MINUTES
Corporate and Community Development Committee Meeting
Held on Tuesday 17 January 2017 at 4:00pm
City of Rockingham Boardroom
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</table>
## 1. Declaration of Opening

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

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

### 2.1 Councillors

- Cr Leigh Liley
- Cr Lee Downham
- Cr Justin Smith
- Cr Kelly McManus
- Cr Joy Stewart

### 2.2 Executive

- Mr Andrew Hammond
- Mr Peter Doherty
- Ms Alison Oliver
- Mr Michael Yakas
- Mr Mark Tidman
- Ms Mary-Jane Rigby
- Mrs Jillian Obiri-Boateng
- Ms Vanisha Govender
- Mr Nick Brown
- Mr Ben Searcy
- Mr Dean Stoitis
- Ms Helen Savage
- Mr Peter Varris
- Mrs Jelette Edwards
- Mrs Karen Gravett
- Mrs Diane Zanre
- Ms Chloe-Rose Haggarty

#### Chief Executive Officer
- Mr Andrew Hammond

#### Director Legal Services and General Counsel
- Mr Peter Doherty

#### A/Director Community Development
- Ms Alison Oliver

#### A/Director Corporate Services
- Mr Michael Yakas

#### Manager Investment Attraction (from 4:02pm)
- Mr Mark Tidman

#### Manager Community Support and Safety Services
- Ms Mary-Jane Rigby

#### Manager Community Capacity Building
- Mrs Jillian Obiri-Boateng

#### Manager Financial Services
- Ms Vanisha Govender

#### Manager Community and Leisure Facilities
- Mr Nick Brown

#### Manager Human Resources Development
- Mr Ben Searcy

#### A/Manager Community Infrastructure Planning
- Mr Dean Stoitis

#### Coordinator City Properties
- Ms Helen Savage

#### Manager Governance and Councillor Support
- Mr Peter Varris

#### Governance Coordinator
- Mrs Jelette Edwards

#### A/Governance Officer
- Mrs Karen Gravett

#### PA to Director Community Development
- Mrs Diane Zanre

#### Business Trainee
- Ms Chloe-Rose Haggarty

### 2.3 Members of the Gallery:

- 3

### 2.4 Apologies:

- Nil

### 2.5 Approved Leave of Absence:

- Nil

## 3. Responses to Previous Public Questions Taken on Notice

Nil
4. **Public Question Time**

4:01pm The Chairperson invited members of the Public Gallery to ask questions. There were none.

5. **Confirmation of Minutes of the Previous Meeting**

Moved Cr Smith, seconded Cr McManus:

That Committee **CONFIRMS** the Minutes of the Corporate and Community Development Committee Meeting held on 13 December 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**

4:02pm The Chairperson asked if there were any interests to declare. There were none.

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

Nil

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

Nil

11. **Bulletin Items**

**Corporate and General Management Services Information Bulletin – January 2017**

**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 November 2016 and December 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 Lease Consents and Maintenance Grants
   4.13 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 Civic Catering
   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 Governance Portal
   3.3 Protection of Intellectual Property
   3.4 Implementation of Digital Media Strategy
4. Information Items
   4.1 Organisational performance measurement
   4.2 Community Engagement
   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
   4.2 Lot 55 (14) Trafalgar Gardens, Port Kennedy
   4.3 City Centre Precinct
   4.4 East Rockingham Industrial Area

**Legal Services & General Counsel**
1. Legal Services & General Counsel Team Overview
2. Human Resource Update
3. Project Status Reports
4. Information Items
   4.1 Legal Advice - Local Government Operational Matters
   4.2 Documentation

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**Committee Recommendation**

Moved Cr Stewart, seconded Cr McManus:

That Councillors acknowledge having read the Corporate and General Management Services Information Bulletin – January 2017 and the content be accepted.

Committee Voting - 5/0

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**Community Development Information Bulletin – January 2017**

**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 November 2016 Library Services Statistics
   4.2 Mary Davies Library and Community Centre
   4.3 Rockingham Central Library
   4.4 Safety Bay Library
CONFIRMED AT A CORPORATE AND COMMUNITY DEVELOPMENT MEETING HELD ON TUESDAY, 21 FEBRUARY 2017

Committee Recommendation

Moved Cr Stewart, seconded Cr McManus:

That Councillors acknowledge having read the Community Development Information Bulletin – January 2017 and the content be accepted.

Committee Voting - 5/0
12. Agenda Items

Corporate Services

Corporate Services
Community and Leisure Facilities

<table>
<thead>
<tr>
<th>Reference No &amp; Subject:</th>
<th>CS-001/17</th>
<th>Excision of portion of Crown Reserve 52317 to create a new Reserve with Power to Lease</th>
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<tr>
<td>File No:</td>
<td>LGS/570</td>
<td></td>
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<tr>
<td>Proponent/s:</td>
<td>Ms Helen Savage, Coordinator City Properties</td>
<td></td>
</tr>
<tr>
<td>Author:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Contributors:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Committee Meeting:</td>
<td>17 January 2017¹</td>
<td></td>
</tr>
<tr>
<td>Previously before Council:</td>
<td>March 2016 (CD-009/16)</td>
<td></td>
</tr>
<tr>
<td>Disclosure of Interest:</td>
<td>Executive</td>
<td></td>
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<tr>
<td>Nature of Council’s Role in this Matter:</td>
<td></td>
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<tr>
<td>Site:</td>
<td>2,400.70m² portion of Lot 798 on Deposited Plan 406823 Peckham Boulevard, Baldivis. Reserve Number 52317</td>
<td></td>
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<tr>
<td>Lot Area:</td>
<td>57,711m²</td>
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<tr>
<td>Attachments:</td>
<td>1. Location Plan of Reserve 52317</td>
<td>2. Aerial photo showing proposed 2,400.70m² area to be excised (outlined red)</td>
</tr>
<tr>
<td>Maps/Diagrams:</td>
<td></td>
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**Purpose of Report**

To seek Council support for the excision of approximately 2,401m² of the 57,711m² Reserve 52317, Lot 798 on Deposited Plan 406823, Peckham Boulevard, Baldivis for the creation of a new reserve to be set aside for the purpose of “Recreation”.

**Background**

Reserve 52317 is subject to section 152 of the Planning and Development Act 2005 and was ceded to the Crown Reserve for its current purpose of “public recreation” in February 2016. A corresponding Management Order N240151 XE was also issued over the Reserve in favour of the City.

¹ Date of Committee Meeting was amended
A new Baldivis South Sports Pavilion commenced construction on the Reserve in August 2016. The construction of the new club building is to satisfy the needs of the Baldivis Little Athletics Centre and the Baldivis Soccer Club Incorporated. The City intends on leasing the new club building to the Baldivis Soccer Club Incorporated. As the City currently does not have power to lease over the reserve, the City sought advice from the Department of Lands in September 2016 to determine if the Department of Lands would agree to excising an approximately 2,401m² portion of the reserve to create a new reserve and grant the City power to lease over it.

The Department of Lands responded on 29 September 2016 advising because the proposed excision is less than 5% of the total area of the reserve, the excision is considered to be minor and complementary in nature and as such the Minister of Lands approval would not be required in this case. The City would however need to gain written approval from the Department of Planning at the outset before the Department of Lands could consider any proposal to excise land from the existing reserve. Providing the Department of Planning granted its approval over the proposed excision, the Department of Lands also advised that the City would need to undertake public consultation to ascertain the level of community support for the creation of the separate reserve with the power to lease, and submit the proposal to Council. The City is required to accept all costs associated with the excision including but not limited to the preparation and lodgement of survey plans and document preparation and lodgement fees.

The Department of Planning’s comments have been sought by the City and they have confirmed that they do not have any objections to the proposal.

Details

By excising a 2,401m² portion of Reserve 52317 a new reserve will be created over the excised area. Upon the creation of the new Reserve, a new Management Order can be granted in favour of the City with the power to lease, the whole or any portion of the reserve for any term not exceeding 21 years from the date of the lease subject to the written approval of the Minister of Lands, in accordance with section 49 of the Land Administration Act 1997.
2. Aerial photo showing proposed 2,400.70m² area to be excised (outlined red)
### Implications to Consider

#### a. Consultation with the Community

The Department for Lands requires evidence of public consultation to include the feedback and responses provided from the Council to ensure the interest of the public and community are considered.

The proposed excision is considered by the Department of Lands to be minor and complementary in nature of the existing reserve. Therefore the requirements of advertising for an excision did not need to satisfy Regulation 47(4) of the Planning and Development (Local Planning Schemes) Regulations 2015 that would typically apply for a proposed excision that proposed to cancel or substantially reduce a reserve. Consultation took place from 4 November 2016 to 25 November 2016 (21 days).

The Reserve Amendment was advertised for public comment with advertising undertaken in the following manner:

- An advertisement was placed on the City’s website for the duration of the advertising period and copies of documents explaining the Reserve Amendment were also made available.
- One hundred and twenty eight nearby and adjacent landowners were notified in writing of the proposal and were captured based upon a 250m property radius of Reserve 52317.

At the conclusion of the advertising period, one submission was received from a nearby landowner.

1. **Mr Darrell Headen**

   **Submission:**
   We purchased our land in July 2013 and subsequently built in 2014 moving into our home in the August 2014. We picked that plot due to the access and unspoilt views across the oval. As assured at that time that it was only ever going to be an oval for recreation(al). We are extremely dis(s)appointed to discover the pavilion being built and now to learn that full approval was not obtained to its use. We are very concerned about the noise pollution that will be generated in a full environment. The volume(e) of traffic generated on all roads. The safe environment of all, parking on verges within sideroads and possibility of devaluation of our property. We disapprove due to the nature and concerns expressed above.

   **City’s Comment:**
   Reserve 52317 was created through the subdivision of Lot 1507 Eighty Road, Baldivis as shown on deposited plan 194627. Lot 1507 was identified as being the intended location of a clubroom through the Community Infrastructure Plan 2011/12 to 2020/21 since the plans adoption by Council in May 2011.

   The development of the clubroom is complimentary to the ‘Recreation’ purpose given to the ‘active reserve’ by the State government. The officers do not consider that the clubroom will substantially affect the remainder of the reserve’s space.

   In regards to the concern over the potential traffic that may be generated on all roads, an allocation for parking will be provided, adjacent to the Reserve and perpendicular to Eighty Road. The parking was planned in this location in order to minimise any negative impacts that traffic may have on surrounding residential dwellings.

   It should also be noted that all necessary approvals for the construction of the clubrooms have been obtained however the purpose of the amendment is to enable a community group to have a lease over a building that they can manage and operate their affairs from.

   **Recommendation:**
   The submission is noted. The objection relates to the building structure as opposed to an objection over the proposed changes to land tenure.
b. Consultation with Government agencies

The City has sought approval from the Department of Planning which has no objections to the proposal. The following government agencies were also notified in writing of the proposal:

- Department of Fire and Emergency Services
- Department of Parks and Wildlife
- Land Management Services, Alinta Network Services
- ATCO Gas Australia
- Department of Health, Environmental Health Directorate
- Department of Environmental Regulation
- Department of Health, Health Infrastructure Unit
- Department of Aboriginal Affairs
- Urban Water Management, Department of Water
- Western Power
- Infrastructure Planning and Land Services, Public Transport Authority
- Forecasting and Area Planning, Telstra
- Department of Regional Development
- Department of Lands
- Department of Housing
- Department of Treasury and Finance, Strategic Projects and Asset Sales
- Perth Airport
- Department Environmental and Regulation, Regional Service Division
- State Heritage Office of WA, Heritage Council of WA
- Development Services Branch, Water Corporation
- Main Roads Western Australia
- DBP Land Management Team
- Department of Education
- Integrated Transport Planning, Department of Transport

Comments relating to the submissions are summarised below.

| 1. Department of Fire and Emergency Services (DFES) |
| Submission: |
| The Department of Fire and Emergency Services queried whether the proposal was one that required a formal response. |
| City’s comment: |
| After conducting an in-house assessment on the proposal, officers found that a formal response from DFES was not required. |

<p>| 2. Department of Parks and Wildlife |
| Submission: |
| With reference to your email correspondence dated 1 December 2016, the Department of Parks and Wildlife has no comments on the proposal. |</p>
<table>
<thead>
<tr>
<th>City's comment:</th>
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<tbody>
<tr>
<td>The submission from Department of Parks and Wildlife is noted.</td>
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</table>

3. Land Management Services, Alinta Network Services

**Submission:**
No comments received.

4. ATCO Gas Australia

**Submission:**
ATCO Gas Australia (ATCO Gas) has no objection to the proposed application to facilitate the formal process to enable the City of Rockingham to be granted by the Minister for Lands, a Management Order with Power to Lease over the Reserve, based on the information and plan provided.

<table>
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<tr>
<th>City's comment:</th>
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<tr>
<td>The submission from ATCO Gas Australia is noted.</td>
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5. Department of Health, Environmental Health Directorate

**Submission:**
Your query regarding the excision of land from an existing vested Reserve, in order to be able to lease the land to a sporting club, has been referred to me for comment.

It is noted that the Baldivis South Sport Pavilion Reserve is in a sewered area. Accordingly the Department of Health would have no objection to the excision, subject to the new sports centre being connected to sewer.

<table>
<thead>
<tr>
<th>City's comment:</th>
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<tr>
<td>The submission from Department of Health, Environment Health Directorate is noted. The Baldivis South Sport Pavilion will be connected to sewer.</td>
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</table>

6. Department of Health (DOH), Health Infrastructure Unit

**Submission:**
The DOH has no objections to the proposal.

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<tr>
<th>City's comment:</th>
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<tbody>
<tr>
<td>The submission from Department of Health, Health Infrastructure Unit is noted.</td>
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</table>

7. Department of Aboriginal Affairs (DAA)

**Submission:**
I can confirm that the Amendment area is not within the boundary of any sites under the Aboriginal Heritage Act, 1972 (AHA) as currently mapped on the Register of Aboriginal Sites. There may be Sites present to which the AHA applies that are yet to be identified and are therefore not in DAA records, and these Sites are still afforded protection under the AHA.

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<tr>
<th>City's comment:</th>
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<tr>
<td>The submission from Department of Aboriginal Affairs is noted.</td>
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</table>
8. Development Services Branch, Water Corporation

**Submission:**
The Department of Water has reviewed the application and has no objection to the proposal.

**City’s comment:**
The submission from Development Services Branch, Water Corporation is noted.

9. Western Power Network Services Officer branch

**Submission:**
Dial Before You Dig.

**City’s comment:**
The submission from Western Power Network Services Officer branch is noted.

10. Infrastructure Planning and Land Services, Public Transport Authority

**Submission:**
No comments received.

11. Forecasting and Area Planning, Telstra

**Submission:**
Thank you for the above advice. At present, Telstra Corporation Limited has no objection.

**City’s comment:**
The submission from Forecasting and Area Planning, Telstra is noted.

12. Department of Regional Development

**Submission:**
Please be advised that you have contacted the Department of Regional Development which is separate to the Department of Lands.

As the attached query is addressed to the Department of Lands, I have forwarded your email to Lands for their response.

**City’s comment:**
The submission from the Department of Regional Development is noted.

13. Department of Lands

**Submission:**
As the proposed excision is less than 5% of the area of Reserve 52317, the excision is considered to be minor and complementary in nature and as such, Minister for Lands approval is not required in this case.

The Department of Lands (DoL) agrees in principle to the proposed excision of an area for the new reserve for ‘Recreation’ including the power to lease but, in accordance with this Department’s policy, requires evidence from the City that community consultation has/will occur.

**City’s comment:**
The submission from the Department of Lands is noted.
<table>
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<tr>
<th>14. Department of Housing</th>
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<tbody>
<tr>
<td><strong>Submission:</strong></td>
</tr>
<tr>
<td>The Housing Authority has no objection to the proposed works at Baldivis South Sport Pavilion Reserve, Lot 798 Eighty Road.</td>
</tr>
<tr>
<td><strong>City's comment:</strong></td>
</tr>
<tr>
<td>The submission from the Department of Housing is noted.</td>
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<tr>
<th>15. Department of Treasury and Finance, Strategic Projects and Asset Sales</th>
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<tr>
<td><strong>Submission:</strong></td>
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<tr>
<td>No comments received.</td>
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<tr>
<th>16. Perth Airport</th>
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<tr>
<td><strong>Submission:</strong></td>
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<tr>
<td>Perth Airport has no comment to make on this application. We will generally only make a comment if:</td>
</tr>
<tr>
<td>• The site is within the endorsed Australian Noise Exposure Forecast</td>
</tr>
<tr>
<td>• The site lies underneath Perth Airport’s prescribed airspace</td>
</tr>
<tr>
<td>• The site is within Perth Airport’s lighting control zones</td>
</tr>
<tr>
<td>• The proposed land use could cause a hazard to safe and reliable aircraft operations at Perth Airport</td>
</tr>
<tr>
<td>Thank you for the opportunity to comment on this application.</td>
</tr>
<tr>
<td><strong>City's comment:</strong></td>
</tr>
<tr>
<td>The submission from Perth Airport is noted.</td>
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<tr>
<th>17. Department Environment and Regulation, Regional Services Division</th>
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<tr>
<td><strong>Submission:</strong></td>
</tr>
<tr>
<td>DER has no comment on this matter in reference to regulatory responsibilities under the Environmental Protection Act 1986 and the Contaminated Sites Act 2003.</td>
</tr>
<tr>
<td><strong>City's comment:</strong></td>
</tr>
<tr>
<td>The submission from Department Environment and Regulation, Regional Services Division is noted.</td>
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</tbody>
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<thead>
<tr>
<th>18. Western Australian Planning Commission</th>
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<tr>
<td><strong>Submission:</strong></td>
</tr>
<tr>
<td>No comments received.</td>
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<tr>
<th>19. State Heritage Office of WA, Heritage Council of WA</th>
</tr>
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<tbody>
<tr>
<td><strong>Submission:</strong></td>
</tr>
<tr>
<td>Thank you for your referral received 4 November 2016 for the abovementioned proposal. I wish to advise that we have no comment on the proposal as it does not appear to impact upon any places of heritage significance.</td>
</tr>
<tr>
<td><strong>City’s comment:</strong></td>
</tr>
<tr>
<td>The submission from State Heritage Officer of WA, Heritage Council of WA is noted.</td>
</tr>
</tbody>
</table>
20. Main Roads Western Australia

**Submission:**
Main Roads has no objections to this action proceeding.

**City’s comment:**
The submission from Main Roads Western Australia is noted.

21. DBP Land Management Team

**Submission:**
DBP as the owner operator of the Dampier to Bunbury Natural Gas Pipeline (DBNGP) wish to advise that they have no objection to the proposed excision of land for the creation of a new reserve to be set aside for the purpose of "Recreation".

**City's comment:**
The submission from DBP Land Management Team is noted.

22. Department of Education

**Submission:**
No comments received.

23. Integrated Transport Planning, Department of Transport

**Submission:**
I refer to your letter dated 4 November 2016 regarding the above application.
The Department of Transport (DoT) has no comment to provide.
Thank you for the opportunity to comment on the above application.

**City’s comment:**
The submission from Integrated Transport Planning, Department of Transport is noted.

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 B:** Services and Facilities

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

d. Policy

Nil

e. Financial

The City will pay all costs associated with surveying the site. This is anticipated to be approximately $5,000 and has an allocated budget.

f. Legal and Statutory

Section 41 of the Land Administration Act 1997 provides the Minister power to reserve Crown land to the Crown.
Section 49 of the Land Administration Act 1997 provides a management body may submit to the Minister for his or her approval a plan for the development, management and use of the Crown land in its managed reserve for the purpose of that managed reserve. In accordance with section 49, the condition will be placed on the Management Order of the proposed new reserve that written approval is required from the Minister for any lease entered into over the new reserve.

Section 51 of the Land Administration Act 1997 provides the Minister’s powers to cancel, change the purpose of or amend the boundaries of, or the locations or lots comprising, a reserve.

Section 152 of the Planning and Development Act 2005 provides a very high order of protection over the reserves created under it. As a matter of principle the Department of Lands will not permit leasing of section 152 reserves to prevent private interest of land that has been set aside for “public recreation”. Small portions of “public recreation” reserves may therefore be excised and separately reserved with a management order issued to local governments with power to lease.

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

The creation of a separate reserve with a Management Order issued to the City with the power to lease is a critical step to ensure that the City has the power to enter into a lease with the Baldivis Soccer Club (Incorporated) for the proposed new Sports Pavilion. The proposal to excise out a portion of the reserve and create a new reserve with a management order over it with the power to lease will not adversely affect the existing use and amenity of the Reserve and is required to allow the building to be leased.

Voting Requirements

Simple Majority

Officer Recommendation

That Council SUPPORTS the excision of approximately 2401m² of the 57,711m² Reserve 52317, Lot 798 on Deposited Plan 406823, Peckham Boulevard, Baldivis for the creation of a new reserve to be set aside for the purpose of “Recreation”.

Committee Recommendation

Moved Cr Smith, seconded Cr McManus:

That Council SUPPORTS the excision of approximately 2401m² of the 57,711m² Reserve 52317, Lot 798 on Deposited Plan 406823, Peckham Boulevard, Baldivis for the creation of a new reserve to be set aside for the purpose of “Recreation”.

Committee Voting - 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
Purpose of Report
To receive the minutes and consider any decisions of the Annual Meeting of Electors held 21 December 2016.

Background
Council resolved at its 22 November 2016 meeting to hold the Annual Meeting of Electors on Wednesday 21 December 2016 commencing at 6:00pm. The meeting was held and the minutes are included as an attachment.

Details
The Annual Meeting of Electors was held on 21 December 2016 and in accordance with Section 5.33 of the Local Government Act 1995 all decisions made at an electors’ meeting are to be considered at the next ordinary meeting of Council.
Implications to Consider

a. Consultation with the Community
Advertising was carried out in both the Sound Telegraph and Weekend Courier, City Website, Library and Administration notice boards advising the community of the date and time of the Annual Meeting of Electors. The City’s social media platforms were also utilised for the notification of the meeting. Members of the Public were invited to attend and submit questions on the Annual Report and for General Business.

b. Consultation with Government Agencies
Not Applicable

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

**Aspiration C:** Quality Leadership

**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.

**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
Nil

f. Legal and Statutory
Section 5.33 of the Local Government Act 1995 specifies the following in respect to decisions made at Electors Meetings:

(1) All decisions made at an electors’ meeting are to be considered at the next ordinary council meeting or, if that is not practicable -
   (a) at the first ordinary council meeting after that date; or
   (b) at a special meeting called for that purpose, whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors’ meeting, the reasons for the decision are to be recorded in the minutes of the council 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

With the exception of the decision to receive the 2015-2016 Annual Report, there were no other decisions or resolutions made at the Annual Meeting of Electors held 21 December 2016.

Voting Requirements

Simple majority

Officer Recommendation

That Council RECEIVES the minutes of the Annual Meeting of Electors held on Wednesday 21 December 2016.

Committee Recommendation

Moved Cr Smith, seconded Cr Stewart:

That Council RECEIVES the minutes of the Annual Meeting of Electors held on Wednesday 21 December 2016.

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
Governance and Councillor Support

Reference No & Subject: GMS-002/17 Amendment to Appoint Authorised Persons Delegation of Authority

File No: CPM/130

Proponent/s:

Author: Mrs Jelette Edwards, Governance Coordinator

Other Contributors: Ms Erica Scott, Coordinator Health Services

Date of Committee Meeting: 17 January 2017

Previously before Council: 27 September 2016 (GMS-018/16)

Disclosure of Interest: Executive

Purpose of Report

For Council to delegate authority to the Chief Executive Officer to appoint authorised persons under the new Public Health Act 2016.

Background

The Public Health Act (the Act) 2016 received Royal Assent on 25 July 2016. The Act facilitates a comprehensive reform of public health regulation in Western Australia and is a substantial step towards preventing illness and better protecting and promoting the health of all Western Australians.

The Act provides a flexible and proactive framework for the regulation of public health.

As there is a significant amount of work required to transition to the new regulatory framework, implementation is to occur in a staged manner over the next 3 to 5 years, under the direction of the Department of Health.

The first three implementation stages are the commencement of the administration matters in the Public Health Act. The Department of Health is working on drafting subsidiary legislation under the Public Health Act that will come into effect in a staged manner over the upcoming years.

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2 Date of Committee Meeting was amended
The City’s Health Services will have a significant amount of work to undertake while the transition to the new regulatory framework is undertaken. Health Services will continue to update Council as these implementation stages pass and new parts to the legislation are enacted.

Details

Under the provisions of the Health Act 1911, the appointment of Environmental Health Officers employed by Local Government was approved by the Executive Director, Public Health from the Department of Health.

The new Public Health Act 2016 now gives the power to local governments to appoint authorised persons instead of the Department of Health. Section 21 of the Public Health Act 2016 provides that a power or duty conferred on an enforcement agency may be delegated to the chief executive officer (CEO) of the local government. In this case the local government is also known as an enforcement agency.

The amendments to this delegation will allow the CEO to appoint one or more persons as environmental health officers and designate a person or class of persons as authorised officers.

Implications to Consider

a. Consultation with the Community
   Not Applicable

b. Consultation with Government Agencies
   Information regarding changes to legislation has been provided by the Department of Health.

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

d. Policy
   Nil

e. Financial
   Nil

f. Legal and Statutory
   *Section 4(b) of the Public Health Act 2016 (the Act) - enforcement agency means – a local government*
   *Section 17(1) of the Act – A local government may appoint one or more persons as environmental health officers.*
   *Section 21(1) of the Act – A power or duty conferred or imposed on an enforcement agency may be delegated –*
   (b) *If the enforcement agency is a local government, to –*
   (i) *the chief executive officer of the local government;*
   *Section 24(1) of the Act – An enforcement agency may designate a person or class of persons as authorised officers*
   (a) *for the purposes of this Act or another specified Act; or*
(b) for the purposes of the specified provisions of this Act or another specified Act; or
(c) for the purposes of the provisions of this Act or another specified Act other than the specified provisions of that Act.

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

This delegation will ensure that Environmental Health Officers are able to be authorised to perform the various function of their role in a timely manner. The delegation under the Public Health Act 2016 does not specify an absolute majority decision of Council.

Voting Requirements

Simple Majority

Officer Recommendation

That Council DELEGATES to Chief Executive Officer power or duty conferred or imposed on an enforcement agency as per section 21 of the Public Health Act 2016.

Committee Recommendation

Moved Cr Smith, seconded Cr McManus:

That Council DELEGATES to Chief Executive Officer power or duty conferred or imposed on an enforcement agency as per section 21 of the Public Health Act 2016.

Committee Voting - 5/0

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

Not Applicable

Implications of the Changes to the Officer’s Recommendation

Not Applicable
### Purpose of Report

To seek Council’s endorsement of the draft Community Support Services Strategy 2017–2022.

### Background

One of the City of Rockingham’s identified aspirations from the Strategic Community Plan is to build a strong community. Council endorsed the first Community Support Services Strategy 2012-2015 in February 2013, which took a capacity building approach in developing the community support services sector to focus on the needs of the more vulnerable sections of the population in the City of Rockingham. Positive and tangible outcomes have been created as a result of this strategy.

The development of a current Community Support Services Strategy 2017-2022 is required to enhance the existing work within the sector and to continue to identify those populations who are vulnerable or disadvantaged including the level of support the City aims to provide within the Rockingham community.

### Details

The City aims to build collaborative effort, encourage the development of aligned services, advocate for more funding and improve the sustainability of funding models as an overarching outcome of this
strategy. The consultation for the development of this strategy was targeted at Federal and State Government departments and state/local not for profit providers operating within the community services sector. The major issues identified within Rockingham were:

- Low income families
- Social isolation
- Mental health and suicide ideation
- Substance abuse
- Family and domestic violence
- Low levels of tertiary qualifications and disengagement from school
- Lack of services, funding and/or sustainability of funding
- Lack of collaboration across the sector for the creation of hubs.

The draft Community Support Services Strategy 2017-2022 identifies three key elements based on research and consultation outcomes that provide clear direction for the City over the next six years.

The key elements are as follows:

**Key Element One: Building an Effective, Accessible and Sustainable Sector**

**Key Element Two: City Provision of Services**

**Key Element Three: Infrastructure Development and Access**

The key elements provide synergy at a state level as identified by the Western Australian Council of Social Services (WACOSS) who is focussing on advocacy, influencing leaders, educating the community and leading public debate for the next six years. Additionally, the City will work collaboratively to build local organisations capacity to provide people with the support services they need.

### Implications to Consider

a. **Consultation with the Community**

To avoid raising community expectations, a targeted consultation was conducted in August 2016 via an online survey and stakeholder interviews. Invitations to participate and surveys were distributed across all not for profit, community based support services, agencies and schools across the City of Rockingham.

b. **Consultation with Government Agencies**

Department Child Protection and Family Services and the Department of Local Government and Communities.

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

d. **Policy**

The Strategic Development Framework Policy (for Community Plan Strategies) which stipulates Councillors, staff, stakeholders and members of the community should be involved or participate in the strategic development process.
e. Financial

The costs associated with the implementation actions outlined in the Community Support Services Strategy 2017-2022 will be incorporated into the relevant team plans over the strategy timeframe and where required incorporated into the City’s Business Plan.

f. Legal and Statutory

Nil

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

The development of the draft Community Support Services Strategy 2017-2022 provides Council a strategic guide which aims to increase the amount and accessibility of social service organisations and agencies to meet the needs of the vulnerable population's within the City.

The next step in the development of the strategy is for Council to consider the draft strategy for endorsement. Public comment will then be sought over a 28 day period via the City Website, Libraries and Administration building. Following the public comment period, all feedback will be reviewed for possible inclusion into the final Community Support Services Strategy 2017-2022 to be presented to Council for adoption.

Voting Requirements

Simple Majority

Officer Recommendation


Committee Recommendation

Moved Cr McManus, seconded Cr Smith:

That Council ENDORSES the draft Community Support Services Strategy 2017-2022, for the purposes of community consultation.

Committee Voting - 5/0

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

The requirement for community consultation was incorporated into the Committee recommendation.

Implications of the Changes to the Officer’s Recommendation

Not Applicable
| 13. | Reports of Councillors | Nil |
| 14. | Addendum Agenda | Nil |
| 15. | Motions of which Previous Notice has been given | NOTE: Cr Whitfield has withdrawn his notice of motion pertaining to Item CD-044/16 Relocation of Baldivis Cricket Club on which Council deferred consideration to January 2016 |
| 16. | Notices of motion for Consideration at the Following Meeting | Nil |
| 17. | Urgent Business Approved by the Person Presiding or by Decision of the Committee | Nil |
| 18. | Matters Behind Closed Doors | Nil |
| 19. | Date and Time of Next Meeting | The next Corporate and Community Development Committee Meeting will be held on Tuesday 21 February 2017 in the Council Boardroom, Council Administration Building, Civic Boulevard, Rockingham. The meeting will commence at 4:00pm. |
| 20. | Closure | There being no further business, the Chairperson thanked those persons present for attending the Corporate and Community Development Committee meeting, and declared the meeting closed at 4:23pm. |