tr>
<tr>
<td>St Vincent de Paul Society</td>
<td>Funding to cover the costs of tip fees in an amount of $1,740</td>
<td>Approved</td>
<td>1,740</td>
</tr>
<tr>
<td>Singleton Residents Association</td>
<td>Funding to host the Christmas Fair event in an amount of $950 towards advertising and entertainment</td>
<td>Approved</td>
<td>950</td>
</tr>
</tbody>
</table>
### Applicant

<table>
<thead>
<tr>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constable Care Child Safety Foundation Inc Funding to implement early intervention programs into local schools in an amount of $15,000</td>
<td>Approved 15,000</td>
<td>Approved 15,000</td>
</tr>
<tr>
<td>Rockingham Amateur Swimming &amp; Lifesaving Club Inc Funding to host the Summer Swimming Series in an amount of $5,000 towards advertising, trophies and venue hire.</td>
<td>Approved 2,320</td>
<td>Approved 2,320</td>
</tr>
<tr>
<td>Seniors Recreation Council Funding to host the Have a Go Day in an amount of $5,422 towards equipment hire and Council charges</td>
<td>Approved 5,422</td>
<td>Approved 5,422</td>
</tr>
<tr>
<td>Good Samaritan Industries Funding to cover the costs of tip fees in an amount of $2,500</td>
<td>Approved 2,500</td>
<td>Approved 2,500</td>
</tr>
<tr>
<td>River of Life Christian City Church (C3) Funding to host a Christmas Day lunch in an amount of $2,000 towards advertising, catering &amp; hire costs.</td>
<td>Approved 2,000</td>
<td>Approved 2,000</td>
</tr>
<tr>
<td><strong>TOTAL MINOR PROJECT/EVENT</strong></td>
<td><strong>15 Applications</strong></td>
<td><strong>81,579</strong></td>
</tr>
</tbody>
</table>

### Background

Round Two of the CGP closed on Friday 14 September with a total of 15 applications received in the requested amount of $121,418.58. A total of 12 are recommended to be approved by Council and a total of 3 are recommended to not be approved.

### Implications to Consider

#### a. Strategic

**Community Plan**

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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 & Guidelines. The Community Grants Program Committee operates in line with the Council’s Governance and Meeting Framework Policy.
CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 12 NOVEMBER 2012

PAGE 19

CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 12 NOVEMBER 2012

c. Financial
   If Council approves the Round Two CGP Minor Project/Event grants an amount of $81,579 will be utilised from the CGP budget which currently has a balance of $255,685.90 leaving a further balance of $174,106.90.

d. Legal and Statutory
   Nil

e. Voting Requirements
   Simple Majority

Officer Recommendation if Different to Advisory Committee Recommendation

Nil

The Officer’s Reason for Varying the Advisory Committee Recommendation

Advisory Committee Recommendation 2: Approvals and non-approvals of Round Two Infrastructure Planning and Development Grants

That Council APPROVE the allocation of funds for Round Two of the Infrastructure Planning and Development Grants Program as follows:

Infrastructure Planning and Development Grants (IPDG) Round Two

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham Bowling Club</td>
<td>Funding to perform minor infrastructure upgrades in an amount of $21,569.50</td>
<td>Subject to relevant Council approvals and the development of a business plan with the Sport and Recreation (Club Development) Officer by June 2013.</td>
<td>Approved 18,569.50</td>
</tr>
<tr>
<td>Baldivis Tennis Club</td>
<td>Funding to perform minor infrastructure upgrades in an amount of $14,400</td>
<td>For Council to APPROVE funding the application of up to $14,400.00 ex GST to the Baldivis Tennis Club being 50% of the total project cost to re-surface six tennis courts subject to the successful outcome of a CSRFF application and the development of a business plan with the Sport and Recreation Officer (Club Development) by February 2013.</td>
<td>Approved 14,400</td>
</tr>
</tbody>
</table>

TOTAL IPDG  2 Applications  32,969.50

GRAND TOTAL CGP & IPDG  17 Applications  114,548.50
## Background

Round Two of the CGP IPDG closed on Friday 14 September with a total of 2 applications received in the requested amount of $35,969.50. A total of 2 are recommended to be approved by Council.

## Implications to Consider

### a. Strategic

**Community Plan**
This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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 & Guidelines. The Community Grants Program Committee operates in line with the Council’s Governance and Meeting Framework Policy.

### c. Financial

If Council approves the Round Two Infrastructure Planning and Development Grants Program (IPDG) an amount of $32,969.50 will be utilised from the CGP IPDG budget which currently has a balance of $93,918.19, leaving a further balance of $60,948.69.

### d. Legal and Statutory

Nil

### e. Voting requirements

Simple Majority

## Officer Recommendation if Different to Advisory Committee Recommendation

Nil

## The Officer's Reason for Varying the Advisory Committee Recommendation

Nil

## Committee Recommendation

That Council:

1. **APPROVE and NOT APPROVE** the allocation of funds for Round Two of the Community Grants Program as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham Kwinana Chamber of Commerce</td>
<td>Funding to host the Regional Business Awards in an amount of $3,850 in August 2012.</td>
<td></td>
<td>Not Approved Nil</td>
</tr>
<tr>
<td>Applicant</td>
<td>Event/Project Request</td>
<td>Subject to Conditions from Community Grants Program Committee</td>
<td>Amount ($)</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Rockingham Kwinana Chamber of Commerce</td>
<td>Funding towards website development in an amount of $14,880.</td>
<td>A further recommendation is made for continued liaison between the RKCC and City Officers into the CGP and suitable items to request funding. The RKCC is welcome to re-submit to a future round.</td>
<td>Not Approved Nil</td>
</tr>
<tr>
<td>Tourism Rockingham</td>
<td>Funding towards hosting the Musselfest event in an amount of $20,000 covering advertising, security &amp; minor infrastructure.</td>
<td></td>
<td>Approved 20,000</td>
</tr>
<tr>
<td>Safety Bay Yacht Club</td>
<td>Funding to host 65th Anniversary Regatta in an amount of $5,000 towards advertising and trophy costs.</td>
<td></td>
<td>Approved 3,847</td>
</tr>
<tr>
<td>Cancer Council Western Australia</td>
<td>Funding to host the Relay for Life Event in an amount of $10,000 towards marketing, first aid &amp; venue hire.</td>
<td></td>
<td>Approved 8,000</td>
</tr>
<tr>
<td>Secret Harbour Surf Life Saving Club</td>
<td>Funding for operational costs, 2 x events, equipment in an amount of $20,000</td>
<td></td>
<td>Approved 18,000</td>
</tr>
<tr>
<td>Swimming WA</td>
<td>Funding to host round 7 of the Open Water Swim Series in an amount of $5,000 towards hire costs, advertising &amp; water safety</td>
<td></td>
<td>Approved 1,800</td>
</tr>
<tr>
<td>St Vincent de Paul Society</td>
<td>Funding to cover the costs of tip fees in an amount of $1,740</td>
<td></td>
<td>Approved 1,740</td>
</tr>
<tr>
<td>Cooloongup Primary School P &amp; C Association</td>
<td>Funding to develop a community space in an amount of $10,076.58 towards the costs of soft fall and electrical works.</td>
<td></td>
<td>Not Approved Nil</td>
</tr>
<tr>
<td>Singleton Residents Association</td>
<td>Funding to host the Christmas Fair event in an amount of $950 towards advertising and entertainment</td>
<td></td>
<td>Approved 950</td>
</tr>
</tbody>
</table>
### Community Development Committee Minutes

Monday 12 November 2012

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constable Care Child Safety Foundation Inc</td>
<td>Funding to implement early intervention programs into local schools in an amount of $15,000</td>
<td></td>
<td>Approved 15,000</td>
</tr>
<tr>
<td>Rockingham Amateur Swimming &amp; Lifesaving Club Inc</td>
<td>Funding to host the Summer Swimming Series in an amount of $5,000 towards advertising, trophies and venue hire.</td>
<td></td>
<td>Approved 2,320</td>
</tr>
<tr>
<td>Seniors Recreation Council</td>
<td>Funding to host the Have a Go Day in an amount of $5,422 towards equipment hire and Council charges</td>
<td></td>
<td>Approved 5,422</td>
</tr>
<tr>
<td>Good Samaritan Industries</td>
<td>Funding to cover the costs of tip fees in an amount of $2,500</td>
<td></td>
<td>Approved 2,500</td>
</tr>
<tr>
<td>River of Life Christian City Church (C3)</td>
<td>Funding to host a Christmas Day lunch in an amount of $2,000 towards advertising, catering &amp; hire costs.</td>
<td></td>
<td>Approved 2,000</td>
</tr>
<tr>
<td><strong>TOTAL MINOR PROJECT/EVENT</strong></td>
<td><strong>15 Applications</strong></td>
<td></td>
<td><strong>81,579</strong></td>
</tr>
</tbody>
</table>

2. **APPROVE** the allocation of funds for Round Two of the Infrastructure Planning and Development Grants Program as follows:

**Infrastructure Planning and Development Grants (IPDG) Round Two**

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockingham Bowling Club</td>
<td>Funding to perform minor infrastructure upgrades in an amount of $21,569.50</td>
<td>Subject to relevant Council approvals and the development of a business plan with the Sport and Recreation (Club Development) Officer by June 2013.</td>
<td>Approved 18,569.50</td>
</tr>
<tr>
<td>Applicant</td>
<td>Event/Project Request</td>
<td>Subject to Conditions from Community Grants Program Committee</td>
<td>Amount ($)</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>Baldivis Tennis Club</td>
<td>Funding to perform minor infrastructure upgrades in an amount of $14,400</td>
<td>For Council to APPROVE funding the application of up to $14,400.00 ex GST to the Baldivis Tennis Club being 50% of the total project cost to re-surface six tennis courts subject to the successful outcome of a CSRFF application and the development of a business plan with the Sport and Recreation Officer (Club Development) by February 2013.</td>
<td>Approved 14,400</td>
</tr>
</tbody>
</table>

| TOTAL IPDG             | 2 Applications                                                                        | 32,969.50                                                                                                                   |            |
| GRAND TOTAL CGP & IPDG| 17 Applications                                                                        | 114,548.50                                                                                                                 |            |

Committee Voting – 4/0

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

Not applicable

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

Not applicable
Purpose of Report

For Council to endorse the Rockingham Education and Training Advisory Committee’s membership for the next 2 years, with the term commencing on 27 November 2012 and ending 30 September 2014.

Background

In accordance with the Governance and Meeting Framework Council policy the City is to review the community membership of all Advisory Committees between 1 July and 30 September in the year falling between ordinary elections and advertise in the local media for new nominations. The policy also requires that current community members be written to and invited to reapply for membership.

The City has undertaken the review and has requested nominations for the Rockingham Education and Training Advisory Committee (RETAC) from current committee members and advertised for further community representation.

Details

In order to facilitate the review, advertisements were placed in the Weekend Courier on 27 July 2012 and 3 August 2012 as well as the Sound Telegraph on 1 August 2012. Nominations were also called for on the City’s website and through various social media platforms. The Executive Support Officer for RETAC drafted letters to the existing membership inviting them to renominate. Advisory Committee members were also reminded of the nomination process by the Mayor at the Civic Reception for Advisory Committee Community Members held on 18 July 2012.
Nominations closed at 4pm 17 August 2012 and late nominations were accepted due to position changes with the representative bodies and insufficient nominations being received to fill the specified number of positions.

### Implications to Consider

- **Consultation with the Community**
  
  Nominations for community membership of Advisory committees were invited through advertisements in the local newspapers, the City's website and social media platforms.
  
  Letters were sent to existing community members.
  
  Information regarding the application process and community nominations were discussed at networking opportunities and community meetings such as Rockingham Early Years Group and RETAC.

- **Consultation with Government Agencies**
  
  Not Applicable

- **Strategic**
  
  **Community Plan**
  
  This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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 contribution to its future prosperity.

- **Policy**
  
  Council Policy ‘Governance and Meeting Framework’ underpins the review and appointment of community members.

- **Financial**
  
  The financial implications of the review and appointment of community members to Advisory Committees is limited to the cost of advertising and officer time in undertaking the review.
  
  Costs will be accommodated within existing budget allocations

- **Legal and Statutory**
  
  Sections 5.8, 5.9 and 5.10 of the local Government Act 1995 specifies legislative matters in respect to committees and the appointment of committee members.

### Comments

**Terms of Reference**

To facilitate collaboration between key stakeholders to best identify and meet the lifelong educational needs of the Rockingham community.

**Current Membership**

- **2 Councillors**
- **10 Community Members**

Executive Support Officer – Community Development Officer as well as Manager Economic Development, Director of Community Development, Coordinator Community Capacity Building
Community Membership Nominations Received

Mr Andrew Taggart, Pro Vice Chancellor representing Murdoch University
Mr Barry Down, Chair of Education representing Murdoch University
Ms Jill Jamieson representing Challenger Institute
Ms Margaret Gannaway representing Challenger Institute
Ms Jo Bednall representing Independent Schools
Ms Linda Colley representing Alternative Pathways
Vacant - Kwinana Industry Council- Education and Community Liaison Officer
Ms Margaret Collins representing Department of Education
Rebekah Paraskevas Community Representative
Ben Cornel Community Representative
Vacant - Tertiary Student Representative

The nominees named above with the exception of Mr Ben Cornel are recommended for appointment to the Rockingham Education and Training Advisory committee as they have direct experience or responsibility within the education and training field. At this time, it is also necessary for the Advisory Committee to have community representation to discuss and consider such matters based on their own education and training related experiences. It is intended that this combination of experiences reflect the needs of the educational and training desires of the Rockingham community.

Following consideration of the community representative nominations received it was determined that the nomination from Ms Rebekah Paraskevas demonstrated a high level of relevant experience particularly with regards to early childhood and traineeship placement as well as having had children attend both primary and secondary school within Rockingham.

The application received from Ben Cornel also demonstrated high level relevant experience within the field of education. However, Mr Cornel has only recently moved to the Rockingham area therefore local information and the ability to reflect the community's needs may be limited. As a result the application received from Mr Cornel for the community representative has not been supported on this occasion. Mr Cornel will be advised that his application was not successful this time.

In addition, Councils acknowledgement of the work of outgoing members will be conveyed to each in a letter of appreciation.

Voting Requirements

Absolute majority

Officer Recommendation

That Council:
1. DECLARE vacant all non-Councillor positions on the Rockingham Education and Training Advisory Committee.
2. APPOINT the following community representatives to the Rockingham Education and Training Advisory Committee for a two-year term of office commencing 27 November 2012:
   - Mr Andrew Taggart, Pro Vice Chancellor representing Murdoch University
   - Mr Barry Down, Chair of Education representing Murdoch University
   - Ms Jill Jamieson representing Challenger Institute
   - Ms Margaret Gannaway representing Challenger Institute
   - Ms Jo Bednall representing Independent Schools
   - Ms Linda Colley representing Alternative Pathways
Ms Margaret Collins representing Department of Education
Ms Rebekah Paraskevas Community Representative

Committee Recommendation

That Council:
1. **DECLARE** vacant all non-Councillor positions on the Rockingham Education and Training Advisory Committee.
2. **APPOINT** the following community representatives to the Rockingham Education and Training Advisory Committee for a two-year term of office commencing 27 November 2012:
   - Mr Andrew Taggart, Pro Vice Chancellor representing Murdoch University
   - Mr Barry Down, Chair of Education representing Murdoch University
   - Ms Jill Jamieson representing Challenger Institute
   - Ms Margaret Gannaway representing Challenger Institute
   - Ms Jo Bednall representing Independent Schools
   - Ms Linda Colley representing Alternative Pathways
   - Ms Margaret Collins representing Department of Education
   - Ms Rebekah Paraskevas Community Representative

   Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
Community Development
Community and Leisure Facilities

Reference No & Subject: CLF-023/12 Recommendation from Autumn Centre Strategic Development Committee Meeting held on 11 October 2012

File No: CSV/765
Author: Mr Nick Brown, Manager Community Facilities
Other Contributors: 
Date of Committee Meeting: 12 November 2012
Disclosure of Interest: 
Nature of Council's Role in this Matter: Executive Function
Attachments: Minutes of Meeting held 11 October 2012
Maps/Diagrams: 

Purpose of Report
For Council to consider amendments to the Autumn Centre Strategic Development Committee.

Recommendations to the Community Development Committee

Advisory Committee Recommendation 1:
Review of the Autumn Centre Strategic Development Committee

That Council:
1. **RENAME** the Autumn Centre Strategic Development Committee to the Autumn Centre Advisory Committee.

2. **AMEND** the terms of reference to the following:
   - To promote the usage of the Autumn Centre by the wider community.
   - To provide a channel for feedback and communication between the Autumn Centre users and Council.
   - To provide a link from Autumn Centre to the Active Ageing Strategy.
   - To provide feedback on customer service and to assist in provision of customer service surveys.
   - To identify marketing opportunities to improve the broader community’s awareness of the Autumn Centre.

3. **AMEND** the membership composition to:
   Two councillors
As a consequence of reviewing Community Membership of the Advisory Committee for consideration at Councils' Ordinary meeting held on Tuesday 25 September 2012, included in item CD-001/12 Advisory Committee Community Membership Review and Appointments, Officers recommended the following recommendation:

That Council **DISBAND** the Autumn Centre Strategic Development Committee.

Due to concerns that due process had not been given to the recommendation to disband this committee, Council varied the officer recommendation to **REFER** the officer report and recommendation for disbandment back to the Autumn Centre Strategic Development Committee for consultation and recommendation to council.

The matter was referred to the Autumn Centre Strategic Development Committee at its 11 October 2012 meeting for further consultation. The committee agreed that they have recently completed all the items detailed in the Autumn Centre Strategic Development Committee Action Plan and therefore do not have enough workload to continue as a Strategic Development Committee. However, the committee believe that there is a need to continue in an advisory role. This would require a change of name, membership structure and change to terms of reference.

The Committee currently meets bi-monthly and has the following membership structure:

**Two councillors:**
- Cr Joy Stewart
- Cr Ann Prince

**Six Autumn Centre Members:**
- Mrs Sheila Morris representing the Autumn Centre
- Mrs Sue Williams representing the Autumn Centre
- Mr Frank Shaw representing the Autumn Centre
- Ms Esther Grogan representing the Autumn Centre
- Ms Celine Low representing the Autumn Centre
- One Vacancy

**Two Community Members:**
- Ms Esther Grogan representing the Community
- One Vacancy

**Committee Executive Officer:**
- Mr Nick Brown, Manager Community and Leisure Facilities

**Current Terms of Reference are:**

1. To promote the usage of the Autumn Centre by the wider community.
2. To provide a channel for feedback and communication between the Autumn Centre users and Council.

3. To provide a vision into future service delivery trends focusing on alignment with external best practice.

4. To provide feedback on customer service and to assist in provision of customer service surveys.

5. To identify marketing opportunities to improve the broader community's awareness of the Autumn Centre.

City Officers believe that the change or purpose for the Advisory Committee is worthy of consideration and will assess its success in twelve (12) months.

<table>
<thead>
<tr>
<th>Implications to Consider</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a. Strategic</strong></td>
</tr>
<tr>
<td>Community Plan</td>
</tr>
<tr>
<td>This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-</td>
</tr>
<tr>
<td>Aspiration 7: Community facilities and services that are well utilised, accessible and cost effective, and where possible, multi-functional.</td>
</tr>
<tr>
<td>Aspiration 15: Governance systems that ensure decision making and resource allocation is accountable and legally and ethically compliant.</td>
</tr>
<tr>
<td><strong>b. Policy</strong></td>
</tr>
<tr>
<td>Council Policy “Governance and Meeting Framework&quot; underpins the review and appointment of community membership of Advisory Committees.</td>
</tr>
<tr>
<td><strong>c. Financial</strong></td>
</tr>
<tr>
<td>The financial implications of the review and appointment of community members to Advisory Committees is limited to the cost of advertising and officer time in undertaking the review. Costs will be accommodated within existing budget allocations.</td>
</tr>
<tr>
<td><strong>d. Legal and Statutory</strong></td>
</tr>
<tr>
<td>Sections 5.8, 5.9 and 5.10 of the Local Government Act 1995 specifies legislative matters in respect to committees and the appointment of committee members. Specifically, Council to establish and appoint a member to a committee by an absolute majority decision.</td>
</tr>
</tbody>
</table>

| **e. Voting Requirements** |
| Absolute Majority |

| Officer Recommendation if Different to Advisory Committee Recommendation |
| Nil |

| The Officer’s Reason for Varying the Advisory Committee Recommendation |
| Nil |

| Committee Recommendation |
| That Council: |
| 1. **RENAME** the Autumn Centre Strategic Development Committee to the Autumn Centre Advisory Committee. |
| 2. **AMEND** the terms of reference to the following: |
| • To promote the usage of the Autumn Centre by the wider community. |
• To provide a channel for feedback and communication between the Autumn Centre users and Council.
• To provide a link from Autumn Centre to the Active Ageing Strategy.
• To provide feedback on customer service and to assist in provision of customer service surveys.
• To identify marketing opportunities to improve the broader community’s awareness of the Autumn Centre.

3. **AMEND** the membership composition to:
   
   Two councillors
   • Cr Joy Stewart
   • Cr Ann Prince

   Six Autumn Centre Members
   • Mrs Sheila Morris representing the Autumn Centre
   • Mrs Sue Williams representing the Autumn Centre
   • Mr Frank Shaw representing the Autumn Centre
   • Ms Esther Grogan representing the Autumn Centre
   • Ms Celine Low representing the Autumn Centre
   • One Vacancy

Committee Voting – 4/0

<table>
<thead>
<tr>
<th>The Committee's Reason for Varying the Officer's Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Implications of the Changes to the Officer's Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
</tr>
</tbody>
</table>
## Purpose of Report

To seek Council approval to create a lease with Rockingham Entertainers Inc. for the McLarty Hall Entertainers Shed located to the rear of McLarty Hall, Lot 5, No.1 Watts Rd, Shoalwater.

## Background

Rockingham Entertainers Inc. previously used the Storage Annexe area adjoining McLarty Hall (within red border on Diagram 1); their lease for this area commenced 15 August 1994 and expired on 14 August 2012.

## Details

At their own expense, Rockingham Entertainers Inc. constructed a 37.8sqm storage shed (now known as 'McLarty Hall Entertainers Shed') to the rear of McLarty Hall during their previous lease term (15 August 1994 to 14 August 2012); however, no formal agreement was ever put in place. The shed is located within the blue border in Diagram 1; it is constructed of metal fabric and has two padlocked doors (see Diagram 2).

The City received a letter on 3 July 2012 from Alison Gibson, Treasurer for Rockingham Entertainers Inc., indicating their intention to enter into an agreement with the City for the McLarty Hall Entertainers Shed. The shed will store props used for theatre productions staged by Rockingham Entertainers Inc.
1. Aerial view of McLarty Hall
2. McLarty Hall Entertainers Shed

**Implications to Consider**

a. **Consultation with the Community**
   Nil

b. **Consultation with Government Agencies**
   Nil

c. **Strategic**
   **Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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

d. **Policy**
   Nil

e. **Financial**
   Rockingham Entertainers Inc. will pay an annual rent of $1.00 plus GST.

f. **Legal and Statutory**
   Local Government Act 1995 (the Act), section 3.58 (3) provides that the City is to give public notice of any proposed lease, including the subject property and proposed tenancy and inviting public submissions regarding the proposed lease/property.

   Regulation 30(a)(i) of the Local Government (Functions and General) Regulations 1996 provides exemptions to section 3.58 of the Act. This particular disposal is exempt as it is being disposed of to an incorporated body of cultural and recreational nature.
Comments

The City wrote to Rockingham Entertainers Inc. in July 2012 informing them that their existing lease would not be considered for renewal. The premise of this decision was based on the shortage of storage available to user groups based at McLarty Hall. Freeing up the space used by Rockingham Entertainers Inc. will afford new user groups the possibility of storage and existing user groups a greater amount of storage.

The Community and Leisure Facilities Department have received several enquiries from community groups wanting to hire McLarty Hall on a regular basis, but the lack of storage is a consistent stumbling block.

The lease for McLarty Hall Storage Shed provides Rockingham Entertainers Inc. with adequate storage space for the duration of the lease period. The terms of the lease will in no way interfere with the operation of McLarty Hall as a community facility.

Voting Requirements

Simple majority

Officer Recommendation

That Council APPROVE the creation of a lease with Rockingham Entertainers Inc. for the 37.8sqm McLarty Hall Entertainers Shed located to the rear of McLarty Hall, Lot 5, No.1 Watts Rd, Shoalwater, for a term of five years. The following conditions will apply:

1. annual rent fee of $1.00 plus GST
2. the lessee is responsible for
   i) all maintenance, cleaning and structural repair within the leased area
   ii) all building, contents and public liability insurances within the leased area
   iii) outgoings including power, water and gas consumption, security, fire/emergency equipment, rubbish collection charges.

Committee Recommendation

That Council APPROVE the creation of a lease with Rockingham Entertainers Inc. for the 37.8sqm McLarty Hall Entertainers Shed located to the rear of McLarty Hall, Lot 5, No.1 Watts Rd, Shoalwater, for a term of five years. The following conditions will apply:

1. annual rent fee of $1.00 plus GST
2. the lessee is responsible for
   i) all maintenance, cleaning and structural repair within the leased area
   ii) all building, contents and public liability insurances within the leased area
   iii) outgoings including power, water and gas consumption, security, fire/emergency equipment, rubbish collection charges.

Committee Voting – 4/0

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
<table>
<thead>
<tr>
<th></th>
<th>Reports of Councillors</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Addendum Agenda</td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Motions of which Previous Notice has been Given</td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Notices of Motion for Consideration at the Following Meeting</td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
</tbody>
</table>
19

Agenda Items – Community Development Committee Continued

Community Infrastructure Planning

Deputations

4.25pm Singleton Residents Association
The Chairperson invited Singleton Residents Association (SRA) to make its deputation.
Brian Preston Coordinator for SRA thanked the committee for the opportunity to make a deputation. SRA rejected the recommendations in the Response to Council Resolution Golden Bay Active Public Open Space Report for the following reasons:-
- Temporary solution – SRA advised it did not object to Secret Harbour Dockers coming to Laurie Stanford Reserve but this would not be a permanent solution and recommends the City “do it right first time” by developing Lark Hill which would be more cost effective in the long run.
- Proposals will have high impact on residential area in terms of the volume of players, traffic and lights.
- Would accept planned update for Laurie Stanford to be put on hold and some or all of the allocated funding to be used to update Lark Hill to accommodate SHD.

4.35pm Secret Harbour Dockers Football Club.
The Chairperson invited Secret Harbour Dockers (SHDFC) to make its deputation.
Peter McClay President SHDFC thanked the committee for the opportunity to make a deputation. SHDFC rejected the recommendations in the Response to Council Resolution Golden Bay Active Public Open Space Report for the following reasons:-
- The Club has 600 members which are expected to increase to 1000 over the next 5 years and would only be a short term solution.
- SHDFC Committee voted overwhelmingly to remain at Rhonda Scarrott
- Relocating to Laurie Stanford was not in the best interests of the SHDFC, as Laurie Stanford is 7km away; clubs would have to share the takings; the club would have to pack bar and food away at the end of each game, creating extra work for volunteers and changing rooms too small.
- Severe shortage of open space in Golden Bay and Secret Harbour
- 200 children from 2 different schools participate in the Active After School Program and could not walk the distance to Laurie Stanford.
- The club recommended the use of funds from Laurie Stanford Reserve and Rhonda Scarrott to be used to fund 2 ovals at Lark Hill.

4.45pm Peel Junior Soccer Association\The Chairperson invited Peel Junior Soccer Association (PJSA) to make its deputation.
Helen Norman Secretary for PJSA thanked the committee for the opportunity to make a deputation. SRA rejected the recommendations in the Response to Council Resolution Golden Bay Active Public Open Space Report for the following reasons:-
- The absence of a timeframe given as it needed immediate security of tenure
- Would have concerns over safety, overuse of the site and conflict if sharing the Laurie Stanford reserve with SHDFC.
- PJSA has been using the reserve for 10 years and has managed the field well, allowing 250 children to play in their own shire.
- PJSA advised it supported moving some funding to help SHDFC in its move
The Chairperson thanked Singleton Residents Association, Secret Harbour Dockers and Peel Junior Soccer Association for their deputations.

---

## Community Development
### Community Infrastructure Planning

| Reference No & Subject: | CIP-011/12 | Response to Council Resolution
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Golden Bay Active Public Open Space</strong></td>
<td><strong>CSV/1931</strong></td>
<td></td>
</tr>
<tr>
<td>File No:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Dean Burton, Community Infrastructure Planning Officer</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mrs Natalie Venables, A/Manager Community Infrastructure Planning</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>12 November 2012</td>
<td></td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>CIP-005/12</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
<td></td>
</tr>
<tr>
<td><strong>Site:</strong></td>
<td><strong>Lot 195 Tangadee Rd, Golden Bay</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Lot Area:</strong></td>
<td><strong>3.5 ha</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Attachments:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Golden Bay Primary School Shared Use Reserve Concept Plan (DRAFT)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Opinion of Probable Cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Maps/Diagrams:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Rhonda Scarrott Reserve and Lot 195 Tangadee Reserve, Golden Bay</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Purpose of Report

To provide Council with advice in response to Council’s instruction to investigate the proposed pre-funding of the Golden Bay Primary School shared-use reserve to alleviate the shortage of active public open space in the surrounding area.

Background

At the Ordinary Council Meeting in March 2012, Councillor Elliott submitted the following motion for consideration:

“That Council develop a portion of Lot Number 195 Tangadee Road, Golden Bay on the future Golden Bay Primary School site within the next two years for the purposes of a sports playing field prior to the construction of the school in order to alleviate the shortage of active public open space in the surrounding area.”

The rationale for the motion was the active reserve demands from local sport and recreation groups that have grown rapidly throughout the Coastal Ward in recent years, and the perceived inadequacy of existing public open spaces. As a result, at its April 2012 meeting, it was resolved that Council:

“DIRECT the Chief Executive Officer, in conjunction with the Department of Education to investigate the feasibility of constructing a playing field on part of Lot 195 Tangadee Road, Golden Bay prior to the establishment of the future primary school and prepare a report to Council prior to the City Business Plan review in November 2012.”

Officers have now undertaken a study of the feasibility of pre-funding the playing field at the proposed Golden Bay Primary School, together with the nature and extent of the alleged shortage of active public open space in the surrounding area. Also, as part of the study, an analysis was undertaken on options available addressing the difficulties being experienced by Clubs managing ground allocations for training and competition. While prefunding of the shared-use reserve at Golden Bay Primary School/Rhonda Scarrott Reserve may be a solution to this issue it was considered necessary to also investigate current ground allocations, the specific needs of sport/recreation clubs, and the capacity of both active reserves and community buildings within the Coastal Ward.

The findings are now presented for Council’s consideration.

Details

Current sport/recreation clubs and ground allocations in Coastal Ward

Currently there are seven (7) sport and recreation groups in the Coastal Ward. Specifically, the perceived inadequacy is related to the Secret Harbour Dockers Football Club (SHDFC) as its participant numbers have grown significantly over recent years (622 participants) and is expected to further rise due to forecasted population growth in the suburbs of Secret Harbour, Golden Bay and Singleton.

In 2012, the SHDFC utilised five (5) reserves for training and two reserves, Rhonda Scarrott Reserve and Secret Harbour Primary School Oval for competition. Due to recent growth and anticipated future growth, the Club suggests that managing grounds for training and competition is becoming increasingly difficult.

Notably, the Peel Junior Soccer Association (PJSA) utilised Laurie Stanford Reserve in 2012. PJSA had 816 participants spread across three competitions covering three municipalities (City of Rockingham, City of Mandurah and Shire of Serpentine/Jarrahdale). Of the 816 participants, 216 participants reside within the City of Rockingham and 270-280 participants utilise Laurie Stanford Reserve for training during the week and competition from 8am – 1pm on Saturdays.

City’s ten year plan for community infrastructure

In recognition of current and forecast population growth, Council endorsed the City’s Community Infrastructure Plan 2011/12–2020/21 at its Ordinary Council Meeting in May 2011.
Within the Coastal Ward, the following two key active reserve projects have been scheduled in 2015/16:

- Rhonda Scarrott Reserve Active Public Open Space Development - $1,227,000
- Laurie Stanford Reserve Master Plan - $5,054,000

particularly, capital works at Rhonda Scarrott Reserve include construction of a dedicated clubroom, improved car parking and a contribution to the development of a shared use reserve upon construction of the proposed Golden Bay Primary School. This plan was developed in consultation with the Department of Housing, as proponent of the Golden Bay Comprehensive Development Plan, and has been identified with the Rhonda Scarrott Reserve Landscape Master Plan submitted as part of the Public Open Space Schedule. Notably, the proposed upgrades also respond to current car parking issues and the demand for clubroom space by the SHDFC.

Upgrades to Laurie Stanford Reserve are a result of aged infrastructure within the reserve and the number of single-use facilities (Comet Bay Bowling Club Clubroom, Singleton Hall and Singleton Community Centre) which increase asset management costs to the City and remain underutilised. Co-location of the facilities and associated user groups (Singleton Recreation and Community Club) is a more efficient use of resources, provides better facilities overall, enhances social outcomes for the community and will improve the level of amenities available for user groups.

The timing of the above projects in 2015/16 has been determined by the availability of capital funds within the City Business Plan (2012/13 – 2021/22), dialogue with the Department of Education (DoE) regarding its construction timelines for the Golden Bay Primary School, together with the higher priority given to other projects such as, the Baldivis Library and Community Centre and Secret Harbour Surf Life Saving Club Redevelopment.

Options for addressing the active public open space shortage

Upon consideration, three options have been identified as potential responses to Council’s April 2012 resolution:

**Option 1 – Pre-fund construction of part of Lot 195 Tangadee Road, Golden Bay**

As per Council’s resolution, the feasibility of constructing the playing field prior to the development of the Golden Bay Primary School Oval was investigated.

This option requires Council to pre-fund the construction of a senior sized AFL oval, car parking and associated amenities in 2013/14 adjoining the future Golden Bay Primary School so that it is co-located with the Rhonda Scarrott Reserve. These works are currently scheduled to occur in 2015/16 along with the development of additional clubrooms and landscaping works for the reserve. In accordance with the City Business Plan however, it is intended that the costs associated with the development of the oval are to be part funded by the Department of Education to enable it to become a shared use reserve. If the City chooses to proceed with the development ahead of the timeframe for construction of the school the City would be liable for all costs associated with the works and then would need to seek re-imbursement of up to 50% of the costs for the oval once the Department of Education announces plans for the construction of the primary school.

In testing the feasibility of this option, the following investigations occurred:

- Dialogue with DoE to ascertain its amenability to the City pre-funding the construction of the reserve and identifying any associated implications
- Liaison with the Department of Sport and Recreation around the likelihood of the City securing a contribution towards capital funding through the Community Sport and Recreation Facilities Fund
- Liaison with the City’s Director Corporate Services to understand the likely impacts on other priority community infrastructure projects included in the City Business Plan should the project proceed ahead of schedule
- Consultation with the SHDFC to identify specific infrastructure requirements for the reserve
- Engagement of a suitably qualified landscape architect and quantity surveyor to develop concept plans and a cost estimate for the project
- Liaison with the City’s Parks Development team post concept plan development
Consultation with DoE in May 2012 resulted in the provision of ‘in-principle’ agreement for the City to pre-fund the playing field subject to the Department’s endorsement of the concept plan and estimated cost, and subsequent detailed designs.

While theoretically possible, a risk would remain as the City is yet to receive clarification of the school building footprint that is to be determined based on the number of students that will be catered for. Therefore, there is the possibility that the standard school building footprint may increase in size between now and the lead up time to construction of the oval, reducing the size available for the reserve and requiring significant variations to the design. This has the potential to both push out the construction timeline as well as increase expenditure on the design component.

Based on the investigations undertaken, pre-funding the construction of the playing field for circa $1,400,000 has implications for the City’s 10 year Business Plan and the proposed capital funding model for the project.

Progressing this project ahead of the timing of 2015/16 specified in the City Business Plan would require the City to fund the project through debt repaid over a ten year period and would impact the timeframes for the delivery of other projects included in the Community Infrastructure Plan. One key project that is likely to be affected is the delivery of the active public open space at Lot 1507 Baldi which is currently scheduled for 2014/15. Furthermore, should this project or other anticipated projects be delayed, cost escalations would need to be further factored in potentially further expanding deliverable time frames.

Regardless of these risks, a concept plan was developed by EcoScape Landscape Architects for the reserve that includes key infrastructure elements to support the training and competition requirements of the SHDFC. This concept plan is attached as Appendix 1 and shows the full size AFL oval, circa 50 parking bays and associated amenities that could be provided should the project proceed. The Opinion of Probable Cost obtained estimated that $1,398,408 would be required for the works. This cost estimate is attached as Attachment 2.

Notably, Parks Development has provided advice that there may be obstacles with obtaining water to irrigate the City’s portion of the reserve as the Karnup West aquifer is currently fully allocated. In addition, more detailed investigations are needed regarding modification of existing drainage swales on the eastern boundary of the reserve. Furthermore, the concept determines the removal of the existing cricket nets which may need to be re-constructed in the future imposing further cost.

Should development of the oval proceed ahead of schedule, it would greatly benefit the SHDFC in that it would enable it to host all their at-home competitions from Rhonda Scarrott and maintain home fixtures. It would also reduce the number of different reserves necessary to support training and would enable the continued growth of the Club.

However, having completed the feasibility of pre-funding the Golden Bay Primary School Oval the findings indicate that the financial cost of circa $1,400,000 is not practical as the City has not allocated funds within the City Business Plan. In addition, pre-funding the playing fields construction would impact and/or delay other higher priority projects that have already undertaken a detailed planning process. Furthermore, the future potential of part of the playing field being reclaimed by the DoE for other uses by the school is uncertain as the primary school site has not been master planned another risk that should be considered. Additionally, obstacles regarding the irrigation could be addressed by seeking an arrangement with the DoE to use its water allocation for Lot 195 Tangadee Road prior to construction of the school and by utilising portions of water allocated to other City reserves within the existing area to irrigate the playing field. The feasibility of seeking water portions of water from other reserves still remains to be tested and suggests more detailed investigations need to occur prior to the Rhonda Scarrott master plan scheduled for 2015/16. On this basis, it has been determined to investigate any alterations to ground allocations would provide a more viable solution.

**Option 2 – Alter current ground allocations to ensure adequate usage of grounds**

A comprehensive review of the 2012 ground allocations led to the identification that that existing reserves within the Coastal Ward are not being used to their full potential during the winter months, likely to be in part a result of the rapid growth of the SHDFC.

The current situation is that the largest public open space in the Coastal Ward, Laurie Stanford Reserve, is considerably under-utilised whilst other reserves such as Rhonda Scarrott Reserve and
Secret Harbour Primary School oval are being over used. On this basis, consultation with relevant internal officers and the different user groups of the ovals identified the possibility of re-allocation of the larger Laurie Stanford Reserve to the SHDFC and the smaller Rhonda Scarrott Reserve to the PJSA as a solution to relieve the difficulties being faced by the SHDFC. Relocation would also be beneficial from a grounds management perspective as some grounds within Coastal Ward are currently being over used.

Effective implementation of this option would require some amenities and/or asset upgrades to the Laurie Stanford Reserve to enable it to accommodate the football club. In particular, floodlighting, access to clubrooms and suitable size change rooms, AFL goal posts and matting to cover cricket pitches would be required. The total cost of these items would equate to approximately $320,000. Investigation of funding availability for these amenities found that the City could source funds for floodlighting and AFL goal posts from Public Open Space Cash-in-lieu funds available from Lot 1002 Singleton Beach Road, Singleton and funds for purchasing a transportable office (suitable sized change room) and matting to cover cricket pitches (circa $32,000) could be requested at the City’s Quarterly Budget Review and/or through the City’s Community Grants Program.

While no infrastructure works would be required at Rhonda Scarrott reserve to accommodate PJSA, consultation with the club identified that relocation to the reserve would require them to re-fixture their current competition format or move some games to other reserves where they already facilitate competitions (most likely Bortolo Reserve, Mandurah). A benefit of the move would be that the Club would gain access to the kiosk / canteen area and storage amenities on site rather than continue with the current practice whereby they rely on trailers for storage and a tent to operate the canteen.

Notably, re-location of the SHDFC to Laurie Stanford Reserve has synergies with the Club’s Business Plan. The Club’s primary aspiration is to obtain amenities at Lark Hill Sports Complex – Stage 2 development. However, the Club has noted that “Plan B” will need to be developed if Lark Hill Stage 2 is not constructed within a suitable timeframe that aligns with Club growth. Furthermore, the Club has goals to specifically apply for a Cricket licence from the Western Australian Cricket Association and to link with other sporting groups so it can provide a wider range of activities to support participation outside of football season. These goals provide a strong impetus for the introduction of the Singleton Recreation and Community Club (SRaCC) management model following the development of the Laurie Stanford Reserve Master Plan.

While the City retains the authority to direct the Clubs to relocate to other ovals, it would be preferable to have some support from sport and recreation clubs affected. Following extensive consultation with the relevant sporting groups the City does not currently have the support of either the SHDFC or the PJSA to change sites. Furthermore, the Singleton Residents Association has also made the City aware that it is currently against the relocation of SHDFC to Laurie Stanford Reserve on the basis that it is concerned with car parking challenges and the associated negative social outcomes due to increased patronage and usage of the bar facilities within the community centre.

Option 3 – Retain the status quo

Retaining the current ground allocations within the Coastal Ward as per the 2012 ground allocation process and not pre-funding construction of the playing field is a potential option. This would mean that, unless it decided to re-locate to alternate reserve(s), the SHDFC would be required to manage with the existing public open space in the area until the planned upgrades to the Rhonda Scarrott reserve in 2015/16.

Up until the completion of these works, the Club would be required to manage with the existing public open space. This potentially could be achieved by through capping membership numbers, continuing to utilise a range of reserves for training and competition, and/or moving the Clubs home games to opponent venues.

Discussion

Upon the analysis of the available options, re-location of Clubs is the preferable option as the larger sporting group is allocated to the larger reserve (Laurie Stanford Reserve) and the smaller sporting group is allocated to the smaller reserve (Rhonda Scarrott Oval). It is understood that additional amenities would need to be provided in order for the SHDFC to undertake their operations at Laurie
Stanford Reserve of which is a more feasible option in comparison of pre-funding the construction of the playing field at part of Lot 195 Tangadee Road, Golden Bay.

In addition, the synergies that re-location has with the SHDFC Business Plan and the impetus it provides to the SRaCC management model are valuable outcomes both for the SHDFC and the community. It is acknowledged that re-location may cause some short-term challenges, although these challenges are seen to be overcome with the assistance from City officers.

As re-location is not supported by the sporting groups, retention of the current ground allocations is considered to be an alternative solution. Management options of moving home matches to away venues and/or capping membership numbers although not preferred, provides a solution for the SHDFC as the pre-funding of the playing field prior to 2015/16 has implications on other established priority projects the City has already endorsed to undertake within the City Business Plan 2012/13 – 2021/22.

**Implications to Consider**

a. **Consultation with the Community**

Extensive consultation occurred with both the Peel Junior Soccer Association and the Secret Harbour Dockers Football Club. The following is a summary of this consultation:

**Peel Junior Soccer Association**

On 12 September 2012, City Officers met with Helen Norman (PJSA Secretary) and Mark Norman (PJSA Laurie Stanford Junior Coordinator) to discuss the Association’s current operations, needs and opinions relating to Option 2. It was ascertained that the PJSA utilise Laurie Stanford Reserve four (4) afternoons a week for training with no more than 60 participants at one session. They currently also use the reserve on Saturday mornings from 8am – 1pm for competition and facilitate seven (7) playing fields of various sizes across two-thirds of the circa 4.6 hectare reserve. Notably, it was further explained that currently trailers are relied on for storage and a canteen/kiosk is operated under a tent in the middle of the oval during Saturday morning competition.

The three options were discussed with the Association representatives of whom Option 1 was their preferred option. However, it had been mentioned the Association could move to Rhonda Scarrott Oval (Option 2) as it is attracted to the additional amenities are available when hiring the ground of which namely include the ovals kiosk/canteen area and storage. Additionally it was made evident that the current size of the oval would not enable PJSA to facilitate seven (7) playing fields at one time and the Association would need to re-figure its current competition format or move games to other reserves where they facilitate competitions (most likely Bortolo Reserve, Mandurah). Furthermore, the Association feels that moving players from Laurie Stanford Reserve to Rhonda Scarrott Reserve would affect the current playing membership and as a result lose membership in the immediate term, although understands that in the long-term it will gain membership from the new primary school and development in Golden Bay.

**Secret Harbour Dockers Football Club**

On 17 September 2012, City Officers attended a directional meeting with the Club and provided an overview of the potential available options and relevant information within the City’s Community Infrastructure Plan. The Club expressed its concern with the available active public open space within the Coastal Ward not meeting future participation requirements as the Club plans to field an additional senior team and potentially three junior teams in 2013. It was acknowledged that the Club has experienced high levels of growth after being founded in 2004 and recently progressed to senior football in 2010.

Notably, the Club made City Officers aware that its overall aspiration was that Lark Hill Stage 2 will be its home, although understands the financial constraints and priority of other projects throughout the City. Therefore, the Club realises that an interim solution is needed prior to Lark Hill Stage 2 scheduled in the Community Infrastructure Plan for 2026/27.

The Club suggested multiple options at the meeting. These included re-locating part or all of the Club’s activities to Laurie Stanford Reserve whilst still utilising Rhonda Scarrott Oval for
senior football. This option was subsequently recognised as not feasible or appropriate as the PJSA would need to re-locate to Secret Harbour Oval and would not support their needs. Option 2 had been discussed as re-location to Laurie Stanford Oval would provide sufficient oval space to manage the Clubs training and competition and clubroom style facilities within the Singleton Community Centre.

On 24 September 2012, a meeting was arranged by City Officers with the SHDFC and the Singleton Social Group (Licensee of Singleton Community Centre) to determine if the Singleton Community Centre and supporting amenities will meet the needs of the Club and access could be obtained at the required times. At the meeting it was ascertained that the Club obtain access at the required times and that the Singleton Social Group would welcome additional user groups. During the meeting a site tour was conducted which demonstrated that all of the Centre's amenities would meet the Club's needs apart from the changeroom facilities. It was suggested by City Officers that changeroom options could be explored until the redevelopment of the Laurie Stanford complex in 2015/16.

In addition to changeroom amenities, the Club noted that reasonable reserve improvements would need to occur prior to the SHDFC to re-locate. Improvements included upgrade to existing floodlighting, covering of synthetic cricket pitches and installation of goal posts for AFL Football.

On 12 October 2012 another meeting was held with the Club's President to confirm the potential re-location to Laurie Stanford Reserve. It was suggested that the City could source funds for floodlighting and goal posts from Public Open Space Cash-in-Lieu funds available from Lot 1002, Singleton Beach Road, Singleton and funds for the changeroom could be requested at the City’s Quarterly Budget Review and/or through the City’s Community Grants Program. The Clubs President in-principle endorsed that the re-location was feasible and opened opportunities for the Club regarding sponsorship and goals within the Club’s Business Plan.

On 19 October 2012, the Club’s President notified City Officers that the Club’s Executive Committee had voted on the re-location matter and had decided to remain at Rhonda Scarrott Oval. The rationale for the Club’s decision includes:

- Re-location to Laurie Stanford Reserve (Singleton) would cause the Club to lose the “Secret Harbour” identity
- The Golden Bay Department of Housing development is seen as an opportunity for the Club to increase its membership
- Re-locating to Laurie Stanford Reserve in the future may hinder the Club’s chances of obtaining its long-term goal of a position at Lark Hill Sports Complex.

Furthermore, it was asked what the Club would do without additional active public open space to facilitate training and competition. It was suggested that the Club would manage this challenge into the future and could potentially re-locate junior home matches to away venues (e.g. Warnbro and Safety Bay).

b. Consultation with Government Agencies

Dialogue was undertaken with the Department of Education in May 2012 regarding constructing the shared-use reserve. The Department has given in-principle support for the City’s notion of developing the reserve ahead of construction of the Golden Bay Primary School although has suggested that it could not contribute to funding until formal construction date announcements have been made. Further, the Department only announces the construction of schools two years in advance and is yet to announce the time of the Golden Bay Primary School construction. Additionally, initial concept plans and detailed landscape plans will need to be approved by the Department.

The Department of Sport and Recreation, responsible for facilitating the Community Sport and Recreation Facility Funding (CSRFF) program has explained that constructing active open space is eligible for funding. Up to one-third of the project costs are available, however within a shared use context, the funding program requires the City to have a shared use agreement in place when submitting the funding application. Additionally, funding applications for this type of project are only received annually and an application could be
made in November 2013 and the City would be advised if funding was successful by February/March 2013. Furthermore, even though applying for funding is available and where an agreement was developed with the DoE, a successful application could impact other projects that the City has planned to apply for between now and the Rhonda Scarrott Master Plan (2015/16) within the Community Infrastructure Plan.

c. Strategic Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspiration/s 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

d. Policy

The following extract from the City’s Corporate Services, Procedures and Conditions of Hire – Active Reserve Seasonal is applicable to the contents of this report.

2.1 Seasonal Allocation:

a. Allocation of City of Rockingham active sporting reserve is seasonally based.

b. Reserves may be shared by/allocated to multiple user groups at the discretion of the City of Rockingham staff.

e. Financial

**City Business Plan 2012/13 – 2021/22**

An amount of $1,227,000 has been allocated in 2015/16 for the Rhonda Scarrott Oval Reserve Active POS Master Plan. This includes the development of club rooms, upgrading of landscaping, additional car parking and shared construction of the playing field on Lot 195 Tangadee Rd.

$5,054,000 has been allocated in 2015/16 for Laurie Stanford Reserve Active POS Master Plan. The scope of works includes the re-development of the Singleton Community Centre, re-alignment and additional car parking, removal of the existing bowling club building, removal of the Singleton Hall, upgrade of cricket nets, improvements of floodlighting.

**Golden Bay Primary School Oval – “Opinion of Probable Cost” (Option 1)**

As part of the methodology to respond to Council’s April 2012 resolution, Ecoscape Landscape Architects were commissioned to develop a concept plan and capital cost estimate of developing the oval and required amenities (excluding clubrooms) as per the scope of the Rhonda Scarrott Oval Active POS Master Plan. In order to pre-fund the construction, the estimated cost to develop the school oval and car parking is $1,403,982.43. A summary and Ecoscape’s “Opinion of Probable Cost” can be found in Appendix 3.

**Public Open Space “Cash-in-lieu”**

Notably, Local Structure Plan Lot 1002, Singleton Beach Road, Singleton has not provided public open space due to the size of the sub-division and its proximity to Laurie Stanford Reserve. As per Section 153, *Planning and Development Act 2005*, the developer is required to provide a cash contribution to the local government for the purposes of public open space provision or redevelopment of local infrastructure on the proviso it is accessible by the public. The cash-in-lieu amount calculated and paid to the City of Rockingham is $645,000. This amount is being held in a trust account (as per Section 153) for the use of only the Laurie Stanford Reserve Active POS Master Plan. These funds could possibly be used for the required upgrades at Laurie Stanford Reserve including AFL goals posts and floodlighting.
f. Legal and Statutory

Section 153 of the Planning and Development Act 2005 (the Act) outlines that cash payment may be made by a landowner to a local government in lieu of not providing public open space within a residential subdivision.

Section 154 of the Act, outlines that the funds must be applied to land purchase for parks, recreation grounds, open spaces nearby the subdivided area; repaying of loans for the purchase of such land; and/or with approval from the minister, the improvement or development of parks, recreation grounds and opens spaces nearby the sub-division.

Comments

From the investigations undertaken, it is evident that a management approach exists to alleviate the perceived inadequacy of active public open space in the Coastal Ward. It is acknowledged that short term challenges will exist in re-locating user groups, however, they are considered insufficient to warrant bringing the shared-use reserve at Lot 195 Tangadee Road, Golden Bay forward. This is particularly given that the estimated construction costs for the reserve and car parking are $1,398,408 and as a consequence a number of other priority projects in the City’s Business Plan would be delayed.

Furthermore, the potential risks of development on the Department of Education’s land prior to the schools building footprint being established and the challenges in obtaining water to irrigate must be acknowledged.

On this basis, it is not recommended that the City pre-fund the construction of the shared-use reserve on Lot 195 Tangadee Road, Golden Bay and that it maintains the current scheduling within the City’s Business Plan in 2015/16.

While from the City’s perspective it would be preferable for Option 2 to be progressed involving the relocation of the two Clubs, it is not considered prudent to force this option when both Clubs, especially SHDFC disagree to the proposal. As such, the remaining option (Option 3) that involves the SHDFC continuing to utilise a range of reserves for training and competition purposes is the most viable approach.

In the future however, if the Clubs would like to investigate the possibility of relocation, City Officers would again be ready to explore options with them.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. RECEIVE the report on the feasibility of constructing a playing field on part of Lot 195 Tangadee Road, Golden Bay, prior to the establishment of the future primary school.

2. CONFIRM the infrastructure projects of Rhonda Scarrott Reserve and Laurie Stanford Reserve in 2015/16 are to remain as scheduled within the current City Business Plan 2011/12 – 2020/21.

3. INVITE the Secret Harbour Dockers Football Club and the Peel Junior Soccer Association to re-consider relocation to Laurie Stanford Reserve and Rhonda Scarrott Reserve respectively, to facilitate the optimal use of active public open space, and on the basis that Council will not develop a portion of Lot 195 Tangadee Rd, Golden Bay within the next two years.
Committee Recommendation

That Council:

1. **CONFIRM** the infrastructure projects of Rhonda Scarrott Reserve and Laurie Stanford Reserve in 2015/16 are to remain as scheduled within the current City Business Plan 2011/12 – 2020/21.

   Committee Voting – 3/1

2. **INVITE** the Secret Harbour Dockers Football Club and the Peel Junior Soccer Association to re-consider relocation to Laurie Stanford Reserve and Rhonda Scarrott Reserve respectively, to facilitate the optimal use of active public open space, and on the basis that Council will not develop a portion of Lot 195 Tangadee Rd, Golden Bay within the next two years.

   Committee Voting – 3/1

3. In the absence of Secret Harbour Dockers Football Club and Peel Junior Soccer Association accepting recommendation 2, **INVITE** the clubs to provide to Council alternative options to deal with the public open space allocation on the clear understanding that it is unlikely that the City will have the necessary resources to develop Lark Hill.

   Committee Voting – 3/1

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

Not applicable

Implications of the Changes to the Officer’s Recommendation

Not applicable
<table>
<thead>
<tr>
<th>19.</th>
<th><strong>Date and Time of Next Meeting</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The next Community Development Committee Meeting will be held on <strong>Wednesday 5 December 2012</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>20.</th>
<th><strong>Closure</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>There being no further business, the Chairperson thanked those persons present for attending the Community Development Committee meeting, and declared the meeting closed at <strong>5.16pm</strong>.</td>
</tr>
</tbody>
</table>