MINUTES
Community Development Committee Meeting
Held on Monday, 11 March 2013 at 4:00pm
City of Rockingham Boardroom
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<tr>
<td>18.</td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td>19.</td>
<td>Date and Time of Next Meeting</td>
</tr>
<tr>
<td>20.</td>
<td>Closure</td>
</tr>
</tbody>
</table>
1. Declaration of Opening

The Chairperson declared the Community Development Committee Meeting open at 4:02pm and welcomed all present.

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

<table>
<thead>
<tr>
<th>2.1 Councillors</th>
<th>Chairperson</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cr Leigh Liley</td>
<td></td>
</tr>
<tr>
<td>Cr Joy Stewart</td>
<td></td>
</tr>
<tr>
<td>Cr Deb Hamblin (from 4.05pm)</td>
<td></td>
</tr>
<tr>
<td>Cr Chris Elliott (from 4.07pm)</td>
<td>Deputising for Cr Lorraine Dunkling</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2.2 Executive</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr Bob Jeans</td>
<td>A/Chief Executive Officer</td>
</tr>
<tr>
<td>Ms Gay Thornton</td>
<td>Director Community Development</td>
</tr>
<tr>
<td>Mr John Pearson</td>
<td>Director Corporate Services</td>
</tr>
<tr>
<td>Mr John Woodhouse</td>
<td>Director Legal Services and General Counsel</td>
</tr>
<tr>
<td>Mr Ashley Pittard</td>
<td>Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Mrs Jillian Obiri-Boateng</td>
<td>A/Manager Community Support Services</td>
</tr>
<tr>
<td>Ms Genevieve Rowles</td>
<td>Manager Community Safety</td>
</tr>
<tr>
<td>Mr Michael Holland</td>
<td>Manager Community Capacity Building</td>
</tr>
<tr>
<td>Ms Alison Oliver</td>
<td>Manager Library and Information Services</td>
</tr>
<tr>
<td>Ms Diane Zanre</td>
<td>PA to Director Community Development</td>
</tr>
</tbody>
</table>

| 2.3 Members of the Gallery:         | 3            |
| 2.4 Apologies:                      |              |
| Cr Lorraine Dunkling                |              |

| 2.5 Approved Leave of Absence:      | Nil          |

3. Responses to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

4:03pm The Chairperson invited members of the Public Gallery to ask questions. There were none.
5. **Confirmation of Minutes of the Previous Meeting**

   **Moved Cr Stewart, seconded Cr Liley:**

   That Council **CONFIRM** the Minutes of the Community Development Committee Meeting held on 11 February 2013, as a true and accurate record.

   Committee Voting – 2/0

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

   Nil

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

   4:04pm  The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

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

   4:05pm  The Chairperson asked if there were any interests to declare.

   There were none.

   4:05pm  Cr Deb Hamblin joined the meeting

9. **Petitions/Deputations/Presentations/Submissions**

   Nil

10. **Matters for which the Meeting may be Closed**

    Nil

    4:07pm  Cr Chris Elliott joined the meeting

11. **Bulletin Items**

    **Community Development Information Bulletin – March 2013**

    **Community Support Services**

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

    **Library Services**

    1. Library Services Team Overview
    2. Human Resource Update
    3. Project Status Reports
    4. Information Items
| 4.1 | January 2013 Library Statistics |
| 4.2 | One Click Digital – Downloadable Audio Books |
| 4.3 | Overdrive eBook Collection |
| 4.4 | Safety Bay Library Monthly Report |
| 4.5 | Warnbro Library Monthly Report |

**Community Infrastructure Planning**

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

4. Information items

**Community Capacity Building**

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

4. Information items
   4.1 Community Garden
   4.2 Active Ageing
   4.3 Challenger Court – Aged Persons Units
   4.4 Challenge Lodge
   4.5 Youth Development
   4.6 Sport and Recreation
   4.7 Rockingham Early Years Group (REYG)
   4.8 Rockingham Education and Training Advisory Committee (RETAC)
   4.9 Community Capacity Building Events
   4.10 Outdoor Event Applications
   4.11 Cultural Development and Arts
   4.12 Reconciliation Action Plan (RAP)
Community Safety
1. Community Safety Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Security Support Services
   4.2 Community Safety / Crime Prevention
   4.3 Ranger Services
   4.4 Emergency Services
   4.5 Emergency Management and Recovery

Community and Leisure Facilities
1. Community and Leisure Facilities Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Rockingham Child Care Service
   4.2 Rockingham Aquatic Centre
   4.3 Rockingham Autumn Centre
   4.4 Gary Holland Community Centre
   4.5 Warnbro Community Recreation Centre and Mike Barnett Sports Complex Management Committee Minutes 20 February 2013
   4.6 Warnbro Community Recreation Centre Manager’s Report – January 2013
   4.7 Mike Barnett Sports Complex Managers Report – January 2013
   4.8 Aqua Jetty Management Committee Minutes 21 February 2013
   4.9 Aqua Jetty Manager’s Report – January 2013

Community Development
1. Community Development Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information items
   4.1 Bert England Lodge Lease Arrangements
   4.2 Community Development Division Achievements 2012

Committee Recommendation

That Councillors acknowledge having read the Community Development Information Bulletin – March 2013 and the contents be accepted.

Committee Voting – 4/0
## 12. Agenda Items

### Community Infrastructure Planning

<table>
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<th>Reference No &amp; Subject:</th>
<th>Community Sport and Recreation Facilities Fund (CSRFF) Winter 2013 Application</th>
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</thead>
<tbody>
<tr>
<td>File No:</td>
<td>GRS/8-04</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Baldivis Tennis Club</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Dean Burton, A/Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Mr Ashley Pittard, Manager Community Infrastructure Planning</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>11 March 2013</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive</td>
</tr>
<tr>
<td>Site:</td>
<td>Lot 1376 Baldivis Road, Baldivis</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>137,828m² (part of)</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Baldivis Tennis Club Location Map</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Baldivis Tennis Club Location Map</td>
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Purpose of Report

To seek Council endorsement of the application being made by the Baldivis Tennis Club's to the Department of Sport and Recreation - Community Sporting and Recreation Facility Fund (CSRFF) Small Grants Program for the Baldivis Tennis Club Court Resurfacing Project.

Background

The Department of Sport and Recreation, through CSRFF, provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities. Through CSRFF the State Government invests $20 million annually across three categories towards the development of high-quality physical environments in which people can enjoy sport and recreation, as follows:

- Small Grants (summer and winter rounds) for projects less than $150,000
- Annual Grants offered once per year for projects with a total value between $150,001 and $500,000
- Forward Planning Grants for projects with a total value that exceeds $500,001

All grant applications must be prioritised and endorsed by the relevant Local Government Authority prior to submission to the Department of Sport and Recreation.

Details

The City has received one application from the Baldivis Tennis Club for the CSRFF Small Grants Program. Currently the Club's courts are in poor condition with cracks in various areas on all six courts. The Club intends to re-surface all six tennis courts located at Baldivis Road, Baldivis. The planned scope of works includes:

- High pressure water cleaning of surface
- Patch cracked areas with flexible acrylic filler
- Grind flush all patching
- Application of one coat of Laykold Acrylic court re-surfacer
- Application of two coats of Laykold Acrylic Colourcoat
- Line marking of six tennis courts

The scope of works has been quoted with a total project cost of $32,450 (ex GST). The following is a breakdown of the project budget:

<table>
<thead>
<tr>
<th>Contributor</th>
<th>Amount (ex GST)</th>
<th>Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baldivis Tennis Club</td>
<td>$7,234</td>
<td>Yes</td>
</tr>
<tr>
<td>City of Rockingham (IPDG)</td>
<td>$14,400</td>
<td>Yes (approved Nov. 2012)</td>
</tr>
<tr>
<td>Dept. Sport and Recreation (CSRFF)</td>
<td>$10,816</td>
<td>No</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$32,450</strong></td>
<td></td>
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</table>

*Notably, the Club is expecting to contribute $7,234 (ex GST) to the project cost. In addition, as the Club is not registered for GST, the Club must also fund the GST amount of $3,245.

The key principles developed by the Department of Sport and Recreation based on the need for a planned approach to infrastructure provision take into account justified needs, existing provision, and the social and financial impact of investing in new infrastructure.

City officers from the Community Infrastructure Planning team, Community Capacity Building team and Community and Leisure Facilities team have assessed the Club’s application against the Department of Sport and Recreation’s key principles:
Community Development Committee Minutes
Monday 11 March 2013

CONFIRMED AT A COMMUNITY DEVELOPMENT
MEETING HELD ON MONDAY, 8 APRIL 2013

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

The supporting information prepared by the Baldivis Tennis Club for the Court Resurfacing Project has enabled all of these key principles to be satisfactorily met, and the CSRFF Small Grants Application only requires Council endorsement to satisfy all of the Department’s requirements.

Implications to Consider

a. Consultation with the Community
As part of the project planning process, the Baldivis Tennis Club President consulted with the Club’s membership at their Annual General Meeting on 8 August 2012 and all members at the meeting unanimously supported the need for the project as a priority and subsequent grant applications. Given the nature of the project, this level of consultation is deemed acceptable.

b. Consultation with Government Agencies
It is a requirement of CSRFF that applicants liaise with a representative from the Department of Sport and Recreation. Baldivis Tennis Club has indicated its compliance with this requirement.

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

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

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

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

• Infrastructure Asset Management and Services Plan
• Community Infrastructure Plan
• Community Grants Policy
• Infrastructure Planning and Development Grant Operating Guidelines

e. Financial
The Baldivis Tennis Club is seeking $10,816 (ex GST) through the application to the CSRFF Program and will be contributing the remainder $7,234 (ex GST) to the total estimated project cost of $32,425 (ex GST). In addition, the Club will also be required to fund the GST component of the project ($3,245) as the Club is not registered for GST. Importantly the CSRFF Program will not gross up the GST component if the organisation is not registered for GST. Therefore if the grant application is successful the Club will be required to fund a
total of $10,479 (incl. GST) and has demonstrated financial capacity to fund this amount with sufficient funds held in the Club’s term deposit account.

The City has previously committed $14,400 (ex GST) towards the Baldivis Tennis Club Court Resurfacing Project through the Infrastructure Planning and Development Grant Program in November 2012 (refer to report CCB-025/12).

Furthermore, the Club will be required to undertake all future maintenance and repair work as per the current leasing arrangement, with no additional costs to be borne by the City.

f. Legal and Statutory

Not Applicable

Comments

The State Government’s CSRFF program provides Local Government and not-for-profit sport and recreation organisations with an opportunity to upgrade sport and recreation infrastructure which will result in improved facilities and an increase in participation in physical activity.

The Baldivis Tennis Club has presented a well-planned project which demonstrates the need for the court re-surfacing. Completion of the project will improve the safety of the facility for the users and further provide additional opportunities for physical activity in the growing Baldivis sub-district. Importantly, the Club has developed a draft business plan that will provide its committee guidance to assist in improving participant numbers, strategies to promote the Club to the wider community and provides relevant information that outlines its future maintenance obligations as per the lease agreement with the City.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ENDORSE the Baldivis Tennis Club’s application to the Department of Sport and Recreation’s Community Sport and Recreation Facilities Fund Small Grants Program for the amount of $10,816 to assist fund the Baldivis Tennis Club Court Resurfacing Project.

Committee Recommendation

That Council ENDORSE the Baldivis Tennis Club’s application to the Department of Sport and Recreation’s Community Sport and Recreation Facilities Fund Small Grants Program for the amount of $10,816 to assist fund the Baldivis Tennis Club Court Resurfacing Project.

Committee Voting – 4/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
**Purpose of Report**

To request Council to appoint Melanie Sorensen from Challenger Institute of Technology to the Rockingham Education and Training Advisory Committee (RETAC) as the Challenger Institute of Technology representative.

**Background**

The members of the Rockingham Education and Training Advisory Committee (RETAC) were appointed by Council at its Ordinary Council meeting held 27 November 2012. Ms Jill Jamieson was appointed as the representative for Challenger Institute of Technology however, is no longer employed by Challenger Institute of Technology, therefore a new representative is required to be appointed.

**Details**

In accordance with the Governance and Meeting Framework Policy, the City was to review the membership of all Advisory Committees between 1 July and 30 September in 2012. This process
requires the City to advertise in the local media for new nominations as well as a written invitation to sitting members to reapply for membership.

The City has undertaken this process and Council has appointed community representatives to the RETAC for a two-year term of office that commenced 27 November 2012. However, the representative from Challenger Institute of Technology is no longer employed by Challenger Institute of Technology, and is no longer eligible to be a representative on RETAC. Therefore, another person must be nominated by Challenger Institute of Technology to be its representative on RETAC in accordance to the Governance and Meeting Framework Council policy.

**Implications to Consider**

a. **Consultation with the Community**
   Supported by the Rockingham Education and Training Advisory Committee (RETAC).

b. **Consultation with Government Agencies**
   Challenger Institute of Technology.

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

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

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

e. **Financial**
   Nil

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

**Comments**

Ms Melanie Sorenson is currently the Acting General Manager Training Services for Challenger Institute of Technology.

**Voting Requirements**

Absolute Majority

**Officer Recommendation**

That Council **APPOINT** Ms Melanie Sorenson to the Rockingham Education and Training Advisory committee in the position of community member until 30 September 2014 as the representative for Challenger Institute of Technology.

**Committee Recommendation**

That Council **APPOINT** Ms Melanie Sorenson to the Rockingham Education and Training Advisory committee in the position of community member until 30 September 2014 as the representative for Challenger Institute of Technology.
<table>
<thead>
<tr>
<th>The Committee's Reason for Varying the Officer's Recommendation</th>
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</thead>
<tbody>
<tr>
<td>Not Applicable</td>
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</table>

<table>
<thead>
<tr>
<th>Implications of the Changes to the Officer’s Recommendation</th>
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</thead>
<tbody>
<tr>
<td>Not Applicable</td>
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</tbody>
</table>
Community Development Committee Minutes  
Monday 11 March 2013

Community Development  
Community Capacity Building

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-004/13 Recommendations from the Active Ageing and Care Advisory Committee Meeting held on 14 February 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/534-04</td>
</tr>
<tr>
<td>Author:</td>
<td>Mrs Julie McDonald, Active Ageing Development Manager</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>11 March 2013</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive and Advocacy</td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td>Executive and Advocacy</td>
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<tr>
<td>Attachments:</td>
<td>Minutes of the Active Ageing and Care Advisory Committee Meeting held on 14 February 2013</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
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</tbody>
</table>

Purpose of Report

To seek Council’s support for the My Aged Care Gateway concept developed by the Department of Health and Ageing and advocate improvement within the service delivery proponents over the next 5 years and to appoint a new member to the Active Ageing and Care Advisory Committee.

Recommendations to the Community Development Committee

Advisory Committee Recommendation 1: My Aged Care Gateway

That Council:

1. **SUPPORT** in principle the concept of My Aged Care Gateway developed by the Department of Health and Ageing; and

2. **ADVOCATE** for the following improvements in the My Aged Care Gateway concept developed by the Department of Health and Ageing:
   - The hours of operation to become a 24hr service for all persons;
   - The three minute time limit on initial phone call should be increased to a five minutes time limit; and
   - Future plans for the My Aged Care Gateway service to include a shop front with face to face service with a trial of this service to commence in 2013.

Background

The Australian Government response to the Productivity Commission final report “Caring for Older Australians” was the “Living Longer Living Better”, the Governments Aged Care Reform Package. As a part of the Living Longer Living Better reform a 5 year plan was established regarding “My Aged Care Gateway” which the Government is planning to rollout before July 2013.
The Gateway is to provide a clear pathway with the aged care system and make it easier for older persons, families, carers to access information regarding ageing and aged care services.

The target group:
- Carers, care recipients, families
- Friends, primary carer, allied health providers
- Aged Care providers
- General public

The key elements of the Gateway include:
- Contact Centre which may have telephone, mail, email, fax and social media which will need to support, enquiries, initial client screening, registration, referrals and activity management.
- Assessment service which will identify needs
- A central client record
- A linking service

The time line for the Gateway
- 22 March 2013: Vendor selected
- 30 June 2013: Go Live

### Implications to Consider

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a. Strategic</strong></td>
<td><strong>Community Plan</strong>&lt;br&gt;This item addresses the Community's Vision for the future and specifically the following Aspiration/s contained in the Community Plan 2011:-&lt;br&gt;&lt;br&gt;<strong>Aspiration 1:</strong> An involved and engaged community enjoying a lifestyle that caters for all residents, including those with specific or special needs.</td>
</tr>
<tr>
<td><strong>b. Policy</strong></td>
<td>Nil</td>
</tr>
<tr>
<td><strong>c. Financial</strong></td>
<td>Nil</td>
</tr>
<tr>
<td><strong>d. Legal and Statutory</strong></td>
<td>Nil</td>
</tr>
<tr>
<td><strong>e. Voting Requirements</strong></td>
<td>Simple Majority</td>
</tr>
</tbody>
</table>

### Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

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

Not Applicable

### Advisory Committee Recommendation 2: Appointment of New Committee Member

That Council **APPOINT** Ms Michelle Dewick as a community member on the Active Ageing and Care Advisory Committee.
Background

An application to join the Active Ageing and Care Advisory Committee was received on 2 January 2013 from Michelle Dewick. Ms Dewick has lived in Rockingham since 2001 and is employed at Grange Pharmacy as a Public Relations and Patient Liaison Officer. Ms Dewick has contact with seniors through her position and her interest and passion in the advocacy and care of seniors.

Implications to Consider

a. Strategic

   Community Plan

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

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

b. Policy

   Complies with the City of Rockingham Governance and Meeting Framework Policy June 2011 Section 5.1 of Active Ageing and Care Advisory Policy which specifies the active ageing and care advisory committee composition is 3 councillors and 6 community members of which one of the community positions is vacant and filled by this recommendation.

c. Financial

   Nil

d. Legal and Statutory

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

e. Voting requirements

   Absolute Majority

Officer Recommendation if Different to Advisory Committee Recommendation

That Council **APPOINT** Ms Michelle Dewick as a community member on the Active Ageing and Care Advisory Committee until 30 September 2014.

The Officer’s Reason for Varying the Advisory Committee Recommendation

The amended recommendation is to clarify the term of office.

Committee Recommendation

That Council:

1. **SUPPORT** in principle the concept of My Aged Care Gateway developed by the Department of Health and Ageing; and

2. **ADVOCATE** for the following improvements in the My Aged Care Gateway concept developed by the Department of Health and Ageing:
   - The hours of operation to become a 24hr service for all persons;
   - The three minute time limit on initial phone call should be increased to a five minutes time limit; and
   - Future plans for the My Aged Care Gateway service to include a shop front with face to face service with a trial of this service to commence in 2013.

3. **APPOINT** Ms Michelle Dewick as a community member on the Active Ageing and Care Advisory Committee.

Committee Voting – 4/0
<table>
<thead>
<tr>
<th><strong>The Committee’s Reason for Varying the Officer’s Recommendation</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Implications of the Changes to the Officer’s Recommendation</strong></th>
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<tr>
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</table>
Community Development Committee Minutes
Monday 11 March 2013

CONFIRMED AT A COMMUNITY DEVELOPMENT
MEETING HELD ON MONDAY, 8 APRIL 2013

PAGE 19

Community Development
Community Capacity Building

Reference No & Subject: CCB-005/13 Recommendation from the Community Grants Program Advisory Committee Meeting held on 31 January 2013

File No: GRS/48

Author: Mrs Narelle Edmonds, Community Development Officer

Other Contributors: Mr Michael Holland, Manager Community Capacity Building

Date of Committee Meeting: 11 March 2013

Disclosure of Interest: Executive

Nature of Council’s Role in this Matter:

Attachments:

Maps/Diagrams:

Purpose of Report

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

Recommendations to the Community Development Committee

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

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

Community Grants Program (CGP) Round Three

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Event/Project Request</th>
<th>Subject to Conditions from Community Grants Program Committee</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waikiki Community and Family Centre</td>
<td>Funding to facilitate the Plus One Educational Program for Young Mothers in an amount of $13,524</td>
<td>Approved</td>
<td>8,024</td>
</tr>
<tr>
<td>Rockingham Volunteer Sea Rescue Inc</td>
<td>Funding towards operational expenses in an amount of $10,246.17</td>
<td>Approved</td>
<td>10,246.17</td>
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<td>Applicant</td>
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<td>------------</td>
</tr>
<tr>
<td>Secret Harbour Anglican Church</td>
<td>Funding to cover the costs of tip fees in an amount of $3,850</td>
<td>Approved</td>
<td>3,850</td>
</tr>
<tr>
<td>Baldivis Children's Forest</td>
<td>Funding to host 2 x conferences and an art exhibition in an amount of $20,000</td>
<td>Approved</td>
<td>9,792</td>
</tr>
<tr>
<td>Arafmi Mental Health Carers &amp; Friends Association (WA) Inc</td>
<td>Funding towards a carers respite program in an amount of $20,000</td>
<td>Approved</td>
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</tr>
<tr>
<td>Secret Harbour Residents Association</td>
<td>Funding towards costs associated with hosting the Rockingham Easter Fair in an amount of $10,000</td>
<td>Approved</td>
<td>7,400</td>
</tr>
<tr>
<td>Parkrun Inc</td>
<td>Funding towards implementing the Parkrun program in the amount of $5,000</td>
<td>Approved</td>
<td>3,300</td>
</tr>
<tr>
<td>Business Foundation's Inc</td>
<td>Funding for costs associated with small business incubation fees in the amount of $10,000</td>
<td>Approved</td>
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<tr>
<td>Rockingham Church of Christ Inc</td>
<td>Funding for costs associated with the purchase and delivery of i-pads and training in an amount of $4,000</td>
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<td>South Coastal Women's Health</td>
<td>Funding for costs associated with the delivery of a &quot;Women and Food&quot; support program in an amount of $20,000</td>
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<td>Secret Harbour Residents Association</td>
<td>Funding for costs associated with hosting the Secret Harbour Autumn Fair in an amount of $5,000.</td>
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<td>Warnbro Community Church</td>
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<td>TOTAL MINOR PROJECT/EVENT</td>
<td>13 Applications</td>
<td></td>
<td>78,294.17</td>
</tr>
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</table>

**Background**

Round Three of the CGP closed on Friday, 14 December 2012 with a total of 13 applications received with a requested amount of $126,310.17. A total of 12 applications in the amount of $78,294.17 are recommended to be approved by Council and a total of one application in the amount of $9,200 is recommended to not be approved.
Implications to Consider

a. Strategic

Community Plan

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

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

b. Policy

The Community Grants Program operates in line with the Community Grants Program Policy & Guidelines. The Community Grants Program Committee operates in line with the Council’s Governance and Meeting Framework Policy.

c. Financial

If Council approves the Round Three CGP Minor Project/Event grants an amount of $78,294.17 will be utilised from the CGP budget which currently has a balance of $169,479.64 leaving a further balance of $91,185.47

d. Legal and Statutory

Nil

e. Voting Requirements

Simple Majority

Officer Recommendation if Different to Advisory Committee Recommendation

Not Applicable

The Officer’s Reason for Varying the Advisory Committee Recommendation

Not Applicable

Committee Recommendation

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Committee Voting – 4/0

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

Not Applicable
Implications of the Changes to the Officer’s Recommendation

Not Applicable
<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CCB-006/13 Mobile Skate Elements at Hillman Oval</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>CSV/590</td>
</tr>
<tr>
<td>Proponent/s:</td>
<td>Ms Natasha Hazell, Community Development Officer - Youth</td>
</tr>
<tr>
<td>Author:</td>
<td>Mr Dean Burton, Community Infrastructure Planning Officer</td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Ms Mary-Jane Rigby, Acting Coordinator Community Capacity Building</td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>11 March 2013</td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>CCB-018/12 (April 2012)</td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
</tr>
<tr>
<td>Site:</td>
<td>Lot 766 Ennis Avenue, Hillman</td>
</tr>
<tr>
<td>Lot Area:</td>
<td>33535m$^2$ (part of)</td>
</tr>
<tr>
<td>Attachments:</td>
<td>Hillman Youth Outdoor Recreation Space Location Map</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td>Hillman Youth Outdoor Recreation Space Location Map</td>
</tr>
</tbody>
</table>
Purpose of Report

To seek Council approval for permanent retention of mobile skate elements on the basketball court on Hillman Oval following the successful completion of a six month pilot period.

Background

Late in 2011 a letter was received from a local young Hillman resident requesting a skatepark in Hillman. The letter indicated there was little for young people in Hillman to do and that it is too far to walk to other skateparks. The letter acknowledged the previous difficulties:

“We should have a skatepark in Hillman because when we had the old little ramp on the basketball court near the Hillman Hall all the kids did graffiti and smashed glasses and now the big kids have left the suburb. P.S. can you please try to put it at the Hillman Hall oval?”

There were a number of mobile skate elements removed from the old Golden Bay skatepark when the new skate park was constructed in 2011. These elements have since been refurbished and it was proposed to locate these elements to Hillman and activate the space for young people.

At the ordinary Council Meeting on 18 April 2012 Council resolved:

That Council APPROVE the installation of skate ramps on the basketball court at Hillman Oval for a trial period of six months and an evaluation of the results presented to Council one month prior to the end of the trial.

Details

Post the six month trial period, consultation with the Hillman community living in close proximity to the Hillman Youth Outdoor Recreation Space (HYORS) was undertaken. Support was received from the Hillman Residents Association and from the Rockingham City Community Garden which share the site following a presentation to their committees. In addition, the Principal of the adjacent Hillman Primary School was supportive, as was the proprietor of the Hillman Deli.

Letters were sent to 54 residents whose homes either back onto the reserve or are directly across the street. Additionally, the survey was accessible on the City’s website and surveys were distributed on officer skate park visits. 9 surveys were returned. 8 responses were positive and in favour of the elements remaining. The negative response did not agree with the placement of the elements, however agreed that young people required a place to “hang out.”

Summary of survey results:

<table>
<thead>
<tr>
<th>Age</th>
<th>M/F</th>
<th>Has installation of Modular Skate elements been Successful?</th>
<th>Have you noticed an increase in use of space?</th>
<th>No of times per/ wk you use the HYORS</th>
<th>What do you like about HYORS?</th>
<th>What don’t you like about HYORS?</th>
<th>What do you most enjoy about HYORS?</th>
<th>Further Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>24+</td>
<td>M</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>Provides opportunity for children in the area to be involved in physical activity after school for no cost.</td>
<td>Concerns about children coming onto school grounds after hours.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Age</td>
<td>M/F</td>
<td>Has installation of Modular Skate elements been Successful?</td>
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<td>-----------------------------------------------------------</td>
<td>-----------------------------------------------</td>
<td>---------------------------------------</td>
<td>--------------------------------</td>
<td>--------------------------------</td>
<td>-------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>24+</td>
<td>F</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>Hillman Youngsters having fun.</td>
<td>Bullying which is not prevalent this time.</td>
<td>Again youngsters having fun &amp; having a place for them to go to.</td>
<td></td>
</tr>
<tr>
<td>24+</td>
<td>F</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>Good to see the interactions between the children and parents.</td>
<td>Nothing</td>
<td>Good to see the interactions between the children and parents.</td>
<td>I think it has been a great concept and the children are doing more than just playing electronic games etc.</td>
</tr>
<tr>
<td>24+</td>
<td>M</td>
<td>Yes</td>
<td>Yes</td>
<td>4 times +</td>
<td>Good for young kids</td>
<td>All Good</td>
<td>Good for kids</td>
<td></td>
</tr>
<tr>
<td>24+</td>
<td>M</td>
<td>Yes</td>
<td>Yes</td>
<td>2-3 per week</td>
<td>I have utilised the park for 8.5 years a couple of times a week to exercise my dog</td>
<td>The infrequent Graffiti</td>
<td>The skate ramps is utilised with minimal rubbish left behind.</td>
<td></td>
</tr>
<tr>
<td>24+</td>
<td>F</td>
<td>No</td>
<td>No</td>
<td></td>
<td>I'm an older person &amp; believe the youth need a place to go to do their own thing</td>
<td>The skate ramp only brings bad element to Hillman. It's too close to houses &amp; the use of Bad language is always there.</td>
<td>If appropriate area its good for the youth.</td>
<td></td>
</tr>
<tr>
<td>13-16</td>
<td>M</td>
<td>Yes</td>
<td>Yes</td>
<td>4+</td>
<td>Ramps and the long basketball area.</td>
<td>The concrete, not much shade</td>
<td>The ramps and the seating.</td>
<td>it is a great little area to socialise and chat.</td>
</tr>
</tbody>
</table>

Security reports from Hillman were analysed and found that in the six months before the elements were installed there were two reports of damaging behaviour by young people in the Hillman Hall vicinity. In the six months of the pilot, there was only one report about the Hillman Hall area, with no evidence to suggest that users of the skate park were involved.

City officers have attended the youth facility regularly during the pilot and have found the facility to be well utilised by a core group of young people. Positive, sustainable relationships have been formed between the young people and the City's Community Safety Services. Furthermore, young people have demonstrated ownership of the facility, with reports of graffiti being cleaned up by the main users of the park before it was reported to the City.
Implications to Consider

a. Consultation with the Community

A letter with included survey was sent to 54 nearby residents of the site. They had 21 days to comment on the pilot period. In addition, the survey was made available on the City’s website, social media pages and handed out at site visits.

Formal consultation was also held with:
- Proprietor, Hillman Deli
- Hillman Residents Association
- Rockingham City Community Garden
- Youth Space Users

b. Consultation with Government Agencies

Principal, Hillman Primary School

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

d. Policy

Nil

e. Financial

Nil

f. Legal and Statutory

Nil

Comments

Following receipt of the letter from the local young person, research regarding availability of activity nodes in the Hillman area, use and suitability of the requested site and consultation with the surrounding community was undertaken.

Young people in Rockingham have previously reported feeling devalued by their community, don’t have a strong connection to that community and search for activities that interest and engage them. At the same time many young people feel a strong connection to a self-identified place, be that a park, a beach, a particular building or the suburb they live in. For young people in Hillman, Hillman Oval appears to be the place they identify with, and value.

Consideration of the basketball court as a site for some of these mobile elements on a pilot basis took into account the introduction of Designing Out Crime Principles at the Park since removal of the original elements. Large trees from the western edge of the park have been removed providing good surveillance from Ennis Avenue. Hillman Hall has been fenced, as has the Rockingham City Community Garden.

Hillman Oval is also valued by the wider Hillman community and is developing as a hub which offers a variety of ways to connect to place and engage with community. Family connection to the area is strengthened by the proximity to the primary school and through the activities provided by Hillman Hall, fairs and events provided by the Hillman Residents Association, the playground and the newly developed Rockingham City Community Garden.
Local young people have identified the addition of skate elements at the oval as a way of strengthening their connection to place which is important in building the oval as an intergenerational hub. The only activity node for young people in the Hillman area is Hillman Oval and the basketball court. There is no other activity for young people on the oval except for a young children’s playground. The next closest node is the Cooloongup Skatepark which is across the traffic heavy Ennis Avenue. Responding positively to their request in terms of skate elements and place has assisted in building a sense of ownership among local young people, which has been important in encouraging positive use of this space. Additionally it has demonstrated that the City acknowledges their interest in their community and values their active involvement in planning for their own place within that community.

When considering suitability it was determined that parking is available, bins, access to public transport and a playground available at this site. The Deli provides an opportunity for young people to access drinks and food.

In the consultation prior to the installation of the elements, there was a small number of local residents who initially expressed concern (3/54 households). At the conclusion of the six month pilot, only one local resident objected. Importantly, there were eight responses in favour of keeping the elements.

Officers will continue to meet regularly with local young people to ensure the space remains a safe, well activated place also ensuring that the community and local young people are involved in the ongoing planning for and management of the Hillman oval community hub.

**Voting Requirements**

Simple Majority

**Officer Recommendation**

That Council APPROVE the permanent provision of Modular Skate Elements on the Basketball Court at Hillman Oval.

**Committee Recommendation**

That Council APPROVE the permanent provision of Modular Skate Elements on the Basketball Court at Hillman Oval.

Committee Voting – 4/0

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

Not Applicable

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

Not Applicable
Community Safety

Community Development
Community Safety

Reference No & Subject: CSA-002/13 Recommendation from the City Safe Advisory Committee Meeting held on 14 February 2013

File No: GOV/39

Author: Miss Jenna Bowler, Community Safety Projects Officer

Other Contributors: Ms Genevieve Rowles, Manager Community Safety

Date of Committee Meeting: 11 March 2013

Disclosure of Interest: Executive

Nature of Council’s Role in this Matter:

Attachments: Minutes of the City Safe Advisory Committee Meeting held on 14 February 2013

Maps/Diagrams:

Purpose of Report

To confirm the continuation of the City Safe Advisory Committee and composition and appoint members.

Recommendations to the Community Development Committee

Advisory Committee Recommendation 1:
City Safe Advisory Committee Renomination and Appointment

That Council:

1 **APPOINT** Mr Roger Jefferson of Foreshore Drive, Singleton, to the City Safe Advisory Committee for a 19 month term of office, commencing on 1 March, 2013.

2 **SUPPORT** the City Safe Advisory Committee composition as follows:

   Councillors, City of Rockingham 3
   WA Police, Rockingham Station 1
   WA Police, Strategic Crime Prevention Division 1
   WA Police, Crime Prevention and Diversity Office 1
   Community Members 6
Background

The City Safe Advisory Committee is comprised of three (3) Councillors and nine (9) community members. The Committee provides recommendations to Council in accordance with its terms of reference, which is to provide a consultative forum that can effectively advise Council on community safety matters that arise in the City of Rockingham.

Councillor membership of Advisory Committees is determined after each Council ordinary election and community members appointed in the non-Council election year. At the Council meeting held on 25 September, 2012, Council resolved to refer the officer report and recommendation for disbandment to the following Advisory Committee for consultation and recommendation to Council; City Safe Advisory Committee.

The City Safe Advisory Committee discussed the matter of composition and membership at its meeting held on 14 February, 2013, and recommendations on the outcomes put to Council.

Nominations received for Community Members of the Committee:

- Mrs Sally Low
- Mr Roy Sankey
- Mrs Dale Kerferd
- Mr Bob Cooper
- Senior Sergeant Mark Longman

As one position was not filled at that time, calls for nominations were recently advertised in the local media, with one nomination being received from Mr Roger Jefferson of Foreshore Drive, Singleton.

Mr Roger Jefferson, from Singleton, is Vice President of the Singleton Resident Associations, and has a long association with the City of Rockingham, having first moved into the area in 1970. Mr Jefferson has served as an office bearer in resident’s associations, church and union. Further, has a work background of oil and gas operation and commissioning.

Implications to Consider

a. Strategic

Community Plan

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

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

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

b. Policy

Council Policy ‘Governance and Meeting Framework’ underpins the review and appointment of community membership of Advisory Committees.

c. Financial

The financial implications of the review and appointment of community members to Advisory Committees is limited to the cost of advertising and Officer time in undertaking the review. Costs have been accommodated within existing budget allocations.

d. Legal and Statutory

Sections 5.8, 5.9 and 5.10 of the Local Government Act 1995 specifies legislative matters in respect to committees and the appointment of committee members.

e. Voting Requirements

Absolute Majority
Officer Recommendation if Different to Advisory Committee Recommendation

That Council:
1. **ENDORSE** continuation of the City Safe Advisory Committee;
2. **CONFIRM** configuration three (3) Councillors and nine (9) Community Members;
3. **ASSIGN** three (3) Community Member positions as state government agents representatives, being:
   - WA Police, Rockingham Station.
   - WA Police, Strategic Crime Prevention Division.
   - WA Police, Crime Prevention and Diversity Office
4. **APPOINT** the following community members to the City Safe Advisory Committee until 30 September, 2014.
   - Mrs Sally Low
   - Mr Roy Sankey
   - Mrs Dale Kerferd
   - Mr Bob Cooper
   - Senior Sergeant Mark Longman
   - Mr Roger Jefferson
5. **AMEND** the Governance and Meeting Framework Policy accordingly.

The Officer’s Reason for Varying the Advisory Committee Recommendation

To ensure that the City Safe Advisory Committee continues, with endorsed representatives from the community, in a revised composition defined as nine (9) community members of which three (3) are specifically designated as state government agents representatives.

Committee Recommendation

That Council:
1. **ENDORSE** continuation of the City Safe Advisory Committee;
2. **CONFIRM** configuration three (3) Councillors and nine (9) Community Members;
3. **ASSIGN** three (3) Community Member positions as state government agents representatives, being:
   - WA Police, Rockingham Station.
   - WA Police, Strategic Crime Prevention Division.
   - WA Police, Crime Prevention and Diversity Office
4. **ACCEPT** the resignation of Senior Sergeant Mark Longman
5. **APPOINT** the following community members to the City Safe Advisory Committee until 30 September, 2014.
   - Mrs Sally Low
   - Mr Roy Sankey
   - Mrs Dale Kerferd
   - Mr Bob Cooper
   - Senior Sergeant Stuart Mearns
   - Mr Roger Jefferson

6. **AMEND** the Governance and Meeting Framework Policy accordingly.

   Committee Voting 4/0

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

   Senior Sergeant Mark Longman has now been replaced by Senior Sergeant Stuart Mearns.

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

   Not Applicable
<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>13.</td>
<td><strong>Reports of Councillors</strong></td>
</tr>
<tr>
<td></td>
<td>Nil</td>
</tr>
<tr>
<td>14.</td>
<td><strong>Addendum Agenda</strong></td>
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<td>Nil</td>
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<td>15.</td>
<td><strong>Motions of which Previous Notice has been Given</strong></td>
</tr>
<tr>
<td></td>
<td>Nil</td>
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<tr>
<td>16.</td>
<td><strong>Notices of Motion for Consideration at the Following Meeting</strong></td>
</tr>
<tr>
<td></td>
<td>Nil</td>
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<td>17.</td>
<td><strong>Urgent Business Approved by the Person Presiding or by Decision of the Committee</strong></td>
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<td>Nil</td>
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<td>18.</td>
<td><strong>Matters Behind Closed Doors</strong></td>
</tr>
<tr>
<td></td>
<td>Nil</td>
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<tr>
<td>19.</td>
<td><strong>Date and Time of Next Meeting</strong></td>
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<tr>
<td></td>
<td>The next Community Development Committee Meeting will be held on <strong>Monday 8 April 2013</strong></td>
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<tr>
<td></td>
<td>in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham.</td>
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<td>The meeting will commence at 4:00pm.</td>
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<td>20.</td>
<td><strong>Closure</strong></td>
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<td>There being no further business, the Chairperson thanked those persons present for</td>
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<td>attending the Community Development Committee meeting, and declared the meeting</td>
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<td>closed at <strong>4.32pm</strong>.</td>
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