MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 15 November 2016 at 4:00pm
City of Rockingham Boardroom
<table>
<thead>
<tr>
<th>CONTENTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Declaration of Opening</td>
<td>4</td>
</tr>
<tr>
<td>2. Record of Attendance/Apologies/Approved Leave of Absence</td>
<td>4</td>
</tr>
<tr>
<td>3. Responses to Previous Public Questions Taken on Notice</td>
<td>5</td>
</tr>
<tr>
<td>4. Public Question Time</td>
<td>5</td>
</tr>
<tr>
<td>5. Confirmation of Minutes of the Previous Meeting</td>
<td>5</td>
</tr>
<tr>
<td>6. Matters Arising from the Previous Minutes</td>
<td>5</td>
</tr>
<tr>
<td>7. Announcement by the Presiding Person without Discussion</td>
<td>5</td>
</tr>
<tr>
<td>8. Declaration of Member’s and Officer’s Interest</td>
<td>5</td>
</tr>
<tr>
<td>9. Petitions/Deputations/Presentations/Submissions</td>
<td>5</td>
</tr>
<tr>
<td>10. Matters for which the Meeting may be Closed</td>
<td>5</td>
</tr>
<tr>
<td>Community Development</td>
<td></td>
</tr>
<tr>
<td>CD-038/16 Recommendation from the City Safe Advisory Committee Meeting held on 13 October 2016 (Absolute Majority)</td>
<td>6</td>
</tr>
<tr>
<td>11. Bulletin Items</td>
<td></td>
</tr>
<tr>
<td>Corporate and General Management Services Information Bulletin – November 2016</td>
<td>8</td>
</tr>
<tr>
<td>Community Development Information Bulletin – November 2016</td>
<td>10</td>
</tr>
<tr>
<td>12. Agenda Items – Corporate and Community Development Committee</td>
<td></td>
</tr>
<tr>
<td>Corporate Services</td>
<td>12</td>
</tr>
<tr>
<td>CS-028/16 Adoption of City Business Plan 2017/2018 to 2027/2028</td>
<td>12</td>
</tr>
<tr>
<td>General Management Services</td>
<td>18</td>
</tr>
<tr>
<td>GMS-025/16 Annual Report and Annual Meeting of Electors 2015/2016 (Absolute Majority)</td>
<td>18</td>
</tr>
<tr>
<td>GMS-026/16 Water Refill Stations/Chilled Water Dispensers</td>
<td>22</td>
</tr>
<tr>
<td>Community Development</td>
<td>30</td>
</tr>
<tr>
<td>CD-037/16 Recommendation from the Active Ageing and Care Advisory Committee Meeting held on 13 October 2016</td>
<td>30</td>
</tr>
<tr>
<td>13. Reports of Councillors</td>
<td>32</td>
</tr>
<tr>
<td>14. Addendum Agenda</td>
<td>32</td>
</tr>
<tr>
<td>15. Motions of which Previous Notice has been Given</td>
<td>32</td>
</tr>
<tr>
<td>16. Notices of Motion for Consideration at the Following Meeting</td>
<td>32</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>17.</td>
<td><strong>Urgent Business Approved by the Person Presiding or by Decision of the Committee</strong></td>
</tr>
<tr>
<td>18.</td>
<td><strong>Matters Behind Closed Doors</strong></td>
</tr>
<tr>
<td>19.</td>
<td><strong>Date and Time of Next Meeting</strong></td>
</tr>
<tr>
<td>20.</td>
<td><strong>Closure</strong></td>
</tr>
</tbody>
</table>
# City of Rockingham
## Corporate and Community Development Committee Meeting Minutes
### Tuesday 15 November 2016 - Council Boardroom

1. **Declaration of Opening**

   In the absence of the Chairperson the Chief Executive Officer assumed the Chair and called for nominations for the position of Acting Chairperson.

   **Moved Cr Stewart, seconded Cr McManus:**
   That Cr Hamblin be appointed Acting Chairperson for the meeting.

   Carried – 5/0

   The A/Chairperson declared the Corporate and Community Development Committee Meeting open at **4:01pm** and welcomed all present, and recited the Acknowledgement of Country.

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

   **2.1 Councillors**
   - Cr Deb Hamblin
   - Cr Lee Downham
   - Cr Justin Smith
   - Cr Kelly McManus
   - Cr Joy Stewart
   - Cr Chris Elliott

   Chairperson (Deputising for Cr Liley)

   Observer (until 4:42pm)

   **2.2 Executive**
   - Mr Andrew Hammond
   - Mr John Pearson
   - Mr Peter Doherty
   - Mr Michael Holland
   - Ms Karin Strachan
   - Mr Mark Tidman
   - Mr Gary Rogers
   - Ms Mary-Jane Rigby
   - Mrs Jillian Obiri-Boateng
   - Ms Alison Oliver
   - Ms Vanisha Govender
   - Mr Michael Yakas
   - Mr Heath Trewhella
   - Mr Nick Brown
   - Ms Brenda Atkins
   - Mrs Jelette Edwards
   - Ms Sue Langley
   - Mrs Diane Zanre

   Chief Executive Officer
   Director Corporate Services
   Director Legal Services and General Counsel
   Director Community Development
   Manager Strategy and Corporate Communications
   Manager Investment Attraction
   Manager Community Infrastructure Planning
   Manager Community Support and Safety Services
   Manager Community Capacity Building
   Manager Library and Information Services
   Manager Financial Services
   Manager Customer and Corporate Support
   A/Manager Information Services
   Manager Community and Leisure Facilities
   Human Resources Coordinator
   Governance Coordinator
   Governance Officer
   PA to Director Community Development
2.3 Members of the Gallery: 1
2.4 Apologies:
   Cr Leigh Liley
2.5 Approved Leave of Absence: Nil

3. Responses to Previous Public Questions Taken on Notice
   Nil

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

5. Confirmation of Minutes of the Previous Meeting
   Moved Cr Downham, seconded Cr Stewart:
   That Committee **CONFIRMS** the Minutes of the Corporate and Community Development Committee Meeting held on 18 October 2016, as a true and accurate record.
   Committee Voting – 5/0

6. Matters Arising from the Previous Minutes
   Nil

7. Announcement by the Presiding Person without Discussion
   4:02pm The Chairperson announced to all present that decisions made at Committees of Council are recommendations only and may be adopted in full, amended or deferred when presented for consideration at the next Council meeting.

8. Declarations of Members and Officers Interests
   4:03pm The Chairperson asked if there were any interests to declare. There were none.

9. Petitions/Deputations/Presentations/Submissions
   Nil

10. Matters for which the Meeting may be Closed
    4:03pm The Chairperson advised in accordance with section 5.23(2)(b) of the Local Government Act 1995 – if there are any questions or debate on Confidential Item CD-038/16 Recommendation from City Safe Advisory Committee Meeting held on 13 October 2016, then the Committee will need to defer the matter for consideration at Agenda Item 18 - Matters Behind Closed Doors. There were no questions or request for debate.
Community Development

CONFIDENTIAL ITEM
NOT FOR PUBLIC ACCESS

Section 5.95(3) Local Government Act 1995 (the Act)
This item may be discussed behind closed doors as per Section 5.23(2)(b) of the Act

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CD-038/16</th>
<th>Recommendation from the City Safe Advisory Committee Meeting held on 13 October 2016 (Absolute Majority)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File No:</td>
<td>COM/55-02</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td>Miss Jenna Bowler, Coordinator Community Safety</td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td>Miss Mary-Jane Rigby, Manager Community Support and Safety Services</td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>15 November 2016</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
<td></td>
</tr>
<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attachments:</td>
<td>Minutes of the City Safe Advisory Committee Meeting held on 13 October 2016</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Confidential Attachment as per Section 5.95 of the Local Government Act 1995</td>
<td></td>
</tr>
</tbody>
</table>

Voting Requirements
Absolute Majority

Recommendation to the Corporate and Community Development Committee

Advisory Committee Recommendation 1 of 1:
City Safe Advisory Committee – Committee Member Nominations

That Council APPOINTS Inge Klasina Burges to the City Safe Advisory Committee for a two-year term of office commencing November 2016.
Officer Recommendation if Different to Advisory Committee Recommendation

That Council **APPOINTS** Inge Klasina Burges to the City Safe Advisory Committee for the current term ending October 2018.

The Officer’s Reason for Varying the Advisory Committee Recommendation

As stated in the Governance and Meeting Framework, all community memberships of advisory committees will be reviewed in the period between 1 July and 30 September in the year falling between ordinary elections. Therefore the term of appointment will be less than two years.

Committee Recommendation

Moved Cr Smith, seconded Cr Downham:

That Council **APPOINTS** Inge Klasina Burges to the City Safe Advisory Committee for the current term ending October 2018.

Committee Voting – 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
### 11. Bulletin Items

**Corporate and General Management Services Information Bulletin – November 2016**

**Corporate Services**
1. Corporate Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Integrated Team Plan and Budgeting Module
   3.2 eGovernance Portal
   3.3 Automation records management processes
   3.4 Facility Booking Module
   3.5 Online Zoning Statements
   3.6 AV Upgrades
   3.7 Security Infrastructure
   3.8 Upgrade LAN Switches
   3.9 Replace Multi-Function Machines
4. Information Items
   4.1 List of Payments October 2016
   4.3 Delegated Approval of Tenders by CEO
   4.4 Development Contribution Scheme
   4.5 Autumn Centre
   4.6 Rockingham Aquatic Centre
   4.7 Mike Barnett Sports Complex
   4.8 Warnbro Community Recreation Centre
   4.9 Aqua Jetty
   4.10 Gary Holland Community Centre
   4.11 Lease Management
   4.12 Excisions

**Governance and Councillor Support**
1. Governance and Councillor Support Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Docs on Tap
   4.2 Freedom of Information (FOI) Requests
   4.3 Australian Coastal Councils Association Inc. Newsletter
   4.4 Citizenships
   4.5 Coming Events
   4.6 Notice of Motion – Status Report

**Human Resources**
1. Human Resources Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Employee Wellness Programme
   3.2 Corporate Training Programme
   3.3 RESPECT Programme
   3.4 Occupational Safety and Health Programme
   3.5 Leadership and Management Programme
4. Information Items
   4.1 Recruitment and Onboarding
   4.2 Occupational Safety and Health Statistics

**Strategy and Corporate Communications**

1. Strategy and Corporate Communications Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Risk Management
   3.2 Journal Software subscription and LGMA benchmarking tool
   3.3 Governance Portal
   3.4 Protection of Intellectual Property
   3.5 Implementation of Digital Media Strategy
   3.6 Community Plan Strategy Focus Groups
4. Information Items
   4.1 Annual Customer Satisfaction Survey
   4.2 Community Engagement Framework
   4.3 8th Generation Team Plans
   4.4 Social Media
   4.5 Media Tracking

**Investment Attraction**

1. Investment Attraction Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Marketing City of Rockingham
   3.2 Online Forecasting Tool
   3.3 Small Business Leadership Forums and Investment Attraction Seminars
   3.4 Hotel Attraction Project
4. Information Items
   4.1 Various Meetings

**Legal Services & General Counsel**

1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   Provision of Legal Advice
   4.1 Legal Advice – Local Government Operational Matters
   4.2 Documentation
   Legal Capacity Building
   4.3 AIM Annual Leadership Summit
   4.4 Association of Corporate Counsel – WA: Golden rules for the delivery of major projects

---

**Committee Recommendation**

Moved Cr Smith, seconded Cr Stewart:
That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – November 2016 and the content be accepted.

Committee Voting – 5/0
**Community Development Information Bulletin – November 2016**

**Community Support and Safety Services**
1. Community Support and Safety Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Regional Community Services Leadership Programmes
   3.2 Social Connector Pilot
4. Information Items
   4.1 Youth and Community Support Services
   4.2 Rockingham Connect Community Transport Project
   4.3 Community Safety

**Library Services**
1. Library Services Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Warnbro Community Library Agreement
4. Information Items
   4.1 September 2016 Library Statistics
   4.2 Mary Davies Library and Community Centre
   4.3 Rockingham Central Library
   4.4 Safety Bay Library
   4.5 Warnbro Community Library
   4.6 September 2016 Facebook Statistics
   4.7 Library and Information Services General Update

**Community Infrastructure Planning**
1. Community Infrastructure Planning Team Overview
2. Human Resource Update
3. Project Status Reports
   3.1 Rockingham Foreshore Activity Node – Planning and Concept Design
   3.2 Rockingham Central (Library / Youth / Community Centre) - Planning and Concept Design
   3.3 East Baldivis Recreation Reserve – Shared Use Planning and Concept Design
   3.4 Baldivis Outdoor Recreation Space Planning
   3.5 Baldivis District Sporting Complex Planning
4. Information Items
   4.1 Laurie Stanford Reserve Master Plan Implementation
   4.2 Rhonda Scarrott Reserve Master Plan Implementation
   4.3 Eighty Road Reserve Clubroom Development
   4.4 Baldivis South Youth Space Development
   4.5 Rockingham Enclosed Off-Leash Dog Exercise Area Development
   4.6 Secret Harbour Inclusive Play Space
   4.7 Mike Barnett Netball Courts Upgrade
   4.8 Baldivis South Community Centre
   4.9 Baldivis Enclosed Dog Park
   4.10 Singleton Youth Space Replacement
   4.11 Infrastructure Planning and Development Grants
<table>
<thead>
<tr>
<th>Community Capacity Building</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Community Capacity Building Team Overview</td>
</tr>
<tr>
<td>2. Human Resource Update</td>
</tr>
<tr>
<td>3. Project Status Reports</td>
</tr>
<tr>
<td>3.1 Kidsport</td>
</tr>
<tr>
<td>3.2 Perth Symphony Orchestra</td>
</tr>
<tr>
<td>4. Information Items</td>
</tr>
<tr>
<td>4.1 Community Grants Program</td>
</tr>
<tr>
<td>4.2 Community Capacity Building</td>
</tr>
<tr>
<td>4.3 Disability Access and Inclusion Plan and Strategy 2016-2019</td>
</tr>
<tr>
<td>4.4 Reconciliation Action Plan (RAP) 2014-2017</td>
</tr>
<tr>
<td>4.5 Seniors</td>
</tr>
<tr>
<td>4.6 Youth Development</td>
</tr>
<tr>
<td>4.7 Sport, Recreation and Health and Wellbeing</td>
</tr>
<tr>
<td>4.8 Cultural Development and the Arts</td>
</tr>
</tbody>
</table>

**Committee Recommendation**

*Moved Cr Smith, seconded Cr Stewart:*

That Councillors acknowledge having read the Community Development Information Bulletin – November 2016 and the content be accepted.

Committee Voting – 5/0
12. Agenda Items

Corporate Services

Reference No & Subject: CS-028/16 Adoption of City Business Plan 2017/2018 to 2027/2028
File No: CPM/7
Proponent/s: Mr John Pearson, Director Corporate Services
Author: Mr John Pearson, Director Corporate Services
Other Contributors: 
Date of Committee Meeting: 15 November 2016
Previously before Council: 
Disclosure of Interest: 
Nature of Council’s Role in this Matter: Executive

Site: 
Lot Area: 
Attachments: City Business Plan 2017/2018 to 2026/2027
Maps/Diagrams: 

Purpose of Report

The purpose of the report is to adopt the City Business Plan 2017/2018 to 2026/2027.

Background

A City Business Plan is prepared twice each financial year which is updated with the latest information and predictions. The last version of the City Business Plan was adopted at the April 2016 Council meeting.

Details

The City Business Plan provides allocations of financial resources to ensure that the key strategic objectives of the City are achieved. It also ensures that resources exist to safeguard standard operating functions, and ensures funding allocations are provided so capital construction programs can occur.
Of major interest to the City is its ability to finance the construction of new facilities. This is particularly relevant in high population growth areas. The project timetable for this is:

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Cost</th>
<th>Start Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baldivis Enclosed Off-Leash Dog Exercise Area</td>
<td>215,000</td>
<td>2017</td>
</tr>
<tr>
<td>Baldivis South Outdoor Courts</td>
<td>1,037,000</td>
<td>2017</td>
</tr>
<tr>
<td>Rockingham Central (Library/Youth/Community Centre)</td>
<td>7,692,000</td>
<td>2017</td>
</tr>
<tr>
<td>Baldivis Outdoor Recreation Space</td>
<td>713,000</td>
<td>2017</td>
</tr>
<tr>
<td>East Baldivis Recreation Reserve (Shared Use)</td>
<td>5,260,000</td>
<td>2019</td>
</tr>
<tr>
<td>Stan Twight Reserve Clubroom Extension</td>
<td>4,452,000</td>
<td>2020</td>
</tr>
<tr>
<td>Arpenteur Park Extension</td>
<td>3,368,000</td>
<td>2020</td>
</tr>
<tr>
<td>Aqua Jetty Stage 2 (Expansion)</td>
<td>12,308,000</td>
<td>2021</td>
</tr>
<tr>
<td>Secret Harbour Community Library</td>
<td>2,170,000</td>
<td>2021</td>
</tr>
<tr>
<td>Baldivis District Sportsplex Stage 2 (2 x Ovals, 1 x Pavilion)</td>
<td>10,887,000</td>
<td>2022</td>
</tr>
<tr>
<td>Baldivis District Sportsplex Stage 3 (Netball Courts and Infrastructure)</td>
<td>7,589,000</td>
<td>2024</td>
</tr>
<tr>
<td>Anniversary Park Extension</td>
<td>3,599,000</td>
<td>2024</td>
</tr>
<tr>
<td>Waikiki/Warnbro Outdoor Recreation Space</td>
<td>694,000</td>
<td>2024</td>
</tr>
<tr>
<td>Baldivis Indoor Sports Complex</td>
<td>22,384,000</td>
<td>2025</td>
</tr>
<tr>
<td>Rockingham Aquatic Centre Relocation/Redevelopment</td>
<td>28,512,000</td>
<td>2027*</td>
</tr>
</tbody>
</table>

*Projects outside scope of current Business Plan – estimate of timeframe only

The above table represents a start date only and should be read in context with the Key Assumptions contained in the Business Plan document and Community Infrastructure Plan. These dates may change depending on the accuracy of these assumptions.

**Implications to Consider**

a. **Consultation with the Community**
   Nil

b. **Consultation with Government Agencies**
   Nil

c. **Strategic**
   **Community Plan**
   This item addresses the Community’s Vision for the future and specifically the following Aspiration and Strategic Objective contained in the Community Plan 2015-2025:

   **Aspiration B:** Strong Community

   **Strategic Objective:** Community facilities and services that accommodate contemporary community expectation and are justified, well used, cost effective and, where appropriate, multi-functional.

   **Aspiration C:** Quality Leadership

   **Strategic Objective:** Governance - Governance systems that enable Council to make informed and considered decisions, effectively supported by an executive informing and implementing those decisions; all within an accountable, legally compliant, transparent and ethical environment.
d. **Policy**

The Strategic Development Framework Policy requires a City Business Plan to be reviewed twice per year with formal briefings provided to Council prior to adoption. This requirement has been met.

e. **Financial**

There are significant financial implications related to the adoption of this document. Numerous assumptions have been made in order to ensure the outcomes proposed in the plan are achieved.

**Key Assumptions**

- All revenues and expenses from the Millar Road Landfill Facility have been quarantined and clearly indicated where included.
- The figures included within the plan are based upon present conditions, as well as projections based on current knowledge.
- Rate increases for the term of the plan need to be at least 5%. This is net of natural rate growth which is expected to be approximately 2%. In essence, the average ratepayer can expect an annual rate increase of approximately 5%.
- The City of Rockingham is a minimum Financial Assistance Grant (FAGS) local government and receives FAGS in line with population growth. This is anticipated to grow in line with population and can be reasonably anticipated.
- The assumption has been made that grants for major capital programs will be available on some occasions. With the exception of road grants, capital grants have been included where known and approved. Capital road grants have been averaged for the duration of the plan.
- Recurring grants have been calculated to increase in line with inflation.
- Contributions and reimbursements have been calculated to increase in line with inflation.
- All of the City’s fees and charges will be put before Council prior to budget adoption, with the majority of these expected to be increased by at least the level of inflation.
- Increases in the sanitation charges will be in line with expense requirements.
- Interest on investments of the City’s “unrestricted funds” will remain similar to previous years. Over a longer term view this is considered acceptable. There will be variations to the interest earnings on each of the City’s cash reserve accounts due to the fluctuations in the amounts transferred into and out of the respective reserve accounts. All interest related to cash reserves is earmarked to be deposited into the related reserve.
- State Planning Policy 3.6 allows for local governments to collect revenue from “new” land parcels created within the City boundaries. The City has implemented a Developer Contribution Scheme and is collecting revenue for newly created land within the City boundaries. Ongoing adjustments need to be made to this revenue stream. This is a best estimate with current information available.
- For all other income, allowances have been made for these to merely increase in line with inflation, where these are expected to continue into future years.
- Employee costs are expected to increase moderately in the forthcoming years. This will need to be reviewed annually in line with staff number increases related to population growth. A 2% increase in the employee cost is directly related to population growth.
- Materials and contractors is an area where there can be large cost fluctuations depending upon what is planned. A base figure from prior years has been used and this has been increased or decreased depending on planned operational works. The trend is for this to increase over future years.
• Utilities have been calculated to increase in line with inflation and known charge increases. Historically this has been difficult to estimate, particularly related to electricity costs. Unit rates for power have been known to increase in past years by as much as 25%.

• Insurances have been calculated to increase by inflation in future years.

• Transfers to and from reserves are to occur as per the separate Reserves Summary which is included in section 4 of this document. Cash reserves are a mixture of cash held by statutory requirement and by decision of Council. The ratio of this mixture will adjust year in year out according to prevailing conditions.

• The details of loans projected to be repaid each year are shown on the Loans Summary which is included in section 4 of this document. Proposed borrowings are directly related to projects. The City has implemented a modified Gross Debt to Operating Revenue Ratio to measure suitable debt to be held on the balance sheet. This ratio for any given year should not exceed 45%. A Debt Servicing Ratio is also utilised which is not to exceed 8%.

• The opening balances remain between $0 and $2.16 million for the duration of the plan. This will obviously adjust as future years form the annual budget.

• The discretionary money for each year is an important figure as to how the City will be able to finance its new projects into the future. A great deal of effort has been put into identifying a figure which is relatively reliable for use in future years, however, various assumptions have had to be made so as to arrive at this figure. Historically it tends to be conservative by nature to restrict unsustainable spending patterns. This plan takes a less conservative approach.

• The Team Plans are used to inform major operating outcomes for City operations. Details of specific operational functions will be available in the next version of the Business Plan.

f. Legal and Statutory

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

Specifically these requirements include the need to:

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

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

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

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

This version of the City Business Plan is not intended to comply with this statutory requirement.

g. Risk

All Council decisions are subject to risk assessment according to the City’s Risk Framework.

Implications and comment will only be provided for the following assessed risks.

Customer Service / Project management / Environment : High and Extreme Risks

Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil
Comments

There is the ability for Council to amend any part of this document as it sees appropriate. It should be remembered that the first year of the Business Plan is essentially the first year of the annual budget thus an adoption of this plan is instructing staff that Council is satisfied with the proposals as configured. The Business Plan is divided into sections to assist in reading and dissecting the information. Functions generally termed to be standard are contained in notes 3.1 to 3.9. Detailed Team Plan information will be contained in the next version.

Notes 4.1 and 4.2 articulate the planned loans to be raised and cash backed reserve transfers that will need to occur. It is important to note that cash backed reserves are all formed pursuant to section 6.11 of the Local Government Act 1995 and they have many and varied purposes. Cash backed reserves are required to be restricted out of general municipal funds. For reasons of financial planning these reserves have been used to:

1. Support existing legislative requirements (e.g. requirements to have reserves created and maintained to support specified area rates or developer contributions)
2. Support planned future needs (e.g. strategic master planning or city centre development)
3. Support well planned and good governance practices (e.g. employee leave liability reserve, legal expenses reserve or waste and landfill preservation reserve).

With the exception of point 1 noted above, Council may resolve to increase or decrease reserves at its discretion. It should be noted that the cash backed reserves for the City of Rockingham are not excessive and are similar to other like local governments in the metropolitan area.

Note 2.1 will be of most interest to Councillors as it clearly articulates the major community infrastructure program for the next ten years and aligns this with sustainable debt. Council may resolve as it chooses to move the order of priority of these projects. It should be noted that Note 2.1 demonstrates the start year only and not the completion year. Some of the infrastructure projects proposed may have a construction phase spanning more than one year. It is believed that the overall objectives of this plan, targeted towards building new infrastructure in high population growth areas, are achievable. The ability always exists to make modifications to City plans should significant unplanned difficulties be encountered.

Most importantly the Business Plan demonstrates the nexus between the Community Infrastructure Plan (CIP) and the City’s ability to fund its construction through the Business Plan. Of significance, the Business Plan matches the proposed construction dates in the CIP. These timings, which are subject to often unpredictable changes, are considered reasonable and appropriate.

Voting Requirements

Simple Majority

Officer Recommendation

That Council ADOPTS the City Business Plan 2017/2018 to 2026/2027.

Committee Recommendation

Moved Cr McManus, seconded Cr Downham:

That Council ADOPTS the City Business Plan 2017/2018 to 2026/2027 with a rate of 3%.

Committee Voting – 4/1

(Cr Smith voted against)

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

The Committee changed the Officer’s Recommendation to develop the City Business Plan 2017/2018 to 2026/2027 at 3% because of the softening economy and increased unemployment.
Implications of the Changes to the Officer’s Recommendation

Not Applicable
4:42pm  Cr Elliott departed the meeting.

General Management Services

General Management Services
Governance and Councillor Support

Reference No & Subject:
GMS-025/16  Annual Report and Annual Meeting of Electors 2015/2016 (Absolute Majority)

File No:
IFM/26 and GVR/60

Risk Register No:

Proponent/s:
Mr Peter Varris, Manager Governance and Councillor Support

Author:

Other Contributors:

Date of Committee Meeting:
15 November 2016

Previously before Council:

Disclosure of Interest:
Executive

Nature of Council’s Role in this Matter:

Site:

Lot Area:

Attachments:

Maps/Diagrams:

Purpose of Report

Background
Section 5.54 of the Local Government Act 1995 requires Council to accept the Annual Report no later than 31 December each year.

Should the auditor’s report not be available in time for the Annual Report to be accepted by 31 December, then the local government is to accept the Annual Report no later than two months after the auditor’s report becomes available.

Preparation of the Annual Report has progressed in anticipation that the Audit Committee would consider the Annual Financial Statements and Audit Report for 2015/2016 by late October 2016 with a recommendation to Council at this ordinary meeting. As a part of the process the Annual Report is also presented for consideration at this meeting.
In accordance with section 5.27 of the Local Government Act 1995, a general meeting of electors of a district is to be held once every financial year. The meeting is to be held not more than 56 days after the local government accepts the annual report for the previous financial year.

**Details**

A draft of the Annual Report for 2015/2016 has been prepared by the Strategy and Corporate Communication Team and earlier distributed to Councillors to provide comment and feedback. Industry best practice is to endeavour to hold the Annual Meeting of Electors in the same calendar year that the financial year ended. This is often dependent on the timing of the audit of the City’s financial statements and the receipt of the audit statement.

The Audit Committee considered the Audited Annual Financial Reports for 2015/2016 (a key component of the Annual Report) in late October 2016, with a Committee recommendation presented to this Ordinary Council Meeting.

The acceptance of the Annual Report will trigger the timeline for the Annual Meeting of Electors, necessitating it to be held by Monday 16 January 2016.

It is proposed to hold the Annual Meeting of Electors for 2015/2016 at 6:00pm, Wednesday 21 December 2016 in the Reception Area of the Administration Centre.

**Implications to Consider**

a. **Consultation with the Community**

The availability of the Annual Report is advertised in conjunction with the statutory advertising required for the Annual Meeting of Electors. Advertising will appear in the local press, City website, social media platform, libraries and notice boards.

Statutory advertising is required to be carried out requiring the Chief Executive Officer to convene an electors’ meeting by giving at least 14 days’ local public notice.

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 and Strategic Objective(s) contained in the Community Plan 2015-2025:

**Aspiration C:** Quality leadership

**Strategic Objective:** Governance – Governance systems that enable Council to make informed and considered decisions, effectively supported by an executive informing and implementing those decisions; all within an accountable, legally compliant, transparent and ethical environment.

d. **Policy**

Nil

e. **Financial**

Funds for advertising the electors’ meeting are provided for in Account 210018.1204 – Advertising Governance and Councillor Support. The cost is anticipated to be less than $750.

f. **Legal and Statutory**

Part 5 Division 5 of the Local Government Act 1995 (the Act) specifies the legislative requirements for preparation and acceptance of the Annual Report.
Section 5.53(1) of the Act requires a local government to prepare an annual report for each financial year.

Section 5.53(2) specifies the content of the Annual Report, including a report from the Mayor, a report from the Chief Executive Officer, an overview of the plan for the future, the financial reports for the year under review, the auditor’s report, and specified information including that relating to employees, disability services, and complaints.

Section 5.54(1) specifies that the Annual Report is to be accepted by Absolute Majority decision.

Section 5.55 notes that the Chief Executive Officer is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

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

g. Risk

All Council decisions are subject to risk assessment according to the City's Risk Framework.

Implications and comment will only be provided for the following assessed risks.

- Customer Service / Project management / Environment : High and Extreme Risks
- Finance / Personal Health and Safety : Medium, High and Extreme Risks

Nil

Comments

To facilitate the process of holding the Annual Meeting of Electors in a timely manner Council consideration of the Annual Report is sought.

In accordance with Section 5.55 of the Local Government Act 1995 local public notice of the availability of the Annual Report will be given.

The Annual Meeting of Electors for 2014/2015 was held at 6:00pm on 16 December 2015 and was held in December the previous two years.

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

It is anticipated that the outcomes of the 2015/2016 Annual meeting of Electors will be presented to the ordinary Council Meeting in January 2017.

Voting Requirements

Absolute Majority

Officer Recommendation

That Council:
1. **ADOPTS** the Annual Report for the financial year ending 30 June 2016.
2. **APPROVES** the Annual Meeting of Electors for 2015/2016 on Wednesday 21 December 2016 commencing at 6:00pm in the Reception Room in the City Administration Centre.
Committee Recommendation

Moved Cr Downham, seconded Cr Smith:
That Council:
1. **ADOPTS** the Annual Report for the financial year ending 30 June 2016.
2. **APPROVES** the Annual Meeting of Electors for 2015/2016 on Wednesday 21 December 2016 commencing at 6:00pm in the Reception Room in the City Administration Centre.

Committee Voting – 5/0

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

Implications of the Changes to the Officer’s Recommendation
Not Applicable
General Management Services
General Management Services Directorate

Reference No & Subject: GMS-026/16 Water Refill Stations/Chilled Water Dispensers

File No: PES/29
Proponent/s: Ms Jo Hunter, Senior Projects Officer
Author:
Other Contributors:
Date of Committee Meeting: 15 November 2016
Previously before Council: June 2015 (CD-027/15); August 2015 (EP-034/15); July 2016 (EP-022/16); October 2016 (GMS-024/16)
Disclosure of Interest:
Nature of Council’s Role in this Matter: Executive

Purpose of Report
To action part 2 of the Notice of Motion resolved at the 26 July 2016 Council Meeting and seek further Council direction on the installation of chilled water dispensers in public open spaces.

Background
At the 25 October 2016 Council Meeting Council resolved:
“That Council DEFERS this item back to Committee for further consideration.”

At the 26 July 2016 Council Meeting Council resolved:
“That Council ENDORSES the concept of chilled water dispensers in high pedestrian traffic public open spaces and:
1. Direct that chilled water dispensers be included in the infrastructure design, planning and implementation of the Rockingham Beach Foreshore Master Plan.
2. Direct the Chief Executive Officer to undertake an investigation into world’s best practice public space chilled water dispensers and report back to Council within three months on the following:
   (a) Machine examples, analysis and comparisons with specific recommendation
   (b) Site options and recommendation
   (c) Capital cost and year in year out expenditure estimations”

CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY 13 DECEMBER 2016
PRESIDING MEMBER
Details

Water Refill Stations (WRS) have been considered by Council over the past 15 months.

In response to a Notice of Motion from Cr Stewart, Council at its 23 June 2015 meeting resolved:

“That Council DIRECT the Chief Executive Officer to investigate the installation of Water Refill Stations within the City boundaries to provide a network of water dispensers.”

Following the June 2015 resolution, the Engineering and Parks Division investigated installation of WRS and reported back to Council at its meeting held 25 August 2015. In response to the investigation Council resolved the following:

“That Council SUPPORT the concept of commercial water dispensing in public reserves subject to:

1. Any proposal being cost neutral or cost positive to the City.
2. The placement of water dispensing units be in line with normal park design considerations.”

On 6 February 2016, an Expression of Interest was issued regarding implementing a WRS in Rockingham. Only ProAcqua responded. ProAcqua’s proposal was not cost neutral to the City of Rockingham and hence, failed to meet the conditions of the Council resolution from August 2015. It was, therefore, rejected. An offer was made to ProAcqua on 11 March 2016 to further discuss options that might satisfy the Council resolution, however, ProAcqua has not since tabled a proposal that meets the Council requirements.

Following the July 2016 Notice of Motion, Council endorsed the inclusion of chilled water dispensers in the infrastructure design, planning and implementation of the Rockingham Beach Foreshore Master Plan and noted the following design objectives for drinking fountains:

That the drinking fountains have the following characteristics:

(a) have sufficient flow rate for ease of use;
(b) provide cool drinking water;
(c) located appropriately to both need, and health and safety considerations;
(d) be located and of heights accessible to all users;
(e) be universally accessible
(f) be vandal resistant;
(g) be aesthetically pleasing; and
(h) be considerably greater number than currently exists.

In addition, there are further specific mentions in the scope such as:

(e) incorporate a (free) water bottle fill station.

Implications to Consider

a. Consultation with the Community

Extensive consultation has been undertaken for the Rockingham Beach Foreshore Master Plan. This consultation will be further developed as part of the detailed design work that is currently underway.

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 and Strategic Objectives contained in the Community Plan 2015-2025:
Aspiration B: A Strong Community

Strategic Objective: Services and Facilities - Community facilities and services that accommodate contemporary community expectation and are justified, well used, cost effective and, where appropriate, multi-functional.

Aspiration C: Sustainable Environment

Strategic Objective: Carbon Footprint and Waste Reduction: Carbon footprint reduction and waste minimisation programs focussed on community education and awareness, and the use of new technologies proven to be environmentally acceptable and financially sustainable.

d. Policy
Nil - Subject to pending investigation.

e. Financial
Nil - Subject to pending investigation.

f. Legal and Statutory
Nil - Subject to pending investigation.

g. Risk
All Council decisions are subject to risk assessment according to the City’s Risk Framework.
Implications and comment will only be provided for the following assessed risks.
Customer Service / Project management / Environment : High and Extreme Risks
Finance / Personal Health and Safety : Medium, High and Extreme Risks
Nil

Comments
Extensive research into world’s best practice public space chilled water dispensers has been undertaken, including a review of machine examples, capital costs and year in year out expenditure estimations. The research included the following manufacturer brands and models:

<table>
<thead>
<tr>
<th>Manufacturer</th>
<th>Model</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blupura / Eau de Vie</td>
<td>City 1.0</td>
<td></td>
</tr>
<tr>
<td>Halsey Taylor USA</td>
<td>All In One, Halsey Taylor</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HydroBoost VR Chilled Refill Station Fountain</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HTHBHV8</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HTHBHVSR</td>
<td></td>
</tr>
<tr>
<td>Manufacturer</td>
<td>Model</td>
<td>Image</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>----------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Urban Fountains &amp; Furniture</td>
<td>CF200 Chiller Fountain</td>
<td><img src="image1.jpg" alt="Image" /></td>
</tr>
<tr>
<td>Urban Fountains &amp; Furniture</td>
<td>Apollo 280 Drinking Fountain</td>
<td><img src="image2.jpg" alt="Image" /></td>
</tr>
<tr>
<td>Meet PAT</td>
<td>All-in-one fountain &amp; refill station</td>
<td><img src="image3.jpg" alt="Image" /></td>
</tr>
<tr>
<td>Aquabubbler</td>
<td>Universal ABUA13 / AB2UA14</td>
<td><img src="image4.jpg" alt="Image" /></td>
</tr>
<tr>
<td>Proacqua</td>
<td>ProAcqua water machine - Water Refill Stations (WRS)</td>
<td><img src="image5.jpg" alt="Image" /></td>
</tr>
<tr>
<td>Aquafil</td>
<td>Type C</td>
<td><img src="image6.jpg" alt="Image" /></td>
</tr>
</tbody>
</table>
The options were assessed according to the following criteria:

(a) satisfy design objectives outlined previously;
(b) provide filtered, chilled water;
(c) offer a cost-neutral proposition for the City;
(d) be simple to implement within existing tenure and competition contexts

Assessment identified one provider able to satisfy all requirements, and three alternatives satisfying most, but not all requirements.

<table>
<thead>
<tr>
<th>Manufacturer</th>
<th>Model</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elkay</td>
<td>EZH2O - LK4420BF1L</td>
<td><img src="https://example.com/image1.jpg" alt="Image" /></td>
</tr>
<tr>
<td></td>
<td>EZH2O - LK4420BF1U</td>
<td><img src="https://example.com/image2.jpg" alt="Image" /></td>
</tr>
</tbody>
</table>
The following table provides an overview of the top four options:

<table>
<thead>
<tr>
<th>Manufacturer &amp; Model</th>
<th>Image</th>
<th>Features</th>
<th>Trial Priority</th>
<th>Terms / Annualised Cost / Cost per Litre Dispensed (CLD)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Meet PAT</strong>&lt;br&gt; All-in-one fountain &amp; refill station</td>
<td><img src="image1.png" alt="Image of Meet PAT" /></td>
<td>Chilled, filtered: Y&lt;br&gt;Drinking fountain: Y&lt;br&gt;WRS: Y&lt;br&gt;Consumer pays / free: Free&lt;br&gt;Outdoor: Under eave&lt;br&gt;Vandal-proof: Y&lt;br&gt;Disabled access: Y</td>
<td>1 (Preferred)</td>
<td>• Unit purchased outright OR contract with negotiable terms&lt;br&gt;• Cost-neutral arrangement available&lt;br&gt;• Annualised cost ~ $0 - $5,130&lt;br&gt;• CLD ~ $0 - $0.15</td>
</tr>
<tr>
<td><strong>Aquafil</strong>&lt;br&gt;Type C</td>
<td><img src="image2.png" alt="Image of Aquafil" /></td>
<td>Chilled, filtered: Filtered only&lt;br&gt;Drinking fountain: Y&lt;br&gt;WRS: Y&lt;br&gt;Consumer pays / free: Free&lt;br&gt;Outdoor: Y&lt;br&gt;Vandal-proof: Y&lt;br&gt;Disabled access: Y</td>
<td>2</td>
<td>• Unit purchased outright OR supplied free to waterwise councils by Water Corporation&lt;br&gt;• Annualised cost ~ $3,525 - $4,055&lt;br&gt;• CLD ~ $0.14 - $0.16</td>
</tr>
<tr>
<td><strong>Urban Fountains &amp; Furniture</strong>&lt;br&gt;CF200 Chiller Fountain</td>
<td><img src="image3.png" alt="Image of Urban Fountains &amp; Furniture" /></td>
<td>Chilled, filtered: Y&lt;br&gt;Drinking fountain: Y&lt;br&gt;WRS: Y&lt;br&gt;Consumer pays / free: Free&lt;br&gt;Outdoor: Y&lt;br&gt;Vandal-proof: Y&lt;br&gt;Disabled access: N</td>
<td>3</td>
<td>• Unit purchased outright&lt;br&gt;• Annualised cost ~ $4,560&lt;br&gt;• CLD ~ $0.11</td>
</tr>
<tr>
<td><strong>ProAcqua</strong>&lt;br&gt;Water Refill Stations (WRS)</td>
<td><img src="image4.png" alt="Image of ProAcqua" /></td>
<td>Chilled, filtered: Y&lt;br&gt;Drinking fountain: N&lt;br&gt;WRS: Y&lt;br&gt;Consumer pays / free: Paid&lt;br&gt;Outdoor: Y&lt;br&gt;Vandal-proof: Y&lt;br&gt;Disabled access: Y</td>
<td>4</td>
<td>• Privately owned, commercial arrangement&lt;br&gt;• CoR pays 50% installation cost = $1,500&lt;br&gt;• CoR commits to purchasing 1,000 x $3 smart cards</td>
</tr>
</tbody>
</table>
Site recommendations
Potential sites were assessed according to the following criteria:
(a) high pedestrian foot traffic and offering disabled access;
(b) high visibility;
(c) offering appropriate opportunities for surveillance;
(d) ready access to water, power and drainage;
(e) attractive to provider on the basis of advertising revenue potential;
(f) sympathetic to hygiene considerations (i.e. not right next to public toilets)
Using these criteria, the following sites are recommended as priorities for further negotiation with the provider:
(1) Churchill Park on the Foreshore
(2) adjacent to the Baldivis Library
(3) Railway Tce / Kent St
(4) Weld St Walk
(5) Flinders Lane Precinct

Competition with local retailers
The provision of a private, commercially operated water dispensing station that is promoted by the City may have some competition implications, given that existing businesses within the City derive some revenue from the sale of bottled water.

The provision of chilled, filtered water as a free service may impact bottled water sales within the City, but, as it is a compelling proposition targeted at the greater good of residents and visitors, it is unlikely to be perceived as a significant concern.

Tenure
A private, commercially operated water dispensing station may require a leasing arrangement or special permission from the Department of Lands. The City’s preference will be for a solution that is simple to implement within tenure constraints.

Voting Requirements
Simple Majority

Officer Recommendation
That Council APPROVES the installation of Meet PAT water dispensers in Churchill Park on the Foreshore and adjacent to the Baldivis Library, subject to cost neutrality and satisfaction of land tenure matters.

Committee Recommendation
Moved Cr McManus, seconded Cr Hamblin:
That Council APPROVES the installation of Meet PAT water dispensers in Churchill Park on the Foreshore and adjacent to the Baldivis Library, subject to cost neutrality and satisfaction of land tenure matters.

Committee Voting – 3/2
(Cr Stewart and Cr Downham voted against)
<table>
<thead>
<tr>
<th><strong>The Committee's Reason for Varying the Officer's Recommendation</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
<td></td>
</tr>
</tbody>
</table>

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

For Council to approve the name change of the Active Ageing and Care Advisory Committee to Seniors Advisory Committee.

### Recommendations to the Corporate and Community Development Committee

#### Advisory Committee Recommendation 1 of 1:
**Name of Advisory Committee change**

That Council **APPROVES** that the name of the Active Ageing and Care Advisory Committee change to Seniors Advisory Committee.

#### Officer Recommendation if Different to Advisory Committee Recommendation

Nil

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

Nil

### Background

The Terms of Reference for the Active Ageing and Care Advisory Committee (AACAC) is “To provide information, advice and guidance to Council on matters pertaining to seniors within the City of Rockingham”. It is recommended that the name of the AACAC is changed to Seniors Advisory Committee to align with the Seniors Strategy 2017-2021 and the terms of reference.
Implications to Consider

a. **Strategic**

Community Plan

This item addresses the Community’s Vision for the future and specifically the following Aspiration and Strategic Objectives contained in the Community Plan 2015-2025:

**Aspiration B:** Mobility and Inclusion
**Strategic Objective:** Community services, programs and infrastructure that effectively cater for all residents including seniors, youth and vulnerable populations.

**Aspiration C:** Quality Leadership
**Strategic Objective:** Governance: Governance systems that enable Council to make informed and considered decisions, effectively supported by an executive informing and implementing those decisions; all within an accountable, legally compliant, transparent and ethical environment.

**Strategic Objective:** Community Engagement and Advocacy: An engaged and informed community that participates in local decision making and can rely upon the Council to advocate on its behalf when important issues challenge the best interests of the City and its residents.

b. **Policy**

The Governance and Meeting Framework Policy will be updated to reflect the committee name change.

c. **Financial**

Nil

d. **Legal and Statutory**

Nil

e. **Voting Requirements**

Simple Majority

f. **Risk**

All Council decisions are subject to risk assessment according to the City’s Risk Framework. Implications and comment will only be provided for the following assessed risks.

- Customer Service / Project management / Environment: High and Extreme Risks
- Finance / Personal Health and Safety: Medium, High and Extreme Risks

Nil

**Committee Recommendation**

Moved Cr Stewart, seconded Cr Smith:

That Council **APPROVES** that the name of the Active Ageing and Care Advisory Committee change to Seniors Advisory Committee.

Committee Voting – 5/0

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

Not Applicable

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

Not Applicable
<table>
<thead>
<tr>
<th></th>
<th>Reports of Councillors</th>
</tr>
</thead>
<tbody>
<tr>
<td>13</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Addendum Agenda</td>
</tr>
<tr>
<td>14</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Motions of which Previous Notice has been given</td>
</tr>
<tr>
<td>15</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Notices of motion for Consideration at the Following Meeting</td>
</tr>
<tr>
<td>16</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Urgent Business Approved by the Person Presiding or by Decision of the Committee</td>
</tr>
<tr>
<td>17</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Matters Behind Closed Doors</td>
</tr>
<tr>
<td>18</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Date and Time of Next Meeting</td>
</tr>
<tr>
<td>19</td>
<td>The next Corporate and Community Development Committee Meeting will be held on <strong>Tuesday 13 December 2016</strong> in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Closure</td>
</tr>
<tr>
<td>20</td>
<td>There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at <strong>4:54pm</strong>.</td>
</tr>
</tbody>
</table>