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<td></td>
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City of Rockingham
Corporate and Community Development
Committee Meeting Minutes
Tuesday 21 October 2014 - Council Boardroom

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

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

2.1 Councillors
Cr Leigh Liley Chairperson
Cr Matthew Whitfield
Cr Justin Smith
Cr Barry Sammels (Mayor)
Cr Joy Stewart

2.2 Executive
Mr Andrew Hammond Chief Executive Officer
Mr John Pearson Director Corporate Services
Mr John Woodhouse Director Legal Services and General Counsel
Mr Ben Searcy Manager Human Resource Development
Ms Karin Strachan Manager Strategy Coordination
Ms Vanisha Govender Manager Financial Services
Mr Michael Yakas Manager Customer and Corporate Support
Mr Ashley Pittard Manager Community Infrastructure Planning
Mrs Jillian Obiri-Boateng Manager Community Support and Safety Services
Mr Nick Brown Manager Community Capacity Building
Ms Jane Elton Manager Library and Information Services
Mr Peter Melling Manager Investment Attraction
Mr Peter Varris Manager Governance and Councillor Support
Mrs Jelette Edwards Governance Coordinator
Mr Rafal Kolodynski Internal Auditor
Ms Sue Langley Governance Officer
Mrs Diane Zanre PA to the Director Community Development

2.3 Members of the Gallery: 2

2.4 Apologies: Nil

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

4. Public Question Time
   4:02pm The Chairperson invited members of the Public Gallery to ask questions. There were none.

5. Confirmation of Minutes of the Previous Meeting
   Moved Cr Whitfield, seconded Cr Stewart:
   That Committee CONFIRM the Minutes of the Corporate and Community Development Committee Meeting held on 16 September 2014, as a true and accurate record subject to the following amendment:

   Item GMS-018/14 Advisory Committee Membership – Review Appointments
   AMEND the Committee recommendation to record the representation of Challenger Institute of Technology as Margaret Gannaway and not Margaret Collins as incorrectly recorded

   Committee Voting – 5/0

6. Matters Arising from the Previous 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
   Nil

10. Matters for which the Meeting may be Closed
    Nil

11. Bulletin Items
    Corporate and General Management Services Information Bulletin – October 2014
    Corporate Services
    1. Corporate Services Team Overview
    2. Human Resource Update
    3. Project Status Reports
       3.1 Retention and Disposal Project
       3.2 Implementation Projects Coordinator
       3.3 Integrated team plan and risk management module
       3.4 Mobile Computing – Infringements
3.5 Mobile Computing – Asset Management / Inspections
3.6 Purchasing Card Module
3.7 Online Application Lodgement System (OAL)
3.8 Intranet Redevelopment
3.9 Closed-Circuit Television (CCTV) – Stage 2
3.10 Closed-Circuit Television (CCTV) – Stage 3 & 4
3.11 Service Management Processes
3.12 Replacement of DC1 and DC2 Servers & VMware Upgrade
3.13 Upgrade to System Centre Configuration Manager (SCCM)
3.14 Finalisation of Quality of Service (QOS) and IP Addressing
3.15 Redevelopment of Standard Operating Environment (SOE)
3.16 IntraMaps 8 Upgrade
3.17 Implement Radio Frequency Identification (RFID) Safety Bay Library
3.18 Integrate Security Access Control Systems
3.19 Implement DC1/DC2 configuration as per Business Continuity Plan requirements

4. Information Items
4.1 List of Payments September 2014
4.2 Rockingham Child Care Service
4.3 Challenger Court
4.4 Autumn Centre
4.5 Warnbro Community Recreation Centre
4.6 Mike Barnett Sports Complex
4.7 Aqua Jetty
4.8 Gary Holland Community Centre

Governance and Councillor Support
1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Advisory Committees – Community Membership Appointment
   4.2 National Sea Change Taskforce Newsletter
   4.3 Citizenships

Human Resources
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Wellness Programme
   3.2 Corporate Training Programme
   3.3 Leadership and Management Programme
   3.4 Values Programme
   3.5 Occupational Safety and Health Programme
   3.6 People with Disability Employment Project
   3.7 Online Learning Management Systems
   3.8 Health Surveillance Project
   3.9 Workforce Development Plan
4. Information Items
   4.1 Recruitment and Onboarding
   4.2 Occupational Safety and Health Statistics
### Strategy and Corporate Coordination

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

### Investment Attraction

1. Investment Attraction Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Regional Leadership Forums
   3.2 Business Improvement District Feasibility
   3.3 City Centre Marketing Plan
   3.4 Online Forecasting Tool
4. Information Items
   4.1 Various meetings
   4.2 Rockingham Development Snapshot

### Legal Services & General Counsel

1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   Provision of Legal Advice
   4.1 Legal Advice – Local Government Operational Matters
   4.2 Documentation
   4.3 SAT Matters
   Oversight of Systems and Documentation
   4.4 Executive Policy – Withdrawal of Parking Infringements
   4.5 Policy – Local Law – Various activities
   4.6 Executive Policy – Mandatory Legal Advice
   Legal Capacity Building
   4.7 Training – Procedural Skills for Industrial Courts and Commissions
   4.8 Training – Associations Incorporation Bill 2014
### Committee Recommendation

Moved Cr J Smith, seconded Cr Stewart:

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

Committee Voting – 5/0

<table>
<thead>
<tr>
<th>Community Development Information Bulletin – October 2014</th>
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<tbody>
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<td>3.3 Rockingham Connect</td>
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<td>4. Information Items</td>
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<td>4.2 Community Safety</td>
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<td><strong>Library Services</strong></td>
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<tr>
<td>1. Library Services Team Overview</td>
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<td>2. Human Resource Update</td>
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<td>4. Information Items</td>
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<td>4.1 Library Services Statistics August 2014</td>
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<tr>
<td>4.2 Mary Davies Library and Community Centre Update</td>
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<td>4.3 Safety Bay Library Update</td>
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<td>4.4 Warnbro Community Library Update</td>
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<tr>
<td>4.5 Children’s Book Week</td>
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<tr>
<td><strong>Community Infrastructure Planning</strong></td>
</tr>
<tr>
<td>1. Community Infrastructure Planning Team Overview</td>
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<tr>
<td>2. Human Resource Update</td>
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<td>3. Project Status Reports</td>
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<tr>
<td>4. Information Items</td>
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<tr>
<td>3.1 Coastal South Sporting Infrastructure Assessment</td>
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<td>3.2 Baldivis Library and Community Centre</td>
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<tr>
<td>3.3 Regional Cycling Facilities Feasibility Study</td>
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<td>3.4 Golden Bay Primary School – Shared Use Open Space Development and Agreement</td>
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<td>3.5 Secret Harbour Surf Life Saving Club Redevelopment (SHSLSC)</td>
</tr>
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<td>3.6 Baldivis Primary School Shared Use Reserve</td>
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<td>3.7 Lot 1507 Active Public Open Space Development</td>
</tr>
<tr>
<td>3.8 Baldivis District Sporting Complex Feasibility Study and Concept Plans</td>
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<td>3.9 Active Ageing Precinct Master Plan</td>
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<tr>
<td>3.10 Rockingham Youth Venue – Feasibility Planning</td>
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<td>3.11 Public Open Space and Community Purpose Site Strategy</td>
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<tr>
<td>3.12 Laurie Stanford Reserve – Management and Business Planning</td>
</tr>
<tr>
<td>3.13 Secret Harbour Community Library – Feasibility Study and Concept Plan</td>
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<tr>
<td>3.14 Sport Reserve Floodlighting Program</td>
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<tr>
<td>3.15 Aquatic Facilities Strategy</td>
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<tr>
<td>3.16 Community Infrastructure Plan</td>
</tr>
</tbody>
</table>
3.17 Rhonda Scarrott Reserve Master Plan Implementation
3.18 Laurie Stanford Reserve Master Plan Implementation
3.19 Play Space Strategy
3.20 Reserve and Open Space Master Plans
3.21 Dog Exercise Areas
3.22 Karnup Community Infrastructure Plan

**Community Capacity Building**

1. Community Capacity Building Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 New Year’s Eve Celebration 2014
   3.2 Australia Day Celebrations 2015
   3.3 Community Grants Program (CGP)
   3.4 Youth Encouragement Award (YEA)
   3.5 Infrastructure Planning and Development Grants (IPDG)
   3.6 Disability Access and Inclusion Plan (DAIP)
   3.7 Christmas Decorations Program
   3.8 Murdoch Partnership Agreement – Chair of Education
   3.9 Reconciliation Action Plan (RAP)
   3.10 Challenger Precinct Masterplan
4. Information Items
   4.1 Seniors
   4.2 Youth Development
   4.3 Sport and Recreation
   4.4 Learning City’s Strategy
   4.5 Outdoor Event Applications
   4.6 Cultural Development and Arts
   4.7 Cultural and Linguistically Diverse (CaLD)
   4.8 Place Activation/Sponsor Recognition

**Committee Recommendation**

Moved Cr J Smith, seconded Cr Stewart:

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

Committee Voting – 5/0
12. Agenda Items

Corporate Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-034/14 Quarterly Budget Review – September 2014 (Absolute Majority)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>FLM/17-04</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>476</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Vanisha Govender, Manager Financial Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
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<td>Date of Committee Meeting:</td>
<td>21 October 2014</td>
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<tr>
<td>Previously before Council:</td>
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<td>Disclosure of Interest:</td>
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<td>Attachments:</td>
<td>September 2014 Quarterly Budget Review</td>
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<tr>
<td>Maps/Diagrams:</td>
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**Purpose of Report**

To present the September 2014 Quarterly Budget Review for Council’s consideration and to seek Council’s authorisation of the budget amendments arising from the review.

**Background**

The City of Rockingham undertakes quarterly budget reviews to monitor its financial performance against the annual budget and to review projections to the end of the financial year. Any variations of the annual budget arising from the review process are presented for Council’s consideration and authorisation.
Details

The September 2014 Quarterly Budget Review includes details of transactions during the July 2014 – September 2014 period and adjustments required to the annual budget. The document includes the following information:

1. Summary of Budget Position
2. Summary of Major Amendments
3. Detailed statement of Operating and Non-Operating Revenue and Expenditure by Department

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 contained in the Community Plan 2011:

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

d. Policy
   Nil
e. Financial
   The overall effect of the various budget amendments is a surplus of $19,895, however this is subject to any changes required to the opening position as a result of the audit process.
f. Legal and Statutory
   This quarterly budget review is performed as a matter of good governance and is not required by legislation.
g. Risk
   Risk Implications of Implementing Officer Recommendation
   Nil
   Risk Implications of Not Implementing Officer Recommendation
   High:
   - The City is not able to deliver the services/projects required.

Comments

The main amendments proposed in the budget review are summarised in the September 2014 Quarterly Budget Review attachment.

Opening Position: The opening position has increased from $2.2 million (including restricted funds) to $14.9 million. The bulk of the increase is due to:

a) Carryovers for the 2013/2014 budget year of $5.97 million
b) The balance $6.73 million contributes to the general surplus of $14.9 million as a result of additional income, expenditure savings and final balance day adjustments.
Expenditure: Operating expenditure has increased by $2.4 million with the major increases being increases in costs for consumable bins, arterial lighting, contractor expenses and various operating projects.

Non-operating Expenditure: Capital expenditure has decreased by $0.4 million with the major changes being adjustments to the predicted carry forwards for the 2013/2014 budgets and also adjustments to the carbon tax reserve due to changes in legislation.

Non-operating Revenue: Non-Operating Revenue has decreased by $10.7 million which is mainly due to the reduction of loans and reserve transfers.

### Voting Requirements

**Absolute Majority**

### Officer Recommendation

That Council:
1. ADOPT the September 2014 Quarterly Budget Review; and
2. AMEND the budget accordingly.

### Committee Recommendation

Moved Cr Sammels, seconded Cr J Smith:

That Council:
1. ADOPT the September 2014 Quarterly Budget Review; and
2. AMEND the budget accordingly.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
<table>
<thead>
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<tr>
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<td>FLM/88</td>
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<tr>
<td>Risk Register No:</td>
<td>330</td>
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<tr>
<td>Proponent/s:</td>
<td>Mrs Vanisha Govender, Manager Financial Services</td>
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<td>Author:</td>
<td></td>
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<td>Other Contributors:</td>
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<td>Executive</td>
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<td>Nature of Council’s Role in this Matter:</td>
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<td>Maps/Diagrams:</td>
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**Purpose of Report**

To receive the monthly Financial Management Report for August 2014.

**Background**

Nil

**Details**

The monthly Financial Management Report includes the following:

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

**Implications to Consider**

a. Consultation with the Community
   Not Applicable
b. **Consultation with Government Agencies**  
Not Applicable

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

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

d. **Policy**  
Nil

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

f. **Legal and Statutory**  

g. **Risk**  
Risk Implications of Implementing Officer Recommendation  
Nil  
Risk Implications of Not Implementing Officer Recommendation  
High:  
- Non-compliance with relevant legislation

<table>
<thead>
<tr>
<th>Comments</th>
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<tbody>
<tr>
<td>Any variances identified have been reviewed within the current budget review.</td>
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<table>
<thead>
<tr>
<th>Voting Requirements</th>
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<td>Simple Majority</td>
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<table>
<thead>
<tr>
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<table>
<thead>
<tr>
<th>Committee Recommendation</th>
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<tr>
<td>Moved Cr Whitfield, seconded Cr Stewart:</td>
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<tr>
<td>Committee Voting – 5/0</td>
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<tr>
<td><strong>The Committee’s Reason for Varying the Officer’s Recommendation</strong></td>
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<tr>
<td>---------------------------------------------------------------</td>
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<tr>
<td>Not Applicable</td>
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<thead>
<tr>
<th><strong>Implications of the Changes to the Officer’s Recommendation</strong></th>
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<tr>
<td>Not Applicable</td>
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</table>
**Purpose of Report**

Council consideration of the dates proposed for Council meetings for the 2015 year.

**Background**

In accordance with the Local Government Act, 1995 a local government is to at least once a year give local public notice of the date, time and place for Council meetings for the next 12 months.

The Governance and Meeting Framework notes that Council meetings are generally held on the fourth Tuesday of each month commencing at 6:00pm in the Council Chamber. The Planning and Engineering Services Committee and Corporate and Community Development Committee generally meet in the Council Boardroom commencing at 4:00pm on the following dates:

- Planning and Engineering Services Committee – Third Monday of each month.
- Corporate and Community Development Committee – Third Tuesday of each month.
The exception to the above include the compression of the meeting schedule in December where the Council meeting is brought forward by one week to accommodate the Christmas season, resulting in the Committee Meetings being held in the second week of the month. Council has recently resolved to formalise the practice of scheduling an ordinary Council meeting in January.

The following dates are scheduled for meetings in 2015:

1) Council Meetings (commencing at 6:00pm in the Council Chambers)

<table>
<thead>
<tr>
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<th>April 28</th>
<th>July 28</th>
<th>October 27</th>
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<tr>
<td>February 24</td>
<td>May 26</td>
<td>August 25</td>
<td>November 24</td>
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<tr>
<td>March 24</td>
<td>June 23</td>
<td>September 22</td>
<td>December 15</td>
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2) Planning and Engineering Services Committee (commencing at 4:00pm in the Council Boardroom)

<table>
<thead>
<tr>
<th>January 19</th>
<th>April 20</th>
<th>July 20</th>
<th>October 19</th>
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<tbody>
<tr>
<td>February 16</td>
<td>May 18</td>
<td>August 17</td>
<td>November 16</td>
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<td>March 16</td>
<td>June 15</td>
<td>September 14</td>
<td>December 7</td>
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3) Corporate and Community Development Committee (commencing at 4:00pm in the Council Boardroom)

<table>
<thead>
<tr>
<th>January 20</th>
<th>April 21</th>
<th>July 21</th>
<th>October 20</th>
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<td>March 17</td>
<td>June 16</td>
<td>September 15</td>
<td>December 8</td>
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</table>

Implications to Consider

a. Consultation with the Community
   Advertising will be undertaken in the Sound Telegraph, Weekend Courier, Council website, social media platforms, City libraries and notice boards advising the scheduled dates for Committee and Council meetings.

b. Consultation with Government Agencies
   Nil

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

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

d. Policy
   The Governance and Meeting Framework Policy specifies that Council meetings are to be conducted on the fourth Tuesday of the month and Standing Committees to be held the Monday and Tuesday the week prior.

e. Financial
   Cost of advertising the meetings is provided for in Governance and Councillor Support account 210018.1204 Advertising with an amount of $9,360 budgeted for the 2014-2015 financial year. The cost of advertising is anticipated to be less than $1,000.
f. Legal and Statutory

Section 5.23(1) of the Local Government Act 1995 specifies that Council meetings and all meetings of any Committee to which a local government power of duty has been delegated are to be open to members of the public.

Section 5.25(1)(g) of the Local Government Act, 1995 (the Act) stipulates the giving of public notice of the date and agenda for Council and Committee meetings.

Regulation 12(1) of the Local Government (Administration) Regulations 1996 further refine the Act to specify time, place and types of committees that must be advertised.

g. Risk

Risk Implications of Implementing Officer Recommendation

Nil

Risk Implications of Not Implementing Officer Recommendation

Nil

Comments

The proposed schedule of meeting dates follows that which has been established in the 2013 review of the standing committees and the introduction of a January round of meetings. The trend in local government has been to seek more effective, timely and responsive decision making, much of this having been driven by the community and proponents of issues before Council.

Notwithstanding the use of delegation of authority and policy to assist in timely and consistent decision making, the process to gain a Council decision is often a lengthy one. It is also recognised that the application of the committee system has served Council well in the past.

The schedule of Standing Committee meetings is determined in accordance with the Governance and Meeting Framework Policy. There is no legislative requirement to advertise the meeting dates of the Standing Committees as they do not make decisions through Council delegated authority.

Council Information Workshops will also be scheduled throughout the year, generally once per month if required, falling on the second Tuesday of the month in accordance with the Governance and Meeting Framework Policy.

Voting Requirements

Simple Majority

Officer Recommendation

That Council APPROVE the following Council meeting dates for 2015:

Council Meetings (commencing at 6:00pm in the Council Chambers)

<table>
<thead>
<tr>
<th>January 27</th>
<th>April 28</th>
<th>July 28</th>
<th>October 27</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 24</td>
<td>May 26</td>
<td>August 25</td>
<td>November 24</td>
</tr>
<tr>
<td>March 24</td>
<td>June 23</td>
<td>September 22</td>
<td>December 15</td>
</tr>
</tbody>
</table>
**Committee Recommendation**

Moved Cr J Smith, seconded Cr Sammels:
That Council **APPROVE** the following Council meeting dates for 2015:

Council Meetings (commencing at 6:00pm in the Council Chambers)

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Month</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>27</td>
<td>April</td>
<td>28</td>
</tr>
<tr>
<td>February</td>
<td>24</td>
<td>May</td>
<td>26</td>
</tr>
<tr>
<td>March</td>
<td>24</td>
<td>June</td>
<td>23</td>
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<tr>
<td></td>
<td></td>
<td>July</td>
<td>28</td>
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<tr>
<td></td>
<td></td>
<td>August</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>September</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td></td>
<td>October</td>
<td>27</td>
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<tr>
<td></td>
<td></td>
<td>November</td>
<td>24</td>
</tr>
<tr>
<td></td>
<td></td>
<td>December</td>
<td>15</td>
</tr>
</tbody>
</table>

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
Purpose of Report

Council consideration of the date to conduct the Annual Meeting of Electors for the 2013/2014 year.

Background

In accordance with section 5.27 of the Local Government Act 1995, a general meeting of electors of a district is to be held once every financial year. The meeting is to be held not more than 56 days after the local government accepts the annual report for the previous financial year.

Details

Industry best practice is to endeavour to hold the Annual Meeting of Electors in the same calendar year that the financial year ended. This is often dependent on the timing of the audit of the City’s financial statements and the receipt of the audit statement.

It is anticipated that the Audit Committee will consider the Audited Annual Financial Reports for 2013/2014 (a key component of the Annual Report) in late October 2014, with a Committee recommendation presented to the November Ordinary Council Meeting.

The Annual Report for 2013/2014 will consequently be presented to Council for consideration at its 25 November 2014 meeting. The acceptance of the Annual Report will trigger the timeline for the Annual Meeting of Electors, necessitating it to be held by 20 January 2015.
It is proposed to hold the Annual Meeting of Electors for 2013/2014 at 6:00pm, Wednesday 17 December 2014 in the Reception Area of the Administration Centre.

**Implications to Consider**

a. **Consultation with the Community**
   Statutory advertising is required to be carried out requiring the Chief Executive Officer to convene and electors' meeting by giving at least 14 days' local public notice.
   Advertising will be carried out in both the Sound Telegraph and Weekend Courier, City website, social media platforms, Libraries and City notice boards.

b. **Consultation with Government Agencies**
   Nil

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

d. **Policy**
   Nil

e. **Financial**
   Funds for advertising the electors’ meeting are provided for in Account 210018.1204 – Advertising Governance and Councillor Support. The cost of advertising is anticipated to be less than $1,000.

f. **Legal and Statutory**
   Section 5.27 of the Local Government Act 1995 and Part 3 of the Local Government (Administration) Regulations 1996 specify the legislative requirements for annual meeting of electors, including when a meeting is to be held, the matters to be discussed (Annual Report and other General Business), who may vote and how, and the procedure at the meeting.

g. **Risk**
   **Risk Implications of Implementing Officer Recommendation**
   Nil
   
   **Risk Implications of Not Implementing Officer Recommendation**
   High:
   
   - Annual Meeting of Electors not conducted within statutory time frames.

**Comments**

The Annual Meeting of Electors for 2012/2013 was held at 6:00pm on 17 December 2013, and for the 2011/2012 year it was held 6:00pm on 18 December 2012.

The Local Government Act 1995, Section 5.33 notes that all decisions made at an electors’ meeting are to be considered at the next ordinary council meeting or, if that is not practicable, at the first ordinary council meeting after that meeting; or at a special meeting called for that purpose, whichever happens first.

It is anticipated that the outcomes of the 2013/2014 Annual meeting of Electors will be presented to the ordinary Council Meeting in January 2015.

The Officer’s recommendation is subject to the Annual Report being accepted at the Ordinary Council in November 2014.
<table>
<thead>
<tr>
<th>Voting Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple Majority</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Officer Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Council <strong>CONDUCT</strong> the Annual Meeting of Electors for 2013/2014 on Wednesday 17 December 2014 commencing at 6:00pm in the Reception Room in the City Administration Centre subject to the 2013/2014 Annual Report being accepted at its ordinary meeting held 25 November 2014.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Committee Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moved Cr Sammels, seconded Cr Stewart:</td>
</tr>
<tr>
<td>That Council <strong>CONDUCT</strong> the Annual Meeting of Electors for 2013/2014 on Wednesday 17 December 2014 commencing at 6:00pm in the Reception Room in the City Administration Centre subject to the 2013/2014 Annual Report being accepted at its ordinary meeting held 25 November 2014.</td>
</tr>
</tbody>
</table>

Committee Voting – 5/0

<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>
### Community Development

#### Community Development

**Community Capacity Building**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-033/14</th>
<th>Redirecting funding from the Murdoch University Chair of Education Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>ECD/10</td>
<td></td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>475</td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Jane Elton, Manager Community Capacity Building</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 October 2014</td>
<td></td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>24 June 2014 (CD-018/14)</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Purpose of Report

For Council to consider to cease funding the partnership between the City and Murdoch University, which supports the Rockingham Chair of Education, and redirect funds to a reserve account for the purpose of increasing tertiary education opportunities for Rockingham residents as per the Learning City Strategy.

#### Background

In light of the recent decision by Murdoch University to discontinue undergraduate programs at the Rockingham Campus, the current funding allocated to the Rockingham Chair of Education is no longer relevant in fulfilling the tertiary education objectives of the Learning City Strategy.

#### Details

The partnership between the City of Rockingham and Murdoch University in support of the Chair of Education at the Rockingham Campus expired in July 2014. By the end of that partnership agreement (nine years) the City had contributed over $1.4 million to the Chair position.
On 18 March 2014, the City received an invitation from Professor Richard Higgott, Vice Chancellor Murdoch University, to renew the partnership for a further three years from July 2014 - July 2017 to the amount of $600,000 (plus GST).

On 24 June 2014 Council (Item CD-018/14) resolved to:

1. **APPROVE** a further three years funding from July 2014 to June 2017, to support the Chair of Education at the Rockingham Campus of Murdoch University.

2. **REQUEST** Murdoch University to report annually on the extent to which the agreed Key Performance Indicators have been achieved and aligned with the City’s Learning City Strategy.

3. **INVESTIGATE** options for sustainable funding in partnership with Murdoch University.”

In August 2014, Murdoch University announced that following a review of their operations, they have decided to move their Rockingham Campus undergraduate programs to their South Street Campus in Murdoch. The Rockingham Campus will still deliver research and University pathway programs. The change is to take effect from Semester one, 2015.

The City originally funded the Chair of Education in accordance with a commitment made at the time that Rockingham was selected to be the site for a university campus. Supporting university education opportunities for Rockingham residents has been a long standing priority of the City.

With the withdrawal of undergraduate programs from the Rockingham campus, the City has to determine how to support Rockingham residents to aspire to and attain university education.

As a result, this would facilitate a review of the funding approved by Council which had been intended to support the Rockingham Chair of Education at the local Murdoch Campus.

It is recommended that the funding be redirected into a reserve account which is to be used for the purpose of increasing tertiary education opportunities for Rockingham residents as per the City’s Learning City Strategy.

### 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 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.

   **Learning City Strategy 2013-2016**
   
   The partnership between the City and Murdoch is an implementation action in the Learning City Strategy. Multiple implementation actions in the Learning City Strategy are directly related to the partnership.

   **Economic Development Strategy 2014-2017**
   
   Murdoch University Rockingham is a focus in the Economic Development Strategy, for the educational and economic impact it has on Rockingham.

d. **Policy**
   
   Nil
e. Financial
The City has allocated $600,000 over three years from 2014-2017 for this program, inclusive of $200,000 in the 2014/2015 Council Budget.

The City will need to:
- Establish a reserve account titled Learning City Strategy.
- Deposit the allocated funds into the reserve account.

f. Legal and Statutory
The Local Government Act 1995, Section 6.8(1)(b) identifies that a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by resolution (absolute majority).

The Local Government Act 1996, Section 6.11(1) states that subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.

g. Risk
Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
Low:
- Financial allocation still committed to a position that is no longer fulfilling the objectives of the Learning City Strategy.

Comments
Despite the withdrawal of Rockingham’s undergraduate opportunities, the City will continue to support the objective of increasing the proportion of Rockingham residents attaining tertiary qualifications. The City will work with key education providers, to support the provision of tertiary ‘pathway’ programs.

The City’s Learning City Strategy was developed in the context of Murdoch University operating from the Rockingham Campus. In light of the substantive withdrawal of Murdoch from the Rockingham campus, the City will need to review the Learning City Strategy.

Voting Requirements
Absolute Majority

Officer Recommendation
That Council:
1. **CEASE** funding for the Rockingham Chair of Education Program, Murdoch University Rockingham Campus, effective immediately.

2. **REDIRECT** allocated funds to a newly established Learning City Strategy reserve account for the purpose of increasing tertiary education opportunities for Rockingham residents as per the City’s Learning City Strategy.

3. **REVIEW** the City’s Learning City Strategy, in light of the substantive withdrawal of Murdoch University from the Rockingham Campus.
## Committee Recommendation

**Moved Cr Sammels, seconded Cr Whitfield:**

That Council:

1. **CEASE** funding for the Rockingham Chair of Education Program, Murdoch University Rockingham Campus, effective immediately.

2. **REDIRECT** allocated funds to a newly established Learning City Strategy reserve account for the purpose of increasing tertiary education opportunities for Rockingham residents as per the City's Learning City Strategy.

3. **REVIEW** the City's Learning City Strategy, in light of the substantive withdrawal of Murdoch University from the Rockingham Campus.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
## Community Development
### Community Infrastructure Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-034/14 Secret Harbour Surf Life Saving Club Redevelopment Final Project Design and Cost (Absolute Majority)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/1891, CSV/1565-04</td>
</tr>
<tr>
<td>Risk Register No:</td>
<td>470, 471</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Gary Rogers, Manager Procurement and Projects</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>21 October 2014</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>23 August 2011 (CIP-016/11), 10 December 2013 (PDS-014/13)</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
<tr>
<td>Site:</td>
<td>Lot 2005 Palermo Cove, Secret Harbour (proposed Lot 100 new sub-division)</td>
</tr>
<tr>
<td></td>
<td>Lot 4248 Palermo Cove, Secret Harbour – Secret Harbour Surf Life Saving Club</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>9968m²</td>
</tr>
<tr>
<td>Attachments:</td>
<td>1. Building Design Plan</td>
</tr>
<tr>
<td></td>
<td>2. Detailed Design Agreement</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Location Plan</td>
</tr>
</tbody>
</table>
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 18 NOVEMBER 2014

Purpose of Report
To seek Council endorsement on the final detailed design and cost estimate for the Secret Harbour Surf Life Saving Club (SHSLSC) Redevelopment.

Background
At its Ordinary Meeting held on 10 December 2013, Council resolved to:


Since that time, the redevelopment has been refined with full detailed design documentation, further site and building material investigations and quantity surveyed cost estimates to better determine a functional building design to meet the needs of the SHSLSC, community and the City. This detailed design review process has now produced a final design within the Secret Harbour foreshore precinct with an associated cost estimate.

Details
Officers, the architect and stakeholders have continually been reviewing concept design information and all options to ensure all design factors have been completely explored and exhausted and that the resultant design delivers the best community outcome. These factors included:

1. Building materials in a coastal environment.
2. Functionality and operations of all built spaces including surf club operations and club area, multi-purpose community spaces and commercial areas.
3. Reasonable facility provision to meet all building codes and sporting standards.

With these factors in mind the Project Control Group, supported by the SHSLSC Redevelopment Project Reference Group, has been able to determine the best detailed design in a centralised section of the Secret Harbour foreshore precinct, minimising inconvenience to the club and the public, namely located on a portion of Lot 2005.

Appropriate quantity surveyed cost estimates have been received and prudent project cost savings measures applied where practicable.

### Implications to Consider

a. **Consultation with the Community**
   
The SHSLSC Redevelopment Project Reference Group has community representation.

b. **Consultation with Government Agencies**
   
The Department of Sport and Recreation have been involved with design reporting as they are contributing $700,000 to the project.

   The Western Australian Planning Commission and related agencies have been involved with the subdivision process, site investigations and utility service planning.

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

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

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

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

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

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

   - **Aspiration 11:** Planning for population growth to ensure that future development and land-uses contribute to a sustainable city that provide for a genuinely desirable lifestyle.

d. **Policy**
   
   Nil

e. **Financial**
   
   An amount of $5,013,949 was allocated in 2013/2014 Council Budget for the redevelopment of the Secret Harbour Surf Life Saving Club as per the City Business Plan. The carryover amount for the 2014/2015 financial year is $5,007,025; less an adjustment of $67,932 equalling $4,939,093.

   The Department of Sport and Recreation have committed $700,000 towards the project via the Community Sport and Recreation Facility Funding Program.

   The City has applied to Lotterywest for funding of $990,000 towards the community elements of the project, which is larger than the original estimate of $700,000.
The Quantity Surveyed Construction Estimate received by the City on the final detailed design is estimated to be $5,455,500. The City shall incur outstanding contracted planning and design costs of $88,063 bringing the Total Project Cost Estimate is $5,543,563. The identified savings totalling $326,513 reduce the Total Project Cost Estimate to $5,217,050 whereby possible project savings have been identified.

This project, as with all capital projects, incurs a 10% Organisational Overheads Fee which brings the Final Business Plan Cost Estimate to $5,738,755. This is an anticipated project shortfall of $799,662.

The project budget is outlined below:

<table>
<thead>
<tr>
<th>Capital Cost Breakdown</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Acquisition and Purchase</td>
<td></td>
</tr>
<tr>
<td>Planning and Design (outstanding)</td>
<td>88,063</td>
</tr>
<tr>
<td>Earthworks</td>
<td>138,500</td>
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<tr>
<td>Provision of Services</td>
<td>143,500</td>
</tr>
<tr>
<td>Construction Costs</td>
<td>4,372,987</td>
</tr>
<tr>
<td>Landscaping (including parking)</td>
<td>116,000</td>
</tr>
<tr>
<td>Allowances and Contingencies</td>
<td>358,000</td>
</tr>
<tr>
<td>Organisational Overheads</td>
<td>521,705</td>
</tr>
<tr>
<td><strong>Final Business Plan Cost Estimate</strong></td>
<td>5,738,755</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Income Breakdown</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Rockingham (Committed)</td>
<td></td>
</tr>
<tr>
<td>• Municipal 1,495,521</td>
<td></td>
</tr>
<tr>
<td>• Development Contribution Payments 1,821,504*</td>
<td></td>
</tr>
<tr>
<td>Department of Sport &amp; Recreation (CSRFF) Committed</td>
<td>700,000</td>
</tr>
<tr>
<td>Lotterywest (anticipated)</td>
<td>990,000</td>
</tr>
<tr>
<td><strong>2014/2015 Council Budget Carryover</strong></td>
<td>5,007,025</td>
</tr>
<tr>
<td>Less Adjustment</td>
<td>(67,932)</td>
</tr>
<tr>
<td><strong>Total Reviewed 2014/2015 Council Budget</strong></td>
<td>4,939,093</td>
</tr>
</tbody>
</table>

* City of Rockingham Development Contribution Plan Report May 2014

| Final Business Plan Cost Estimate       | 5,738,755 |
| Total Reviewed 2014/2015 Council Budget | 4,939,093 |
| **Final 2014/2015 Council Budget and Business Plan Income Shortfall** | 799,662 |

Therefore, should the project be approved, an additional allocation of $799,662 will be required and shall be submitted as part of the October Quarterly Budget Review process.

f. Legal and Statutory

The provision of items of infrastructure (including the “Secret Harbour Surf Life Saving Club Redevelopment”) is envisaged by Development Contribution Plan No. 2 (which is a schedule of the City of Rockingham Town Planning Scheme No.2).

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

The estimated costs are required to be subject of a Development Plan Report which must be reviewed at least annually.
The Local Government Act 1995, Part 6, section 6.8(1)(b) identifies that a Local Government is not to incur expenditure from its municipal fund except where the expenditure is authorised in advance by resolution. This resolution requires absolute majority.

**g. Risk**

**Risk Implications of Implementing Officer Recommendation**

Medium:
- The Council Budget 2014/2015 requires a financial increase to cater for the infrastructure provision which may affect the timing and capital funding models of other infrastructure projects contained in the Business Plan in the long term.

**Risk Implications of Not Implementing Officer Recommendation**

Medium:
- The Council Budget 2014/2015 is not subsequently increased accordingly to cater for the infrastructure provision and the project may result in delays, public inconvenience and reputational impact.

**Comments**

The rationale for redevelopment of the Secret Harbour Surf Life Saving Club has been clearly demonstrated through the Project Needs Assessment, Feasibility Study and Business Plan. The findings that such redevelopment is necessary given the increased patronage at Secret Harbour Beach and projected population increases throughout the municipality and duly supported through the City’s Community Infrastructure Plan and subsequent City Business Plans. Whilst the project justification has been confirmed, it remained necessary to determine the most favourable and functional redevelopment design outcome based on community and club needs. In selecting the preferred redevelopment location, building materials and design, it is necessary to balance perspectives from all stakeholders, and most importantly the imperatives of both the City of Rockingham and Club.

The final detailed design specification now developed is able to meet the optimum operational needs of all stakeholders and beach patrons, especially in aiding the sustainability of the Secret Harbour Surf Life Saving Club with provision of community rooms and a commercial café space.

With the design philosophy remaining the same for the project, a moderate cost increase in the anticipated total project construction cost has resulted from a number of design and planning factors including:
- The building plans retain and ensure all functional spaces are designed to meet relevant club, sport and community standards and guidelines;
- The design is consistent with the City’s asset management imperatives and lifecycle costs providing a built structure with materials suitable for the extreme coastal environment;
- The revised building costs are due to the materials utilised and their application, which are of a greater capacity than previously costed to withstand the coastal environment and provide the best asset management approach. For example:
  - the stainless steel roofing material which equates for 14% of the construction costs has added an additional $260,000 than was previously costed on a regular inland roofing material. It now must have a coastal proximity rating and a specific colourbond product must be utilised to obtain a warranty or 25 years and ensure longevity;
  - the external building fabric and materials must have an anti-corrosive treatment applied to all extremities due to the proximity to the coast and prevailing weather conditions;
  - the elevated pitch of the roof has been reengineered to reduce sand and salt build up and mitigate water egress; and
the inclusion of additional glazing costs for the multi-purpose community function area to mitigate noise emissions to nearby residential developments.

- Prior to architectural services appointment in 2013, the previous quantity surveyed cost estimate was last provided in 2011 based upon the superseded design and location. As such, the Business Plan was updated in ensuing years with estimates on that out-dated structure;
- The Building Code of Australia and the Disability Access requirements have changed since the previous design and the City has had to accommodate larger universal access facilities than previously designed;
- The siting of the redevelopment on Lot 2005 to ensure greater precinct activation, sightlines and view and the resultant need to provide additional headworks for services;
- The design meets all functionality and building requirements as identified within the Needs Assessment, Feasibility Study and Business Plan;

The construction of a new enhanced multipurpose Secret Harbour Surf Life Saving Club Pavilion is a major infrastructure priority for the City of Rockingham. With significant growth in the number of persons visiting the Secret Harbour beach and the ageing nature and limited capacity of the existing clubhouse, this is an important project for the City to enhance beach safety provision, activate a foreshore precinct, ensure the sustainability of the Club and local community groups in a building that is structurally and functionally sound in the prevailing coastal environment.

The whole complex shall be leased to the Secret Harbour Surf Life Saving Club with the community accessing bookings via the Club and the City contributing to the public toilet management.

**Voting Requirements**

Simple Majority for Officer Recommendation point 1.
Absolute Majority for Officer Recommendation point 2.

**Officer Recommendation**

That Council:
1. **ENDORSE** the final Secret Harbour Surf Life Saving Club Redevelopment detailed design plans September 2014.
2. **APPROVE** the allocation of an additional $799,662 to the 2014/2015 Council Budget for the Secret Harbour Surf Life Saving Club Redevelopment, to have a total project budget of $5,738,755.

**Committee Recommendation**

Moved Cr J Smith, seconded Cr Stewart:

That Council:
1. **ENDORSE** the final Secret Harbour Surf Life Saving Club Redevelopment detailed design plans September 2014.
2. **APPROVE** the allocation of an additional $799,662 to the 2014/2015 Council Budget for the Secret Harbour Surf Life Saving Club Redevelopment, to have a total project budget of $5,738,755.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
<table>
<thead>
<tr>
<th><strong>Reference No &amp; Subject:</strong></th>
<th>CD-035/14 Rockingham Swimming Club Clubroom Facility at Aqua Jetty (Absolute Majority)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>File No:</strong></td>
<td>RCS/26</td>
</tr>
<tr>
<td><strong>Risk Register No:</strong></td>
<td>472</td>
</tr>
<tr>
<td><strong>Proponent/s:</strong></td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td><strong>Author:</strong></td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td><strong>Other Contributors:</strong></td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td><strong>Date of Committee Meeting:</strong></td>
<td>21 October 2014</td>
</tr>
<tr>
<td><strong>Previously before Council:</strong></td>
<td>26 October 2010 (CIP-001/10)</td>
</tr>
<tr>
<td><strong>Disclosure of Interest:</strong></td>
<td>Executive</td>
</tr>
<tr>
<td><strong>Site:</strong></td>
<td>Aqua Jetty: Lot 3000 87 Warnbro Sound Avenue, Warnbro – Reserve No. 39592</td>
</tr>
<tr>
<td><strong>Lot Area:</strong></td>
<td>89156m²</td>
</tr>
<tr>
<td><strong>Attachments:</strong></td>
<td>1. Aqua Jetty Location Plan 2. Building Design (Floor plan) 3. Transportable Images (External and Internal)</td>
</tr>
<tr>
<td><strong>Maps/Diagrams:</strong></td>
<td>1. Aqua Jetty Location Plan 2. Building Design (Floor plan) 3. Transportable Images (External and Internal)</td>
</tr>
</tbody>
</table>
1. Aqua Jetty Location Plan

**Purpose of Report**

To seek Council endorsement to complete the Rockingham Swimming Club Inc. (the Club) Clubroom project at Aqua Jetty inclusive of additional funds in the 2014/2015 Council Budget in partnership with the Club’s committed contribution. To ensure all land tenure matters are in place for the Rockingham Swimming Club to utilise the Clubroom premises.

**Background**

The Rockingham Swimming Club applied to the City for a grant as part of the previous Community Groups Capital Grants Scheme in September 2010. The grant was to renovate and extend their existing office and storeroom at the Aqua Jetty complex to cater for all of their club activities, administration, and coaching activities. In 26 October 2010 (Item CIP-001/10), Council approved the amount of $25,086 complemented by the Club’s contribution of $25,086.

The project has not come to fruition due to a number of circumstances including a better built structure option with minor scope variations and other Aqua Jetty project priorities.

**Details**

**Clubroom**

Since that grant confirmation, the Club subsequently applied to the Department of Sport and Recreation for Community Sports and Recreation Facility Funding for a contribution, but were unsuccessful as office extensions are low priority on the State Government’s criteria. The original design extending and refurbishing part of the Aqua Jetty facility adjacent to external doorways and boiler rooms was not the most appropriate location and there is no physical space in the Aqua Jetty complex where the Clubroom could be accommodated. The current office and storage has become severely constricted in the existing complex. The growth of the Swimming Club and with the need for a larger office and more storage space has become critical for the successful running of the club. Therefore a transportable (demountable) office building located in the immediate vicinity of the outdoor pool would be more suitable.

The Club sought planning approval through the Club’s contracted builder, and due to uncertainties it was negotiated in 2012 that the City’s Capital Projects team would manage the project on the Club’s behalf based on the works being completed on the City’s premier aquatic facility complex Aqua
Jetty. Project funds have continually been carried forward to undertake this project whilst the philosophy and evident need for the project remains the same. The original quotation for minor building extensions through the grant process was costed at approximately $55,000 (Incl. GST) with no contingency.

Officers have continually met and liaised with the Swimming Club Executive including the Rockingham Swimming Club President and Vice President.

In 2013, the City sought quotations for Q12/13-73 Supply and Installation of a Transportable Building at the Aqua Jetty (Aquatic Centre), Warnbro and received three quotations including one non-conforming, one late submission and the only formal submission exceeded the budget. Officers have continued to determine the most cost effective and functional building for the Clubroom and the transportable (second-hand) achieves this.

This project has evolved due to the increasing costs associated with transportable buildings and the extensive costs permit fees and service connection on site, although cheaper than permanent built structures. In order to complete this project and provide a clubroom for the Rockingham Swimming Club which is clearly needed, the most appropriate process is for the City to completely manage and fund the Rockingham Swimming Club Clubroom project to the value of $96,697. This is an additional $44,000 towards the existing project work orders. This would include officially revoking the grant originally provided and continue the project with the equivalent contribution amount of a minimum of $25,086 expected from the Rockingham Swimming Club.

The provision of a new Clubroom would also facilitate the removal of a sea-container on site that is used for storage requirements. The usage of the old small Club office and storage would then be determined by the City and the Contract Management Company for betterment of Aqua Jetty operations and services.

The City has sourced a 12 metre by 4 metre (48m²) second-hand premium sales office transportable structure with a 1.8 meter skillion veranda.

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**Land Tenure**

The land that Aqua Jetty is located in Reserve No 39592 is land vested with the City of Rockingham by the Department of Lands for the designated purpose of “Public Recreation” only. This means that the management order for the City does not permit power to lease any part of the reserve.
Therefore, the City must undertake a process to seek power to lease prior to allowing any entity access to an exclusive use facility such as a Clubroom premises. If supported by Council, it is intended that the transportable is to be located and connected on the Aqua Jetty site at the earliest possible convenience. The Rockingham Swimming Club shall only be permitted access, if and when the Clubroom structure has acquired all building code and occupancy obligations in conjunction with relevant power to lease land tenure permissions.

**Implications to Consider**

a. **Consultation with the Community**
   Regular communication has occurred over the years with the Rockingham Swimming Club regarding the status of this project.
   The Aqua Jetty Contract Manager, Belgravia Pty Ltd is aware of this project related to the boundaries of their contractual area.

b. **Consultation with Government Agencies**
   The City is liaising with the Department of Lands regarding all relevant land tenure matters on s152 of the Planning and Development Act 2005 Reserves and power to lease premises to community organisations.

c. **Strategic**
   **Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspirations contained in the Community Plan 2011:
   
   **Aspiration 4:** A healthy community engaging in positive and rewarding lifestyles with access to a range of passive and active recreational and personal development opportunities.
   
   **Aspiration 5:** Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods.
   
   **Aspiration 6:** Civic buildings, public places and transport infrastructure of contemporary design constructed and maintained using best practice principles.
   
   **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective and where appropriate, multi-functional.

d. **Policy**
   Nil

e. **Financial**
   An amount of $52,697 has been carried over in the 2014/2015 Council Budget for the development of the Rockingham Swimming Club Clubroom project, inclusive of the Club’s contribution of $25,086.
   
   The Purchase and Installation Cost Estimate received by the City is estimated to be $96,697. Therefore, should the project be approved, an additional allocation of $44,000 will be required and shall be submitted as part of the October Quarterly Budget Review process.

f. **Legal and Statutory**
   The Local Government Act 1995, Part 6, section 6.8(1)(b) identifies that a Local Government is not to incur expenditure from its municipal fund except where the expenditure is authorised in advance by resolution. This resolution requires absolute majority.

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

Medium:
- The Council Budget 2014/2015 is not increased accordingly to cater for the infrastructure provision and the project may result in delays, public inconvenience and reputational impact.

Comments

The Rockingham Swimming Club is in need of the provision of adequate and reasonable club facilities. The Club commenced this project many years ago with positive intentions of providing reasonable and enhanced Club facilities for their members, coaches and officials who offer productive voluntary support to this sporting organisation. This original application for the Club to expand its facilities was supported by the provision of a community capital grant.

With a number of complexities around land tenure and spatial accommodation, it is considered appropriate that the City provide the Clubroom facilities at Aqua Jetty and be responsible for the project. The City would be required to provide the additional funds to ensure the building meets public building standards and works in partnership with the funding contribution to be provided by the Club as their original commitment to deliver a suitable Club project.

The City is progressing land tenure arrangements relating to public recreation reserves and power to lease concurrently to the installation of the transportable. Should Council provide approval, the Rockingham Swimming Club can activate the building once the project is completed and land tenure arrangements have been finalised. It is to be noted that this issue with land tenure is significant and needs to be solved.

The Rockingham Swimming Club have expressed the desire for a favourable response and the ultimately delivery of quality community infrastructure at Aqua Jetty to support their local sporting club in providing safe, functional and accessible facilities for their members and participants.

The amenity of this second hand structure is positive and would be a welcome and cost effective addition to the Aqua Jetty complex and gratefully utilised by the Rockingham Swimming Club for the training, competition and Club requirements.

Once Aqua Jetty Stage 2 is completed, projected in the City Business Plan for 2025/2026, the transportable building will be removed from the location.

Although the need for the Clubroom is evident, given the scope of the project has essentially changed from a building extension to a transportable and the project requires additional funds, it is a requirement to seek Council endorsement to progress this community infrastructure project.
Internal

3. Transportable (External and Internal)

**Voting Requirements**

Simple Majority for Officer Recommendation point 1.
Absolute Majority for Officer Recommendation point 2.

**Officer Recommendation**

That Council:

1. **ENDORSE** the provision of a 12 metre by 4 metre transportable building as the Rockingham Swimming Club Clubroom at the Aqua Jetty Reserve No. 29592, 87 Warnbro Sound Avenue, Warnbro.

2. **APPROVE** the allocation of an additional $44,000 to the 2014/2015 Council Budget, for the Rockingham Swimming Club Clubroom at the Aqua Jetty to comprise a total project budget of $96,697, supported by a minimum Club contribution of $25,086.

**Committee Recommendation**

Moved Cr J Smith, seconded Cr Whitfield:

That Council:

1. **ENDORSE** the provision of a 12 metre by 4 metre transportable building as the Rockingham Swimming Club Clubroom at the Aqua Jetty Reserve No. 29592, 87 Warnbro Sound Avenue, Warnbro.

2. **APPROVE** the allocation of an additional $44,000 to the 2014/2015 Council Budget, for the Rockingham Swimming Club Clubroom at the Aqua Jetty to comprise a total project budget of $96,697, supported by a minimum Club contribution of $25,086.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
## Reference No & Subject:

<table>
<thead>
<tr>
<th>CD-036/14</th>
<th>Baldivis Recreation Reserve Master Plan September 2014 Final</th>
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<th>Author:</th>
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<tbody>
<tr>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
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<table>
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<td>21 October 2014</td>
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<td>26 August 2014 – (CD-030/14)</td>
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<td>Executive</td>
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<tr>
<th>Nature of Council’s Role in this Matter:</th>
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## Site:

<table>
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<tr>
<th>Lot 1376, Fifty Road, Baldivis (R23952) – Baldivis Recreation Reserve Volume 1 and 2 – Nature Reserve</th>
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## Lot Area:

<table>
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<th>13.78 hectares (total)</th>
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## Attachments:

<table>
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<tr>
<th>Baldivis Recreation Reserve Master Plan Report September 2014 (Final)</th>
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## Maps/Diagrams:

<table>
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<tr>
<th>Baldivis Recreation Reserve Aerial Image</th>
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Purpose of Report

For Council to adopt the Baldivis Recreation Reserve Master Plan September 2014.

Background

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

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

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

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

On 26 August 2014, Council endorsed the draft Baldivis Recreation Reserve Master Plan for the purposes of public comment. Following a 22 day public comment period, the final Baldivis Recreation Reserve Master Plan September 2014 is returned to Council for adoption.

Details

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

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

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

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

A total of one submission outlining fourteen comments was received from one community group who currently use the Baldivis Recreation Reserve. No comments were received from residents who live in close proximity to the reserve or from the general community. Five persons, from stakeholders and the general community, attended the Master Plan Conversation session on Wednesday 17 September 2014 where the feedback was all positive and any matters were addressed. General correspondence has also occurred concurrently with reserve stakeholders regarding the first concept design for the proposed toilet and storage building.

All of the comments received related to operational and detailed design matters and did not alter the Master Plan. Details of the public comments received are summarised below.

Building Design and Storage

- The public toilet and storage facility meets the needs of individual user group and is the priority need for the community groups.
External Facilities
- Fencing should be of a heritage character as outlined.
- Security lighting is required.
- Water fountain required.

Parking
- Reasonable parking provision should be provided as the market and fair attract significant numbers. Provision of dedicated parking bays provision is beneficial.

Implementation
- That works are considerate of events/activities and minimise inconvenience.

Implications to Consider

a. Consultation with the Community

Officers have liaised with some of the reserve groups over the last six months on a range of reserve development matters, which has aided in the production of the Master Plan:
- Baldivis Brumbies AFL Club;
- Baldivis Lions Club;
- Rockingham Visual Arts Group;
- Baldivis Play Group;
- Baldivis Scout Group; and
- Baldivis Primary School.

A formal public comment period ran from Friday 29 August 2014 to Friday 19 September 2014. The public comment period was promoted in the following ways:
- Advert in the Sound Telegraph Wednesday 3 September 2014;
- Advert in the Weekend Courier Friday 5 September 2014;
- Facebook post Friday 29 August 2014, Wednesday 10 September 2014 and Wednesday 17 September 2014;
- Email to key stakeholders Thursday 14 August 2014 and Wednesday 27 August 2014;
- Mail out to residents within a 100m radius of the perimeter of Baldivis Recreation Reserve, Thursday 28 August 2014;
- Onsite visit to Baldivis Recreation Reserve Wednesday 17 September 2014 (Representatives in attendance were from Baldivis Play Group, Rockingham Visual Arts Group and the general public).

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

b. Consultation with Government Agencies

Nil

c. Strategic

Community Plan

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

Aspiration 1: An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs
Aspiration 3: A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities

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

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

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

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

d. Policy
Nil

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

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

f. Legal and Statutory
Baldivis Recreation Reserve is an ‘A Class’ Reserve for the purpose of Recreation and Parklands. This adds a level of reserve protection whereby the reserve cannot be used for any purpose other than the specified purpose of recreation and parkland. The reserve can only be leased for any term not exceeding 21 years or licenced for the purpose of recreation or parklands, no other purpose will be considered.

g. Risk

Risk Implications of Implementing Officer Recommendation
Nil

Risk Implications of Not Implementing Officer Recommendation
Nil

Comments

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

A large portion of the comments received during the public comment period for the Baldivis Recreation Reserve Master Plan related to the operation of the reserve. These matters will be considered during the detailed design stage of relevant projects. The Baldivis Recreation Reserve Master Plan effectively meets the needs and expectations of the majority of current users and is returned to Council unchanged.

Council’s adoption of the Master Plan shall enable projects to progress immediately through to detailed design and subsequent development and provide all stakeholders to work towards a vision for the reserve.
**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council *ADOPT* the Baldivis Recreation Reserve Master Plan September 2014.

**Committee Recommendation**

Moved Cr Whitfield, seconded Cr J Smith:

That Council *ADOPT* the Baldivis Recreation Reserve Master Plan September 2014.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
**Purpose of Report**

To approve a new approach to increasing membership and activity of Neighbourhood Watch across the City through a project, associated logo and tagline entitled ‘Neighbours Unite’.

**Recommendations to the Corporate and Community Development Committee**

**Advisory Committee Recommendation 1:**

**Neighbours Unite Approach**

That Council **APPROVE** the implementation of ‘Neighbours Unite’ logo, tagline and project as a new approach to revitalise Neighbourhood Watch locally.

Carried

**Background**

Neighbourhood Watch has been active and successful in the City of Rockingham for many years. However, over the past few years the number of registered Neighbourhood Watch street representatives and members has dwindled with thirty currently registered. Additionally, many members are unsure as to how to approach the role. Many report that they often find it difficult to engage their neighbours due to a community perception that Neighbourhood Watch is outmoded and not relevant to current lifestyles.

Discussion with Neighbourhood Watch State Centre indicated an acceptance for new approaches and branding more relevant to the local area and membership under the Neighbourhood Watch umbrella as an acceptable way forward.
Consideration of alternative approaches and taglines was undertaken at a forum held for the current membership of Neighbourhood Watch. ‘Neighbours Unite’ was identified as a more accessible and relevant way to focus attention on the principles of community surveillance, and increase membership and activity.

The attached logo was developed by Media Engine based on ideas generated during consultation with the Neighbourhood Watch membership. The logo aims to promote an image of neighbours connecting together in a variety of settings and across the different demographics in order to know each other better. Further, united or connected neighbourhoods are more likely to watch and report unwelcome activity and/or antisocial behaviour, as well as recognise unknown people present in the neighbourhood.

Adoption of a new logo and tagline is acceptable as co-branded collateral from both Neighbourhood Watch State Centre and City of Rockingham Strategy and Corporate Communications.

A number of projects and approaches are under consideration for development subject to this branding being approved.

**Proposed logo and tag line**

A number of projects and approaches are under consideration for development subject to this branding being approved.

<table>
<thead>
<tr>
<th>Implications to Consider</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Strategic Community Plan</td>
</tr>
<tr>
<td>This item addresses the Community's Vision for the future and specifically the following Aspiration contained in the Community Plan 2011:</td>
</tr>
<tr>
<td><strong>Aspiration 2</strong></td>
</tr>
<tr>
<td>b. Policy</td>
</tr>
<tr>
<td>Neighbourhood Watch activities are guided by Neighbourhood Watch State Centre who have approved the ‘Neighbours Unite’ approach. The logo meets the guidelines required for Co-branding as outlined within the City of Rockingham Style Guide V1.3.</td>
</tr>
<tr>
<td>c. Financial</td>
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<tr>
<td>The current funds expended on the ‘Neighbours Unite’ logo equate to $400. An estimated amount of $2,000 would be further expended on the production of items such as bin stickers and Neighbours Unite calling cards should the project be approved. This amount is within the Neighbourhood Watch allocated budget for 2014/2015.</td>
</tr>
</tbody>
</table>
d. **Legal and Statutory**
   Nil

e. **Voting Requirements**
   Simple Majority

f. **Risk**

   **Risk Implications of Implementing Officer Recommendation**
   - **Low:**
     The project may not increase numbers or activity of Neighbourhood Watch.

   **Risk Implications of Not Implementing Officer Recommendation**
   - **Medium:**
     May impact on Neighbourhood Watch members’ commitment to attempts to revitalise Neighbourhood Watch.

<table>
<thead>
<tr>
<th>Officer Recommendation if Different to Advisory Committee Recommendation</th>
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<tr>
<th>The Officer's Reason for Varying the Advisory Committee Recommendation</th>
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<table>
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<tr>
<th>Committee Recommendation</th>
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<tbody>
<tr>
<td><strong>Moved Cr Sammels, seconded Cr Stewart:</strong></td>
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<tr>
<td>That Council <strong>APPROVE</strong> the implementation of ‘Neighbours Unite’ logo, tagline and project as a new approach to revitalise Neighbourhood Watch locally.</td>
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Committee Voting – 5/0

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<tr>
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Community Development
Community Infrastructure Planning

Reference No & Subject: CD-038/14 Baldivis Youth Outdoor Recreation Space

File No: CPR/691

Risk Register No: 

Proponent/s: Mr Ashley Pittard, Manager Community Infrastructure Planning

Author: Ms Carly Kroczek, Community Development Officer

Other Contributors: 

Date of Committee Meeting: 21 October 2014

Previously before Council: 24 January 2014 (CD-006/14)

Disclosure of Interest: Executive

Nature of Council’s Role in this Matter:

Site: Baldivis

Lot Area: 

Attachments: Sub district and Neighbourhood level concept plans (Appendix 5 and 6 of the Youth Outdoor Recreation Space Strategy)

Maps/Diagrams: 

2. Future Youth Outdoor Recreation Facilities

Purpose of Report


Background

The City hosts eight youth outdoor recreation spaces across the municipality in Cooloongup, Hillman, Port Kennedy, Secret Harbour, Golden Bay, Singleton and two in Rockingham.

The provision of a neighbourhood and sub-district level youth outdoor recreation space has long been identified as a need for the Baldivis community, with many attempts being made to provide a youth space with skatable elements in the area. The City’s Youth Outdoor Recreation Space Strategy confirms the need and identifies the implementation of a neighbourhood level youth outdoor recreation space in Baldivis South and a sub-district level venue in Baldivis, proposed to be at the Baldivis District Sports Complex. This is reiterated in the Community Infrastructure Plan and subsequent Business Plan.
Recent requests from the community, including a petition received by Council on 22 July 2014, have again highlighted the need and desire for outdoor youth spaces in Baldivis. These requests combined with the high population growth in the area have confirmed the need to reconsider the timing of the project as identified in the Community Infrastructure Plan and Youth Outdoor Recreation Space Strategy.

Details

Youth Outdoor Recreation Strategy

At the City’s Ordinary Council Meeting on 28 August 2012 (CIP-009/12), the Youth Outdoor Recreation Space Strategy was endorsed by Council to guide the overarching strategic approach to the future provision of youth outdoor recreation infrastructure. It considered that the benefits of physical activity for general health and well-being are widely known, therefore ensuring young people have opportunities to undertake unstructured physical activity is an important role for the City. The forward planning of Youth Outdoor Recreation Spaces is fundamental to the City’s ongoing commitment to young people. This Strategy developed through robust research and thorough consultation with the community provides a clear framework for the future provision of youth outdoor recreation infrastructure that is integrated with the City’s strategic planning framework. The Strategy and the City’s Business Plan document the requirement and funding for two youth outdoor recreation spaces to be provided in Baldivis and Baldivis South in 2020/21.

The need for a Youth Outdoor Recreation Space Strategy, which provides outdoor activities for young people aged 12-24 years, has been determined through the following key issues which have been highlighted over the last five years:

- Traditionally the provision of outdoor activity spaces for young people has focused on skate parks;
- Large segments of young people within the community including young women, are not being engaged or catered for in the provision of outdoor recreation spaces;
- Residents and community members opposing the provision of skate parks in local and neighbourhood parks, making it extremely difficult to provide skate facilities in already established suburbs;
- A lack of consistency in the provision of youth outdoor recreation spaces across the City, in relation to type, design, level and location; and
- A lack of robust planning in determining the location and type of facility young people within the community require.

The Youth Outdoor Recreation Strategy is a guiding document to assist with the future planning of outdoor youth facilities and as such provides guidelines and criteria to directly inform the development of any new or redevelopment of existing youth outdoor recreation spaces. The key elements of the Strategy are outlined below:

Introduction

The way in which activity spaces for young people are provided has changed significantly over the years. No longer focusing on just skate parks, spaces are becoming more inclusive and suitable for a range of different unstructured physical activity pursuits, congregation and socialising as well as providing opportunities for young women to become more involved.

Hierarchy of Facility Provision

In line with the City’s Community Infrastructure Plan, the following hierarchy of facility provision has been developed in the Strategy to ensure a consistent and standardised approach:

<table>
<thead>
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<tr>
<td></td>
<td>Catchment may extend to the Shire of Murray and City of Mandurah</td>
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<tr>
<td></td>
<td>Catchment may extend up to and beyond 25kms</td>
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<tr>
<td></td>
<td>Approximate cost of facility $1,500,000</td>
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</tbody>
</table>
Corporate and Community Development Committee Minutes
Tuesday 21 October 2014
CD-038/14

CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 18 NOVEMBER 2014

PRESIDING MEMBER

<table>
<thead>
<tr>
<th>Location</th>
<th>Facility Type</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baldivis (South)</td>
<td>1 x neighbourhood level</td>
<td>2020/21</td>
</tr>
<tr>
<td>Baldivis</td>
<td>1 x sub-district level</td>
<td>2020/21</td>
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</table>
Baldivis Youth Population

The population of Baldivis in 2014 is 25,561 with more than 33% of the community under the age of 19 which equates to 8,625 young persons. This is forecast to grow in ten years to a total of 16,598 young persons within Baldivis, equating to double the amount of youth. It is to be noted that all age groups shall also experience a significant growth rate but the 5 – 14 age bracket is the largest.

The percentage of young persons in Baldivis (33.7%) is larger than the total City of Rockingham equivalent breakdown of 29.4% demonstrating the needs to service young people with congregation space and challenging activity areas.

With no youth outdoor recreation spaces presently in Baldivis, compared to the rest of the municipality that has adequate provision, it may be reasonable to preclude there is a short term need to provide such a space in Baldivis in the coming years. The existing planning of new spaces for 2020/2021 is too far and some provision should be brought forward to be activated by the existing and ever-growing young population.

Forecast age structure - 5 year age groups


Previous Youth Outdoor Recreation Space Planning in Baldivis.

At its 27 April 2011 Ordinary Council Meeting (CIP-006/11), Council endorsed the installation of modular skate ramps at Grice Reserve, Baldivis. The ramps were to be installed for a trial period. Immediate public outcry ensued, including the receipt of a petition from the community objecting to skate ramps in Grice Reserve. The public concern included de-valuing properties, a range of anti-social behaviours including hanging out in this small local park, graffiti, vandalism, excessive noise, drinking, unruly incidents, vehicles and littering all hours of the day and night. The City decided that the install would be delayed and further consultation would be undertaken. The ramps were ultimately located at Port Kennedy instead.

At its 25 February 2014 Ordinary Council Meeting (CD-006/14), a Notice of Motion Report was received seeking feasibility and costing into a youth focussed recreation area at Steel Tree (Grice) Reserve. Council resolved to:
“Council NOTES that full investigation and review of Baldivis youth space needs, inclusive of Grice (Steel Tree) Reserve, shall be undertaken in the review of the Youth Outdoor Space Strategy in 2015/16”

The City has continued to work with Baldivis developers to consider youth recreation spaces and skatable elements within new parks in subdivisions. However, to date no developer has provided such a facility and they have often indicated concern from nearby residents to a range of issues including anti-social behaviour and parking. Developers continue to provide, in initial subdivision planning, landscape and play space plans that are generally inclusive of youth play with challenging and risk related play aspects. Officers work collaboratively with the developers to progress the quality play spaces towards fruition.

2. Future Youth Outdoor Recreation Facilities

Source: Youth Outdoor Recreation Spaces Strategy
Implications to Consider

a. Consultation with the Community

Community consultation will be undertaken during the development of any facility and will be tailored to suit the site and facility type. Specific details of the consultation principles and activities are included in the Youth Outdoor Recreation Strategy. A project specific consultation plan would be developed.

b. Consultation with Government Agencies

Nil

c. Strategic

Community Plan

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

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

Aspiration 2: A safe community where residents feel secure, relaxed and comfortable within their home, work and social environment.

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

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

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

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

Aspiration 11: Planning for Population growth to ensure that future development and land-uses contribute to a sustainable city that provide for a genuinely desirable lifestyle.

Community Infrastructure Plan

The Community Infrastructure Plan articulates existing and proposed provision of youth spaces in Baldivis and Baldivis South and outlines catchment needs and cost estimates.

Youth Outdoor Recreation Space Strategy

The Youth Outdoor Recreation Space Strategy identifies gaps in provision and outlines a development plan including youth spaces in Baldivis and Baldivis South. It also includes site selection criteria and design requirements for youth spaces.

d. Policy

Nil

e. Financial

Major youth focussed recreation spaces in Baldivis and Baldivis South are currently linked to the City’s Business Plan and Development Contributions Plan and planned for 2020/2021.

Any feasibility, design and costing work shall require a financial allocation for the purposes of investigation, engagement, reporting and the like, as well as additional resource time for officers.

As outlined in the Youth Outdoor Recreation Space Strategy it is estimated that a generic sub district space would cost $300,000 (2012 market prices). Therefore it is anticipated that a new Baldivis Youth Outdoor Recreation Space would cost in the vicinity of $350,000 to
$500,000 in 2015/2016. This is inclusive of contingencies, professional fees and organisational overheads.

**f. Legal and Statutory**

The provision of items of infrastructure (including the “Baldivis South Youth Recreation Space” and “Baldivis Youth Recreation Space”) is envisaged by Development Contribution Plan No. 2 (which is a schedule of the City of Rockingham Town Planning Scheme No.2).

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

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

In addition, the City shall be required to ensure the recreational use would be permitted on any proposed reserves.

**g. Risk**

**Risk Implications of Implementing Officer Recommendation**

Nil

**Risk Implications of Not Implementing Officer Recommendation**

Nil

**Comments**

The Youth Outdoor Recreation Space Strategy clearly acknowledges that youth spaces are required in Baldivis with its rapid population growth and needs of young people. This is balanced by the manageable provision of capital infrastructure across the municipality. The City's Business Plan determines the timing for youth recreation spaces to be delivered in Baldivis and Baldivis South in 2020/21. This coincides with the acquisition and ultimate development of new land areas and collocates youth activity areas with other activated spaces as per the design and site selection criteria included within the Strategy. However, a number of valid community and planning reasons exist as to why the City should consider investigating the design and provision of at least one youth outdoor recreation space in the forthcoming years. Some of these include:

- the significant existing population;
- significant continued expected growth in young persons;
- repeated community interest via petitions and correspondence to the City; and
- the two future Baldivis youth outdoor recreation spaces are planned to be developed in the same year of 2020/2021 (six years from now).

It is therefore reasonable to commence planning for a Baldivis youth outdoor recreation space ahead of the planned review of the Youth Outdoor Recreation Space Strategy in 2015/2016.

It is intended that the objectives of planning for a Baldivis Youth Outdoor Recreation Space are:

- Provide a contemporary, innovative youth outdoor recreation space that caters for a wide variety of activities within the parameters set for a neighbourhood or sub-district level facility as outlined in the Youth Outdoor Recreation Space Strategy;
- Identify a suitable site for the provision of a youth outdoor recreation space in the wider Baldivis sub district using the site selection criteria provided in the Youth Outdoor Recreation Space Strategy or updated criteria;
- Involve young people in the design of the youth outdoor recreation space; and
- Engage with the community to promote the positive message surrounding youth outdoor recreation spaces, including the social and physical benefits of providing such spaces.

Officers would be involved with the work to investigate options for the planning, design and construction of including its form, function, cost, location and consultation.
The City must acknowledge the varying degrees of community interest and dissent regarding youth related venues and skate parks that shall be evident during any planning, implementation and activation of such a space. The continual position provided by residents is that youth facilities are needed but not near their property or that they attract anti-social behaviour. Many of these claims are often unfounded but worthy of due consideration. The City's intention is not to build a skate park or concrete bowl, rather to produce a vibrant and contemporary activity node for young persons with a range of congregation and play elements of which some may be skatable.

It must be noted that new sub-divisions developed under Liveable Neighbourhoods provides a large number of small parks throughout residential areas, and as a result it may be extremely difficult to locate a youth space a reasonable distance from residential properties to minimise any concern. Therefore a detailed site selection criteria and investigation process shall be required, which may produce a suitable site or one that, although not being perfect may be the most practical one for Baldivis.

### Voting Requirements

Simple Majority

### Officer Recommendation

That Council **SUPPORT** the establishment of a sub district Youth Outdoor Recreation Space in Baldivis in the 2015/2016 financial year, subject to Business Plan consideration.

### Committee Recommendation

Moved Cr Whitfield, seconded Cr J Smith:

That Council **SUPPORT** the establishment of a sub district Youth Outdoor Recreation Space in Baldivis in the 2015/2016 financial year, subject to Business Plan consideration.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
Community Development
Community Infrastructure Planning

Reference No & Subject: CD-039/14 Murdoch University Rockingham Campus Planning Steering Group

File No: ECD/10-03

Risk Register No:

Proponent/s: Mr Ashley Pittard, Manager Community Infrastructure Planning

Author: Mr Michael Holland, Director Community Development

Other Contributors:

Date of Committee Meeting: 21 October 2014

Previously before Council:

Disclosure of Interest:

Nature of Council’s Role in this Matter: Executive

Site: Murdoch University Rockingham Campus – R45182

Lot Area: 30823 m²

Attachments:

Maps/Diagrams:

Purpose of Report
To appoint a Councillor to the Rockingham Campus Planning Steering Group.

Background
In light of the recent decision by Murdoch University to discontinue undergraduate programs at the Rockingham Campus, Professor Andrew Taggart, Interim Vice Chancellor wrote to the Mayor and Chief Executive Officer, on 8 October 2014 seeking the City to nominate a Councillor and staff member to participate in a newly formed Rockingham Campus Planning Steering Group.

Details
Murdoch University have expressed that there is now an opportunity to consider ways that they can grow and sustain the Campus. They have indicated their commitment to growing the pathway programs that have been successful over the last two years as well as the need to provide a diverse range of offerings for people of all ages with university aspirations. The University stated that much of the work shall be based upon the foundation set by the City’s Learning City Strategy.

Meetings for this group would commence immediately and occur every two weeks until the end of November 2014 and then monthly from January 2015.
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 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.

Learning City Strategy 2013-2016
   The partnership between the City and Murdoch is an implementation action in the Learning City Strategy. Multiple implementation actions in the Learning City Strategy are directly related to the partnership.

   Murdoch University Rockingham campus is a focus in the Economic Development Strategy, for the educational and economic impact it has on Rockingham.

d. Policy
   Nil

e. Financial
   Nil

f. Legal and Statutory
   Nil

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

Comments

Councillors are invited to nominate for the position on the Murdoch University Rockingham Campus Planning Steering Group at the Corporate and Community Development Committee meeting. The Chief Executive Officer shall nominate the staff representative on this Steering Group.

Voting Requirements

Simple Majority

Officer Recommendation

That Council **APPOINT** Cr _______________ as its representative on the Murdoch University Rockingham Campus Planning Steering Group.
Committee Recommendation

Moved Cr J Smith, seconded Cr Whitfield:
That Council *APPOINT* a Council representative on the Murdoch University Rockingham Campus Planning Steering Group.

Committee Voting – 5/0

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

To allow Council to select it’s representative on the Murdoch University Rockingham Campus Planning Steering Group.

Implications of the Changes to the Officer’s Recommendation

Not Applicable
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<tr>
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<th><strong>Reports of Councillors</strong></th>
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<tr>
<td>13.</td>
<td>Nil</td>
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<th><strong>Addendum Agenda</strong></th>
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<tr>
<td>14.</td>
<td>Nil</td>
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<th><strong>Motions of which Previous Notice has been given</strong></th>
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<tr>
<td>15.</td>
<td>Nil</td>
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<tr>
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<th><strong>Notices of motion for Consideration at the Following Meeting</strong></th>
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<tbody>
<tr>
<td>16.</td>
<td>Nil</td>
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<tr>
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<th><strong>Urgent Business Approved by the Person Presiding or by Decision of the Committee</strong></th>
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<tr>
<td>17.</td>
<td>Nil</td>
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<th><strong>Matters Behind Closed Doors</strong></th>
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<tr>
<td>18.</td>
<td>Nil</td>
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<tr>
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<th><strong>Date and Time of Next Meeting</strong></th>
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<tbody>
<tr>
<td>19.</td>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 18 November 2014</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
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<th><strong>Closure</strong></th>
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<td>20.</td>
<td>There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at <strong>4:40 pm</strong>.</td>
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