# City of Rockingham
## Corporate and Engineering Services Committee Minute
### Meeting Minutes
#### 4:00pm Tuesday 17 April 2012

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1. Declaration of Opening

In the absence of the Chairperson the Director Corporate Services assumed the Chair and called for nominations for the position of Acting Chairperson.

Moved Cr Smith, seconded Cr Hill:
That Cr D Hamblin be appointed Acting Chairperson for the meeting.  

Carried – 3/0

The A/Chairperson declared the Corporate and Engineering Services Standing Committee Meeting open at 4:05pm and welcomed all present.

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

2.1 Councillors

Cr Deb Hamblin  
Cr Allan Hill  
Cr Richard Smith

A/Chairperson - Deputising for Cr Dunkling 
Deputising for Cr Sammels

2.2 Executive

Mr Chris Thompson  
Mr John Pearson  
Mr Ian Daniels  
Mr Cadell Buss  
Mr Allan Moles  
Mr Peter Varris  
Mrs Jelette Edwards

Director Engineering and Parks Services 
Director Corporate Services 
Manager Engineering Services 
Manager Economic Development 
Manager Accounting Services 
Manager Governance and Councillor Support 
Governance Coordinator

Members of the Public: Nil

Press: 1

2.3 Apologies:

Cr Barry Sammels 
Cr Lorraine Dunkling 
Cr Ron Peas

2.4 Approved Leave of Absence: Nil

3. Responses to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

Nil
5. Confirmation of Minutes of the Previous Corporate and Engineering Services Committee Meeting

Moved Cr Hill, seconded Cr Smith
That Council **CONFIRM** the Minutes of the Corporate and Engineering Services Committee Meeting held on 20 March 2012, as a true and accurate record.

Committee Voting – 3/0

6. Matters Arising from the Previous Corporate and Engineering Services Committee Meeting Minutes

Nil

7. Announcement by the Presiding Person without Discussion

The Chairman 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

4:07pm Cr Hamblin declared the following Declaration of Interest:

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<th>Item</th>
<th>Global Friendship Committee Minutes held 15 March 2012</th>
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<td>8.1</td>
<td>Item ED-005/12</td>
</tr>
<tr>
<td>Councillor:</td>
<td>Cr Hamblin</td>
</tr>
<tr>
<td>Type of Interest:</td>
<td>Impartiality Interest</td>
</tr>
<tr>
<td>Nature of Interest:</td>
<td>A close friend of the people nominated to be on the Global Friendship Committee</td>
</tr>
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<td>Extent of Interest (if applicable):</td>
<td>Not applicable</td>
</tr>
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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 – April 2012**

**Corporate Services**

1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Customer Request Management System
   3.2 Mobile Computing (AIM) Licensing Fees
   3.3 Disaster Recovery Solution
4. Information Items
   4.1 List of Payments

**Governance and Councillor Support**
1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 2012 Australian Coastal Councils Conference – March 2012
   4.2 National Sea Change Taskforce Newsletter

**Human Resources**
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Health & Wellbeing Programme
   3.2 Leadership & Management Programme
   3.3 Enterprise Agreements
4. Information Items

**Economic Development**
1. Economic Development Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Printing and Graphic Design Services
   3.2 Leadership Forum
   3.3 Collateral Print and Distribution Audit
   3.4 Global Friendship Activity Timeline
   3.5 Social Media
   3.6 Tourism Strategy
4. Information Items
   4.1 Film Permit
   4.2 Media Tracking

**Strategy Coordination**
1. Strategy Coordination Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Establishing linkages between the Community Plan, the Specific Purpose Plans and the Team Plans
   4.2 2011 Customer Satisfaction Survey
   4.3 Coordinating the development of a 10 year Infrastructure Plan
   4.4 Coordinating the Development and Implementation of a Development Contribution Scheme
   4.5 Operational Team Plans
   4.6 New Ideas Incentive Scheme
   4.7 City Scoreboard
   4.8 Climate Change Response Plan
   4.10 Integrated Risk Management Framework for the City of Rockingham
   4.11 LGMA Challenge
   4.12 Other initiatives that the Strategy Co-ordination team is involved with
Committee Recommendation

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – April 2012 and the contents be accepted.

Committee Voting – 3/0

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<td>3.1 Stormwater Sampling Ocean Outfalls</td>
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<td>4. Information Items</td>
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<td>4.1 Delegated Authority for approval of Directional Signage</td>
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<td>4.2 Delegated Authority for Thoroughfare Closures</td>
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<td>4.3 Local Area Traffic Management and Road Safety Design Projects 2011/2012</td>
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<td>4.4 Delegated Authority for approval of Engineering Drawings - Subdivisions</td>
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<td>4.5 Delegated Authority for acceptance of As-Constructed Engineering Drawings - Subdivisions</td>
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<td>4.6 Delegated Authority to approve the release of Bonds for private subdivisional works</td>
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<td>4.7 Handover of Subdivisional Roads</td>
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<td>4.8 Delegated Authority for the payment of Crossover Subsidies</td>
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<td>4.9 Mundijong Road Extension (Auslink Funded)</td>
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<td><strong>Engineering Operations</strong></td>
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<td>4.1 Road Construction Program Roads to Recovery 2011/12</td>
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<td>4.2 Road Construction Program Main Roads Direct Grant 2011/12</td>
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<td>4.3 Road Construction Program Main Roads Grant 2011/12</td>
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<td>4.4 Road Construction Program Federal Black Spot 2011/12</td>
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<td>4.5 Road Construction Program State Black Spot 2011/12</td>
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<td>4.6 Road Construction Program Municipal Works 2011/12</td>
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<td>4.7 Road Resurfacing Program Municipal Works 2011/12</td>
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<td>4.8 Footpath Construction Program Municipal Works 2011/12</td>
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<td>4.9 Road Maintenance Program 2011/12</td>
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<td>4.10 Passenger Vehicle Fleet Program 2011/12</td>
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<td>4.11 Light Commercial Vehicles Program 2011/12</td>
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<td>4.12 Heavy Plant Program 2011/12</td>
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<td><strong>Parks Development</strong></td>
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<td>3.1 Warnbro Dunes Car Park Shoring</td>
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<td>4. Information Items</td>
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<td>4.1 Groundwater Monitoring</td>
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<td>4.2 Kent Street Community Arts Centre Landscape Project</td>
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### Asset Management
1. Asset Management Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Road Reserve and Footpath Survey
4. Information Items
   4.1 Asset Management Improvement Strategy
   4.2 Asset Systems Management
   4.3 Lease Management
   4.4 Engineering & Parks Financial Control

### Building Maintenance
1. Building Maintenance Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Building Condition Survey
4. Information Items
   4.1 Building Maintenance
   4.2 Graffiti Removal
   4.3 Street Lighting Maintenance

### Capital Projects
1. Capital Projects Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Coastal Management Consultants (Sand Drift/Erosion Problems)
   3.2 Coastal Infrastructure Facilities Consultant (Jetties/Boat Ramp Planning)
   3.3 Lighting Consultants (Technical Planning/Design, Underground Power Program)
   3.4 Major Project Property Development Planning (Design Modifications/Tender Planning/Structural Testing)
   3.5 Hymus Street Erosion Strategy
4. Information Items
   4.1 Delegated Written Notification of Successful Tenders
   4.2 Delegated Release of Retention/Bank Guarantee’s
   4.3 Proposed Shoalwater North Underground Power Project
   4.4 2012 Public Area Lighting and Arterial Lighting
   4.5 Lark Hill Wind Turbine
   4.6 Bent Street Boat Launching Facility – Proposed Navigation Channel
   4.7 Point Peron Boat Launching Facility
   4.8 Waikiki Foreshore Protection Works - RLGIP
   4.9 Museum Roof Replacement
   4.10 Aqua Jetty – Replace/Upgrade HVAC Services
   4.11 Aqua Jetty – Gym/Main Entry Carpet Replacement
   4.12 Bert England Lodge - Compliance
   4.13 Bell Park Toilet – Replacement including Curfew Lockout System
   4.14 Francis Street Toilets – Internal/External Renovations
4.15 Aquatic Centre – Renewal of Toilets/Unisex/Change Rooms
4.16 Challenger Court – Master Metering and Replacement Distribution Boards
4.17 Baldivis Library - Design
4.18 Aqua jetty – Solar Heating
4.19 Baldivis Old School - Redevelopment

**Waste & Landfill Services**
1. Waste & Landfill Services Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Waste kerbside collection
   4.2 240 litre bin recycling service
   4.3 240 litre bin recycling participation statistics
   4.4 Destroyed and stolen refuse bins (domestic only)
   4.5 Landfill statistics
   4.6 Education and promotion
   4.7 Landfill power station
   4.8 T11/12-59 Supply and delivery and licensing of one new material handler with optional service / maintenance agreement
   4.9 T11/12-56 Supply, delivery and licensing of one rear loading refuse truck with optional trade of Council’s existing rear loading refuse truck 1987

**Committee Recommendation**

That Councillors acknowledge having read the Engineering and Parks Services Information Bulletin – April 2012 and the contents be accepted.

Committee Voting – 3/0
12. Agenda Items

Corporate Services

Corporate and Engineering Services
Corporate Services

<table>
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<th>CS-010/12 Adoption of the City Business Plan 2012/13 – 2021/22</th>
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<tr>
<td>File No:</td>
<td>CPM/7</td>
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<tr>
<td>Proponent/s:</td>
<td>Mr John Pearson, Director Corporate Services</td>
</tr>
<tr>
<td>Author:</td>
<td></td>
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<td>Other Contributors:</td>
<td></td>
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<tr>
<td>Date of Committee Meeting:</td>
<td>17 April 2012</td>
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<tr>
<td>Previously before Council:</td>
<td></td>
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<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
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<tr>
<td>Site:</td>
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<tr>
<td>Lot Area:</td>
<td>City Business Plan 2012/13 – 2021/22</td>
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<tr>
<td>Attachments:</td>
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<td>Maps/Diagrams:</td>
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1. Purpose of Report

This report seeks adoption of the 2012/13 to 2021/22 City Business Plan, covering a 10-year period. The details of the plan are provided in the attached separate document to this report.

2. Background

A City Business Plan is prepared biannually and is updated according to latest predictions. This plan will again be reviewed in November 2012

3. Details

The City of Rockingham Business Plan places emphasis on new projects and asset preservation. Key Projects are as follows:

CONFIRMED AT A CORPORATE AND ENGINEERING SERVICES MEETING HELD ON TUESDAY, 15 MAY 2012

4. Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government agencies
   Nil

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

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

   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 City Business Plan indicates the financial position of the Council for the next 10 years and is one of the most important planning documents that Council needs to consider. It provides a broad framework for major activities to be undertaken. As much as possible, all the financial implications are shown on a single sheet, for simplicity purposes and for ease of reading.
This plan includes major facilities that need to either be maintained or constructed. Specifically, annual allocations have been made towards building and asset rejuvenation. Should Council adopt the plan, by 2017 the City will be allocated some $10 million per annum specifically toward asset rejuvenation. The intention is for this money to be quarantined for this purpose. It further provides separation of revenue between standard municipal revenue and Millar Road Landfill.

Provisioning has been made as much as possible to ensure acceptable levels of reserves occur for the Millar Road Landfill Facility to ensure funds are available should an undue hardship be encountered. Should the plan be followed and achieved, $12.7 million will be in the landfill reserve by the end of 2013/14.

Debt management remains a challenge in the shorter term although prior year restraint has allowed for greater borrowings to occur as needed in the future. It is recommended that wherever possible a debt servicing ratio not exceed 8% (debt serving ratio is the percentage of operating revenue that is allocated towards maintaining debt principal and interest payments). The plan provides for approximately $50 million to be raised in loans over a 10-year period. For the majority of the plan this leaves debt servicing well below the 8% figure.

Rates increases have been included at a rate yield of 9.9% for eight years. Further models can be prepared but in essence the City needs the rate increase to ensure future sustainability and ease reliance on landfill revenue.

Council has the opportunity to change the officer recommendations and City Business Plan estimates related to rate increases. Primarily the City is facing enormous challenges related to Asset Rejuvenation. Simply stated, past rate increases have not factored in future asset rejuvenation costs. Thirty five per cent (35%) of rate increases for the next five years have been quarantined for asset rejuvenation.

Recent changes in State planning policies have allowed for local governments to collect revenue from “new” land parcels created within the City boundaries. The City has now implemented a Developer Contributions Scheme and is collecting revenues for newly created land within the City boundaries. Given the City is pre-funding the majority of infrastructure associated with these community infrastructure plans, there is a need to be mindful of any changes that occur as a result of inwards cash flows from this scheme not achieving predictions. Should this occur then community infrastructure will need to be delayed. Given the majority of these facilities are growth based, this is not unreasonable.

f. Legal and Statutory

Regulation 19DA of the Local Government (Administration) Regulations 1996 specifies the requirements associated with the adoption of a Corporate Business Plan.

Specifically these requirements include the need to:

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district;

(b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and

(c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.

A local government is to review the current corporate business plan for its district every year.

These requirements are necessary after 30 June 2013. Whilst the plan prepared complies with future legislation, it exceeds current legislative requirements.
5. Comments

As Councillors are aware, there were numerous projects that needed to be considered and every effort has been made to include as many of those as appears financially possible. Where excluded, it was done on grounds related to strategic need, provisions already provided for by others or simple inability to fund with current revenue trends.

Council needs to understand the role that the Developer Contributions Scheme has in funding future projects. In essence, without the scheme adopted and implemented, major infrastructure (particularly in Baldivis) will be delayed until other revenue sources can be found. Whilst confident that what is proposed is achievable, some timing parts of the scheme fall outside the City of Rockingham’s control.

While the Council is faced with some financial challenges, with adequate rate increases it will ensure it’s in a strong financial position. Emphasis needs to be made on the need to replace assets and building facilities which are crucial to the running of the organisation and create a situation where Council is able to reduce or maintain an appropriate debt position whilst still bolstering its cash reserves. Further, the City needs to restrict revenue from landfill.

It should be noted that the figures are indicative only and many options have been considered, alternatives tried, as well as detailed analysis made of various items. The Plan includes information and projections current as at March 2012.

A summary type format is utilised with all projects being included on a simplified single sheet so that Councillors can see all the projects together.

With strong strategic and financial management Council has the ability to achieve significant outcomes for the City. Although funds for the next few years are tight, with correct allocations and strong financial projections the latter half of the plan represents financial prosperity for the City of Rockingham.

There are significant differences in the role and function of the City Business Plan deliberations and briefings and the annual budget deliberations and briefings. The City Business Plan focuses upon planning for services and activities over a 10-year period as opposed to the budget which focuses upon delivering those services and activities in any one year period.

Given that the City Business Plan identifies each year’s revenue and expenditure projections on a 10-year basis, it follows that year one of the plan should always form the foundation of the draft budget submitted to Council. When compiling and reviewing the City Business Plan, Councillors have been and will continue to be asked to provide some guidance on the level of rate revenue/increases that can be incorporated into the 10-year term of the plan. This advice is critical given that the City’s overall rate revenue currently comprises 40% of the City’s available operating revenue. In the life of the plan, based upon current rate revenue of $45 million, a 1% increase in rates over and above inflation can generate approximately $5 million for major capital projects or asset management over a 10-year period. This information is therefore critical in being able to plan for the resourcing and timing of major projects into the future.

Notwithstanding the importance of being able to plan into the future, it is legitimate and acceptable for Councillors to make decisions on rate revenue and rate increases, and for that matter any other expenditure items as part of the budget deliberations that do not match the revenue or expenditure projections contained within the City Business Plan. Obviously, major variations from the City Business Plan will have significant impact on the 10-year final projections however this has the capacity to be reviewed at the next business plan cycle.

The Team Plan briefings in March 2012 along with the Business Plan as presented now should give Councillors a very sound understanding of what expenditure is proposed across the organisation prior to the budget deliberations commencing.

The principle objective of any contemporary local government strategic planning framework should be to identify the aspiration and key focus areas identified by the community in its Community Plan, which is activated by a suite of special-purpose strategies, team plans, asset management plans and major projects, and then deliver them in a timely and cost-effective manner via the City Business Planning and Budget processes.
It is considered that the City now has the structure in place to achieve that end however, continued effective engagement and communication between the community, elected members and Council staff remains critical to the City’s ultimate success.

6. Voting Requirements

Simple Majority

7. Officer Recommendation

That Council *ADOPT* the City of Rockingham – City Business Plan 2012/13 - 2021/22.

**Alternate Motion**

Cr Smith proposed the following Alternate Motion:

That Council *ADOPT* the City of Rockingham City Business Plan 2012/13 to 2021/22 subject to:

- Rate increases in the years 2012/13 and 2013/2014 being set at 15%
- Rates increases in the years 2014/15 to 2017/18 being set at 9.9%
- The funds derived from the additional rates income being set aside for asset preservation and transfer to appropriate Reserve Funds.

**Reason for Alternate Motion**

To ensure the City of Rockingham is able to pursue a sustainable and sound financial position and meet its obligations for responsible management of community assets.

**Implications for Alternate Motion**

a. Consultation with the Community
   
   Nil at this stage. As part of the rates modelling adoption process, the advertising of rates will commence. Further plans are being implemented to ensure a greater understanding by the community of rate increases and reasons for the proposed increases.

b. Consultation with Government agencies
   
   Nil

c. Strategic
   
   Nil

d. Policy
   
   Nil

e. Financial
   
   The City of Rockingham Business Plan as presented represents a rate increase of 9.9% for eight years. Prior year plans have been adopted with proposed 15% rate increases however these were reduced as part of the budget adoption process. 1% of rates equals approximately $450,000 thus should 15% rate increases occur, an extra $2.25 million dollars will be available in the first year of the plan to fix the substantial backlog of asset management issues and ensure the City’s dependence on landfill is reduced. This also improves the financial situation of the City in future years.

f. Legal and Statutory
   
   Regulation 19DA of the Local Government (Administration) Regulations 1996 specifies the requirements associated with the adoption of a Corporate Business Plan.
Specifically these requirements include the need to:

(a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and

(b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and

(c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.

A local government is to review the current corporate business plan for its district every year.

These requirements come into effect after 30 June 2013. Whilst the plan prepared does comply with future legislation, it exceeds current legislative requirements.

**Officer Comment**

Elected members within the City of Rockingham have been fully briefed on the circumstances surrounding the City of Rockingham’s financial position. Whilst it is believed that the Business Plan is achievable with 9.9% rate increases, it is not without risks particularly related to reliance on landfill revenue.

**8. Committee Recommendation**

That Council **ADOPT** the City of Rockingham City Business Plan 2012/13 to 2021/22 subject to:

- Rate increases in the years 2012/13 and 2013/2014 being set at 15%
- Rates increases in the years 2014/15 to 2017/18 being set at 9.9%
- The funds derived from the additional rates income being set aside for asset preservation and transfer to appropriate Reserve Funds.

Committee Voting – 2/1

(Cr Hamblin voted against)

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

Not applicable

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

Not applicable
1. **Purpose of Report**

To present the proposed 2012/2013 fees and charges and seek ‘in principle’ support from Council.

2. **Background**

The fees and charges imposed by the City of Rockingham can be categorised into three main types:

1. Fees and charges set by Council under Section 6.16 of the Local Government Act 1995 (the Act) “Fees and Charges”.
2. Fees and charges set by Council under other sections of the Act or other legislation.
3. Fees and charges imposed under other legislation and Council does not have discretion to change them.

3. **Details**

The Proposed Schedule of Fees and Charges for 2012/13 document lists all fees and charges with details of the current and proposed fees.

The fees and charges in the following areas are proposed to change:

- Firebreaks – change to reflect recovery of actual costs including an administration fee.
- Security Patrols – a small reduction due to changes in contract costs.
- Childcare Fees – general increase in fees.
• Challenger Court – increase in maintenance fees charged to tenants.
• Halls and Community Centres – new fee structure following a review of fees and charges.
• Rockingham Aquatic Centre – general increase in fees.
• Reserves and Ovals – general increase in fees.
• Mooring Fees – fees modified following review of fees and charges.

The proposed fees for waste collection and landfill are still being reviewed to ensure compliance with legislation changes and the impact of the carbon tax, and will be presented as part of the budget.

The statutory fees in relation to town planning and health are also subject to prescribed fees which will not be known until later in the financial year and any changes will be included in the final fees and charges report in the budget.

4. Implications to Consider

a. Consultation with the Community
   Nil

b. Consultation with Government Agencies
   Nil

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

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

d. Policy
   Nil

e. Financial
   The fees and charges endorsed will be included in the 2012/2013 Budget for formal adoption.

f. Legal and Statutory
   Sections 6.16 to 6.19 of the Local Government Act 1995 relate to the imposition of fees and charges.

   A local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

   In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

   (a) the cost to the local government of providing the service or goods;
   (b) the importance of the service or goods to the community; and
   (c) the price at which the service or goods could be provided by an alternative provider.

   A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

   If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —

   (a) determine an amount that is inconsistent with the amount determined under the other written law; or
(b) charge a fee or charge in addition to the amount determined by or under the other written law.

A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

### 5. Comments

Nil

### 6. Voting Requirements

Simple Majority

### 7. Officer Recommendation

That Council **ENDORSE** the proposed Schedule of Fees and Charges for the 2012/13 financial year.

### 8. Committee Recommendation

That Council **ENDORSE** the proposed Schedule of Fees and Charges for the 2012/13 financial year.

Committee Voting – 3/0

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

Not applicable

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

Not applicable
## Reference No & Subject:

- **Reference No & Subject:** CS-012/12
- **File No:** FLM/88
- **Proponent/s:** Ms Vanisha Govender, Financial Accountant
- **Author:** Ms Vanisha Govender, Financial Accountant
- **Other Contributors:**
- **Date of Committee Meeting:** 17 April 2012
- **Previously before Council:**
- **Disclosure of Interest:**
- **Nature of Council’s Role in this Matter:** Executive Function
- **Site:**
- **Lot Area:**
- **Attachments:**
- **Maps/Diagrams:**
  - Monthly Financial Management Report for February 2012

### 1. Purpose of Report

To receive the monthly Financial Management Report for February 2012

### 2. Background

Nil

### 3. 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.

### 4. 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/s contained in the Community Plan 2011:-

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

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**  

5. **Comments**  
The numerous variances identified will be reviewed within the current budget review.

6. **Voting Requirements**  
Simple Majority

7. **Officer Recommendation**  

8. **Committee Recommendation**  

   Committee Voting – 3/0

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

10. **Implications of the Changes to the Officer’s Recommendation**  
Not applicable
1. Purpose of Report

To establish the Civic Catering Occasional Committee for the purpose of developing standards of service for catering at various civic functions, meetings and events and where necessary to provide advice to Council on civic catering matters.

2. Background

The City of Rockingham conducts a wide variety of civic functions, meeting and events for the community and other stakeholders. Some include a specific level of hospitality including refreshments.

The current arrangements for catering at the City are due for review and the intention is to seek tenders for the delivery of the service in the near future. An important aspect of going to tender is to have clear standards established for the level of service for different categories of catering.

It is proposed that Council establish the Civic Catering Occasional Committee to develop and review the standards of service for the catering needs of the City.
3. **Details**

It is anticipated that the Civic Catering Occasional Committee will initially meet on a regular basis to develop the levels of service expected for each category of function or event. This may involve some consideration of the levels of service established at other local governments.

Once standards have been set it is anticipated that the Occasional Committee will meet as required but at least twice per annum to review the service standards in place.

4. **Implications to Consider**

a. **Consultation with the Community**
   
   There has been no consultation with the community on this matter.

b. **Consultation with Government Agencies**
   
   There has been no consultation with government agencies on this matter.

c. **Strategic**

   **Community Plan**

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

   **Aspiration 13:** A community that is welcoming and desirable in the eyes of residents and non-residents alike.

d. **Policy**

   Council’s Policy ‘Catering for Council Functions’ outlines the basis upon which the City’s catering facilities can be used and the accreditation requirements of its caterers.

   Council’s Policy ‘Governance and Meeting Framework’ identifies the structure for Occasional and Advisory Committees.

e. **Financial**

   There are no specific project costs anticipated for the operation of the proposed Civic Catering Occasional Committee and administrative costs are anticipated to be borne in the existing Governance budgets. It is expected that an outcome will be a standard of service that meets the needs of the City.

f. **Legal and Statutory**

   Division 2, Part 5 of the Local Government Act 1995 deals with Council committees and their meetings.

   The provisions of the City of Rockingham Standing Orders Local Law 2001 will deal with the manner in which the proposed Occasional Committee will conduct its meetings.

5. **Comments**

It is expected that the proposed Civic Catering Occasional Committee will conduct its inaugural meeting in the second week of May 2012.

6. **Voting Requirements**

   **Absolute Majority**

7. **Officer Recommendation**

   That Council:

   1. **ESTABLISH** the Civic Catering Occasional Committee with the following Terms of Reference:
CONFIRMED AT A CORPORATE AND ENGINEERING SERVICES MEETING HELD ON TUESDAY, 15 MAY 2012

Corporate and Engineering Services Committee Minutes
Tuesday 17 April 2012

CONFIRMED AT A CORPORATE AND ENGINEERING SERVICES MEETING HELD ON TUESDAY, 15 MAY 2012

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8. Committee Recommendation

That Council:

1. **ESTABLISH** the Civic Catering Occasional Committee with the following Terms of Reference:
   a) To develop and review standards of service for catering at civic functions, meetings and events.
   b) Composition of three (3) Councillors.
   c) Governance Support: Manager Governance and Councillor Support.

2. **APPOINT** Councillors___________, ___________, and ___________ to the Civic Catering Occasional Committee for the period ending on the next ordinary local government election day in October 2013.

Committee Voting – 3/0

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

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
Human Resources

Corporate and Engineering Services
Advisory and Occasional Committee Minutes
Human Resource Development

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>HR-003/12 Chief Executive Officer Performance Review Committee Minutes held on 2 April 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>PSL/1298, PSL/702</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Ben Searcy, Manager Human Resource Development</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 April 2012</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To undertake the performance review of the CEO including summarising the feedback of individual Councillors.</td>
</tr>
<tr>
<td>Composition:</td>
<td>4 Councillors</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council's Role in this Matter:</td>
<td>Minutes of the CEO Performance Review Committee held on 2 April 2012 – Confidential Attachment as per Section 5.95 of the Local Government Act 1995</td>
</tr>
</tbody>
</table>

1. **Receipt of Minutes**

That Council **RECEIVE** the minutes of the Chief Executive Officer Performance Review Committee meeting held on 2 April 2012 for information.

2. **Recommendations to the Corporate and Engineering Services Committee**

2.1 **Recommendation 1: CEO Annual Performance Review**

**Advisory Committee Recommendation:**

That Council:

1. **ADOPT** the following six (6) key focus areas for the CEO’s action in 2012/13:

   - Protect the best interests of the City in dealing with the outcomes of the Metropolitan Local Government Review.
   - Complete policy framework development and existing policy review.
   - Commence construction phase of Mundijong Road.
• Develop lobbying strategy for major project funding and key issues for both Government and Opposition leading up to State Government elections in March 2013.

• Maximise revenue opportunities coming from emerging waste management technologies.

• Communicate better explanations to ratepayers of the financial reasons behind rate increases eg. increasing infrastructure costs.

2. **APPROVE** of an increase in the cash component of the remuneration package by 4% as at the contract anniversary date.

### Implications to Consider

#### a. Strategic

**Community Plan**

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

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

#### b. Policy

Not applicable

#### c. Financial

Not applicable

#### d. Legal and Statutory

In accordance with the Local Government Act 1995 – Section 5.38 Annual Review of Certain Employees Performance whereby the performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

#### e. Voting Requirements

Simple Majority

### Officer Comments & Recommendation if Different to Committee Recommendation

Nil

### 3. Committee Recommendation

That Council:

1. **RECEIVE** the minutes of the Chief Executive Officer Performance Review Committee meeting held on 2 April 2012 for information.

2. **ADOPT** the following six (6) key focus areas for the CEO’s action in 2012/13:

   • Protect the best interests of the City in dealing with the outcomes of the Metropolitan Local Government Review.

   • Complete policy framework development and existing policy review.

   • Commence construction phase of Mundijong Road.

   • Develop lobbying strategy for major project funding and key issues for both Government and Opposition leading up to State Government elections in March 2013.

   • Maximise revenue opportunities coming from emerging waste management technologies.
3. **APPROVE** of an increase in the cash component of the remuneration package by 4% as at the contract anniversary date.

Committee Voting – 3/0

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

Not applicable

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

Not applicable
### Economic Development

#### Corporate and Engineering Services

**Advisory and Occasional Committee Minutes**

**Economic Development Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>ED-005/12 Global Friendship Committee Minutes held 15 March 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>ECD/74</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Cadell Buss, Manager Economic Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Nollaig Baker, Economic Development Officer</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 April 2012</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>The role of the Committee is to make recommendations to Council on:</td>
</tr>
<tr>
<td></td>
<td>• Promoting awareness of the social and economic importance of the Global Friendships program to the community;</td>
</tr>
<tr>
<td></td>
<td>• Planning and arranging visits to and from global affiliates;</td>
</tr>
<tr>
<td></td>
<td>• Measuring the performance and effectiveness of individual Global Friendships in terms of community and economic development benefit;</td>
</tr>
<tr>
<td></td>
<td>• New Global Friendship proposals; and</td>
</tr>
<tr>
<td></td>
<td>Reviewing the performance and effectiveness of each Global Friendship every four years to assess the degree of activity, value to Council and associated benefits for the City of Rockingham.</td>
</tr>
<tr>
<td>Composition:</td>
<td>3 Councillors, 6 Committee members</td>
</tr>
<tr>
<td></td>
<td>Executive Support – Economic Development Team</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Cr Hamblin declared an Impartiality Interest in Item ED-005/12 Global Friendship Committee Minutes held 15 March 2012, as detailed with Clause 3.3 of Council's Code of Conduct and Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007, as she is a close friend of the people nominated to be on the Global Friendship Committee.</td>
</tr>
<tr>
<td>Nature of Council's Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of the Global Friendship Committee meeting held on 15 March 2012</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>
1. Receipt of Minutes

That Council receive the minutes of Global Friendship Committee Meeting held on 15 March 2012 for information.

2. Recommendations to the Corporate and Engineering Services Committee

2.1 Recommendation 1: Appointment of Committee Members

Advisory Committee Recommendation:

That Council 

**APPOINT** Ms Deb Wall and Ms Megan Levy to the Global Friendship Committee.

Implications to Consider

a. Strategic

Community Plan

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

**Aspiration 14:** Economic Development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.

b. Policy

Not applicable

c. Financial

Not applicable

d. Legal and Statutory

Nil

e. Voting Requirements

Absolute Majority

2.2 Recommendation 2: Consider Donation to Ako City Council Japan

Advisory Committee Recommendation:

That Council **DONATE** an amount of $5,000 to the Ako City Council towards the Great East Japan Earthquake

Implications to Consider

a. Strategic

Community Plan

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

**Aspiration 14:** Economic Development opportunities that make visiting, living, working and investing in the City of Rockingham an attractive proposition.

b. Policy

Not applicable

c. Financial

A donation of $5,000 to Ako City Council, Japan for Great East Japan Earthquake disaster.
CONFIRMED AT A CORPORATE AND ENGINEERING SERVICES MEETING HELD ON TUESDAY, 15 MAY 2012

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d. Legal and Statutory
   Nil

e. Voting requirements
   Simple Majority

**Officer Comments & Recommendation if Different to Committee Recommendation**

The Global Friendship Committee requested that Council consider donating $5,000 to Ako City Council for the Great East Japan Earthquake disaster at their committee meeting held on 21 March 2011. This request was processed through the Community Grants Funding Program Committee. At the meeting on 13 July 2011 of the Community Grants Funding Program Committee, the Committee recommended against donating funds and Council endorsed this recommendation on 23 August 2011.

**Officer Recommendation**

That no further action be taken.

**3. Committee Recommendation**

That Council:

1. **RECEIVE** the minutes of Global Friendship Committee Meeting held on 15 March 2012 for information.

2. **APPOINT** Ms Deb Wall and Ms Megan Levy to the Global Friendship Committee.

3. **NOT** donate an amount of $5,000 to the Ako City Council towards the Great East Japan Earthquake.

   Committee Voting – 3/0

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

Not applicable

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

Not applicable
1. **Purpose of Report**

To obtain endorsement from Council for the development and implementation of an integrated risk management framework for the City.

2. **Background**

The City of Rockingham does not currently follow a standard integrated approach for the identification and mitigation of risk for the City of Rockingham and its operations.

AS/NZS ISO 31000:2009 defines risk as the “effect of uncertainty on objectives”. A risk is often specified in terms of an event or circumstance and the consequences that flow from it. Risk management is defined as “coordinated activities to direct and control an organisation with regard to risk” and a risk management framework is a “set of components that provide the foundations and organizational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organization”.

The City’s Strategic Community Plan along with its integration through the specific purpose plans and team plans provides a perfect platform for the incorporation of a Risk Management Framework throughout all these levels of strategic thinking. Due the presence of various levels of internal and external risks that the City is exposed to on a daily basis, it is vital that the City considers strategic, financial, operational and compliance risk across all divisions, activities and projects. Such an
approach will enable the City to optimise decision making on resource allocation and service delivery and will also enhance integrated delivery of the Strategic Community Plan.

For risk management to be effective, an organisation should take into consideration that risk management:

- creates and protects value
- is an integral part of all organisational processes
- is a part of decision making
- explicitly addresses uncertainty
- is systematic, structured and timely
- is based on the best available information
- takes human and cultural factors into account
- is transparent and inclusive
- is dynamic, iterative and responsive to change
- facilitates continual improvement of the organisation

An integrated risk management approach will also provide Council with essential information (especially relating to risks captured in the strategic risk matrix) that would be required for informed decision making.

It is anticipated that in the future, integrated risk management will be best practice for all local governments and will help ensure the good governance of the district.

### Details

#### 3.1 What other councils are doing

The strategy co-ordination group performed a benchmarking study in order to determine how other local governments implement risk management within their organisations. The Risk Management Standard AS/NZS ISO 31000:2009 (previously 4360 : 2004) is the framework of choice for all Local governments that have chosen to implement risk management at a corporate level within their organisations. The framework can broadly be summarised by the diagram below:

**Figure 1:** Overview of the Risk Management Framework AS/NZS ISO 31000:2009:

Local governments currently implementing the AS/NZS ISO 31000 / 4360 standard include:

- City of Melville
- City of Perth
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Note: AS/NZS 4360 : 2004 was revised to develop the first international risk management standard, which resulted in the publication of ISO 31000 : 2009.

The risk management development and implementation processes followed by some of the abovementioned local governments are highlighted below, with particular emphasis on learning points for the City of Rockingham:

3.1.1 City of Belmont

The City of Belmont went through a 5-year process of designing and implementing a risk management framework. The Key areas of risk that they focused on were:

- **Strategic Risk**
- **Operational Risk**
- **Improvement Risk**

During the risk analysis process at the City of Belmont, no community consultation was obtained, since the risks addressed were focused on those strategic and operational issues that would impact the organisational operations and not necessarily the community. Risks (and opportunities) were identified through one-on-one conversations between the risk management co-ordinator and the various departmental managers and co-ordinators. From these conversations a Risk matrix for the City of Belmont was compiled. Implementation is managed by means of a software package that was acquired by the City of Belmont.

3.1.2 City of Melville (ISO 31000:2009)

At the City of Melville, information concerning risks is generated by examining the potential for sources of risk to impact on the community. The evaluation criteria used were based on several considerations including: people, property, environment, economy, industry, infrastructure and social setting.

The community was consulted, and a total of 4,400 surveys were circulated to a sample of residents in each suburb with a return of 924 completed surveys representing 21% of the total. Businesses were included through a total of 500 surveys that were circulated to a sample of registered businesses in each suburb with a return rate of 13.8%.

What the community saw as sources of risks included:

- severe storm events,
- road transport emergency,
- building fires,
- critical infrastructure failure,
- hazardous material spills,
- bush fires

Risk analysis and evaluation workshops were held in order to determine how the local government might be impacted by each source of risk identified. The workshops identified and explored the sources of risk to the community as identified by the community risk survey. For each identified
source of risk, a matrix was prepared that described in detail the source of risk and how it might impact upon the City of Melville. The City of Melville Risk Register is the product of the workshops.

**Note:** The process followed by the City of Melville seems to focus predominately on Emergency Risk. It is the intention to include all aspects of Risk Management within the City of Rockingham Risk Management Framework, including Strategic Risk, Operational Risk, Financial Risk etc.

### 3.1.3 Ballina Shire Council (AS / NZ 4360:2004)

The purpose of Ballina Shire Council’s Risk Management Framework is to assist the management of the governance, fiscal, environmental and social responsibilities and the achievement of the Council’s outcomes. Adherence to the framework is seen as enabling the Council to fulfil their stewardship responsibilities of protecting resources from loss or misuse, ensuring the safety of Council, staff and the public, and generally encourages excellence in management, including innovation that may involve responsible risk taking.

Progress with the development and adoption of the Ballina Risk Management Framework will be measured through the annual state-wide mutual audit and through the Risk Management Committee monitoring their risk management action plan with regards to implementation of identified actions.

Council’s established business practices, policies and procedures will be reviewed, to ensure that they are not in conflict with the framework standard. The framework will be reviewed on an annual basis by the Risk Management Committee

### 3.1.4 Port Augusta City Council (AS / NZ 4360:1999)

The City is still in the development stages of their framework, and identifies that the risk management development and implementation process should include:

- Development of documentation, tools and reporting systems and identifying appropriate resources;
- An audit of current risk management activities within Council and within each area of operations;
- Communication of the initiative to all staff to ensure acceptance, understanding and ownership;
- Development of a risk register; and
- Reviewing all policies, procedures, job descriptions, strategic and operational planning processes for integration into the strategic plan.

### 3.1.5 City of Redland (AS / NZ 4360:2004)

At the City of Redland, risk management is seen as a business tool and an integral part of good “Corporate Governance” and fundamental planning processes. The City follows a three tier approach that provides a systematic and documented management process.

- Governance establishes the accountability and responsibility of the Council.
- Risk management is the tool or process used to ensure governance principles are applied.
- Business continuity is the process in place, if a significant risk event occurs that results in a disruption to normal business, to ensure that service delivery continues and returns to normal within a short period of time.

To ensure the successful implementation of risk management throughout Council, appropriate training in risk management is provided to staff and managers.

### 3.2 Risk Management Standard that is proposed for CoR

Based on the fact that the majority of Local Councils that do follow a risk management approach use AS/NZ 4360 as their standard, it is proposed that the City of Rockingham follows the standards according to AS/NZS ISO 31000:2009. The key steps involved with developing and implementing this framework can be summarised by the diagram below:
Proposed Risk Management Framework for CoR

1. Equip the working group
   • Develop and distribute briefing document
   • Risk management documentation and training

2. EMT and Council Mandate & Commitment
   • Risk Management Policy & Framework

3. Design Framework for Managing Risk
   • Understand organisational context (incl. survey)
   • Develop Principles
   • Develop Consequence and Likelihood criteria
   • Design Risk Register Template
   • Develop Implementation Timeline
   • Staff training & Accountability
   • Integration into organisational processes
   • Resources
   • External and Internal communication and reporting

4. Implement Risk Management for CoR
   • Implement the Framework for Managing Risk by engaging on a Divisional / Team wide level (Strategic/Corporate Risk register, Operational Risk register, Compliance Risk register)
   • Implement Timeline and identified actions
   • Ongoing Communication and Reporting
   • Document Control

5. Measure implementation

6. Monitor and Review Framework

7. Continual improvement of the Framework

3.3 Next Steps proposed for CoR
A Risk Management Working Group has been established for the City and members of this group have been trained in risk management to develop, oversee and review the risk management policy, framework and process. The group will be meeting every second week. A Risk Management Steering Group (comprised of EMT members) has also been established to guide the risk management framework process and to ensure it is in line with the direction of the City and the Strategic Community Plan.
It is proposed that the Risk Management Working Group proceeds with development and implementation of the following:

- Risk management policy *(for approval by Council in May)* will be one of the main documents guiding the City’s risk management approach.
- Risk management framework for the City *(following Council approval of the Policy in May)*
- Development of risk analysis process, including consequence and likelihood criteria for evaluating each identified risk *(following Council approval of the Policy in May)*
- Risk management survey to be sent out at Management and Co-ordinator level in order to determine current level of awareness and application of risk management. This will be the benchmark against which progress and success with implementation will be measured through a second survey to be sent out roughly 18 months later.
- Development and roll-out of a risk register template *(following Council approval of the policy in May)*
- Development of risk responsibility matrix to identify areas of responsibility within each risk register. *(following Council approval of the Policy in May)*
- Staff training *(following completion of all the required frameworks, documents and processes)*
Co-ordinating the development of risk registers for (following completion of all the required frameworks, documents and processes)
  - Strategic risk
  - Operational risk
  - Compliance risk
  - Financial risk
  - Emergency risk

A key requirement that was identified by both the Risk Management Working Group and the Steering Group, is to keep the process and the tools that will be used for the risk management process as simple and understandable as possible. The definition of successful implementation of integrated risk management for the City would be acceptance and ownership by staff, with risk analysis becoming a part of every-day decision making for each and every staff member. This change in the culture of the organisation will be monitored by means of a survey to staff before and after the introduction of risk management (time period of 12-18 months in-between).
4. 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/s contained in the Community Plan 2011:

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

   With the implementation of integrated risk management for the City, future Council reports will incorporate a section on risk management that addresses the risks and their mitigation, for that particular opportunity or challenge

d. Policy
   Policy on risk management for the City of Rockingham to be presented to Council in May 2012

e. Financial
   Financial implications could include:
   - Possible resource requirements with regards to appointing someone for the co-ordination of risk management throughout the City
   - Possible direct costs associated with the training of staff on the risk management framework and process for the City
   - Depending on the risk being addressed, there could be financial implications to accepting or not accepting the identified risk.

f. Legal and Statutory
   This policy is in line with Risk Management Standard ISO 31000:2009.

5. Comments

   The application of integrated risk management for the City of Rockingham will enable Council to make more informed decisions on opportunities and challenges presented to the City.

   Council will guide the EMT and the Risk Management Working Group with regards to the level of depth that should be applied to the application of Risk Analysis for identified opportunities or threats – *i.e.* magnitude of financial impact or other

6. Voting Requirements

   Simple majority

7. Officer Recommendation

   That Council **ENDORSE** the development of a risk management framework and policy for the City of Rockingham.
### 8. Committee Recommendation

That Council **ENDORSE** the development of a risk management framework and policy for the City of Rockingham.

Committee Voting – 3/0

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

Not applicable

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

Not applicable
## Reference No & Subject:
- **EP-016/12**  
- **Replacement of Singleton Decorative Street Lighting**

### File No:
- **EST/11**

### Proponent/s:
- Mr Kelton Hincks, Manager Asset Services

### Author:
- **Mr Kelton Hincks, Manager Asset Services**

### Other Contributors:
- **Mr Kelton Hincks, Manager Asset Services**

### Date of Committee Meeting:
- **17 April 2012**

### Previously before Council:
- **EP-009/12; March 2012**

### Disclosure of Interest:

### Nature of Council’s Role in this Matter:
- **Executive Function**

### Site:

### Lot Area:

### Attachments:
- **1 Location Map**
- **2 Current 4.5m Decorative Kensington Street Light**
- **3 Proposed Street Light 6.5m Galvanised Urban 42wCFL**

### Maps/Diagrams:

1. Location Map
2-Current 4.5m Decorative Kensington Street Light

3-Proposed Standard Street Light (6.5m Galvanised Urban 42wCFL)
1. **Purpose of Report**

To seek Council approval to remove and replace 73 decorative street light poles in Singleton with standard Western Power 6.5metre galvanised outreach poles, utilising 42w compact florescent (CFL) urban lamps.

2. **Background**

The relevant decorative street lighting is located between Singleton Beach Road and Crystaluna Drive, Singleton (1 Location Map).

The current lighting is maintained by the City and consists of Kensington style lamps on 4.5metre heritage style poles which were installed as part of the Bayshore Gardens Estate development in 1994.

In February 2012 a report was tabled at the ordinary meeting of Council detailing the current condition of the subject street lighting and a business case relating to this project. The Council resolved as follows;

“That Council ADVERTISE its intent to remove and replace the existing 73 Kensington decorative light fixtures in Singleton with standard Western Power 6.5m galvanised street lights and luminaires and seek public comment on the proposal.”

3. **Details**

An advertisement was placed in the Weekend Courier on Friday the 16th March 2012 and the Sound Telegraph on Wednesday the 22nd of March 2012. The advertisement provided a brief description of the project with a link to the City's internet site where a full project brief was detailed. People wishing to make comment regarding the project were encouraged to do so in writing before the 28th of March 2012.

There have been no comments received relating to this project.

4. **Implications to Consider**

a. **Consultation with the Community**

   An advert was placed in the Weekend Courier on Friday the 16th of March 2012 and the Sound Telegraph on Wednesday the 22nd of March 2012. Details of the project were placed on the City’s internet site.

b. **Consultation with Government Agencies**

   Nil

c. **Strategic**

Community Plan

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

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

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

   **Aspiration 12:** Carbon footprint reduction and waste minimisation programs centred upon public awareness and the use of new technologies.

d. **Policy**

   Purchasing policy applies. To provide compliance with the Local Government Act 1995: Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4, Division 2, regulation 11 (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply
goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than $100,000 unless sub-regulation (2) states otherwise.

e. Financial

An amount of $100,000 was approved at the mid-year budget review and is included in the decorative street lighting maintenance account. GL 210347.1347

f. Legal and Statutory

Not applicable

5. Comments

As there have been no comments for or against this project it is therefore recommended that it represents best value to the City to remove and replace the 73 decorative street light poles in Singleton with standard Western Power 6.5metre galvanised outreach poles, utilising 42w compact florescent (CFL) urban lamps.

6. Voting Requirements

Simple Majority

7. Officer Recommendation

That Council APPROVE the removal and replacement of the existing 73 Kensington decorative light fixtures in Singleton with the standard Western Power 6.5m galvanised street lights and luminaires.

8. Committee Recommendation

That Council APPROVE the removal and replacement of the existing 73 Kensington decorative light fixtures in Singleton with the standard Western Power 6.5m galvanised street lights and luminaires.

Committee Voting – 3/0

9. The Committee's Reason for Varying the Officer's Recommendation

Not applicable

10. Implications of the Changes to the Officer’s Recommendation

Not applicable
**Corporate and Engineering Services**  
**Engineering and Parks Services**

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>EP-017/12 Removal of the John Butts Reserve Public Toilet, Safety Bay</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Ben Roser, Asset Management Project Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 April, 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Site:</td>
<td>Lot 9 Royal Road, Safety Bay</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>10775m²</td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>1. Aerial image, 2. Facility image</td>
</tr>
</tbody>
</table>

1. Aerial image
2. Purpose of Report

To seek Council approval to remove the decommissioned public toilet from John Butts Reserve car park, Safety Bay and re-instate the affected area with additional car parking spaces.

2. Background

The John Butts public toilet facility was constructed in 1975 within the boundary of John Butts Reserve. This reserve, being Reserve 26215, is vested in the City of Rockingham with a primary use of 'Public Recreation' and is bordered to the south and east by Royal Road and Waimea Road. The Safety Bay Primary School (north) and Safety Bay Tennis Club (southeast) also adjoin the reserve with the remaining adjoining area to the east being private dwellings.

The public toilet was decommissioned in 2004 due to concerns regarding anti-social behavior; however, the toilet was reopened to provide temporary facilities for workers during the upgrade of the Safety Bay Primary School in 2008. Since the completion of the works to the school, the toilet block has been closed and has now deteriorated further due to its age and constant vandalism.

City Officers recently audited the facility to ascertain the extent of works to renovate to a satisfactory standard of compliance and also conducted a survey of the surrounding area to find out if the toilet block was in fact required.

3. Details

The toilet block is a 37 year old freestanding public toilet facility in very poor condition. The building is approximately 40sqm in size, is of brick and tile construction with a skillion roof. The building, including the internal fittings and fixtures are original to construction including the internal asbestos ceiling. The building comprises two adjoining yet independently accessed male and female toilet facilities providing a total of four wc’s, two vanity’s and one urinal.

Whilst the structure of the building is in fair condition, the internal fittings, fixtures and ceiling have been extensively damaged and have lost all serviceability. The damage sustained by the facility
ranges from severe vandalism such as fire damage and removal of electrical wiring through to vandalism of a more cosmetic nature such as graffiti.

Due to the overall age, condition and vandalism sustained, the state of the toilets present an undesirable image that affects the use and the intrinsic value of the area. This undesirable image is further compounded by concerns relating to continued anti-social behaviour in and around the toilets which has been raised by parents of the school children attending the adjoining Safety Bay Primary School.

Any proposed capital renewal to the toilets in order to provide compliance and serviceability would involve the replacement of the;

- Internal ceiling,
- Plumbing fittings and fixtures,
- Tiling,
- New lighting and electrical works,
- Painting,
- Modifications to allow accessibility,
- Cabinetry and all associated overheads.

These costs have been estimated by City Staff to be in excess of $150,000, which has not been identified in the City's Business Plan. As well as the capital cost of the renovation works, the ongoing operating cost to maintain this facility is estimated at $25,000 per annum.

Alternatively, initial costs to demolish and dispose of the facility and re-instate with hard landscaping in the form of car park spaces has been estimated at $45,000.

In order to gauge community sentiment to determine the level of support for retaining or removing the public toilet on the reserve, City Officers undertook a letter drop providing an opportunity to comment on the proposal involving the immediate surrounding community. Additionally, the Safety Bay Tennis Club and Safety Bay Primary School were also consulted and invited to comment. In all, a total of 19 responses were received which represents a participation rate of over 12%. All but one of the responses supported the removal of the toilet and re-instatement of the site.

Samples of the nature of the comments received and sentiment are as follows:

<table>
<thead>
<tr>
<th>Comments received in the affirmative</th>
<th>Comments received in the negative</th>
</tr>
</thead>
<tbody>
<tr>
<td>In my opinion the public toilet building should be removed.</td>
<td>To be truthful I haven’t used this particular toilet but feel the removal of any toilet is a backward step. I also think now our population is bigger all public toilets should have an attendant, even if this is part of community service order.</td>
</tr>
<tr>
<td>All Committee are in agreement for the public toilet to be demolished. We agree that it is just an eyesore.</td>
<td></td>
</tr>
<tr>
<td>It’s a complete eyesore. Hasn’t been open for public usage for at least four years and is attracting vandals and graffiti yobos. I would like to see it removed.</td>
<td></td>
</tr>
<tr>
<td>I will be very happy to see the toilet block removed it is serving no purpose and even when it was open I was scared to walk by it, please get rid of it.</td>
<td></td>
</tr>
<tr>
<td>I think that demolition of the public toilet on the John Butts reserve is an excellent idea. At present they are unused, in need of renovation and a target for graffiti vandals.</td>
<td></td>
</tr>
<tr>
<td>Comments received in the affirmative</td>
<td>Comments received in the negative</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td>To be honest I had no idea that a public toilet was there. I think closing it and getting rid of it altogether is great. I don’t feel that comfortable having a public toilet so close to my daughters school.</td>
<td></td>
</tr>
<tr>
<td>It should be demolished.</td>
<td></td>
</tr>
<tr>
<td>We believe this should be removed for the following reasons;</td>
<td></td>
</tr>
<tr>
<td>- Rarely used, usually locked</td>
<td></td>
</tr>
<tr>
<td>- Park used by locals who can use their own toilet</td>
<td></td>
</tr>
<tr>
<td>- Attracts graffiti, an eyesore</td>
<td></td>
</tr>
<tr>
<td>- Attracts anti-social behaviour near homes and the school grounds, especially during school holidays.</td>
<td></td>
</tr>
</tbody>
</table>

4. Implications to Consider

a. Consultation with the Community
   Consultation has been carried out with the immediate local community.

b. Consultation with Government Agencies
   Not applicable

c. Strategic
   This project addresses the community’s vision for the future and specifically the following aspirations of the Community Plan 2011:

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

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

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

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

   In addition, the disposal of the public toilet is aligned with Section 5.13 of the City of Rockingham Infrastructure Asset Management and Services Plan:

   Section 5.13: Assets should only be held where they:
   - Are identified as being important to the strategic direction of the City,
   - They contribute to the delivery of services undertaken by the City to achieve the outcomes expected by key stakeholders, and
   - Where they are financially viable to retain.

   d. Policy
   Not applicable

e. Financial
   It is estimated that $45,000 will be required to undertake the removal and re-instatement project. Funds will be sourced within future budget reviews to carry out these works.
5. **Comments**

City officers have inspected the facility and given the overall age and extensive damage have determined the facility either requires disposal or a complete refurbishment. Consultation with the community clearly indicates support for the removal of the toilets and also revealed concerns relating to general public safety as the toilets are located so close to the Safety Bay Primary School. These issues in combination with evidence of anti-social behaviour, ongoing graffiti damage, loss of serviceability and the overall community support has necessitated the toilets disposal. It is therefore recommended that it represents best value to the City and the wider community to have the toilet removed and reinstated with additional car spaces.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council *APPROVE* the removal of the John Butts Reserve public toilet and re-instatement of the area with additional car park spaces subject to available funds in future budget reviews.

8. **Committee Recommendation**

That Council *APPROVE* the removal of the John Butts Reserve public toilet and re-instatement of the area with additional car park spaces subject to available funds in future budget reviews.

  Committee Voting – 3/0

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

Not applicable

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

Not applicable
Corporate and Engineering Services Advisory and Occasional Committee Minutes
Engineering and Parks Services

Reference No & Subject: EP-018/12 Rockingham RoadWise Advisory Committee Minutes - 12 March 2012
File No: RDS/15-05
Author: Mr Scott Lambie, Traffic Services Coordinator
Other Contributors: 17 April 2012
Terms of Reference: To provide input and advice into road safety matters with the outcome of having a safe and efficient transport network in the City of Rockingham.
Composition: 1 Councillor, 6 Community Representatives
Executive Support: Engineering and Parks Division – Traffic Services Team
Disclosure of Interest: Executive Function
Nature of Council’s Role in this Matter: Attachments: Minutes of Rockingham RoadWise Advisory Committee meeting held on 12 March 2012
Maps/Diagrams:

1. **Receipt of Minutes**

That Council receive the minutes of the RoadWise Advisory Committee meeting held on Monday 12 March 2012 for information.

2. **Recommendations to the Corporate and Engineering Services Committee**

There are no recommendations arising from the RoadWise Advisory Committee meeting.

3. **Committee Recommendation**

That Council **RECEIVE** the minutes of the RoadWise Advisory Committee meeting held on Monday 12 March 2012 for information.

Committee Voting – 3/0

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

Not applicable

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

Not applicable
Corporate and Engineering Services Advisory and Occasional Committee Minutes Engineering and Parks Services

**Reference No & Subject:** EP-019/12  Disability Access Reference Group Minutes – 7 March 2012

**File No:** CSV/761-02

**Author:** Mr Phillip Yap, Engineering Technical Officer - Transport

**Other Contributors:** Ms Tenille Wightman, Community Development Officer

**Date of Committee Meeting:** 17 April 2012

**Terms of Reference:** To collate Council’s Disability Services Plan for the improvement of accessibility to Council facilities and services for people with disabilities of all kinds.

**Composition:** 2 Councillors, 13 Community Representatives

**Executive Support from Engineering & Parks Services, Traffic Services Team**

**Disclosure of Interest:** Executive Function

**Nature of Council’s Role in this Matter:**

**Attachments:** Minutes of the Disability Access Reference Group Meeting held on 7 March 2012

**Maps/Diagrams:**

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1. **Receipt of Minutes**

That Council receives the minutes of the Disability Access Reference Group meeting held on 7 March 2012 for information.

2. **Recommendations to the Corporate and Engineering Services Committee**

There are no recommendations to the Standing Committee.

3. **Committee Recommendation**

That Council **RECEIVE** the minutes of the Disability Access Reference Group meeting held on 7 March 2012 for information.

Committee Voting – 3/0

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

Not applicable

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

Not applicable
### 13. Reports of Councillors

Nil

### 14. Addendum Agenda

Nil

### 15. Motions of which Previous Notice has been given

#### Engineering and Parks Services

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>EP-020/12 Notice of Motion – Investigation into the Modification of Rockingham Beach Road into a One Way System</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td></td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Cr Allan Hill</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Scott Lambie, Coordinator Traffic Services</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Ian Daniels, Manager Engineering Services</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 April 2012</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Function</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
<tr>
<td>Site:</td>
<td>SLK 3.7 – 4.0 Rockingham Beach Road, Rockingham</td>
</tr>
<tr>
<td>Lot Area:</td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Locality Plan</td>
</tr>
</tbody>
</table>
CONFIRMED AT A CORPORATE AND ENGINEERING SERVICES MEETING HELD ON TUESDAY, 15 MAY 2012

1. Purpose of Report

To provide Officer comment and advice on Councillor Allan Hill’s Notice of Motion.

2. Background

Councillor Hill submitted the following motion for consideration at the April meeting.

“That Council request the necessary traffic management and engineering analysis be undertaken to
inform a proposal for council to consider the implementation of one-way traffic and other traffic
management options along Rockingham Beach Road between Flinders Lane and Railway Terrace.”

3. Details

Rockingham Beach Road is located on the Rockingham beach front and is classified as a District Distributor Road under the Main Roads Metropolitan Road Hierarchy. The section of Rockingham Beach Road referred to in the notice of motion is located between Railway Terrace and Flinders Lane and has a length of approximately 300 metres. The road is fronted by a mix of high rise and low rise commercial / residential development to the south and Churchill Park and beach foreshore to the north. The majority of vehicle parking is located within the northern verge area.

In December 2008, the Rockingham City Centre Transit System (RCCTS) was opened, with the route utilising Rockingham Beach Road, with the bus running in a north to south direction. Future planning has identified a possible light rail system to replace the buses.

In 2010, the identified section of Rockingham Beach Road was subject to a speed limit reduction down to 40 km/h and in 2011, a pedestrian zebra crossing was installed in a roughly central mid-block location.

Traffic monitoring within this section of Rockingham Beach Road has been undertaken regularly. The most recent traffic counts are as follows;

Rockingham Beach Road – 2003 – 6511 vehicles per day (Sunday) 85% speed – 42.1 Km/h
Rockingham Beach Road – 2010 – 7216 vehicles per day (Sunday) 85% speed – 36.4 Km/h
(Count taken after 40 Km/h limit implemented)

Crash records within this section of Rockingham Beach Road over the last 5 years (ending December 2010) show a total 23 reported crashes over this period. This is on average 4.6 per year and 5.9 crashes per million vehicle Kilometres travelled.
The breakdown of these crashes over the 5 years is as follows;

7 crashes at the intersection of Harrison Street / Railway Terrace / Rockingham Beach Road

12 crashes occurred between the hours of 9am and 5pm.

16 crashes were mid-block single vehicle or multi vehicle manoeuvring type crashes (eg. leaving car parks and/or driveways).

2 crashes involved pedestrians. (1 x on site medical attention, 1 x Property damage minor)

1 crash involved a cyclist. (Hospital)

### 4. Implications to Consider

**a. Consultation with the Community**

No consultation has currently been conducted with regard to this proposal. All business owners, property owners and wider residential community would expect full consultation before implementation of one-way road system.

**b. Consultation with Government Agencies**

Authorisation to install a one-way road system lies with the Commissioner of Main Roads WA. Main Roads have indicated that results of public consultation and detailed traffic impact analysis of proposals impact on surrounding road network would be required. The Public Transport Authority is also a key stakeholder that would require consultation due to existing bus routes.

**c. Strategic Community Plan**

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

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

**d. Policy**

Nil

**e. Financial**

No concept plan has currently been developed for this proposal however as a guide, it would be expected that expenditure of approximately $450 000 would be required to reconstruct both intersections, narrow the carriageway and re-orientate the car parking bays to the appropriate standard. No funds are currently identified in the business plan for this project.

**f. Legal and Statutory**

Road Traffic Act 1974 (Regulations) Section 111 (2) (a) (iii) allows for the Governor of Western Australia to make regulations empowering Main Roads to erect traffic signs and traffic control devices.

Main Roads Act 1930 section 16 (1b) and (1c) The Commissioner is deemed to always having the authorization to operate traffic signs and traffic control signals and similar devices.

Local Government Act 1995 Section 9.46 (1) provides that roads vested under the control and management of a local government are to be considered property of the local government.
5. Comments

Examination for the current vehicle operating conditions within this section of Rockingham Beach Road suggests that there are few traffic concerns currently that would be improved with a one way traffic system. General traffic operating speeds are well within acceptable limits, the road is well trafficked to provide passing trade for businesses and crash patterns that represent vulnerable road users are low considering the high level of exposure (high traffic volumes and high pedestrian volumes during peak periods).

If such a system was implemented, it would be preferable for traffic to be encouraged to flow in a south to north direction. This would provide a logical traffic route though the precinct from Patterson Road / Railway Terrace, allow for continued access to the existing angled parking bays and continue to allow visitor / tourist traffic to drive through the beachfront area when journeying to the future Wanliss Street marina.

However, this direction of traffic flow would not be conducive to the RCCTS operation. The existing RCCTS route allows for the access of the high frequency buses from the main Beach front precinct, with minimal road crossings required. Reversing the RCCTS route would place all the stops onto the opposite sides of the roads, thus requiring patrons to cross Railway Terrace, Kent Street and Wanliss Street. Difficulty is also likely to be experienced looking for alternative locations for the bus stop infrastructure with no room currently available for a bus stop to service a clockwise RCCTS route in Wanliss Street. Should, after proper analysis and consultation the decision is made to implement a one-way system within this section of Rockingham Beach Road, a decision of whether the RCCTS route and ease of access is a priority for the city.

The installation of a one-way system on this section of Rockingham Beach Road would require the re-design and modification of the Rockingham Beach Road intersections with Railway Terrace and Flinders Street. The extents of the modifications would depend on the direction of traffic flow. The current carriageway width of 6m (3 metres for each lane of traffic flow) provided excellent ‘side friction’ on the current vehicle traffic, lowering vehicle speeds and providing for a safer on street cycling environment. By implementing a one-way traffic flow system, the carriageway width will only be able to be narrowed by 1 metre, down to 5 metres. This width required under AustRoads guidelines to ensure that continuous traffic flow can be maintained in the event of a vehicle breakdown or similar road obstacle. The result of this is that the current side friction experienced by drivers would be significantly diminished and as a result, it is likely that vehicle speeds would increase due to a perceived improvement in safety. From the perspective of a pedestrian, a similar perceived safety improvement may result from reduced delays when crossing Rockingham Beach Road. It may also lead to less caution being observed by people crossing (particularly those crossing when traffic is approaching from the left) and if a pedestrian was hit by a vehicle, the possible increase in traffic speed may lead to more severe injuries.

Should the route of the RCCTS remain unchanged and one-way traffic flow directed from north to south, significant expenditure would be required to re-orientate the existing angled parking to suit. It is also possible that the more continuous flow of traffic experienced in one-way systems my result in difficulties reversing out of these parking bays. This could lead to delays long enough to create frustration and risk taking by drivers.

A brief desk top analysis of environmental, economic, social (amenity) and safety impacts indicated the following:

- **Environmental** – No significant impact or improvement is likely.
- **Economic** – High cost of total project with a low benefit to cost ratio. Possible negative impact on local businesses.
- **Social (Amenity)** – Both positives and negatives likely, however it is arguable as to whether any significant net change either way will be noted.
- **Safety** – The resulting wider carriageway is likely to result in higher speeds while introducing more confusion for pedestrians who may glance in the wrong direction (away from approaching vehicles) before crossing the carriageway.
• **Local Road network** – If a one way system was introduced within Rockingham Beach Road, it could be expected that traffic conditions will change significantly at the Kent Street, Flinders Lane and Patterson Road intersections. This is likely to require further intersection modifications to the intersection priorities and signal operation and the significant cost of this is in addition to the project costs previously mentioned.

Based on all the above, the existing traffic conditions and general operation of Rockingham Beach Road are currently well within acceptable levels for the location and classification of the road. If however it is decided to proceed with a one-way scheme for Rockingham Beach Road, the following detailed investigations would need to be undertaken to ensure that the change minimises any negative impacts on the locality;

• Road Safety Audits (pre and post design)
• Economic impact analysis
• Community and business consultation
• Planning implications
• Risk Analysis
• Conceptual and detailed design of possible options.

These listed investigation processes will have significant time and cost demands, all of which are currently not allowed for within the current business plan. It should also be noted that some components of these investigations will need to be undertaken during the summer months which represent the peak operating period of this precinct.

6. **Voting Requirements**

Simple Majority

7. **Officer Recommendation**

That Council **NOT SUPPORT** the implementation of a one-way system on Rockingham Beach Road, between Railway Terrace and Flinders Lane, Rockingham.

8. **Committee Recommendation**

That Council:

1. **NOT SUPPORT** at this time the implementation of a one-way system on Rockingham Beach Road, between Railway Terrace and Flinders Lane, Rockingham.

2. Include for **CONSIDERATION** the issue of traffic management on Rockingham Beach Road between Railway Terrace, Flinders Lane and Wanliss Street in future business planning processes.

Committee Voting – 3/0

9. **Notice of Motion from Cr Hill**

That Council request the necessary traffic management and engineering analysis be undertaken to inform a proposal for council to consider the implementation of one-way traffic and other traffic management options along Rockingham Beach Road between Flinders Lane and Railway Terrace.

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

To ensure the issue of traffic management on Rockingham Road remains a potential project in future City Business plans.

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

Not applicable
16. **Notices of motion for Consideration at the Following Meeting**

Nil

17. **Urgent Business Approved by the Person Presiding or by Decision of the Committee**

Nil

18. **Matters Behind Closed Doors**

Nil

19. **Date and Time of Next Meeting**

The next Corporate and Engineering Services Committee Meeting will be held on **Tuesday 15 May 2012** in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.

20. **Closure**

There being no further business, the Chairman thanked those persons present for attending the Corporate and Engineering Services Committee meeting, and declared the meeting closed at 4:55pm.