City of Rockingham

MINUTES

Community Development Standing Committee Meeting

Held on

Monday 8 August 2011

4:00pm

Council’s Boardroom
Council Administration Building
Civic Boulevard, Rockingham
# City of Rockingham
## Community Development Standing Committee Meeting
### 4:00pm Monday 8 August 2011

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<td>17.</td>
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<td>18.</td>
<td>Matters Behind Closed Doors</td>
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<td>19.</td>
<td>Date and Time of Next Meeting</td>
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<td>20.</td>
<td>Closure</td>
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### City of Rockingham

**Community Development Standing Committee Meeting**

**4:00pm Monday 8 August 2011**

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**MINUTES**

#### 1. Declaration of Opening

The Chairman declared the Community Development Standing Committee Meeting open at 4:00pm and welcomed all present.

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

<table>
<thead>
<tr>
<th>2.1</th>
<th>Councillors</th>
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<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td>Chairperson</td>
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<td>Cr Joy Stewart</td>
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<td>Cr Ann Prince</td>
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<td>Cr Lorraine Dunkling</td>
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<thead>
<tr>
<th>2.2</th>
<th>Executive</th>
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<tr>
<td>Mr Andrew Hammond</td>
<td>Chief Executive Officer</td>
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<td>Mr Michael Quirk</td>
<td>Acting Director Community Development</td>
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<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
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<tr>
<td>Mr Tony Burgoyne</td>
<td>Manager Community Support Services</td>
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<tr>
<td>Ms Genevieve Rowles</td>
<td>Manager Community Safety</td>
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<tr>
<td>Ms Kristi Milana</td>
<td>Coordinator Rangers Services</td>
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<tr>
<td>Mr Michael Holland</td>
<td>Manager Community Capacity Building</td>
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<tr>
<td>Ms Margy Timmermans</td>
<td>Coordinator Cultural Development</td>
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<tr>
<td>Mrs Lyn Spearing</td>
<td>Personal Assistant to Director Community Development</td>
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| Members of the Public: | Eight |
| Press: | One |

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<tr>
<th>2.3</th>
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<th>2.4</th>
<th>Approved Leave of Absence:</th>
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</table>
3. **Responses to Previous Public Questions Taken on Notice**
   - Nil

4. **Public Question Time**
   - Nil

5. **Confirmation of Minutes of the Previous Community Development Standing Committee Meeting**
   - Moved Cr Dunkling, seconded Cr Stewart:
     
     That Council **CONFIRM** the Minutes of the Community Development Standing Committee Meeting held on 11 July 2011, as a true and accurate record.

     Committee Voting – 4/0

6. **Matters Arising from the Previous Community Development Standing 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**
   - **8.1 Item CCB-021/11 Community Grants Program Committee**
     - Councillor: Cr Lorraine Dunkling
     - Type of Interest: Impartiality Interest
     - Nature of Interest: Chairperson of Local Drug Action Group
     - Extent of Interest (if applicable)

   - **8.2 Item CCB-021/11 Community Grants Program Committee**
     - Councillor: Cr Richard Smith
     - Type of Interest: Impartiality Interest
     - Nature of Interest: A family member being employed by Rockingham Kwinana Chamber of Commerce
     - Extent of Interest (if applicable)
8.3 Item CCB-021/11 Community Grants Program Committee

Councillor Cr Joy Stewart
Type of Interest Impartiality Interest
Nature of Interest Member of the Cruising Yacht Club
Extent of Interest (if applicable)

9. Petitions/Deputations/Presentations/Submissions

9.1 Deputations

4:30pm Mr Billy Bevan, Secret Harbour Surf Life Saving Club attended the meeting to provide the Committee with additional information in relation to the cost of relocating the beach access track and temporary accommodation.

10. Matters for which the Meeting may be Closed

Nil

11. Bulletin Items

Community Development Information Bulletin – August 2011

Community Support Services
1. Community Support Services Team Overview
2. Human Resource update
3. Project Status Reports
3.1 Rockingham Connect
4. Information items
4.1 Personal Development and Wellbeing
4.2 Community Participation
4.3 Place Activation
4.4 Community Infrastructure
4.5 Relationship Building and Connections
4.6 Out of School Hours Care (OSHC)
4.7 SMYL Community Services
4.8 HeadSpace
4.9 Urban Art

Library Services
1. Library Services Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Update: Library Funding Arrangement and Local Level Agreement
   4.2 Joint Statement of Principles – Literacy and Learning
   4.3 Various Articles for Local Newspapers
   4.4 Update: Young People’s Services at Safety Bay Library

**Community Infrastructure Planning**
1. Community Infrastructure Planning Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Team Plan 2011/12
   3.2 Baldivis Library and Community Centre
   3.3 Golden Bay Skate Park Redevelopment
   3.4 Settlers Hills Skate Park
   3.5 Baldivis Group Settlement School Buildings
   3.6 Secret Harbor Surf Life Saving Club Redevelopment
   3.7 Rockingham Aquatic Facility Provision Strategy
   3.8 Kent Street Community Arts Centre
   3.9 Community Infrastructure Plan
   3.10 Community Purpose Site Strategy
4. Information items
   4.1 Lawrie Stanford Reserve Master Plan

**Community Capacity Building**
1. Community Capacity Building Team Overview
2. Human Resource update
3. Project Status Reports
   3.1 Rockingham City Football Club
   3.2 Naragebup Environmental Centre
   3.3 Rockingham Rams Football Club
   3.4 Community Grants program (CGP)
   3.5 Disability Access and Inclusion
   3.6 Bert England Lodge: Management and Governance
   3.7 2011 Castaways Sculpture Awards Evaluation
4. Information items
   4.1 Culture & Art Awards/Exhibitions
   4.2 Reconciliation Action Plan
   4.3 Community Gardens
   4.4 Active Ageing
   4.5 Challenger Court – Aged Persons Unit
   4.6 Challenger Lodge
   4.7 Youth Development – Youth Arts/Events
   4.8 Sport & Recreations
   4.9 Community Capacity Building Events
   4.10 Rockingham Early Years Group
4.11 RETAC
4.12 Events Advisory Group

**Community Safety**
1. Community Safety Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Cat Bill 2011
   4.2 Community Safety Crime Prevention Partnership Plan
   4.3 Neighbourhood Watch
   4.4 Community Security Service
   4.5 Mobile CCTV Grant
   4.6 Rapid Removal of Graffiti Vandalism off Private Property Grant
   4.7 Safety for Seniors
   4.8 CCTV System – Operational
   4.9 Rekeying of City Buildings
   4.10 Seniors Security Subsidy Scheme
   4.11 Rangers’ Action Reports
   4.12 Ranger Services Infringements

**Community and Leisure Facilities**
1. Community and Leisure Facilities Team Overview
2. Human Resource update
3. Project Status Reports
4. Information items
   4.1 Rockingham Child Care Services
   4.2 Rockingham Aquatic Centre
   4.3 Rockingham Autumn Centre
   4.4 Aqua Jetty, Warnbro Y & Mike Barnett Sports Complex Management Committee Minutes 20 July 2011
   4.5 Aqua Jetty Manager’s Report – June 2011
   4.6 Warnbro Community Manager’s Report – June 2011
   4.7 Mike Barnett Sports Complex Manager’s Report – June 2011

**Committee Recommendation:**
That Councillors acknowledge having read the Community Development Information Bulletin – August 2011 and the contents be accepted.

Committee Voting - 4/0

**12. Agenda Items**
## Community Infrastructure Planning

### Community Development

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#### Reference No & Subject:

<table>
<thead>
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<th>CIP-015/11</th>
<th>Installation of Modular Skate Ramps in Baldivis</th>
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<tr>
<th>File No:</th>
<th>PKR/25-02</th>
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<tbody>
<tr>
<td>Proponent/s:</td>
<td>Ms Carly Kroczek, A/Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Michael Quirk, A/Director Community Development</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
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<tr>
<td>Date of Committee Meeting: 8 August 2011</td>
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<tr>
<td>Previously before Council: 27 April 2011 CIP-006/11, 28 June 2011 CIP-012/11</td>
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#### Site:

- Lot 14 Arpenteur Drive Baldivis
- Lot 1507 Brennan Promenade Baldivis
- Lot 1409 Tranby Drive Baldivis

#### Lot Area:

- 29,521m², 29,104m², 39,986m²

#### Attachments:

- Sample Community Comments on Preferred Option
- Community Suggestions Potential Sites
- Sample General Comments

#### Maps/Diagrams:

- Responses Question 1. Do you support the installation of mobile skate ramps in Baldivis
- Response to Question 2. Ranking of Preferred Sites

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### 1. Purpose of Report

To advise Council of the outcomes of the Baldivis South Modular Skate Ramps Installation public comment period and seek endorsement on the future direction of this project.
2. Background

The City, in partnership with the Settlers Hills Residents Association (SHRA), has been actively investigating the development of a permanent skate park in Baldivis since May 2008. Previous consultation undertaken with SHRA, young people and other key stakeholders identified three preferred locations for the installation of a permanent skate facility, namely, Tranby College Oval, Rose Garden and Steel Tree Park. During the design process, Tranby College Oval was eliminated due to the complexities associated with the land not being under control of the City and upon further assessment, Rose Garden and Steel Tree Park were identified as being unsuitable for a permanent facility, however would be suitable for an interim temporary facility while investigations continued into a more permanent site. Following a meeting of the SHRA, Rose Garden was identified as the preferred site for the installation of the temporary modular skate ramps, however given the costs associated with relocating essential services the focus shifted towards Steel Tree Park as the next suitable site for the installation of temporary, mobile, modular skate ramps.

In April 2011, Council formally endorsed Steel Tree Park, Lot 1507 Brennan Promenade Baldivis as the location for the installation of temporary, mobile, modular skate ramps in Baldivis. Following objection from residents primarily adjoining Steel Tree Park during urgent business at the Ordinary Council Meeting on 24 May 2011 it was resolved:

“That Council direct the Chief Executive Officer to DEFER the installation of skate ramps in Steel Tree Park in Baldivis until the 1st July 2011 and further evaluation of alternate sites be undertaken in the interim and a report be presented to the June Council meeting.”

Further site assessment of viable public open spaces in the wider Baldivis area was undertaken and at its 28 June 2011 meeting it was resolved:

“That Council ACCEPT Rose Garden, Steel Tree Park and Tranby Park as the possible locations identified for the installation of temporary modular skate ramps in Baldivis, and seek community comment on the options with a report and site recommendation to be presented to the August 2011 Community Development Committee for consideration.”

The public comment period for the proposed installation of the Baldivis South Modular Skate Ramps was conducted from Wednesday 28 June to Tuesday 19 July 2011.

3. Details

The City now has a wide variety of information available to assist with decision making for the proposed modular skate ramp installation as follows:

Public Comment

639 public comment form responses, 9 emails, 2 letters, 10 phone calls and 1 revised site assessment were received during the public comment period. A summary of the results of the public comment period is provided below.
Figure 1: Responses Question 1: Do you Support the Installation of mobile skate ramps in Baldivis?

![Graph showing support for mobile skate ramps in Baldivis]

As can be seen from the above graph, 66.6% of respondents support the installation of ramps in Baldivis, 32.3% are opposed and 1.1% was undecided.

Figure 2: Responses Question 2 - Ranking of Preferred Sites

![Graph showing ranking of preferred sites]

As can be seen from the above graph, Tranby Park received the most number 1 rankings from all respondents (48.4%), followed by Steel Tree Park (23.5%) and Rose Garden (12.5%).

Respondents were also given the opportunity to provide comments relating to their preferred option (Attachment 1) and although there were a number of comments against the installation of ramps at various locations for reasons relating to proximity to residential houses and areas where young people congregate, there were equally comments supporting the installation of ramps at the various locations for these very reasons.

A number of additional locations were suggested during the public comment period (Attachment 2). The majority of these had already been investigated and were discounted for a number of reasons. Sites which had not been investigated during the previous site assessments were assessed by officers and discounted. No further sites which may have been suitable for the installation of skate ramps were suggested.
Respondents were provided with the opportunity to provide additional comments regarding the installation of mobile skate ramps in Baldivis. A range of comments were received (Attachment 3), some in support of the City’s efforts to provide a skate facility for young people, however many were negative and concerned about the choice of potential locations.

It should be noted that when viewing the results that not all respondents chose to answer all of the questions and this is reflected in the final results. For example, some of those who did not support the installation of skate ramps opted not to rank the sites presented for consideration and some opted to only select one site as their preferred option and did not rank all three, others simply provided comments which have been included for consideration.

**Crime Prevention Through Environmental Design (CPTED) Principles**

When choosing a final location for the installation of skate ramps, it is imperative that crime prevention through environmental design principles (CPTED) is given equal consideration to any other factors that may influence the final decision. Upon further assessment by the City’s Community Safety Team, Tranby Park raises concern regarding its suitability due to the following factors:

- Isolation from other activity areas
- Lack of lighting
- Lack of passive visual surveillance
- Topography of the site, namely the valley/hollow which makes visual surveillance difficult
- The amount of vegetation and ‘dead’ spaces which are potential hazards

Community comments reaffirm this, with respondents identifying the following concerns:

”Tranby Park is too isolated for youngsters;
The adjacent Eighty Road poses traffic and safety risks. Eighty road carries a lower volume of traffic, but at high speeds;
I am very concerned that the option of Tranby Park will suit most residents as it is the most isolated area. Very few people will comment that this will cause issues”

Tranby Park was the number one choice for residents with the primary reason being distance from residential properties; however two of the other sites, Rose Garden and Steel Tree Park better address CPTED principles for the following reasons:

- Central to other activity areas (eg shopping centre or well utilised park)
- Have perimeter lighting
- Have good levels of visual surveillance
- Have a mix of and encourage other complementary uses

Community comments support this, with respondents providing the following comments:

“Steel Tree Park is a family park with something there for the whole family to enjoy there is a playground basketball court, oval, BBQ’s, therefore installing a skate ramp there would cater for the kids who want to skate;
It's in the middle of Settlers Hills for all residents to access;
Steel Tree Park is close to oval, shops and surrounded with houses so they can keep an eye on the children if need be.”

Despite the support for Rose Garden and Steel Tree Park in relation to CPTED principles, a number of respondents raised equal concern about the suitability of the locations due to the proximity to houses and the negative impact on their current lifestyle.

“Steel Tree Park is totally inappropriate for skate ramps as it has many houses very close to the skate ramps, more than any other park. Also the houses at Steel Tree Park are the closest to the skate ramps than any other park. Putting the skate ramps in Steel Tree Park..."
would be a disaster for the local residents as it would maximise the noise and antisocial problems those residents would have to deal with;

The skate ramps should not be co-located with established housing. Skate parks and homes do not mix. Absolutely agree that young people within Baldivis need some facilities. Skate ramps target only one element of the young community within Baldivis. Consideration should be given to catering for all young people in a location that will not cause conflict with established residences.”

Additional sample community comments regarding the potential sites can be found in Attachments 1, 2 and 3.

Skate Park and Public Open Space Design Guidelines

There are currently no known Australian Standards or formal industry standards for Skate Park design which must be used to determine the final site selection. There are a number of publications which provide suggested guidelines, however these often provide conflicting information with some suggesting a minimum buffer of 50m from residential properties, while others recommend a much greater barrier and additional supporting infrastructure. While generic guidelines such as The Skate Facility Guide published by Sport and Recreation Victoria, are useful to assist in determining the final location, local issues must also be factored in to the final decision.

The Western Australian Planning Commission's Liveable Neighbourhoods policy supports and promotes subdivisions which surround parklands to always result in the parkland being overlooked by nearby buildings, including houses. This makes it difficult to locate a piece of suitable public open space for the installation of skate ramps in South Baldivis which is not at least partially surrounded by housing.

4. Implications to Consider

a. Consultation with the Community

Consultation with the wider Baldivis South community was undertaken from Wednesday 29 June 2011 to Tuesday 19 July 2011. Public comment forms were sent via Australia Post on Wednesday 29 June 2011 to 2,598 households, businesses and other key stakeholders. Residents who had previously contacted the City regarding the installation of skate ramps were emailed on Wednesday 29 and Thursday 30 June 2011. A public notice advising of the public comment period was placed in the Friday 8 July 2011 edition of the Community Newspaper – Weekend Courier. In addition, the public comment form was made available on the City’s website from Wednesday 29 June 2011.

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

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

Aspiration 4: A healthy community engaging in positive and rewarding lifestyle with access to a range of passive and active recreational and personal development opportunities
Aspiration 5: Community facilities and services delivered in a timely manner, able to meet expectations and serve new and growing neighbourhoods

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

Community Development Plan

Focus Area: To plan, develop and manage community facilities that meet the social, recreation, education, housing and transport needs of the community.

Priority Issues: Need for additional sports and youth recreation facilities

Action: Construct a skate park and/or informal BMX facility (Baldivis Place)

d. Policy
Nil

e. Financial
$10,362 is available in the 2011/12 financial year for the installation of skate ramps in Baldivis South. Additional funding, if required, would be subject to the identification of available funds within the September 2011 Quarterly Budget Review.

f. Legal and Statutory
Nil

5. Comments

Determining a location for a skate facility is challenging in any suburb, but particularly in one that is well established. Issues surrounding the selection of a site can be similarly viewed as both positive and negative and this is evident from the results of the public comment period. A public comment form return rate of over 24% indicates that the provision of skate ramps in Baldivis is topical amongst local residents. The majority of public comment forms received supported the provision of skate ramps; however it is the final location that is the main area of concern, with residents preferring them to be located away from residential areas.

Taking into consideration the results of the public comment period and previous consultation and site analysis, three options have been identified to progress this project as follows:

Option 1
Defer the installation of skate ramps in South Baldivis until a suitable location can be found for the installation of a permanent facility in a new subdivision.

Option 2
In line with the results of the public comment period, proceed with the installation of skate ramps at Tranby Park, located on the cnr of Eighty Road and Tranby Drive, Baldivis.

Option 3
Defer the installation of skate ramps in South Baldivis until the completion of the City’s Youth Outdoor Recreation Space Strategy which is due to be finalised by late 2011. This strategy will guide Council’s future provision of youth recreation areas, such as skate parks and provide sound procedures for site assessment, guidelines for provision based on a facility hierarchy and consider ongoing maintenance and activation obligations.

Given that a strategy for the future provision of youth recreation facilities such as skate parks is near completion, it is considered prudent to defer the installation of any future skate ramps/parks that are not already at construction phase, until the Youth Outdoor Recreation Space Strategy is complete and endorsed by Council. This will ensure that a strategic rather than reactionary approach is being maintained for all key infrastructure projects, taking into consideration the demands of local young people and perspectives amongst the broader community. Notably, there
are four youth recreation space projects within the City Business Plan 2011/12 - 2020/21 that necessitate such a strategic approach.

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<th>6. Voting Requirements</th>
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<th>7. Officer Recommendation</th>
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<tr>
<td>That Council <strong>ENDORSE</strong> the deferment of the installation of modular skate ramps in South Baldivis pending the completion of the Youth Outdoor Recreation Space Strategy to better inform skate park design and location decision making.</td>
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<th>8. Committee Recommendation</th>
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Committee Voting - 4/0

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<th>9. The Committee’s Reason for Varying the Officer’s Recommendation</th>
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<th>10. Implications of the Changes to the Officer’s Recommendation</th>
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<td>Not applicable</td>
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## Secret Harbour Surf Life Saving Club Redevelopment

### Reference No & Subject:
- **File No:** CSV/1891
- **Proponent/s:** Ms Carly Kroczek, A/Manager Community Infrastructure Planning Officer
- **Author:**
- **Other Contributors:** Mr Michael Quirk, A/Director Community Development
- **Date of Committee Meeting:** 8 August 2011
- **Previously before Council:**
- **Disclosure of Interest:**
- **Nature of Council’s Role in this Matter:** Executive Function

### Site:
- **Lot Area:** 992m²

### Attachments:
2. Secret Harbour Surf Life Saving Club – Feasibility Study and Business Plan (October 2010)
3. Secret Harbour Surf Life Saving Club – Redevelopment Concept Plan Option 1
4. Secret Harbour Surf Life Saving Club – Redevelopment Concept Plan Option 2
5. Secret Harbour Surf Life Saving Club Redevelopment Space Requirement Comparison Table

### Maps/Diagrams:
1. Lot 4248 Palermo Cove, Secret Harbour

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CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 12 SEPTEMBER 2011

PRESIDING MEMBER
1. **Lot 4248 – Palermo Cove (existing Secret Harbour Surf Life Saving Club site)**

![Image](image_url)  

1. **Purpose of Report**

To seek Council’s endorsement of the feasibility study, business case and preferred concept plan for the redevelopment of Secret Harbour Surf Life Saving Club (SHSLSC).

2. **Background**

Secret Harbour Beach is considered one of the most utilised beaches in the City of Rockingham with 48,564 visitors recorded by Surf Life Saving WA during the 2010/11 summer (Australian Life Guard Service, City of Rockingham Report 2010/11). Such high patronage is attributed to population growth within Secret Harbour which is projected to increase from 11,429 residents in 2011 to over 14,590 by 2021. In addition, given the ‘patrolled’ nature of the beach and the level of development within the foreshore node such increased patronage at Secret Harbour Beach will also been impacted by significant population growth within a number of surrounding suburbs including Port Kennedy (15,000 in 2011 to 15,313 by 2021), Golden Bay (2,211 in 2011 to 3,584 by 2021), and Singleton (3,177 in 2011 to 4,109 by 2021). Population growth within the City’s eastern growth areas including Baldivis, Karnup and Keralup has and will continue to place pressure on foreshore infrastructure at Secret Harbour Beach. The southern-central section of the beach is the highest energy in Comet Bay with waves averaging up to 1.5 m with rips regularly spaced along the beach whilst the northern section of the beach reaches a low sandy point and as a result waves decrease, the bar narrows and rips diminish. Given these somewhat hazardous beach conditions, and increasing beach patronage statistics, the need to improve existing surf life saving infrastructure has been identified within the City Business Plan 2011/12 to 2020/21 and Community Infrastructure Plan.

The Golden Bay Surf Life Saving Club (founded in 1981) relocated to purpose built premises at Secret Harbour Beach in 1994/5 and were renamed the SHSLSC patrolling from Long Point to Golden Bay making it one of Australia’s longest patrolled stretches of coastline. These premises were in the form of a 545m$^2$ clubhouse containing an equipment store, first aid room, male and female change rooms, training office, function hall, bar and kitchen servery. Current membership of the Club is approximately 700 (comprising seniors, juniors, cadets, parents and social) and their strongest growth in recent years has been amongst those aged between 7 and 12. Given the growth in both general beach patronage and membership the Club submitted applications to the Department of Sport and Recreation ‘Community Sport and Recreation Facilities Fund’, the Department of Local Government ‘Outer Metropolitan Community Fund’ and the City of Rockingham in 2008 seeking financial assistance towards the completion of a needs assessment and feasibility study.
study. The purpose of the study was to investigate the possibilities to expand and/or redevelop the SHSLSC building to meet future demands.

The completion of this study, and other relevant infrastructure planning studies, have now been completed and form the basis for Council decision making in relation to the proposed SHSLSC redevelopment.

3. Details

Needs Assessment

The SHSLSC – Clubhouse Redevelopment Project – Stage 1 Report: Needs Assessment and Facility Provision Options was completed in December 2009 (refer to Attachment 1). The report includes a demographic analysis, literature review, audit of existing infrastructure, stakeholder consultation, review of other surf life saving club facilities, preliminary site assessment and commercial demand analysis as the basis for identifying specific surf club facility requirements at Secret Harbour Beach. The report contained key recommendations including:

- That the SHSLSC supports the redevelopment of their clubhouse facility to cater for the primary facility requirements outlined in Sections 8.1 and 8.2 of this report
- That the SHSLSC supports the redevelopment of the clubhouse facility at the existing location being Secret Harbour coastal node, Palermo Cove, Secret Harbour
- That the SHSLSC endorses the integration of the existing club facilities with the adjacent commercial site as the preferred redevelopment option
- That the SHSLSC proceeds with Stage 2 of the clubhouse redevelopment project to investigate the feasibility of:
  - Integrating, redeveloping and/or extending all the existing buildings (commercial and club) to accommodate the clubs facility requirements and a commercial café/kiosk
  - Either the SHSLSC or the City of Rockingham Acquiring the redeveloped commercial buildings
- That the SHSLSC work collaboratively with the City of Rockingham and Secret Harbour Developments in undertaking stage 2 of the project
- That, as part of Stage 2, SHSLSC further investigates the benefits of the club managing the kiosk/café under leasehold arrangements as means of generating income for the club

The study recommended a total floor space of 2190m$^2$ comprising of an administration office, merchandise shop, meeting room, gymnasium, toilets and change rooms, first aid room, equipment store, operations room, function room and kitchen, to accommodate the club’s current and future needs. A breakdown of the facility requirements and total floor space allocated has been included within Attachment 5.

Feasibility Study

Based upon the Needs Assessment report recommendations the SHSLSC – Clubhouse Redevelopment Project – Feasibility Study and Business Plan was completed in October 2010 (refer to Attachment 2). The report includes analysis of projected facility usage, proposed facility management structure and club governance model, draft facility operational budget, preliminary facility concept design and capital cost estimate, capital funding model, project implementation plan and detailed business plan. The report contained key recommendations including:

- That the SHSLSC adopt the Feasibility Report/Business Plan for a new club facility
- That the SHLSLC engage a suitably qualified architect to develop building plans that fit within the limitations of the site
- That the SHSLSC pursue all of the sources of capital funding identified in the Feasibility Study/Business Plan
That the SHSLSC adopt one of the three governance models provided to meet its future needs

That the SHSLSC pursues the best possible operator to be lessee of its kiosk/café

That the SHSLSC maximises the income gained from the lease arrangement of the kiosk/café

The recommendation to engage an architect to further develop facility redevelopment concept plans was subsequently led by the City of Rockingham, in collaboration with the Club, given that the existing building and any redeveloped building will remain as City of Rockingham assets.

Redevelopment Concept Plans

In October 2010, the City appointed Rob Anson Architect Pty Ltd (“the Project Architect”) to prepare two (2) facility concept plans for SHSLSC based on the functionality needs and site constraints identified within the Feasibility Study and Business Plan. Based upon site inspections, discussions with key stakeholders and advice from relevant City of Rockingham Officers the Project Architect initially produced three (3) draft concept plans:

1. Development of a new facility on the existing surf club site (demolishing the current building)
2. Minor upgrades of the existing surf club building and the construction of a new building to the north (within the existing foreshore carpark)
3. Integration of the current facility with the existing Seaside Village building

Upon assessment of these three options it was determined by both the City and Club representatives not to pursue option 3 given the additional costs associated with acquiring the Seaside Village land/building, concerns regarding the extent of essential maintenance works required to the Seaside Village building given its lengthy exposure to the coastal environment and limitations in meeting the functionality requirements as per the Feasibility Study and Business Plan. On this basis, the Project Architect progressed detailed concept plans for the two remaining options in order to meet both the City’s and the Club’s imperatives. An analysis of each option is provided below:

Option 1: Development of a new facility on the existing surf club site

This involves demolishing the current surf club building located on lot 4248 Palermo Cove, Secret Harbour to allow for the construction of a new two storey facility (refer to Attachment 3). A total floor space of 1553m² is provided which is 637m² less than that initially identified within the needs assessment (refer to Attachment 5 for a breakdown of facility requirements and allocated floor space). The key elements of the building design include:

- Relocation of the building 5 metres north to comply with Building Code of Australia Fire Separation requirements
- Separation of the social and operational areas of the club
- Provision of two (2) training spaces
- Function space with balcony overlooking the ocean
- Increased storage room (when compared with the current facilities)
- Externally accessible canteen facilities
- Shop facility
- Externally accessible public toilets in addition to club toilets and change rooms
- Realigned beach access path

Given the requirement to demolish the current building the SHSLSC will be required to relocate during the construction process. The negotiation of specific interim facility requirements is yet to be finalised, however the Club have requested the following:
12m x 21m modular complex to cater for administration, uniform distribution, bar, canteen, training and multipurpose hall and first aid

- Male and female ablution and shower facilities
- 10m x 10m domestic shed for storage of skis and IRB

The advantages of option 1 include:

- An entirely new building built on a fully serviced site
- Direct access to, and the relationship with, the beach reserve is maintained
- Clear separation of social and operational areas
- Consolidation of existing City assets and the replacement of an existing ageing building
- Minor to no implications on current car parking provisions within the foreshore node

The disadvantages of option 1 include:

- The realignment of the beach access path to compensate for the relocation of the building (some 5 metres north to meet fire separation requirements)
- The need for the club to relocate during the construction period
- Potential for loss of revenue for SHSLSC during this temporary relocation period
- Potential reduction in members of the SHSLSC during this temporary relocation period

Option 2: Construction of a new facility and minor upgrades to the current facility

This involves the construction of a completely new facility on lot 4142 Palermo Cove, Secret Harbour within the existing foreshore carpark area and minor refurbishment works to the current building (refer to Attachment 4). A total floor space of 1638m² is provided, which is 552m² less than the requirement identified in the needs assessment (refer to Attachment 5 for a breakdown of facility requirements and allocated floor space). The key elements of the building design include:

- The provision of two (2) buildings, one for operational functions (the existing building) and one for the social functions (the new building) of the club
- Increased storage area (when compared with current facilities)
- Large café with balcony overlooking ocean
- Externally accessible public toilets located in the new building
- Provision of a wet and dry training room
- Large multi-function room
- Externally accessible canteen facilities
- Shop facility
- Improved beach access

The advantages of option 2 include:

- SHSLSC are able to remain in their current club house whilst the construction of the new building occurs
- The beach access path can be upgraded rather than realigned
- Potentially no loss in revenue or membership as SHSLSC will not be required to relocate during construction of the new building
- Existing building may provide opportunities for expansion in the future

The disadvantages for option 2 include:

- The retention of an ageing City asset with limited refurbishment works
- A new building lot will need to be subdivided from Crown Land
• The creation of an additional building that must be maintained by the City over the asset life
• Reduction of the availability of car parking bays within the foreshore node
• The impact of a two storey building in front of a proposed multistorey residential development

4. Implications to Consider

a. Consultation with the Community

Consultation with external stakeholders has formed an integral part of the redevelopment project ensuring that the concept plans represent a wide range of views and the specific needs of SHSLSC. The City has had representation on the Stakeholder Reference Group convened by SHSLSC and attended two meetings the first held on 25 June 2009 and the second 24 March 2011. Officers met with representatives from the Building Upgrade Committee, a formal subcommittee of SHSLSC a total of eight times from October 2010 to May 2011 to discuss and refine the concept plans.

In addition, a City representative attended the Special General Meeting of the SHSLSC on Sunday 29 May 2011 at which the club members in attendance endorsed option 2 as their preferred redevelopment option and confirmed this in a letter sent to the City on 30 May 2011:

As you know the meeting discussed and voted on the redevelopment concept options prepared by the architect. The result of the meeting was a clear preference for Option 2 chosen by 91% of the votes cast. There were four main reasons for such a strong preference for Option 2, these can be summarised as follows:

1. No disruption to the club operations during the construction period
2. No requirement for re-alignment of the beach access track
3. Construction may commence prior to receipt of all project funding
4. Existing building retained with potential for future redevelopment

Officers met with representatives from Secret Harbour Developments, including Satterley Property Group, Doric Constructions and Chapel Lambert Everett on 21 March 2011 and 18 April 2011 to seek their comment on the proposed options. The feedback received has been incorporated into the final concept plans with option 1 unanimously supported.

Representatives from SHSLSC, Surf Life Saving WA and the City met on 18 April 2011 to seek support and comment from Surf Life Saving WA on the two concept plans. Feedback from Surf Life Saving WA has been incorporated into the final concept plans and the organisation will continue to be consulted throughout the project.

b. Consultation with Government Agencies

Beach access improvements and modifications will be required in both options 1 and 2, however the extent of the beach access works is greater in option 1 due to the proposed extension of the boundary 10 metres north. Representatives from Community Infrastructure Planning will liaise with the State Government’s Department of Planning (Coastal and Climate Change branch) and the City’s Lease Property Officer is liaising with the State Land Authority to ensure the necessary approvals can be granted if option 1 is endorsed as the preferred redevelopment option. It is deemed appropriate that a Council endorsed redevelopment option be confirmed prior to formal discussions with the Department of Planning and Western Australian Planning Commission are instigated.
c. **Strategic**

**Community Plan**

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

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

**Community Development Plan**

**Focus Area:** To plan, develop and manage community facilities that meet the social, recreation, education, housing and transport needs of the community

d. **Policy**

The City’s Planning Services consider that both Option 1 and Option 2 will create a prominent coastal development and comply with objective (iii) of the City’s Planning Policy 3.2.3 Secret Harbour Town Centre, that is, ‘to create a built environment and landscape that will make a substantial contribution to the sense of community and identity of Secret Harbour.’

The proposed beach access works remain subject to State Planning Policy 2.6 State Coastal Planning Policy (SPP2.6) which provides criteria for assessment of Coastal Development, Development Control Policy - Country Coastal Planning Policy (DC6.1) which is used throughout the State and the City’s Rockingham Foreshore Strategy 2001.

e. **Financial**

An amount of $4,963,000 has been allocated in 2013/14 for the redevelopment of SHSLSC within the City Business Plan 2011/12 to 2020/21.

**Capital Costs**

Based upon the facility redevelopment options a suitably qualified quantity surveyor/construction cost consultant has prepared capital cost estimates, as follows:

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Option 1</strong></td>
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<tr>
<td>Planning and Design</td>
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<td>Earthworks and site services</td>
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<td>Construction Costs</td>
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<td>External Infrastructure</td>
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<td>Beach Access Works</td>
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<td>Building Index applied to 2013/14</td>
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<td><strong>Total</strong></td>
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<tbody>
<tr>
<td><strong>Option 2</strong></td>
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</tr>
<tr>
<td>Planning and Design</td>
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<tr>
<td>Earthworks and site services</td>
<td>115,000*</td>
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<tr>
<td>Construction Costs</td>
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<tr>
<td>External Infrastructure</td>
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<tr>
<td>Allowances and Contingencies</td>
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<tr>
<td>Beach Access Works</td>
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<tr>
<td>Building Index applied to 2013/14</td>
<td>648,000</td>
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<tr>
<td><strong>Total</strong></td>
<td>4,837,528</td>
</tr>
</tbody>
</table>
* It should be noted that the Project Architect has anticipated that additional earthworks/site service costs may be associated with Option 2, however the extent of any fluctuations cannot be effectively determined at the facility concept plan stage.

Temporary Accommodation/Relocation Costs

In addition to the capital costs identified above temporary accommodation/relocation costs must also be considered for option 1 as the SHSLC will be displaced during the construction period. The Club has requested the provision of a 12 x 12m x 21m modular complex, male/female ablution and shower facilities and a 10m x 10m domestic shed for storage of equipment as essential requirements. The Club has identified a cost of $317,500 for the provision of temporary facilities and associated works with approximately $175,000 identified for the above essential requirements. Notably, the cost estimation is based on an eighteen (18) month period whereas the anticipated construction period is twelve (12) months and this will reduce costs considerably.

The capital cost estimates prepared by the Project Quantity Surveyor includes an allocation of $20,000 for temporary accommodation/relocation costs, and given that option 1 remains under the allocated $4,963,000 budget a further $25,610 remains available for this purpose. In addition, the capital cost estimate has been based on indexed figures for 2013/14 that will be further determined through the public tender process (detailed design documentation and project construction). Subject to these tender outcomes there may be project savings that can then be re-directed to temporary accommodation/relocation costs. Notably, a number of alternative options have also been identified that will also assist in significantly reducing relocation costs including but not limited to:

- Relocating the clubs non-essential on site operations including administration, training and social functions to the Secret Harbour Community Centre
- Accessing the adjacent Seaside Village on lease/rental basis (if still vacant at the time of construction) for storage and some of the clubs essential on site operations such as first aid and patrol operations

Whilst further investigations into temporary accommodation/relocation arrangements must take place, as well as further negotiations between the City and the Club regarding the extent of interim facilities, it is considered that this issue can be effectively resolved within the project budget.

Life Cycle Costs

In addition to construction costs it is essential that whole of life expenditure, including asset maintenance obligations, are considered when making a final decision on the preferred redevelopment option. The whole of life expenditure includes but is not limited to cleaning, security, fire services, painting program, pest control, plumbing, electrical and roofing. The whole of life annual estimate for option 1 has been calculated at $164,304 per year based on the 2013/14 construction costs for 50 years (the estimated life of the building), whilst option 2 has been calculated at $232,327 per year for 50 years. The significant difference between option 1 and 2 can be attributed to the retention of the existing building in option 2 which is ageing and will therefore require increased maintenance and repairs.

Capital Funding Model

The capital funding model prepared for the project identifies two potential external funding opportunities to supplement the City's contribution – the Department of Sport & Recreation Community Sport and Recreation Facilities Fund and Lotterywest Community Spaces Program. Based on recent surf club projects supported by these organisations it is anticipated that funding up to $1.5million can be sought. As per the City’s Community Infrastructure Plan (adopted at the Ordinary Council Meeting in April 2011) and the Proposed Amendment to Town Planning Scheme No.2 - Development Contributions Plan (adopted at the Ordinary Council Meeting in May 2011) this capital project may also be subject to funding through development contributions. Subject to the success of these
capital funding options alternative government and non-government grant opportunities, including a contribution from the SHSLSC will need to be pursued by the City.

f. **Legal and Statutory**

The SHSLSC is situated on a Metropolitan Region Scheme Regional Reserve for ‘Parks and Recreation’. The proposed development is considered to be public works under section 6 of the Planning and Development Act 2005 and accordingly Planning Approval is not required. Redevelopment option 1 requires the building to be moved 3 metres north to ensure compliance with the fire separation requirements as outlined in the Building Code of Australia (BCA). The move will push the building outside the current lease boundary, and therefore the City’s Lease and Property Officer has consulted with the State Land Services to seek necessary approvals to extend the lease boundary by 10 metres to the north. Similarly, as redevelopment option 2 involves the construction of a new building within Lot 4142 Palermo Cove, Secret Harbour further consultation will be required with the State Land Services to establish a new lot and management order under the control of the City of Rockingham.

5. **Comments**

The rationale for redevelopment of the SHSLSC has been clearly demonstrated through the Project Needs Assessment, Feasibility Study and Business Plan. The findings that such redevelopment is necessary given the increased patronage at Secret Harbour Beach and projected population increases throughout the municipality are also supported through the City’s Community Infrastructure Plan, and subsequently the City Business Plan 2011/12 to 2020/21. Whilst the project justification has been confirmed it remains necessary to determine the most favourable redevelopment option based upon the concept plans prepared by the Project Architect. In selecting the preferred redevelopment option it is necessary to balance perspectives from a range of stakeholders, and most importantly the imperatives of both the City of Rockingham and SHSLSC. It should be noted that either redevelopment option does not completely meet the needs of the Project Needs Assessment/Feasibility Study given financial constraints and site limitations, however the SHSLSC has indicated that either option would satisfy their overall requirements. In determining the preferred redevelopment option it has been necessary to consider professional advice from a range of City Officers and views of other key stakeholders including adjacent landowners, as well as due consideration of the City’s financial position and asset network. Importantly, the effectiveness of either option in meeting the future requirements of the SHSLSC and beach patrons remains a key consideration.

Based upon consideration of a range of factors, and consultation with various stakeholders, it is recommended that Council endorse redevelopment option 1 on the following basis:

- The plan meets all functionality and building requirements as identified within the Needs Assessment and Feasibility Study
- The associated capital cost estimate is within the project budget identified within the City Business Plan 2011/12 to 2020/21.
- The plan is consistent with the City’s asset management imperatives given that it results in one building (rather than two associated with the alternative option), it delivers one completely new building rather than the retention of an ageing asset and incorporates public toilet provision thus reducing the need for any additional standalone public buildings within the foreshore node
- The estimated lifecycle costs are approximately $70,000 less per annum when compared to option 2 given that an ageing asset is not retained, and given the extended lifespan of these public buildings (estimated 50 years) this is a significant financial saving
- There is nil impact on car parking provision within the foreshore node whereas option 2 involves a new building footprint within the existing carpark
- There is nil impact on adjacent landowners whereas option 2 will adversely impact the amenity of future high density residential proposed within Lot 2001 Secret Harbour Boulevard. It should be noted, that further consultation with Doric, the developers of the adjacent lot, will be required if option 2 is selected as the preferred redevelopment option.

The SHSLSC has formally advised the City that their preference is option 2 based upon four key factors. Whilst the views of the Club are acknowledged it is considered that each of these four factors can be substantially addressed, as follows:

<table>
<thead>
<tr>
<th>1. No disruption to the club operations during the construction period</th>
<th>SHSLSC’s operations will be somewhat impacted with either option, however the scale of the disruption is undoubtedly greater in option 1 as they will be required to vacate the building. Whilst their may be some short term loss of revenue/membership it is envisaged that the provision of new, modern facilities including function spaces with ocean views will assist the club in regaining any losses. The provision of interim infrastructure, considered as part of the project budget, and usage of nearby facilities such as the Secret Harbour Community Centre will ensure the Club remains accommodated within the local area.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. No requirement for re-alignment of the beach access track</td>
<td>The upgrading of the beach access track is an essential component of both options as the predicted increase in beach patronage places pressure on the current track that has already proven inadequate. Option 1 does require a realignment which is not required in option 2, but is integral to allowing the relocation of the building. It is not expected that this will have any long term implications and will be designed in such a way to accommodate both emergency vehicle and pedestrian access to the beach.</td>
</tr>
<tr>
<td>3. Construction may commence prior to receipt of all project funding</td>
<td>The City Business Plan has allocated $4,963,000 in 2013/14 for this project. It is considered that the commitment of municipal funds, and the strong likelihood of funding from the Department of Sport &amp; Recreation and Lotterywest, will allow the project to be completed in one stage. Should the City's Development Contributions Plan proceed as anticipated this will provide a supplementary funding source. Given the significant economies of scale achieved through the delivery of major capital works projects in one stage it is desirable to complete the entire project in 2013/14.</td>
</tr>
<tr>
<td>4. Existing building retained with potential for future redevelopment</td>
<td>The opportunity for future growth and expansion of the SHSLSC can be provided through either option. If the need for further expansion is identified through future studies, there may be the opportunity to construct a secondary building to provide an additional</td>
</tr>
</tbody>
</table>
club house for option 1 or refurbish the existing building which will be retained as part of option 2. Regardless, given the current pressure on the City Business Plan it is unlikely that any further redevelopment would be planned within the next 20 years.

The endorsement of redevelopment option 1 represents a significant project milestone that shall allow the preparation of capital funding submissions, in partnership with the SHSLSC, and the commencement of facility detailed design in due course.

4:30pm The Chairperson welcomed Mr Billy Bevan, Secret Harbour Surf Life Saving Club to the table at the Community Development Standing Committee Meeting. Mr Bevan presented additional information in relation to the cost of relocating the beach access track and temporary accommodation and also tabled a City of Wanneroo letter in support of his presentation.

4:35pm Mr Bevan left the table of the Community Development Standing Committee.

6. Voting Requirements

Simple Majority

7. Officer Recommendation

That Council:

1. **ACCEPT** the Secret Harbour Surf Life Saving Club - Clubhouse Redevelopment Project - Stage 1 Report: Needs Assessment and Facility Provision Options (December 2009) and the SHSLSC - Feasibility Study and Business Plan (October 2010) as the basis for the Secret Harbour Surf Life Saving redevelopment project.

2. **ENDORSE** Concept Plan 1 - development of a new surf club building on the site of the current Secret Harbour Surf Life Saving Club at lot 4248 Palermo Cove Secret Harbour subject to the lease boundary extension being granted by the State Land Authority, as the preferred redevelopment option of the SHSLSC in 2013/14 as per the City Business Plan 2011/12 to 2020/21.

8. Committee Recommendation

That Council:

1. **ACCEPT** the Secret Harbour Surf Life Saving Club - Clubhouse Redevelopment Project - Stage 1 Report: Needs Assessment and Facility Provision Options (December 2009) and the SHSLSC - Feasibility Study and Business Plan (October 2010) as the basis for the Secret Harbour Surf Life Saving redevelopment project.

2. **ENDORSE** Concept Plan 2 - Construction of a new facility within Lot 4142 and minor upgrades to the current facility within Lot 4248 Palermo Cove, Secret Harbour subject to approval being granted by the State Land Authority, as the preferred redevelopment option of the Secret Harbour Surf Life Saving Club in 2013/14 as per the City Business Plan 2011/12 to 2020/21.

3. **ADVISE** the Secret Harbour Surf Life Saving Club to prepare a Business Plan and Club Governance Model, based upon Concept Plan 2 - Construction of a new facility within Lot 4142 and minor upgrades to the current facility within Lot 4248 Palermo Cove, Secret Harbour, with a concerted focus on sustainable facility and asset management.

Committee Voting - 3/1
9. **The Committee’s Reason for Varying the Officer’s Recommendation**

Officer Recommendation 2 was altered as the Committee preferred Option 2 as it results in less disruption to the Secret Harbour Surf Life Saving Club activities during the facility construction phase.

Committee Recommendation 3 was added to ensure the Secret Harbour Surf Life Saving Club prepares a Business Plan to clearly identify their asset management responsibilities, and financial implications, related to the redevelopment of the Secret Harbour Surf Life Saving Club.

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

Not applicable
## Community Development
### Community Infrastructure Planning

<table>
<thead>
<tr>
<th><strong>Reference No &amp; Subject:</strong></th>
<th><strong>Proposed Rotary Club of Rockingham Lease Agreement - Portion of Lot 301 Flinders Lane</strong></th>
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<tr>
<td><strong>File No:</strong></td>
<td>CPR/420</td>
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<tr>
<td><strong>Proponent/s:</strong></td>
<td>Rotary Club of Rockingham Inc.</td>
</tr>
<tr>
<td><strong>Author:</strong></td>
<td>Mrs Natalie Venables, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td><strong>Other Contributors:</strong></td>
<td>Mr Ben Roser, Asset Management Project Officer</td>
</tr>
<tr>
<td></td>
<td>Mrs Carly Kroczek, A/Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td><strong>Date of Committee Meeting:</strong></td>
<td>8 August 2011</td>
</tr>
<tr>
<td><strong>Previously before Council:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Disclosure of Interest:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Nature of Council’s Role in this Matter:</strong></td>
<td>Executive Function</td>
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<tr>
<td><strong>Site:</strong></td>
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<tr>
<td><strong>Lot Area:</strong></td>
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<tr>
<td><strong>Attachments:</strong></td>
<td>1. Proposed location of Rotary Club of Rockingham storage shed</td>
</tr>
<tr>
<td><strong>Maps/Diagrams:</strong></td>
<td>1. Proposed location of Rotary Club of Rockingham storage shed</td>
</tr>
</tbody>
</table>

**CONFIRMED AT A COMMUNITY DEVELOPMENT MEETING HELD ON MONDAY, 12 SEPTEMBER 2011**

**PRESIDING MEMBER**
1. **Proposed location of Rotary Club of Rockingham storage shed**

![Storage Shed Location Diagram]

1. **Purpose of Report**

To seek Council approval to enter into a lease agreement with the Rotary Club of Rockingham Inc. for a portion of Lot 301 Flinders Lane, Rockingham for development of a storage shed.

2. **Background**

The Rotary Club of Rockingham have been informally utilising the garages at the back of the former St John Ambulance depot on Kent Street since 2007 to store their equipment for the weekly Sunday markets held in the car park adjoining the Village Green. With the 45m² area, the Club currently stores a large commercial barbeque trailer (5x2m), two trolleys (2.4x1.4m), a box trailer (6x4m) and other loose items. The Club has had access to this storage area since the City purchased the building in 2007; however no formal lease or MOU has ever been developed regarding this arrangement and they were advised of the temporary nature of this arrangement.

As part of the impending redevelopment of the building into a community arts centre the area utilised by Rotary is to become an industrial art / sculpture workshop and as such their equipment can no longer be accommodated. It is anticipated that Rotary will be required to vacate the area by the end of September to enable the site to be handed over to the appointed contractor. Upon receiving this advice from the City on 28 April, Rotary has asserted that the loss of storage amenities in close proximity to the Village Green car park would ultimately put the continued operation of the markets in jeopardy. This is based on the unsustainable strain that would be placed on volunteers to store equipment at their houses and the associated difficulties in transporting it on a weekly basis.

Given the recognised cultural value of these markets that have been operating for some 21 years and attract around 3,000 visitors weekly the City has assisted the Club to investigate alternate locations to store their equipment. This assistance has also been provided in recognition of the role of the Club in enabling local community groups to raise between $2,000 and $4,000 per month through the use of the ‘sausage sizzle trailer’. These investigations have resulted in a portion of Lot 301 Flinders Lane, Rockingham being identified as the preferred location.

3. **Details**

On 13 July 2011, the Rotary Club of Rockingham submitted a formal request to the City of Rockingham to grant them access to a portion of Lot 301, Flinders Lane Rockingham. The intended use for this land is for a brick storage facility approximately 40m² in size to store equipment required to operate the Sunday Rotary Mart. Dimensions of the facility would be approximately 5.5m by 7m and it would be constructed adjacent to the rear entry road for the future Kent Street Arts Centre.
Discussions with the City’s Planning and Engineering and Parks Divisions have confirmed that the proposed structure would be permissible. Furthermore, correspondence received from the State Land Services confirms that it is possible to provide the area of land from the reserve for the intended storage purposes subject to a more detailed request being submitted. This provision would be made through an amendment to the Management Order for the reserve to facilitate the leasing of the land to Rotary for the intended purpose, so long as the use of the site is in support of Rotary’s ‘community based’ operations.

On this basis, it is proposed to establish a Lease agreement for a total period of ten (10) years comprising an initial term of five (5) years with a further option of five (5) years. The Club have been advised that they will be responsible for all capital, operational and maintenance responsibilities associated with the structure. In addition, they will pay the associated costs relating to the establishment of the agreement and all relevant insurances. They would be eligible to apply for the City’s Infrastructure Planning and Development Grant’s to obtain a contribution towards the capital cost of the storage facility. This grant would be assessed competitively as part of the overall grants program.

4. Implications to Consider

a. Consultation with the Community

Extensive consultation has occurred with the Rotary Club of Rockingham Board Members since late 2010 in regard to their storage requirements.

b. Consultation with Government Agencies

Communication with the State Land Services has confirmed that power to lease provisions can be included in the Management Order for the reserve subject to a formal request being made, and that the storage proposal is consistent with the intended use of the reserve.

c. Strategic

Community Plan

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

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

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

Community Development Plan

Focus Area: To create vibrant and meaningful community hubs as places of social interaction, creativity and economic vitality

Focus Area: To build self-reliant community organisations and develop mutually beneficial partnerships between government, business and residents.

d. Policy

The proposed development is consistent with the Waterfront Village Planning Policy.

e. Financial

The Rotary Club of Rockingham will be responsible for all costs associated with the construction, management and maintenance of the storage facility, including those relating to the preparation of the lease agreement. To assist with the capital costs however, Rotary may be eligible to apply for a grant through the Infrastructure Planning and Development Grant program for up to 50% of the total cost (up to a maximum of $30,000)
f. Legal and Statutory

The site can be made available for community purposes as per the Local Government Act 1995 Section 3.58 and of the Local Government (Functions and General) Regulations 1996 Regulation 30. Section 3.58 deals with the disposal (including a lease) of property and covers the requirement to give public notice and the consideration of submissions in respect of proposals.

Regulation 30 provides for exemptions to the requirements of Section 3.58. Charitable or benevolent bodies are included within this exemption. As such the Rotary Club of Rockingham Inc are exempt from the provisions of Section 3.58.

5. Comments

The Rotary Club of Rockingham continues to play an important role in building the capacity of the Rockingham community and contributing to the vibrancy and activation of the Waterfront Village precinct through their operation of the Sunday Rotary Mart. The sausage sizzle trailer, which is the primary item to be housed in the storage facility, is made available to local community and sporting groups to support them in fundraising activities.

Therefore, it is considered appropriate that Council support Rotary through the provision of a portion of land for the purposes of constructing a storage shed. Any such arrangement remains subject to approval by State Land Services and the negotiation of a lease agreement between the Club and the City.

6. Voting Requirements

Simple Majority

7. Officer Recommendation

That Council enter into a new Lease Agreement with the Rotary Club of Rockingham Inc commencing 1 October 2011 for a period of five (5) years with a further option of five (5) years for the lease of a portion of Lot 301 Flinders Lane Rockingham subject to approval for a variation to the Management Order for the Reserve by the State Land Services.

8. Committee Recommendation

That Council enter into a new Lease Agreement with the Rotary Club of Rockingham Inc commencing 1 October 2011 for a period of five (5) years with a further option of five (5) years for the lease of a portion of Lot 301 Flinders Lane Rockingham subject to approval for a variation to the Management Order for the Reserve by the State Land Services.

Committee Voting - 4/0

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
Community Development
Advisory & Occasional Committee Minutes
Community Infrastructure Planning

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CIP-018/11 Baldivis Library and Community Centre Project Reference Group Meeting Minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CPR/469</td>
</tr>
<tr>
<td>Author:</td>
<td>Mrs Natalie Venables, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Carly Kroczek, A/Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 August 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To guide the design, development and activation phases of the Baldivis Library and Community Centre project to ensure outcomes meet both Council objectives and community values.</td>
</tr>
<tr>
<td>Composition:</td>
<td>2 Councillors, 2 Community Members, Stockland Representative, 2 Project Architect Representatives, Director Community Development Executive Support – Community Infrastructure Planning and Capital Works</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>Attachments:</td>
<td>1. Minutes of the Baldivis Library and Community Centre Project Reference Group Meeting held on 20 July 2011</td>
</tr>
<tr>
<td></td>
<td>2. Revised Project Programme</td>
</tr>
<tr>
<td></td>
<td>3. Draft Site Layout Plan</td>
</tr>
<tr>
<td></td>
<td>4. Draft Functional Brief</td>
</tr>
<tr>
<td></td>
<td>5. Summary of feedback on site layout plan</td>
</tr>
</tbody>
</table>

1. Receipt of Minutes

That Council receive the minutes of the Baldivis Library and Community Centre Project Reference Group Meeting held on Wednesday 20 July 2011 for information.

2. Recommendations to Standing Committee

There were no recommendations arising from the Baldivis Library and Community Centre Project reference Group Meeting.
3. Committee Recommendation

That Council *RECEIVE* the minutes of the Baldivis Library and Community Centre Project Reference Group Meeting held on Wednesday 20 July 2011 for information.

Committee Voting - 4/0

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
Community Capacity Building

Community Development
Advisory & Occasional Committee Minutes
Community Capacity Building

Reference No & Subject: CCB-020/11 Rockingham Education and Training Advisory Committee Minutes

File No: CSV/1522
Author: Ms Kim Byrnes, Community Development Officer
Other Contributors:
Date of Committee Meeting: 8 August 2011
Terms of Reference: The primary role of the Committee is to facilitate collaboration between key stakeholders to best identify and meet the lifelong educational needs of the Rockingham Community.
Composition: 2 Councillors
10 Community Members
Executive Support: Community Development Division – Community Capacity Building Team

Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive Function
Attachments:
1. Rockingham Education and Training Advisory Committee Minutes Wed 13 July 2011
2. Murdoch University Rockingham Development Plans & Chair of Education Report

Maps/Diagrams:

1. Receipt of Minutes

That Council receive the minutes of Rockingham Education and Training Advisory Committee held on Wednesday 13 July 2011 for information.

2. Recommendations to Standing Committee

There were no recommendations from the Rockingham Education and Training Advisory Committee.
3. Committee Recommendation

That Council **RECEIVE** the minutes of Rockingham Education and Training Advisory Committee held on Wednesday 13 July 2011 for information.

Committee Voting - 4/0

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
## Community Development Advisory & Occasional Committee Minutes

### Community Capacity Building

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-021/11 Community Grants Program Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GRS/48</td>
</tr>
<tr>
<td>Author:</td>
<td>Ms Narelle Hughes, Community Development Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Michael Holland, Manager Community Capacity Building</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>8 August 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To consider and make recommendations to Council regarding the minor, event and infrastructure planning and development grant applications and to provide feedback to staff on the Community Grants Program implementation guidelines.</td>
</tr>
<tr>
<td>Composition:</td>
<td>4 Councillors Executive Support, Community Development, Community Capacity Building</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Cr Lorraine Dunkling declared an interest affecting impartiality in regard to the application from the Local Drug Action Group (LDAG) 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 the chairperson of the local group. Cr Richard Smith declared an interest affecting impartiality in regard to the application from the Rockingham Kwinana Chamber of Commerce as detailed with Clause 3.3 of Council's Code of Conduct and Regulation 11 of the Local Government (Rules of Conduct) regulations 2007 due to a family member being employed by this local organisation. Cr Joy Stewart declared an interest affecting impartiality in regard to the application from the Cruising Yacht Club of Rockingham 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 Member of the Cruising Yacht Club of Rockingham.</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 Community Grants Committee Meeting held 13 July 2011</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>
1. Receipt of Minutes

That Council receive the minutes of the Community Grants Program meeting held on Wednesday 13 July 2011 for information.

2. Recommendations to Standing Committee

2.1 Recommendation 1: CGP Round One Applications

Advisory Committee Recommendation:

That Council APPROVE the allocation of the fund for minor, event and infrastructure planning and development grants under the 2011/2012 Community Grants Program (CGP) Round One as follows:

<table>
<thead>
<tr>
<th>Applicant Event/Project</th>
<th>Subject To Conditions From Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.2 SMYL Community Services</td>
<td>Grant funds must be allocated to purchase the bus and not trailer which should be funded through other means.</td>
<td>6,000.00</td>
</tr>
<tr>
<td>8.3 Secret Harbour Tee Ball Club</td>
<td>Sustainability measures need to be documented for future storage options and SH Teeball allowed to resubmit and application with this explanation.</td>
<td>Nil</td>
</tr>
<tr>
<td>8.4 KB4girls</td>
<td></td>
<td>1,000.00</td>
</tr>
<tr>
<td>8.5 Rockingham Men's Shed</td>
<td>Fund windows and recommend sourcing of partner for air conditioning.</td>
<td>1,674.00</td>
</tr>
<tr>
<td>8.6 Local Drug Action Group (LDAG)</td>
<td></td>
<td>4,998.70</td>
</tr>
<tr>
<td>8.7 St Vincent de Paul</td>
<td></td>
<td>1,464.00</td>
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<tr>
<td>8.8 WA Swimming Association</td>
<td></td>
<td>1,800.00</td>
</tr>
<tr>
<td>8.9 The Cruising Yacht Club of Rockingham</td>
<td></td>
<td>5,890.96</td>
</tr>
<tr>
<td>8.10 Global Friendship Committee</td>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td>8.11 Warnbro Community &amp; Family Centre</td>
<td></td>
<td>2,000.00</td>
</tr>
<tr>
<td>8.12 Youthcare</td>
<td></td>
<td>10,000.00</td>
</tr>
<tr>
<td>8.13 Naragebup (Signage)</td>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td>8.14 Naragebup (Cinema Equipment)</td>
<td></td>
<td>10,972.00</td>
</tr>
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<td>8.15 Rockingham Kwinana Chamber of Commerce</td>
<td>Recommend RKCC approach the Town of Kwinana to fund the training of chamber staff.</td>
<td>8,500.00</td>
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<tr>
<td>8.16 YMCA</td>
<td></td>
<td>8,000.00</td>
</tr>
<tr>
<td>8.17 Comet Bay PS P &amp; C</td>
<td></td>
<td>2,700.00</td>
</tr>
<tr>
<td>8.18 Secret Harbour RA</td>
<td></td>
<td>2,000.00</td>
</tr>
</tbody>
</table>
CONFIRMED AT A COMMUNITY DEVELOPMENT
MEETING HELD ON MONDAY, 12 SEPTEMBER 2011

(Spring Fair)

| 8.19 | Secret Harbour RA  (Community Fair) | 15,000.00 |
| 8.20 | Baldivis PS P & C                 | 5,206.45 |
| 8.21 | Scripture Union                  | 1,500.00 |
| **TOTAL** |                               | **88,706.11** |

**Infrastructure Planning and Development Grants**

| 8.22 | Baldivis Tennis Club             | 3,095.75 |
| 8.23 | Baldivis Equestrian & Pony Club  | 4,940.00 |
| 8.24 | Totally & Partially Disabled Veterans of WA (Inc) | Nil |
| 8.25 | Rockingham Mandurah District Cricket Club | 3,960.00 |
| 8.26 | Rockingham Football Club         | Nil |

**TOTAL**  
**11,995.75**

**ROUND ONE TOTAL**  
**100,701.86**

**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 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.

| b. Policy |

In accordance with the Governance and Meeting Framework Policy Section 4.4 of the Community Grants Policy.

| c. Financial |

An amount of $350,000 has been allocated to fund the Community Grants Program (CGP) and $110,000 to the Infrastructure Planning and Development Grants (IPDG) for the 2011/2012 financial year.

| d. Legal and Statutory |

Nil
e. **Voting Requirements**

Simple Majority

---

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

Nil

---

**2.2 Recommendation 2: Non-approvals from CGP Funding Round One**

**Advisory Committee Recommendation:**

That Council **NOT APPROVE** the allocation of the funds for minor, event and infrastructure planning and development grants under the 2011/2012 Community Grants Program (CGP) Round One as follows:

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<td>Global Friendship Committee</td>
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<td>Naragebup (Signage)</td>
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<td>Totally &amp; Partially Disabled Veterans of WA (Inc)</td>
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<td>Nil</td>
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<td>Rockingham Football Club</td>
<td>The club is encouraged to continue working with City officers on improving their financial position and provide documented evidence of ongoing loan repayments, sound business plan and financial management system and then reapply.</td>
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</tbody>
</table>

**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 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*

b. **Policy**

In accordance with the Governance and Meeting Framework Policy Section 4.4.

c. **Financial**

Nil

d. **Legal and Statutory**

Nil
3. **Committee Recommendation**

That Council:

1. **RECEIVE** the minutes of the Community Grants Program meeting held on Wednesday 13 July 2011 for information.

2. **APPROVE** the allocation of the fund for minor, event and infrastructure planning and development grants under the 2011/2012 Community Grants Program (CGP) Round One as follows:

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### Infrastructure Planning and Development Grants

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</thead>
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<tr>
<td>8.23 Baldivis Equestrian &amp; Pony Club</td>
<td>Nil</td>
<td>4,940.00</td>
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<tr>
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<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>8.25 Rockingham Mandurah District Cricket Club</td>
<td>The club is encouraged to continue working with City officers on improving their financial position and provide documented evidence of ongoing loan repayments, sound business plan and financial management system and then reapply.</td>
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</tr>
<tr>
<td>8.26 Rockingham Football Club</td>
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<td>Nil</td>
</tr>
</tbody>
</table>

**TOTAL** 11,995.75

**ROUND ONE TOTAL** 100,701.86

3. **NOT APPROVE** the allocation of the funds for minor, event and infrastructure planning and development grants under the 2011/2012 Community Grants Program (CGP) Round One as follows:

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<tr>
<td>Naragebup (Signage)</td>
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</tr>
<tr>
<td>Totally &amp; Partially Disabled Veterans of WA (Inc)</td>
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</tr>
<tr>
<td>Rockingham Football Club</td>
<td>Nil</td>
<td>Nil</td>
</tr>
</tbody>
</table>

Committee Voting - 4/0
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
### Community Development Advisory & Occasional Committee Minutes
#### Community Capacity Building

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-022/11 Cultural Advisory Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/27-03</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Lee Battersby, Community Development Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mrs Margy Timmermans, Coordinator Cultural Development</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>20 July 2011</td>
</tr>
<tr>
<td>Terms of Reference:</td>
<td>To foster projects and programs which enhance the culture of the City of Rockingham</td>
</tr>
<tr>
<td>Composition:</td>
<td>1 Councillor, 7 Community Members</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive Support – Community Capacity Building Team</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 Cultural Advisory Committee Meeting 20 July 2011</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
</tr>
</tbody>
</table>

#### 1. Receipt of Minutes

**That Council receive the minutes of Cultural Advisory Committee Meeting held on Wednesday 20 July 2011 for information.**

#### 2. Recommendations to Standing Committee

**2.1 Recommendation 1: Naming of the proposed Kent Street Community Arts Centre**

**Advisory Committee Recommendation:**

That Council **APPROVE** the Cultural Advisory Committee’s recommendation to name the proposed Kent Street Community Arts Centre facility ‘Rockingham Art Centre’ and subtitle ‘Creativity, Community, Connections’.
**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 City’s Community Plan 2011:-
   
   **Aspiration 3:** A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.

b. **Policy**
   Nil

c. **Financial**
   Nil

d. **Legal and Statutory**
   Nil

e. **Voting Requirements**
   Simple Majority

---

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

Nil

---

**2.2 Recommendation 2: Preference selection of public artworks for the proposed Kent Street Community Arts Centre**

**Advisory Committee Recommendation:**
That Council **ENDORSE** the Committee’s selection of the first four Castaways public artworks as per the Committee’s preference ranking and engage with the artists/creators to acquire the best valued artworks for the Proposed Kent Street Community Arts Centre.

**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 City’s Community Plan 2011:-
   
   **Aspiration 3:** A vibrant community, enjoying access to a wide range of educational, cultural and artistic activities and a wide range of other social opportunities.

b. **Policy**
   The selection of artworks has been selected fairly to achieve a selection of artworks from the public art placemaking program to achieve the best result for the Kent Street Community Arts Centre, however due to the complex nature of selecting the artworks, the purchasing policy couldn’t be strictly adhered to by not obtaining the required quotes.

c. **Financial**
   Funds of $60,000 for the proposed Kent Street Community Arts Centre public art placemaking program, is available in the 2011/12 Budget.
3. Committee Recommendation

That Council:

1. **RECEIVE** the minutes of Cultural Advisory Committee Meeting held on Wednesday 20 July 2011 for information.

2. **APPROVE** the Cultural Advisory Committee’s recommendation to name the proposed Kent Street Community Arts Centre facility ‘Rockingham Art Centre’ and subtitle ‘Creativity, Community, Connections’.

3. **ENDORSE** the Committee’s selection of the first four Castaways public artworks as per the Committee’s preference ranking and engage with the artists/creators to acquire the best valued artworks for the Proposed Kent Street Community Arts Centre.

   Committee Voting – 4/0

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
# Community Development Standing Committee Minutes

Monday 8 August 2011

## Community and Leisure Facilities

### Reference No & Subject:
- **Reference No**: CLF-014/11
- **Subject**: Safety Bay Girl Guides Hall Lease Agreement
- **File No**: 94-313
- **Proponent/s**: Guides Western Australia Inc.
- **Author**: Ms Renee Sinclair-Deane, Acting Coordinator of Community Facilities
- **Other Contributors**: Mr Ben Roser, Lease/Property Officer
- **Date of Committee Meeting**: 8 August 2011
- **Previously before Council**: 
- **Disclosure of Interest**: 
- **Nature of Council’s Role in this Matter**: Executive Function

### Site:
- **Lot Area**: Lot 1679 Watts Rd, Safety Bay (554m² portion of reserve 23303)

### Attachments:

### Maps/Diagrams:

## 1. Purpose of Report

To seek approval to enter into a lease with Guides Western Australia Inc. (GWA) for a 554m² portion of Reserve 23303, Lot 1679, Watts Road, Safety Bay.

## 2. Background

The GWA ("the Lessee") and The Scouts Association of Australia, Western Australian Branch held a Lease agreement with the City of Rockingham ("the Lessor") for a portion of Reserve 23303, Watts Road, Safety Bay, for the purpose of a Scout/Girl Guide Hall, for a period of five (5) years from 1 January 2001, terminating on 31 December, 2005. The option to renew for a further five (5) year term from 1 January 2006 was enacted by the Proponent and supported by Council. The Scouts Association ceased to use the facility during the most recent lease period.
3. **Details**

The most recent lease expired in December 2010 and has been extended on a monthly basis as per the Holding Over Clause noted in the original lease. GWA have formally expressed their interest to enter into a new lease for the 554m² portion of reserve 23303, upon which is situated a main hall, a shed and concrete hard stand. The facility sits directly adjacent to park land, with access via Watts Rd and pedestrian access via Safety Bay Road.

The main building relevant to the agreement is of brick and iron construction and comprises of a main hall, kitchen, store rooms and toilet facilities. The large shed located next to the main building provides storage for the GWA equipment. A concrete hardstand area located to the western side of the main building provides additional functionality for the group.

The main building, shed and concrete hardstand were included in the original agreements and are considered vital to the GWA operations.

**The Girl Guide Hall** including main hall, shed and hard stand as marked below

![Map of the Girl Guide Hall](image)

When the main building is not in use by GWA the space is also used by Safety Bay Quilters, Rockingham Cloggers, Gail Lazzaro School of Ballet and acts as an alternative facility available to community groups when other Halls and Centres are closed for maintenance.

4. **Implications to Consider**

a. **Consultation with the Community**
   
   Nil
b. **Consultation with Government Agencies**
   The lease requires written consent from the Minister of Lands.

c. **Strategic**
   **Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspiration contained in the community plan 2011:-
   
   **Aspiration 7:** Community facilities and services that are well utilised, accessible and cost effective, and where appropriate, multifunctional


d. **Policy**
   Nil

e. **Financial**
   GWA is to be charged a rental of $110.00 per annum ex of GST.
   GWA will be responsible for all costs associated with preparing the lease documentation, rubbish collection, security levy, electricity, gas, telephone and water usage, general maintenance in accordance with the lease.

f. **Legal and Statutory**
   Section 3.58 of the Local Government Act 1995 deals with the disposal (including a lease) of property and covers the requirement to give public notice and the consideration of submissions in respect of proposals.
   Regulation 30 of the Local Government (Functions and General) Regulation 1996 provides for the exemption to the requirement of Section 3.58. Cultural, educational, recreational, sporting or other like nature are included within this exemption. As GWA is considered both a recreational and educational body, the lease is exempt from the provisions of Section 3.58.

5. **Comments**

   GWA have been active in Rockingham for over 50 years and promotes a range of life skills for girls of all ages. GWA promote caring for the Community by participating in such local events as Clean up Australia Day and Anzac Day, fundraising for Mission Australia, Daffodil Day, Pink Ribbon Day, Cancer Council and the Salvation Army, as well as supporting projects promoted within the World Association of Girl Guides and Girl Scouts, both here and overseas.

   It remains a good example of the advantages afforded to groups that share Council facilities. The provision of a five (5) year lease agreement with a five (5) year option to renew will provide certainty for the group and allow them to effectively plan their current and future activities.

6. **Voting Requirements**

   Simple Majority

7. **Officer Recommendation**

   That Council **ENTER** into a new lease agreement with Guides Western Australia Inc. for a 554m² portion of Lot 1679 Watts Road, Safety Bay for the purpose of a Girl Guide Hall For a period of 5 years with the option to renew for a further 5 years by mutual agreement at a rental of $110.00 per annum.
8. Committee Recommendation

That Council ENTER into a new lease agreement with Guides Western Australia Inc. for a 554m² portion of Lot 1679 Watts Road, Safety Bay for the purpose of a Girl Guide Hall For a period of 5 years with the option to renew for a further 5 years by mutual agreement at a rental of $110.00 per annum.

Committee Voting – 4/0

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
13. Reports of Councillors
   Nil

14. Addendum Agenda
   Nil

15. Motions of which Previous Notice has been Given
   Nil

16. Notices of Motion for Consideration at the Following Meeting
   Nil

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

18. Matters Behind Closed Doors
   Nil

19. Date and Time of Next Meeting
   The next Community Development Standing Committee Meeting will be held on Monday 12 September 2011 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 Community Development Standing Committee meeting, and declared the meeting closed at 5:10pm.

21. Attachments
   Nil